



BOARD MEETING AGENDA
Monday, February 25, 2013
Regular Meeting - 7:00 P.M.

Directors
Manny Fernandez
Tom Handley
Pat Kite
Anjali Lathi
Jennifer Toy

Officers
Richard B. Currie
*General Manager/
District Engineer*

David M. O'Hara
Attorney

1. Call to Order

2. Pledge of Allegiance

3. Roll Call

- Motion 4. Minutes of the February 11, 2013 Board Meeting
Motion to approve the Minutes of February 11, 2013 as submitted.

5. Written Communications

6. Oral Communications
The public may provide oral comments at regular and special Board meetings; however, whenever possible, written statements are preferred (to be received at the Union Sanitary District office at least one working day prior to the meeting). This portion of the agenda is where a member of the public may address and ask questions of the Board relating to any matter within the Board's jurisdiction that is not on the agenda. If the subject relates to an agenda item, the speaker should address the Board at the time the item is considered. Oral comments are limited to three minutes per individuals, with a maximum of 30 minutes per subject. Speaker's cards will be available in the Boardroom and are to be completed prior to discussion.

- Information 7. Monthly Operations Report (to be reviewed by the Budget & Finance Committee).
 - a. Districtwide Balanced Scorecard Measures
 - b. Treatment & Disposal and FMC Process Scorecard
 - c. General Manager's Monthly Operations & Investment Report

- Motion 8. Review and Approve Policy # 3020 Board Agenda Packet, and Policy # 3080 Board Agenda Subjects Requested by Board Members (to be reviewed by the Personnel Committee)

- Motion 9. Approving Paperless Board Agenda Packet Program and Policy (to be reviewed by the Budget & Finance Committee).

- Motion 10. Authorizing the General Manager to Execute Task Order No. 2 with Carollo Engineers for the Construction Period Design Services for the Thickener Control Building Interim Improvements Project (to be reviewed by the Construction Committee).

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| Motion | 11. Awarding the Construction Contract for the Cast Iron Lining Project Phase IV to Norcal Pipeline Services (to be reviewed by the Construction <u>Committee</u>). |
| Motion | 12. Resolution No. 2696, Accepting the Construction of the PLC Replacement Project from D.W. Nicholson Corporation and Authorizing the Attorney for the District to Record a Notice of Completion (to be reviewed by the Construction Committee). |
| Motion | 13. Authorizing the General Manager to Execute Task Order No. 3 with Brown and Caldwell for Providing Engineering Services During Construction for the RAS Pump Station Piping Improvements Project (to be reviewed by the Construction Committee). |
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INFORMATION ITEMS:

14. California Regional Water Quality Control Board Staff Summary Report on Sanitary Sewer Overflow Reduction Program - Status Report (to be reviewed by the Legal/Community Affairs Committee)

 15. Report on EBDA Commission Meeting of February 21, 2013.

 16. Check Register.

 17. Committee Meeting Reports (*No Board action is taken at Committee meetings*):
 - Budget & Finance Committee, Wednesday, February 20, 2013 at 5:00 p.m.
 - Legal/Community Affairs Cmte., Wednesday, February 20, 2013 at 5:30 p.m..
 - Personnel Committee, Friday, February 22, 2013 at 2:00 p.m.
 - Construction Committee, Friday, February 22, 2013 at 3:30 p.m.

 18. General Manager's Report (*information on recent issues of interest to the Board*).

 19. Other Business:
 - Comments and questions. *Directors can share information relating to District business and are welcome to request information from staff.*
 - Scheduling matters for future consideration.
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20. Adjournment – The Board will adjourn to a Closed Session to discuss Contract Negotiations with SEIU Local 1021 (Calif. Govt. Code Section 54957.6). Negotiating Team Members Richard Currie, Judi Berzon and Glenn Berkheimer of IEDA may attend this session.

The Board will then adjourn to a Closed Session to discuss the interview process for the Deputy General Manager Position (Calif. Govt. Code Section 94957(b)).

The Board will then adjourn to a Closed Session to Interview and Discuss Selection of a Candidate for the Position of Deputy General Manager on February 27, 2013. (Calif. Govt. Code 94957(b)).

The Board will then adjourn to the next Regular Board Meeting on March 11, 2013 at 7:00 p.m. in the Boardroom.

The Public is welcome to provide oral comments at Regular and Special Board meetings. Whenever possible, we request that written statements be provided to the District at least one working day prior to the meeting. If the subject relates to an agenda item, the speaker should address the Board at the time the item is considered. If the subject is within the Board's jurisdiction but not on the agenda, the speaker will be heard at the time "Oral Communications" is scheduled. Oral Communications is limited to three minutes per individual, with a maximum of 30 minutes per subject. Speaker's cards are available in the Boardroom and should be completed prior to discussion of the agenda item and handed to the Clerk. The facilities at the District Offices are wheelchair accessible. Any attendee requiring other special accommodations at the meeting should contact the General Manager's office at (510) 477-7503 at least one working day ahead of the meeting.

THE PUBLIC IS WELCOME TO ATTEND



**NOTICE OF
COMMITTEE MEETING**

All meetings will be held in the
General Manager's Office

5072 Benson Road
Union City, CA 94587
(510) 477-7500

**BOARD MEETING
February 25, 2013**

Committee Membership:

Budget and Finance	Directors Anjali Lathi and Jennifer Toy
Construction Committee	Directors Tom Handley and Manny Fernandez
Legal/Community Affairs	Directors Anjali Lathi and Pat Kite
Legislative Committee	Directors Pat Kite and Tom Handley
Personnel Committee	Directors Jennifer Toy and Manny Fernandez
Audit Committee	Directors Jennifer Toy and Tom Handley

Budget & Finance Committee, Wednesday, February 20, 2013 at 5:00 p.m.

7. Monthly Operations Report
9. Approving Paperless Board Agenda Packet Program and Policy

Legal/Community Affairs Cmte., Wednesday, February 20, 2013 at 5:30 p.m.

14. California Regional Water Quality Control Board Staff Summary Report on Sanitary Sewer Overflow Reduction Program - Status Report

Personnel Committee, Friday, February 22, 2013 at 2:00 p.m.

8. Review and Approve Policy # 3020 Board Agenda Packet, and Policy # 3080 Board Agenda Subjects Requested by Board Members

Construction Committee, Friday, February 22, 2013 at 3:30 p.m.

10. Authorizing the General Manager to Execute Task Order No. 2 with Carollo Engineers for the Construction Period Design Services for the Thickener Control Building Interim Improvements Project (to be reviewed by the Construction Committee).
11. Awarding the Construction Contract for the Cast Iron Lining Project Phase IV to Norcal Pipeline Services (to be reviewed by the Construction Committee).
12. Resolution No. 2696, Accepting the Construction of the PLC Replacement Project from D.W. Nicholson Corporation and Authorizing the Attorney for the District to Record a Notice of Completion (to be reviewed by the Construction Committee).
13. Authorizing the General Manager to Execute Task Order No. 3 with Brown and Caldwell for Providing Engineering Services During Construction for the RAS Pump Station Piping Improvements Project (to be reviewed by the Construction Committee).

**Committee meetings may include teleconference participation by one or more Directors
(Gov. Code Section 11123).**

*Committee meetings are open to the public; however, only written comments from the public will be considered.
No Board action will be taken.*

**MINUTES OF THE MEETING OF THE
BOARD OF DIRECTORS OF
UNION SANITARY DISTRICT
February 11, 2013**

1. **CALL TO ORDER**
2. **PLEDGE OF ALLEGIANCE**
3. **ROLL CALL**

PRESENT: Manny Fernandez, Secretary
Tom Handley, Director
Pat Kite, President
Anjali Lathi, Vice President (arrived 7:03 p.m.)
Jennifer Toy, Director

ABSENT: None

STAFF: Richard Currie, General Manager/District Engineer
Richard Cortes, Business Services Manager
Jesse Gill, Technical Support & Customer Services Manager
Sami Ghossain, Capital Improvements Projects Coach
Dave Livingston, Treatment and Disposal Services Manager
Andy Morrison, Collection Services Manager
David O'Hara, Legal Counsel
Louis Rivera, Mechanic
Jose Rodrigues, Collection System Worker
Dustin Strasburg, Utility Worker
Allen Tarnowski, Collection System Worker
Tim Teale, Painter
Tom Graves, Assistant to the General Manager/Board Secretary

CONSULTANTS: None.

VISITORS: None.

4. **APPROVAL OF THE MINUTES OF JANUARY 28, 2013**

Action

On a motion made by Director Handley and seconded by Director Fernandez, the Minutes of the Board of Directors Meeting of January 28, 2013 were approved. The motion carried unanimously, 4-0. (Director Lathi arrived at 7:03 p.m.)

5. **WRITTEN COMMUNICATIONS**

There were no official communications.

6. **ORAL COMMUNICATIONS**

There were no oral communications.

7. **RECOGNIZING COLLECTION SYSTEM WORKER II JOSE RODRIGUES FOR RECEIVING THE COLLECTION SYSTEM PERSON OF THE YEAR AWARD.**

Collection Services Manager Andy Morrison presented the Collection System Person of the Year Award to Jose Rodrigues, CSW II, and congratulated him on his achievement. Andy also pointed out that Jose helped to develop and construct an overflow technical training station at the District's Training Facility, and that he regularly presents technical training to USD employees and to outside agencies. Because Jose is the CWEA San Francisco Bay Section Collection System Person of the Year, he is automatically entered into the statewide competition. Jose thanked Andy, James Schofield, Shawn Nesgis and his co-workers, and said it was just his way of giving back to the District.

Director Kite inquired if a press release had been made, and GM Currie said he would check with Michelle Powell.

Director Handley said the photos of the spill were very useful, and inquired if other agencies had come to take their own photos. Andy said that 4 or 5 agencies have done so, although more are welcome to do so.

Director Handley also asked when we would know the results of the statewide completion, and Andy said that would be in April at the statewide CWEA Conference.

8. **RESOLUTION NO. 2695, ACCEPTING THE CONSTRUCTION OF THE PRIMARY DIGESTER NO. 4 REHABILITATION PROJECT FROM FD THOMAS, INC. AND AUTHORIZING THE ATTORNEY FOR THE DISTRICT TO RECORD A NOTICE OF COMPLETION.**

TSCS Manager Jesse Gill said that Primary Digester No. 4 was originally constructed during the 1985 plant upgrade project. In February of 2012, the digester was taken out of service and cleaned as part of the District's regular maintenance program. A condition assessment of the digester and its appurtenances was conducted by V&A Consulting Engineers, Inc. (V&A) after the digester was cleaned. On June 25, 2012, the Board awarded the construction contract of the Primary Digester No. 4 Rehabilitation Project (Project) in the amount \$113,305 to FD Thomas, Inc. Staff issued the Notice to Proceed to FD Thomas on July 27 2012. The 60-day project was scheduled to be complete on September 24, 2012. FD Thomas substantially completed the Project on January 9, 2013. The Project completion date had to be extended via Contract Change Order for two reasons. The first was to account for the discovery and repair of corroded steel on the dome and side skirt underneath existing coatings. The second was to install an application of nonskid material to the exterior foam insulation. The nonskid material had to be applied during a period of four consecutive dry weather days with temperatures above 50 degrees. This weather condition was not achieved until the second week in January. The Project construction included four (4) Contract Change Orders (CCO) at a total cost of \$44,121, which is approximately 39% of the original contract amount. GM Currie pointed out that even though 39% is relatively high, the digesters are not accessible when they are in operation, so repairs can be made only once every 6 years.

Action

On a motion made by Director Fernandez and seconded by Director Toy, the Board accepted the construction of the Primary Digester No. 4 Rehabilitation Project from FD Thomas, Inc. by Resolution No. 2695, and authorized the Attorney for the District to file a Notice of Completion with the Alameda County Recorder's Office. The motion carried unanimously.

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9. APPROVING THE FRAUD IN THE WORKPLACE POLICY.

Business Services Manager Rich Cortes presented this policy to the Board, stating that the Fraud in the Workplace Policy provides guidance to staff on how to define, report, and investigate fraudulent activities.

Action On a motion made by Director Handley and seconded by Director Toy, the Board approved the Fraud in the Workplace Policy as presented. The motion carried unanimously

INFORMATION ITEMS

10. SAFETY SLOGAN CONTEST RESULTS.

Rich Currie stated that on September 20, 2012, the Safety Committee announced a contest to select a new District safety slogan. Rules were established and distributed to all District employees, with prizes of \$50 for first, \$35 for second, and \$25 for third place. Employees were encouraged to submit as many entries as they could think of and 43 were received. The Safety Committee chose the top 10, and employees then voted for the slogans they felt were the best.

Safety Slogan Selections:

The winning safety slogan, along with the second and third place winners, is:

- 1st Place: Be Alert! Accidents Hurt! (Submitted by Mike Auer)
- 2nd Place: Think Safety; Work Safely! (Submitted by Jennifer Sio-Kwok)
- 3rd Place: Safety...One habit you don't need to break (submitted by Mike Auer)

The winning safety slogan will be used to heighten safety awareness throughout the District on a daily basis. We expect to see this slogan on bulletin boards, banners, in training, and in newsletters. The slogan will remind our employees to consider safety while planning and performing each task they do.

INFORMATION ITEMS (continued)

11. **REVIEW OF THE DRAFT POLICY FOR PAPERLESS BOARD AGENDA PACKETS AND USE OF ELECTRONIC EQUIPMENT**

Rich Cortes presented an overview of the process to date, and stated the purpose of this item at this time is to gather comments in order to finalize the policy. He went on to say that at the Board meeting of September 24, 2012, a pilot project was approved for paperless Board packets. There are four main elements to the pilot:

- Purchase of hardware and software
- Modify business processes
- Projection of agenda at Board meetings for the audience
- Development of a policy for use of electronic equipment

Regarding Boardmember-owned devices, Director Lathi stated this was discussed in the Budget & Finance Committee meeting and that either the Board purchase with 25% District reimbursement option or the Board purchase through the District's Computer Loan Program is acceptable to her.

Director Handley indicated a preference for the reimbursement option, but inquired about what the reasonable life of the iPad is expected to be, so that the policy would clearly state that Board Members may expect to be reimbursed once every X number of years. He also suggested that the policy clearly state which model iPad is reimbursable under this policy.

Rich Currie said the committee had discussed these options as well, and that the 25% option seemed reasonable, adding that the required case, software and other approved accessories would be in addition to the 25% reimbursement for the iPad. Director Lathi concurred, and Mr. Cortes said this will be brought back, to the Board in final form at a future meeting.

INFORMATION ITEMS (continued).

12. LEGISLATIVE REPORT FOR FEBRUARY.

Rich Currie gave a presentation to the Board on legislative issues at the State, Regional and National level that may have an effect on USD. Among others, he mentioned the Governor's State of the State Address, which included reforms of the California Environmental Quality Act (CEQA), and issues affecting the Delta Water Plan, with an EIR on that due this Spring. Mr. Currie also spoke briefly about AB29 Williams and AB 39 Skinner on Proposition 39 implementation, SB 36 Rubio, a proposed water bond issue, and others, one of which was a low tech industrial wastewater treatment option currently being studied in India.

Director Kite inquired if there were any staff available who could, at another time, explain what those engineers in India have found and how it works. Mr. Handley also expressed an interest. Mr. Currie said that we had attempted to get the article, but it was only for sale in the EU at a cost of about \$46.

13. ANNUAL REPORT ON ACCIDENTS AND INJURIES FOR 2012.

Rich Currie said that for the calendar year 2012, USD had a total of 3 OSHA reportable accidents/incidents. Of these, only one was a lost time accident and two involved minor treatment, with no lost time or restricted duty. This is the lowest rate of accidents experienced by USD for several reporting periods. Vehicle accidents (3) were also minimal. One other incident of note involved a broken foam application device that squirted chemical into an employee's eye. First aid only was required for this incident, which resulted in no injury

14. TENTATIVE AGENDA FOR THE BOARD RETREAT.

Rich Currie presented the tentative agenda to the Board. Director Fernandez said that he was glad to see that presentations to City Councils was on the agenda.

15. CHECK REGISTER.

There were no questions from the Board. .

16. COMMITTEE MEETING REPORTS

The following Committees met before the Board Meeting: Audit, Budget & Finance, Construction, Legislative and Personnel.

17. General Manager's Report.

Rich Currie said that several schools will be touring the District facilities this week. Director Kite asked to be notified about all tours, and Mr. Currie said he would do so.

Director Toy inquired what the target age was for these tours. Mr. Currie said the target is 5th grade for elementary schools, and that 11th Grade chemistry classes include a component on sewer sciences, so we try to target that age group as well.

Director Fernandez inquired if staff discussed the difference with school children between bay odors and wastewater treatment plant odors. Mr. Currie said that staff did not discuss those differences with school children, but did do so with local residents.

Mr. Currie also reported that an employee was injured last week while doing some grinding and welding. The employee was wearing all of the required safety gear, yet got something in his eye, which was removed by a physician. The employee is now back at work.

FPPC Form 700's are due again this year, and Tom Graves has sent out the new forms for CY 2012. Any questions should be directed to Tom. Forms are due to him not later than March 18, 2013.

An offer has been made to a new Instrument Tech/Electrician, who will be coming to the District soon, as well as a new Inspector I in the Environmental Compliance Group.

Closed Session will not include the union contract tonight. The union is rolling out a new proposal later this week, and a vote will be the week after. There will be a closed session on this topic at the next Board meeting on February 25, 2013.

18. OTHER BUSINESS:

There was no other business.

19. ADJOURNMENT:

The Board adjourned to a Closed Session to discuss the recruitment of a Deputy General Manager (Calif. Govt. Code Section 94957(b)).

The Board then adjourned to a Closed Session to discuss the Performance Evaluation of the General Manager for 2012, (Calif. Govt. Code 94957(b)).

The Board then adjourned to the next Regular Meeting on February 25, 2013 at 7:00 p.m. in the Boardroom.

SUBMITTED:

ATTEST:

TOM GRAVES
SECRETARY TO THE BOARD

Manny Fernandez,
SECRETARY

APPROVED:

PAT KITE
PRESIDENT

Adopted this 25th day of February, 2013.



5. Written Communications

Meeting of February 25, 2013



6. Oral Communications

Meeting of February 25, 2013

Monthly Operations Report

For the Month of

January, 2013

Presented at the February 25, 2013 Board Meeting

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Date: February 15, 2013
To: Board of Directors – Union Sanitary District
From: Richard B. Currie, General Manager/District Engineer
Donna Wies, Quality Coordinator
Subject: Agenda Item No. 7a –Meeting of February 25, 2013
DECEMBER MONTHLY OPERATIONS REPORT
DISTRICT-WIDE BALANCED SCORECARD MEASURES

Recommendation:

Information only.

Background:

This report summarizes progress meeting the District's strategic objectives for the second quarter of fiscal year 2012-13.

Staff will be available to answer questions.

Safety

Performance on all safety measures is meeting targets, except the number of facility inspections performed. The goal is to complete one per quarter. In order to meet the annual target, two inspections will be performed by USD staff in the 3rd quarter.

There were two OSHA reportable accidents during the second quarter of FY 13, but no new lost time accidents. Average Full-Time Equivalent (FTE) lost due to accidents increased due to an employee taking time off for an injury that occurred in a previous year, but the average for the year remains below target. There was one minor vehicle accident involving a District employee.

In December, USD staff visited West Valley Sanitation District in order to learn about their safety program and identify best practices that could be implemented at USD. The Safety Committee is currently reviewing the findings from the site visit. A second site visit to the Monterey Regional Water Pollution Control Agency is planned for later this year.

See Table 1: Safety Objectives and Measures, for a full report.

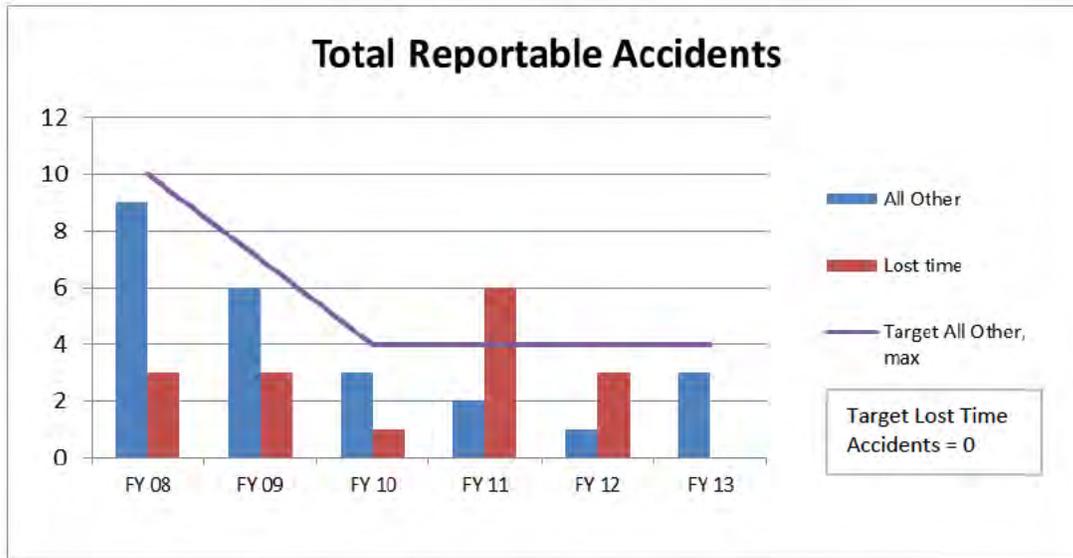


Table 1: Safety Objectives and Measures

Objectives	Measures	FY 13 to Date	Annual Target	FY 12	FY 11	FY 10	Comments
Reduce the number of accidents	Total accidents with lost days	0	0	3	6	1	
	Other OSHA reportable accidents	3	≤4	1	2	3	
Reduce the impact of accidents on employees and the District	Ave FTE lost time	0.3	≤0.5	2.21	1.35	0.69	Salary only
	Cost lost time	\$12,065	≤\$40,170	\$150,548	\$88,881	\$41,928	
	Ave FTE limited duty	0.3	≤0.5	1.62	0.8	0.05	
	Cost limited duty	\$6,404	≤\$20,085	\$55,596	\$27,044	\$1,645	
	x-mod	0.85	≤1.0	0.73	1.23	1.51	Annual measure
	Incidents of vehicle or equipment accidents	1	≤2	5	1	1	Minor vehicle accident
Cost of claims associate with vehicles or equipment	\$0	0	\$3,792	0	\$1,551		

Table 1: Safety Objectives and Measures, continued

Objectives	Measures	FY 13 to Date	Annual Target	FY 12	FY 11	FY 10	Comments
Identify and correct poor practices and potential hazards	# Facility inspections	1	4	4	4	4	Pump stations were inspected 9/27/12.
	# management work site observations	150	≥248 /yr	340	377	400	
Implement industry best practices	# best practices identified and adopted	0	≥2	3	3	1	2 site visits planned for FY 13
Communicate our commitment to safety	# GM communication on status of safety program & performance	3	≥4	4	7	6	EE BBQ, GM e-mail, ET e-mail
	# safety strategy reviews conducted by ET and EHSPM	3	6	6	6	7	
Increase employee awareness	# of major safety training events offered	2	7	6	5	5	Industrial Ergonomics; Electrical Safe Work Practices
Educate employees in safe work practices	% of targeted employees trained	95%	≥90%	92%	99%	98%	

Green = met or exceeded target; or projected to meet annual target
Yellow = will not meet annual target *if trend continues*; needs attention
Red = Will not meet annual target by >10%; corrective action needed

Operational Excellence

The District is meeting targets for all operational excellence measures, except those related to training system development. While to date no FY 13 milestones have been completed, progress is being made developing and updating training modules in the operating groups. Individual assessments are scheduled to begin soon in the Collection Service Workgroup.

Residential Sewer Service fees are currently in the 12th percentile when compared to other sewer agencies in the SF Bay Area, down from 15th percentile in previous years.

See Table 2, Operational Excellence Objectives and Measures, for a full report.
See Table 3 for a list of public relations activities planned for FY 13.

Table 2: Operational Excellence Objectives and Measures

Objectives	Measurements	FY 13 to Date	Annual Target	FY 12	FY 11	FY 10	Comments
Service: Provide reliable, high quality service	Total number of adverse impacts USD activities have on external customers	3	≤10	5	10	3	Capacity fee appeals to the GM; one claim
	Ave. response time to calls: % within 1 hour	97%	≥95%	97%	95%	95%	
Stewardship: Demonstrate responsible stewardship of assets and the environment Be prepared for emergencies	Progress meeting public relation program goals: % qtrly milestones met	93%	≥90%	111%	100%	113%	See Table 3.
	# emergency preparedness drills or training events	1	≥2	2	2	2	Bypass Exercise
Fiscal responsibility: Ensure funding for critical programs and projects, while maintaining comparable rates Accurately project and control costs	ECB Expenditures, % of Board approved budgeted	45%	95-103%	97%	96%	99%	
	Priority Non-ECB Expenditures: % of budgeted	64%	80-110%	82%	87%	85%	
	SSC percentile rank compared to surrounding communities	12 th	>33 rd	15 th	15 th	19 th	Residential single family home sewer service rate
	# regional projects with financial benefit	4	≥2	2	2	2	BACC, BAYWORK, Rising Tides Workgroup, operator training

Table 2: Operational Excellence Objectives and Measures, continued

Objectives	Measurements	FY 13 to Date	Annual Target	FY 12	FY 11	FY 10	Comments
Asset Management: Manage and maintain assets and infrastructure	# critical asset failures; no negative impact	0	≤2	2	0	0	
	# failures with negative impact	0	0	0	0	1	
	# priority CIP projects completed	4	11	6	10	7	
Environmental Protection: Maintain our ability to meet current and future regulations Implement projects and programs that benefit the environment	# adverse impacts on environment	0	0	1	0	2	
	# Category 2 overflows	0	≤10	7	5	8	
	# Regional projects with environmental benefit	2	≥2	2	2	2	Pollution Prevention Program activities, ACWD Water Conservation Program
Efficiency: Optimize processes; use technology effectively	See Timeline and Team Scorecards						
Employees: Maintain a highly competent, flexible workforce	% of planned competency-based training milestones completed	0%	≥90%				Measure was modified for FY 13
	Individual Training Assessment completed	0	27	42	30	50	
Labor Relations: Foster a collaborative employee-management relationship that encourages new ideas and continuous improvement	Total % of employees participating in alternative compensation program	28%	≥60%	50%	49%	71%	
	Average % of non-management employees participating in District committees and taskforces	50%	45-55%	49%	50%	53%	

Green = met or exceeded target; or projected to meet annual target
Yellow = will not meet annual target *if trend continues*; needs attention
Red = Will not meet annual target by >10%; corrective action needed
 White= No target identified

Table 3: Public Relations Activities FY 13

Project	Goal/Milestones	Year to Date
USD website	Update at least 1x/qtr	√
Press Releases	4 per year; post on web	√
Newsletter	Summer 2012	√
Community Outreach: 3-4 events/year	Earth Day Fair	
	Newark Days Fair	√
	Plant Tours as requested	
	Outreach to 5 th grade teachers	√
	5 th grade presentations, 35+ /year	√
	Sewer Science (high school)	
	Career Outreach/Fairs in Jr High or High School	
	Career outreach to colleges or other groups	
	ROP/Solano College support	√
Business Outreach	Industrial Advisory Council meetings	√
	Green Business certification outreach 2x/yr	√
	Certificate of Merit Presentations	
Civic Outreach	Presentations to City Councils, clubs as requested	
Charity Events	3-4 events	√
CIP Public Meetings	As appropriate	

Directors
Manny Fernandez

Pat Kite

Anjali Lathi

Jennifer Toy

Tom Handley

Officers
Richard B. Currie
*General Manager
District Engineer*

David M. O'Hara
Attorney

DATE: February 15, 2013

MEMO TO: Board of Directors - Union Sanitary District

FROM: Richard B. Currie, General Manager/District Engineer
David Livingston, Operations Manager, T&D Work Group
Robert Simonich, Maintenance Manager, FMC Work Group

SUBJECT: Agenda Item 7b - Meeting of February 25, 2013
Information Item: **Plant Process Scorecard**

Recommendation:

Information only.

Background:

The Plant Process Scorecard contains performance measurement data for two workgroups; Fabrication, Maintenance and Construction (FMC) and Treatment & Disposal Services (T&D). This report covers the first two quarters of Fiscal Year 2013 and recaps Fiscal Year 2012. The FMC and T&D staffs operate and maintain the District's wastewater treatment plant, pump stations and influent forcemain system, manage all environmental laboratory services for the District, and produce the regulatory monitoring reports required for permit compliance. The performance measures for the Plant Process Scorecard focus on the following areas: process control and compliance; planned maintenance and labor utilization; energy and chemical efficiency; and employee skill development.

Process Control and Compliance:

The "Plant Health Index" measure tracks twelve aspects of treatment plant process performance. The index includes the activated sludge and anaerobic digestion processes, electrical power generation, chemical and energy utilization, and NPDES Permit compliance. The index value averaged 85% overall in FY12 and is currently averaging 78% for the first half of FY13, falling below the target of 85% or greater. Lower energy production from the District's one remaining cogeneration unit along with a decrease in centrifuge cake solids are the reasons for the decrease in the index value. A contract to construct a new cogeneration facility is out to bid and Plant Operations intends to obtain assistance from a consultant to address the centrifuge cake solids problem.

Laboratory service measures track timely analysis of samples for the EC Team, immediate notification of the TPO Team when any process sample result exceeds an action limit threshold, and annual compliance with State proficiency standards for accredited environmental laboratories. All laboratory measures were at 100% for FY12 and are on track to meet 100% in FY13. Annual laboratory proficiency testing (ELAP) typically occurs in the month of May.

Planned Maintenance and Labor Utilization:

The percentage of time FMC spends on planned maintenance work vs. unplanned maintenance work is one of our benchmarking measures. The Water Environment Federation (WEF) identifies planned maintenance at a level greater than 90% as a “best practice”. Using the WEF definition for planned work as that which is preventive, predictive or scheduled vs. unplanned work, defined as an asset failure (a breakdown where no back-up exists) or corrective work that needs to be repeated, the FMC team is averaging greater than 95% of complete planned maintenance activities. The plant did not experience any critical asset failures in the first half of FY13.

A second benchmarking measure tracks the percentage of preventive maintenance work orders completed within the month scheduled. Completing preventive maintenance on time ensures that equipment is kept operating at peak efficiency, and that problems are promptly identified and corrected. The FMC and TPO Teams continue to exceed the target of 95%.

The FMC Team also tracks the number of priority one work orders issued. This measure is meeting the target of 10 or less per month at an average of 7 per month. Meeting the target for priority one work orders is a solid indicator of the quality of our preventive and predictive maintenance program.

Increasing the efficiency of our labor force is also a goal of the FMC work group. The performance measure used is the percentage of total man-hours spent on the performance of maintenance work. FMC is currently behind the target for the fiscal year, due to the additional focus we have placed on training the last few months. Overtime continues to be above target as the FMC team continues to support multiple CIP projects throughout the plant and pump stations.

T&D overtime is below the 5% target at 3.6% in the first half of FY13. Overtime in T&D is expected to remain well within target by the end of FY13. T&D overtime for FY12 averaged 2.9% of base payroll.

Energy and Chemical Utilization:

Electricity production from the District’s cogeneration system is averaging 9,389 kwh/d (kilowatt-hours per day), meeting the target of 8,500 kwh/d. Engine generator #1 is being operated in a manner to maximize power production during periods of peak

electrical pricing while remaining in compliance with BAAQMD thermal input limits. Overall consumption of electricity at the plant is averaging 2,126 kwh/MG (kilowatt hours per million gallons treated), up from FY12 usage of 2,058 kwh/MG. The target value is 2,100 kwh/MG or less. The daily plant flow has averaged 24 million gallons per day so far in FY13, down approximately 1 MGD from FY12. A typical secondary wastewater treatment plant in the U.S. consumes 1,800 to 2,500 kwh/MG.

The use of ferrous chloride and hydrogen peroxide to control hydrogen sulfide in the plant influent continues to provide cost-effective odor control compared to the use of sodium hypochlorite for the same purpose. There were no plant-related odor complaints during the first half of FY13. Hydrogen peroxide consumption is below the target of 8.5 gal/hour averaging 6.1 gal/hour in the first half of FY13. Usage was lower as a result of shorter detention times in the influent forcemains during the FCA Replacement Project. Usage will likely increase in the second half of this fiscal year with increasing temperatures, although we expect to end FY13 under budget for peroxide.

Employee Skill Development:

The Learning and Growth measure on the scorecard tracks development of the District's competency-based training program. TPO did not update any training modules in the first half of FY13, but did complete one in January 2013. TPO plans on meeting the target of 2 by the end of the fiscal year. TPO has not yet developed any additional competency assessment tools, but plans on meeting the target of 3 by the end of the fiscal year.

The FMC Team is continuing to develop Job Competency Requirements (JCR) for mechanical and electrical staff.

Staff will be present to answer questions.

Plant Process Scorecard

	Measures	2013 Fiscal Year to Date	Target	2012 Fiscal Year End	
Cu tomer	Number of adverse impacts (odor complaints, violations)	0	0	0	
	Number of priority 1 work orders (Average per Month)	7	< 10	5	
	Number of critical asset failures	0	Track & Report	2	
	Number with negative impact on the environment	0	0	0	
Financial	Water Usage – Alvarado Site (Gallons Used per Day)	23,479	≤ 30,000	27,177	
	Total Kwh/MG Alvarado Site (Avg per Month)	2,126	< 2100	2,058	
	On-site Power Generation (Avg kwh/day)	9,389	8,500	7,438	
	H2S/Odor Control	Ferrous Chloride (Ave gal/hour)	32	≤ 35	32
		Hydrogen Peroxide (Ave gal/hour)	6.1	≤ 8.5	7.0
	Disinfection	Hypochlorite (Ave gal/hour)	34.8	≤ 43	39.1
	Solids Conditioning	GBT Polymer (Lbs/dry ton-ave)	5.1	≤ 5.5	4.1
		Dewatering Polymer (Lbs/dry ton-ave)	33.5	≤ 33	31.7
% Total hours worked spent on maintenance work – FMC		75%	80%	80%	
Overtime as % of Base Payroll (Ave per month)	FMC	9.0%	≤ 7%	9.0%	
	T&D	3.6%	≤ 5%	2.9%	
Internal Proc e	Biosolids Disposal – Percent Disposed of as Class A	32%	25%	22%	
	Plant Operational Health Index (Ave monthly value)	78%	≥ 85%	85%	
	% of Time spent on planned vs. unplanned maintenance activities (Best in Class 90%)	95.0%	75% - 90%	97.0%	
	Percent preventative maintenance work orders completed within month scheduled	97.6%	≥ 95%	97.3%	
	Number of Corrective Work Orders Over 90 Days (Ave/qtr)	132	150	151	
	Percent Environmental Compliance Samples that Met Turnaround Time (12 days)	100%	≥ 95%	100%	
	State Proficiency Test, Percent Areas Passed (T&D Lab)	N/A	> 85%	100%	
Learn ing & Growth	Number of Training Modules Updated	0	2	10	
	Number of competency assessments completed - TPO	0	3	2	
	Number of training modules developed vs. goal - FMC	0	1	2	

Agenda Item No. 5b
Meeting of February 25, 2013

GENERAL MANAGER'S SUMMARY

Below is a summary of major activities that occurred at the District during January 2013.

ODOR COMPLAINTS: There were three odor complaints for the Plant or Collection System during the month of January. Two complaints in Fremont in the collection system were found not to be the result of USD operations. One complaint about plant odors was from a USD temporary employee.

SAFETY: There were no accidents or injuries for the month of January. USD submitted the annual Form 300 report to Cal OSHA and posted on-site. The Environmental Compliance Team has gone 5 years without an accident. The CWEA Safety Committee conducted a safety inspection of USD's plant.

FINANCIAL: Staff is preparing for the mid-year budget workshop. To date USD has received \$3 million in SRF proceeds. Staff is testing a recent update to our financial software package.

COLLECTION SYSTEM: No spills for the month of January. Jose Rodrigues won the CWEA Bay Area Collection System Worker of the Year Award.

PLANT OPERATIONS: A minor leak of treated effluent was identified at the Hayward Marsh. CIP, Collections and Operations staff worked together to isolate and conduct interim repair measures to allow the line to be available for possible wet weather. Coach Larry Simmers won the CWEA Al Ditman Award for Outstanding work in Professional Development.

PROJECTS: Pilot testing of the trenchless lateral replacement for the Newark Backyard Easements project was successfully completed. Design has been completed for the new pipeline crossing under I680 at Sabercat.

STAFFING & PERSONNEL: A candidate has been selected to fill the vacant Instrument Technician/Electrician position in FMC. A candidate has also been selected to fill the vacant EC Inspector position.

G.M. ACTIVITIES: For the month of January, the GM was involved in the following:

- GM attended the following meetings and sessions: CSRMA Pooled Liability Committee, BACWA Annual meeting, State of the State luncheon, CSDA, and EBDA Managers.
- GM participated in two contract negotiation sessions with SEIU Local 1021
- GM, Managers and Donna worked on the WEF/AWWA Effective Utility Management program to assess the effectiveness of USD's operations and programs compared to best in class agencies.
- GM and staff assessed flow management practices following December storms.

UPCOMING EVENTS:

- Several members of the State Water Board enforcement staff will be visiting USD to discuss best practices in our industry for preventing SSOs and calculating spill volumes.
- The classified employees will be voting on a new proposal to ratify the contract.
- The Board will be interviewing a candidate for Deputy General Manager.

DIVISION	Reg.			Total				Historical FY12			Average Number of Employees
	Hours	Lt Duty	O/T	Leaves*	Sick	STD	WC	Sick	STD	WC	
General Manager Staff	2,905		22	775 21%	70 1.9%			66 0.9%			130
Business Service	21,564		47	4,456 17%	559 2.1%	211 0.8%		974 2.1%	203 0.4%		Current Number of Vacant Positions (1)
Technical Service	30,183		97	7,301 19%	1,578 4.2%	367 1.0%		1,448 2.1%	382 0.6%	17 0.0%	3
Collection System	29,612		2,102	6,418 18%	908 2.5%	179 0.5%	120 0.3%	2,133 3.4%	274 0.4%	3,617 5.8%	Hours Worked Per Week Per Employee (2)
Treatment & Disposal	24,382		539	4,298 15%	629 2.2%	144 0.5%		759 1.5%	238 0.5%		33.68
FMC	18,539		1,260	5,438 23%	794 3.3%	63 0.3%	9 0.0%	1,266 2.9%	236 0.6%	31 0.1%	Projected Average Annual Sick Leave Per Employee (3)
Totals	127,184		4,068	28,688	4,538	964	129	6,646	1,333	3,665	60.55
%	81.6%		2.6%	18.4%	2.9%	0.6%	0.1%	2.4%	0.5%	1.3%	

(1) Current vacancies include: Business Services (1), Collections (0), FMC (1), T&D (0), TSCS (1)

(2) An employee using 3 weeks vacation, 11 holidays, 2 HEC days and 40 hours of sick leave will work an average of 34.9 hours per week over the course of a year. With four weeks vacation, 34.2 hours per week.

(3) Target goal for sick leave incentive program is 47 hours per employee per year.



ODOR REPORT January 2013

During the recording period from January 01, 2013 through January 31, 2013, there were three odor related service requests received by the District.

City: Fremont

1. Complaint Details:

Date: 1/11/2013

Location: SAMMIE AV

Wind (from): N/A

Temperature: 55 Degrees F

Time: 10:15 am

Reported By: Scott Tan

Wind Speed: N/A mph

Weather: Clear

Response and Follow-up:

We checked USD mains in front of the home and found our lines to be working fine. We did not detect any odors at this time. We relayed our findings to the complainant.

2. Complaint Details:

Date: 1/29/2013

Location: BARTON DR

Wind (from): East

Temperature: 53 Degrees F

Time: 11:30 am

Reported By: Herb Cartright

Wind Speed: 7 mph

Weather: Clear

Response and Follow-up:

We inspected the manholes and drain inlets in front of the home and we did not detect any odor. We relayed our findings to the complainant and told him to call us back should the odor return.

City: Union City

3. Complaint Details:

Date: 1/9/2013

Location: BENSON RD

Wind (from): N/A

Temperature: 56 Degrees F

Time: 2:00 pm

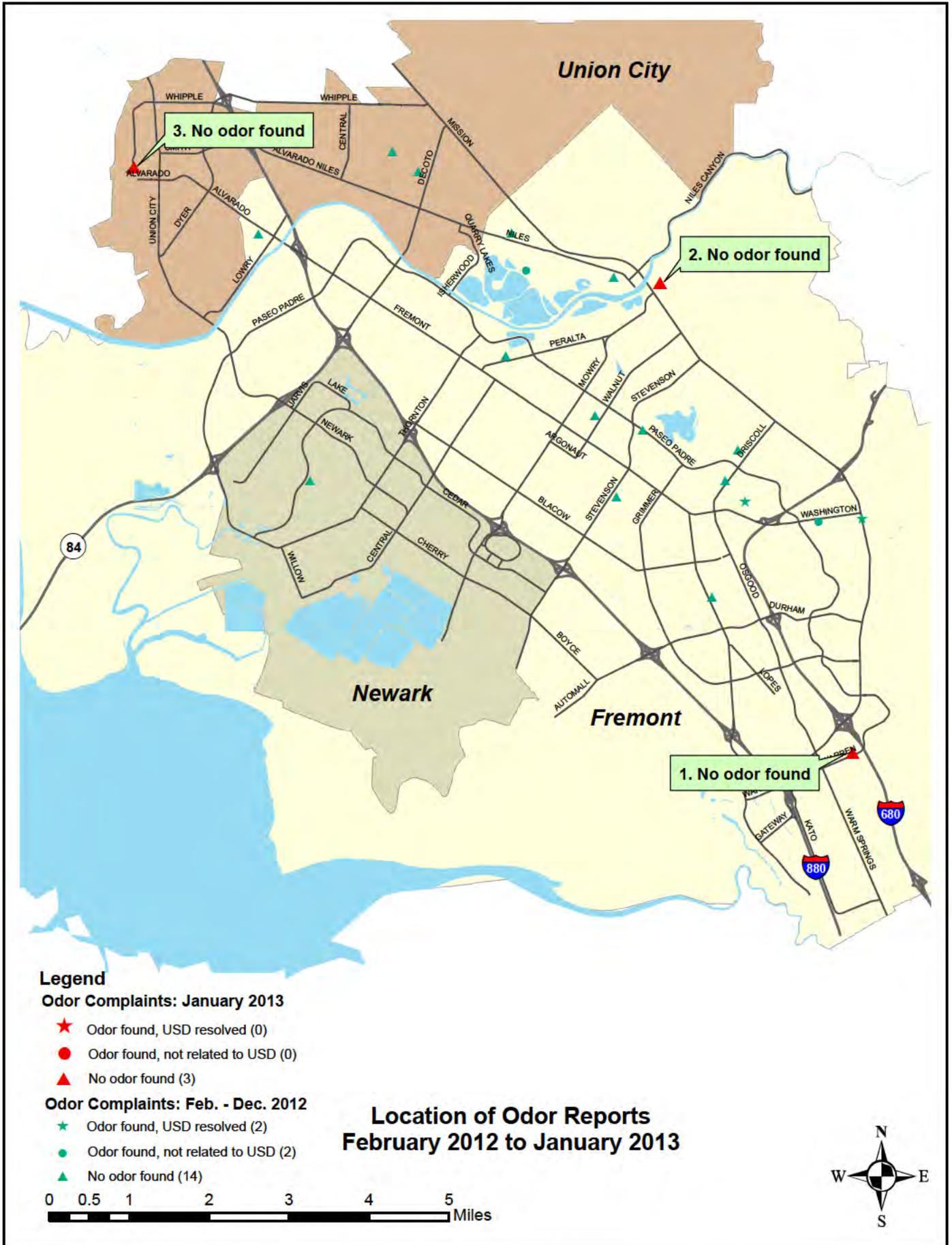
Reported By: Lucita Goyena

Wind Speed: N/A mph

Weather: Clear

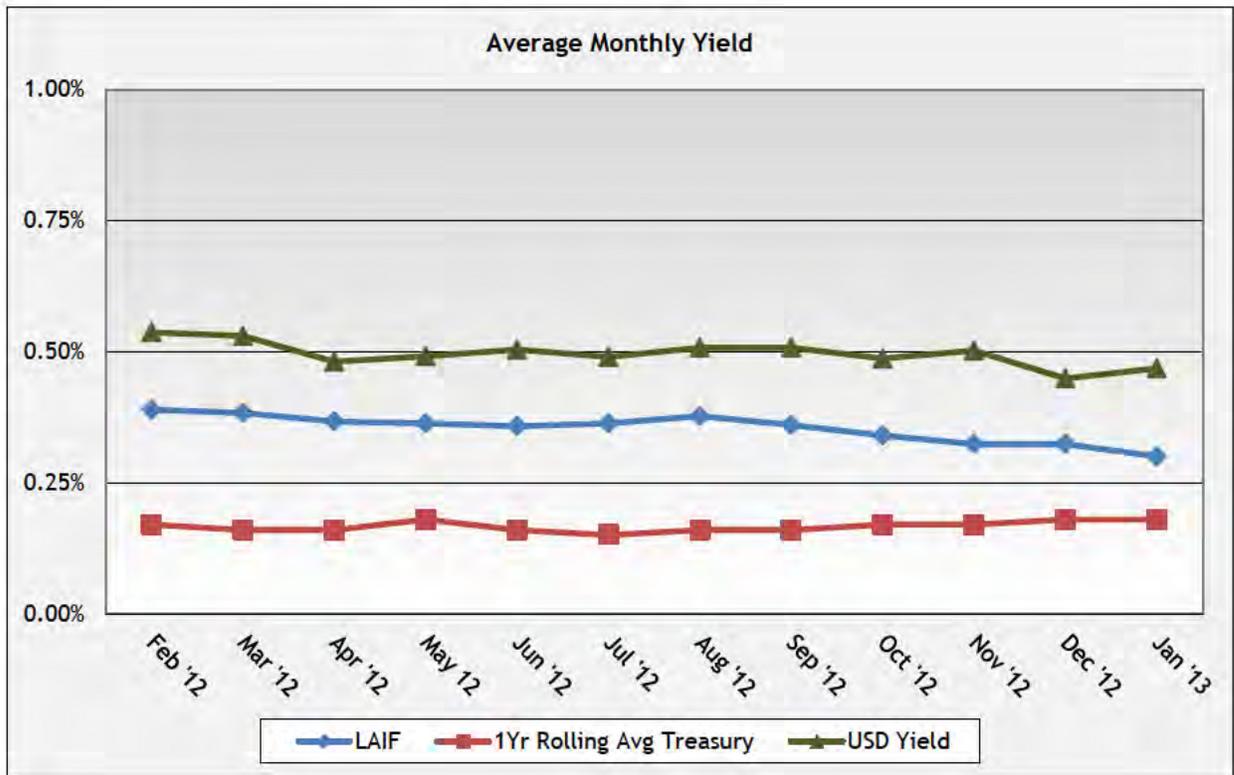
Response and Follow-up:

We checked the front of building and parking lot and did not find any odor. The plant was called to check on a bleach odor and no odors were detected.



**Business Services Group
Activities Report
January 2013**

Performance Measures
AVERAGE MONTHLY YIELD



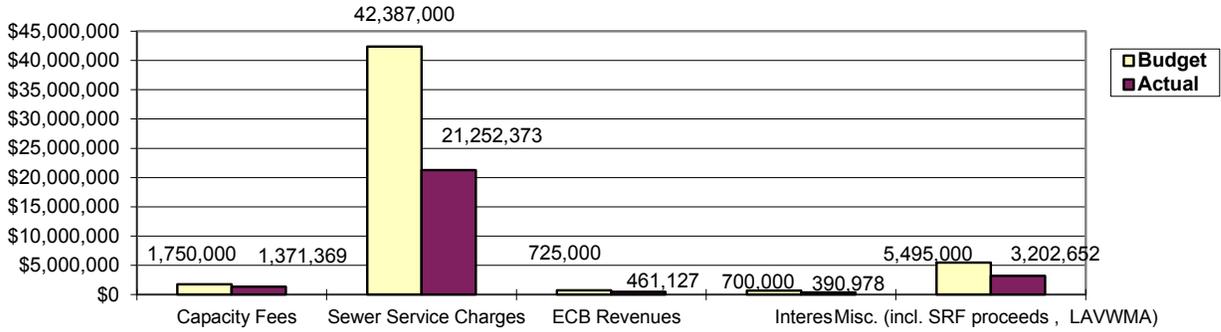
	Year-to-date as of 1/31/13		58% of year elapsed	Audited Last Year Actuals 6/30/12
REVENUES	Budget	Actual	% of Budget Rec'd	
Capacity Fees	\$1,750,000	\$1,371,369	78%	\$2,848,488
Sewer Service Charges	42,387,000	21,252,373	50%	40,630,578
ECB Revenues	725,000	461,127	64%	830,990
Interest	700,000	390,978	56%	631,940
Misc. (incl. annual LAVWMA payment, PG&E rebates)	295,000	202,245	69%	196,367
Subtotal Revenues	\$45,857,000	\$23,678,093	52%	\$45,138,363
SRF Loan Proceeds (Boyce, Prim Clarif, Subst 1)	5,200,000	3,000,407	58%	10,755,247
Total Revenues + SRF Proceeds	\$51,057,000	\$26,678,500	52%	\$55,893,610
EXPENSES	Budget	Actual	% of Budget Used	Last Year Actuals
Capital Improvement Program:				
Capacity Projects	\$2,565,000	\$1,142,616	45%	\$3,032,556
Renewal & Repl. Projects	11,048,000	6,597,893	60%	15,580,736
Expenditure Control Budget (ECB)	30,279,646	16,813,999	56%	28,332,356
Non-ECB	927,600	379,300	41%	653,213
Retiree Medical (ARC* + balance transfers)	448,284	235,094	52%	369,269
Vehicle & Equipment	1,279,000	588,782	46%	301,390
Information Systems	1,349,000	322,021	24%	434,297
Plant & Pump Station R&R	250,000	0	0%	189,272
Pretreatment Fund	7,000	3,116	45%	9,530
County Fee for SSC Admin.	105,000	52,625	50%	104,948
Debt Servicing:				
State Revolving Fund Loans	4,105,419	1,841,587	45%	3,929,320
Union City Use Permit	0	0	0%	500,000
Total Expenses	\$52,363,949	\$27,977,033	53%	\$53,436,888
Total Revenue & Proceeds less Expenses	(\$1,306,949)	(\$1,298,534)		\$2,456,722
Gross ECB Expenses by Work Group	Budget	Actual	% of Budget Used	Last Year Actuals
Board of Directors	\$187,300	\$79,705	43%	\$153,717
General Manager/Admin.	904,500	502,887	56%	848,498
Business Services	4,306,237	2,539,569	59%	4,002,736
Collection Services	5,321,029	2,927,069	55%	4,798,992
Tech Support & Cust. Services	5,005,136	2,800,715	56%	4,708,242
Treatment & Disposal Services	9,349,644	5,236,919	56%	8,974,904
Fabrication, Maint. & Construction	5,205,800	2,727,135	52%	4,845,266
Total	\$30,279,646	\$16,813,999	56%	\$28,332,356
ECB Expenses by Type	Budget	Actual	% of Budget Used	Last Year Actuals
Personnel (incl D&E)	\$20,483,861	\$11,634,455	57% (62%)**	\$18,900,153
Repairs & Maintenance	2,024,837	924,297	46%	1,960,647
Operating Supplies & Mats	2,396,233	1,199,627	50%	2,215,039
Outside Services	5,247,715	3,031,696	58%	5,215,149
Fixed Assets	127,000	23,924	19%	41,367
Total	\$30,279,646	\$16,813,999	56%	\$28,332,356

Some totals are on a cash basis, except for June YTD which is all on a full accrual basis, and consistent with Generally Accepted Accounting Principles (GAAP).

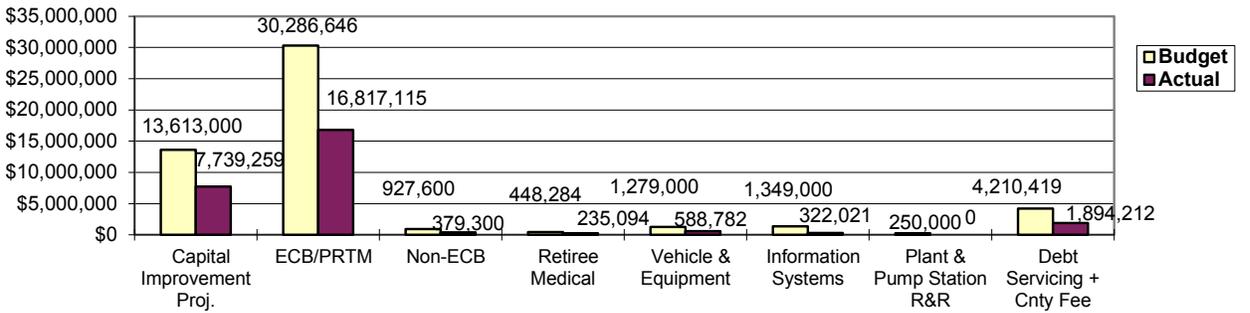
*ARC = Annual Required Contribution

** Personnel Budget Target

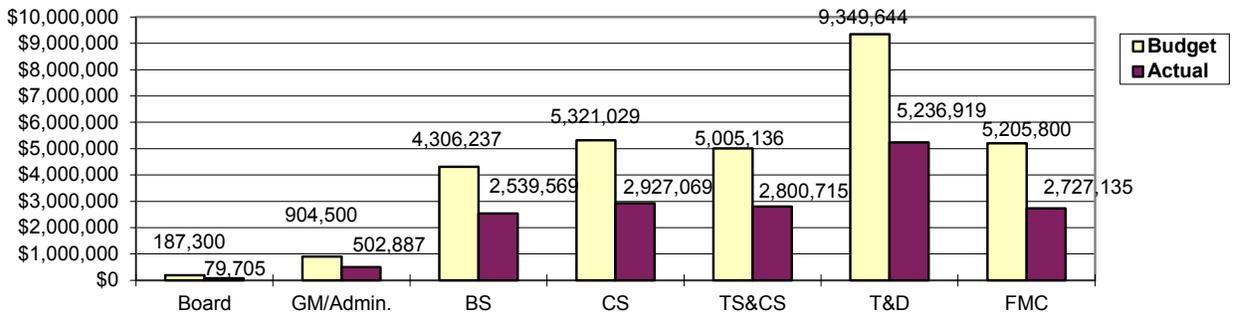
USD Revenues



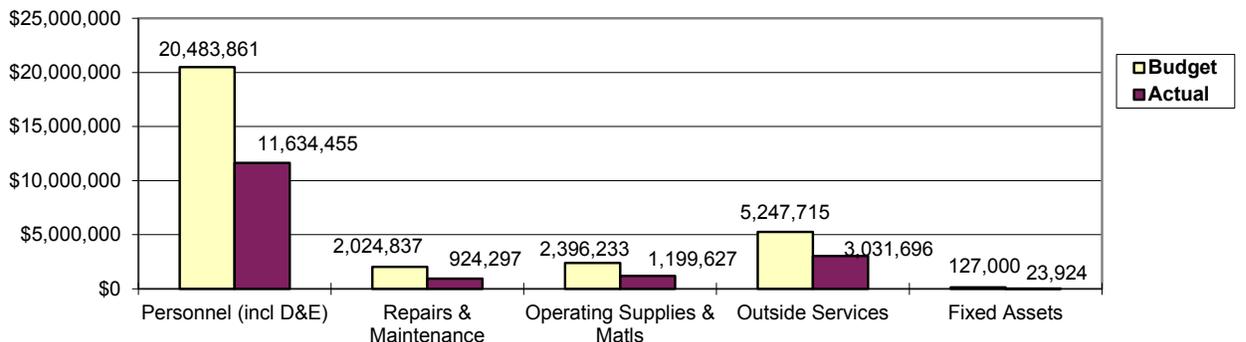
Total USD Expenses



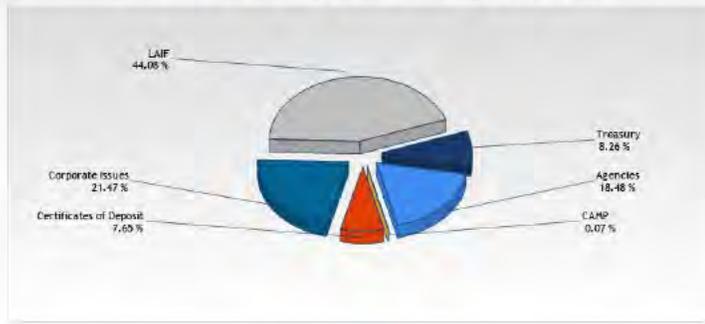
ECB Expenses by Work Group



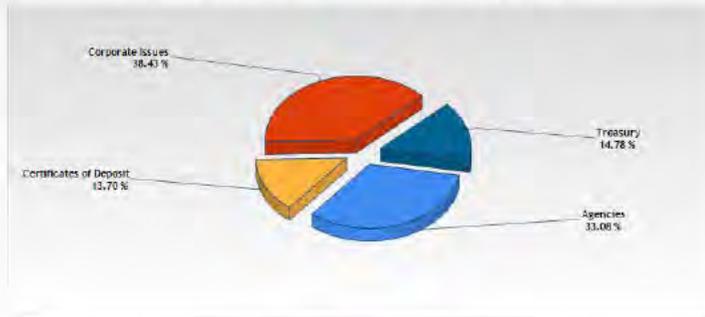
ECB Expenses by Type



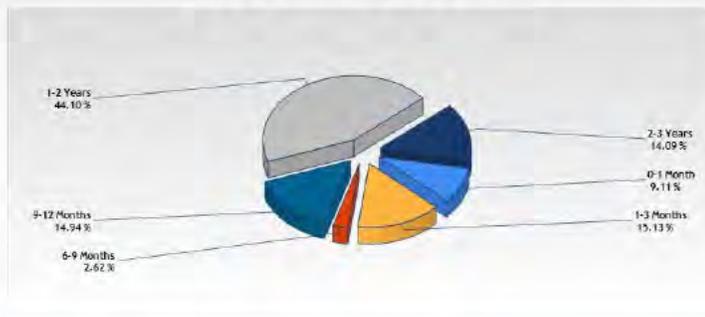
All Portfolio Holdings Distribution by Asset Class



Operating Fund Holdings Distribution by Asset Class



Operating Fund Maturity Distribution



Maturity Range	Face Amount/Shares	YTM @ Cost	Cost Value	Days To Maturity	% of Portfolio	Market Value	Book Value	Duration To Maturity
0-1 Month	2,395,000.00	0.832	2,480,182.90	5	9.11	2,395,268.50	2,395,609.75	0.01
1-3 Months	3,985,000.00	0.898	4,121,896.45	66	15.13	4,010,606.65	4,007,023.95	0.18
6-9 Months	705,000.00	0.418	714,778.35	193	2.62	708,976.20	708,554.09	0.53
9-12 Months	4,000,000.00	0.538	4,069,511.90	308	14.94	4,065,578.89	4,064,190.36	0.46
1-2 Years	11,900,000.00	0.454	12,011,199.64	532	44.10	11,993,076.15	11,963,900.42	1.45
2-3 Years	3,740,000.00	0.695	3,837,545.00	826	14.09	3,835,753.80	3,833,440.27	2.22
Total / Average	26,725,000.00	0.601	27,235,114.24	413	100	27,009,260.19	26,972,718.84	1.06

Union Sanitary District
Board Report - Holdings
Report Format: By Transaction
Group By: Asset Class
Portfolio/Report Group: All Portfolios
As of 1/31/2013

Description	CUSIP/Ticker	Credit Rating 1	Settlement Date	Face Amount/Shares	Cost Value	Coupon Rate	Market Value	YTM @ Cost	Next Call Date	Maturity Date	% of Portfolio
Agencies											
FHLB 0.4 6/27/2014	313379N47	Moody's-Aaa	6/6/2012	2,000,000.00	1,999,980.00	0.400	2,004,360.00	0.401		6/27/2014	4.10
FHLB 2.375 3/14/2014	3133XWKV0	Moody's-Aaa	3/21/2012	2,000,000.00	2,075,820.00	2.375	2,048,660.00	0.450		3/14/2014	4.26
FNMA 0.42 6/5/2015-13	3135G0SE4	Moody's-Aaa	12/5/2012	2,000,000.00	2,000,000.00	0.420	1,999,580.00	0.420	6/5/2013	6/5/2015	4.10
FNMA 0.5 10/30/2014-13	3135G0KL6	Moody's-Aaa	5/25/2012	2,000,000.00	2,000,000.00	0.500	2,000,980.00	0.500	4/30/2013	10/30/2014	4.10
FNMA 1 5/16/2014-11	31398A6A5	Moody's-Aaa	3/21/2012	925,000.00	934,795.64	1.000	935,193.50	0.505		5/16/2014	1.92
Sub Total / Average				8,925,000.00	9,010,595.64	0.944	8,988,773.50	0.449			18.48
CAMP											
CAMP LGIP	LGIP4000	None	5/31/2011	33,624.99	33,624.99	0.150	33,624.99	0.150	N/A	N/A	0.07
Sub Total / Average				33,624.99	33,624.99	0.150	33,624.99	0.150			0.07
Certificates of Deposit											
Ally Bank 0.75 5/16/2014	02005QF24	None	5/16/2012	245,000.00	245,000.00	0.750	245,872.22	0.750		5/16/2014	0.50
Apple Bank 0.55 6/6/2014	037830LH7	None	6/6/2012	250,000.00	250,000.00	0.550	250,271.25	0.550		6/6/2014	0.51
BMW Bank 0.35 11/14/2013	05568P2D8	None	12/26/2012	240,000.00	239,676.00	0.350	239,764.87	0.503		11/14/2013	0.49
Discover Bank 0.5 11/21/2013	254671JE1	None	12/26/2012	240,000.00	239,995.90	0.500	240,051.82	0.502		11/21/2013	0.49
GE Capital Retail Bank 0.95	36157PAU3	None	1/2/2013	240,000.00	240,000.00	0.950	242,548.80	0.950		3/16/2015	0.49

Description	CUSIP/Ticker	Credit Rating 1	Settlement Date	Face Amount/Shares	Cost Value	Coupon Rate	Market Value	YTM @ Cost	Next Call Date	Maturity Date	% of Portfolio
3/16/2015											
Goldman Sachs Bank 0.75 11/14/2014	38143AU78	None	11/30/2012	240,000.00	240,000.00	0.750	241,335.89	0.750		11/14/2014	0.49
Royal Bank of Canada 2.25 3/15/2013	78009JVK8	Moody's-AA1	12/2/2011	2,000,000.00	2,036,740.00	2.250	2,004,040.00	0.811		3/15/2013	4.18
Sallie Mae Bank 0.75 11/14/2014	795450QK4	None	11/30/2012	240,000.00	240,000.00	0.750	241,335.89	0.750		11/14/2014	0.49
Sub Total / Average				3,695,000.00	3,731,411.90	1.526	3,705,220.74	0.751			7.65
Corporate Issues											
Berkshire Hathaway 2.125 2/11/2013-10	084670AU2	Moody's-AA2	12/23/2011	895,000.00	912,022.90	2.125	895,268.50	0.441		2/11/2013	1.87
Credit Suisse USA Inc 5.125 1/15/2014	22541LAM5	Moody's-A1	1/2/2013	1,500,000.00	1,569,840.00	5.125	1,564,530.00	0.610		1/15/2014	3.22
General Electric Capital 2.375 6/30/2015	36962G5F7	Moody's-A1	11/30/2012	500,000.00	517,745.00	2.375	517,125.00	0.980		6/30/2015	1.06
General Electric Capital 4.8 5/1/2013	36962G3T9	Moody's-A1	12/22/2011	1,500,000.00	1,574,175.00	4.800	1,516,406.25	1.121		5/1/2013	3.23
General Electric Capital 5 2/1/2013	369604AY9	Moody's-AA3	12/2/2011	1,500,000.00	1,568,160.00	5.000	1,500,000.00	1.060		2/1/2013	3.22
JP Morgan Chase 4.75 3/1/2015	46625HCE8	Moody's-A2	1/2/2013	1,000,000.00	1,079,800.00	4.750	1,076,500.00	1.012		3/1/2015	2.21
Principal Life 5.3 4/24/2013	74254PYE6	Moody's-AA3	3/5/2012	485,000.00	510,981.45	5.300	490,160.40	0.562		4/24/2013	1.05
Principal Life Income Fund Var. Corp 11/8/2013	74254PPF3	Moody's-AA3	5/21/2012	2,020,000.00	2,020,000.00	0.491	2,021,232.20	0.491		11/8/2013	4.14
Toyota Motor Credit 1.375 8/12/2013	89233P4H6	Moody's-AA3	2/28/2012	705,000.00	714,778.35	1.375	708,976.20	0.418		8/12/2013	1.47

Description	CUSIP/Ticker	Credit Rating 1	Settlement Date	Face Amount/Shares	Cost Value	Coupon Rate	Market Value	YTM @ Cost	Next Call Date	Maturity Date	% of Portfolio
Sub Total / Average				10,105,000.00	10,467,502.70	3.480	10,290,198.55	0.761			21.47
LAIF											
LAIF LGIP	LGIP1002	None	4/30/2011	21,494,280.03	21,494,280.03	0.300	21,494,280.03	0.300	N/A	N/A	44.08
Sub Total / Average				21,494,280.03	21,494,280.03	0.300	21,494,280.03	0.300			44.08
Treasury											
T-Note 0.375 11/15/2014	912828RQ5	Moody's-Aaa	5/25/2012	2,000,000.00	2,000,624.00	0.375	2,004,687.40	0.362		11/15/2014	4.10
T-Note 1 5/15/2014	912828QM5	Moody's-Aaa	3/21/2012	2,000,000.00	2,024,980.00	1.000	2,020,380.00	0.416		5/15/2014	4.15
Sub Total / Average				4,000,000.00	4,025,604.00	0.689	4,025,067.40	0.389			8.26
Total / Average				48,252,905.02	48,763,019.26	1.227	48,537,165.21	0.468			100

**Union Sanitary District
Board Report - Activity
Portfolio/Report Group: All Portfolios
From 12/31/2012 To 1/31/2013**

Description	CUSIP/Ticker	Face Amount/Shares	Principal	Interest/Dividends	Coupon Rate	YTM @ Cost	Settlement Date	Total
BUY								
Credit Suisse USA Inc 5.125 1/15/2014	22541LAM5	1,500,000.00	1,569,840.00	35,661.46	5.125	0.610	1/2/2013	1,605,501.46
GE Capital Retail Bank 0.95 3/16/2015	36157PAU3	240,000.00	240,000.00	674.63	0.950	0.950	1/2/2013	240,674.63
JP Morgan Chase 4.75 3/1/2015	46625HCE8	1,000,000.00	1,079,800.00	15,965.28	4.750	1.012	1/2/2013	1,095,765.28
Sub Total / Average		2,740,000.00	2,889,640.00	52,301.37				2,941,941.37
DEPOSIT								
CAMP LGIP	LGIP4000	5.23	5.23	0.00		0.000	12/31/2012	5.23
CAMP LGIP	LGIP4000	4.23	4.23	0.00		0.000	1/31/2013	4.23
LAIF LGIP	LGIP1002	14,343.15	14,343.15	0.00		0.000	1/15/2013	14,343.15
Sub Total / Average		14,352.61	14,352.61	0.00				14,352.61
INTEREST								
CAMP LGIP	LGIP4000	0.00	0.00	5.23		0.000	12/31/2012	5.23
CAMP LGIP	LGIP4000	0.00	0.00	4.23		0.000	1/31/2013	4.23
Credit Suisse USA Inc 5.125 1/15/2014	22541LAM5	0.00	0.00	38,437.50	5.125	0.000	1/15/2013	38,437.50
LAIF LGIP	LGIP1002	0.00	0.00	14,343.15		0.000	1/15/2013	14,343.15
Sub Total / Average		0.00	0.00	52,790.11				52,790.11
WITHDRAW								
LAIF LGIP	LGIP1002	3,300,000.00	3,300,000.00	0.00		0.000	12/31/2012	3,300,000.00
LAIF LGIP	LGIP1002	450,000.00	450,000.00	0.00		0.000	1/4/2013	450,000.00
LAIF LGIP	LGIP1002	600,000.00	600,000.00	0.00		0.000	1/10/2013	600,000.00
LAIF LGIP	LGIP1002	800,000.00	800,000.00	0.00		0.000	1/16/2013	800,000.00

Description	CUSIP/Ticker	Face Amount/Shares	Principal	Interest/Dividends	Coupon Rate	YTM @ Cost	Settlement Date	Total
LAIF LGIP	LGIP1002	600,000.00	600,000.00	0.00		0.000	1/17/2013	600,000.00
LAIF LGIP	LGIP1002	700,000.00	700,000.00	0.00		0.000	1/25/2013	700,000.00
LAIF LGIP	LGIP1002	800,000.00	800,000.00	0.00		0.000	1/30/2013	800,000.00
Sub Total / Average		7,250,000.00	7,250,000.00	0.00				7,250,000.00



Directors
Manny Fernandez
Tom Handley
Pat Kite
Anjali Lathi
Jennifer Toy

Officers
Richard Currie
*General Manager/District
Engineer*

David M. O'Hara
Attorney

DATE: February 15, 2013

MEMO TO: Board of Directors - Union Sanitary District

FROM: Richard B. Currie, General Manager/District Engineer

SUBJECT: Agenda Item No. 8 - Meeting of February 25, 2013
**REVIEWING AND APPROVING POLICY #3020 BOARD
AGENDA PACKET, AND POLICY 3080 BOARD AGENDA
SUBJECTS REQUESTED BY BOARD MEMBERS.**

Recommendation

Review policies and proposed changes, provide additional recommendations for revisions and approve policies 3020 and 3080.

Background

Board Policies #3020 and #3080 relate to Board Agenda and Agenda Packets and were last reviewed and approved by the Board in February of 2008. The review cycle for these policies is every 5 years.

Policy # 3020 Board Agenda Packet describes how the public may obtain copies of the Board Agenda and attachments. Several revisions are proposed to reflect the availability of the packets in electronic format and to distinguish the costs between hard copies and electronic copies.

Policy # 3080 provides guidelines on how agenda topics are to be requested by the Board. Staff is not recommending any changes to the Policy except to provide new dates.

Staff recommends the Board adopt the changes shown in red on the attached policies and establish the next review for 2018.

Union Sanitary District
Policy and Procedure Manual

Effective: 2/2013	Board Agenda Packet	Policy Number 3020.1 Page 1 of 2
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Policy

It is the Policy of Union Sanitary District to make agenda material for the Board of Directors meetings available to the public in accordance with the California Public Records Act, Government Code Sections 6250 et al. Materials can be requested by telephone, in writing, in person at the District Administrative offices, or electronically through the USD web site **or by e-mail**. Agenda materials will be available to the public a minimum of 72 hours prior to the start of any Board meeting.

Purpose

To provide a standard procedure for supplying Board agendas and packets to the public.

Definitions

Administrative Offices of the District The main building adjacent to the parking area located at 5072 Benson Road, Union City, Ca. 94587. Office hours are from 8:00 a.m. to 5:00 p.m., Monday – Friday.

Agenda Packet Refers to the backup materials provided the Board on topics to be discussed.

Agenda Refers to the listing of topics to be discussed, without backup.

Board of Directors Meeting Meetings of the Board of Directors are generally scheduled for the second and fourth Mondays of every month and begin at 7:00 p.m. Special meetings and workshops may be scheduled for different dates and times.

Procedure

All requests for agendas and agenda packets are to be made to the Assistant to the General Manager/**Board Secretary** at the administrative offices of the District.

Requesting Agendas Only

- a. Anyone wishing to receive the Agenda for all Board meetings during the year may request their name be added to the mailing list to automatically receive agenda copies **by standard mail or e-mail**.

- b. The agenda is posted in a display case adjacent to the main entrance at the Administrative Offices of the District, a minimum of 72 hours in advance of the Board meeting.
- c. A copy of the agenda is also available on the District's web site at www.unionsanitary.com, or www.unionsanitary.ca.gov.
- d. Copies of the agenda only are mailed without charge.

Requesting Agenda and Agenda Packet

- a. A Board Agenda packet is available for public review at the Administrative Offices of the District during regular business hours. Individuals wishing to pick up a **hard copy of the** Board agenda packet must pay a copying fee of \$15 per packet. If the individual is interested in only one or two items on the agenda, a copy will be made without charge. **An electronic PDF format copy will be provided without charge by e-mail.**
- b. A Board Agenda packet is provided without charge to the local media.
- c. Agenda packets will not be **sent through standard mailed.**
- d. By calling, writing, or ordering through our web site **or e-mail**, **hard copies of the** agenda packets can be made available for pick up at the front desk of the Administrative Offices **for a charge of \$15/packet**. **A fee will be charged based on USD Policy 2930 Inspection of Public Records and Duplication Charge Policy.** At least two hours' notice is required. **Electronic copies may be requested to be sent via e-mail without charge.**
- e. Persons filing papers to run for a seat on the USD Board of Directors shall be provided a packet free of charge until the election occurs.

Management Responsibility

The General Manager will be responsible for seeing that requests for agendas and packets are properly processed.

Supersedes Policy Dated: 07/1992, Revised 01/2001 **and 02/2008.**

Approved by: Board of Directors February **2008, 2013**

Reviewers: Board of Directors, General Manager, District's attorney

Notify Person: General Manager

Review Frequency: Every 5 years

Next Review: February **2013, 2018**

Union Sanitary District
Policy and Procedure Manual

Effective: 02/2013	Board Agenda Subjects Requested by Boardmembers	Policy Number 3080 Page 1 of 1
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Policy

Under "Other Business" at Board meetings, Boardmembers may request the President to have an item calendared for discussion on the following Board agenda.

Purpose

To ensure that staff time is devoted to District priorities as established by the majority of the Board, this written policy has been prepared governing placement of Boardmember-requested items on Board meeting agendas.

Procedure

A Boardmember wanting an item discussed by the Board of Directors may request placement of the item on the agenda for discussion at the next Board meeting by making the request of the President during "Other Business." At least two Boardmembers must be in favor in order for the item to be placed on the agenda.

Management Responsibility

The General Manager will be responsible for scheduling the requested item on the next Board meeting agenda.

Supersedes Policy Dated: None, Minor updates and review February 2008 and 2013

Approved by: Board of Directors ~~02/11/08~~ 02/25/2013
Reviewers: Board of Directors, General Manager
Notify Person: General Manager
Review Frequency: Every 5 years
Next Review: February ~~2013~~ 2018

DATE: February 14, 2013

MEMO TO: Board of Directors – Union Sanitary District

FROM: Richard B. Currie, General Manager/District Engineer
Rich Cortes, Business Services Manager
Todd Jacob, IT Administrator
Tom Graves, Assistant to the General Manager

SUBJECT: Agenda Item No.9 – Meeting of February 25, 2013
**APPROVING PAPERLESS BOARD AGENDA PACKET
PROGRAM AND POLICY**

Recommendation:

Authorize staff to fully implement the Paperless Board Agenda Packet Program. Approve the Paperless Board Agenda Packet and Use of Electronic Equipment Policy.

Background:

On September 24, 2012, the Board approved an effort to pilot paperless Board agenda packets. Subsequently staff has:

- Purchased and configured four iPad's with accessories
- Implemented software for download and annotation
- Trained Board members
- Projected agendas at Board meetings
- Implemented a mi-fi access point during Board meetings
- Drafted a policy for use of electronic equipment for Board agendas

The pilot has been ongoing for several months and staff is now recommending full implementation. Remaining actions include purchasing two additional iPad's and staff training.

Initially the projected annual savings was based on continuing to print four out of 14 Board packets. Currently we expect to only have to print two out of 14 Board packets, increasing the savings. The program costs and expected savings are summarized below.

Savings for One Year:	Costs for One Year:
\$777 per delivery for printing 2/14 packets x 23/year =	6 iPad's= \$4338 Software for personal devices = \$20 Mifi data plan for 1 year = \$456 Reimbursement of personal devices = \$487.50
\$17,871	\$5301.50

A draft policy for Paperless Board Agenda Packets is attached. It was modified based on feedback at the February 11th Board meeting.

Policy

Electronic equipment purchased by the District for use in paperless Board Agenda packets is property of the District. Electronic equipment individually owned may be used for accessing Board Agenda packets. In both cases electronic equipment must be used in a professional, lawful, safe, and secure manner. Refer to Information Systems Security Policy No. 2100 for other requirements.

Purpose

Board members and selected staff members may be issued electronic tablets by the District, or may use their own electronic equipment approved by the District, for the purpose of utilizing them in lieu of a paper copy of the Board Agenda packets. This policy defines the acceptable and appropriate use of electronic equipment in conjunction with paperless Board packets. This policy applies to all users of electronic equipment including employees and Board members.

Definitions

<i>Electronic equipment</i>	Electronic resources, including tablets, wifi access point, District purchased software programs running on tablets, as well as information received, sent, or stored on this equipment.
<i>Personal Use</i>	<ul style="list-style-type: none">• During non-working hours or during identified break periods only.• Personal use may include Internet browsing, sending or reading personal emails, ordering services or merchandise from Internet vendors, except as noted herein.• Personal use shall not violate any of the other conduct prohibitions.

Privacy Expectations

Communications via the District's electronic equipment are not private. Users have no expectation of privacy regarding their use of the District's electronic equipment. Board members and employees should advise others not to send personal communications on employer-provided technology because they are subject to search and are not private. Any use of the electronic equipment includes consent to have such use monitored by the District at its discretion. The District reserves the right to audit networks and systems on a periodic or as-needed basis to ensure compliance with this policy. Upon separation from the District, Board members have no right to take any

data or information stored on the District's electronic equipment, except as noted in the Surplus section of this policy.

Passwords

The District will require Board members to assign passwords to various electronic equipment used in their work for the District. Board members must never share these passwords with anyone. IT staff must never ask Board members to reveal their passwords. Board members' use of passwords does not prevent the District from accessing the electronic equipment or stored data. The use of shared passcode locks is approved for electronic equipment used for Board agendas packets that are used by more than one person. The passcode lock is configured to lock the device after a certain period of time; to unlock and use the device, entry of a passcode would be required.

Complex passwords are required at the District. Refer to Password Management Policy No. 2110 for more information.

Usage

Electronic equipment purchased by the District is to be used for District business. Personal use may occur only before or after working hours or during identified break periods. Such use is subject to the prohibitions contained in the section on Prohibited Conduct, below.

Refer to Policy No.1270, "Safe Use of District Vehicles and Equipment," for guidance regarding the use of any type of electronic equipment while operating a vehicle while conducting District business.

During Board meetings Board members and staff are requested to use electronic devices only for the purpose of conducting Board business.

The District will support and maintain only District purchased hardware and software intended to be used to conduct District business.

Surplus

At the end of life of the electronic equipment, as determined by the District, hardware and software will be replaced. Hardware will be disposed of in accordance with Policy No. 2075 "Surplus Property Disposal."

Prohibited Conduct

Conduct prohibited by the policy includes, but is not limited to, the following:

1. Unauthorized use or interception of transmissions or data.
2. Port scanning or security scanning unless prior notification to the District is made.
3. Executing any form of network monitoring which will intercept data not intended for the Board member's host.
4. Circumventing user authentication or security of any host, network or account.
5. Reading, copying, modifying, or deleting another employee's electronic communications without the employee's consent.

6. Copying, modifying, or downloading District data or programs for personal use, without the District's authorization excluding IT support and maintenance activities.
7. Introduction of malicious programs into a computer, network or server (e.g., viruses, worms, Trojan horses, e-mail bombs, etc.).
8. Installing any software on any District computer without permission, assistance, or direction from the IT team.
9. Violating software licensing agreements, copyright laws, or intellectual property laws.
10. Engaging in any activity that is illegal under local, state, federal or international law while utilizing the District-owned resources.
11. Engaging in personal commercial activities, including offering services or merchandise for sale or ordering services or merchandise from Internet vendors, except as allowed under the personal use guidelines.
12. Using electronic equipment to harass, discriminate against, or threaten others.
13. Accessing, displaying, reproducing, soliciting, or sending discriminatory, harassing, offensive, obscene, lewd, or sexual images or text while using District computers, including but not limited to, electronic mail and the Internet.
14. Revealing your account password to others or allowing use of your account by others excluding temporary test accounts or circumstances where not sharing a password could reasonably be construed as the District's failing to meet critical obligations to customers or other agencies, or could result in loss of data, system outage or loss, or damage to District assets or personnel.
15. Creating or forwarding "chain letters," "Ponzi," or other pyramid schemes of any type.
16. Providing information about or lists of District employees to parties outside the District, unless approved by management.
17. Sending sensitive information such as credit card numbers, passwords, and customer account numbers through the Internet or email unless the connection is encrypted using software approved by the IT Steering Committee.
18. Connecting or accessing the network using unapproved personal device(s).
19. Reporting or redistributing system vulnerability information to other users. Users in receipt of information about system vulnerabilities must forward this information to the IT Team, which will determine what action is appropriate.
20. Sending District documents (including Word documents, Excel spreadsheets, and PowerPoint presentations) outside the District in their native format. All documents sent outside the District must be in Adobe PDF format. An exception is made for documents sent with the express intention of collaboration.

Board Member Owned Device

Board members may optionally purchase the electronic tablet. Board member owned devices are not subject to the above prohibited conduct except for Nos. 4, 16 and 20.

Board member use of their own devices will be reimbursed one time at 25% of the cost of a standard tablet, including accessories, as specified by IT.

Employee and Board of Directors Responsibility

It is the responsibility of every electronic equipment user to be familiar with this policy and conduct their activities accordingly. Users who violate this policy may be denied access to the District's electronic equipment.

Those issued electronic equipment should take great care in retaining the equipment and take all reasonable precautions to avoid unnecessary damage to it. Lost or damaged equipment shall immediately be reported to District management. Equipment that is accidentally damaged should be returned to IT for disposal or repair. Repair expense for purchase or replacement equipment will be charged to the employee's Work Group budget. A repeat instance may be charged personally to the employee.

Management Responsibility

Management will enforce this policy and take action against users who use the District's electronic equipment in violation of this policy. Management will have the final authority in determining appropriate versus inappropriate behavior/use.

Business Services will provide new Board members with a copy of this policy during processing/orientation.

Title	Policy #	Date

Approved by: Board of Directors
Author/owner: Business Services Manager
Reviewers: General Manager/District Engineer, Board of Directors
Notify Person: General Manager/District Engineer
Revision frequency: Every 3 years
Next Review: xx/xx/xxxx

DATE: February 19, 2013

MEMO TO: Board of Directors - Union Sanitary District

FROM: Richard B. Currie, General Manager/District Engineer
Jesse Gill, TSCS Work Group Manager
Sami Ghossain, CIP Coach
Raymond Chau, Principal Engineer
Ric Pipkin, Senior Engineer

SUBJECT: Agenda Item No. 10 - Meeting of February 25, 2013
AUTHORIZING THE GENERAL MANAGER TO EXECUTE TASK ORDER NO. 2 WITH CAROLLO ENGINEERS FOR THE CONSTRUCTION PERIOD DESIGN SERVICES FOR THE THICKENER CONTROL BUILDING INTERIM IMPROVEMENTS PROJECT

Recommendation

Authorize the General Manager to execute Task Order No. 2 with Carollo Engineers in the amount of \$53,800 for the construction period design services of the Thickener Control Building Interim Improvements Project ("Project"). The Project is budgeted in the Renewal and Replacement Fund of the Capital Improvement Program.

Background

The sludge thickening process increases the solids content in the sludge by removing a portion of the liquid. Thickening reduces the required capacity of downstream tanks and equipment, the quantity of chemicals required for conditioning, the heat required by digesters, and the volume of sludge to be transported.

The sludge thickening system at the Alvarado Wastewater Treatment Plant consists of four gravity thickener tanks, three gravity belt thickeners (GBT), and the control building which houses various scum and sludge pumps and a sludge splitter structure. The plant's gravity thickener tanks and GBTs thicken the primary and waste activated sludge pumped from the primary and secondary clarifiers, respectively. The thickened

sludge is pumped from the gravity thickener tanks and the GBTs in separate pipelines to the primary digesters for anaerobic digestion.

The Thickener Control Building and Thickener Tank Nos. 1 and 2 were originally constructed during the 1978 Plant Construction Project. Thickener Tank Nos. 3 and 4 were constructed during the 1985 Plant Expansion Project. Modifications to the control building were made during the 1985 and 1993 projects.

The scum and sludge pumps, valves, weir gates, and various electrical components inside the control building were installed at various times during the 1970s, 1980s and 1990s and need to be replaced due to age, obsolescence, and/or maintenance problems. With each project, the control building became more congested and difficult to operate and maintain.

In 2012 Staff and Carollo developed two separate construction project scopes to improve the sludge thickening and digester feed processes. The first construction project has been designated the Thickener Control Building Interim Improvements Project. This project will address immediate issues with the existing obsolete sludge pumps while providing the temporary facilities that will be required during the course of the second project. The second phase of the project will include demolition of the Thickener Control Building and replacement of the existing equipment. The cost for the second phase of the project is expected to exceed \$10 million and construction is expected to commence in 2014 subject to State Revolving Fund approval.

On July 23, 2012 District staff executed an Agreement and Task Order No. 1 with Carollo Engineers in the amount of \$47,200 to provide final design services for the Interim Project. Carollo completed the design of Project in December 2012. On January 28, 2013, the Board awarded the construction contract to Anderson Pacific Engineering Construction Inc. in the amount of \$633,001.

Project Scope

The scope of the Thickener Control Building Interim Improvements Project includes the installation of three new VFD-driven progressing cavity sludge pumps placed outside the existing Thickener Control Building with associated piping and instrumentation.

Construction Period Design Services

Staff would like to proceed with the preparations necessary for upcoming construction of the project. A summary of the proposed Task Order No. 2 with Carollo Engineers for the construction period of the Project is included in the table below:

Task Number	Description	Cost
1.1	Additional Design Services	\$9,860
2.1	Conformed Drawings	\$1,451
2.2	Submittal Review	\$19,174
2.3	Response to Requests for Information ("RFIs")	\$10,849
2.4	Design Clarification Memos	\$1,379
2.5	Informal Requests for Information	\$3,011
2.6	Meetings	\$2,207
2.7	Periodic Site Visits	\$1,618
2.8	Project Management	\$4,202
	Total Cost Ceiling	\$53,800

Carollo's task order ceiling during the construction period is \$53,800, or 8.5% of the Project's construction contract amount. Staff believes this fee to be reasonable given the number of submittals and RFIs projected for a project of this scope.

The total Task Orders under the Agreement with Carollo Engineers is summarized in the table below:

Task Order No.	Description	Cost
1	Design Services	\$47,200
2	Design Engineering Services during Construction	\$53,800
	Total Agreement Ceiling	\$101,000

Staff anticipates the Project will commence in February 2013. The Project is scheduled to be complete by October 2013.

Staff recommends the Board authorize the General Manager to execute Task Order No. 2 with Carollo Engineers in the amount of \$53,800 for the construction period design services of the Thickener Control Building Interim Improvements Project.

RBC/JG/SG/RC/RP;mp

Attachment: Task Order No. 2
Site Map

**THICKENER BUILDING INTERIM IMPROVEMENTS PROJECT
800-400**

TASK ORDER NO. 2

**UNION SANITARY DISTRICT
AND
CAROLLO ENGINEERS, INC.**

ENGINEERING SERVICES DURING CONSTRUCTION

This Task Order No. 2 is issued by the Union Sanitary District (District) and accepted by Carollo Engineers, Inc. (Engineer), pursuant to the mutual promises, covenants, and conditions contained in the Agreement between the above named parties dated the 23rd day of July, 2012, associated with the Thickener Building Interim Improvements Project (Project).

PURPOSE

The purpose of this Task Order No. 2 is to provide engineering services during construction for the Project.

PROJECT COORDINATION

All work related to this Task Order No. 2 shall be coordinated through the District's Project Manager, Ric Pipkin.

KEY PERSONNEL

Engineer's personnel assigned for this Task Order No. 2 shall consist of the following individuals:

Bob Hoffman	Project Manager
Anir Bhagwat	Project Engineer

Key personnel shall not be changed except in accordance with Article 8 of the Agreement.

ENGINEER'S SCOPE OF SERVICES

Engineering support services during construction are based upon the District providing on-site construction management (Construction Manager) with full-time on-site personnel for contract administration, coordination, materials testing, inspection, and technical construction representation throughout the entire estimated construction period.

Engineer will provide the following specific services.

TASK 1.1 – ADDITIONAL SERVICES PROVIDED DURING DESIGN

This task is allocated to additional design engineering services that were provided during the design and bidding phase of the Project. Services provided included additional design layouts during design, additional final review submittal documents, associated meetings, and assistance during pre-negotiation of sole-sourced items.

TASK 2.1 – PREPARATION OF CONFORMED DOCUMENTS

Engineer will prepare conformed documents, incorporating all changes made in addenda to the bid documents.

TASK 2.2 – SUBMITTAL REVIEW

There will be the following division of submittal review responsibility between Construction Manager and Engineer.

Administrative Submittals: The Construction Manager shall review and provide response to all administrative submittals as generally listed in Section 01340-1.1 of the Contract Documents. Copies of these submittals to the Engineer are for information purposes only.

Shop Drawing Submittals: Engineer will review and provide response to shop drawing submittals as described in the technical specifications of the Contract Documents on an as requested basis.

Quality Control Submittals: The Construction Manager shall review and provide response to all quality control submittals as described in the Contract Documents, except Engineer will review and provide response to mechanical and electrical testing procedures and testing results. Copies of all other quality control submittals to the Engineer are for information purposes only. Construction Manager shall also be responsible for all testing indicated in the Contract Documents to be performed by an entity other than the Contractor.

Temporary Construction Submittals: Construction Manager shall review and provide response to all temporary construction submittals including temporary piping, supports, electrical, and controls. Copies of these submittals to the Engineer are for information purposes only.

Submittals

The Construction Manager shall screen all submittals for form, completeness, and general content conforming to that specified in the Contract Documents before transmitting them to Engineer.

Engineer will respond to requests for submittal reviews on an as requested basis. Engineer will provide written review comments on a review comment sheet. Engineer will complete review of submittal and provide comments within thirty (30) calendar days for normal submittals, after Engineer's receipt of submittal. If for any reason the review cannot be completed within this period, Engineer will notify Construction Manager and provide reason for delay prior to the end of the specified period.

Engineer's submittal review is to determine general compliance with the Contract Documents. Submittal review is not intended as acceptance of the work. The review is not intended to relieve the Contractor of his full responsibility for performance as required by the Contract Documents.

Engineer's budget allowance is based on reviewing twenty one (21) submittals at an average review time of approximately five (5) hours per submittal.

TASK 2.3 – REQUEST FOR INFORMATION

The Construction Manager shall screen all RFIs for form, completeness, and general content conforming to that specified in the Contract Documents before transmitting them to Engineer.

Engineer will respond to formal requests for information (RFIs) on an as requested basis. Engineer will provide a written response on a response sheet. Engineer will complete review of RFI and provide response within seven (7) calendar days after Engineer's receipt of RFI. If for any reason the response cannot be completed within this period, Engineer will notify Construction Manager and provide reason for delay prior to the end of the specified period.

Engineer's budget allowance is based on reviewing ten (10) RFIs at an average of six (6) hours per RFI.

TASK 2.4 – CLARIFICATION MEMORANDA

Engineer will issue Clarification Memoranda to clarify Contract Documents when necessary, or in the event that modifications to the Contract Documents are desired by the District, Clarification Memoranda will be prepared to assist the Construction Manager with the preparation of contract change order requests. Engineer will provide a written clarification (including specifications, sketches, or other information as necessary) on a Clarification Memorandum.

Engineer's budget allowance is based on preparing one (1) Clarification Memoranda at an average of eight (8) hours per Clarification Memorandum.

TASK 2.5 – INFORMAL REQUESTS FOR INFORMATION

Engineer will respond to Construction Manager's informal requests for information, including verbal, email, and telephone correspondence with Construction Manager.

Engineer's budget allowance is based on an average of two (2) hours of informal correspondence per month for duration of eight (8) months.

TASK 2.6 – MEETINGS

Engineer will attend construction meetings on a routine basis throughout the duration of the Project. The Construction Manager will facilitate all meetings and provide meeting minutes.

Budget allowance is based on the Engineer's Project Manager attending three (3) construction meetings at an average of four (4) hours per meeting.

TASK 2.7 – PERIODIC SITE VISITS

Engineer shall periodically visit the Project site to monitor the progress and quality of the Contractor's work effort, including specialty site visits (civil, structural, mechanical, electrical, and instrumentation). Engineer shall not, during such site visits or as a result of such observations of Contractor's work in progress, supervise, direct, or have control over Contractor's work. Nor shall Engineer have authority over or responsibility for the means, methods, techniques, sequences, or procedures of construction selected by Contractor, or safety precautions and programs incident to the Work. Furthermore, Engineer shall not be held responsible for any failure of Contractor to comply with laws, rules, regulations, ordinances, codes, or orders applicable to Contractor furnishing and performing work. Engineer will provide opinions and observations to the Construction Manager and/or District regarding general compliance with the Contract Documents for improvements that are observed by the Engineer at the time of Engineer's site visits.

Budget allowance is based on two (2) site visits by the Engineer's Project Manager and/or discipline engineers at an average of four (4) hours per site visit.

TASK 2.8 – PROJECT MANAGEMENT

Engineer will manage the efforts of the project team members, coordinate with representatives of the District and Construction Manager, delegate responsibilities, and review work progress. Engineer will prepare and submit monthly invoices and progress summary reports.

Monthly invoices will be broken down by major tasks only. Monthly progress summary reports will be made as part of the report submitted for all on-going projects with District.

Engineer's budget allowance is based upon an average of two (2) hours per month for duration of eight (8) months.

TIME OF PERFORMANCE

All services defined in this Task Order No. 2 are based upon and will occur during the anticipated construction schedule listed below:

- Notice of Award (NOA) issued to Contractor: February 1, 2013.
- Notice to Proceed (NTP) issued to Contractor: March 1, 2013.
- Substantial Completion: October 2013.
- Final Completion: November 2013.

PAYMENT TO ENGINEER

Payment to the Engineer for services shall be as provided for in Article 2 of the Agreement. A summary of the distribution of estimated cost and labor hours including other direct costs and outside services are shown in Exhibit A. Task Order No. 2 Firm Ceiling shall not exceed \$53,800.

EFFECTIVE DATE

This Task Order No. 2 is effective as of the _____ day of _____ 2013.

IN WITNESS THEREOF, duly authorized representatives of the District and the Engineer have executed this Task Order No. 2 evidencing its issuance by the District and acceptance by the Engineer.

CAROLLO ENGINEERS, INC.

UNION SANITARY DISTRICT

Accepted this _____ day of _____ 2013

By: _____
Robert J. Hoffman Jr.
Vice President

By: _____
Jesse Gill
TSCS Workgroup Manager

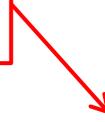
By: _____
Senior Vice President

EXHIBIT A - LABOR AND COST ESTIMATE																
UNION SANITARY DISTRICT THICKENER BUILDING INTERIM IMPROVEMENTS PROJECT ESDC																
Task	Task Description	PM	PE	SE	CAD	Support	Total Hours	Labor Cost	Other Direct Costs (ODC)						Total Cost	
									Subconsultants		PECE	Mileage		ODC		
									Name	Amount	\$9.90	Printing	Trips	Amount		Cost
1.0	Additional Services during Design and Bid Phases															
1.1	Additional Services during Design and Bid Phases	1	27	2	15	22	67	\$9,146		\$0	\$663	\$0	1	\$51	\$714	
Task 1 Totals =		1	27	2	15	22	67	\$9,146		\$0	\$663	\$0	1	\$51	\$714	\$9,860
Task	Task Description	PM	PE	SE	CAD	Support	Total Hours	Labor Cost	Other Direct Costs (ODC)						Total Cost	
									Subconsultants		PECE	Mileage		ODC		
									Name	Amount	\$11.70	Printing	Trips	Amount		Cost
2.0	Engineering Services during Construction															
2.1	Preparation of Conformed Documents	0	3	0	4	3	10	\$1,334		\$0	\$117	\$0	0	\$0	\$117	\$1,451
2.2	Submittal Review	0	74	32	0	0	106	\$17,934		\$0	\$1,240	\$0	0	\$0	\$1,240	\$19,174
2.3	Requests For Information	0	42	18	0	0	60	\$10,147		\$0	\$702	\$0	0	\$0	\$702	\$10,849
2.4	Clarification Memoranda	0	4	2	2	0	8	\$1,285		\$0	\$94	\$0	0	\$0	\$94	\$1,379
2.5	Informal Requests for Information	0	8	8	0	0	16	\$2,823		\$0	\$187	\$0	0	\$0	\$187	\$3,011
2.6	Meetings	0	12	0	0	0	12	\$1,897		\$0	\$140	\$0	3	\$170	\$310	\$2,207
2.7	Periodic Site Visits	0	4	4	0	0	8	\$1,412		\$0	\$94	\$0	2	\$113	\$207	\$1,618
2.8	Project Management	16	0	0	0	0	16	\$4,015		\$0	\$187	\$0	0	\$0	\$187	\$4,202
Task 2 Totals =		16	147	64	6	3	236	\$40,847		\$0	\$2,761	\$0	5	\$283	\$3,044	\$43,891
Totals 1 - 2		17	174	66	21	25	303	\$49,993	\$0	\$3,425	\$0	\$0	\$333	\$3,758	\$53,750	
														Total 1-2	\$53,750	
														Task Order Firm Ceiling	\$53,800	

Legend:
 PM Project Manager(Senior Professional)
 PE Project Engineer (Project Professional)
 E Engineer (Professional)
 SE Structural Engineer (Lead Project Professional)
 CAD CAD Technician
 Support Support Staff
 PECE: Project Equipment and Communication Expense

Notes:
 1. Mult. 3.21
 2. Mileage: Based on 100 miles per trip @ \$0.505/mile (2012), \$0.565/mile (2013)

Location of Thickener
Control Building Interim
Improvements Project



DATE: February 18, 2013

MEMO TO: Board of Directors - Union Sanitary District

FROM: Richard B. Currie, General Manager/District Engineer
Jesse Gill, TSCS Work Group Manager
Sami Ghossain, CIP Coach
Chris Elliott, Assistant Engineer

SUBJECT: Agenda Item No. 11 – Meeting of February 25, 2013
AWARDING THE CONSTRUCTION CONTRACT FOR THE CAST IRON LINING PROJECT PHASE IV TO NORCAL PIPELINE SERVICES.

Recommendation

Award the construction contract for the Cast Iron Lining Project Phase IV to Norcal Pipeline Services, of Yuba City, California, for \$436,448. Funds for the project have been budgeted in the Renewal and Replacement Fund.

Background

In USD's past, cast iron pipe was installed as a sanitary sewer to cross under railroads, freeways, storm drains, and other utilities throughout the collections system; primarily for its strength, in order to protect the sewer from heavy loads. A review of television inspection reports and video footage revealed that these cast iron pipe segments have been corroding over time due to the presence of hydrogen sulfide gas inside the sewers. Corrosion has caused the inside of the cast iron pipes to constrict with the inward expansion of corroded iron. At the same time, this corrosion has compromised the structural integrity of the cast iron.

Upon an evaluation of remedial alternatives, it was determined that the removal of the corroded iron by District forces and the rehabilitation of the sewers by the cured-in-place (CIPP) method was the most feasible option. This project will install CIPP sectional liners over the "cleaned" cast iron pipe segments to prevent corrosion from reoccurring, eliminate capacity and maintenance problems, and avert the possibility of future pipe failures.

Over 200 cast iron sewer pipes have been identified as having moderate to severe corrosion and are in need of repair. These sewers are scattered throughout the District and are at varying levels of corrosion. The list of sewers needing rehabilitation has been prioritized and included in the FY 12 Capital Improvement Program after receiving input from Collection Services. The District has previously completed three (3) phases of rehabilitation projects which are summarized in the table below:

Project	No. of Repairs	Cost
Phase I	23	\$237,500
Phase II	27	\$252,050
Phase III	22	\$145,500

Twenty-three (23) of the most corroded cast iron segments have been selected for rehabilitation as part of Phase IV. See attached map for locations and the attached Bid Tabulation Sheet for details.

Project design was completed “in-house” by USD engineering staff. Construction management will be provided by staff with assistance from an outside consultant.

Proposal Results

Since this project is a maintenance project by nature, formal bidding was determined to be unnecessary. Three Request for Proposals (RFP) have been issued to date.

The first RFP was sent out on April 10, 2012, to four (4) prospective contractors. Staff received one (1) proposal on May 2, 2012; however, the proposal amount was very high and the single proposal was deemed non-competitive, and therefore the contract was not awarded.

A second RFP was sent out on October 29, 2012, to five (5) prospective contractors. Staff received two (2) proposals on November 20, 2012; however, due to discrepancies in the proposal forms, both proposals were deemed unresponsive, and again the contract was not awarded.

The last RFP was sent out on January 11, 2013, and staff received two (2) proposals on February 1, 2013. The results are as follows:

Contractor	Total Proposal Amount
Norcal Pipeline	\$436,448
Southwest Pipeline & Trenchless Corp.	\$450,123

Norcal Pipeline submitted the lowest responsive and responsible proposal with a total proposal amount of \$436,448. The Engineer's Estimate for the Project was \$335,200.

The cost per repair has increased substantially for this phase. Both Southwest Pipeline & Trenchless (who performed Phases I and III) and supervisory staff from Norcal Pipeline (who performed Phase II while working for Pacific Liners) indicated that their prices have increased due to the experience they gained on the previous phases, and a better understanding they now have of the risks, difficulties, and costs involved in the work.

Contractor's Background

Norcal Pipeline Services is a General Engineering Class A licensed contractor who has successfully constructed numerous pipe rehabilitation projects. Recent projects include a CIPP spot repair at Sausalito-Marin City Sanitary District's Fort Baker Wastewater Treatment Plant, and various CIPP spot repairs for the Sacramento Area Sewer District. References contacted by staff have verified the contractor's ability to do the project.

Project construction is scheduled to start in mid-March and completion is expected by the end of June.

RBC/JSG/SG/CE;mp

Attachments: Proposal Tabulation Sheet
 Sites Map

CAST IRON LINING PROJECT, PHASE IV
 RECALCULATION OF PROPOSED PRICING
 Nor Cal Pipeline Services

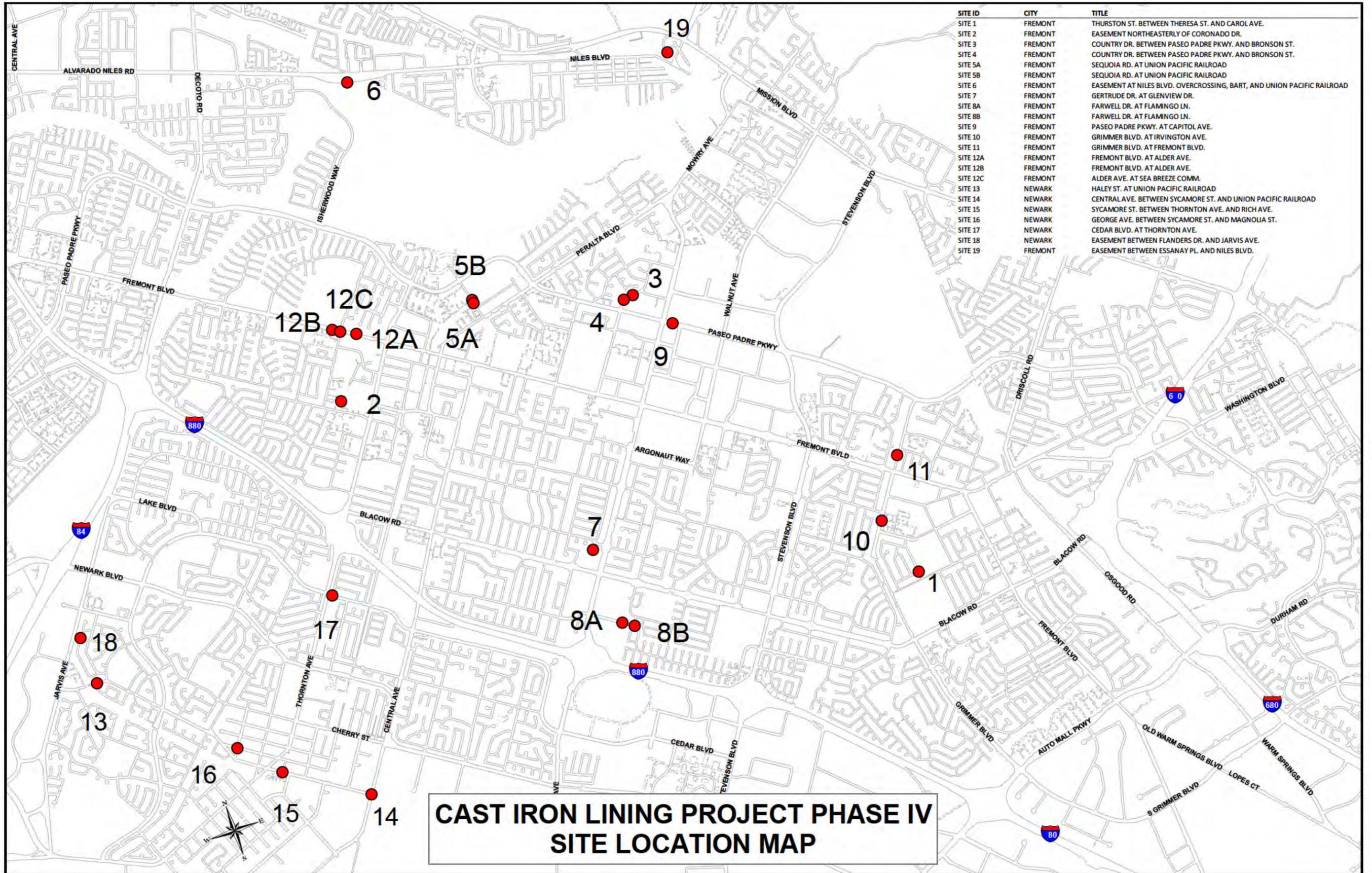
Southwest Pipeline

Cost Items	Qty	Unit	Extn	Cost Items	Qty	Unit	Extn
1A	1	\$	1,150.00	1A	1	\$	1,200.00
1B	1	\$	2,325.00	1B	1	\$	1,000.00
1C	1	\$	2,930.00	1C	1	\$	100.00
1D	1	\$	-	1D	1	\$	1.00
1E	1	\$	8,931.00	1E	1	\$	11,000.00
			Sub Total				Sub Total
			<u>\$ 15,336.00</u>				<u>\$ 13,301.00</u>
2A	1	\$	1,150.00	2A	1	\$	1,200.00
2B	1	\$	1,400.00	2B	1	\$	1,000.00
2C	1	\$	1,500.00	2C	1	\$	100.00
2D	1	\$	-	2D	1	\$	1.00
2E	1	\$	4,595.00	2E	1	\$	8,500.00
			Sub Total				Sub Total
			<u>\$ 8,645.00</u>				<u>\$ 10,801.00</u>
3A	1	\$	1,150.00	3A	1	\$	1,200.00
3B	1	\$	1,985.00	3B	1	\$	1,500.00
3C	1	\$	3,000.00	3C	1	\$	200.00
3D	1	\$	-	3D	1	\$	1.00
3E	1	\$	9,690.00	3E	1	\$	15,500.00
			Sub Total				Sub Total
			<u>\$ 15,825.00</u>				<u>\$ 18,401.00</u>
4A	1	\$	1,150.00	4A	1	\$	1,200.00
4B	1	\$	1,985.00	4B	1	\$	1,500.00
4C	1	\$	3,000.00	4C	1	\$	200.00
4D	1	\$	-	4D	1	\$	1.00
4E	1	\$	9,441.00	4E	1	\$	11,000.00
			Sub Total				Sub Total
			<u>\$ 15,576.00</u>				<u>\$ 13,901.00</u>
5A-A	1	\$	1,620.00	5A	1	\$	1,200.00
5A-B	1	\$	1,980.00	5B	1	\$	2,000.00
5A-C	1	\$	1,040.00	5C	1	\$	500.00
5A-D	1	\$	-	5D	1	\$	1.00
5A-E	1	\$	22,376.00	5E	1	\$	19,000.00
			Sub Total				Sub Total
			<u>\$ 27,016.00</u>				<u>\$ 22,701.00</u>
5B-A	1	\$	1,620.00	5A	1	\$	1,200.00
5B-B	1	\$	1,395.00	5B	1	\$	1,500.00
5B-C	1	\$	455.00	5C	1	\$	500.00
5B-D	1	\$	-	5D	1	\$	1.00
5B-E	1	\$	12,081.00	5E	1	\$	15,000.00
			Sub Total				Sub Total
			<u>\$ 15,551.00</u>				<u>\$ 18,201.00</u>
6A	1	\$	1,620.00	6A	1	\$	1,500.00
6B	1	\$	960.00	6B	1	\$	2,000.00
6C	1	\$	4,915.00	6C	1	\$	2,000.00
6D	1	\$	-	6D	1	\$	1.00
6E	1	\$	12,156.00	6E	1	\$	22,000.00
			Sub Total				Sub Total
			<u>\$ 19,651.00</u>				<u>\$ 27,501.00</u>
7A	1	\$	1,150.00	7A	1	\$	1,500.00
7B	1	\$	2,315.00	7B	1	\$	1,000.00
7C	1	\$	490.00	7C	1	\$	100.00
7D	1	\$	-	7D	1	\$	1.00
7E	1	\$	10,707.00	7E	1	\$	16,000.00
			Sub Total				Sub Total
			<u>\$ 14,662.00</u>				<u>\$ 18,601.00</u>
8A-A	1	\$	1,150.00	8A	1	\$	1,200.00
8A-B	1	\$	1,985.00	8B	1	\$	2,000.00
8A-C	1	\$	455.00	8C	1	\$	750.00
8A-D	1	\$	-	8D	1	\$	1.00
8A-E	1	\$	10,468.00	8E	1	\$	18,000.00
			Sub Total				Sub Total
			<u>\$ 14,058.00</u>				<u>\$ 21,951.00</u>

incorrect total on bid form.

Cost Items	Qty	Unit	Extn	Cost Items	Qty	Unit	Extn
8B-A	1	\$ -	\$ 1,150.00	8A	1	\$ -	\$ 1,200.00
8B-B	1	\$ -	\$ 1,395.00	8B	1	\$ -	\$ 1,000.00
8B-C	1	\$ -	\$ 1,500.00	8C	1	\$ -	\$ 100.00
8B-D	1	\$ -	\$ -	8D	1	\$ -	\$ 1.00
8B-E	1	\$ -	\$ 4,595.00	8E	1	\$ -	\$ 8,000.00
			\$ 8,640.00				\$ 10,301.00
				Sub Total			
9A	1	\$ -	\$ 1,150.00	9A	1	\$ -	\$ 1,200.00
9B	1	\$ -	\$ 1,395.00	9B	1	\$ -	\$ 1,000.00
9C	1	\$ -	\$ 1,500.00	9C	1	\$ -	\$ 100.00
9D	1	\$ -	\$ -	9D	1	\$ -	\$ 1.00
9E	1	\$ -	\$ 5,354.00	9E	1	\$ -	\$ 8,000.00
			\$ 9,399.00				\$ 10,301.00
				Sub Total			
10A	1	\$ -	\$ 1,150.00	10A	1	\$ -	\$ 1,200.00
10B	1	\$ -	\$ 1,395.00	10B	1	\$ -	\$ 1,000.00
10C	1	\$ -	\$ 1,500.00	10C	1	\$ -	\$ 100.00
10D	1	\$ -	\$ -	10D	1	\$ -	\$ 1.00
10E	1	\$ -	\$ 5,355.00	10E	1	\$ -	\$ 8,000.00
			\$ 9,400.00				\$ 10,301.00
				Sub Total			
11A	1	\$ -	\$ 2,270.00	11A	1	\$ -	\$ 1,500.00
11B	1	\$ -	\$ 3,378.00	11B	1	\$ -	\$ 2,000.00
11C	1	\$ -	\$ 6,665.00	11C	1	\$ -	\$ 1,000.00
11D	1	\$ -	\$ -	11D	1	\$ -	\$ 1.00
11E	1	\$ -	\$ 18,720.00	11E	1	\$ -	\$ 26,000.00
			\$ 31,033.00				\$ 30,501.00
				Sub Total			
12A-A	1	\$ -	\$ 1,235.00	12A	1	\$ -	\$ 1,500.00
12A-B	1	\$ -	\$ 1,985.00	12B	1	\$ -	\$ 2,000.00
12A-C	1	\$ -	\$ 3,000.00	12C	1	\$ -	\$ 500.00
12A-D	1	\$ -	\$ -	12D	1	\$ -	\$ 1.00
12A-E	1	\$ -	\$ 11,905.00	12E	1	\$ -	\$ 23,000.00
			\$ 18,125.00				\$ 27,001.00
				Sub Total			
12B-A	1	\$ -	\$ 1,150.00	12A	1	\$ -	\$ 1,200.00
12B-B	1	\$ -	\$ 1,395.00	12B	1	\$ -	\$ 2,000.00
12B-C	1	\$ -	\$ 370.00	12C	1	\$ -	\$ 500.00
12B-D	1	\$ -	\$ -	12D	1	\$ -	\$ 1.00
12B-E	1	\$ -	\$ 5,368.00	12E	1	\$ -	\$ 8,000.00
			\$ 8,283.00				\$ 11,701.00
				Sub Total			
12C-A	1	\$ -	\$ 1,150.00	12A	1	\$ -	\$ 1,200.00
12C-B	1	\$ -	\$ 1,395.00	12B	1	\$ -	\$ 2,000.00
12C-C	1	\$ -	\$ 1,700.00	12C	1	\$ -	\$ 100.00
12C-D	1	\$ -	\$ -	12D	1	\$ -	\$ 1.00
12C-E	1	\$ -	\$ 6,886.00	12E	1	\$ -	\$ 8,000.00
			\$ 11,131.00				\$ 11,301.00
				Sub Total			
13A	1	\$ -	\$ 1,150.00	13A	1	\$ -	\$ 1,200.00
13B	1	\$ -	\$ 1,395.00	13B	1	\$ -	\$ 2,000.00
13C	1	\$ -	\$ 1,500.00	13C	1	\$ -	\$ 100.00
13D	1	\$ -	\$ -	13D	1	\$ -	\$ 1.00
13E	1	\$ -	\$ 6,330.00	13E	1	\$ -	\$ 9,500.00
			\$ 10,375.00				\$ 12,801.00
				Sub Total			
14A	1	\$ -	\$ 1,150.00	14A	1	\$ -	\$ 1,200.00
14B	1	\$ -	\$ 1,515.00	14B	1	\$ -	\$ 2,000.00
14C	1	\$ -	\$ 1,500.00	14C	1	\$ -	\$ 100.00
14D	1	\$ -	\$ -	14D	1	\$ -	\$ 1.00
14E	1	\$ -	\$ 6,750.00	14E	1	\$ -	\$ 12,000.00
			\$ 10,915.00				\$ 15,301.00
				Sub Total			
15A	1	\$ -	\$ 1,510.00	15A	1	\$ -	\$ 1,200.00
15B	1	\$ -	\$ 1,750.00	15B	1	\$ -	\$ 2,000.00
15C	1	\$ -	\$ 2,765.00	15C	1	\$ -	\$ 100.00
15D	1	\$ -	\$ -	15D	1	\$ -	\$ 1.00
15E	1	\$ -	\$ 9,055.00	15E	1	\$ -	\$ 16,000.00

Cost Items	Qty	Unit	Extn	Cost Items	Qty	Unit	Extn
		Sub Total	\$ <u>15,080.00</u>			Sub Total	\$ <u>19,301.00</u>
16A	1	\$ -	\$ 1,405.00	16A	1	\$ -	\$ 1,200 00
16B	1	\$ -	\$ 1,985.00	16B	1	\$ -	\$ 2,000 00
16C	1	\$ -	\$ 2,090.00	16C	1	\$ -	\$ 100 00
16D	1	\$ -	\$ -	16D	1	\$ -	\$ 1 00
16E	1	\$ -	\$ 10,900.00	16E	1	\$ -	\$ 14,000 00
		Sub Total	\$ <u>16,380.00</u>			Sub Total	\$ <u>17,301.00</u>
17A	1	\$ -	\$ 1,430.00	17A	1	\$ -	\$ 1,200 00
17B	1	\$ -	\$ 3,970.00	17B	1	\$ -	\$ 2,000 00
17C	1	\$ -	\$ 5,830.00	17C	1	\$ -	\$ 500 00
17D	1	\$ -	\$ -	17D	1	\$ -	\$ 1 00
17E	1	\$ -	\$ 12,490.00	17E	1	\$ -	\$ 19,000 00
		Sub Total	\$ <u>23,720.00</u>			Sub Total	\$ <u>22,701.00</u>
18A	1	\$ -	\$ 1,620.00	18A	1	\$ -	\$ 1,200 00
18B	1	\$ -	\$ 1,985.00	18B	1	\$ -	\$ 1,500 00
18C	1	\$ -	\$ 3,000.00	18C	1	\$ -	\$ 2,000 00
18D	1	\$ -	\$ -	18D	1	\$ -	\$ 1 00
18E	1	\$ -	\$ 14,600.00	18E	1	\$ -	\$ 22,000 00
		Sub Total	\$ <u>21,205.00</u>			Sub Total	\$ <u>26,701.00</u>
19A	1	\$ -	\$ 2,645.00	19A	1	\$ -	\$ 2,000 00
19B	1	\$ -	\$ 1,985.00	19B	1	\$ -	\$ 2,000 00
19C	1	\$ -	\$ 12,398.00	19C	1	\$ -	\$ 4,000 00
19D	1	\$ -	\$ -	19D	1	\$ -	\$ 1 00
19E	1	\$ -	\$ 16,810.00	19E	1	\$ -	\$ 29,000 00
		Sub Total	\$ <u>33,838.00</u>			Sub Total	\$ <u>37,001.00</u>
20	1	\$ -	\$ <u>62,604.00</u>	23	1	\$ -	\$ <u>22,250.00</u>
Total Base Bid			\$ <u>436,448.00</u>	Total Base Bid			\$ <u>450,123.00</u>



DATE: February 14, 2013

MEMO TO: Board of Directors - Union Sanitary District

FROM: Richard B. Currie, General Manager/District Engineer
Jesse Gill, TSCS Work Group Manager
Sami Ghossain, CIP Coach
Raymond Chau, Principal Engineer
Chris Pachmayer, Associate Engineer

SUBJECT: Agenda Item No. 12 - Meeting of February 25, 2013
RESOLUTION NO. _____, ACCEPTING THE CONSTRUCTION OF THE PLC REPLACEMENT PROJECT FROM D.W. NICHOLSON CORPORATION AND AUTHORIZING THE ATTORNEY FOR THE DISTRICT TO RECORD A NOTICE OF COMPLETION

Recommendation

Staff recommends the Board accept the construction of the PLC Replacement Project from D.W. Nicholson Corporation by Resolution, and authorize the Attorney for the District to file a Notice of Completion with the Alameda County Recorder’s Office.

Background

On February 27, 2012, the Board awarded the construction contract for the PLC Replacement Project (“Project”) in the amount of \$539,500 to D.W. Nicholson Corporation (“DWN”).

The purpose of the project was to replace three (3) programmable logic controllers (“PLCs”), three (3) remote based controllers (“RBCs”), and one (1) motor control center (“MCC”) located at the Treatment Plant. Figure No. 1 shows the approximate location of the equipment described above.

A PLC is a computer processor that controls and monitors wastewater treatment equipment such as pumps, blowers, variable frequency drives, flow meters and level transducers. The treatment plant operational control strategy is programmed into the

PLCs. An RBC is a computer processor that receives commands from a PLC to control and monitor wastewater equipment. RBCs do not contain any programming and work solely from commands issued by PLCs. An MCC is a large metal enclosure that distributes electrical power to standard motor control equipment such as breakers, starters for fans and pumps, lighting contactors, variable frequency drives, and equipment status lights and push buttons.

The majority of PLCs and RBCs located at the treatment plant were last replaced during the 1993 Upgrade Project. The replacement of the PLCs and the RBCs was necessary because they were at the end of their useful life.

MCC No. 12 was replaced as part of this project to facilitate the replacement of RBC No. 11. In addition, the 2009 MCC condition assessment study identified corrosion and main breaker concerns and recommended that MCC 12 be replaced.

Beecher Engineering provided final design services for the Project. The scope of work for the Project included the following:

- Replaced PLC No. 10 in the Alvarado Influent Pump Station. This PLC controls the entire pump station including pumps, variable frequency drives, wet well levels, and the gas detection system.
- Replaced PLC No. 13 located in Sludge Pump Room No. 4. This PLC controls the Return/Waste activated sludge pump station, Secondary Clarifiers 5 and 6, and internal lift station No. 1.
- Replaced PLC No. 16 located in the Odor Control Building. This PLC controls the chemical pumps that distribute sodium hypochlorite to the 18 odor scrubbers located throughout the Plant.
- Replaced RBC No. 5 in Sludge Pump Room No. 2. This RBC controls Secondary Clarifiers 1-4.
- Replaced RBC No. 15 in the Degritter Building. This RBC controls two primary sludge degriters and support equipment.
- Replaced RBC No. 11 in Sludge Pump Room No. 3. This RBC controls Primary Clarifiers 5 and 6 and support equipment.
- Replaced MCC No. 12 in Sludge Pump Room No. 3. This MCC distributes power to all of the equipment associated with Primary Clarifiers 5 and 6.

Construction Contract

Staff issued the Notice to Proceed to DWN on March 19, 2012. The 270-day project was scheduled to be complete on December 13, 2012. DWN substantially completed the Project on December 21, 2012. Eight (8) days were added to the contract via Contract Change Order so DWN could complete the work identified in Contract Change Order No. 4.

Change Order Summary

The Project construction included four (4) Change Orders at a total cost of \$6,222.00, which is approximately 1.1% of the original contract amount. A summary of the Change Orders is shown in Table 1:

Table 1
Change Order Summary

No.	Description	Amount
1	Addition of HMI at Alvarado Pump Station	\$6,164.00
2	Credit for Substituting Six (6) Allen Bradley Phoenix Universal Power Supplies (UPSs) with Six (6) Phoenix Contact UPSs	\$(6,235.00)
3	Make Changes to PLC 16 and PLC 10 Cabinets	\$21,732.00
4	Credit for Unused Allotment of Field Wire Verification	\$(15,439.00)
Total Change Order Amount		\$6,222.00

Change Order No. 1 was for the addition of a Human Machine Interface (HMI) adjacent to PLC No. 10 at Alvarado Pump Station. The HMI is a touch screen with programmed controls that allows the Plant Operators to control the pumps in conjunction with the Supervisory Control and Data Acquisition (SCADA) system.

Change Order No. 2 was for the substitution of six (6) universal power supplies (UPSs) for the Project. The project specifications required that DWN install Allen Bradley UPSs for the Project. Staff determined that a cheaper alternative existed from Phoenix Contact which was incorporated into the Project.

Change Order No. 3 was for the modification of PLC No. 10 located at the Alvarado Influent Pump Station and PLC No. 16 located at the Odor Control Building to accommodate additional Input/Output wires at the PLC. These modifications were made to facilitate future upgrades to other electrical and control equipment at each respective building.

Change Order No. 4 was a credit for unused field and record drawing wire verification/identification. It was discovered during the design of the project that wires in each of the PLC and RBC cabinets had their descriptive labels compromised (either lost or faded and could no longer be read). The District placed an allowance in the Contract for DWN to help the District identify and document these wires.

The District has assumed beneficial occupancy for all of the PLCs, RBCs, and MCC installed as part of this Project. Staff recommends the Board accept the construction of the PLC Replacement Project from D.W. Nicholson Corporation by Resolution, and authorize the Attorney for the District to file a Notice of Completion with the Alameda County Recorder's Office.

RBC/JG/SG/RC/CP;mp

Attachments: Resolution
Notice of Completion
Figure 1 – Site Map
Photos

**RESOLUTION NO. 2696
ACCEPTING PROJECT FROM
D.W. NICHOLSON CORPORATION
FOR
PLC REPLACEMENT PROJECT
IN THE CITY OF UNION CITY, CALIFORNIA**

RESOLVED, by the Board of Directors of the UNION SANITARY DISTRICT that it hereby accepts the PLC Replacement Project from D.W. Nicholson Corporation effective February 25, 2013.

Legal Counsel is hereby authorized to record a "Notice of Completion" for the project.

On motion duly made and seconded, this Resolution was adopted by the following vote on February 25, 2013:

AYES: Fernandez, Handley, Kite, Lathi, Toy

NOES: ----

ABSENT: ----

ABSTAIN: ----

PAT KITE
President, Board of Directors
Union Sanitary District

Attest:

MANNY FERNANDEZ
Secretary, Board of Directors
Union Sanitary District

**RECORDING REQUESTED BY
AND WHEN RECORDED
RETURN TO:**

**DAVID M. O'HARA
Attorney at law
975 Centennial Drive
Brentwood, CA 94513**

NO RECORDING FEE – PER GOVERNMENT CODE SECTIONS 6103 & 27283

NOTICE OF COMPLETION

NOTICE IS HEREBY GIVEN BY UNION SANITARY DISTRICT, Alameda County, California, that the work hereinafter described, the contract for the construction of which was entered into on February 27, 2012, by said District and **D.W. Nicholson Corporation** 24747 Clawiter Road, Hayward, CA, 94545 Contractor for the Project, "**PLC Replacement Project**", was substantially completed on December 21, 2012 and accepted by said District on February 25, 2013.

The name and address of the owner is **UNION SANITARY DISTRICT**, at 5072 Benson Road, Union City, CA 94587.

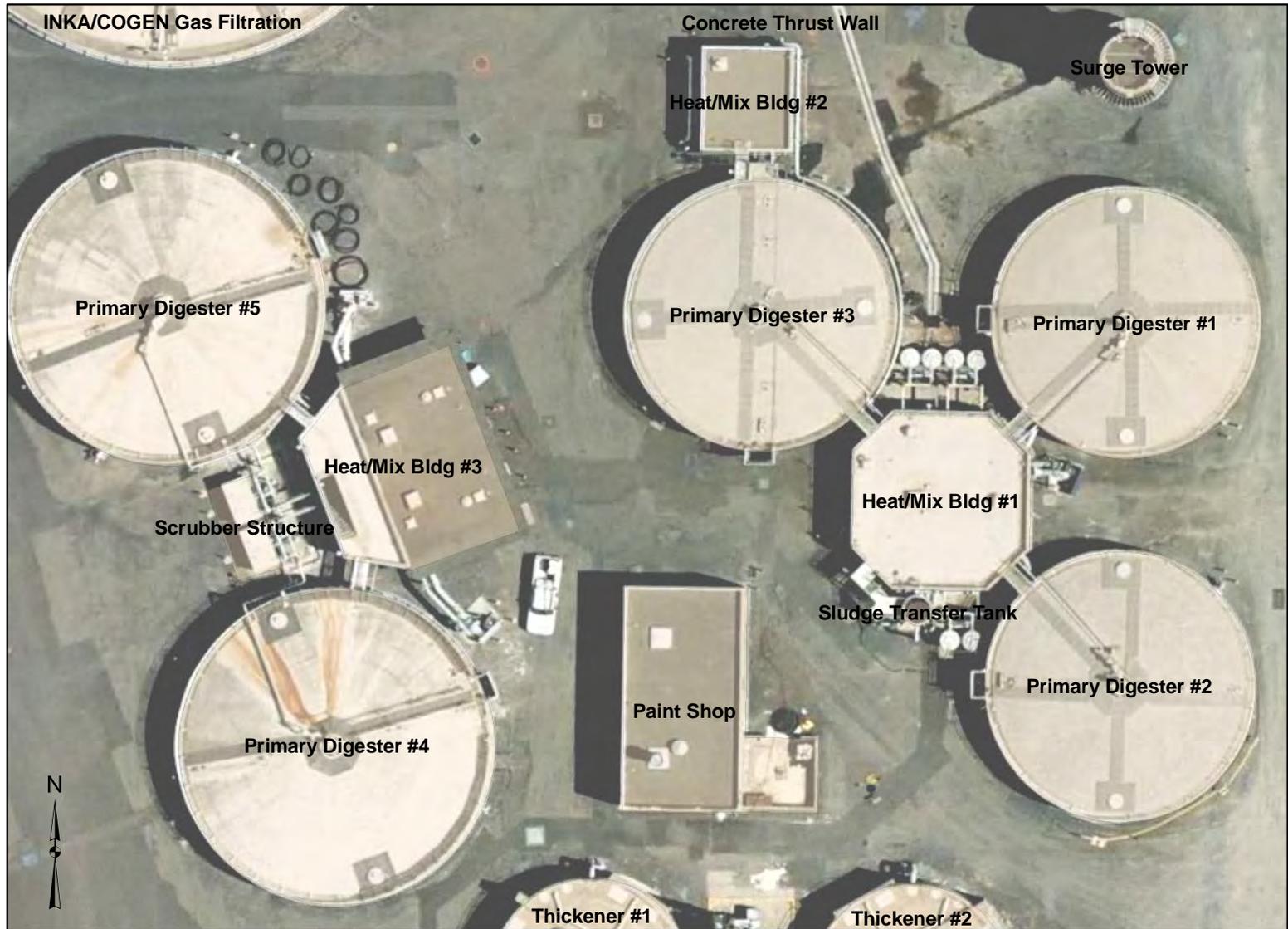
The estate or interest of the owner is: FEE SIMPLE ABSOLUTE.

The description of the site where said work was performed and completed is Union Sanitary District's Wastewater Treatment Plant, located at 5072 Benson Road, Union City, CA 94587, County of Alameda, State of California.

The undersigned declares under penalty of perjury that the foregoing is true and correct.

Executed on _____ at UNION CITY, CALIFORNIA.

DAVID M. O'HARA,
Agent of UNION SANITARY DISTRICT





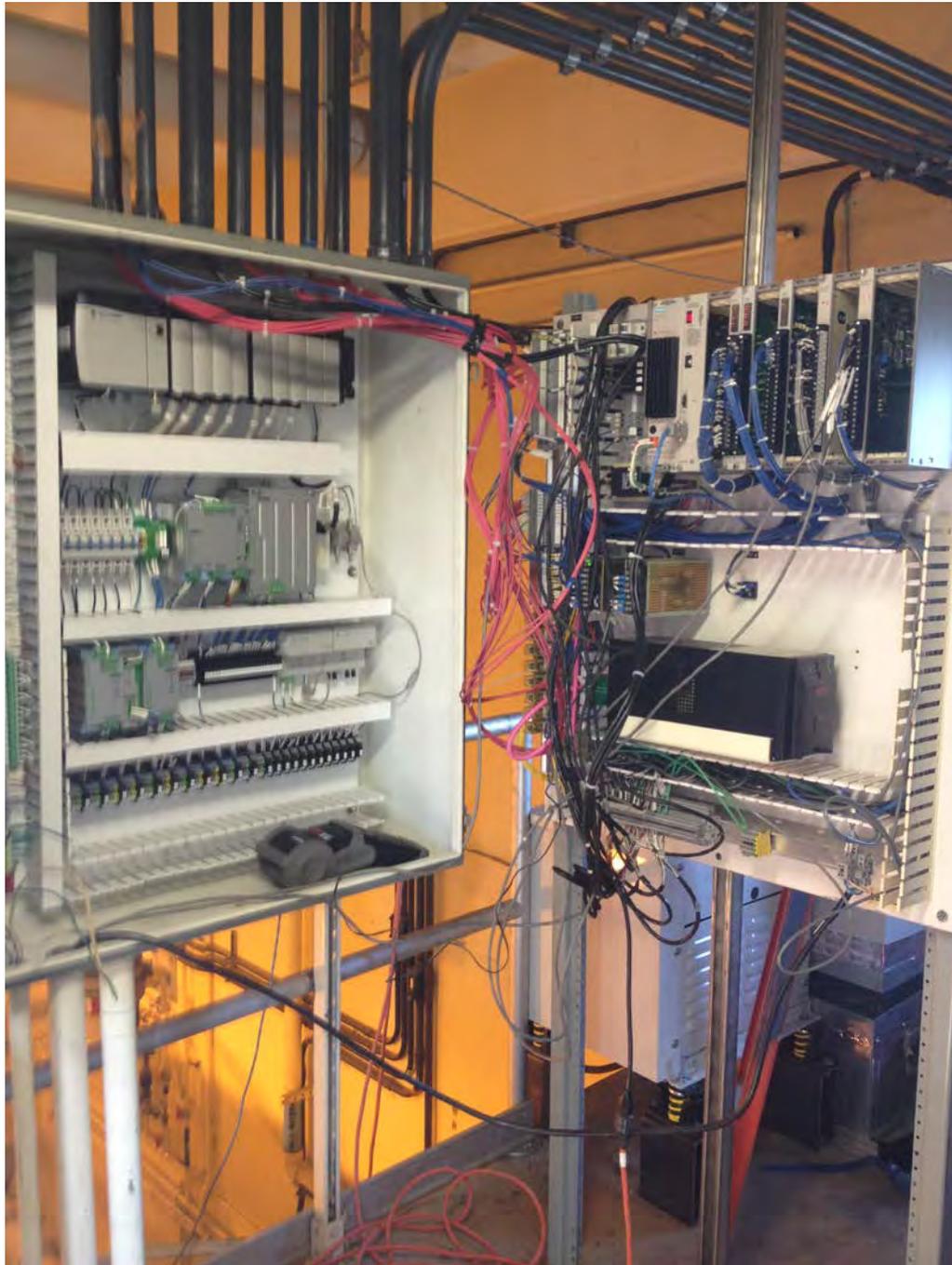
New Motor Control Center No. 12



New Programmable Logic Controller No. 13



Old Programmable Logic Controller No. 13



Remote Based Controller (RBC) No. 5
New RBC No. 5 is on the left. Old RBC No. 5 is on the Right

DATE: February 19, 2013

MEMO TO: Board of Directors - Union Sanitary District

FROM: Richard B. Currie, General Manager/District Engineer
Jesse Gill, TSCS Work Group Manager
Sami Ghossain, CIP Coach
Raymond Chau, Principal Engineer
Todd Yamello, Associate Engineer

SUBJECT: Agenda Item No. 13 - Meeting of February 25, 2013
AUTHORIZING THE GENERAL MANAGER TO EXECUTE TASK ORDER NO. 3 WITH BROWN AND CALDWELL FOR PROVIDING ENGINEERING SERVICES DURING CONSTRUCTION FOR THE RAS PUMP STATION PIPING IMPROVEMENTS PROJECT

Recommendation

Staff recommends the Board authorize the General Manager to execute Task Order No. 3 with Brown and Caldwell in the amount of \$55,053 for providing engineering services during construction for the RAS Pump Station Piping Improvements Project (Project). The Project has been budgeted in the Renewal and Replacement Fund.

Purpose of Project

The purpose of the Project is to construct improvements to the RAS Pump Station facility which includes:

- Replace piping, valves, and appurtenances for the five pump discharge lines.
- Perform concrete repair at exterior surfaces.
- Replace wet well access doors with grating.
- Install a temporary bypass system to facilitate construction of improvements.
- Drain the existing 42-inch diameter pipeline and remove a 42-inch diameter spool located at the RAS Meter Pit to facilitate inspection by the District.

Background

In April 2011, staff executed an agreement and Task Order No. 1 with Brown and Caldwell in the amount of \$79,178 to perform a condition assessment and the preliminary design of improvements to the RAS Pump Station facility. The recommended outcome of the preliminary design was to perform a partial rehabilitation of the facility that addressed only the critical items identified in the condition assessment. A full rehabilitation would be conducted at a later time so that the effectiveness of those improvements could be maximized by coordination with the future rehabilitation of the Secondary Clarifiers 5 & 6.

In August 2012, Brown and Caldwell began final design of the Project. The final design was completed in December 2012.

A summary of the task orders with Brown and Caldwell is provided in Table 1:

Contract	Description	Cost Ceiling
Agreement and Task Order No. 1	Preliminary Design	\$79,178
Task Order No. 2	Final Design	\$70,746
Total to Date		\$149,924

Staff advertised the Project for bid on December 13, 2012. Staff received and opened six (6) bids on January 16, 2013. A low bid of \$506,200 was received from Anderson Pacific Engineering Construction (APEC). Notice of Award was given to APEC on January 29, 2013. Staff expects to issue the Notice to Proceed the week of February 18th, 2013. Construction is anticipated to be completed by the end of 2013. Covello will be providing construction management services for the Project.

Construction Period Design Services

A summary of the total anticipated services from Brown and Caldwell for Task Order No. 3 for the construction phase of the Project is included in the table below:

Task	Description	Cost
1.0	Request for Information (RFI)	\$8,540
2.0	Submittal Review	\$26,499
3.0	Design Clarification Memorandums	\$4,364
4.0	Meetings	\$8,310
5.0	Project Management	\$7,340
Task Order Firm Ceiling		\$55,053

Brown and Caldwell's fee for engineering services is 10.9% of APEC's construction bid. However, APEC's bid was 25% lower than the Engineer's Estimate and 20% lower than the second lowest bidder. Staff believes this differential is due to mobilization and manpower efficiencies APEC will realize from their current construction projects with the District at the wastewater treatment plant. When compared to the Engineer's Estimate, Brown and Caldwell's fee is reduced to 7.9%. For typical projects, staff expects the fee to be in the range of 4% to 5%. However, this range is not representative for this Project as it is a low construction dollar project with administrative and technical complexities more typical of a larger construction dollar project. Staff believes Brown and Caldwell's fee to be reasonable for the Project scope.

Staff recommends the Board authorize the General Manager to execute Task Order No. 3 with Brown and Caldwell in the amount of \$55,053 for engineering services during construction of the RAS Pump Station Piping Improvements Project.

RBC/JSG/SG/RC/TPY;mp

Attachment: Task Order No. 3

RAS PUMP STATION PIPING IMPROVEMENTS PROJECT
800-372

TASK ORDER NO. 3
to
AGREEMENT
BETWEEN
UNION SANITARY DISTRICT
AND
BROWN AND CALDWELL
FOR
PROFESSIONAL SERVICES

Dated April 13, 2011

1. PURPOSE

The purpose of Task Order No. 3 is to authorize construction period support services including request for information (RFI) response, submittal review, change order review, conformed drawing preparation, and meetings and site visits needed during the construction of the RAS Pump Station Piping Improvements Project (Project) at the Alvarado Wastewater Treatment Plant (WWTP). Construction of the project is expected to begin in February 2013 and should be complete by November 2013 (10 months total).

2. PROJECT COORDINATION

All work related to this task order shall be coordinated through the District's Project Manager, Todd Yamello.

3. SCOPE OF SERVICES

The task numbers in this Scope of Services are associated with the personnel costs and hours presented in Exhibit A. Task Order No. 3 will include the following engineering support services during the construction of the project:

Task 1. Response to RFIs

Engineer shall review and respond to RFIs as requested by the District's Project Manager.

Engineer's cost assumes 5 formal RFIs requiring an average effort of 4 hours per RFI.

RFI effort shall also include response to informal RFIs as directed by the Project Manager or Construction manager. Engineer's cost assumes 2 hours per month for the 10 months of construction.

Task 2. Submittal Review

Engineer shall review and respond to submittals as requested by the District's Project Manager.

Engineer's cost assumes 25 submittals (including resubmittals, shop drawings and product data) requiring an average effort of 6 hours per submittal.

Task 3. Design Clarification Memos

Engineer shall resolve construction issues as requested by the District's Project Manager through preparation of design clarification memos (DCM).

Engineer's cost assumes 2 DCMs requiring an average effort of 12 hours per DCM.

Task 4. Meetings and Site Visits

Brown and Caldwell's project manager shall attend recurring construction meetings via teleconference as requested by the District's Project Manager. Engineer's cost assumes 10 meetings requiring an average effort of 2 hours per meeting.

Brown and Caldwell team members shall attend site visits as requested by the District's Project Manager. Engineer's cost assumes 2 visits by project manager at 6 hours per visit and 2 visits by discipline engineers at 6 hours per visit.

Task 5. Project Management

This task shall include project management activities, including day-to-day administration, monitoring task budgets and schedules, and supervising project staff.

Engineer's cost assumes 4 hours per month for this work.

4. DELIVERABLES

All deliverables shall be provided electronically in Word document or PDF format. Deliverables include:

Responses to RFIs as required
Responses to submittals as required
DCMs as required
Conformed drawings and specifications

5. DIGITAL SUBMITTAL REQUIREMENTS – (Not Used)

6. EQUIPMENT AND PIPELINE SCHEDULE – (Not Used)

7. PAYMENT TO THE ENGINEER

Payment to the Engineer shall be as called for in Article 2 of the Agreement. The Multiplier for this work shall be 2.85, the profit shall be 13 percent, with an associated project cost (APC) charge of eight dollars per hour. The cost ceiling shall be \$55,053. Engineer utilizes APC in its billings based on the number of direct labor hours billed on each invoice in lieu of detailed charges for CADD and computer support, telephone and cell phone charges and postage. Sub-consultants shall be billed at actual cost plus 5%, outside services shall be billed at actual cost and mileage shall be billed at prevailing IRS standard mileage rate. A summary of the anticipated distribution of cost and manpower between tasks is shown in Exhibit A.

8. TIME OF COMPLETION

All work defined in this Task Order shall be completed during the construction period of this project, subject to the conditions of Article 3 of this Agreement. Project milestones are preliminarily set as follows:

<i>Contractor Notice to Proceed</i>	<i>February 2013</i>
<i>Construction Complete</i>	<i>November 2013</i>

9. KEY PERSONNEL

Engineering personnel assigned to this Task Order No. 2 are as follows:

<u>Role</u>	<u>Key Person to be Assigned</u>
Principal in Charge	Grace Chow
Project Manager	Adam Ross
Structural Engineer	Eric Wilkins

Key personnel shall not be changed except in accordance with Article 8 of the Agreement.

IN WITNESS WHEREOF, the parties hereto have made and executed this Task Order No. 3 as of February __, 2013 and therewith incorporate it as part of the Agreement.

Union Sanitary District

Brown and Caldwell

By: _____

By: _____

Name: Richard B. Currie

Name: Grace C. Chow

Title: General Manager / District Engineer

Title: Vice President

Date: _____

Date: _____

Union Sanitary District (CA) -- USD RAS PS ESDC

		Ross, Adam D	Romero, Angela	Wilkins, Eric J	Quiroz, Edgardo	Chow, Grace C				Company Vehicles		
Phase	Phase Description	PM	PA				Total Labor Hours	Total Labor Effort	APC		Total Expense Effort	Total Effort
001	RFI	\$171.01 20	\$90.11 0	\$113.26 0	\$239.99 20	\$269.85 0	40	8,220	320	0	320	8,540
002	Submittal	100	0	30	20	0	150	25,299	1,200	0	1,200	26,499
003	DCM	12	0	6	6	0	24	4,172	192	0	192	4,364
004	Meetings	20	0	12	12	0	44	7,658	352	300	652	8,310
005	Project Management	20	10	0	0	10	40	7,020	320	0	320	7,340
GRAND TOTAL		172	10	48	58	10	298	52,369	2,384	300	2,684	55,053

Hours and Dollars are rounded to nearest whole number. To display decimals, change the format of the cells.



Directors
Manny Fernandez
Tom Handley
Pat Kite
Anjali Lathi
Jennifer Toy

Officers
Richard Currie
General Manager
District Engineer

David M. O'Hara
Attorney

DATE: February 20, 2013

MEMO TO: Board of Directors - Union Sanitary District

FROM: Richard B. Currie, General Manager/District Engineer
Andy Morrison, Collections Services Manager

SUBJECT: Agenda Item No. 14 - Meeting of February 25, 2013
**CALIFORNIA REGIONAL WATER QUALITY CONTROL BOARD
STAFF SUMMARY REPORT ON SANITARY SEWER OVERFLOW
REDUCTION PROGRAM – STATUS REPORT**

Recommendation:

Information only.

Background

On January 9, 2013, staff from the San Francisco Bay Regional Water Quality Control Board presented a Staff Summary Report to their Board. This Status Report summarizes the Sanitary Sewer Overflow (SSO) Reduction Program from 2003 through 2012.

Attached you will find the complete report. Below are some the highlights from the report, contrasted with USD's data. Also attached, you will find USD's SSO performance report from the California Water Quality Information System (CIWQS) database. CIWQS is the online database where all SSOs in California are reported.

Highlights from the Staff Summary Report

- There are 131 collections systems in the SF Bay Area enrolled in the Program that has a combined total of 18,000 miles of sewer mains and nearly 2,000 miles of laterals. USD has 783 miles of gravity mains and 25 miles of force mains.
- In 2011, essentially all of the sewage was treated. Regionally, <0.01% of the 183 billion gallons of sewage generated did not receive treatment. At USD in 2012, we treated slightly less than 9.05 billion gallons and 138

gallons did not receive treatment, which is 0.0000015% of the sewage generated.

- The Region's median SSO rate has decreased to 4 SSO per 100 miles of pipe. For calendar year 2012, USD's rate was <1 SSO per 100 miles of pipe.
- 50% or more of the Infiltration and Inflow (I&I) in some communities comes from old and neglected private laterals. USD does not have a significant I&I problem, but it is likely that private laterals are a significant source of the I&I that we do have.
- To date, the Regional Board has conducted audits of 8 agencies and has issued 8 notices of violation. The top violations include the following:
 - Failure to develop a complete and adequate SSMP. USD has had one in place for many years.
 - Failure to keep adequate records to substantiate the volume spilled and recovered. USDs records are very thorough.
 - Failure to monitor and measure the effectiveness of SSMP activities. USD does a very good job at monitoring and measuring the effectiveness of our activities through our Balanced Scorecard.

Overall, the Region is improving their performance by reducing SSOs and their impact. Here at USD, we have just completed 8 months in a row with no SSOs.

RBC/sam

STATE OF CALIFORNIA
CALIFORNIA REGIONAL WATER QUALITY CONTROL BOARD
SAN FRANCISCO BAY REGION

STAFF SUMMARY REPORT (Claudia Villacorta)
MEETING DATE: January 9, 2013

ITEM: 8

SUBJECT: **Sanitary Sewer Overflow Reduction Program** – Status Report

CHRONOLOGY: October 2003 – Resolution in Support of Efforts to Reduce Sewer Overflows
October 2005 – Resolution in Support of Private Sewer Lateral Programs
November 2008 – Sanitary Sewer Overflow Reduction Program Status Report

DISCUSSION: This report describes an improving trend in the reduction of sanitary sewer overflows (SSOs) since the last status report to the Board in 2008 and our strategy to continue to effect reduced SSOs in the Region. The goal of the reduction program is to ensure that the owners and operators of sanitary sewer collection systems adequately operate, maintain, repair, and upgrade their sanitary sewer infrastructure. These efforts will lead to fewer SSOs and less leaky systems that spill over in the wet season.

Background

SSOs contain untreated wastewater that includes high levels of organic wastes, pathogenic organisms, toxic pollutants, nutrients, and oil and grease. Once an SSO occurs, it is difficult to contain and recover much of the spilled wastewater or directly mitigate for the spill. Thus, SSOs can pollute surface water and groundwater, threaten public health, adversely affect aquatic life, and impair the recreational use and aesthetic enjoyment of surface waters. SSOs can also inundate properties and result in the closure of beaches and other recreational areas.

In 2003, the Board adopted a resolution supporting collaboration with the Bay Area Clean Water Agencies (BACWA) to reduce sewage spills. As part of this collaboration, the Board recognized the need for consistent and uniform sewage spill reporting to allow comprehensive assessment of the problem and to prioritize preventative actions. In 2005, we, together with BACWA experts, completed written guidance for sewer system management plans (SSMP) and required collection system agencies to develop SSMPs specific to their agencies.

In 2006, the State Water Board adopted waste discharge requirements for publically- owned sanitary sewer collection system agencies (Sanitary Sewer Order). The Sanitary Sewer Order put in place statewide many of the elements already started in this Region. Two of the most important elements are development and implementation of a SSMP and self-reporting of all SSOs to a statewide SSO database.

The State Water Board is scheduled to consider amendments to the Sanitary Sewer Order in early 2013. If adopted, the amendments would require photographs of SSOs, documentation of how volumes discharged and recovered are estimated, and water quality monitoring and impact assessment for SSOs greater than 50,000 gallons.

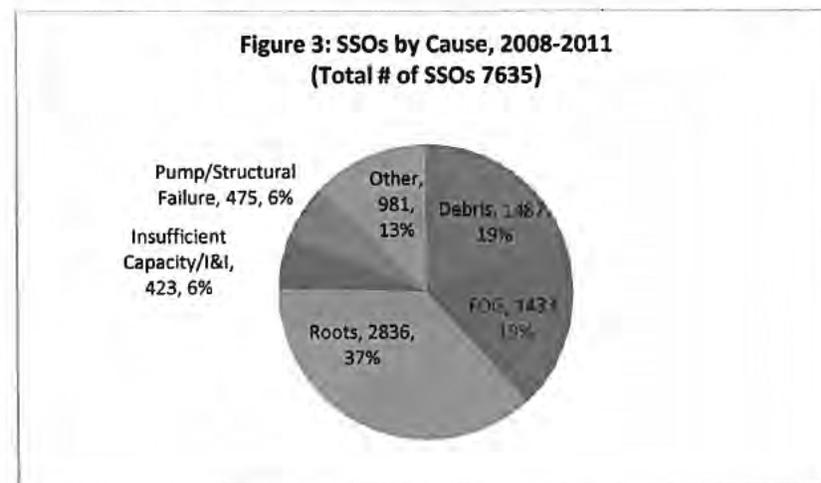
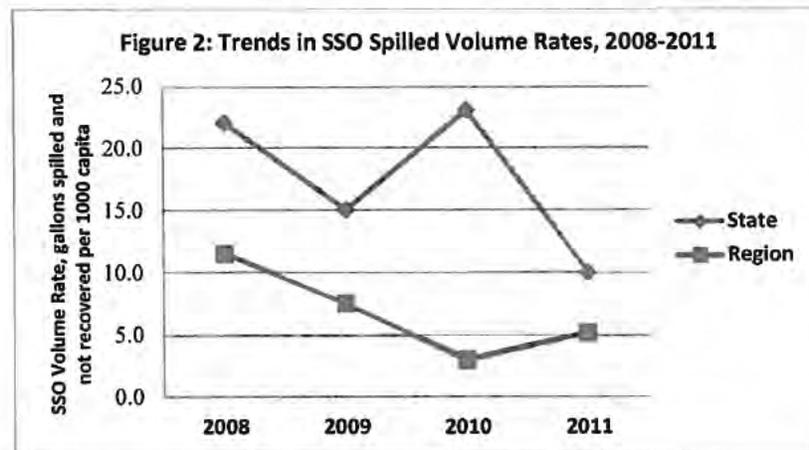
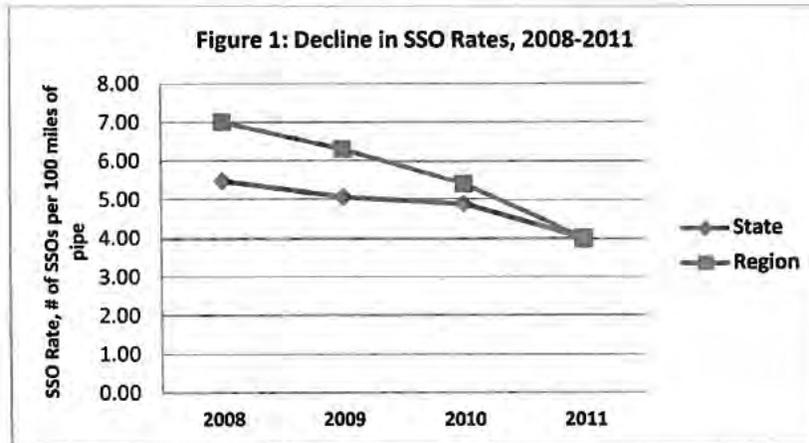
Sanitary Sewer Overflow Metrics

Currently within our region there are 131 collection systems enrolled under the Sanitary Sewer Order. The agencies responsible for these systems operate and manage of over 18,000 miles of mainline sewer pipelines and close to 2,000 miles of lateral pipelines.

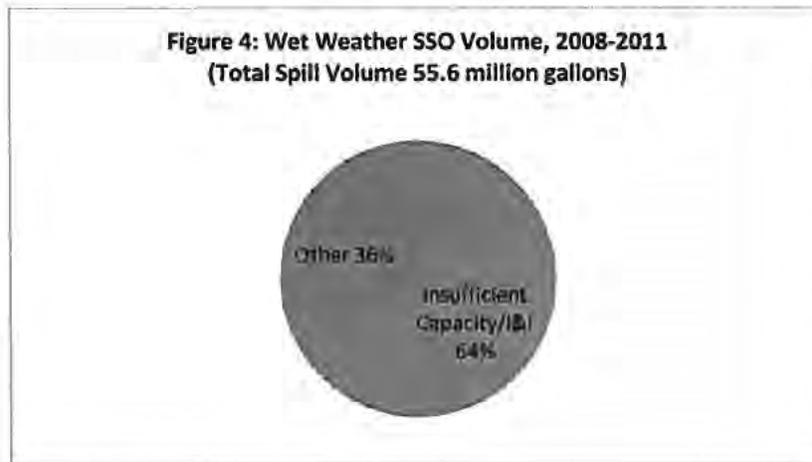
Based on our analysis of self-reported SSO data from these 131 collection system agencies for the years 2008 to 2011, we can make the following observations:

- Essentially all sewage from the 7.1 million Bay Area residents is treated. The Region's total SSO volume spilled and not recovered is quite small compared to the total discharge of treated wastewater from the Bay Area's wastewater treatment plants. For example, in 2011, less than 0.01 percent of the 183 billion gallons of sewage generated did not receive treatment.
- The Region's median SSO rate has decreased over the past four years to a rate equal to the statewide median (see Figure 1). The SSO rate is the total number of spills per 100-miles of sewer pipeline per year.
- Overall, large and small collection systems have similar SSO rates. However, our Region's SSO rate for large systems is higher than the statewide SSO rate. The higher SSO rate is likely due in part to our aging infrastructure. Older pipes tend to have more frequent breaks per mile. Large systems in our Region have a median pipeline age that is eight years older than the statewide median. A large system is one with 100 or more miles of sewer pipeline. The Region's median SSO rate for large systems is 6.2; the statewide median is about 2. The Region's median SSO rate for small systems is 5.8, close to the statewide median of about 6 (based on 2008-2011 data).
- The Region's average sewer pipeline age is 46.5 years and the statewide average is 38.8 years.
- The Region's median SSO rate for systems that include laterals has decreased over the past four years to a rate less than the statewide median. Laterals are the pipelines that connect all residential and commercial buildings to the mainline sewer pipelines that typically run down the middle of streets. Some collection system agencies have responsibility for the "lower lateral," which is the portion of the lateral between a building's cleanout and the mainline pipeline. The statewide median is 6.8; this Region's median is 4.2 (based on 2011 data).
- The Region's median SSO spilled volume rate has decreased over the past four years (see Figure 2). The SSO spilled volume rate is the total volume spilled that was not recovered per 1,000 people served by that agency per year. Spill volume rates can vary both with rainfall and the completion of improvements in operation and rehabilitation of systems. Also, some reported volumes are based on uncertain estimation procedures that can lead to imprecise estimates.
- The majority of SSOs (75 percent) occur as a result of root, debris, and "fats, oils, and grease" (FOG) blockages of sewer pipelines (see Figure 3).
- SSOs caused by inflow and infiltration (or "I&I") into collection systems and insufficient capacity in wet weather, though smaller in terms of total number of spills (less than 6 percent), result in larger spill volumes (64 percent of total volume spilled). The percentage of the total volume spilled will fluctuate from year to year due to rainfall and collection system improvements. Figure 4 provides a summary of the total number of SSOs and volume spilled due to I&I and insufficient wet weather capacity.
- Our Region's agencies that operate large collection systems currently budget a median of \$3.6 million per year on capital improvements and a median of \$4.9 million per year on operation and maintenance (O&M). This is twice the statewide median budget for similar size systems. The total annual budget by the Region's agencies for capital expenditures is

\$322.4 million; for O&M, the total is \$347.6 million. This is about 20 percent of the total statewide annual capital and O&M budget.



**Figure 4: Wet Weather SSO Volume, 2008-2011
(Total Spill Volume 55.6 million gallons)**



Strategy to Reduce Sanitary Sewer Overflows

Our strategy to reduce SSOs continues to span the range from outreach to formal Board enforcement with shifts in emphasis over the years. The emphasis started initially with outreach to collection system agencies in collaboration with BACWA in 2003-2005. The emphasis then shifted to the other end of the spectrum with Board enforcement actions against agencies with very high volume SSOs. In total, since 2003, the Board has issued cease and desist orders against five collection system agencies and assessed over \$10 million against those and nine other agencies. Additionally, the Board has entered into court-sanctioned stipulated orders with U.S. EPA against six other collection system agencies. In total, these systems encompass over 15 percent of the sewer system miles in the Region.

In general, these efforts aim to improve system O&M and infrastructure upgrades by problem agencies. SSO rates can and have been reduced in the short-term, as shown in Figure 1, with improved O&M. However, lasting reductions in SSO volumes will take time since much of the volume is wet weather-related. Solutions to wet weather SSOs need a multi-year horizon for planning, funding, and construction. These solutions also must involve private property owners who are responsible for their laterals. The number of miles of private laterals is about as much as for publically-owned sewer pipelines. Fifty percent or more of I&I in some communities comes from old and neglected private laterals. For collection systems with high I&I, the Board has included in its permits and orders requirements for the systems' governing body to consider adoption of private lateral rehabilitation ordinances. Thus far, at least nine agencies have such ordinances in place. Also, the Board has approved 10 supplemental environmental projects, totaling \$3.9 million, targeted at incentivizing the replacement of defective private laterals. Most of these projects are ongoing.

Our current strategy focuses on using field audits to assess collection system agencies' O&M with an emphasis on assessing adequate SSMP implementation. We follow the audit with a report to the agency and, as appropriate, notices of violation calling for corrective actions. The intent of the field audit is to identify, and require be fixed, critical system deficiencies not always apparent through the comparative performance metrics presented above.

Collection system agencies are audited based on where they fall in the performance metrics presented above, whether they are in compliance with existing orders, and information from a third party such as a complaint. To date, we have audited eight collection system agencies and have issued eight notices of violation calling for corrective actions. The top violations include the following:

- Failure to develop a complete and adequate SSMP; many of the required elements omit information, contain out-of-date information, or are not representative of the audited collection system agency's activities.
- Failure to keep adequate records to substantiate the volume spilled and recovered.
- Failure to monitor and measure the effectiveness of SSMP activities (i.e., establish performance targets and conduct performance evaluations to assess the success of SSMP activities).

With the exception of one system, agencies audited to date are generally on track with the implementation of identified sewer rehabilitation and capital improvement projects that will provide adequate hydraulic capacity of key system elements for dry and wet weather conditions. All of the agencies audited and issued a notice of violation have either corrected or are implementing corrective actions. Additionally, collection system agencies under an existing enforcement order are on track with the completion of required corrective actions, and we continue to work with U.S. EPA to review the plans submitted by those agencies under their stipulated orders.

Board staff will continue to monitor and audit collection system agencies to ensure compliance with the Sanitary Sewer Order and other orders. As appropriate, we will bring enforcement actions to the Board for its consideration for those agencies that fail to timely and adequately comply with these various requirements.

RECOM-
MENDATION: This item is a status report; no action is necessary.



California Integrated Water Quality System Project (CIWQS)

Spill Public Report – Summary Page

Here is the summary page with the results of your spill public report search. These results correspond to the following search criteria

SEARCH CRITERIA: [\[REFINE SEARCH\]](#)

- Agency (Union Sanitary District)
- Spill Type (sso_cat1_2)
- Start Date (01/01/2012)
- End Date (12/31/2012)

Please see the [glossary of terms](#) for explanations of the search results column headings. [More information about the report is found at the bottom of this page.](#)

Note: For the "Collection System Performance Report" column, the Performance report will only show the most recent 12 months of data if in the original SSO Interactive Report search the date range was not specified.

[\[VIEW PRINTER FRIENDLY VERSION\]](#)

[\[EXPORT THIS REPORT TO EXCEL\]](#)

[\[EXPORT ALL SPILL DETAILS TO EXCEL\]](#)

Region	Responsible Agency	Collection System	Total Number of SSO locations	Total Vol of SSOs (gal)	Total Vol Recover (gal)	Total Vol Reach Surface Water	Percent Recover	Percent Reach Surface Water	Miles Pressure Sewer	Miles Gravity Sewer	Miles of Laterals	WDID	Collection System Performance Report	Operational Performance
2	UNION SANITARY DISTRICT	Union S D CS	5	169	138	0	81	0	25.0	783.0	0.0	2SSO10209	Collection System Performance Report	Operational Performance
			5	169	138	0			25.0	783.0	0.0			

Each individual SSO report contains the data related to one specific location where sewage discharged from the sanitary sewer system due to a failure (e.g., sewer pipe blockage or pump failure). A single failure within a sanitary sewer system can result in multiple sewage discharge locations and, thus, multiple SSO reports. For example, a lift station power failure can result in sewage being discharged from numerous manholes. In this example, a SSO report would be submitted for each manhole that discharged sewage with all reports sharing the same failure or cause data.

It is important to review SSO reports in detail to determine if individual sewage discharge locations share a common underlying failure or cause when assessing the performance of Enrollees and their sanitary sewer systems through SSO events. This is because it is the failures that are the ultimate problem which the Enrollees should be making all reasonable efforts to prevent.

The search results below present summary data for all sewage discharge locations, as submitted through individual SSO reports, which meet the search criteria selected. To determine if SSO reports relate to a common failure within the sanitary sewer system, the SSO reports should be reviewed in detail by selecting the specific "agency" or "collection sys" name from the table below.

The "agency", or Enrollee, listed on a SSO report is responsible for the sewage discharge described and should be contacted directly for questions related to that incident.

The current report was generated with real-time data entered by Enrollees

[Back to Main Page](#) | [Back to Top of Page](#)

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COLLECTION SYSTEM OPERATIONAL REPORT

Please see the [Glossary of Terms](#) for explanations of the search results column headings. [More information about the report is found at the bottom of this page.](#)

General Information

Region	Place ID	Place Name	CS Category	Place Address	Place County
2	631672	Union S D CS	Municipal	5072 Benson Union City CA 94587	Alameda

Collection System Spill Summary

Operational Indices: Union S.D. CS

	Spill Rate Indices (#spills/100mi/yr)					
	Category 1			Category 2		
	Mainlines	Laterals	Not Specified	Mainlines	Laterals	Not Specified
Union S D CS	0.0	N/A	0.0	0.62	N/A	0.0
State - Municipal - Average	3.76	N/A	4.53	7.09	N/A	5.86
Region - Municipal - Average	0.21	N/A	3.5	13.65	N/A	5.84

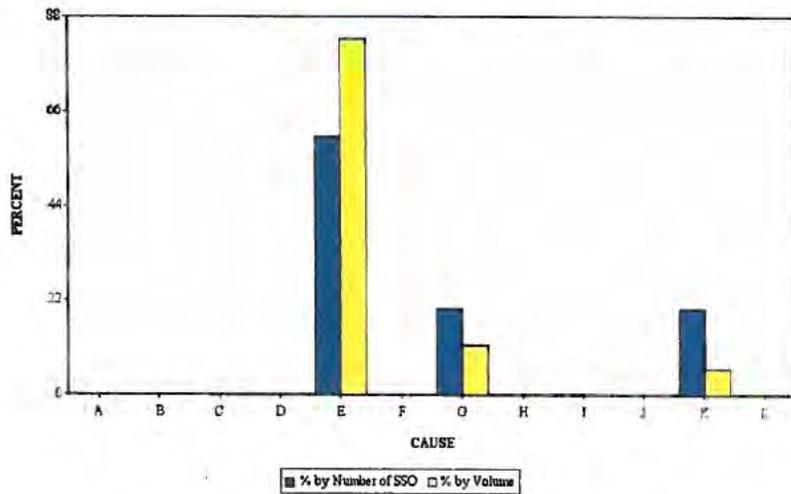
	Net Volume Spills Indices (Net Vol in gallons/1000 Capita/yr)					
	Category 1			Category 2		
	Mainlines	Laterals	Not Specified	Mainlines	Laterals	Not Specified
Union S D CS	0.0	N/A	0.0	0.09	N/A	0.0
State - Municipal - Average	1150.24	N/A	1674.35	59.91	N/A	55.39
Region - Municipal - Average	4132.35	N/A	174.8	71.69	N/A	144.52

Note: Click on hyperlinks to get comparison charts for CS, Region, and State grouped by 'Miles Of Pipe'.

- (1) The number of Category 1 and 2 SSOs resulting from a failure in the Enrollee sewer system per 100 miles sewer system owned by the Enrollee per year
- (2) Net Volume (volume spilled minus volume recovered) of SSOs, for which the reporting Enrollee is responsible, per capita (i.e. the population served by your agency's sanitary sewer system), per year
- (3) Value calculated using miles of force mains and other pressure systems and miles of gravity sewers the agency is responsible for.
- (4) Value calculated using miles of laterals the agency is responsible for (Lower Only, Upper/Lower). For collection systems with no lateral responsibility a N/A is shown.
- (5) Value Calculated using total miles of collection system pipe the agency is responsible for
- (6) Comparison made between similar collection systems type (e.g. municipal) and lateral responsibility for the entire state over the selected time period. Comparison indices are calculated for all similar collection systems and averaged for comparison.
- (7) Comparison made between similar collection systems type (e.g. Municipal) and lateral responsibility for collection systems in same region (e.g. Region 5S). Collection system indices are calculated for all similar collection systems and averaged for comparison. For airport, hospital, marinas, military, park, port, prison, school and other collection systems facilities, only state comparison is shown.
- (8) For Criteria used and term definitions refer to the SSO Glossary of Terms

Percentage of total Number and Volume of SSOs by Spill Cause

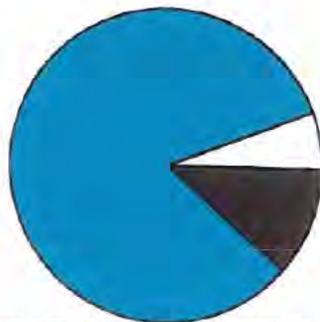
Collection System: Union S.D. CS



A=Debris-General,B=Debris-Rags,C=Debris,D=Flow exceeded capacity,E=Grease deposition(FOG),F=Operator error,G=Other,H=Pipe structural problem/failure,I=Pump station failure,J=Rainfall exceeded design,K=Root intrusion,L=Vandalism

Percentage of total Volume of SSOs by Spill Cause

Union S.D. CS



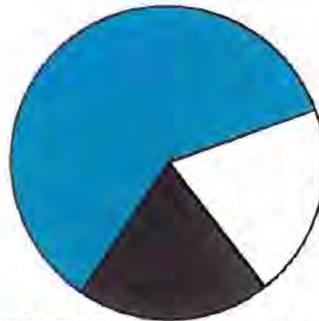
A=Debris-General,B=Debris-Rags,C=Debris,D=Flow exceeded capacity,E=Grease deposition(FOG),F=Operator error,G=Other,H=Pipe structural problem/failure,I=Pump station failure,J=Rainfall exceeded design,K=Root intrusion,L=Vandalism

Region 2

State of California

Percentage of total Number of SSOs by Spill Cause

Union S.D. CS



0% A 0% B 0% C 0% D 60% E 0% F 20% G 0% H 0% I 0% J 20% K 0% L

A=Debris-General, B=Debris-Rags, C=Debris, D=Flow exceeded capacity, E=Grease deposition (FOG), F=Operator error, G=Other, H=Pipe structural problem/failure, I=Pump station failure, J=Rainfall exceeded design, K=Root intrusion, L=Vandalism

Region 2

State of California

Collection System Questionnaire Data (*)

Collection System Information, Union S.D. CS

Status	Active
Last Updated On	20/2/07 11:15:20:15:0
Population Served	328,325
Miles of Force Main	25
Miles of Gravity Sewer	793
Miles of Laterals	1,566
Portion of Laterals Responsible	none
Miles of Laterals Responsible	
Number of Service Lateral Connection	110603
Sewer Constructed 2000 Current	5
Sewer Constructed 1980-1999	25
Sewer Constructed 1960-1979	43
Sewer Constructed 1940-1959	12
Sewer Constructed 1920-1939	19
Sewer Constructed 1900-1919	0
Sewer Constructed Before 1900	0
Inaccessible Sewer (Miles)	2.3
Sewer Clean Production (Miles/Yr)	151
Gravity Sewer Inspection (Miles/Yr)	192

(*) The information presented above was provided by the Enrollees in the Collection System Questionnaire. Enrollees are required to update the questionnaire information at least once a year; therefore, the information presented above may not be the most current.

Sewer System Management Plan (SSMP) Completion (*)

SSMP Information, Union S.D. CS

Task and Associated Section	Completed
Development Plan and Schedule	Yes
Section I - Goal	Yes
Section II - Organization	Yes
Section III - Legal Authority	Yes
Section IV - Operation & Maintenance Program	Yes
Section V - Design & Performance Provisions	Yes
Section VI - Overflow Emergency Response Plan	Yes
Section VII - FOG Control Program	Yes
Section VIII - System Evaluation & Capacity Assurance Plan	Yes
Section IX - Monitoring, Measurement, and Program Modifications	Yes
Section X - SSMP Program Audits	Yes
Section XI - Communication Program	Yes
Complete SSMP implementation	Yes

(*) Under the Statewide General WDRs for Sanitary Sewer Systems, WQO No. 2005-0003, enrollees are required to develop and implement a written Sewer System Management Plan (SSMP) and must make it publicly available. The SSMP must be approved by the deadlines in the SSMP Time Schedule presented in the Sanitary Sewer Systems WDR.

Additional Information:

- Data used for the Operational report is reported by the enrollees through the CIWQS (California Integrated Water Quality System) SSO module.

- Indices are calculated for the date range specified (default is past 4 months) and using data available since reporting was required for all enrollees as specified in the Sanitary Sewer Systems WDR. Reporting was required to begin for Regions 4,6,9 on 1/2/2007, Regions 1,2,3 on 5/2/2007, and, Regions 5,6,7 on 9/2/2007.
- Comparisons are made between similar collection systems type (e.g. Municipal) and lateral responsibility for the entire state and region. Indices are calculated for all similar collection systems and averaged for comparison.
- Category 1 spills are required to be fully certified 15 calendar days after SSO response conclusion and Category 2 spills are required to be fully certified 30 Calendar days after end of calendar month which SSO occurred. Therefore, spill records for the past approximately 60 days may be incomplete.
- Average Number of Spills per 100 miles: Measures the number of sewer overflows per 100 miles of sewer lines. Notice that these indices are strongly influenced by the length of collection system owned by the enrollee.
 - For instance, an enrollee that owns and operates a collection system of one (1) mile in length having only one (1) spill (analyzing data for ONE year) will have a Operational indice of 100.0 spills/100mi/yr. On the other hand, an enrollee that owns and operates a collection system of one hundred (100) miles in length having only one (1) spill (analyzing data for ONE year) will have a Operational indice of 1.0 spills/100mi/yr.
- Average Net Volume (volume spilled minus volume recovered) of Spills per Capita: Measures the volume (in gallons of SSOs) for which the reporting Enrollee is responsible, per capita (the population served by your agency's sanitary sewer system). Where the volume recovered is greater than the volume spilled, the net volume will be considered to be zero.
- The agency or Enrollee listed on a SSO report is responsible for the data presented in this report and should be contacted directly for questions related to their Data.
- More information on the Sanitary Sewer Overflow Reduction program is available at http://www.waterboards.ca.gov/water_issues/programs/sgo/index.shtml
- The Sanitary Sewer Overflows Incident Map is available at http://www.waterboards.ca.gov/water_issues/programs/ssol/sgo_map/sgo_pub.shtml
- The Interactive SSO report https://clwgs.waterboards.ca.gov/clwgs/headOnly/PublicReportSSOService?reportAction=entera&reportId=sgo_main

The current report was generated with data as of Thursday, February 07, 2013



15. Report on EBDA Commission Meeting of February 21, 2013.

Meeting of February 25, 2013

**UNION SANITARY DISTRICT
CHECK REGISTER
02/02/2013-02/15/2013**

Check No.	Date	Invoice No.	Vendor	Description	Invoice Amt	Check Amt
149500	2/7/2013	126359	CAROLLO ENGINEERS	PRIMARY CLARIFIERS 1 - 4 REHABILITATION	\$72.67	\$160,445.06
	2/7/2013	126364		INKA DEMOLITION	\$4,286.35	
	2/7/2013	126363		COGENERATION PROJECT	\$123,963.04	
	2/7/2013	126358		THICKENER CONROL BUILDING IMPROVEMENTS PHASE II	\$17,349.63	
	2/7/2013	126362		COGENERATION PROJECT	\$8,493.63	
	2/7/2013	126360		HEADWORKS AND EMERGENCY OUTFALL IMPROVEMENT:	\$6,279.74	
149620	2/14/2013	20121228.1	SWRCB - STATE WATER RESOURCES	SRF LOAN #C065220110 - CEDAR BLVD	\$127,349.06	\$127,349.06
149558	2/7/2013	30101840	SYNAGRO TECHNOLOGIES	NOVEMBER 2012 BIOSOLIDS DISPOSAL	\$69,359.19	\$69,359.19
149498	2/7/2013	11184374	BROWN & CALDWELL CONSULTANTS	THICKENER CONROL BUILDING IMPROVEMENTS	\$2,932.01	\$48,574.39
	2/7/2013	11184166		BOYCE ROAD LIFT STATION	\$38,983.82	
	2/7/2013	11184375		RAS PUMP STATION IMPROVEMENTS	\$6,658.56	
149521	2/7/2013	1534	HANSEN INFORMATION TECH	HANSEN ANNUAL MAINTENANCE RENEWAL	\$32,711.43	\$32,711.43
149595	2/14/2013	727	DW NICHOLSON CORP	PLC REPLACEMENT - PHASE 1	\$26,628.50	\$26,628.50
149510	2/7/2013	491945A	DELTA DENTAL SERVICE	JANUARY 2013 DENTAL	\$1,966.81	\$17,332.51
	2/7/2013	491945C		JANUARY 2013 DENTAL	\$15,365.70	

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Check No.	Date	Invoice No.	Vendor	Description	Invoice Amt	Check Amt
149527	2/7/2013	9017314888	KEMIRA WATER SOLUTIONS, INC.	7.82 DRY TONS FERROUS CHLORIDE	\$5,906.99	\$17,207.32
	2/7/2013	9017314887		7.22 DRY TONS FERROUS CHLORIDE	\$5,453.76	
	2/7/2013	9017315328		7.74 DRY TONS FERROUS CHLORIDE	\$5,846.57	
149578	2/14/2013	2742	BAY AREA COATING CONSULTANT	COATING INSPECTIONS - BOYCE RD LS	\$7,990.00	\$16,320.00
	2/14/2013	2722		COATING INSPECTIONS - BOYCE RD LS	\$8,330.00	
149610	2/14/2013	97720130130	DAVID M O'HARA ATTY AT LAW	CIP LEGAL - JANUARY 13	\$409.50	\$12,264.00
	2/14/2013	86420130130		GENERAL LEGAL - JAN 13	\$11,854.50	
149543	2/7/2013	761520130125	PACIFIC GAS AND ELECTRIC	SERVICE TO 01/25/13 NEWARK PS	\$11,702.95	\$11,740.56
	2/7/2013	224720130123		SERV TO 01/22/13 CS TRAINING TRAILER	\$37.61	
149628	2/14/2013	533620130122	US BANK CORP PAYMENT SYSTEM	MONTHLY CAL CARD STMT - JAN 2013	\$11,153.88	\$11,153.88
149550	2/7/2013	15530	RMC WATER & ENVIRONMENT	NEWARK BASIN SEWER MASTER PLAN UPDATE	\$6,187.50	\$11,101.25
	2/7/2013	15498		LOCAL LIMITS & WASTEWATER TREATABILITY	\$4,913.75	
149572	2/14/2013	5070927	ALL INDUSTRIAL ELECTRIC SUPPLY	2 CLASS 1 DIV 1 EMERGENCY LIGHTS	\$9,898.80	\$9,898.80
149554	2/7/2013	901063717	SIEMENS INDUSTRY INC	2,245 GALS HYDROGEN PEROXIDE	\$9,833.10	\$9,833.10
149560	2/7/2013	531362	UNIVAR USA INC	4,987 GALS SODIUM HYPOCHLORITE	\$2,460.61	\$7,333.98
	2/7/2013	531298		4,988 GALS SODIUM HYPOCHLORITE	\$2,461.11	
	2/7/2013	531681		4,889 GALS SODIUM HYPOCHLORITE	\$2,412.26	
149528	2/7/2013	37432220130201	LINCOLN FINANCIAL GROUP	LIFE & DISABILITY INSURANCE - FEB 2013	\$5,965.00	\$5,965.00
149601	2/14/2013	9017316572	KEMIRA WATER SOLUTIONS, INC.	7.44 DRY TONS FERROUS CHLORIDE	\$5,619.95	\$5,619.95

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Check No.	Date	Invoice No.	Vendor	Description	Invoice Amt	Check Amt
149623	2/14/2013	130578	TOTAL WASTE SYSTEMS INC	JANUARY 2013 GRIT DISPOSAL	\$5,183.95	\$5,183.95
149545	2/7/2013	776210	POLYDYNE INC	43,680 LBS CLARIFLOC WE-539	\$4,974.28	\$4,974.28
149626	2/14/2013	532410	UNIVAR USA INC	5,009 GALS SODIUM HYPOCHLORITE	\$2,471.48	\$4,940.98
	2/14/2013	532176		5,005 GALS SODIUM HYPOCHLORITE	\$2,469.50	
149502	2/7/2013	20130110	COLLISON ENGINEERING	HAYWARD MARSH PERMIT METAL STUDY	\$4,701.60	\$4,701.60
149614	2/14/2013	116722	R-2 ENGINEERING INC	1 SHAFT HEAD RING & 1 SHAFT DRIVE	\$4,262.85	\$4,262.85
149588	2/14/2013	23765	COLLICUTT ENERGY SERVICES INC	ASTD GEN SERVICE PARTS	\$4,031.45	\$4,031.45

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Check No.	Date	Invoice No.	Vendor	Description	Invoice Amt	Check Amt
149586	2/14/2013	54162810	CINTAS CORPORATION	UNIFORM LAUNDERING SERVICE	\$277.36	\$3,929.71
	2/14/2013	54160576		ASTD DUST MOPS & TERRY TOWELS	\$53.50	
	2/14/2013	54165049		ASTD DUST MOPS, WET MOPS & TERRY TOWELS	\$87.25	
	2/14/2013	54169600		UNIFORM LAUNDERING SERVICE	\$272.01	
	2/14/2013	54165047		UNIFORM LAUNDERING SERVICE	\$514.16	
	2/14/2013	54165048		UNIFORM LAUNDERING SERVICE	\$291.62	
	2/14/2013	54160574		UNIFORM LAUNDERING SERVICE	\$305.35	
	2/14/2013	54162811		UNIFORM LAUNDERING SERVICE	\$274.62	
	2/14/2013	54167307		UNIFORM LAUNDERING SERVICE	\$341.06	
	2/14/2013	54167308		UNIFORM LAUNDERING SERVICE	\$313.51	
	2/14/2013	54169602		JACKETS - L BRENNER	\$195.37	
	2/14/2013	54169601		ASTD DUST MOPS & TERRY TOWELS	\$53.50	
	2/14/2013	54160575		UNIFORM LAUNDERING SERVICE	\$326.58	
	2/14/2013	54162800		20 BEANIES WITH REFLECTIVE STRIPE ORANGE	\$218.78	
	2/14/2013	54169599		UNIFORM LAUNDERING SERVICE	\$405.04	
149553	2/7/2013	13021071	SCADA SUPPORT GROUP	PLC REPLACEMENT - PHASE 1	\$3,160.25	\$3,832.31
	2/7/2013	13021064		JANUARY 13 CONSULTING	\$672.06	
149514	2/7/2013	6410	FIRST AMERICAN TITLE COMPANY	REFUND # 16253	\$3,300.00	\$3,300.00

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Check No.	Date	Invoice No.	Vendor	Description	Invoice Amt	Check Amt
149575	2/14/2013	4039905	AT&T	SERV: 12/20/12 - 01/19/13	\$2,317.29	\$3,133.54
	2/14/2013	4045705		SERV: 12/20/12 - 01/19/13	\$15.74	
	2/14/2013	4017630		SERV: 12/13/12-01/12/13	\$800.51	
149565	2/7/2013	20130201	VISION SERVICE PLAN - CA	FEBRUARY 2013 VISION STMT	\$3,119.20	\$3,119.20
149616	2/14/2013	901079849	SIEMENS	ACTIVATED CARBON CHANGE OUT BULK	\$2,994.47	\$2,994.47
149571	2/14/2013	4103598320130131	ALAMEDA COUNTY WATER DISTRICT	SERV TO: 01/25/13-MTR HYD B32896054	\$372.73	\$2,979.62
	2/14/2013	4103603520130131		SERV TO: 01/25/13-MTR HYD 34041345	\$564.38	
	2/14/2013	4103603920130131		SERV TO: 01/25/13-MTR HYD B32896058	\$205.67	
	2/14/2013	4103603820130131		SERV TO: 01/25/13-MTR HYD 19866544	\$624.89	
	2/14/2013	4103603420130131		SERV TO: 01/25/13-MTR HYD 29454468	\$237.19	
	2/14/2013	4103599420130131		SERV TO: 01/25/13-MTR HYD 19866540	\$974.76	
149631	2/14/2013	23915	VOX NETWORK SOLUTIONS INC	PHONE SYS MAINT FEB 13-APR 13	\$2,873.40	\$2,873.40
149485	2/7/2013	58813	3T EQUIPMENT COMPANY INC	4 PIPEPATCH KIT - WINTER	\$2,861.90	\$2,861.90
149551	2/7/2013	20130131	ADRIANNE ROLETTO	COMPUTER NOTE	\$2,609.16	\$2,609.16
149622	2/14/2013	22013	THE MEJORANDO GROUP	COACHING & LEADERSHIP DEVELOPMENT TRNG	\$2,593.62	\$2,593.62
149517	2/7/2013	20130205	THOMAS GRAVES	COMPUTER LOAN	\$2,533.96	\$2,533.96
149569	2/11/2013	20130211.2	STUART MORRISON	SAFETY SLOGAN AWARDS	\$110.00	\$2,460.00
	2/11/2013	20130211.1		2ND QTR FY13 ALT COMP SPEC RECOG AWARDS	\$2,350.00	

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Check No.	Date	Invoice No.	Vendor	Description	Invoice Amt	Check Amt
149534	2/7/2013	45125181	MCMASTER SUPPLY INC	8 EA NESTABLE PLASTIC PANS	\$92.03	\$2,209.85
	2/7/2013	45217239		ASTD PARTS & MATERIALS	\$492.49	
	2/7/2013	45417415		50 FT.FLEXIBLE MUTICONDUCTOR CABLE	\$256.08	
	2/7/2013	45135761		ASTD DRILL BITS	\$364.01	
	2/7/2013	45074090		1 ROLL WIDE STRETCH WRAP	\$27.39	
	2/7/2013	45270936		ASTD PARTS & MATERIALS	\$191.04	
	2/7/2013	45057596		ADJUSTABLE WRENCH & ASTD IMPACT SOCKETS	\$323.29	
	2/7/2013	45505525		ASTD PARTS & MATERIALS	\$463.52	
149584	2/14/2013	1653	CALIFORNIA WORK TRUCKS INC	1 WINCH, LIFTMORE MODEL 3200 RE	\$2,186.93	\$2,186.93
149488	2/7/2013	100684	ALLIANT INSURANCE SERVICES INC	PHYSICAL DAMAGE PREMIUM, 2 NEW VEHICLES	\$2,176.51	\$2,176.51
149611	2/14/2013	140120130205	PACIFIC GAS AND ELECTRIC	SERV TO 02/04/13 IRVINGTON PS	\$26.60	\$2,069.25
	2/14/2013	102720130205		SERV TO 02/05/13 BOYCE RD PS	\$1,368.00	
	2/14/2013	096020130131		SERV TO 01/30/13 CATHODIC PROJECT	\$33.34	
	2/14/2013	898220130131		SERV TO 01/30/13 FREMONT PS	\$195.26	
	2/14/2013	666720130131		SERV TO 01/23/13 PASEO PADRE PS	\$186.68	
	2/14/2013	380420130131		SERV TO 01/29/13 CHERRY ST PS	\$163.72	
	2/14/2013	892820130131		SERV TO 01/30/13 HAYWARD MARSH	\$95.65	
149489	2/7/2013	124822	ASHBROOK SIMON HARTLEY OPS. LP	1 GBT SPRAY BAR MOTOR	\$1,934.19	\$1,934.19
149518	2/7/2013	865719	GROENIGER AND COMPANY	ASTD PARTS & MATERIALS	\$1,878.80	\$1,878.80

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Check No.	Date	Invoice No.	Vendor	Description	Invoice Amt	Check Amt
149562	2/7/2013	20972	VALLEY OIL COMPANY	2 DRS MOBIL PEGASUS 805 OIL	\$1,877.82	\$1,877.82
149552	2/7/2013	1492602001	SAN LEANDRO ELECTRIC SUPPLY	ASTD PARTS & MATERIALS	\$525.95	\$1,663.49
	2/7/2013	1492602003		10 CONDUIT 3/4 INCH X 10 FEET PVC COATED	\$48.61	
	2/7/2013	1491459003		2 CONTACT AUXILARY WESTINGHOUSE	\$463.32	
	2/7/2013	1492602002		10 CONDULET 3/4 T27P PVC COATED	\$625.61	
149573	2/14/2013	916001597839	ALLIED WASTE SERVICES #916	RECYCLE & ROLL OFF - JANUARY 2013	\$1,645.41	\$1,645.41
149607	2/14/2013	20130131	NAPA AUTO PARTS	MONTHLY AUTO PARTS STMT - JAN 2013	\$1,451.19	\$1,451.19
149537	2/7/2013	24793693	MOTION INDUSTRIES INC	MOTOR	\$1,413.48	\$1,413.48
149541	2/7/2013	20130201	DAVID M. O'HARA - REIMB	EXP REIMB: CASA CONF - INDIAN WELLS	\$1,391.49	\$1,391.49
149503	2/7/2013	68610	COMMERCIAL MAINTENANCE CHEMICA	400 LIFT STATION DEGREASER	\$1,309.62	\$1,309.62
149494	2/7/2013	790814668	LAS BRISAS HOTEL BEST WESTERN PLUS	CWEA LODGING: M. COSTELLO/C. COURTEMANCHE	\$502.28	\$1,255.70
	2/7/2013	950814269		CWEA LODGING: W. COGGINS/L. BRENNER/P. BORBECK	\$753.42	
149486	2/7/2013	57783	AIR & TOOL ENGINEERING COMPANY	REPAIR CS UNITEC AIR SAW - PARTS	\$1,230.13	\$1,230.13
149523	2/7/2013	16338188	HASLER INC.	POSTAGE METER RENTAL 12/1/12 - 11/30/13	\$1,188.00	\$1,188.00
149592	2/14/2013	237059	CURTIS & TOMPKINS LTD	10 LAB SAMPLE ANALYSIS	\$165.00	\$1,175.00
	2/14/2013	237063		14 LAB SAMPLE ANALYSIS	\$200.00	
	2/14/2013	237112		22 LAB SAMPLE ANALYSIS	\$810.00	
149583	2/14/2013	20130213	AL BUNYI	COMPUTER LOAN	\$1,148.62	\$1,148.62
149509	2/7/2013	20130125.1	DALE HARDWARE INC	01/13 - ASTD PARTS & MATERIALS	\$1,124.77	\$1,124.77

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Check No.	Date	Invoice No.	Vendor	Description	Invoice Amt	Check Amt
149598	2/14/2013	10656	HAYWARD PIPE AND SUPPLY	ASTD PARTS & MATERIALS	\$528.90	\$1,103.67
	2/14/2013	10698		ASTD PIPE FITTINGS	\$574.77	
149557	2/7/2013	4237	SKIL-PAINTING INC	SANDBLAST, EPOXY & POLYURETHANE HOUSING	\$800.00	\$1,100.00
	2/7/2013	4229		SANDBLAST MOTOR FAN HOUSING	\$300.00	
149496	2/7/2013	271150	BRENNTAG PACIFIC, INC.	5769 GAL SODIUM HYDROXIDE	\$1,097.30	\$1,097.30
149618	2/14/2013	8122768013113	SIERRA SPRING WATER COMPANY	BOTTLESS COOLERS RENTAL	\$230.00	\$1,090.53
	2/14/2013	4868173013113		WATER SERVICE 01/04/13-01/31/13	\$860.53	
149608	2/14/2013	5332324	NELSON STAFFING SOLUTIONS	TEMP LABOR-GOYENA, L., WKEND 01/13/13	\$1,080.00	\$1,080.00
149603	2/14/2013	3700769	MALLORY SAFETY AND SUPPLY LLC	ASTD GLOVES, OVERALLS, VESTS, SANITIZING WIPES	\$996.81	\$1,077.02
	2/14/2013	3700786		5 PAIR LARGE OVERALLS	\$80.21	
149574	2/14/2013	435021	A-PRO PEST CONTROL INC	JANUARY PEST CONTROL	\$1,005.00	\$1,005.00
149511	2/7/2013	5432	DELTA DIABLO SANITATION DIST	CLASS REG: 4 FMC EMPLOYEES	\$1,000.00	\$1,000.00

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Check No.	Date	Invoice No.	Vendor	Description	Invoice Amt	Check Amt
149605	2/14/2013	45742284	MCMMASTER SUPPLY INC	20 PKS DISPOSABLE LITHIUM BATTERIES	\$211.57	\$995.17
	2/14/2013	45493852		ASTD BUTT SPLICES	\$83.58	
	2/14/2013	45582390		1 EA GROUND-MARKING SPRAY PAINT DISPENSER	\$33.30	
	2/14/2013	45812325		4 EA HYDRAULIC STEEL BALL VALVES	\$196.93	
	2/14/2013	45840439		1 EA MULTIPURPOSE ALUMINUM	\$31.81	
	2/14/2013	45940454		2 EA CUTOFF WHEELS	\$11.93	
	2/14/2013	45668232		ASTD PARTS & MATERIALS	\$104.91	
	2/14/2013	45685547		10 PKS ENGRAVING PLATE	\$112.74	
	2/14/2013	45374113		1 EA MULTI-DIAMETER STEP DRILL BIT	\$88.74	
	2/14/2013	45840438		ASTD PARTS & MATERIALS	\$36.29	
	2/14/2013	45866851		2 EA EXTENDED LIFE BATTERIES	\$83.37	
149580	2/14/2013	9702920	BLAISDELL'S	ASTD OFFICE SUPPLIES	\$65.33	\$884.61
	2/14/2013	9657030C		1 BX TONER - CREDIT	\$-436.90	
	2/14/2013	9687130		30 CS PAPER	\$1,256.18	
149597	2/14/2013	9043668889	GRAINGER INC	23 EA LOCK-BACK KNIFE W/SHEATH	\$596.89	\$857.95
	2/14/2013	9048108626		1 EA DRUM PUMP	\$36.61	
	2/14/2013	9038796893		HARDWARE TOOLS AND EQUIPMENT ~	\$172.55	
	2/14/2013	9043668897		2 EA LOCK-BACK KNIFE W/SHEATH	\$51.90	

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Check No.	Date	Invoice No.	Vendor	Description	Invoice Amt	Check Amt
149531	2/7/2013	3698402	MALLORY SAFETY AND SUPPLY LLC	ASTD GLOVES	\$521.61	\$830.74
	2/7/2013	3699204		3 PRS BOOTS & 2 PR HIP WADERS	\$309.13	
149615	2/14/2013	23277	SAFETYLINE INC	JACKET & PARKA - J POWELL & DEJESUS	\$818.50	\$818.50
149516	2/7/2013	9037706901	GRAINGER INC	1 EA TAPE & EMERGENCY LIGHT	\$289.62	\$805.13
	2/7/2013	9042400128		2 EA MALE CONNECTOR	\$18.87	
	2/7/2013	9038606548		ASTD PARTS & MATERIALS	\$461.93	
	2/7/2013	9041031718		2 PKS HEAT SHRINK TUBE	\$34.71	
149589	2/14/2013	80809	CONCRETE WALL SAWING CO INC	CORE DRILLING FOR SPLITTER BOX	\$800.00	\$800.00
149581	2/14/2013	272438	BRENNTAG PACIFIC, INC.	2885 GAL SODIUM HYDROXIDE	\$548.73	\$792.58
	2/14/2013	272437		1282 GAL SODIUM HYDROXIDE	\$243.85	
149559	2/7/2013	1013844	TOTAL FILTRATION SERVICES INC	6 FUEL FILTER & 29 OIL FILTER ELEMENTS	\$764.98	\$764.98
149625	2/14/2013	13013	CITY OF UNION CITY	CAST IRON LINING - PHASE 5	\$759.00	\$759.00
149546	2/7/2013	116716	R-2 ENGINEERING INC	ASTD PARTS & MATERIALS	\$740.32	\$740.32
149590	2/14/2013	20130208	FRANK COUTO	EXP REIMB: CWEA CONF REG & AIRFARE	\$694.80	\$694.80
149585	2/14/2013	254757	CENTERVILLE LOCKSMITH	24 LOCKS	\$681.47	\$681.47
149576	2/14/2013	87896581201252013	AT&T	SERV: 12/18/12-01/17/13	\$679.06	\$679.06
149579	2/14/2013	148219	BAY CENTRAL PRINTING	5000 #10 SECURITY ENVELOPES WITH WINDOW	\$573.58	\$674.32
	2/14/2013	148301		250 BUSNIESS CARDS: J. MCPHERSON	\$100.74	

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149495	2/7/2013	9689070	BLAISDELL'S	2 TONER CARTRIDGES	\$459.88	\$665.13
	2/7/2013	9695010		ASTD OFFICE SUPPLIES	\$198.30	
	2/7/2013	9692770		1 DZ YELLOW HIGHLIGHTERS	\$6.95	
149540	2/7/2013	5331719	NELSON STAFFING SOLUTIONS	TEMP LABOR-GOYENA, L., WKEND 01/06/13	\$648.00	\$648.00
149539	2/7/2013	91290654	NAPA VALLEY MARRIOTT HOTEL	PRE-PAY LODGING FOR P3S CONF - V. PADILLA	\$646.75	\$646.75
149599	2/14/2013	600547579	HILLYARD/SAN FRANCISCO	ASTD JANITORIAL SUPPLIES	\$216.82	\$643.17
	2/14/2013	600547580		4 GAL FOAM HAND SOAP	\$106.71	
	2/14/2013	600538544		ASTD JANITORIAL SUPPLIES	\$319.64	
149529	2/7/2013	20130206	DAVID LIVINGSTON	EXP REIMB: CWEA ANNUAL CONF REGIS FEE	\$627.80	\$627.80
149536	2/7/2013	50628	METROMOBILE COMMUNICATIONS INC	ANTENNA SERVICING - MT. ALLISON	\$600.00	\$600.00
149568	2/7/2013	20130201	WQI	GRADE IV/V REVIEW-BRENNER	\$600.00	\$600.00
149499	2/7/2013	655418	CALIFORNIA SURVEYING DRAFTING	ENHANCEMENT HARDWARE/SOFTWARE 1 YR	\$580.00	\$580.00
149582	2/14/2013	11184743	BROWN & CALDWELL CONSULTANTS	PLANT GROUNDWATER WELLS MONITORING	\$553.98	\$553.98
149497	2/7/2013	270319	BRENNTAG PACIFIC, INC.	2885 GAL SODIUM HYDROXIDE	\$548.73	\$548.73
149619	2/14/2013	3191295051	STAPLES CONTRACT & COMMERCIAL	3 BXS EQUAL SWEETENER	\$55.50	\$548.34
	2/14/2013	3191295050		2 CS SPOONS, 2 CS LINERS & 10 CS PAPER TOWELS	\$492.84	
149492	2/7/2013	2557	BAY POWER LLC	ASTD GENERATOR PARTS	\$530.87	\$530.87
149532	2/7/2013	91069	MCINERNEY & DILLON, P.C.	LEGAL SERVICES - CAST IRON LINING PHASE 4	\$525.00	\$525.00
149591	2/14/2013	20130128	RICHARD B CURRIE	EXP REIMB: WEF MEMBERSHIP/CIVIL ENG RENEWAL	\$504.03	\$504.03

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149491	2/7/2013	2521679523	BANK OF NEW YORK	DECEMBER 2012 SERVICE FEE	\$500.00	\$500.00
149544	2/7/2013	6764	RAJEN PATEL	REFUND # 16259	\$500.00	\$500.00
149548	2/7/2013	6773	RESCUE RESPONSE GROUP INC	REFUND # 16260	\$500.00	\$500.00
149602	2/14/2013	20130213.2	ARMANDO LOPEZ	EXP REIMB: AIRFARE FOR MAY WEF CONFERENCE	\$464.10	\$496.12
	2/14/2013	20130213		EXP REIMB: 2 PKS OF FLASHLIGHTS	\$32.02	
149520	2/7/2013	8104127	HACH COMPANY	2 CS COD DIGESTION VIALS	\$481.28	\$481.28
149507	2/7/2013	20130201	CWEA-NRTC	CONFERENCE REG: L. BRENNER	\$450.00	\$450.00
149508	2/7/2013	20130204	CWEA-NRTC	CONFERENCE REG: M. COSTELLO	\$450.00	\$450.00
149606	2/14/2013	90658779	METAL SUPERMARKETS	240 INCHES SS RD WLD TUBE	\$443.70	\$443.70
149609	2/14/2013	20130207	SHAWN NESGIS	EXP REIMB: FOOD FOR WORK GROUP SFTY RECOG	\$107.95	\$432.33
	2/14/2013	20130213		EXP REIMB: SUPPORT TEAM RECOG LUNCH	\$324.38	
149577	2/14/2013	130180	BARNETT MEDICAL SERVICES LLC	100 LBS PHARMACEUTICAL WASTE REMOVAL	\$164.00	\$413.00
	2/14/2013	130362		50 LBS PHARMACEUTICAL WASTE REMOVAL	\$85.00	
	2/14/2013	130593		80 LBS PHARMACEUTICAL WASTE REMOVAL	\$164.00	
149549	2/7/2013	206502	RKI INSTRUMENTS INC	1 CYLINDER CI2, 2PPM IN N2, 58L	\$279.23	\$369.57
	2/7/2013	206317		1 OS-BM2 OXYGEN SENSOR	\$90.34	
149612	2/14/2013	20130213	PETTY CASH	PETTY CASH REPLENISHMENT	\$359.93	\$359.93
149504	2/7/2013	20130205	MITCHELL COSTELLO	TUITION REIMBURSEMENT	\$322.00	\$322.00
149593	2/14/2013	36869	DATCO	FEB 2013 SERVICE FEE	\$309.40	\$309.40

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149519	2/7/2013	72264	H2O PRECISION INC	10 EA DRILL 1" HOLES IN MANHOLE LIDS	\$300.00	\$300.00
149513	2/7/2013	2744872	FERGUSON ENTERPRISES INC.	100 TUBE STRUT CLAMPS	\$274.14	\$274.14
149512	2/7/2013	116934	FASTENAL	ASTD PARTS & MATERIALS	\$267.44	\$267.44
149624	2/14/2013	13263111	TRI DIM FILTER CORPORATION	10 TRI-MET AMG/AMF METAL MESH FILTERS	\$266.72	\$266.72
149564	2/7/2013	1148348937	VERIZON WIRELESS	WIRELESS SERV 11/21-12/20/12	\$260.56	\$260.56
149526	2/7/2013	6183	J & G BUILDING PARTNERS	REFUND # 16254	\$250.00	\$250.00
149613	2/14/2013	34818	PUMP REPAIR SERVICE CO INC	1 GOULDS CASING	\$236.00	\$236.00
149617	2/14/2013	901073129	SIEMENS WATER TECHNOLOGY	DI WATER SERVICE	\$221.00	\$221.00
149515	2/7/2013	116517452	FREMONT URGENT CARE CENTER	NEW HIRE PHYSICAL	\$220.00	\$220.00
149629	2/14/2013	20130201	USA MOBILITY WIRELESS INC	FEBRUARY 2013 PAGER SERVICE	\$208.28	\$208.28
149535	2/7/2013	90658761	METAL SUPERMARKETS	120 INCHES HR FLAT	\$93.57	\$193.81
	2/7/2013	90658756		120 INCHES HR FLAT	\$50.84	
	2/7/2013	90658753		24 INCHES SS ANGLE 304	\$49.40	
149566	2/7/2013	8052704451	VWR INTERNATIONAL LLC	4 PH IND PH 1-11 10MMX5M	\$106.26	\$193.15
	2/7/2013	8052682769		3 GLS BUFFER PH 6.86	\$86.89	
149530	2/7/2013	20121213	MARVIN C MAH, OD	PRESCRIPTION SAFETY GLASSES - J. ROLETTO	\$190.00	\$190.00
149567	2/7/2013	20130113	WEF-WATER ENVIRONMENT FEDERATI	WEF MEMBERSHIP D LIVINGSTON	\$187.00	\$187.00
149493	2/7/2013	15566300	BECK'S SHOES	SAFETY SHOES - P. CHAPARRO	\$185.00	\$185.00
149505	2/7/2013	20130130	CAROL COURTEMANCHE	EXP REIMB: CWEA CONFERENCE AIRFARE	\$177.80	\$177.80

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Check No.	Date	Invoice No.	Vendor	Description	Invoice Amt	Check Amt
149630	2/14/2013	1157332132	VERIZON WIRELESS	WIRELESS SERV 12/21-01/20/13	\$170.44	\$170.44
149632	2/14/2013	8625	WESTERN MACHINE & FAB INC	1 ALUM CAP MFG PER SAMPLE	\$158.78	\$158.78
149556	2/7/2013	20130207	ROBERT SIMONICH	EXP REIMB: MGMT MEETING LUNCH	\$150.35	\$150.35
149542	2/7/2013	27117	OWEN EQUIPMENT SALES	1 EA 8" HANDLE ASSEMBLY	\$135.68	\$135.68
149621	2/14/2013	20121030	TIMOTHY TEALE	EXP REIMB: CWEA EVENT MILEAGE	\$133.58	\$133.58
149522	2/7/2013	3F9485	HARRINGTON INDUSTRIAL PLASTICS	3 EA SEALING ROPE SETS FOR SAF-6000 FILTER	\$122.02	\$122.02
149563	2/7/2013	20909	VALLEY OIL COMPANY	20 TUBES MOBIL POLYREX EM	\$114.11	\$114.11
149561	2/7/2013	9853023	UPS - UNITED PARCEL SERVICE	SHIPPING CHARGES W/E 01/12/13	\$106.95	\$106.95
149587	2/14/2013	126823	CLARK'S HOME AND GARDEN INC	1 FILL SAND	\$47.85	\$95.70
	2/14/2013	126829		1 FILL SAND	\$47.85	
149555	2/7/2013	20130206	LARRY SIMMERS	EXP REIMB: CWEA CONFERENCE AIRFARE	\$95.30	\$95.30
149506	2/7/2013	237026	CURTIS & TOMPKINS LTD	3 LAB SAMPLE ANALYSIS	\$95.00	\$95.00
149490	2/7/2013	4026921	AT&T	SERV: 12/13/12-01/12/13	\$94.46	\$94.46
149487	2/7/2013	267953	ALL WAYS TOWING & TRANSPORT	TOW SERVICE - TRUC K # 292	\$85.00	\$85.00
149570	2/14/2013	5854092	ABC IMAGING, INC.	RAS PUMP STATION IMPROVEMENTS	\$79.62	\$79.62
149501	2/7/2013	254467	CENTERVILLE LOCKSMITH	2 PADLOCKS/21 PADLOCK KEYS	\$78.75	\$78.75
149538	2/7/2013	78673	MUNICIPAL MAINT EQUIPMENT INC	1 E SKID BODY	\$74.80	\$74.80
149525	2/7/2013	506489	HULBERT LUMBER SUPPLY	ASTD LUMBER SUPPLIES	\$48.44	\$69.01
	2/7/2013	506272		ASTD LUMBER SUPPLIES	\$20.57	

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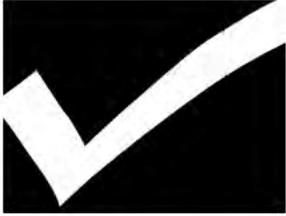
Check No.	Date	Invoice No.	Vendor	Description	Invoice Amt	Check Amt
149594	2/14/2013	20130214	KATHRYN DESTAFNEY	EXP REIMB: ALT COMP 2ND QTR REFRESHMENTS	\$67.72	\$67.72
149600	2/14/2013	5367210	HOSE & FITTINGS ETC	ASTD PARTS & MATERIALS	\$59.39	\$59.39
149533	2/7/2013	20130131	MCIVORS HARDWARE	MONTHLY HARDWARE STMT - JAN 2013	\$58.82	\$58.82
149547	2/7/2013	54157	REMOTE SATELLITE SYSTEMS INTL	IRIDIUM SVC FEE FEBRUARY 2013	\$48.95	\$48.95
149596	2/14/2013	135649	FREMONT RUBBER STAMP CO INC	OVERHAUL SELF INKER RECEIVED STAMP	\$47.58	\$47.58
149604	2/14/2013	103647125	MATHESON TRI-GAS INC	CYLINDER RENTAL - OCTOBER 2012	\$37.09	\$37.09
149524	2/7/2013	35569020020130124	HAYWARD WATER SYSTEM	WATER SERV 11/15/12-01/17/13	\$24.70	\$24.70
149627	2/14/2013	9853033	UPS - UNITED PARCEL SERVICE	SHIPPING CHARGES W/E 01/19/13	\$14.62	\$14.62

Invoices:

Credit Memos :	1	-436.90
\$0 - \$1,000 :	178	52,461.73
\$1,000 - \$10,000 :	57	201,468.30
\$10,000 - \$100,000 :	9	235,109.60
Over \$100,000 :	2	251,312.10
Total:	247	738,914.83

Checks:

\$0 - \$1,000 :	85	32,877.08
\$1,000 - \$10,000 :	50	143,850.60
\$10,000 - \$100,000 :	11	274,393.03
Over \$100,000 :	2	287,794.12
Total:	148	738,914.83



17. Committee Meeting Reports

Meeting of February 25, 2013



18. General Manager's Report

Meeting of February 25, 2013

Bay Area leaders ponder merging into single region

SAN JOSE (AP) — Hundreds of business and political leaders gathered in San Jose to consider the advantages of merging the nine-county San Francisco Bay Area and Silicon Valley into a single region, sharing everything from city dumps to water treatment plants as communities sprawl across borders.

Leaders attending the State of the Valley conference Friday noted that Bay Area residents, businesses and local governments face the same challenges, from gridlock and earthquakes to steep housing prices and climate change.

They said the region, which amounts to the world's 13th-largest economy, should continue to boom if they coordinate their planning and consider merging transit systems, police and fire services and even city governments.

Technology forecaster Paul Saffo told conference participants that sharing everything from landfills to police helicopters could make the entire area more efficient, save money and help businesses remain competitive.

"Powerful regions are the new basic unit of governments in the 21st century," said Saffo, pointing to Singapore and Hong Kong. "City states are the powerful nexus of power, commerce, culture and identity."

Stretching from the rolling vineyards in north Sonoma County to the sprawling estates of southern Santa Clara County, the Bay Area has 6.9 million residents living in 101 cities, centered in the tech-rich Silicon Valley and San Francisco.

One simple start would be to get the 27 separate transit systems that residents currently navigate to look and feel like one, with the same paint, fares and a merged schedule, said Egon Terplan, a regional planning director at the San Francisco Planning and Urban Research Association.

He said the Bay Area should look to examples like Washington, D.C., for inspiration on putting jobs near transit. And he said Portland and Minneapolis have managed to coordinate neighboring governments and services.

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Rising levels of SF Bay could mean serious flooding for future...

It's said most major cultures have a flood story: Noah and the ark for Christians, Muslims and Jews; Gilgamesh for the Babylonians; or the Pachachama floods from the Incas, for example.

And now global warming or climate change for modern times may make those stories come alive again in this century.

Whether you agree with the science or not, preparations are underway in the Bay Area in hopes of dealing with the possibility of Bay waters rising -- and rising dramatically during the next three generations.

"The Bay is huge," noted Larry Goldzband, executive director of the Bay Conservation and Development Commission. "The Bay has actually about 500 miles of shoreline."

"The Bay will fundamentally change. And we need to accept that," added Goldzband.

Ironically, the BCDC formed in the late 1960s in response to the public outcry over the shrinking of the Bay because of fill.

Today, the BCDC finds itself having to protect the Bay from growing too large.

"For example, you could be talking about sea walls," Goldzband said. "Practically, the question is 'what can we afford not to do.' "

How bad could it be?

A futuristic map designed by a British computer scientist visualizes what could happen here in the bay area if the waters rise.

Climate scientists say that by 2030, the Bay could rise by a full foot; by 2050, two feet; and by the turn of the next century, just under 6 feet.

In this scenario, the critical Sacramento-San Joaquin River Delta becomes completely submerged.

And what about developments now proposed around the Bay?

Developer Mike Ghielmetti is planning to build a 5,000-population neighborhood on an industrial wasteland along the Oakland shoreline just south of Jack London Square. It's called "Oak-to-Ninth."

"The project is about 65 acres," Ghielmetti said. "About half of it will be new parks, about the size of Marina Green (in San Francisco) and the rest of it will be new development: condominiums, new retail, and new marinas.

"When we were approved by the Bay Conservation and Development Commission a little over a year and half ago we were the first project to meet their new guidelines."

That means raising the land by about three feet and engineering to hold back or channel rising waters.

In Sacramento, state officials who pay attention to the Delta's controversial situation say their best research suggests the Bay will rise no more than 39 inches by the turn of the century, but even that means drastic changes for the entire San Francisco Bay Area.

Original URL:

<http://www.ktvu.com/news/news/special-reports/rising-levels-sf-bay-could-mean-serious-flooding-f/nWM52/>



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February 12, 2013 > Environmental honors for AC Transit



Environmental honors for AC Transit

Submitted By Clarence Johnson

AC Transit has received the Governor's Environmental and Economic Leadership Award (GEELA), the highest environment honor in the State, for the agency's innovative fuel cell and solar energy projects.

Governor Edmund G. Brown Jr. honored AC Transit as one of 17 organizations that have adopted clean-air business principles and policies that conserve energy, reduce costs and help to improve the environmental health of their surrounding neighborhoods.

"Projects like these take a lot of courage and intensity to do and we are really glad the Governor chose to recognize us," said AC Transit Board President Greg Harper.

Specifically, AC Transit was honored for building the most comprehensive hydrogen fuel cell demonstration program in the country.

In addition, the agency will install 400 kilowatt hours of solid fuel cells that will provide stationary power to its largest operating division, and has already installed 2,500 solar panels on its buildings.

"The award recognizes our responsibility to create a sustainable environment while promoting a vibrant economy," said Secretary for Environmental Protection Matt Rodriguez.

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February 12, 2013 > Letter to the Editor: Water District increases are exorbitant



Letter to the Editor: Water District increases are exorbitant

On February 1, 2013, service charges on your Alameda County Water District (ACWD) bill increased 100% from \$14.93 to \$29.86. In addition, you have a separate charge for consumption of water. They urge us to conserve water and, when consumption declines, raise the water rates, as they are not receiving enough money.

Each year, the District notifies us of a projected increase in water charges, service charge or both; they advise us of an upcoming meeting where we can object. I have attended meetings and written letters but each year, the increases pass.

I have never heard of a 100% increase - even PG&E doesn't ask for that much. They say [the increase] will be for main replacement and seismic retrofit program. I have the salary schedule for Alameda County Water District and the salaries are all very lucrative.

If you wish to voice your objection to this exorbitant service charge increase, please call the District at (510) 668-4299.

Peggy Gerling
Fremont

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Access, San Jose Mercury News research

TRI-CITY WATER

Insurance for repairs roils some

Optional fee comes on top of recent 17 percent rate hike

By Chris De Benedetti
cdebenedetti@
bayareanewsgroup.com

FREMONT — Even as Tri-City water customers brace for a significant rate hike that will help fund pipeline upgrades, thousands of residents are opting to pay a little more for a water line insurance service offered to them for the first time.

About 3,600 of Alameda County Water District's 55,000 residential customers, or 6.5 percent, are paying \$4.95 a month to receive insurance for emergency repairs to broken service lines on their properties, under a deal the utility struck last year with HomeServe USA, the Connecticut company providing the repairs.

Though the insurance offer is optional, some residents say they are put off by another request to pay up. The rate increase, which became effective last Friday, raises the average customer's water bill by 17 percent.

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"There are many baby boomers here on a fixed income, people who can't afford \$4.95 a month," said Olivia Armijo, a longtime Union City resident. "I can pay it, but what if my neighbor can't?"

The service covers problems that occur on water lines set between the home and water meter on a customer's property, HomeServe spokesman Myles Meehan said.

"A water utility typically is responsible for water mains on the street, and homeowners are responsible for lines on their property," Meehan said. "Our plan covers that point on the property where responsibility transitions from the utility to the homeowner."

Walt Wadlow, the district's executive director, said the agreement would help lower future water bills. The more revenue the agency collects now, the less likely it will raise

See **WATER**, Page 2

Water

Continued from Page 1

Fremont-based water agency an \$80,000 startup fee last year. Wadlow said. The district, which gets a 10 percent cut of HomeServe's gross sales, has received about \$11,500 in sales revenue thus far.

When a customer's water line breaks or leaks, he calls HomeServe, which dispatches a local technician who inspects the problem within 24 hours and makes repairs. The insurance pays for repairs up to \$3,000, HomeServe paid the

Meehan said. A customer can make up to four claims per year.

District customers usually report more than 400 leaks per year on their properties, Wadlow said. Since the district partnered with HomeServe last summer, customers have made nine claims. The company rejected one because the customer called a repair worker not contracted with HomeServe, agency officials said.

HomeServe, which says it has 120,000 policyholders statewide, has a similar contract with the Contra Costa Water District — which serves about 500,000 people in central and East Contra Costa County. About 12 percent of that district's 53,155 customers receiving treated water have signed up for the insurance program since it started there in 2011, spokeswoman Jennifer Allen said.

Some Tri-City customers, such as Robert Bush, say they support the district's new insurance program for the revenue it generates.

But Bush, a Fremont resident, had problems with the new rate increase. He said the hike should have come in phases, easing the financial burden for cash-strapped residents. Likewise, John Becker, Newark's city manager, and Larry Cheeves, Union City's city manager, re-

cently wrote letters to complain that the district's new rates will cost each city an extra \$30,000 annually. Wadlow said that district officials are sympathetic to the fiscal challenges cities are facing. "The board certainly considered that before adopting the rate increase," he said.

Contact Chris De Benedetti at 510-383-7011. Follow him at Twitter.com/cabenedetti.