



BOARD MEETING AGENDA
Monday, July 16, 2018
Special Meeting - 7:00 P.M.

Union Sanitary District
Administration Building
5072 Benson Road
Union City, CA 94587

Directors
Manny Fernandez
Tom Handley
Pat Kite
Anjali Lathi
Jennifer Toy

Officers
Paul R. Eldredge
*General Manager/
District Engineer*

Karen W. Murphy
Attorney

1. Call to Order.

2. Pledge of Allegiance.

3. Roll Call.

- Motion 4. Adopt a Resolution Announcing the Results of the Statewide Direct Primary Election Held June 5, 2018.

5. Swearing in of Reappointed Boardmembers Tom Handley and Jennifer Toy.

- Board to Take a Recess for a Reception Honoring Reappointed Boardmembers**
Please join us for a reception in the Boardroom.
(approximately 15 minutes)

- Motion 6. Election of Officers for the Board of Directors for Fiscal Year 2019.

7. Written Communications.

8. 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.

- Motion 9. Approve Minutes of the Meeting of June 25, 2018.

- Motion 10. Consider Approval of Updated Policy No. 2930, Inspection and Production of Public Records *(to be reviewed by the Legal/Community Affairs Committee)*.

- Motion 11. Consider Approval of Updated Policy No. 3020, Board Agenda Packet *(to be reviewed by the Legal/Community Affairs Committee)*.

- Motion 12. Award the Construction Contract for the Cast Iron/Piping Lining Project, Phase VII to NorCal Pipeline Services *(to be reviewed by the Engineering and Information Technology Committee)*.

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- Information 13. Report on the East Bay Dischargers Authority (EBDA) Meeting of June 21, 2018.
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- Information 14. Check Register.
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- Information 15. Committee Meeting Reports. *(No Board action is taken at Committee meetings):*
- a. Legal/Community Affairs Committee – Wednesday, July 11, 2018, at 10:30 a.m.
 - Director Handley and Director Lathi
 - b. Engineering and Information Technology Committee – Thursday, July 12, 2018, at 9:15 a.m.
 - Director Fernandez and Director Kite
 - c. Budget & Finance Committee – will not meet.
 - d. Legislative Committee – will not meet.
 - e. Audit Committee – will not meet.
 - f. Personnel Committee – will not meet.
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- Information 16. General Manager’s Report. *(Information on recent issues of interest to the Board).*
-
17. Other Business:
- a. Comments and questions. *Directors can share information relating to District business and are welcome to request information from staff.*
 - b. Scheduling matters for future consideration.
-
18. Adjournment – The Board will adjourn to a Board Closed Session in the Alvarado Conference Room on Tuesday, July 17, 2018, at 6:00 p.m.
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19. Adjournment – The Board will then adjourn to the next Regular Meeting in the Boardroom on Monday, July 23, 2018, at 7:00 p.m.

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 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 calendared. Oral comments are limited to three minutes per individual, 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 of the agenda item.

The facilities at the District Offices are wheelchair accessible. Any attendee requiring special accommodations at the meeting should contact the General Manager’s office at (510) 477-7503 at least 24 hours in advance of the meeting. THE PUBLIC IS INVITED TO ATTEND

REVISED



LEGAL/COMMUNITY AFFAIRS COMMITTEE MEETING

Committee Members: Director Handley and Director Lathi

AGENDA

~~Thursday, July 12, 2018~~

~~1:30 p.m.~~

Wednesday, July 11, 2018

10:30 a.m.

Alvarado Conference Room
5072 Benson Road
Union City, CA 94587

**THIS MEETING WILL BE TELECONFERENCED WITH DIRECTOR
HANDLEY AND DIRECTOR LATHI FROM 43225 MISSION
BOULEVARD, FREMONT, CALIFORNIA**

1. Call to Order

2. Roll Call

3. Public Comment

4. Items to be reviewed for the Special Board meeting of July 16, 2018:
 - Consider Approval of Updated Policy No. 2930, Inspection and Production of Public Records
 - Consider Approval of Updated Policy No. 3020, Board Agenda Packet_____
5. Adjournment

Items reviewed at committee meetings will be included in the agenda packet for the upcoming Board meeting. No action will be taken at committee meetings.

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 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 "Public Comment" is calendared. Oral comments are limited to three minutes per individual, with a maximum of 30 minutes per subject. Speaker's cards will be available and are to be completed prior to discussion of the agenda item.

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THE PUBLIC IS INVITED TO ATTEND



Directors
Manny Fernandez
Tom Handley
Pat Kite
Anjali Lathi
Jennifer Toy

**ENGINEERING & INFORMATION TECHNOLOGY
COMMITTEE MEETING**
Committee Members: Director Fernandez and Director Kite

Officers
Paul R. Eldredge
*General Manager/
District Engineer*

AGENDA
Thursday, July 12, 2018
9:15 a.m.

Karen W. Murphy
Attorney

Alvarado Conference Room
5072 Benson Road
Union City, CA 94587

**THIS MEETING WILL BE TELECONFERENCED WITH DIRECTOR KITE FROM THE EXTERIOR OF
35040 NEWARK BOULEVARD, NEWARK, CALIFORNIA.**

1. Call to Order

2. Roll Call

3. Public Comment

4. Items to be reviewed for the Special Board meeting of July 16, 2018:
 - Award the Construction Contract for the Cast Iron/Piping Lining Project, Phase VII to NorCal Pipeline Services

5. Adjournment

Items reviewed at committee meetings will be included in the agenda packet for the upcoming Board meeting. No action will be taken at committee meetings. 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 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 "Public Comment" is calendared. Oral comments are limited to three minutes per individual, with a maximum of 30 minutes per subject. Speaker's cards will be available and are to be completed prior to discussion of the agenda item.

The facilities at the District Offices are wheelchair accessible. Any attendee requiring special accommodations at the meeting should contact the General Manager's office at (510) 477-7503 at least 24 hours in advance of the meeting.

THE PUBLIC IS INVITED TO ATTEND



Directors
Manny Fernandez
Tom Handley
Pat Kite
Anjali Lathi
Jennifer Toy

Officers
Paul R. Eldredge
*General Manager/
District Engineer*

Karen W. Murphy
Attorney

DATE: July 9, 2018

MEMO TO: Board of Directors - Union Sanitary District

FROM: Paul R. Eldredge, General Manager / District Engineer
Regina McEvoy, Executive Assistant to the General Manager / Board Clerk
Karen Murphy, General Counsel

SUBJECT: Agenda Item No. 4 – Meeting of July 16, 2018
**ADOPT A RESOLUTION ANNOUNCING THE RESULTS OF THE JUNE 5, 2018
ELECTION**

Recommendation

Receive the Certificates of Appointment from the June 5, 2018, Statewide Direct Primary Election as certified by the Alameda County Registrar of Voters as to Union Sanitary District Director Ward 3, and adopt a resolution announcing the results of the election.

Background

On January 22, 2018, the Board of Directors adopted Resolution No. 2824, Calling the June 5, 2018 Election for Two Directors, and Resolution No. 2825, Consolidating the Union Sanitary District Election with the Statewide Direct Primary Election on June 5, 2018.

Director Tom Handley, and Director Jennifer Toy, were the only candidates for Ward 3 and were reappointed by the County to serve terms expiring June 2022.

The Certificates of Appointment have been certified by the Registrar of Voters and are presented to the Board of Directors.

Attachments: Resolution – Announcing Results of the Election Held June 5, 2018
Exhibit A to Resolution which is the Certificate of Appointment for Union Sanitary District Ward 3 for Two Directors

RESOLUTION NO. _____

**RESOLUTION OF THE BOARD OF DIRECTORS OF UNION SANITARY DISTRICT
ANNOUNCING THE RESULTS OF THE ELECTION
HELD JUNE 5, 2018**

WHEREAS, on June 5, 2018, Alameda County conducted a Statewide Direct Primary Election; and

WHEREAS, on January 22, 2018, the Board of Directors adopted Resolution No. 2824, Calling the June 5, 2018 Election for Two Directors, and Resolution No. 2825, Consolidating the Union Sanitary District Election with the Statewide Direct Primary Election on June 5, 2018; and

WHEREAS, the Union Sanitary District offices to be filled by such Statewide Direct Primary Election were for two Directors serving Ward 3, with terms expiring June 2022; and

WHEREAS, Tom Handley and Jennifer Toy were the only candidates for Ward 3, and a petition signed by voters in the District requesting that an election be held for such offices was not filed; and

WHEREAS, Director Tom Handley was appointed by the County to the office of Union Sanitary District Director, Ward 3; and

WHEREAS, Director Jennifer Toy was appointed by the County to the office of Union Sanitary District Director, Ward 3.

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of Union Sanitary District does hereby receive the certificates of appointment by the Registrar of Voters of Alameda County for the Statewide Direct Primary Election, and announce the results of the June 5, 2018, election.

On motion duly made and seconded, this resolution was adopted by the following vote on July 22, 2018:

PAT KITE
President, Board of Directors
UNION SANITARY DISTRICT

Attest:

MANNY FERNANDEZ
Secretary, Board of Directors
UNION SANITARY DISTRICT

CERTIFICATE OF REGISTRAR OF VOTERS PURSUANT TO SECTION 10515 OF THE ELECTIONS CODE CONCERNING THE STATEWIDE DIRECT PRIMARY ELECTION TO BE HELD ON JUNE 5, 2018, IN THE UNION SANITARY DISTRICT, WARD 3.

I, **TIM DUPUIS**, Registrar of Voters, County of Alameda, State of California, do hereby certify that the number of Directors to be elected at the Statewide Direct Primary Election held on June 5, 2018, in the Union Sanitary District, Ward 3 is: Two

I further certify that the number of nominees for the Director of Union Sanitary District does not exceed the number of offices for Director to be filled at said election.

I further certify that the following candidates were duly nominated for the elective office of District Director, Union Sanitary District, Ward 3:

JENNIFER TOY

THOMAS HANDLEY

I hereby certify that a petition signed by voters in the District requesting that an election be held for such office was not filed.

Dated at Oakland, California
This 21st Day of June, 2018



TIM DUPUIS
Registrar of Voters
Alameda County
State of California



Directors
Manny Fernandez
Tom Handley
Pat Kite
Anjali Lathi
Jennifer Toy

Officers
Paul R. Eldredge
*General Manager/
District Engineer*

Karen W. Murphy
Attorney

DATE: July 2, 2018

MEMO TO: Board of Directors - Union Sanitary District

FROM: Paul R. Eldredge, General Manager/District Engineer
Karen Murphy, General Counsel
Regina McEvoy, Executive Assistant to the General Manager/Board Clerk

SUBJECT: Agenda Item No. 6 – Special Meeting of July 16, 2018
Election of Officers for the Board of Directors for Fiscal Year 2019

Recommendation

It is recommended that the Board appoint and elect by motion the officers to serve as President, Vice President, and Secretary for Fiscal Year 2019, in accordance with the attached policy.

Background

The current policy was approved by the Board in December 2016, and designates the offices of President, Vice President, and Secretary. The policy states the Board shall annually elect by majority vote the President, Vice-President, and Secretary for one-year terms.

Historically, the Board has followed a rotation of officers, where Vice President becomes President, Secretary becomes Vice President, and the 4th member in rotation becomes Secretary. At present, Director Lathi is Vice President, Director Fernandez is Secretary, and Director Toy is the 4th member in the rotation.

In accordance with Policy 3070, Board officers in office at the beginning of the meeting shall retain their positions until the adjournment of the meeting and newly elected Board officers will assume their duties immediately following the meeting.

Attachment: Board Policy 3070, Boardmember Officers and Committee Membership

Effective: 12/12/16	Boardmember Officers and Committee Membership	Policy Number 3070 Page 1 of 3
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Policy

Selection of Board Officers will be held annually at the first regular meeting in the month of July of each year. Internal Board committee memberships shall be established no later than the second regularly scheduled meeting in July of each year, following the selection of the Board Officers. External commissions/committees representatives shall be established no later than the first regularly scheduled meeting in May of each year.

Purpose

To provide a written record of the procedure approved by the Board for electing its Officers and establishing its committee memberships.

Procedure

Board Officers

1. The Officers are President, Vice President, and Secretary and the term of office shall be for one year. The Board may, by motion, amend the titles of President and Vice President to Chair and Vice Chair, respectively, provided that the Chair, regardless of title, shall act as the “president” pursuant to California Health & Safety Code Section 6486. Throughout this Policy, the titles President and Vice President shall be used interchangeably with Chair and Vice Chair.
2. The President shall preside over the meetings of the Board of Directors and be responsible for the following:
 - a. maintaining order and following the published agenda
 - b. ensuring Boardmembers are allowed to participate in discussions
 - c. allowing the public to speak on agenda items
 - d. facilitating dialog among the public, staff, and Boardmembers
 - e. appointment of members of the Board of Directors to Internal Committee assignments
 - f. signing resolutions, ordinances, and construction contracts on behalf of the District
 - g. representing the Board of Directors on issues or at events as designated by the full Board

The Vice President shall fulfill the duties of the President when the President is absent or otherwise unavailable.

The Secretary shall ensure the recording of the minutes of the Board of Directors meetings and sign the adopted Minutes, shall sign all Resolutions and Ordinances passed by the District, and shall serve as Vice President when the Vice President is absent or otherwise unavailable. If the President and Vice President are both absent, and a quorum is present, the Secretary shall preside over the meetings of the Board of Directors as the Board President.

3. At the first regularly scheduled Board meeting in July, or as soon thereafter as the item can be agendized at a regular Board meeting, the Board shall appoint its Board Officers. During election years, the newly elected Boardmembers shall be sworn in as the first item of business on the agenda followed immediately by the selection of the Board Officers. During non-election years, the selection of the Board Officers shall be considered after the last motion item on the agenda. The Board shall elect the President, Vice-President and Secretary for one year terms. The election or removal of the President, Vice-President, or Secretary shall require a majority vote of the Board. The Board may choose to follow a rotation of officers.

The Board officers in office at the beginning of the meeting shall retain their positions until the adjournment of the meeting and the newly selected Board Officers shall assume their duties immediately following this meeting.

Internal Board Committee Memberships

1. Internal committees are: Budget and Finance; Engineering and Information Technology; Legal/Community Affairs; Legislative; Personnel; and Audit Committee. There is no fixed schedule for meetings set by this policy and appointments are made by the President, as set forth below. Notwithstanding the above, meetings are noticed and open to the public.
2. Annually, following the election of Board officers, and at the same meeting as the election of the officers, Directors shall be provided a list of the internal committees along with an internal committee interest form. The internal committee interest form shall be completed in order of preference and provided to the General Manager, or designee, no later than 11 calendar days in advance of the next Board meeting.
3. The President is delegated the authority to appoint Directors to the internal committees. The President shall make every effort to rotate committee assignments and ensure a similar number of committee assignments for each Board member. Notice of internal committee membership appointments will be contained in an information item to the Board at the next regularly scheduled meeting following the selection of the Board Officers. The determination of the Board President on committee assignments shall be considered final.
4. Ad Hoc committees are called as needed by a majority vote of the Board of Directors.

External Commissions / Committee Representatives (CCR)

1. External commissions/committees include: the EBDA Commission; the Joint Powers Authority for Geographic Information Systems; the Alameda County Water District Finance Authority (ACWDFFA); and the Alameda County Chapter of the California Special Districts Association.
2. Membership on the EBDA Commission shall be a maximum of two consecutive years, with a possible three years in exceptional circumstances if approved by the Board.
3. The Board of Directors will elect the representatives for External Committees no later than the first regularly scheduled Board meeting in May of each year in order to ensure the representatives may be seated for the first meeting of the new committee or commission. At the prior meeting, Directors shall be provided a list of external committees along with an external committee interest form. The external committee interest form shall be completed in order of preference and provided to the General Manager, or designee, no later than 11 calendar days in advance of the meeting. The committee interests shall be compiled in a staff report by the General Manager, or designee, and provided to the Board for consideration. The Board shall elect the CCRs for one year terms or as otherwise decided by the Board majority. The election or removal of CCRs shall require a majority vote of the Board.

Management Responsibility

The General Manager will be responsible for scheduling on the Board agenda, the election or appointment of Board officers and external commissions, pursuant to the schedule shown above. The General Manager, or designee, will provide the following to the new President, with copies to the Board: (1) a list of the last ten years and current committee memberships; (2) a copy of this policy; and (3) a list of internal committee interests. In consultation with the Board President, the General Manager will also be responsible for scheduling on the Board agenda the announcement of committee appointments.

Supersedes Policy Dated: July 2004, September 2005, January 2008, September 2010, October 2013

Approved by: Board of Directors December 12, 2016
Reviewers: General Manager, Board of Directors, District's attorney
Notify Person: General Manager
Review frequency: Every 3 years
Next Review: December 2019

**MINUTES OF THE MEETING OF THE
BOARD OF DIRECTORS OF
UNION SANITARY DISTRICT
June 25, 2018**

CALL TO ORDER

President Kite called the meeting to order at 7:00 p.m.

PLEDGE OF ALLEGIANCE

ROLL CALL

PRESENT: Pat Kite, President
Anjali Lathi, Vice President
Manny Fernandez, Secretary
Jennifer Toy, Director
Tom Handley, Director

STAFF: Paul Eldredge, General Manager
Sergio Rudin, Special District Counsel
Sami Ghossain, Technical Services Manager
Armando Lopez, Treatment and Disposal Services Manager
James Schofield, Collection Services Manager
Robert Simonich, Fabrication, Maintenance, and Construction Manager
Laurie Brenner, Business Services Coach
Virginia Holslag, Accounting and Financial Analyst
Lily Moreno, Accounting and Financial Analyst
Regina McEvoy, Executive Assistant to the General Manager/Board Clerk

VISITORS: Alice Johnson, League of Women Voters
Roelle Balan, Tri-City Voice Newspaper

APPROVE MINUTES OF THE SPECIAL MEETING OF MAY 8, 2018

It was moved by Vice President Lathi, seconded by Secretary Fernandez, to approve the Minutes of the Special Meeting of May 8, 2018. Motion carried unanimously.

APPROVE MINUTES OF THE SPECIAL MEETING OF JUNE 4, 2018

It was moved by Director Toy, seconded by Secretary Fernandez to approve the Minutes of the Special Meeting of June 4, 2018. Motion carried unanimously.

APPROVE MINUTES OF THE SPECIAL MEETING OF JUNE 11, 2018

It was moved by Secretary Fernandez, seconded by Director Handley, to approve the Minutes of the Special Meeting of June 11, 2018. Motion carried unanimously.

APPROVE MINUTES OF THE REGULAR MEETING OF JUNE 11, 2018

It was moved by Director Toy, seconded by Vice President Lathi, to approve the Minutes of the Regular Meeting of June 11, 2018. Motion carried unanimously.

MAY 2018 MONTHLY OPERATIONS REPORT

This item was reviewed by the Budget & Finance and Legal/Community Affairs Committees. General Manager Eldredge provided details regarding two odor reports, and an overview of the May 2018 Monthly Operations Report included in the Board meeting packet. General Manager Eldredge noted the Collection Services work group recently began extending the cleaning and maintenance schedule from a six year cycle to a seven to eight year cycle using a phased in approach. Collection Services Manager Schofield stated the Collections work group had reached the annual goal for cleaning and maintenance two months ahead of schedule for the first time which allowed staff to catch up on other projects.

Business Services Coach Brenner provided an overview of the May 2018 financial reports. Vice President Lathi inquired about the District's investment activities. Business Services Coach Brenner stated the District will be issuing a Request for Proposals (RFP) for investment services and anticipate an award of contract as early as August. General Manager Eldredge stated an item will be presented to the Board following the RFP process.

WRITTEN COMMUNICATIONS

There were no written communications.

ORAL COMMUNICATIONS

There were no oral communications.

PUBLIC HEARING TO CONSIDER COLLECTION OF SEWER SERVICE CHARGES ON THE TAX ROLLS FOR FISCAL YEAR 2019 AND ADOPTION OF A RESOLUTION ELECTING TO COLLECT SEWER SERVICE CHARGES ON THE TAX ROLLS

This item was reviewed by the Budget & Finance Committee. General Manager Eldredge stated the Board approved sewer service charge rates for fiscal years 2017 – 2021 at its regular meeting held January 25, 2016. California Health and Safety Code Sections 5473 et seq. require the Board conduct a public hearing annually to enable the District to continue collecting sewer service charges on the general Alameda County tax rolls. The public hearing was scheduled at the June 4, 2018, Board meeting. Notice of the hearing was published in The Argus newspaper May 25 and June 1, 2018, and in the Tri-City Voice newspaper May 22 and May 29, 2018.

President Kite opened the public hearing. There were no speakers.

President Kite closed the public hearing.

The minimum number of protests needed to constitute a majority would have been 48,591. Since no protests were received, Board Clerk McEvoy determined the absence of a majority protest.

It was moved by Vice President Lathi, seconded by Director Handley, to Adopt Resolution No. 2830, Electing to Collect Sewer Service Charges on Tax Rolls for Fiscal Year 2019. Motion carried unanimously.

CONDUCT A PUBLIC HEARING TO RECEIVE COMMENTS ON THE INITIAL STUDY AND MITIGATED DECLARATION OF ENVIRONMENTAL IMPACTS FOR THE EMERGENCY OUTFALL IMPROVEMENTS PROJECT

This item was reviewed by the Engineering and Information Technology Committee. Technical Services Manager Ghossain stated the purpose of the Project is to make improvements to the District's Emergency Outfall to Old Alameda Creek, reduce maintenance activities associated with the flap gate, and increase reliability of outfall operation during wet weather events. Brown and Caldwell was selected as the design consultant for the Project that has entered the design and permitting phase with construction expected to begin in the Spring/Summer of 2019. Scheidegger and Associates, subconsultant to Brown and Caldwell, prepared the Initial Study for the Project. Pursuant to the California Environmental Quality Act, the consultant analyzed the Project's potential impact to various environmental factors and required mitigation measures to be included in the Project to mitigate impacts to the environment. It has been determined that a Mitigated Negative Declaration would be appropriate for the Project. Staff circulated the Initial Study and Mitigated Negative Declaration to local and state agencies for review during the period of June 8 through July 9, 2018. The "Notice of Document Availability and Intent to Adopt a Mitigated Negative Declaration" was published in the Tri-City Voice June 5 and June 12, 2018, and in The Argus on June 8, 2018. The public may comment in writing during the review period or during the public hearing.

President Kite opened the public hearing. There were no speakers.

President Kite closed the public hearing.

The Board will consider adoption of the Mitigated Negative Declaration at the Regular Board Meeting scheduled for July 23, 2018, at 7:00 p.m.

CONSIDER APPROVING FINAL OPERATING AND CIP BUDGETS FOR FISCAL YEAR 2019

This item was reviewed by the Budget & Finance Committee. General Manager Eldredge stated the Proposed Operating and CIP Budgets for Fiscal Year 2019 reflects the Board's input and information presented at the Board Budget Workshop held May 8, 2018. General Manager Eldredge introduced a desk item for page 2 of the budget document, page 66 of the Board packet, which included a paragraph under the "Revenues" subheading that was inadvertently excluded from the packet due to a technical glitch.

The desk item will be added as the last page of the Board meeting packet available on the District's website.

Business Services Coach Brenner reviewed the changes made since the draft budget was presented at the Workshop, and the changes were noted in the staff report included in the Board meeting packet. Staff recommended the Board approve the Proposed Operating and CIP Budget for FY 2019.

It was moved by Vice President Lathi, seconded by Director Fernandez, to Approve the Proposed Operating and CIP Budget for Fiscal Year 2019. Motion carried unanimously.

REVIEW AND CONSIDER OPTIONS REGARDING THE EAST BAY DISCHARGERS AUTHORITY (EBDA) JOINT POWERS AUTHORITY (JPA)

General Manager Eldredge stated staff prepared this item to present options regarding next steps for the EBDA JPA. The options were outlined in the Board meeting packet.

It was moved by Director Toy, seconded by Vice President Fernandez, to direct staff to support a five-year extension of the current JPA.

AUTHORIZE THE GENERAL MANAGER TO EXECUTE TASK ORDER NO. 2 WITH WOODARD & CURRAN INC. FOR THE NEWARK BASIN SEWER MASTER PLAN UPDATE

This item was reviewed by the Engineering and Information Technology Committee. Technical Services Manager Ghossain stated the District developed the Newark Basin Sewer Master Plan in 2000. Staff executed an agreement and Task Order No. 1 with Woodard & Curran, Inc. for the Newark Basin Sewer Plan Update on January 8, 2018. Task Order No. 2 will include an update and expansion of the hydraulic model for the Newark basin collection system, calibration of the hydraulic model using the latest wet weather flow monitoring data, identification of capacity deficiencies and potential solutions to correct deficiencies, and preparation of the Newark Basin Sewer Master Plan Update report. Staff recommended the Board authorize the General Manager to execute Task Order No. 2 in the amount of \$234,070 with Woodard & Curran, Inc. for the Newark Basin Sewer Master Plan Update.

It was moved by Director Handley, seconded by Vice President Lathi, to Authorize the General Manager to Execute Task Order No. 2 with Woodard & Curran Inc. for the Newark Basin Sewer Master Plan Update. Motion carried unanimously.

INFORMATION ITEMS:

Report on the East Bay Dischargers Authority (EBDA) Meeting of May 17, 2018

Director Toy provided an overview of the May 17, 2018, EBDA Commission meeting.

Check Register

Staff answered Boardmember questions regarding the check register included in the Board meeting packet.

COMMITTEE MEETING REPORTS:

The Budget & Finance, Engineering and Information Technology, and Legal/Community Affairs Committees met.

GENERAL MANAGER'S REPORT:

General Manager Eldredge reported the following:

- District offices will be closed for 4th of July holiday.
- The Regular Board meeting scheduled for July 9, 2018, was canceled. A Special Board Meeting has been scheduled for July 16, 2018, at 7:00 p.m.
- Reappointed Directors will be sworn in as the first item on the agenda at the July 16, 2018, Board meeting.
- General Manager Eldredge stated that due to the change to the regular Board meeting schedule, the Board item to finalize internal committee assignments will be presented at the August 13, 2018, Board meeting.

OTHER BUSINESS:

There was no other business.

ADJOURNMENT:

The meeting was adjourned at 7:42 p.m. to a Special Meeting in the Boardroom on Monday, July 16, 2018, at 7:00 p.m.

SUBMITTED:

ATTEST:

REGINA McEVOY
BOARD CLERK

MANNY FERNANDEZ
SECRETARY

APPROVED:

PAT KITE
PRESIDENT

Adopted this 16th day of July 2018



Directors

Manny Fernandez
Tom Handley
Pat Kite
Anjali Lathi
Jennifer Toy

Officers

Paul R. Eldredge
*General Manager/
District Engineer*

Karen W. Murphy
Attorney

DATE: July 3, 2018

MEMO TO: Board of Directors - Union Sanitary District

FROM: Paul R. Eldredge, General Manager/District Engineer
Karen W. Murphy, District Council
Regina McEvoy, Executive Assistant to the General Manager/Board Clerk

SUBJECT: Agenda Item No. 10 – Special Meeting of July 16, 2018
Consider Approval of Updated Policy No. 2930, Inspection and Production of Public Records

Recommendation

Review and approve proposed changes to Policy No. 2930, Inspection and Production of Public Records.

Background

Policy No. 2930 states the District will respond to requests for inspection or production of the District's public records in accordance with the California Public Records Act. The proposed revisions include but are not limited to:

- Deletion of repetitive language
- Updating outdated language
- Extending review frequency from three to five years

This Policy was last reviewed and approved by the Board in September of 2013. The Policy was scheduled to be reviewed in September 2016; however, staff put the review on hold as part of a larger document management project that has since been put on hold for other reasons.

Staff proposes the review frequency be extended from three to five years with the exception that an update to the California Public Records Act would trigger a review of the Policy.

Staff recommends the Board adopt the changes shown in strike and bold on the attached and set the date for the next review for July of 2021.

Attachment: Redline of Policy No. 2930
Clean version of Policy No. 2930

Union Sanitary District
Policy and Procedure Manual

Effective 9/23/13 July XX, 2018	Inspection and Duplication Production of Public Records and Duplication Charge Policy	Policy Number 2930 Page 1 of 4
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Policy

Union Sanitary District (the "District") will ~~accommodate-respond to~~ requests for inspection ~~or production~~ of the District's public records ~~in accordance with the California Public Records Act, Government Code section 6250 et seq. (the "Act") (insert) and per the procedures listed below this Policy.~~ , and The District will charge for ~~the direct cost of photo copies or duplication of those records, including staff resources and document retrieval costs, as provided herein.~~ Requests for data from GIS are subject to Policy 2931.

Purpose

The purpose of this Policy is to adopt District procedures for the inspection and production of public records ~~in accordance with Sections 6250 through 6276.48 of the California Government Code, the following procedures govern the inspection and production of public records of Union Sanitary District the Act.~~ These procedures are formulated to ~~comply with the Act and minimize impacts on the orderly conduct of the District's business while providing~~ provide District procedures to allow the public access to information in the District's possession ~~as required by law.~~ In the event of a conflict between this Policy and the Act, the Act will prevail. Additionally, a fee schedule is provided to ensure reimbursement to the District for ~~costs associated with accommodating requests for photocopies or duplication of said public records~~ the direct costs of duplication.

Procedures – Receiving Requests

- Whenever possible, a request to inspect ~~or produce~~ public records of the District ~~will-should~~ be made in writing. The ~~attached Public Records Request form may be used or the requestor may submit a request in another form, such as electronic mail.~~
- If a requestor ~~refuses-declines to complete the form~~ submit the request in writing, staff will ~~complete the form~~ document the request in writing on their behalf based on staff's understanding of the requestor's intent.
- All requests ~~must-should~~ be reasonably specific and concise, to ~~minimize staff time required to do research or compile any particular record~~ expedite production of the record. Requests must also allow sufficient time, if necessary, for staff to retrieve archival materials from storage and/or off-site locations.

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~~The public records request form should be initiated by the employee receiving the request and forwarded to the Assistant to the GM for logging and tracking. The Assistant to the GM will then forward the request to the appropriate individual or team for review and follow up and inform the General Manager or a member of the Executive Team that the request has been received~~

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• Whenever reasonable, walk-in requests should be fulfilled while the requesting party is on the premises of the District.

• In accordance with Section 6253(c) of the California Public Records Act, ~~the requestor shall, within 10 calendar days of making the request, be informed if the District has determined the records are disclosable under the Act. It shall be the policy of the District that most public records requests shall be fulfilled during the initial 10 day period. In unusual circumstances, the time limit prescribed in the Section may be extended by written notice by the head of the agency or his or her designee to the person making the request, setting forth the reasons for the extension and the date on which a determination of disclosability is expected. No notice shall specify a date that would result in an extension for more than 14 calendar days.~~ District staff will produce most requested records respond to a request for records within 10 calendar days from receipt of the request. The initial response, that must be received by the requestor within 10 calendar days, must acknowledge receipt of the request and include information as to when the information will be made available. The 10-day period may be extended by written notice for a period of no more than 14 additional calendar days in accordance with the requirements of Section 6253(c). ~~—If an extension is determined to be necessary, a written notice shall be sent by the Executive Assistant to the GM/Board Clerk staff must~~ should notify the requestor prior to the end of the original 10-day period.

• Requests for GIS data are to be addressed in Policy #2931.

Procedures – Inspection of Records

~~Inspection may be made during regular business hours of the District, more particularly noted to be Monday through Friday, 8:00 a.m. to 5:00 p.m., excluding regular holidays observed by the District.~~

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~~At all times during inspection, District records will remain on the premises.~~

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~~In order to protect the safety of the records against theft, mutilation, modification, or accidental damage, a District employee will be present during inspection whenever deemed necessary.~~

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Exemption to Inspection/Production

- ~~Documents~~—The Act provides that certain documents are exempt from inspection or production ~~are those enumerated in Government Code Section 6254, and will are not required to be disclosed~~ not be provided to the requestor. These include, but are not limited to:

- Preliminary drafts, notes or memoranda ~~which—that~~ are not retained by the District in the ordinary course of business;
- Records pertaining to pending ~~or threatened~~ litigation of which the District is a party, or to claims against the District, until such litigation or claim has been finally adjudicated or otherwise settled;
- Personnel, medical, or similar files on individual employees;
- Workers compensation files on individual employees;
- Test questions, scoring keys, and other examination data used to administer a licensing examination, examination for employment or academic examination;
- Matters contained in or related to applications filed with any state agency responsible for regulation or supervision of the issuance of securities or of financial institutions;
- ~~Information labeled as confidential from legal counsel or parties outside of the District;~~
- Geological and geophysical data, results of tests and experimental processes, plant production data, and similar information relating to utility systems development which are obtained in confidence ~~from any person or company under contract with the District;~~
- Correspondence of and to the Governor or employees of the Governor’s office;
- ~~Matters in the custody of, or maintained by, Attorney-client and other privileged communications and documents any legal counsel of the District;~~
- Certain proprietary Any data, records, or information ~~which is believed by the District to be the proprietary property~~ of any party outside of the District; and
- Any other documents which may be specifically identified in the ~~Government Code~~ Act as being exempt.

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- Any determination that a record is exempt shall be made in writing pursuant to Section 6255 of the Act and shall be sent to the requestor by the Executive Assistant to the GM/Board Clerk.

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Procedures – Inspection of Records

- Inspection may be made during regular business hours of the District, more particularly noted to be Monday through Friday, 8:00 a.m. to 5:00 p.m., excluding regular holidays observed by the District.

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- At all times during inspection, District records will remain on the premises.

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- To protect the safety of records against theft, mutilation, modification, or accidental damage, a District employee will be present during inspection whenever deemed necessary.

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- District staff shall note or record all records that have been inspected.

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Procedures – Rates and Charges for Duplication

- If photocopying duplication of records by District Staff is requested, fees for processing and copying shall be charged, on a per request basis, as follows:

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For 8.5"x11"/8.5"x14" Originals

1 - 10 pages	No Charge
11+ pages	\$3.00 Administrative Fee Plus \$0.25/page for black and white or \$0.75/page for color.

For 11"x17" and Larger Originals

1 - 2 pages	No Charge
3+ pages	\$3.00 Administrative Fee Plus \$2.00/page for black and white or \$3.00/page for color.

- If requestor furnishes the operator, but uses a District copier, fees shall be charged as follows:

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~~For 8.5"x11"/8.5"x14" Originals~~

1 - 20 pages	No Charge
21+ pages	\$ 0.25/page for black and white and \$0.75/page for color.

- Requestor may, at their own expense, furnish a copier or scanner and operator on site at the District to ~~copy duplicate~~ records.

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- ~~Records retained in an electronic format shall~~ may be made available in electronic format if the Requestor prefers to receive the records electronically, they will be provided in a non-editable, electronic format ~~editable format~~, such as PDF. ~~Documents~~ Records stored in electronic format can ~~may~~ be provided on a storage device such as a flash drive or CD, ~~or may be transmitted electronically by e-mail.~~ The requestor is responsible for providing the electronic storage device(s). Electronic records may also be transmitted via email or other electronic file transfer system, such as Dropbox.

- Mailing/Shipping Costs:
Any mailing or shipping costs incurred by the District will be ~~passed through to~~ paid by the requestor prior to processing.

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- The cost of duplicating Collection System Inspection Video Tapes (VHS/JPG Format) or digital records will be \$30.00 per ~~tape or disk~~ DVD or flash drive, plus mailing costs, if applicable. Duplication costs for any other data stored on disk will be \$30.00 per ~~disk~~ DVD or flash drive.

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Procedure – Receipts and Documents

As funds are collected for photocopies, video duplication, and/or mailing of said ~~photocopies or tapes materials~~, the employee receiving the funds will ~~provide a document a description of the records provided in writing. The written description will function as the receipt for the transaction and will with-include the~~ requestor’s name ~~(if given)~~, contact information ~~(if provided); the number of copies/tapes or videos produced, and the money funds collected. Payment will be due-required prior to records-being-duplicated~~ duplication of records. Acceptable forms of payment for duplication charges are as follows: cash (must be exact change), check, or credit card.

~~The original of the public records request form is to be given to the requestor; a copy of the form~~ The written description of records provided is to be forwarded to the accounting department along with the monies collected; ~~a copy will remain in the~~ Accounts Receivable files cash receipts folder, ~~and~~ a copy will be sent to the Executive Assistant to the General Manager/Board Clerk, and a copy is to be given to the requestor as ~~their~~ his or her receipt.

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Employee Responsibility

It is the employee’s responsibility to receive public records requests and initiate the response ~~using the~~ Public Records Request form. The employee receiving the request is responsible for forwarding it to the Executive Assistant to the General Manager/Board Clerk, who will log in the request for tracking and forward ~~it~~ to the responsible individual or team, and inform the General Manager or a member of the Executive Team as appropriate.

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Management Responsibility

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~~It is the responsibility of a member of the Executive Team to review, approve or deny, public records requests, and to comply with this policy and the California Public Records Act.~~

It is the responsibility of District Counsel to determine if a record is exempt from disclosure ~~the Executive Team to approve or deny requests for access to unusual or controversial information in accordance with the California Public Records Act, by express provision of law per California Government Code Section 6254, pursuant to the California Public Records Act upon request of District staff.~~

Related Form

Public Records Request form

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~~Revised 09/23/13~~

Supersedes Policy 2930 dated 9/26/95, Revised 3/5/07, 9/14/09, 9/23/13

Related Policy: 2931 – GIS Data Access

Approved by: Board of Directors ~~09/23/13~~ July XX, 2018

Author/Owner: General Manager

Reviewers: Executive Team, Legal Counsel

Notify Person: General Manager

Review Frequency: ~~3-5~~ years

Next Review: ~~September 2016~~ July 2023

Union Sanitary District
Policy and Procedure Manual

Effective July XX, 2018	Inspection and Production of Public Records	Policy Number 2930 Page 1 of 4
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Policy

Union Sanitary District (the “District”) will respond to requests for inspection or production of the District’s public records in accordance with the California Public Records Act, Government Code section 6250 et seq. (the “Act”) and this Policy. The District will charge for the direct cost of duplication of those records. Requests for data from GIS are subject to Policy 2931.

Purpose

The purpose of this Policy is to adopt District procedures for the inspection and production of public records in accordance with the Act. These procedures are formulated to comply with the Act and provide District procedures to allow the public access to information in the District’s possession as required by law. In the event of a conflict between this Policy and the Act, the Act will prevail. Additionally, a fee schedule is provided to ensure reimbursement to the District for the direct costs of duplication.

Procedures – Receiving Requests

- Whenever possible, a request to inspect or produce public records of the District should be made in writing. The requestor may submit a request in another form, such as electronic mail.
- If a requestor declines to submit the request in writing, staff will document the request in writing on their behalf based on staff’s understanding of the requestor’s intent.
- All requests should be reasonably specific and concise, to expedite production of the record.
- Whenever reasonable, walk-in requests should be fulfilled while the requesting party is on the premises of the District.
- In accordance with Section 6253(c) of the Act, District staff will respond to a request for records within 10 calendar days from receipt of the request. The initial response, that must be received by the requestor within 10 calendar days, must acknowledge receipt of the request and include information as to when the information will be made available. The 10-day period may be extended by written notice for a period of no more than 14 additional calendar days in accordance with the requirements of Section 6253(c). If an extension is

determined to be necessary, a written notice shall be sent by the Executive Assistant to the GM/Board Clerk prior to the end of the original 10-day period.

- Requests for GIS data are to be addressed in Policy #2931.

Exemption to Inspection/Production

- The Act provides that certain documents are exempt from inspection or production and are not required to be disclosed. These include, but are not limited to:
 - Preliminary drafts, notes or memoranda that are not retained by the District in the ordinary course of business;
 - Records pertaining to pending litigation of which the District is a party, or to claims against the District, until such litigation or claim has been finally adjudicated or otherwise settled;
 - Personnel, medical, or similar files on individual employees;
 - Workers compensation files on individual employees;
 - Test questions, scoring keys, and other examination data used to administer a licensing examination, examination for employment, or academic examination;
 - Matters contained in or related to applications filed with any state agency responsible for regulation or supervision of the issuance of securities or of financial institutions;
 - Geological and geophysical data, results of tests and experimental processes, plant production data, and similar information relating to utility systems development which are obtained in confidence from any person;
 - Correspondence of and to the Governor or employees of the Governor's office;
 - Attorney-client and other privileged communications and documents;
 - Certain proprietary data, records, or information of any party outside of the District; and
 - Any other documents which may be specifically identified in the Act as being exempt.
- Any determination that a record is exempt shall be made in writing pursuant to Section 6255 of the Act and shall be sent to the requestor by the Executive Assistant to the GM/Board Clerk.

Procedures – Inspection of Records

- Inspection may be made during regular business hours of the District, more particularly noted to be Monday through Friday, 8:00 a.m. to 5:00 p.m., excluding regular holidays observed by the District.
- At all times during inspection, District records will remain on the premises.
- To protect the safety of records against theft, mutilation, modification, or accidental damage, a District employee will be present during inspection whenever deemed necessary.
- District staff shall note or record all records that have been inspected.

Procedures – Rates and Charges for Duplication

- If duplication of records by District Staff is requested, fees for processing and copying shall be charged, on a per request basis, as follows:

For 8.5"x11"/8.5"x14" Originals

1 - 10 pages	No Charge
11+ pages	\$0.25/page for black and white or \$0.75/page for color.

For 11"x17" and Larger Originals

1 - 2 pages	No Charge
3+ pages	\$2.00/page for black and white or \$3.00/page for color.

- Requestor may, at their own expense, furnish a copier or scanner and operator on site at the District to duplicate records.
- Records retained in an electronic format may be made available in electronic format in a non-editable format, such as PDF. Records stored in electronic format may be provided on a storage device such as a flash drive or CD; the requestor is responsible for providing the electronic storage device(s). Electronic records may also be transmitted via email or other electronic file transfer system, such as Dropbox.
- Mailing/Shipping Costs:
Any mailing or shipping costs incurred by the District will be paid by the requestor prior to processing.
- The cost of duplicating Collection System Inspection Video (JPG Format) or digital records will be \$30.00 per DVD or flash drive, plus mailing costs, if applicable. Duplication costs for any other data stored on disk will be \$30.00 per DVD or flash drive.

Procedure – Receipts and Documents

As funds are collected for photocopies, video duplication, and/or mailing of said materials, the employee receiving the funds will document a description of the records provided in writing. The written description will function as the receipt for the transaction and will include the requestor's name (if given), contact information (if provided), number of copies or videos produced, and funds collected. Payment will be required prior to duplication of records. Acceptable forms of payment for duplication charges are as follows: cash (must be exact change), check, or credit card.

The written description of records provided is to be forwarded to the accounting department along with the monies collected, a copy will remain in the cash receipts folder, a copy will be sent to the Executive Assistant to the General Manager/Board Clerk, and a copy is to be given to the requestor as his or her receipt.

Employee Responsibility

It is the employee's responsibility to receive public records requests and initiate the response. The employee receiving the request is responsible for forwarding it to the Executive Assistant to the General Manager/Board Clerk, who will log in the request for tracking and forward to the responsible individual or team and inform the General Manager or a member of the Executive Team as appropriate.

Management Responsibility

It is the responsibility of District Counsel to determine if a record is exempt from disclosure pursuant to the Act upon request of District staff.

Supersedes Policy 2930 dated 9/26/95, Revised 3/5/07, 9/14/09, 9/23/13

Related Policy:	2931 – GIS Data Access
Approved by:	Board of Directors July XX, 2018
Author/Owner:	General Manager
Reviewers:	Executive Team, Legal Counsel
Notify Person:	General Manager
Review Frequency:	5 years
Next Review:	July 2023



Directors

Manny Fernandez
Tom Handley
Pat Kite
Anjali Lathi
Jennifer Toy

Officers

Paul R. Eldredge
*General Manager/
District Engineer*

Karen W. Murphy
Attorney

DATE: July 3, 2018

MEMO TO: Board of Directors - Union Sanitary District

FROM: Paul R. Eldredge, General Manager/District Engineer
Karen W. Murphy, District Council
Regina McEvoy, Executive Assistant to the General Manager/Board Clerk

SUBJECT: Agenda Item No. 11 – Special Meeting of July 16, 2018
Consider Approval of Updated Policy No. 3020, Board Agenda Packet

Recommendation

Review and approve proposed changes to Policy No. 3020, Board Agenda Packet.

Background

Policy No. 3020 states the District will make agenda material for the Board of Directors meetings available to the public in accordance with the Ralph M. Brown Act. The proposed revisions include but are not limited to:

- Deletion of repetitive language
- Updating outdated language

This policy was last reviewed and approved by the Board in February of 2013.

Staff recommends the Board adopt the changes shown in strike and bold on the attached and set the date for the next review for July of 2023.

Attachment: Redline of Policy No. 3020
Clean version of Policy No. 3020

Union Sanitary District
Policy and Procedure Manual

Effective: 2/25/2013 <u>7/16/2018</u>	Board Agenda Packet	Policy Number 3020- 4 Page 1 of 2
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Policy

It is the ~~P~~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~~Ralph M. Brown Act, Government Code Sections ~~6250-54950~~ et seq. Materials are available electronically through the USD website or 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 agenda 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~~ The agenda, together with all staff reports, attachments, and any backup materials provided the Board on ~~topics to be discussed~~agenda items.

Agenda ~~Refers to the~~ A listing of topics or items to be discussed or transacted at the Board meeting, ~~without backup.~~

Board of Directors Meeting ~~Regular M~~meetings of the Board of Directors are generally ~~scheduled for~~ held on 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

Board meeting agendas are posted in accordance with the requirements of the Brown Act. Agendas and agenda packets are also available on the District's website (www.unionsanitary.com) no less than 72 hours in advance of the Board meeting.

All requests for copies of agendas and agenda packets ~~are to~~shall be made to the Executive Assistant to the General Manager/Board ~~Secretary-Clerk~~ at the administrative offices of the District.

Electronic PDF copies of agendas and agenda packets will be sent via email without charge upon request.

Hard copies of agendas and agenda packets may be requested pursuant to duplication and mailing rates included in Policy 2930, Inspection and Production of Public Records.

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.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 in accordance with USD Policy 2930 Inspection of Public Records and Duplication Charge Policy. 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 mail.~~
- ~~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. A fee will be charged based on USD Policy 2930. 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.~~

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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~~, and 2/2013.

Approved by: Board of Directors ~~February 25, 2013~~ July 16, 2018

Reviewers: Board of Directors, General Manager, District ~~Attorney~~ Counsel

Notify Person: General Manager

Review Frequency: Every 5 years

Next Review: ~~February 25, 2018~~ July 16, 2023

Union Sanitary District
Policy and Procedure Manual

Effective: 7/16/2018	Board Agenda Packet	Policy Number 3020 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 Ralph M. Brown Act, Government Code Sections 54950 et seq. Materials are available electronically through the USD website or can be requested by telephone, in writing, in person at the District Administrative offices, 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 agenda 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* The agenda, together with all staff reports, attachments, and any backup materials provided the Board on agenda items.
- Agenda* A listing of topics or items to be discussed or transacted at the Board meeting.
- Board of Directors Meeting* Regular meetings of the Board of Directors are generally held on 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

Board meeting agendas are posted in accordance with the requirements of the Brown Act. Agendas and agenda packets are also available on the District’s website (www.unionsanitary.com) no less than 72 hours in advance of the Board meeting.

All requests for copies of agendas and agenda packets shall be made to the Executive Assistant to the General Manager/Board Clerk at the administrative offices of the District.

Electronic PDF copies of agendas and agenda packets will be sent via email without charge upon request.

Hard copies of agendas and agenda packets may be requested pursuant to duplication and mailing rates included in Policy 2930, Inspection and Production of Public Records.

Management Responsibility

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

Supersedes Policy Dated: 07/1992, Revised 01/2001, 02/2008, and 2/2013.

Approved by: Board of Directors July 16, 2018

Reviewers: Board of Directors, General Manager, District Counsel

Notify Person: General Manager

Review Frequency: Every 5 years

Next Review: July 16, 2023



Directors
Manny Fernandez
Tom Handley
Pat Kite
Anjali Lathi
Jennifer Toy

Officers
Paul R. Eldredge
*General Manager/
District Engineer*

Karen W. Murphy
Attorney

DATE: July 9, 2018

MEMO TO: Board of Directors - Union Sanitary District

FROM: Paul R. Eldredge, General Manager/District Engineer
Sami E. Ghossain, Manager of Technical Services
Raymond Chau, CIP Coach
Andrew Baile, Assistant Engineer

SUBJECT: Agenda Item No. 12 – Meeting of July 16, 2018
Award the Construction Contract for the Cast Iron/Piping Lining Project – Phase VII to Nor-Cal Pipeline Services

Recommendation

Staff recommends the Board award the construction contract for the Cast Iron/Piping Lining Project – Phase VII (Project) to Nor-Cal Pipeline Services (Nor-Cal) in the amount of \$290,989. Funds for the Project have been budgeted in the Renewal and Replacement Fund.

Background

The District's routine television inspection of the collection system identifies pipelines with maintenance problems and structural defects. Many sewers have been identified as having structural defects and are in need of rehabilitation. These sewers are scattered throughout the District and are in varying conditions. Upon an evaluation of remedial alternatives, it was determined that rehabilitation of some of these sewers by the cured-in-place (CIPP) trenchless method was the most feasible option.

This project is the seventh phase of this effort. The first five phases of the Project focused on the rehabilitation of cast iron pipe sections throughout the District. The pipe sections were corroded over time due to the presence of hydrogen sulfide gas inside the sewers. Last year's sixth phase focused on the rehabilitation of full-length vitrified clay pipe (VCP) structures.

The previous phases are summarized as follows:

Project	Number of Repairs	Cost
Phase I	23	\$237,500
Phase II	27	\$252,050
Phase III	22	\$145,500
Phase IV	23	\$436,448
Phase V	24	\$385,424
Phase VI	10	\$242,109

For Phase VII, thirteen VCP sewer mains are in need of rehabilitation, mainly due to root intrusions throughout most of their lengths or moderate cracking along the pipeline structure. Please see Figure 1 for the site locations. These moderate to severe root intrusions, generally due to pipe offset joints and cracks along the mains, have the potential to cause blockages in the lines and cause sanitary sewer overflows.

Upon an evaluation of the remedial alternatives, it was determined that the removal of the roots by District forces and rehabilitation of the VCP sewer mains by a contractor using the CIPP method, was the most feasible option. This project will install CIPP full-length liners over the “cleaned” sewer mains to prevent blockages from occurring and eliminate capacity and maintenance problems.

Bid Results

The Project was advertised for bids on May 29, 2018. Three bids were received and opened on July 3, 2018 with the results shown as follows:

Contractor	Total Contract Price
Nor-Cal Pipeline Services West Sacramento, CA	\$290,989
Southwest Pipeline & Trenchless Corp. Torrance, CA	\$334,200
Devaney Engineering, Inc. San Francisco, CA	\$484,800

The Engineer's Estimate for the Project is \$450,000. Nor-Cal's apparent low bid is 35% lower than the Engineer's Estimate. The Engineer's Estimate was based on the unit cost of the small-diameter sectional and full-length CIPP installation from recent District projects. Table 1 includes the bid tabulation and shows detailed results for the three bidders.

Nor-Cal has confirmed that they will construct the project as bid. Nor-Cal is a General Engineering Class A licensed contractor who has successfully constructed numerous pipe rehabilitation projects. Recent projects included City of San Jose Sanitary Sewer Repairs 2016/17 Package III, Ross Valley Sanitary FY 2014/2015, Tuolumne Utilities District's 2015 CIPP Sewer Rehabilitation Project, and City of Santa Cruz Pipe Lining Project. Nor-Cal also completed Phase IV of the Cast Iron/Piping Lining Project for the District and staff has been satisfied with Nor-Cal's work performance.

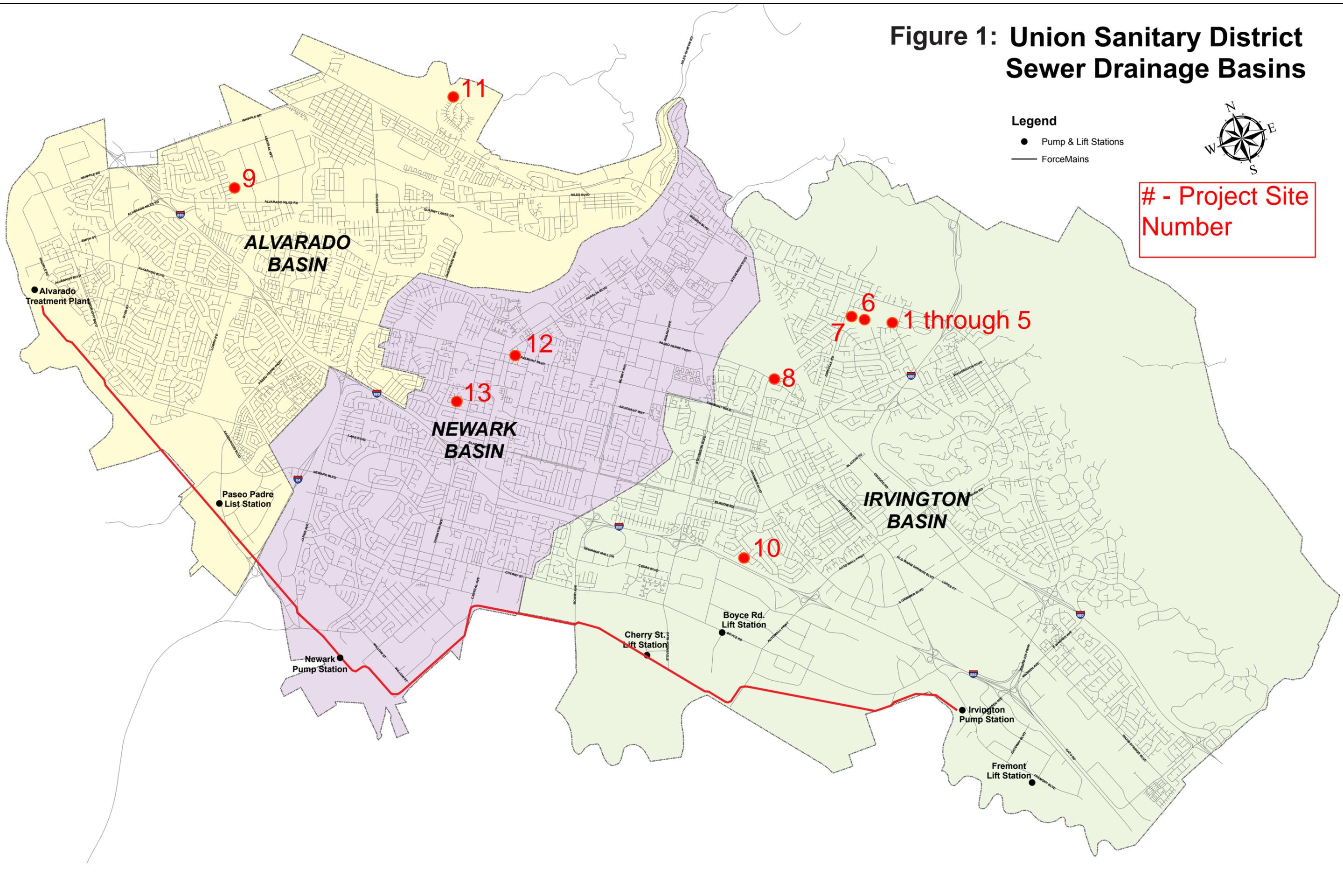
Nor-Cal has 100 calendar days to complete the Project from Notice to Proceed. Project construction is scheduled to start in August and completion is expected by November 2018. Staff will provide construction management and inspection services.

Staff recommends the Board award the construction contract for the Cast Iron/Piping Lining Project – Phase VII to Nor-Cal Pipeline Services in the amount of \$290,989.

PRE/SEG/RC/AB:dl

Attachments: Figure 1 – Sites Map
Table 1 – Bid Tabulation
Contractor's Agreement

Figure 1: Union Sanitary District Sewer Drainage Basins



Legend
 ● Pump & Lift Stations
 — ForceMains



- Project Site Number

Table 1 - Bid Tabulation

Cast Iron Lining Project Phase VII
 Bid Opening: 11:00 am, July 3, 2018
 Engineer's Estimate: \$450,000

Bid Item No.	Bid Item	Unit	Estimated Quantity	Nor-Cal Pipeline Services (West Sacramento, CA)	Southwest Pipeline & Trenchless Corp. (Torrance, CA)	Devaney Engineering, Inc. (San Francisco, CA)
1	Site No. 1 - Palm Avenue (Fremont)	LS	1	\$ 12,371.00	\$ 17,350.00	\$ 21,600.00
2	Site No. 2 - Palm Avenue (Fremont)	LS	1	\$ 11,001.00	\$ 17,350.00	\$ 21,600.00
3	Site No. 3 - Palm Avenue (Fremont)	LS	1	\$ 11,087.00	\$ 18,850.00	\$ 22,600.00
4	Site No. 4 - Palm Avenue (Fremont)	LS	1	\$ 14,887.00	\$ 22,600.00	\$ 22,600.00
5	Site No. 5 - Palm Avenue (Fremont)	LS	1	\$ 18,367.00	\$ 23,350.00	\$ 22,600.00
6	Site No. 6 - Driscoll Rd (Fremont)	LS	1	\$ 12,692.00	\$ 18,600.00	\$ 76,600.00
7	Site No. 7 - Driscoll Rd (Fremont)	LS	1	\$ 23,536.00	\$ 29,600.00	\$ 34,600.00
8	Site No. 8 - Wolcott Place (Fremont)	LS	1	\$ 53,912.00	\$ 42,250.00	\$ 39,600.00
9	Site No. 9 - Belami Loop (Union City)	LS	1	\$ 22,507.00	\$ 41,100.00	\$ 39,600.00
10	Site No. 10 - Shana St (Fremont)	LS	1	\$ 38,091.00	\$ 31,850.00	\$ 39,600.00
11	Site No. 11 - Appian Way (Union City)	LS	1	\$ 33,536.00	\$ 33,100.00	\$ 44,600.00
12	Site No. 12 - Fremont Blvd (Fremont)	LS	1	\$ 12,511.00	\$ 8,100.00	\$ 39,600.00
13	Site No. 13 - Balboa Way (Fremont)	LS	1	\$ 18,861.00	\$ 20,100.00	\$ 34,600.00
14	Mobilization and Demobilization	LS	1	\$ 7,630.00	\$ 10,000.00	\$ 25,000.00
Total Base Bid				\$ 290,989.00	\$ 334,200.00	\$ 484,800.00
Percent Under/Over Engineer's Estimate				-35.3%	-25.7%	7.7%

AGREEMENT FOR THE CONSTRUCTION OF

Cast Iron/Piping Lining Project – Phase VII

Project No. 800-507

THIS AGREEMENT, made and concluded, in duplicate, this ____ day of July 2018, between the UNION SANITARY DISTRICT (“District”), Union City, California, and NOR-CAL PIPELINE SERVICES (“Contractor”), License No. 935878.

WITNESSETH:

1. That for and in consideration of the payments and agreements hereinafter mentioned, to be made and performed by the District, and under the conditions expressed in the two bonds, bearing even date with these presents, and hereunto annexed, the Contractor agrees with the District, at his/her own proper cost and expense, to do all the work and furnish all the materials necessary to construct and complete in good workmanlike and substantial manner the project entitled: **Cast Iron/Piping Lining Project – Phase VII (Project No. 800-507)** in strict conformity with the plans and specifications prepared therefor, which said plans and specifications are hereby specially referred to and by said reference made a part hereof.

2. Now, therefore, in consideration of the mutual covenants and agreements of the parties herein contained and to be performed, the Contractor hereby agrees to complete the work in accordance with the terms and conditions stipulated in the Contract Documents for the sum of Two Hundred Ninety Thousand Nine Hundred Eighty Nine dollars and zero cents (\$290,989.00) (the “Contract Price”) computed in accordance with Contractor’s accepted proposal dated July 2, 2018, which accepted proposal is incorporated herein by reference thereto as if herein fully set forth. This sum includes the following bid alternates that have been accepted by the District and are hereby incorporated in the Agreement: None. Compensation shall be based upon the lump sum bid items plus the unit prices stated in the Bid Schedule times the actual quantities or units of work and materials performed or furnished. The further terms, conditions, and covenants of this Agreement are set forth in the Contract Documents, each of which is by this reference made a part hereof. Payments are to be made to the Contractor in accordance with the provisions of the Contract Documents and the Technical Specifications in legally executed and regularly issued warrants of the District, drawn on the appropriate fund or funds as required by law and order of the District thereof.

3. The District hereby promises and agrees with the said Contractor to employ, and does hereby employ, the said Contractor to provide the materials and to do the work according to the terms and conditions herein contained and referred to, for the Contract Price, and hereby contracts to pay the same at the time, in the manner and upon the conditions set forth in the Contract Documents; and the said parties for themselves, their heirs, executors, administrators, successors and assigns, do hereby agree to the full performance of the covenants herein contained.

4. The Contractor and any subcontractor performing or contracting any work shall comply with all applicable provisions of the California Labor Code for all workers, laborers and

Union Sanitary District
Cast Iron/Piping Lining Project – Phase VII
Project No. 800-507

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mechanics of all crafts, classifications or types, including, but necessarily limited to the following:

(a) The Contractor shall comply with all applicable provisions of Section 1810 to 1815, inclusive, of the California Labor Code relating to working hours. The Contractor shall, as a penalty to the District, forfeit the sum of twenty-five dollars (\$25) for each worker employed in the execution of the Contract by the Contractor or by any subcontractor for each calendar day during which such worker is required or permitted to work more than eight (8) hours in any one calendar day and forty (40) hours in any one calendar week, unless such worker receives compensation for all hours worked in excess of eight (8) hours at not less than 1-1/2 times the basic rate of pay.

(b) Pursuant to the provision of California Labor Code, Sections 1770 et. seq., the Contractor and any subcontractor under him shall pay not less than the prevailing rate of per diem wages as determined by the Director of the California Department of Industrial Relations. Pursuant to the provisions of California Labor Code Section 1773.2, the Contractor is hereby advised that copies of the prevailing rate of per diem wages and a general prevailing rate for holidays, Saturdays and Sundays and overtime work in the locality in which the work is to be performed for each craft, classification, or type of worker required to execute the Contract, are on file in the office of the District, which copies shall be made available to any interested party on request. The Contractor shall post a copy of said prevailing rate of per diem wages at each job site.

(c) As required by Section 1773.1 of the California Labor Code, the Contractor shall pay travel and subsistence payments to each worker needed to execute the work, as such travel and subsistence payments are defined in the applicable collective bargaining agreements filed in accordance with this Section.

(d) To establish such travel and subsistence payments, the representative of any craft, classification, or type of workman needed to execute the contracts shall file with the Department of Industrial Relations fully executed copies of collective bargaining agreements for the particular craft, classification or type of work involved. Such agreements shall be filed within 10 days after their execution and thereafter shall establish such travel and subsistence payments whenever filed 30 days prior to the call for bids.

(e) The Contractor shall comply with the provisions of Section 1775 of the California Labor Code and shall, as a penalty to the District, forfeit not more than two hundred dollars (\$200) for each calendar day, or portion thereof, for each worker paid less than the prevailing rate of per diem wages for each craft, classification, or type of worker needed to execute the contract. The Contractor shall pay each worker an amount equal to the difference between the prevailing wage rates and the amount paid worker for each calendar day or portion thereof for which a worker was paid less than the prevailing wage rate.

(f) As required under the provisions of Section 1776 of the California Labor Code, Contractor and each subcontractor shall keep an accurate payroll record, showing the name, address, social security number, work classification, and straight

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Cast Iron/Piping Lining Project – Phase VII
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time and overtime hours worked each day and week, and the actual per diem wages paid to each journeyman, apprentice, worker, or other employee employed by him or her in connection with the public work. Said payroll shall be certified and shall be available for inspection at all reasonable hours at the principal office of the Contractor on the following basis:

(1) A certified copy of an employee's payroll record shall be made available for inspection or furnished to the employee or his or her authorized representative on request.

(2) A certified copy of all payroll records enumerated in Paragraph 4(f), herein, shall be made available for inspection or furnished upon request to the District, the Division of Labor Standards Enforcement, and the Division of Apprenticeship Standards of the Department of Industrial Relations.

(3) A certified copy of all payroll records enumerated in Paragraph 4(f), herein, shall be made available upon request by the public for inspection or for copies thereof; provided, however, that a request by the public shall be made through the District, the Division of Apprenticeship Standards, or the Division of Labor Standards Enforcement. If the requested payroll records have not been provided pursuant to subparagraph 4(e) herein, the requesting party shall, prior to being provided the records, reimburse the costs of preparation by the Contractor, subcontractors, and the entity through which the request was made. The public shall not be given access to the records at the principal offices of the Contractor.

The certified payroll records shall be on forms provided by the Division of Labor Standards Enforcement or shall contain the same information as the forms provided by the division.

Certified payroll records shall be submitted electronically as required under California Labor Code Section 1776 to the Labor Commissioner pursuant to California Code of Regulations Chapter 8, Section 16404.

Each Contractor shall file a certified copy of the records, enumerated in Paragraph 4(f) with the entity that requested the records within 10 days after receipt of a written request. Any copy of records made available for inspection as copies and furnished upon request to the public or any public agency by the District, the Division of Apprenticeship Standards, or the Division of Labor Standards Enforcement shall be marked or obliterated in such a manner as to prevent disclosure of an individual's name, address, and social security number. The name and address of the Contractor awarded the contract or performing the contract shall not be marked or obliterated. The Contractor shall inform the District of the location of the records enumerated under Paragraph 4(f) including the street address, city and county, and shall, within 5 working days, provide a notice of change of location and address. The Contractor shall have 10 days in which to comply subsequent to receipt of written notice specifying in what respects the Contractor must comply with this

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Paragraph 4(f). In the event that the Contractor fails to comply within the 10-day period, he or she shall, as a penalty to the state or the District, forfeit one hundred dollars (\$100) for each calendar day, or portion thereof, for each worker, until strict compliance is effectuated. Upon the request of the Division of Apprenticeship Standards or the Division of Labor Standards Enforcement, these penalties shall be withheld from progress payments then due. Responsibility for compliance with Paragraph 4(f) lies with the Contractor.

(g) The Contractor and any subcontractors shall, when they employ any person in any apprenticeable craft or trade, apply to the joint apprenticeship committee administering the apprenticeship standards of the craft or trade in the area of the construction site for a certificate approving the Contractor or subcontractor under the apprenticeship standards for the employment and training of apprentices in the area or industry affected; and shall comply with all other requirements of Section 1777.5 of the California Labor Code. The responsibility of compliance with California Labor Code Section 1777.5 during the performance of this contract rests with the Contractor. Pursuant to California Labor Code Section 1777.7, in the event the Contractor willfully fails to comply with the provisions of California Labor Code Section 1777.5, the Contractor shall be denied the right to bid on any public works contract for up to three (3) years from the date noncompliance is determined and be assessed civil penalties.

(h) In accordance with the provisions of Article 5, Chapter 1, Part 7, Division 2 (commencing with Section 1860), and Chapter 4, Part 1, Division 4 (commencing with Section 3700) of the California Labor Code, the Contractor is required to secure the payment of compensation to its employees and for that purpose obtain and keep in effect adequate Workers' Compensation Insurance. If the Contractor, in the sole discretion of the District satisfies the District of the responsibility and capacity under the applicable Workers' Compensation Laws, if any, to act as self-insurer, the Contractor may so act, and in such case, the insurance required by this paragraph need not be provided.

The Contractor is advised of the provisions of Section 3700 of the California Labor Code, which requires every employer to be insured against liability for Workers' Compensation or to undertake self-insurance in accordance with the provisions of that Code and shall comply with such provisions and have Employer's Liability limits of \$1,000,000 per accident before commencing the performance of the work of this Contract.

The Notice to Proceed with the Work under this Contract will not be issued, and the Contractor shall not commence work, until the Contractor submits written evidence that it has obtained full Workers' Compensation Insurance coverage for all persons whom it employs or may employ in carrying out the work under this Contract. This insurance shall be in accordance with the requirements of the most current and applicable state Workers' Compensation Insurance Laws. In accordance with the provisions of Section 1861 of the California Labor Code, the Contractor in signing this agreement certifies to the District as true the following statement: "I am aware of the provisions of Section 3700 of the Labor Code which requires every employer to be insured against liability for Workers' Compensation or to undertake self-insurance in accordance with the

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provisions of that Code, and I will comply with such provisions before commencing the performance of the work of this contract."

A subcontractor is not allowed to commence work on the project until verification of Workers' Compensation Insurance coverage has been obtained and verified by the Contractor and submitted to the Construction Manager for the District's review and records.

(i) In accordance with the provisions of Section 1727 of the California Labor Code, the District, before making payment to the Contractor of money due under a contract for public works, shall withhold and retain therefrom all wages and penalties which have been forfeited pursuant to any stipulation in the contract, and the terms of Chapter 1, Part 7, Division 2 of the California Labor Code (commencing with Section 1720). But no sum shall be withheld, retained or forfeited, except from the final payment, without a full investigation by either the Division of Labor Standards Enforcement or by the District.

5. It is further expressly agreed by and between the parties hereto that should there be any conflict between the terms of this Agreement the instrument and the bid proposal of said Contractor, then this Agreement instrument shall control, and nothing herein contained shall be considered as an acceptance of the said terms of said proposal conflicting herewith.

6. The Contractor agrees to provide and maintain insurance coverage, and to indemnify and save harmless the parties named and in the manner set forth in Section 00800-2.0, **LIABILITY AND INSURANCE**, of the Supplementary General Conditions of the Specifications.

The duty of Contractor to indemnify and save harmless, as set forth herein, shall include a duty to defend as set forth in Section 2778 of the California Civil Code; provided, however, that nothing herein shall be construed to require Contractor to indemnify against any responsibility or liability in contravention of Section 2782 of the California Civil Code.

7. The Contractor shall diligently prosecute the work so that it shall be substantially completed within the time specified in Section 00800-1.1, **Time Allowed for Completion**.

8. Except as otherwise may be provided herein, Contractor hereby expressly guarantees for one (1) full year from the date of the substantial completion of the work under this agreement and acceptance thereof by the District, to repair or replace any part of the work performed hereunder which constitutes a defect resulting from the use of inferior or defective materials, equipment or workmanship. If, within said period, any repairs or replacements in connection with the work are, in the opinion of the District, rendered necessary as the result of the use of inferior or defective materials, equipment or workmanship, Contractor agrees, upon receipt of notice from District, and without expense to District, to promptly repair or replace such material or workmanship and/or correct any and all defects therein. If Contractor, after such notice, fails to proceed promptly to comply with the terms of this guarantee, District may perform the work necessary to effectuate such correction and recover the cost thereof from the Contractor and/or its sureties.

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In special circumstances where a particular item of work or equipment is placed in continuous service before substantial completion of the Work, the correction period for that item may start to run from an earlier date. This date shall be agreed upon in writing by the Contractor and District on or before the item is placed in continuous service.

Any and all other special guarantees which may be applicable to definite parts of the work under this agreement shall be considered as an additional guarantee and shall not reduce or limit the guarantee as provided by Contractor pursuant to this paragraph during the first year of the life of such guarantee.

9. The Contractor shall provide, on the execution of this Agreement, a good and sufficient corporate surety bond in the penal sum of one hundred percent (100%) of the Contract Price, which bond shall be on the form provided by the District in Section 00610, **FORM OF PERFORMANCE BOND**, and be conditioned upon the faithful performance of all work required to be performed by the Contractor under this Agreement. Said bond shall be liable for any and all penalties and obligations which may be incurred by Contractor under this Agreement. The corporate surety bond shall be issued by a corporate surety that possesses a minimum rating from A. M. Best Company of A:VII and that is approved by the District. The corporate surety shall be authorized to conduct business in California. At its discretion, the District may request that a certified copy of the certificate of authority of the insurer issued by the Insurance Commissioner of the State of California be submitted by the surety to the District. At its discretion, the District may also require the insurer to provide copies of its most recent annual statement and quarterly statement filed with the Department of Insurance pursuant to Article 10 (commencing with Section 900) of Chapter 1 of Part 2 of Division 1 of the Insurance Code.

10. In addition to the bond required under Paragraph 9, hereof, Contractor shall furnish a good and sufficient corporate surety bond in the penal sum of one hundred percent (100%) of the Contract Price, which bond shall be on the form provided by the District in Section 00620, **PAYMENT BOND**, and conform strictly with the provisions of Sections 9550 et seq. of the Civil Code, and all amendments thereto. The corporate surety bond shall be issued by a corporate surety that possesses a minimum rating from A. M. Best Company of A:VII and that is approved by the District. The corporate surety shall be authorized to conduct business in California. At its discretion, the District may request that a certified copy of the certificate of authority of the insurer issued by the Insurance Commissioner of the State of California be submitted by the surety to the District. At its discretion, the District may also require the insurer to provide copies of its most recent annual statement and quarterly statement filed with the Department of Insurance pursuant to Article 10 (commencing with Section 900) of Chapter 1 of Part 2 of Division 1 of the Insurance Code.

11. The Contractor may substitute securities for the amounts retained by the District to ensure performance of the work in accordance with the provisions of Section 22300 of the Public Contract Code.

12. The Contractor shall be provided the time period specified in Section 01340-2.0, **MATERIAL AND EQUIPMENT SUBSTITUTIONS**, for submission of data substantiating a request for a substitution of an "or equal" item.

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13. As required by Section 6705 of the California Labor Code and in addition thereto, whenever work under the Contract involves the excavation of any trench or trenches five feet or more in depth, the Contractor shall submit in advance of excavations, a detailed plan showing the design of shoring, bracing, sloping, or other provisions to be made for worker protection from the hazard of caving ground during the excavation of such trench or trenches. If such plan varies from the shoring system standards established by the Construction Safety Orders of the Division of Industrial Safety in Title 8, Subchapter 4, Article 6, California Code of Regulations, the plan shall be prepared by a registered civil or structural engineer employed by the Contractor, and all costs therefore shall be included in the price named in the Contract for completion of the work as set forth in the Contract Documents. Nothing in this Section shall be deemed to allow the use of a shoring, sloping, or other protective system less effective than that required by the Construction Safety Orders. Nothing in this Section shall be construed to impose tort liability on the District, the Design Consultant, Construction Manager or any of their agents, consultants, or employees. The District's review of the Contractor's excavation plan is only for general conformance to the California Construction Safety Orders.

Prior to commencing any excavation, the Contractor shall designate in writing to the Construction Manager the "competent person(s)" with the authority and responsibilities designated in the Construction Safety Orders.

14. In accordance with Section 7104 of the Public Contract Code, whenever any work involves digging trenches or other excavations that extend deeper than four feet below the surface, the provisions of Section 00700-7.2, **Differing Site Conditions**, shall apply.

15. In accordance with Section 7103.5 of the Public Contract Code, the Contractor and subcontractors shall conform to the following requirements. In entering into a public works contract or a subcontract to supply goods, services, or materials pursuant to a public works contract, the Contractor or subcontractor offers and agrees to assign to the District all rights, title, and interest in and to all causes of action it may have under Section 4 of the Clayton Act (15 U.S.C. Section 15) or under the Cartwright Act [Chapter 2 (commencing with Section 16700) of Part 2 of Division 7 of the Business and Professions Code], arising from purchases of goods, materials or services pursuant to this Contract or the subcontract. Such assignment shall be made and become effective at the time the District tenders final payment to the Contractor, without further acknowledgment by the parties.

16. In accordance with Section 4552 of the Government Code, the Contractor shall conform to the following requirements. In submitting a bid to the District, the Contractor offers and agrees that if the bid is accepted, it will assign to the District all rights, title, and interest in and to all causes of action it may have under Section 4 of the Clayton Act (15 U.S.C. Section 15) or under the Cartwright Act [Chapter 2 (commencing with Section 16700) of Part 2 of Division 7 of the Business and Professions Code], arising from purchase of goods, materials, or services by the Contractor for sale to the District pursuant to the bid. Such assignment shall be made and become effective at the time the District tenders final payment to the Contractor.

17. Pursuant to Public Contract Code Section 7100, the acceptance by the Contractor of an undisputed payment made under the terms of the Contract shall operate as, and shall be,

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a release to the District, and their duly authorized agents, from all claim of and/or liability to the Contractor arising by virtue of the contract related to those amounts. Disputed contract claims in stated amounts may be specifically excluded by the Contractor from the operation of the release.

18. In accordance with California Business and Professions Code Section 7030, the Contractor is required by law to be licensed and regulated by the Contractors' State License Board which has jurisdiction to investigate complaints against contractors if a complaint regarding a patent act or omission is filed within four years of the date of the alleged violation. A complaint regarding a latent act or omission pertaining to structural defects must be filed within 10 years of the date of the alleged violation. Any questions concerning the Contractor may be referred to the Registrar, Contractors' State License Board, P.O. Box 26000, Sacramento, California 95826.

19. INDEMNIFICATION. To the fullest extent permitted by law, Contractor shall indemnify and hold harmless the District from any claims, choses in action or lawsuits, whereby any subcontractor, material or equipment supplier, laborer or any person who supplies work or materials to said work of improvement may claim damages, losses and expenses thereto arising out of or resulting from any claim for performance of work, including the legal defense of any stop notice action as well as attorney fees and costs. District may be required to engage separate legal counsel from that of the Contractor should District and Contractor be both named as defendants, cross-defendants or other parties to any such stop notice action in District's sole discretion. Contractor shall be fully liable for any judgment or damages resulting from any claim for stop notice relief or other liability regarding payment for materials, supplies, labor or equipment under this contract. In claims against any person or entity indemnified under this paragraph by an employee of Contractor, a subcontractor, anyone directly or indirectly employed by them for whose acts they may be liable, the indemnification obligation under this paragraph shall not be limited in amount or type of damages, compensation or benefits payable by or for the Contractor or a subcontractor. In all cases, indemnification shall include attorney fees and court costs.

Unless arising solely out of the active negligence, gross negligence or willful misconduct of the District or the Design Consultant, the Contractor shall indemnify, defend and hold harmless: (1) the District and its Board of Directors, officers, employees, agents and representative; (ii) the Design Consultant and its consultants for the Work and their respective agents and employees; and (iii) if one is designated by the District for the work, the Construction Manager and its agents and employees (collectively "the Indemnified Parties"). The Contractor's obligations hereunder include indemnity, defense and hold harmless of the Indemnified Parties from and against any and all damages, losses, claims, demands or liabilities whether for damages, losses or other relief, including, without limitation attorney's fees and costs which arise, in whole or in part, from the Work, the Contract Documents or the acts, omissions or other conduct of the Contractor or any subcontractor or any person or entity engaged by them for the Work. The Contractor's obligations under the foregoing include without limitation: (i) injuries to or death of persons; (ii) damage to property; or (iii) theft or loss of property; (iv) stop notice claims asserted by any person or entity in connection with the Work; and (v) other losses, liabilities, damages or costs resulting from, in whole or part, any acts, omissions or other conduct of Contractor, any of Contractor's Subcontractors, of any tier, or any other person or entity employed directly or indirectly by Contractor in connection with

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the Work and their respective agents, officers or employees. If any action or proceeding, whether judicial, administrative, arbitration or otherwise, shall be commenced on account of any claim, demand or liability subject to Contractor's obligations hereunder, and such action or proceeding names any of the Indemnified Parties as a party thereto, the Contractor, at its sole cost and expense, shall defend the District and the Design Consultant in such action or proceeding with counsel reasonably satisfactory to the Indemnified Parties named in such action or proceeding. In the event that there shall be any judgment, award, ruling, settlement, or other relief arising out of any such action or proceeding to which any of the Indemnified Parties are bound by, Contractor shall pay, satisfy or otherwise discharge any such judgment, award, ruling, settlement or relief. Contractor shall indemnify and hold harmless the Indemnified Parties from any and all liability or responsibility arising out of any such judgment, award, ruling, settlement or relief. The Contractor's obligations hereunder are binding upon Contractor's Performance Bond Surety and these obligations shall survive notwithstanding Contractor's completion of the Work or the termination of the Contract.

IN WITNESS WHEREOF, the parties hereto have executed this agreement this _____ day of July 2018.

NOR-CAL PIPELINE SERVICES

By: _____

David A. Jaeger
President/Owner

Address: 1875 South River Road, West Sacramento, CA 95691

UNION SANITARY DISTRICT

By: _____

Manny Fernandez
Board Secretary

Address: 5072 Benson Road, Union City, California 94587

ATTEST:

Karen W. Murphy
Attorney for Union Sanitary District

Union Sanitary District
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Summary of the EBDA Commission Meeting

Thursday, June 21, 2018, at 9:30 a.m.

Prepared by: P. Eldredge

- Commissioners Johnson, Cutter, Toy, Becker, and Peixoto were present.
- The Consent Calendar was approved unanimously and included the Commission Meeting Minutes, List of Disbursements, and Treasurer's Report.
- The Commission unanimously approved the reports from the Managers Advisory, Financial Management, Regulatory Affairs, Operations & Maintenance, and Personnel committees. The following items were discussed:
 - **General Managers Report** - The General Manager thanked everyone for their support and patience during this transitional period. She acknowledged Juanita for the fantastic job she's doing while undergoing medical treatment and also Maria for ably stepping in. There will be a send-off for Mike Connor at the July Commission meeting. The GM mentioned that we have received the new copier and will have new capabilities going forward. Staff is working on revisions to the Personnel Policy and will bring it back at a future date. The GM attended, along with other Managers, an East Bay Water Recycling Summit at DSRSD including Senior Managers in Water and Wastewater. She appreciated the collaboration and expects that it will happen at least annually going forward.
 - **Manager's Advisory Committee** met with the General Manager on June 20, 2018. The MAC recommended moving forward with the budget, including the new nutrient cost allocation and the special projects as outlined. There was a continuing discussion regarding the JPA agreement, in addition to the RF project list, which the O&M Committee had reviewed. There were no actionable reports.
 - **Financial Management Committee** met with the General Manager on June 19, 2018, and reviewed the 3rd Quarter summary which showed that the agency is on track relative to the budget. EBDA should come in on target for this year. The recommended budget for next year is relatively flat, with minor changes since EBDA is pretty close to target this year, and the Committee recommended adoption. The General Manager reviewed each of the following four Financial Management Committee resolutions.
 - **Regulatory Affairs Committee** - The Committee discussed compliance, which continues to look good. The Committee also discussed strategies for managing enterococcus, working with each agency.

- **Operations and Maintenance (O&M) Committee** met on June 18, 2018 and discussed the status of EBDA facilities. The O&M Manager presented updates on all facilities. At AEPS, staff is evaluating the cause and potential remedies for pump cavitation, or the formation of air bubbles, which can damage impellers and bearings. The HEPS MCC project is moving along. Staff is recommending that Beecher do an electrical evaluation of several EBDA facilities. EBDA staff will also look at automating Skywest data collection. There is some dry rot at the admin offices, so there will be requests to remove it and also spruce up the outdated office a bit. San Leandro has completed their manhole maintenance work, including repair of an EBDA manhole. The draft list of RRF projects for FY2018/19 was reviewed.

- **Resolution Authorizing Amendment No. 7 to the Fee Contract By and Between East Bay Dischargers Authority and Meyers Nave, a Professional Law Corporation**

This contract was first adopted in 2010 and is reviewed annually. Staff is recommended a 3% COLA increase to the contract rates with Meyers Nave. Commissioner Cutter moved to adopt the resolution authorizing amendment No. 7 to the fee contract by and between East Bay Dischargers Authority and Meyers Naves by an increase of 3%. The motion was seconded by Commissioner Toy and carried unanimously, 5-0.

Ayes: Commissioners Johnson, Cutter, Toy, Becker, and Chair Peixoto
 Noes: None
 Absent: None
 Abstain: None

- **Resolution Approving the FY 2018/19 Compensation Plan**

The recommendation was to increase the compensation by 2.9% for 2018/19 and to remove the Transitional General Manager position.

Commissioner Becker moved to approve the FY 2018/2019 Compensation Plan. The motion was seconded by Commissioner Cutter and carried unanimously, 5-0.

Ayes: Commissioners Johnson, Cutter, Toy, Becker, and Chair Peixoto
 Noes: None
 Absent: None
 Abstain: None

- **Resolution Adopting the Fiscal Year 2018/19 Budget**

The budget for Special Studies has been recommended at \$200,000 to support activities related to emergency response, as well as any needs that might arise in JPA negotiations. The other primary change to the budget is in the way that the nutrient surcharge is allocated. The fee had been a fixed fee as part of Professional Services. In the new budget, it is being considered a fee under Rents and Fees and it has a new allocation methodology based on total nitrogen loads.

Commissioner Becker moved to approve the resolution. The motion was seconded by Commissioner Johnson and carried unanimously, 5-0.

Ayes: Commissioners Johnson, Cutter, Toy, Becker, and Chair Peixoto
Noes: None
Absent: None
Abstain: None

- **Resolution Approving the Annual Contribution to the Renewal and Replacement Fund for FY 2018/19 in the Amount of \$450,000**

The General Manager noted that a final project list will be brought to the Commission next month for consideration. Staff also intends to update the asset management plan.

Commissioner Cutter moved to approve the resolution. The motion was seconded by Commissioner Toy, and approved unanimously, 5-0.

Ayes: Commissioners Johnson, Cutter, Toy, Becker, and Chair Peixoto
Noes: None
Absent: None
Abstain: None

- **Resolution Authorizing the General Manager to Issue Amendment No. 2 to the Contract with Beecher Engineering, Inc. Dated October 20, 2015, in the Amount of \$21,750 for Three Months of Construction Management Services for the Hayward Effluent Pump Station Motor Control Center Replacement Project for a Total not to Exceed Amount of \$164,030**

EBDA staff recommended contracting with Beecher Engineering for project management for the HEPS MCC Project for three months, during which an RFP for continuing construction management services will be issued.

Commissioner Cutter moved to approve the resolution. The motion was seconded by Commissioner Johnson, and approved unanimously, 5-0.

Ayes: Commissioners Johnson, Cutter, Toy, Becker, and Chair Peixoto
Noes: None
Absent: None
Abstain: None

- **Resolution Authorizing the General Manager to Issue a Purchase Order to Univar USA, Inc for Sodium Bisulfite 25% Solution in FY 2018/19 in the Amount of \$250,000**

The O&M Manager explained that this is the annual resolution for sodium bisulfite. If it is a dry year, less will be spent.

Commissioner Becker moved to approve the resolution. The motion was seconded by Commissioner Toy, and approved unanimously, 5-0.

Ayes: Commissioners Johnson, Cutter, Toy, Becker, and Chair Peixoto

Noes: None
Absent: None
Abstain: None

- **Resolution of Appreciation for Jennifer Toy**

Chair Peixoto presented the resolution of Appreciation to Commissioner Toy who thanked the Commission and wished them well, stressing the importance of their continued collaboration. Commissioner Cutter expressed appreciation for help in the Finance Committee.

Commissioner Cutter moved to approve the resolution. The motion was seconded by Commissioner Becker, and approved, 4-0-1.

Ayes: Commissioners Johnson, Cutter, Becker, and Chair Peixoto.
Noes: None
Absent: None
Abstain: Toy

- **FY 2018/19 Commission Chair Rotation**

Commissioner Cutter will step aside from the Chair role in the upcoming year so that her schedule would not interfere with the Chair position. Tom Handley will be the new Chair.

Commissioner Johnson moved to approve the Commission Chair rotation. The motion was seconded by Commissioner Becker and carried unanimously, 5-0 (Johnson, Cutter, Toy, Becker, Peixoto; ayes).

- **Motion to Accept Committee Appointments and Calendar for FY 2018/19**

The Commission agreed to switch the times for the Financial Management and Personnel Committees.

Commissioner Cutter moved to accept the Committee appointments and calendar for FY 2018/2019. The motion was seconded by Commissioner Becker and carried unanimously, 5-0 (Johnson, Cutter, Toy, Becker, Peixoto; ayes).

- **Items from the Commission and Staff**

The Commission thanked Chair Peixoto for his Chairmanship.

**UNION SANITARY DISTRICT
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Check No.	Date	Dept	Invoice No.	Vendor	Description	Invoice Amt	Check Amt
168221	6/28/2018	143	19171904	MONTEREY MECHANICAL CO	DIGESTER NO. 3 INSP & REHAB		
						\$213,436.50	\$213,436.50
168189	6/28/2018	143	506.1	CRATUS INC	FORCE MAIN CORROSION REPAIRS - PHASE 2		
						\$131,919.28	\$131,919.28
168165	6/28/2018	170	278755170	ALFA LAVAL INC	GBT 1,2 OR 3 REBUILD ONE COMPLETE KIT		
						\$50,111.11	\$50,111.11
168179	6/28/2018	143	168000	CAROLLO ENGINEERS	ALVARADO INFLUENT PS IMPROVEMENTS		
						\$15,840.30	\$44,058.05
	6/28/2018	143	167732		PLANT ASSET CONDITION ASSESSMENT UPDATE		
						\$26,586.25	
	6/28/2018	143	167651		PLANT SOLIDS SYSTEM/CAPACITY ASSESSMENT		
						\$407.60	
	6/28/2018	143	168152		NEWARK PS MOD VALVE & BOOST LINE MODS		
						\$1,223.90	
168230	6/28/2018	110	1253613	POLYDYNE INC	41,620 LBS CLARIFLOC WE-539		
						\$3,928.30	\$36,356.53
	6/28/2018	110	1252435		46,240 LBS CLARIFLOC C-6267		
						\$32,428.23	
168228	6/28/2018		3344	PIER2 MARKETING, LLC	DISTRICT BRANDING INITIATIVE		
						\$24,120.00	\$24,120.00

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Check No.	Date	Dept	Invoice No.	Vendor	Description	Invoice Amt	Check Amt
168259	6/28/2018	110	883712	UNIVAR USA INC	4998.70 GALS SODIUM HYPOCHLORITE		
						\$2,452.28	\$22,217.63
	6/28/2018	110	885438		4698.3 GALS SODIUM HYPOCHLORITE		
						\$2,304.90	
	6/28/2018	110	886173		2000.10 GALS SODIUM HYPOCHLORITE		
						\$981.21	
	6/28/2018	110	885206		4801.10 GALS SODIUM HYPOCHLORITE		
						\$2,355.33	
	6/28/2018	110	886370		4900.70 GALS SODIUM HYPOCHLORITE		
						\$2,404.19	
	6/28/2018	110	883067		4701.7 GALS SODIUM HYPOCHLORITE		
						\$2,306.57	
	6/28/2018	110	315216		CREDIT: INV 882822 - 1584.62 GALS SODIUM HYPOCHLORITE		
						\$-777.39	
	6/28/2018	110	884071		4890.1 GALS SODIUM HYPOCHLORITE		
						\$2,398.99	
	6/28/2018	110	885881		5000.00 GALS SODIUM HYPOCHLORITE		
						\$2,452.91	
	6/28/2018	110	884006		4496.50 GALS SODIUM HYPOCHLORITE		
						\$2,254.97	
	6/28/2018	110	885413		4701.10 GALS SODIUM HYPOCHLORITE		
						\$2,306.28	
	6/28/2018	110	882822		1584.62 GALS SODIUM HYPOCHLORITE		
						\$777.39	
168117	6/21/2018	110	903563104	EVOQUA WATER TECHNOLOGIES	4550 GALS HYDROGEN PEROXIDE		
						\$21,822.15	\$21,822.15
168275	7/5/2018		860643	ALLIANT INSURANCE SERVICES INC	PHYSICAL DAMAGE ANNUAL PREMIUM RENEWAL 7/18-7/19		
						\$21,705.00	\$21,705.00
168235	6/28/2018		117613	R-2 ENGINEERING INC	MOYNO PUMP REBUILD PARTS		
						\$2,041.77	\$20,208.72
	6/28/2018		117617		PUMP REBUILD PARTS & MATERIALS		
						\$1,695.17	
	6/28/2018		117611		PUMP REBUILD PARTS & MATERIALS		
						\$16,111.39	
	6/28/2018		117616		PUMP REBUILD PARTS & MATERIALS		
						\$360.39	
168284	7/5/2018	171	353537	PENN TOOL CO INC	1 MILLING MACHINE		
						\$19,997.16	\$19,997.16

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Check No.	Date	Dept	Invoice No.	Vendor	Description	Invoice Amt	Check Amt
168219	6/28/2018	123	37352	LMK TECHNOLOGIES LLC	ASTD COATED SECTINALS KITS & O-RINGS	\$14,489.50	\$18,703.18
	6/28/2018	123	37376		4 SECTIONAL CONNECTION LINERS	\$4,213.68	
168178	6/28/2018	110	33302	CALIFORNIA WATER TECHNOLOGIES	44,200 LBS FERROUS CHLORIDE	\$4,730.88	\$18,585.93
	6/28/2018	110	33323		43,560 LBS FERROUS CHLORIDE	\$4,813.65	
	6/28/2018	110	33247		41,980 LBS FERROUS CHLORIDE	\$4,493.26	
	6/28/2018	110	33271		42,120 LBS FERROUS CHLORIDE	\$4,548.14	
						\$3,627.50	
168240	6/28/2018	143	26039	RMC WATER AND ENVIRONMENT	USD EFFLUENT MANAGEMENT STUDY	\$6,914.20	\$17,994.67
	6/28/2018	143	26033		USD PLANT MASTER PLAN	\$7,452.97	
	6/28/2018	143	26113		HEADWORKS SCREEN NO. 3	\$16,500.00	
168180	6/28/2018		2711	CASA	BAY AREA BIOSOLIDS COALITION MEMBERSHIP FY18/19	\$16,100.43	\$16,100.43
168195	6/28/2018	110	903582308	EVOQUA WATER TECHNOLOGIES	3357 GALS HYDROGEN PEROXIDE	\$15,814.29	
168158	6/21/2018	170	906049	VINCENT ELECTRIC MOTOR CO	COGEN 30K GENERATOR WINDINGS PM	\$15,319.49	\$15,319.49
168155	6/21/2018	143	17644	V&A CONSULTING ENGINEERS	DIGESTER INSPECTION AND REHAB	\$3,674.15	
168223	6/28/2018	132	5	MUSGRAVES CONSULTING SERVICES	INVESTMENT MANAGEMENT RFP & CALPERS ACTUARIAL RFP	\$11,204.60	\$14,878.75
	6/28/2018	132	6		INVESTMENT MANAGEMENT RFP & CALPERS ACTUARIAL RFP	\$11,848.00	
168279	7/5/2018		2908388C	DELTA DENTAL SERVICE	JUNE 2018 DENTAL	\$1,643.32	\$13,491.32
	7/5/2018		2908388A		JUNE 2018 DENTAL	\$12,600.00	
168226	6/28/2018	143	1358	PACIFIC SEWER MAINTENANCE	STRUVITE CLEANING OF SEWER LINES	\$12,600.00	\$12,600.00
168172	6/28/2018	171	380483	BEAMEX INC	1 CALIBRATOR & ASTD PARTS	\$11,852.48	\$11,852.48

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168176	6/28/2018	143	17319620	BROWN & CALDWELL CONSULTANTS	PLANT GROUNDWATER WELLS MONITORING	\$586.45	\$11,832.33
	6/28/2018	143	11319226		EMERGENCY OUTFALL OUTLET IMPROVEMENTS	\$633.95	
	6/28/2018	143	11319228		EMERGENCY OUTFALL OUTLET IMPROVEMENTS	\$10,611.93	
168255	6/28/2018	123	10112017	THORNTON ENVIRONMENTAL CONST	UST VIOLATION CORRECTION	\$1,800.00	\$11,656.50
	6/28/2018	170	6444		TLS 350 ANNUAL CALIBRATIONS 2018	\$6,106.50	
	6/28/2018	123	6446		SB989 CONTAINMENT TESTING	\$3,750.00	
168083	6/21/2018	110	4071036120180520	ALAMEDA COUNTY WATER DISTRICT	SERV TO: 05/19/18-BENSON ROAD	\$11,308.91	\$11,308.91
168127	6/21/2018	170	46568	HARCO MANUFACTURING COMPANY	COGEN CATALYTIC CONVERTORS	\$10,641.88	\$10,641.88
168214	6/28/2018	170	298178	KAMAN INDUSTRIAL TECHNOLOGIES	EFFLUENT SCREENS CHAIN AND SPROCKETS	\$6,986.89	\$10,161.98
	6/28/2018	170	29669		EFFLUENT SCREENS CHAIN AND SPROCKETS	\$214.13	
	6/28/2018	134	302487		ASTD PARTS & MATERIALS	\$173.72	
	6/28/2018	170	422712		1 GAS SKID BLOWER MOTOR	\$2,787.24	
168141	6/21/2018	170	104196	MUNIQUEP, LLC	(1) APS PUMP 3 NEW IMPELLER	\$9,517.16	\$9,517.16
168161	6/28/2018		67996	3T EQUIPMENT COMPANY INC	ASTD PARTS & MATERIALS	\$2,799.46	\$8,931.93
	6/28/2018		68043		10 PIPE PATCH KITS / 24 STUDED TIRE FOR UNIVERSAL HUB	\$6,132.47	
168100	6/21/2018	123	3326	COMMERCIALTRANSPORTATION SVCS	COMMERICAL DRIVERS TRAINING- BULLIS, SHONG, TATAKAMOTON	\$8,927.51	\$8,927.51
168092	6/21/2018	110	33211	CALIFORNIA WATER TECHNOLOGIES	39,360 LBS FERROUS CHLORIDE	\$4,063.70	\$8,742.11
	6/21/2018	110	33187		44,100 LBS FERROUS CHLORIDE	\$4,678.41	
168196	6/28/2018		2017263	FARALLON GEOGRAPHICS INC	PLANT GIS MIGRATION TO GEOCORTEX	\$8,717.50	\$8,717.50

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168102	6/21/2018	123	1039151	COMPRESSOR WORLD LLC	(1) ROTARY SCREW AIR COMPRESSOR	\$8,247.00	\$8,247.00
168260	6/28/2018	143	17670	V&A CONSULTING ENGINEERS	DIGESTER INSPECTION AND REHAB	\$7,944.00	\$7,944.00
168254	6/28/2018	113	9020809388	THERMO ELECTRON NORTH AMERICA	ICP SERVICE & MAINTENANCE PLAN 7/15/18 - 7/14/19	\$7,462.00	\$7,462.00
168282	7/5/2018		37432220180701	LINCOLN NATIONAL LIFE INS COMP	LIFE & DISABILITY INSURANCE - JULY 2018	\$7,436.32	\$7,436.32
168153	6/21/2018	110	881770	UNIVAR USA INC	4900.2 GALS SODIUM HYPOCHLORITE	\$2,403.95	\$7,062.71
	6/21/2018	110	881881		4600.1 GALS SODIUM HYPOCHLORITE	\$2,256.72	
	6/21/2018	110	882252		4896.3 GALS SODIUM HYPOCHLORITE	\$2,402.04	
168268	6/28/2018	143	2035099	WEST YOST ASSOCIATES	FORCE MAIN CORROSION REPAIRS - PHASE 2	\$6,460.00	\$6,939.00
	6/28/2018	143	2035354		HYPO TANKS AND PIPING REPLACEMENT	\$479.00	
168168	6/28/2018		11522247	AT&T	SERV: 05/20/18 - 06/19/18	\$20.27	\$6,739.62
	6/28/2018		11494376		SERV: 05/13/18 - 06/12/18	\$87.59	
	6/28/2018		11494375		SERV: 05/13/18 - 06/12/18	\$66.05	
	6/28/2018		11522271		SERV: 05/20/18 - 06/19/18	\$210.10	
	6/28/2018		11461667		SERV: 05/10/18 - 06/09/18	\$1,983.15	
	6/28/2018		11494374		SERV: 05/13/18 - 06/12/18	\$42.94	
	6/28/2018		11494372		SERV: 05/13/18 - 06/12/18	\$759.08	
	6/28/2018		11522249		SERV: 05/20/18 - 06/19/18	\$3,570.44	
168201	6/28/2018		6673	FOUR WINDS GROWERS	REFUND # 21133	\$6,652.63	\$6,652.63
168220	6/28/2018	170	368037	LUBRICATION ENGINEERING INC	LUBRICATION PLANT SURVEY	\$6,000.00	\$6,000.00

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168271	6/28/2018	143	151069	WOODARD & CURRAN INC	NEWARK BASIN MASTER PLAN/PACP UPDATE	\$5,976.14	\$5,976.14
168273	6/28/2018	110	355617303	XYLEM WATER SOLUTIONS USA INC	1 SANITAIRE TOTALCARE PM	\$5,450.00	\$5,450.00

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168206	6/28/2018	171	9815251864	GRAINGER INC	1 SOCKET SET	\$81.57	\$5,289.67
	6/28/2018	170	9815968731		4 PIPE INSERTS	\$28.71	
	6/28/2018	122	9816113477		1 LIQUID LEVEL GAUGE GUARD	\$46.62	
	6/28/2018	122	9817924336		2 STAR KNOBS	\$7.53	
	6/28/2018	172	9804183250		(1) CORDLESS ROTARY TOOL KIT	\$160.45	
	6/28/2018	170	9807277265		2 PACKS RECLOSABLE FASTENERS HOOK & LOOP	\$97.92	
	6/28/2018	170	9815315834		2 FORK TERMINALS	\$183.51	
	6/28/2018		9804442409		200 PKS EAR PLUGS	\$94.13	
	6/28/2018	170	9798658960		ASTD PARTS & MATERIALS	\$36.27	
	6/28/2018	171	9811982512		3 PRESSURE GAUGES	\$183.60	
	6/28/2018	170	9814525474		3 PRESSURE GAUGES	\$183.60	
	6/28/2018		9804487818		ASTD PARTS & MATERIALS	\$1,862.88	
	6/28/2018	172	9811821835		ASTD PARTS & MATERIALS	\$223.61	
	6/28/2018	170	9818134273		1 PILOT LIGHT	\$162.00	
	6/28/2018		9819138380		ASTD PARTS & MATERIALS	\$1,760.27	
	6/28/2018	122	9802444209		1 U-BOLT	\$2.68	
	6/28/2018	171	9815968749		1 INSPECTION/RETRIEVAL KIT	\$61.49	
	6/28/2018	170	9821893055	2 LABEL CARTRIDGES, BLACK/WHITE	\$112.83		
168171	6/28/2018	122	24872	BAY COUNTIES DIESEL SERVICE	DIAGNOSE AND REPAIR TRUCK #T3272	\$4,796.10	\$4,796.10

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168087	6/21/2018	144	1129864	BAY AREA NEWS GROUP EAST BAY	ADS: ENVIRONMENTAL COMPLIANCE	\$4,150.00	\$4,150.00
168145	6/21/2018	110	1245949	POLYDYNE INC	42,880 LBS CLARIFLOC WE-539	\$4,047.23	\$4,047.23
168115	6/21/2018	170	58412	ENTERPRISE ROOFING SERVICES	ROOF REPAIRS	\$3,949.00	\$3,949.00
168218	6/28/2018	132	1461070	LIEBERT CASSIDY WHITMORE	LEGAL SERVICES - CALPERS AUDIT - UNIFORMS	\$3,901.50	\$3,901.50
168108	6/21/2018	131	394766	DLT SOLUTIONS, LLC	AWS CLOUD STORAGE - APRIL 2018	\$594.48	\$3,730.48
	6/21/2018	131	395149		AUTOCAD ANNUAL SUPPORT RENEWAL	\$3,136.00	
168174	6/28/2018		7602	JOE BETCHART	REFUND # 21145	\$3,705.00	\$3,705.00
168192	6/28/2018	144	20180618	ENFO TECH & CONSULTING INC	2017-03 INDUSTRIAL USER LIST DATA INTEGRATION	\$3,630.00	\$3,630.00
168191	6/28/2018		10245134861	DELL MARKETING LP C/O DELL USA	(10) DELL U2415 MONITORS	\$3,613.36	\$3,613.36
168094	6/21/2018	131	MSL9160	CDW GOVERNMENT LLC	NETWORK R AND R	\$3,470.76	\$3,470.76
168216	6/28/2018	143	106323	KIER & WRIGHT CIVIL ENGINEERS	PERFORM CONVENTIONAL GROUND SURVEYING	\$3,201.00	\$3,201.00
168285	7/5/2018		20180701	VISION SERVICE PLAN - CA	JULY 2018 VISION STMT	\$3,174.05	\$3,174.05
168091	6/21/2018	150	227213	BURKE, WILLIAMS & SORENSON LLP	GENERAL LEGAL - APRIL 2018	\$2,087.80	\$3,168.88
	6/21/2018		227214		CIP - APRIL 2018	\$1,081.08	
168202	6/28/2018	170	240513	FRANK A OLSEN COMPANY	DIGESTER 3 MIX PUMP 3 DISCHARGE 12" VLV	\$3,059.04	\$3,059.04
168225	6/28/2018	141	61800129	NBS	SEWER SERVICE CHARGE DATA SERV JUL - SEP 2018	\$3,051.90	\$3,051.90
168239	6/28/2018	123	351616	RKI INSTRUMENTS INC	6 GAS DETECTORS	\$2,948.57	\$2,948.57

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168193	6/28/2018	113	1113296	ENTHALPY ANALYTICAL LLC	8 LAB SAMPLE ANALYSIS	\$115.00	\$2,935.00
	6/28/2018	113	1113299		4 LAB SAMPLE ANALYSIS	\$240.00	
	6/28/2018	113	1114491		68 LAB SAMPLE ANALYSIS	\$1,555.00	
	6/28/2018		1114953		2 LAB SAMPLE ANALYSIS	\$100.00	
	6/28/2018	113	1111401		32 LAB SAMPLE ANALYSIS	\$585.00	
	6/28/2018	113	1111493		1 LAB SAMPLE ANALYSIS	\$20.00	
	6/28/2018	113	1113186		1 LAB SAMPLE ANALYSIS	\$35.00	
	6/28/2018	113	1114445		10 LAB SAMPLE ANALYSIS	\$285.00	
168215	6/28/2018	110	24033811	KELLY SERVICES INC	TEMP LABOR-GONZALEZ, E. WK END 06/17/2018	\$1,001.66	\$2,858.19
	6/28/2018	110	23014144		TEMP LABOR-GONZALEZ, E. WK END 06/10/2018	\$1,018.93	
	6/28/2018	110	22019514		TEMP LABOR-GONZALEZ, E. WK END 06/03/2018	\$837.60	
168183	6/28/2018	123	1198835	CH BULL COMPANY	CONFINED SPACE WINCH	\$2,738.31	\$2,738.31
168134	6/21/2018	131	16234	LOOKINGPOINT INC	ANNUAL PHONE AND NETWORK SUPPORT	\$1,225.00	\$2,725.00
	6/21/2018	131	16211		COMCAST MIGRATION	\$1,500.00	
168156	6/21/2018		40640	VALLEY OIL COMPANY	COGEN COOLANT	\$2,649.04	\$2,649.04
168123	6/21/2018	131	21948023	GLOBAL KNOWLEDGE TRAINING	IT PROJECT MGMT TRNG - T. NGUYEN	\$2,595.00	\$2,595.00
168140	6/21/2018		9681	MONARCH PLUMBING & ROOTER INC	REFUND # 21112	\$2,500.00	\$2,500.00

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168246	6/28/2018	110	18061116	S&S TRUCKING	TEMPORARY GRIT HAULING 4/1/18 TO 6/30/18	\$472.50	\$2,497.50
	6/28/2018	110	18061310		TEMPORARY GRIT HAULING 4/1/18 TO 6/30/18	\$1,012.50	
	6/28/2018	110	18061902		TEMPORARY GRIT HAULING 4/1/18 TO 6/30/18	\$472.50	
	6/28/2018	110	18060551		TEMPORARY GRIT HAULING 4/1/18 TO 6/30/18	\$540.00	
168224	6/28/2018	122	195147	NAYLOR STEEL INC	ASTD PARTS & MATERIALS	\$104.53	\$2,386.01
	6/28/2018	170	195263		ASTD PARTS & MATERIALS	\$2,281.48	
168109	6/21/2018	113	1	DMJ GAS MARKETING CONSULTANTS	GAS MARKETING CONSULTANTS	\$2,340.00	\$2,340.00
168106	6/21/2018	170	39450	DEL CONTE'S LANDSCAPING INC	WEED ABATEMENT WORK JUNE 2018	\$915.00	\$2,280.00
	6/21/2018	122	39431		LANDSCAPE MAINTENANCE SERVICES - JUNE 2018	\$1,365.00	
168244	6/28/2018	172	865505	ROSEMOUNT ANALYTICAL INC	1 SINGLE CHANNEL TRANSMITTER #1066-P-HT-67	\$2,249.81	\$2,249.81
168079	6/21/2018	123	67973	3T EQUIPMENT COMPANY INC	2 ROOT SAWS	\$2,213.22	\$2,213.22
168163	6/28/2018	172	188751	ADVANCED CHEMICAL TRANSPORT	HAZARDOUS MATERIAL MANAGEMENT	\$2,196.58	\$2,196.58
168160	6/21/2018	170	4734	WORKSMART AUTOMATION INC	MISC SCADA SUPPORT SERVICES	\$2,183.50	\$2,183.50
168247	6/28/2018		1852840003	SAN LEANDRO ELECTRIC SUPPLY	ELECTRICAL SUPPLIES	\$138.07	\$2,008.89
	6/28/2018		1852840002		ASTD ELECTRICAL SUPPLIES	\$1,443.10	
	6/28/2018		1852840001		ELECTRICAL SUPPLIES	\$427.72	
168099	6/21/2018		65952099	COMCAST OF CALIFORNIA,	WIRELESS INTERNET BACKUP - JUNE 2018	\$1,999.38	\$1,999.38
168085	6/21/2018	121	10916	AMERICAN DISCOUNT SECURITY	05/01/18 - 05/31/18 GUARD AT DISTRICT GATE	\$1,932.00	\$1,932.00
168263	6/28/2018		554441	VIATRAN CORPORATION	1 GBT PRESSURE TRANSMITTER	\$1,908.58	\$1,908.58

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168137	6/21/2018	170	42395	METROMOBILE COMMUNICATIONS INC	2 WIRELESS HEADSETS FOR PORTABLE RADIOS		\$1,889.99
	6/21/2018	170	180649		ANNUAL RADIO SERVICE - JUNE 2018	\$1,290.91	
						\$599.08	
168166	6/28/2018	170	5186031	ALL INDUSTRIAL ELECTRIC SUPPLY	(50) LED 25W DRIVER FOR BLDG 51	\$1,264.17	\$1,816.89
	6/28/2018		5186493		1 LITHONIA WLTU-LED	\$299.89	
	6/28/2018	170	5186033		(10) LED 25W DRIVER FOR BLDG 51	\$252.83	
168148	6/21/2018	120	20180619	JOSE RODRIGUES JR	EXP REIMB: EXCAVATION PERMIT FOR CITY OF FREMONT	\$1,582.00	\$1,582.00
168084	6/21/2018		20180510	AMAZON.COM LLC	05/18 - ASTD OFFICE SUPPLIES	\$1,572.54	\$1,572.54
168264	6/28/2018		8082589271	VWR INTERNATIONAL LLC	LAB SUPPLIES	\$37.76	\$1,544.52
	6/28/2018		8082538909		SAMPLING SUPPLIES	\$383.31	
	6/28/2018	113	8082599817		LAB SUPPLIES	\$87.81	
	6/28/2018		8082682169		LAB SUPPLIES	\$468.52	
	6/28/2018	113	8082529176		1 PK DETERGENTS TEST REFILLS	\$63.98	
	6/28/2018		8082532435		SAMPLING SUPPLIES	\$268.12	
	6/28/2018	113	8082623461		LAB SUPPLIES	\$32.04	
	6/28/2018		8082675821		LAB SUPPLIES	\$108.43	
	6/28/2018		8082529177		SAMPLING SUPPLIES	\$32.84	
	6/28/2018	113	8082619974		LAB SUPPLIES	\$61.71	

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168124	6/21/2018		9787569582	GRAINGER INC	30 PRS SAFETY GLASSES	\$200.18	\$1,527.97
	6/21/2018		9787862367		ASTD PARTS & MATERIALS	\$1,872.16	
	6/21/2018	170	9817595508		CREDIT FOR 1 ENCLSR, NONMETALLIC INV 9612927393	\$-572.82	
	6/21/2018	122	9791783930		2 PR EAR MUFFS	\$28.45	
	6/21/2018	170	9816964713		CREDIT FOR 1 LED REPL LAMP, INV 9791521025	\$-158.60	
	6/21/2018	170	9791521025		(1) LED REPL LAMP	\$158.60	
168128	6/21/2018	143	3M2559	HARRINGTON INDUSTRIAL PLASTICS	ASTD PARTS & MATERIALS	\$1,503.94	\$1,503.94
168131	6/21/2018	131	201631862	IRON MOUNTAIN	DATA/MEDIA OFF-SITE STORAGE - MAY 2018	\$304.11	\$1,477.98
	6/21/2018	141	ABGZ196		OFF-SITE STORAGE AND SERVICE - MAY 2018	\$338.53	
	6/21/2018	141	ABGS576		OFF-SITE STORAGE AND SERVICE - MAY 2018	\$835.34	
168093	6/21/2018	136	4026015347	CANON SOLUTIONS AMERICA INC	MTHLY MAINTENANCE BASED ON USE	\$1,467.43	\$1,467.43
168082	6/21/2018	170	9076735881	AIRGAS NCN	4 CYL ARGON	\$668.65	\$1,339.39
	6/21/2018	170	9954034301		CYLINDER RENTAL	\$670.74	
168177	6/28/2018	150	227562	BURKE, WILLIAMS & SORENSON LLP	COGEN - MAY 2018	\$1,333.02	\$1,333.02

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168185	6/28/2018		54K123847	CINTAS CORPORATION NO. 2	UNIFORM LAUNDERING SERVICE		
	6/28/2018		54K124828		UNIFORM LAUNDERING & RUGS	\$221.95	\$1,305.50
	6/28/2018	122	54K123849		ASTD DUST MOPS, WET MOPS & TERRY TOWEL	\$194.39	
	6/28/2018		54K122139		UNIFORM LAUNDERING & RUGS	\$17.22	
	6/28/2018		54K123848		UNIFORM LAUNDERING & RUGS	\$191.97	
	6/28/2018	122	54K124829		ASTD DUST MOPS, WET MOPS & TERRY TOWEL	\$217.25	
	6/28/2018		54K010031		CREDIT: INV 54K106265 - UNIFORM LAUNDERING SERVICE	\$17.22	
	6/28/2018		54K122138		UNIFORM LAUNDERING SERVICE	-\$64.90	
	6/28/2018	122	54K122140		ASTD DUST MOPS, WET MOPS & TERRY TOWEL	\$221.95	
	6/28/2018		54K124827		UNIFORM LAUNDERING SERVICE	\$17.22	
						\$271.23	
168157	6/21/2018	110	3850000034007	VASCO ROAD LANDFILL	LANDFILL DISPOSAL FEES FOR SEWER DEBRIS	\$1,191.33	\$1,191.33
168211	6/28/2018		5134	IMPERIAL INVESTMENTS & DEVELOP	REFUND # 21134	\$1,172.50	\$1,172.50
168262	6/28/2018	110	3850000034145	VASCO ROAD LANDFILL	LANDFILL DISPOSAL FEES FOR SEWER DEBRIS	\$1,159.88	\$1,159.88
168269	6/28/2018	170	15250	WESTERN MACHINE & FAB INC	1 REPAIR BEARING DIAMETER	\$425.00	\$1,115.00
	6/28/2018	170	15246		ASTD PARTS & MATERIALS	\$690.00	
168197	6/28/2018	170	1369334	FERGUSON ENTERPRISES, INC.	2 REPAIR KITS	\$368.76	\$1,070.07
	6/28/2018		1376066		12 VICTAULIC COUPLINGS	\$668.38	
	6/28/2018	123	1377987		1 METER BOX	\$32.93	

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168175	6/28/2018		12722530	BLAISDELL'S	ASTD OFFICE SUPPLIES		\$1,067.68
	6/28/2018	141	12680690		1 OFFICE CHAIR	\$54.39	
	6/28/2018		12727150		ASTD OFFICE SUPPLIES	\$558.26	
	6/28/2018	113	12692770		ASTD OFFICE SUPPLIES	\$8.63	
	6/28/2018	130	12717440		ASTD OFFICE SUPPLIES	\$49.14	
	6/28/2018	141	12720380		ASTD OFFICE SUPPLIES	\$103.41	
	6/28/2018		12723740		ASTD OFFICE SUPPLIES	\$21.48	
	6/28/2018		12726500		ASTD OFFICE SUPPLIES	\$161.78	
	6/28/2018	130	12695690		ASTD OFFICE SUPPLIES	\$21.90	
	6/28/2018	130	12695350		ASTD OFFICE SUPPLIES	\$8.10	
						\$80.59	
168133	6/21/2018	110	21020039	KELLY SERVICES INC	TEMP LABOR-GONZALEZ, E. WK END 05/27/2018	\$1,018.93	\$1,018.93
168101	6/21/2018	170	20180528	COMMUNICATION & CONTROL INC	UTILITY FEE/ANTENNA RENTAL	\$1,013.21	\$1,013.21
168167	6/28/2018	170	634528	A-PRO PEST CONTROL INC	JUNE PEST CONTROL	\$1,005.00	\$1,005.00
168234	6/28/2018	123	16819132	QUIKRETE NORTHERN CALIFORNIA	112 BGS 60# BLACKTOP PATCH	\$928.49	\$928.49
168238	6/28/2018		202349	RF MACDONALD CO	POLYMER BLENDING PUMP	\$913.95	\$913.95
168232	6/28/2018	141	20180625	MICHELLE POWELL	EXP REIMB: LODGING, PER DIEM, TOLLS - CAPIO CONF 2018	\$897.80	\$897.80
168080	6/21/2018	143	20171215	ABC IMAGING, INC.	CAST IRON LINING PHASE VII	\$882.94	\$882.94
168136	6/21/2018	170	65822852	MCMASTER SUPPLY INC	2 PACKS O-RINGS	\$46.65	\$877.12
	6/21/2018		65377665		ASTD PARTS & MATERIALS	\$830.47	

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168112	6/21/2018		8638.1	ENDVRCORP	REFUND # 21122	\$800.00	\$800.00
168146	6/21/2018		9303	QUALIFIED PLUMBERS SERVICE	REFUND # 21104	\$800.00	\$800.00
168203	6/28/2018	141	10158	FREMONT EXPRESS COURIER SVC	COURIER SVCS: MAY 2018 DAILY MAIL/1 BOARDMEMBER DELIVERY	\$800.00	\$800.00
168231	6/28/2018	131	19408	PONTON INDUSTRIES INC	1 MANHOLE MONITOR INSTALLATION	\$800.00	\$800.00
168250	6/28/2018		7174	SILICON SAGE BUILDERS	REFUND # 21132	\$800.00	\$800.00
168270	6/28/2018		8250	WILLIAM LYON HOMES	REFUND # 21141	\$800.00	\$800.00
168139	6/21/2018	171	1655744	MOBILE MODULAR MANAGEMENT CORP	FMC TRAILER RENTAL - JUNE 2018	\$762.77	\$762.77
168256	6/28/2018	122	6000312288	THYSSENKRUPP ELEVATOR CORP	ELEVATOR - STATE PRELIMINARY ORDER	\$748.00	\$748.00
168095	6/21/2018	122	304276	CENTERVILLE LOCKSMITH	INSTALL (4) DEADBOLTS & DOOR VIEWERS	\$733.55	\$733.55
168121	6/21/2018	131	20180618	MICHAEL GILL	EXP REIMB: VMWARE TRAINING LIBRARY ACCESS	\$515.00	\$728.00
	6/21/2018	131	20180619		EXP REIMB: KIWI CATTOOLS RENEWAL	\$213.00	
168132	6/21/2018	170	19273	JENSEN INSTRUMENT COMPANY	(4) EXHAUST TEMP PROBES	\$709.96	\$709.96
168245	6/28/2018	170	12194	ROTO-JET OF AMERICA CO INC	FMC SHOP PARTS WASHER SOAP	\$697.11	\$697.11
168261	6/28/2018		41112	VALLEY OIL COMPANY	LUBRICANTS	\$694.91	\$694.91
168241	6/28/2018	170	50986	ROCHESTER MIDLAND CORPORATION	HOT WATER LOOP SERVICE	\$687.46	\$687.46
168208	6/28/2018		603038478	HILLYARD/SAN FRANCISCO	JANITORIAL SUPPLIES	\$90.31	\$664.98
	6/28/2018	122	603019517		2 DISP FOAM SOAP	\$16.23	
	6/28/2018		603019511		JANITORIAL SUPPLIES	\$30.99	
	6/28/2018		603019515		JANITORIAL SUPPLIES	\$527.45	

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168186	6/28/2018	132	42703	CLAREMONT BEHAVIORAL SERVICES	JUL 2018 EAP PREMIUMS	\$648.60	\$648.60
168286	7/5/2018	113	8082654088	VWR INTERNATIONAL LLC	LAB SUPPLIES	\$644.40	\$644.40
168229	6/28/2018	111	104110	PIIAN SYSTEMS LLC	1 5-GAL ODOR NEUTRALIZER	\$609.69	\$609.69
168258	6/28/2018		20418421	TRI DIM FILTER CORPORATION	VFD DRIVE FILTERS	\$608.87	\$608.87
168199	6/28/2018	131	218	FORMULA DESIGN	SCHOOL PRESENTATION CALENDAR REPLACEMENT	\$600.00	\$600.00
168147	6/21/2018	120	08F0036018380	NESTLE WATERS NO. AMERICA READYREFRESH WATER SERVICE 05/07/18 - 06/06/18		\$592.67	\$592.67
168222	6/28/2018		24037748	MOTION INDUSTRIES INC	BELTS & BEARINGS	\$571.98	\$571.98
168122	6/21/2018	144	484983210	GLACIER ICE COMPANY INC	132 7-LB BAGS OF ICE	\$194.04	\$564.48
	6/21/2018	144	484983479		(144) 7-LB BAGS OF ICE	\$211.68	
	6/21/2018	144	484983630		108 7-LB BAGS OF ICE	\$158.76	
168143	6/21/2018	131	5380	OJO TECHNOLOGY INC	MILESTONE SUPPORT RENEWAL	\$528.57	\$528.57
168173	6/28/2018		21359000	BECK'S SHOES	SAFETY SHOES: B. MEDEIROS	\$365.86	\$523.72
	6/28/2018	111	21401000		SAFETY SHOES: R PIPKIN	\$157.86	
168152	6/21/2018		1044226180	TPX COMMUNICATIONS	WIRELESS INTERNET BACKUP - JUNE	\$513.70	\$513.70
168113	6/21/2018		5788	ENERGY CHOICE INC	(2) IGNITION COILS	\$507.51	\$507.51
168125	6/21/2018		20180621	TIMOTHY GRILLO	EXP REIMB: TEAM SAFETY RECOGNITION - ANNUAL	\$505.04	\$505.04
168111	6/21/2018		7894	ANJUMAN E-NAJMI	REFUND # 19620	\$500.00	\$500.00
168138	6/21/2018		9684	MIKE COUNSIL PLUMBING	REFUND # 21116	\$500.00	\$500.00
168150	6/21/2018		8378	ERNEST SANDOVAL	REFUND # 21130	\$500.00	\$500.00

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168159	6/21/2018		9685	WESTERN CONTRACTORS	REFUND # 21117	\$500.00	\$500.00
168227	6/28/2018		9494	RUJUL PATHAK	REFUND # 21137	\$500.00	\$500.00
168243	6/28/2018		9682	ROOTER HERO	REFUND # 21140	\$500.00	\$500.00
168248	6/28/2018		9597	RADIF SHARAFULLIN	REFUND # 21139	\$500.00	\$500.00
168257	6/28/2018		9203	TREEIUM, INC	REFUND # 21136	\$500.00	\$500.00
168272	6/28/2018		9693	RONGHUA XU	REFUND # 21149	\$500.00	\$500.00
168274	6/28/2018		8616	HONGLIN YUAN	REFUND # 21135	\$500.00	\$500.00
168170	6/28/2018	170	77171	BAILEY FENCE CO INC	FENCE REPAIR - HICKORY ST	\$487.00	\$487.00
168198	6/28/2018		145373	FITGUARD, INC.	PREVENTATIVE MAINTENANCE - EXERCISE CLUB EQUIPMENT	\$482.89	\$482.89
168097	6/21/2018		54K121298	CINTAS CORPORATION NO. 2	UNIFORM LAUNDERING & RUGS	\$189.78	\$467.59
	6/21/2018		54K121297		UNIFORM LAUNDERING SERVICE	\$260.59	
	6/21/2018	122	54K121299		ASTD DUST MOPS, WET MOPS & TERRY TOWEL	\$17.22	
168149	6/21/2018	111	18053021	S&S TRUCKING	TEMPORARY GRIT HAULING 4/1/18 TO 6/30/18	\$445.50	\$445.50
168277	7/5/2018	110	20180626	MITCHELL COSTELLO	EXP REIMB: TPO BBQ REPLACEMENT	\$437.90	\$437.90
168251	6/28/2018	113	200962	SAN FRANCISCO TECHNICAL INSTRUMENT	MICROSCOPE PREVENTIVE MAINTENANCE	\$435.00	\$435.00
168098	6/21/2018	150	67743	CITYLEAF INC	PLANT MAINTENANCE - JUNE 2018	\$431.86	\$431.86

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168209	6/28/2018	122	5777146	HOSE & FITTINGS ETC	ASTD PARTS & MATERIALS	\$343.73	\$423.29
	6/28/2018	122	5780530		ASTD PARTS & MATERIALS	\$44.53	
	6/28/2018	122	5779166		ASTD PARTS & MATERIALS	\$8.51	
	6/28/2018	122	5779246		ASTD PARTS & MATERIALS	\$26.52	
168194	6/28/2018	113	1000511153	ENVIRONMENTAL EXPRESS	ASTD LAB SUPPLIES	\$377.79	\$377.79
168169	6/28/2018	170	357236001	AUTO BODY TOOLMART	ASTD PARTS & MATERIALS	\$371.28	\$371.28
168210	6/28/2018	113	3032929497	IDEXX DISTRIBUTION INC	ASTD PARTS & MATERIALS	\$334.28	\$365.62
	6/28/2018	113	3032672367		1 COMPARATOR	\$31.34	
168130	6/21/2018		1060963	INDUSTRIAL SAFETY SUPPLY	SAFETY SUPPLIES	\$358.11	\$358.11
168190	6/28/2018	143	3136822	DAILY JOURNAL CORPORATION	AD: BIDS FOR CAST IRON PIPE LINING PHASE VII	\$352.50	\$352.50
168104	6/21/2018	143	201303547	COVELLO GROUP INC	THICKENER CONROL BUILDING IMPROVEMENTS PHASE II	\$332.50	\$332.50
168276	7/5/2018		20180628	LAURIE BRENNER	EXP REIMB: FAST TEAM RECOGNITION	\$324.56	\$324.56
168184	6/28/2018	141	54800474	CINTAS CORPORATION	2 2-PART TUNDRA PARKAS: GINOCHIO AND PETROSYAN	\$321.08	\$321.08
168242	6/28/2018	136	20180625	JAMIE ROJO	EXP REIMB: LODGING, MILEAGE - APA PAYROLL 201 COURSE	\$319.38	\$319.38
168233	6/28/2018		140653	PREFERRED ALLIANCE INC	MAY 2018 SERVICE FEE	\$298.96	\$298.96
168142	6/21/2018	122	20180527	NAPA AUTO PARTS	MONTHLY AUTO PARTS STMT - MAY 2018	\$290.31	\$290.31
168103	6/21/2018	111	20180619.1	MITCHELL COSTELLO	EXP REIMB: TEAM SAFETY INCENTIVE PROG TPO TEAM - 4TH QTR	\$116.84	\$289.71
	6/21/2018	111	20180619		EXP REIMB: TEAM SAFETY INCENTIVE PROG TPO TEAM - 3RD QTR	\$172.87	
168213	6/28/2018	122	203271	JACK JAMES TOWING INC	TOW TRUCK T3272 - ALVARADO BLVD TO BAY COUNTIES	\$262.50	\$262.50

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168287	7/5/2018	110	20180521	WEF-WATER ENVIRONMENT FEDERATI	WEF MEMBERSHIP M COSTELLO	\$255.00	\$255.00
168118	6/21/2018	123	1375688	FERGUSON ENTERPRISES, INC.	ASTD PARTS & MATERIALS	\$252.43	\$252.43
168114	6/21/2018	143	90102079369	ENTERPRISE GOV 43-1514861	RENTAL: C. BOSICK, ONTARIO, CA	\$82.64	\$251.01
	6/21/2018	170	90102079188		RENTAL: R. SIMONICH, ONTARIO, CA	\$82.64	
	6/21/2018	136	90103136970		RENTAL: J. ROJO, SANTA ANA, CA	\$85.73	
168200	6/28/2018	132	12236	CITY OF FOSTER CITY	1 JOB POSTINGS	\$250.00	\$250.00
168267	6/28/2018	131	6018091	WEST SAFETY SERVICES INC	E911 CLOUD SERVICE	\$250.00	\$250.00
168164	6/28/2018		9076985930	AIRGAS NCN	3 CYL WELDING GASES	\$244.70	\$244.70
168151	6/21/2018	141	20180531	SPOK INC	JUNE 2018 PAGER SERVICE	\$239.55	\$239.55
168105	6/21/2018	120	20180615	RICHARD CZAPKAY	EXP REIMB: ANNUAL WORKGROUP RECOGNITION	\$219.41	\$219.41
168144	6/21/2018	111	20180620	RIC PIPKIN	EXP REIMB: TEAM SAFETY RECOGNITION TPO	\$216.64	\$216.64
168266	6/28/2018	121	41029	WECO INDUSTRIES LLC	CAMERA REPAIRS	\$209.04	\$209.04
168236	6/28/2018	111	820140453	RED WING BUS ADVANTAGE ACCT	SAFETY SHOES: A. PETERSON	\$204.27	\$204.27
168110	6/21/2018	110	1325	ELITE ANALYTICAL LABORATORIES	1 LAB SAMPLE ANALYSIS	\$200.00	\$200.00
168187	6/28/2018	123	269940	CLARK'S HOME AND GARDEN INC	3 PG&E FILL SAND	\$181.09	\$181.09
168081	6/21/2018	120	68928	AIR & TOOL ENGINEERING COMPANY	ASTD PARTS & MATERIALS	\$170.91	\$170.91
168086	6/21/2018	170	7013468300	APPLIED INDUSTRIAL TECHNOLOGIE	ASTD PARTS & MATERIALS	\$162.23	\$162.23
168212	6/28/2018		1061091	INDUSTRIAL SAFETY SUPPLY	SAFETY SUPPLIES	\$160.88	\$160.88
168088	6/21/2018	170	51863	BEECHER ENGINEERING	ARC FLASH STUDY	\$160.00	\$160.00

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168204	6/28/2018	136	120606	GFOA-GOV FIN OFFICERS ASSOC	MEMBERSHIP RENEWAL - V HOLSLAG	\$150.00	\$150.00
168096	6/21/2018	113	208756	CHEMETRICS INC	(3) NITRITE VACCUVIALS	\$134.88	\$134.88
168205	6/28/2018	144	484983335	GLACIER ICE COMPANY INC	84 7-LB BAGS OF ICE	\$123.48	\$123.48
168129	6/21/2018	122	5775460	HOSE & FITTINGS ETC	ASTD PARTS & MATERIALS	\$114.74	\$114.74
168090	6/21/2018	132	20180620	GENE BOUCHER	EXP REIMB: OST 4TH QUARTER TEAM RECOGNITION LUNCH	\$112.84	\$112.84
168237	6/28/2018		95150	REMOTE SATELLITE SYSTEMS INT'L	IRIDIUM SVC FEE JULY 2018	\$112.00	\$112.00
168265	6/28/2018		20180621	JANINNE WARD	EXP REIMB: CAKE/DRINKS/DECORATIONS - D. DRAKE RETIREMENT	\$108.18	\$108.18
168217	6/28/2018		20180626	MARCUS LEE	EXP REIMB: 4TH QTR SAFETY RECOGNITION LUNCH	\$103.93	\$103.93
168280	7/5/2018	122	28787	HAYWARD PIPE AND SUPPLY	ASTD PARTS & MATERIALS	\$101.15	\$101.15
168119	6/21/2018	136	219	FORMULA DESIGN	BANK FEES	\$100.00	\$100.00
168278	7/5/2018	113	20180529	CWEA	MEMBERSHIP RENEWAL - A. HERNANDEZ	\$100.00	\$100.00
168188	6/28/2018	111	20180625	MITCHELL COSTELLO	EXP REIMB: TEAM SAFETY INCENTIVE PROG TPO TEAM - 3RD QTR	\$97.58	\$97.58
168181	6/28/2018	131	NBR5681	CDW GOVERNMENT LLC	MICROSOFT POWER BI SUBSCRIPTION FOR EVAL	\$93.94	\$93.94
168135	6/21/2018	170	77895666	MATHESON TRI-GAS INC	MONTHLY CYLINDER RENTAL - MAY 2018	\$85.32	\$85.32
168162	6/28/2018	132	245	ACCESS OMNICARE	(2) DOT / (1) AUDIOGRAM	\$83.00	\$83.00
168107	6/21/2018		615320180620	DISH NETWORK	JUL 2018 - SERVICE FEE	\$60.90	\$60.90
168120	6/21/2018	132	116528546	FREMONT URGENT CARE CENTER	1 DOT PHYSICAL	\$57.00	\$57.00
168283	7/5/2018		66449682	MCMASTER SUPPLY INC	2 STICKS EPOXY ADHESIVE	\$22.60	\$55.13
	7/5/2018		66570106		ASTD TUBING	\$32.53	

**UNION SANITARY DISTRICT
CHECK REGISTER
06/16/2018-07/06/2018**

Check No.	Date	Dept	Invoice No.	Vendor	Description	Invoice Amt	Check Amt
168116	6/21/2018	113	1110793	ENTHALPY ANALYTICAL LLC	4 LAB SAMPLE ANALYSIS	\$55.00	\$55.00
168126	6/21/2018	130	269614	HANIGAN COMPANY INC	1 LOT BUSINESS CARDS: BRENNER, L.	\$45.03	\$45.03
168089	6/21/2018	130	12675890	BLAISDELL'S	1 PK CERTIFICATE HOLDERS	\$14.37	\$42.44
	6/21/2018	170	12675590		1 DZ PENS	\$14.26	
	6/21/2018	130	12680740		1 BX POCKET FILES	\$13.81	
168207	6/28/2018	141	269649	HANIGAN COMPANY INC	1 LOT BUSINESS CARDS: PETROSYAN, L.	\$42.03	\$42.03
168281	7/5/2018		20180702	DOMINIC LA MARCHE	REIMB PRE-EMPLOYMENT LIVESCAN FEE	\$30.00	\$30.00
168182	6/28/2018	122	304340	CENTERVILLE LOCKSMITH	7 MASTER PADLOCK KEYS/ 2 CHICAGO KEYS/ 4 DND KEYS	\$29.36	\$29.36
168249	6/28/2018	120	8122768061418	SIERRA SPRING WATER COMPANY	BOTTLESS COOLERS RENTAL	\$19.98	\$19.98
168154	6/21/2018	136	98XW53218	UPS - UNITED PARCEL SERVICE	SHIPPING CHARGES W/E 05/26/18	\$10.39	\$10.39

Invoices:

Credit Memos :	4	-1,573.71
\$0 - \$1,000 :	219	65,589.92
\$1,000 - \$10,000 :	103	335,729.19
\$10,000 - \$100,000 :	21	387,013.10
Over \$100,000 :	2	345,355.78
Total:	349	1,132,114.28

Checks:

\$0 - \$1,000 :	107	41,717.06
\$1,000 - \$10,000 :	73	257,002.95
\$10,000 - \$100,000 :	25	488,038.49
Over \$100,000 :	2	345,355.78
Total:	207	1,132,114.28