



**UNION SANITARY DISTRICT BOARD MEETING/
UNION SANITARY DISTRICT FINANCING AUTHORITY
AGENDA**

**Monday, March 9, 2020
Regular 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. Salute to the Flag.

3. Roll Call.

- Motion 4. Approve Minutes of the Union Sanitary District Board Meeting of February 24, 2020.

- Information 5. Balanced Scorecard:
 - a) 2nd Quarter Fiscal Year 2020 District-Wide Balanced Scorecard Measures *(to be reviewed by the Legal/Community Affairs Committee)*.
 - b) Treatment & Disposal and Fabrication Maintenance and Construction Work Groups Scorecards *(to be reviewed by the Legal/Community Affairs Committee)*.

6. Written Communications.

7. Public Comment.

Public Comment is limited to three minutes per individual, with a maximum of 30 minutes per subject. If the comment relates to an agenda item, the speaker should address the Board at the time the item is considered. Speaker cards will be available in the Boardroom and are requested to be completed prior to the start of the meeting.

- Motion 8. Review and Consider a Resolution to Approve the First Amendment to the Pipeline Relocation Agreement with Taylor Morrison Homes *(to be reviewed by the Legal/Community Affairs Committee)*.

- Motion 9. Consider Rescinding Resolution No. 2769 and Adopting an Updated Resolution Adopting Guidelines for the Submission and Tabulation of Protests in Connection with Rate Hearings Conducted Pursuant to Article XIID, Section 6 of the California Constitution *(to be reviewed by the Budget & Finance Committee)*.

- Motion 10. Authorize the General Manager to Execute Task Order No. 2 with Hazen and Sawyer for the Enhanced Treatment and Site Upgrade Phase 1A Project *(to be reviewed by the Engineering and Information Technology Committee)*.

- Motion 11. Authorize the General Manager to Execute Amendment No. 2 to Task Order No. 2 with Brown and Caldwell for the Standby Power Generation System Upgrade Project *(to be reviewed by the Engineering and Information Technology Committee)*.
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- Information 12. Check Register.
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- Information 13. Committee Meeting Reports. *(No Board action is taken at Committee meetings)*:
a. Engineering and Information Technology Committee – Wednesday, March 4, 2020, at 10:00 a.m.
 - Director Toy and Director Fernandez
b. Budget & Finance Committee – Friday, March 6, 2020, at 10:30 a.m.
 - Director Kite and Director Lathi
c. Legal/Community Affairs Committee – Friday, March 6, 2020, at 2:15 p.m.
 - Director Fernandez and Director Handley
d. Personnel Committee – will not meet.
e. Legislative Committee – will not meet.
f. Audit Committee – will not meet.
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- Information 14. General Manager’s Report. *(Information on recent issues of interest to the Board)*.
-
15. 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.
-
16. Adjournment – The Board will adjourn to the Mid-Year Budget Board Workshop in the Boardroom on Thursday, March 12, 2020, at 6:00 p.m.
-
17. Adjournment – The Board will then adjourn to the next Regular Board Meeting in the Boardroom on Monday, March 23, 2020, at 7:00 p.m.
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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.



**ENGINEERING AND INFORMATION TECHNOLOGY
COMMITTEE MEETING**

Committee Members: Director Toy and Director Fernandez

AGENDA

Wednesday, March 4, 2020

10:00 A.M.

Mission Conference Room

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. Roll Call
-

3. Public Comment

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4. Items to be reviewed for the Regular Board meeting of March 9, 2020:

- Authorize the General Manager to Execute Task Order No. 2 with Hazen and Sawyer for the Enhanced Treatment and Site Upgrade Phase 1A Project
 - Authorize the General Manager to Execute Amendment No. 2 to Task Order No. 2 with Brown and Caldwell for the Standby Power Generation System Upgrade Project
-

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.

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BUDGET & FINANCE COMMITTEE MEETING
Committee Members: Director Kite and Director Lathi

Directors
Manny Fernandez
Tom Handley
Pat Kite
Anjali Lathi
Jennifer Toy

AGENDA
Friday, March 6, 2020
10:30 A.M.

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

Alvarado Conference Room
5072 Benson Road
Union City, CA 94587

Karen W. Murphy
Attorney

1. Call to Order

2. Roll Call

3. Public Comment
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4. Items to be reviewed for the Regular Board meeting of March 9, 2020:
 - Consider Rescinding Resolution No. 2769 and Adopting an Updated Resolution Adopting Guidelines for the Submission and Tabulation of Protests in Connection with Rate Hearings Conducted Pursuant to Article XIID, Section 6 of the California Constitution

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.

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LEGAL/COMMUNITY AFFAIRS COMMITTEE MEETING

Committee Members: Director Fernandez and Director Handley

Directors

Manny Fernandez
Tom Handley
Pat Kite
Anjali Lathi
Jennifer Toy

AGENDA

Friday, March 6, 2020

2:15 P.M.

Alvarado Conference Room
5072 Benson Road
Union City, CA 94587

Officers

Paul R. Eldredge
*General Manager/
District Engineer*

Karen W. Murphy
Attorney

1. Call to Order

2. Roll Call

3. Public Comment

Public Comment is limited to three minutes per individual, with a maximum of 30 minutes per subject. If the comment relates to an agenda item, the speaker should address the Board at the time the item is considered. Speaker cards will be available and are requested to be completed prior to the start of the meeting.

4. Items to be reviewed for the Regular Board meeting of March 9, 2020:

- Balanced Scorecard:
 - 2nd Quarter Fiscal Year 2020 District-Wide Balanced Scorecard Measures
 - Treatment & Disposal and Fabrication and Maintenance and Construction Work Groups Scorecards
 - Review and Consider a Resolution to Approve the First Amendment to the Pipeline Relocation Agreement with Taylor Morrison Homes
-

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.
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**MINUTES OF THE MEETING OF THE
BOARD OF DIRECTORS OF
UNION SANITARY DISTRICT/UNION SANITARY DISTRICT FINANCING
AUTHORITY
February 24, 2020**

CALL TO ORDER

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

SALUTE TO THE FLAG

ROLL CALL

PRESENT: Pat Kite, Secretary
Anjali Lathi, Director
Manny Fernandez, Director

ABSENT: Jennifer Toy, President
Tom Handley, Vice President

STAFF: Paul Eldredge, General Manager/District Engineer
Karen Murphy, 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
Gene Boucher, Human Resources Manager
Laurie Brenner, Business Services Coach
Michelle Powell, Communications and Intergovernmental Relations Coordinator
Regina McEvoy, Executive Assistant to the General Manager/Board Clerk

VISITORS: Alice Johnson, League of Women Voters
Monique Spyke, PFM Asset Management LLC Managing Director
Mike Marzano

**APPROVE MINUTES OF THE UNION SANITARY DISTRICT BOARD MEETING OF
FEBRUARY 10, 2020**

It was moved by Director Fernandez, seconded by Director Lathi, to Approve Minutes of the Union Sanitary District Board Meeting of February 10, 2020. Motion carried with the following vote:

AYES: Fernandez, Kite, Lathi
NOES: None
ABSENT: Handley, Toy
ABSTAIN: None

APPROVE MINUTES OF THE SPECIAL UNION SANITARY DISTRICT BOARD MEETING OF FEBRUARY 12, 2020

It was moved by Director Lathi, seconded by Director Fernandez, to Approve Minutes of the Special Union Sanitary District Board Meeting of February 12, 2020. Motion carried with the following vote:

AYES: Fernandez, Kite, Lathi
NOES: None
ABSENT: Handley, Toy
ABSTAIN: None

OPERATIONS REPORT

a) January 2020 Monthly Operations Report

This item was reviewed by the Budget & Finance and Legal/Community Affairs Committees. General Manager Eldredge reviewed the Odor Report and Work Group Reports. Business Services Coach Brenner provided an overview of the Financial Reports.

b) Fiscal Year 2020 2nd Quarter Managed Investment Portfolio Report

This item was reviewed by the Budget & Finance Committee. Business Services Coach Brenner introduced PFM Asset Management, LLC Managing Director Spyke. PFM Managing Director Spyke summarized the Investment Performance Review for the Quarter Ended December 31, 2019, as included in the Board meeting packet.

WRITTEN COMMUNICATIONS

There were no written communications.

PUBLIC COMMENT

There was no public comment.

REVIEW AND CONSIDER APPROVAL OF PUBLICLY AVAILABLE PAY SCHEDULE EFFECTIVE MARCH 1, 2020

This item was reviewed by the Personnel Committee. Human Resources Manager Boucher stated the Publicly Available Pay Schedule has been mandated by CalPERS since August 2011. CalPERS recently updated the requirements for showing the pay rate for each identified position to include the pay rate at each step within the pay range. The table for Classified staff has been updated to reflect the new requirement and the format for Unclassified staff remained unchanged. The salary changes contained within the pay schedules were outlined in the Board meeting packet. Staff recommended the Board review and consider approval of the Publicly Available Pay Schedule effective March 1, 2020.

It was moved by Director Lathi, seconded by Director Fernandez, to Approve the Publicly Available Pay Schedule Effective March 1, 2020. Motion carried with the following vote:

AYES: Fernandez, Kite, Lathi
NOES: None
ABSENT: Handley, Toy
ABSTAIN: None

CONSIDER A RESOLUTION TO ADOPT AN ADDENDUM TO THE MITIGATED NEGATIVE DECLARATION FOR THE STANDBY POWER GENERATION SYSTEM UPGRADE PROJECT AND APPROVE MODIFICATIONS TO THE STANDBY POWER GENERATION SYSTEM UPGRADE PROJECT AS SET FORTH IN THE ADDENDUM TO THE MITIGATED NEGATIVE DECLARATION

This item was reviewed by the Engineering and Information Technology Committee. Technical Services Manager Ghossain stated Scheidegger and Associates, subconsultant to Brown and Caldwell, prepared the Initial Study and Negative Mitigated Declaration (IS/MND) for the Project. Pursuant to the California Environmental Quality Act (CEQA), the consultant analyzed the Project's potential impact with respect to environmental factors and required mitigation measures be included in the Project. It was determined a Mitigated Negative Declaration was appropriate for the Project. Staff made the IS/MND available for public, local, and state agency review from February 19, 2019 – March 20, 2019. A Public Hearing was held March 11, 2019, staff did not receive any comments. The Enhanced Site Treatment Upgrade (ETSU) program evaluated conventional activated sludge and membrane bioreactors to address the Plant's solids capacity needs. It was determined that an enhanced conventional activated sludge secondary process would be the best solution. Following the determination, staff re-evaluated the basis of design for the Project. The evaluation concluded 2.5 megawatt generators would be sufficient to meet future power demands as opposed to the 3.5-megawatt generators initially planned for the Project. Scheidegger and Associates completed an Addendum to the IS/MND pursuant to CEQA guidelines to update the change in number and size of generators. The Addendum to the IS/MND was circulated through the California State Clearinghouse for review and no comments were received. Following adoption of the Addendum to the IS/MND for the Project, staff will file a Notice of Determination with the Governor's Office of Planning and Research and the Alameda County Clerk. Staff recommended the Board consider a resolution to adopt an Addendum to the Mitigated Negative Declaration and Mitigation Monitoring Reporting Plan for the Standby Power Generation System Upgrade Project and approve modifications to the Project as set forth in the Addendum to the Mitigated Negative Declaration.

It was moved by Director Fernandez, seconded by Director Lathi, to Adopt Resolution No. 2885 Adopting an Addendum to the Mitigated Negative Declaration and Mitigation Monitoring and Reporting Plan for the Standby Power Generation System Upgrade Project and Approve Modifications to the Standby Power Generation System Upgrade Project as Set Forth in the Addendum to the Mitigated Negative Declaration. Motion carried with the following vote:

AYES: Fernandez, Kite, Lathi
NOES: None
ABSENT: Handley, Toy
ABSTAIN: None

CONSIDER AND APPROVE AMENDMENT TO CONTRACT WITH PIER 2 MARKETING FOR DISTRICT BRANDING INITIATIVE

This item was reviewed by the Budget & Finance Committee. Communications and Intergovernmental Relations Coordinator Powell stated Staff have worked with Pier 2 Marketing since January 2018 to develop branding concepts. The Board provided feedback to options developed by Pier 2 during a series of workshops where several rounds of edits and additional options were requested. These additional concepts were beyond the original contract scope. The additional work assigned to Pier 2 resulted in expenditures that exceeded the original contract amount. Staff recommended the Board consider approval of an amendment to the contract with Pier 2 Marketing for the District Branding Initiative.

It was moved by Director Lathi, seconded by Director Fernandez, to Approve an Amendment to the Contract with Pier 2 Marketing for the District Branding Initiative. Motion carried with the following vote:

AYES: Fernandez, Kite, Lathi
NOES: None
ABSENT: Handley, Toy
ABSTAIN: None

INFORMATION ITEMS:

Report on the East Bay Dischargers Authority (EBDA) Meeting of January 16, 2020
General Manager Eldredge stated a summary of the EBDA January meeting was included in the Board meeting packet.

Check Register

There were no questions regarding the Check Register.

COMMITTEE MEETING REPORTS:

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

GENERAL MANAGER'S REPORT:

General Manager Eldredge reported the following:

- General Manager Eldredge stated staff would be reaching out to Boardmembers to schedule several Special Board Meetings.
- General Manager Eldredge stated the District had recently explored refinancing its SRF (State Revolving Fund loans) debt. The District sold bonds to refinance existing SRF debt at a savings and also was able to sell new bonds for upcoming projects.

OTHER BUSINESS:

There was no other business.

ADJOURNMENT:

The meeting was adjourned at 7:24 p.m. to the next Regular Meeting in the Boardroom on Monday, March 9, 2020.

SUBMITTED:

ATTEST:

REGINA McEVOY
BOARD CLERK

PAT KITE
SECRETARY

APPROVED:

JENNIFER TOY
PRESIDENT

Adopted this 9th day of March 2020



Directors
Manny Fernandez
Tom Handley
Pat Kite
Anjali Lathi
Jennifer Toy

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

Karen W. Murphy
Attorney

**MARCH 9, 2020
BOARD OF DIRECTORS
MEETING AGENDA ITEM # 5.a**

TITLE: **Second Quarter FY 20 District-Wide Balanced Scorecard Measures (*This is an Information Item*)**

SUBMITTED: Paul R. Eldredge, General Manager/District Engineer
Gene Boucher, Organizational Support Team Coach
Karoline Terrazas, Organizational Performance Manager
Jason Yeates, Organizational Performance Coordinator

Recommendation

Information only.

Previous Board Action

None.

Background

This report summarizes progress meeting the District's strategic objectives and safety measures for the second quarter of fiscal year. (July 1, 2019 through December 31, 2019).

Safety

The District maintains its focus on a safe workplace through coaching observations, and training. In the 2nd quarter our new Environment Health and Safety Programs Manager led the safety committee through its first site inspection of the year and opportunities identified were corrected in less than 45 days.

The District had one reportable injury that did not lead to any lost days. We are pleased to report that the injury was minor, and the employee is fully recovered. All other 2nd quarter safety measures were within target.

See Table 1: Safety Objectives and Measures, for District performance against all safety measures in Q2.

Operational Excellence

All Operational Excellence measures are within target for the 2nd quarter as we continue to focus on positive customer service and response time to customer needs. In October, we responded to a small four-gallon category 2/3 overflow which was contained quickly.

See Table 2: Operational Excellence Objectives and Measures, for District performance against all operational measures in Q2.

Legend for Table 1 and Table 2:

Green: meeting or exceeding target or projected to meet target by the end of the fiscal year

Yellow: Will not meet target if trend continues, and/or not meeting target by <10%- needs attention

Red: Will not meet FY target by >10%- corrective action needed

Table 1: Safety Objectives and Measures

Objectives	Measurements	1st Qtr	2nd Qtr	YTD Actual	Comments	Target	FY19	FY18
Reduce the number of accidents	Total accidents with lost days	0	0	0		0	1	2
	Other OSHA reportable accidents	0	1	1		≤4	0	0
	# Incidents of vehicle or equipment accidents/damage	4	0	4		≤2	2	2
Reduce the impact of accidents on employees and the District	Cost associated with vehicle/equipment accidents	\$0.00	\$0.00	\$0.00		≤\$5000	\$ 646.00	\$0
	Ave FTE lost time	0.19	0.93	0.56		<0.5	0.09	0.33
	Total Costs: Lost time Wages only	\$4,915.45	\$24,376.64	\$29,292.09		≤\$46,883	\$ 2,164.50	\$32,052.64
	Ave FTE limited duty time	0	0	0		≤0.5	0	.08
	Total costs: Limited duty/Other 1/2 wages	\$0.00	\$0.00	\$0.00		≤\$23,441	0	\$2,930.91
	X-Mod			0.82		≤1.0	0.82	0.78

Objectives	Measurements	1st Qtr	2nd Qtr	YTD Actual	Comments	Target	FY19	FY18
Identify and correct poor practices and potential hazards	# Facility inspections completed (SIT)	18	1	0		4	4	4
	% of areas of concern identified during internal facility inspections that are resolved within 45 days of report	N/A	100%	100.00%		≥90%	93%	94.59%
	# work site inspections completed	87	67	154		278	335	373
Implement industry best practices	# site visits (for potential BMPS) completed and discussed by ET	0	0	0		≥2	1	1
Communicate our commitment to safety	# GM communications on status of safety program and performance	2	0	2		≥4	7	7
	# safety strategy reviews conducted by ET and EHSPM	1	1	2		4	4	8
Educate employees in safe work practices	# of major safety training events offered	1	3	4		7	11	11
	Ave % of targeted employees trained vs. plan	83.70%	92.23%	87.97%		≥90%	90.73%	94.02%
Create a positive safety culture	% Positive responses on the employees safety survey (ave)			N/A		≥75%	N/A	94.08%

Table 2: Operational Excellence Objectives and Measures

Objectives	Measures	1st	2nd	YTD Actual	Comments	Target	FY19	FY18
Stewardship: Demonstrate responsible stewardship of District assets and the environment	Progress implementing outreach plan milestones: % planned events completed	28.57%	46.43%	46%		≥90%	88%	91.80%
Service: Provide reliable, high quality service	Response time to calls for service: % under 1 hour	97.90%	97.20%	97.55%	82 total service requests	≥95%	96.9%	96.83%
	Response time to contact USD inquiries: % within 3 business days	97.00%	97.00%	97.00%		≥90%	100%	94.08%
	# Total adverse impacts on customers	3	1	4		≤10	3	4
Be prepared for emergencies	# emergency preparedness events (drills, training, debriefs, table top exercises, etc.)	1	1	2		3	4	5
Fiscal responsibility: Ensure funding for critical programs and projects, while maintaining comparable rates	Residential SSC compared to other agencies			5.8th		≤33rd percentile	5.8th	11.5
Accurately project and control costs	% Budget expended, Operating Expenditures			NA		95-103%	94%	105%
	% expended Priority 1 Special Projects			NA		80-110%	72.2%	107.00%
	# regional projects/initiatives with financial benefit	3	3	3		≥3	3	3

Objectives	Measures	1st	2nd	YTD Actual	Comments	Target	FY19	FY18
Asset Management: Manage and maintain assets and infrastructure	# Critical asset failures wo negative impacts	0	0	0		≤2	2	0
	# critical asset failures with negative impacts	0	0	0		0	0	0
	% asset renewal/year: Plant			N/A		Track & Report	2.32%	1.74%
	% asset renewal/year: Collection System			N/A		Track & Report	0.08%	0.18%
	Priority CIP Project milestones met vs. planned	100%	90%	95%	10 of 11 projects on track	85%	83%	85%
Environmental Protection: Maintain our ability to meet current and future regulations Implement projects and programs that benefit the environment	# adverse impacts on environment (Cat 1 SSO)	0	0	0		0	0	0
	Category 2/3 SSOs	0	1	1		≤ 10	2	2
	# regional projects/initiatives with environmental benefit	3	3	3		≥3	3	3
Employees: Maintain a highly competent, flexible workforce	Employee Turnover Rate- total			N/A		Track and report	5.11%	6.11%
	Employee Turnover Rate- nonretirement			N/A		Track and report	2.0%	2.29%
	% Training System Milestones Completed (accumulative total)	15.8%	21.05%	21.1%		100%	105%	100%
	# competency assessments completed	4	24	28		43	48	73

Objectives	Measures	1st	2nd	YTD Actual	Comments	Target	FY19	FY18
Safety: Work safely; reduce accidents and injuries	See safety scorecard							
Culture: Foster a collaborative employee-management relationship that encourages new ideas and continuous improvement	Ave % non-mgmt. employees participating in District committees and taskforces		44%	N/A		45-55%	43%	45.00%
	% non-mgmt. employees participating in alternative compensation program (accumulative total)			N/A		Track & Report	42%	43.00%



Directors
Manny Fernandez
Tom Handley
Pat Kite
Anjali Lathi
Jennifer Toy

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

Karen W. Murphy
Attorney

**MARCH 9, 2020
BOARD OF DIRECTORS MEETING
AGENDA ITEM # 5.b**

TITLE: Plant Process Scorecard *(This is an Information Item)*

SUBMITTED: Paul R. Eldredge, General Manager/District Engineer
Armando Lopez, T&D Work Group Manager

Recommendation

Information only.

Background

This report recaps the Plant Process Scorecard for Fiscal Year 2019 and for the first two quarters of Fiscal Year 2020. T&D staff operates the District's wastewater treatment plant, manages all environmental laboratory services for the District, and produces the regulatory monitoring reports required for permit compliance. The performance measures for the Plant Process Scorecard focus on process control and compliance; energy and chemical efficiency; and employee skill and development.

In FY19, T&D fell short of target in ten areas. The characteristics of the wastewater arriving at the facility have continued to show increased signs of septicity; this led to an increased use of chemicals. On-site power generation dropped in FY19 as a result of cogeneration engine servicing and ongoing, unexpected shutdowns. Fewer tons of biosolids were disposed of as Class A due to the increasingly scarce composting capacity of biosolids. The instances recorded for Number of Adverse Impacts were a result of numerous odor complaints registered by one resident. All other measures met or surpassed targets.

The Plant Health Index (PHI) tracks 12 aspects of treatment plant process performance. The index includes the activated sludge and anaerobic digestion processes, electrical power generation,

chemical and energy use, and NPDES Permit compliance. The index value average met the target of 85% or greater for FY19. The PHI is on track to meet the target for FY20.

Process Control and Compliance

Chemical usage was high in a few areas in FY19. Hydrogen peroxide and ferrous chloride dosing increased for odor control, and sodium hypochlorite usage increased to manage filamentous growth caused by septicity. We have confirmed with centrifuge manufacturer, Andritz, that sludge characteristics have changed, and we have modified our chemical usage targets for FY20 to represent the optimal range for performance. In FY20, polymer usage is meeting the new standard dosage. Hypochlorite usage is still slightly higher than our target to comply with EBDA's request to manage enterococci results and control the filamentous growth that is impacting the settleability of the activated sludge.

We did not meet our target for on-site power generation in FY19 due to cogeneration engine servicing and failures. However, power generation has improved in FY20, and we are now producing more than the target of 23,088 average kilowatt-hours per day of energy. Electrical consumption is slightly above target in FY20. Plant Biological Oxygen Demand (BOD), used to help understand the quality of wastewater, is at a historically high concentration of 11% this year. This higher demand translates into the need for more air from our blowers, which consume a significant amount of electricity.

The biosolids measure tracks the percentage and amount of wet tons disposed of as Class A (composting facility). In FY19, the amount of biosolids disposed of as Class A fell short of target. While Synagro is attempting to reach our requested 6,300 wet tons target annually, they are not contractually obligated to compost more than 5,000 wet tons per year. However, with the unusually dry winter weather reducing pressure on the composting facility, we are optimistic that we will meet this target in FY20.

T&D has met all NPDES compliance measures for FY19 and is on track to continue regulatory excellence during FY20. Achieving compliance is becoming increasingly difficult to attain as the increasing load and historically poor settling activated sludge continue to pose serious challenges. We look forward to the new aeration basin design which will significantly improve poor settling and stabilize the activated sludge process.

Laboratory service measures track timely analysis of samples for Environmental Compliance. All laboratory measures met or exceeded targets in FY19 and are on track to meet targets in FY20.

Planned Maintenance

Completing preventive maintenance on-time ensures that equipment is kept operating at peak efficiency and that problems are promptly identified and corrected. In FY19, TPO exceeded the target with 99% preventive maintenance work orders being completed within the month they were scheduled for. TPO continues to surpass the 95% target in FY20.

Plant Process Scorecard

	Measures	2020 Fiscal Year to Date	Target	2019 Fiscal Year End	
Customer	Number of adverse impacts: Odor Complaint Calls	1	Track	8	
	Number of adverse impacts: Odor Complaints Attributable to the Plant	0	0	2	
	Number of adverse impacts: Violations, Spills, etc.	0	0	0	
Financial	Water Usage – Alvarado Site (Gallons Used per Day)	24,895	≤ 30,000	27,990	
	Total kwh/MG Alvarado Site (Avg per Month)	2,117	< 2,100	2059	
	PG&E Purchased (Avg kwh/day)	24,314	Track	23,387	
	(Total kwh/year)	4,490,818	Track	8,547,405	
	On-site Power Generation (Avg kwh/day)	23,333	23,088	25,104	
	(Total kwh/year)	4,276,536	9,563,000	9,152,032	
	Solar Production – kwh/day (Avg kwh/day)	202	Track	212	
	(Total kwh/year)	37,260	Track	76,698	
	Total Electrical Usage (Avg kwh/day)	47,849	Track	48,703	
	(Total kwh/year)	8,804,614	Track	17,776,135	
	H2S/Odor Control	Ferrous Chloride (Avg gal/hour)	39	≤ 40, ≤ 35	36
		Ferrous Chloride (Total gal/year)	172,510	≤ 350,000, ≤ 300,000	319,370
		Hydrogen Peroxide (Avg gal/hour)	12.7	≤ 10, ≤ 8.5	9.8
		Hydrogen Peroxide (Total gal/year)	55,842	≤ 88,000, ≤ 76,000	85,646
	Disinfection	Hypochlorite (Avg gal/hour)	43.2	≤ 43	47.5
		Hypochlorite (Total gal/year)	190,668	≤ 375,000	417,134
	Solids Conditioning	GBT Polymer (Avg lbs/dry ton)	3.5	≤ 5.5	3.4
	Dewatering Polymer (Avg lbs/dry ton)	34.4	≤ 37, ≤ 33	34.7	

Internal Processes	Biosolids Disposal	Total Wet Tons Produced	10,083	Track	20,566
		Percent Disposed of as Class A	35%	25%	25%
		Number of Wet Tons Disposed Class A	3,552	6,300	5,096
		Plant Operational Health Index (Avg monthly value)	91%	≥ 85%	91%
		Percent preventative maintenance work orders completed within month scheduled	100%	≥ 95%	99%
		Percent Environmental Compliance Samples that Met Turnaround Time (12 days)	97%	≥ 95%	98%
		State Proficiency Test, Percent Areas Passed (T&D Lab)	N/A	> 85%	100%
Learning & Growth	Number of Training Modules Updated		1	2	4



Directors
Manny Fernandez
Tom Handley
Pat Kite
Anjali Lathi
Jennifer Toy

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

Karen W. Murphy
Attorney

**MARCH 9, 2020
BOARD OF DIRECTORS MEETING
AGENDA ITEM # 5.b**

TITLE: **Plant/ Pump Station Maintenance Process and Information Technology Scorecards (This is an Information Item)**

SUBMITTED: Paul R. Eldredge, General Manager/District Engineer
Robert Simonich, Maintenance & Technology Manager
Chris Pachmayer, Electrical & Technology Team Coach

Recommendation

Information only.

Previous Board Action

Not applicable.

Background

Fabrication, Maintenance and Construction (FMC) reports its Balance Scorecard to the Board every 3rd quarter of the fiscal year. During the 2017 fiscal year, the Information Technology (IT) team was added to the FMC work group.

This report covers the first two quarters of Fiscal Year 2020 (FY 20) and recaps Fiscal Year 2019 (FY 19). The FMC staff maintains the District's wastewater treatment plant, pump stations, and influent force main system. The performance measures for the FMC Process Scorecard focus on the following areas: planned maintenance, labor utilization, and employee skill development.

The IT team manages and maintains the District's information technology infrastructure which includes all hardware and software systems utilized by the District. The performance measures

for the IT Scorecard focus on the following areas: Customer satisfaction survey, average device uptime, IT accomplishments, and projects reported to the ET.

Planned Maintenance and Labor Utilization:

The percentage of time FMC spends on planned maintenance work vs. unplanned maintenance work is one of our benchmarking measures. The Water Environment Federation (WEF) identifies planned maintenance at a level greater than 90% as a “best practice.” Using WEF’s definition for planned work that is preventive, predictive, an asset failure, scheduled vs. unplanned, or corrective, the FMC work group is averaging 98.4% of completed planned maintenance activities for FY 19. The plant has experienced two critical asset failures within the past five fiscal years.

A second benchmarking measure tracks the percentage of preventive maintenance work orders completed within the month scheduled. Completing preventive maintenance on time ensures that equipment is kept operating at peak efficiency, and that problems are promptly identified and corrected. The FMC work group is at 94% of preventive maintenance work orders completed within the scheduled month for FY 19, which is slightly below the target of 95%. FMC is currently at 95.2% of preventative work orders completed for the first two quarters of FY 20.

The FMC work group also tracks the number of Priority A work orders issued. This measure is meeting the target of 10 or less per month at an average of 2 per month. Meeting the target for Priority A work orders is a key indicator of the quality of our preventive and predictive maintenance program.

Increasing the efficiency of our labor force is also a goal of the FMC work group. The performance measure used is the percentage of total man-hours spent on the performance of maintenance work. The FMC Workgroup’s target is 80%. For FY 19, FMC exceeded its target by conducting maintenance activities 85.3% of the time. For FY 20, FMC is currently conducting maintenance 85.9% of the time.

Overtime remains below the target of 5% as a percentage of base payroll. Overtime for FY 19 was 2.6%.

Employee Skill Development:

The Learning and Growth measure on the scorecard tracks development of the District’s competency-based training program. FMC has implemented a new measure that reports the number of outside trainings that employees attend. Over the past year FMC has sent employees to nine training events.

The Plant/Pump Station performance measures are summarized in Table No. 1.

Customer Satisfaction Survey

The objective of the IT team is to provide timely responses and solutions to employees who request assistance. At the completion of the request, a survey is sent to each employee asking them to rate their interaction with the IT team and to solicit feedback on what the IT team can improve upon. The target for exceeding expectations is 65% of all surveys received. For FY 19, the IT team received an exceeding expectations survey rate of 93%. The customer satisfaction survey data is summarized in Figure No. 1.

Average Device Uptime

The IT team tracks the total amount of uptime the District's servers and software systems are available to district employees/outside customers to utilize. The target up time for all systems is 99.90%. For FY 19, the IT team met the target with a total system wide up time of 99.92%. Average device uptime is shown in Figure No. 2.

Starting in FY 20, the IT team began tracking average device uptime under two separate categories. Those categories are on premises (hardware and software systems USD directly control and physically located on site) and hosted (cloud-based systems where a third party controls the hardware and software systems). Though the first two quarters of FY 20, on premise solutions have an average device uptime of 99.95% while hosted solutions have an average up time of 99.87%.

IT Accomplishments

The IT team is responsible for maintaining, upgrading, and replacing all of the District's hardware and software systems. During FY 19, the IT team completed 5 out of 6 milestones related the IT master plan and completed 4 out of 4 milestones related to the GIS Collections System Improvements, Phase 2. In addition the IT team implemented the operational data management system (Hach WIMS), Lab informational management system (X-LIMS) replaced the District's network servers, switches and routers, installed new security cameras and software at the Pump stations, and completed the non -residential billing (NRB) data import from ACWD.

Projects Reported to ET

The IT team provides milestone project updates to the ET. Planned and actual milestones are noted for each project. The projects tracked through the scorecard are as follows:

IT Master Plan: Five (5) of six (6) milestones completed. The District completed all tasks associated project except for the final report from the consultant. The IT master plan is complete and will be presented to the Board at a future Board meeting

Collections System (CS) GIS Improvements Phase II: Four (4) of four (4) milestones were completed. Upgrade to ArcGIS version 10.4 was completed (for both Plant and collection GIS systems GIS systems), Deploy mobile solutions to stakeholders, receive feedback from mobile solutions and issue request for proposals to implement additional changes.

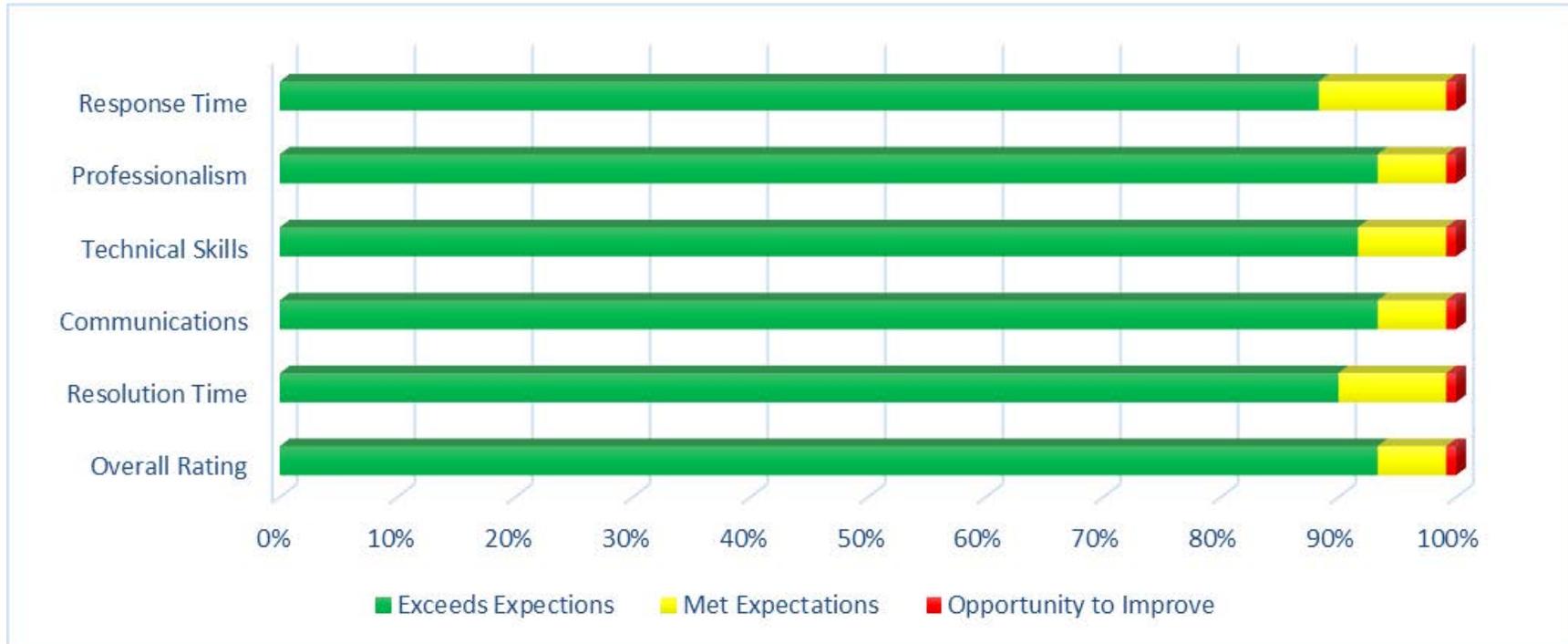
Staff will be present to answer questions.

Table No. 1 - Plant and Pump Station Maintenance Process Scorecard

	Measures	2020 Fiscal Year Year-to-Date	Target	2019 Fiscal Year
Customer	Number of priority A work orders (Average per Month)	2	< 10	3
	Number of critical asset failures	0	0	0
	Number with negative impact on the environment	0	0	0
Financial	% Total hours worked spent on maintenance work	85.9%	≥ 80%	85.3%
	Overtime as % of Base Payroll (Ave per month)	2.1%	≤ 5%	2.6%
Internal Processes	% of Time spent on planned vs. unplanned maintenance activities (Best in Class 90%)	99.4%	75% - 90%	98.4%
	Percent preventative maintenance work orders completed within month scheduled	95.2%	≥ 95%	94.0%
	Number of Corrective Work Orders Over 90 Days (Ave/Qtr.)	42	≤100	41
Employees	Number of Non-Districtwide employee trainings	3	Track and Report	9

Figure No. 1 - Information Technology Team Scorecard

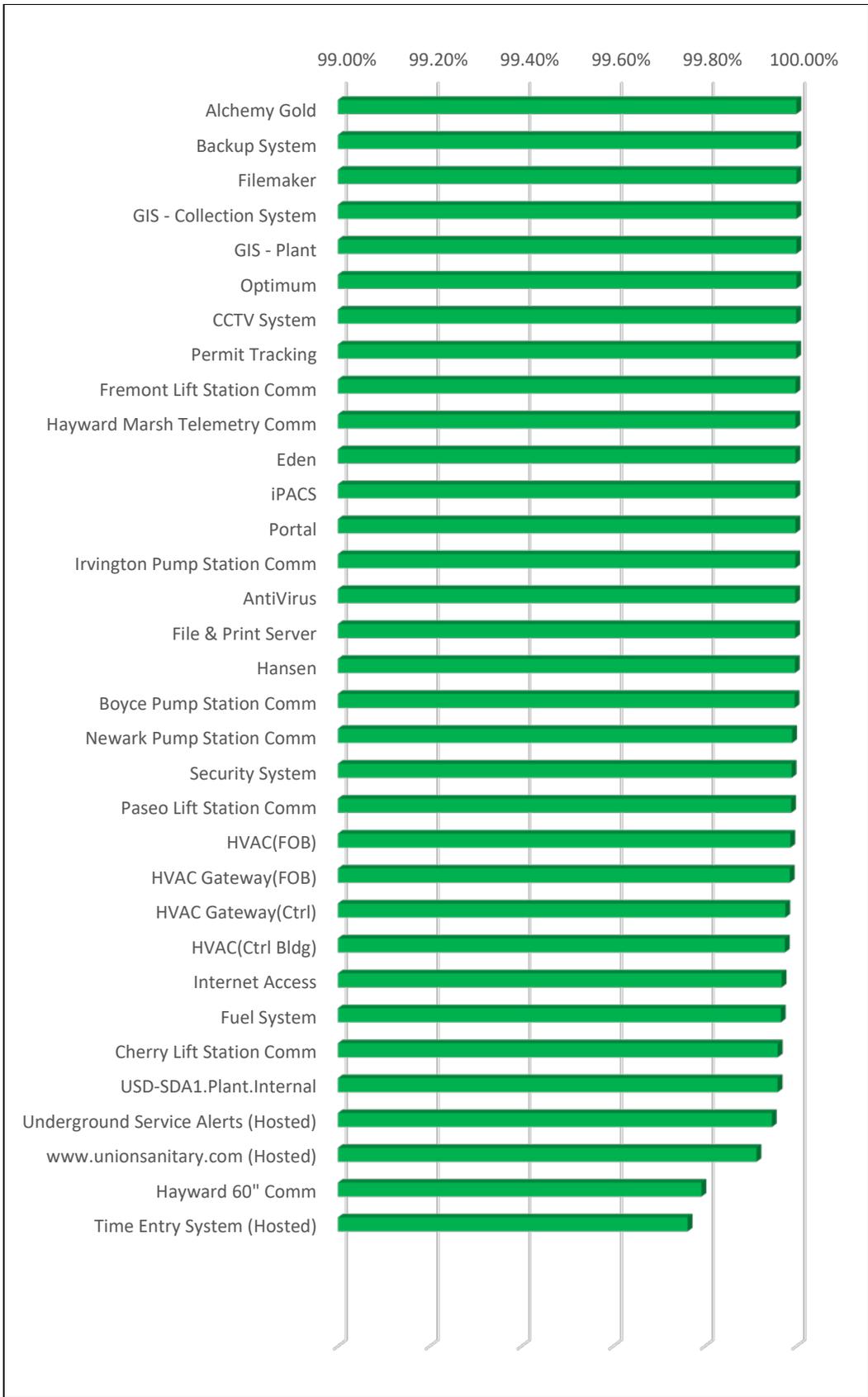
Customer Satisfaction Survey



- Objective: To provide timely solutions to requests for assistance
- Helpdesk Tickets Closed/Surveys: Sent = 316, Responses = 120, Response rate is 39%

Figure No. 2 - Average Device Uptime

1. Total uptime for all servers and devices for FY19 was 99.92%, which did meet the 99.90% IT Team SLA.
2. The servers/devices with the lowest uptimes and the reasons for these low uptimes are listed below:
 - Public Website – This is a hosted solution and was exposed to cybersecurity attacks that cause downtime for recovery and security enhancements.
 - Time Entry – This is a hosted solution that has monthly planned maintenance which caused higher downtime, but staff were not affected because this maintenance was done at night.
 - USA – The Underground Service Alerts is a hosted solution that has a higher downtime but there is no SLA associated with it and USD IT cannot control this uptime.





Directors
Manny Fernandez
Tom Handley
Pat Kite
Anjali Lathi
Jennifer Toy

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

Karen W. Murphy
Attorney

**MARCH 9, 2020
BOARD OF DIRECTORS MEETING
AGENDA ITEM # 8**

TITLE: Review and Consider a Resolution to Approve the First Amendment to the Pipeline Relocation Agreement with William Lyon Homes, Inc., a California corporation, a wholly owned subsidiary of Taylor Morrison Home Corporation *(This is a Motion Item)*

SUBMITTED: Paul R. Eldredge, General Manager/District Engineer
Karen Murphy, General Counsel
Sami E. Ghossain, Manager of Technical Services
Rollie Arbolante, Customer Service Team Coach

Recommendation

Adopt a Resolution to Approve the First Amendment to the Pipeline Relocation Agreement with William Lyon Homes, Inc., a California corporation, a wholly owned subsidiary of Taylor Morrison Home Corporation.

Previous Board Action

10/16/2017 Board Meeting – The Board:

- a. Received an update on the Force Main Relocation regarding the Torian Property Development in Newark; and
- b. Considered and approved Resolution No. 2819 to Approve and Authorize Execution of a Pipeline Relocation Agreement with William Lyon Homes

Background

Development Background

In September 2011, the City of Newark approved the Dumbarton Transit-Oriented Development Specific Plan. The plan includes the construction of up to 2,500 residential units, a

neighborhood retail center, future transit station, and necessary infrastructure to support these uses. William Lyon Homes is the developer that constructed 553 residential units for a portion of the development known as the Torian property, see attached Exhibits A through D.

The District owns and operates twin 33-inch diameter reinforced concrete force mains that convey wastewater flows from the Irvington Pump Station to the Alvarado Treatment Plant in Union City. The force mains traverse the development from south to north where it crosses an Alameda County Flood Control channel. The force mains continue within an easement on a proposed wetlands parcel and within the Hickory Street right-of-way, then within an easement over two private properties, and finally across the City and County of San Francisco (CCSF) right-of-way and the San Mateo County Transit right-of-way before connecting to the Newark Pump Station.

Part of the Torian property development involves creation of a wetland preserve at the southwestern corner of the property in order to partially mitigate wetlands fill over areas. As shown on Exhibit B, a portion of the USD force main runs beneath the proposed Wetland Reserve. As part of the Developers permitting for the Torian Project, the Regional Water Quality Control Board's 401 permit condition requires the developer to obtain authorization from the District Board.

Phase II

William Lyon Homes and USD entered into the Pipeline Relocation Agreement dated October 30, 2017 to provide for, among other things, Developer's relocation of USD's force main pipeline and other sanitary sewer facilities as required by the approvals of Developer's residential development in the City of Newark. Such relocation was effectuated by private development in the vicinity of USD's pipelines, which pipelines could have remained in their current location absent such development.

The Developer was required to complete two phases of work, defined as the Phase I Work and the Phase II Work in the Pipeline Agreement. The Phase I Work has been completed. The Phase II Work was initially expected to be completed by October 15, 2018, but the deadline for completion was extended to March 10, 2020. As the Phase II Work will not be completed by the last extension date, the Parties now desire, among other things to extend the completion date of the Phase II Work to December 15, 2020, and to increase the Bond Security being held for such work to reflect the current estimated cost of the Phase II Work.

Phase II, which is the northerly section of the project, is complicated due to a multitude of variables that are beyond the control of the District and the Developer. Specifically, there are remediation efforts currently taking place on the FMC property along a majority of the Phase II alignment. The remediation is being performed by FMC and its consultants consistent with a Site Cleanup Requirements Order of the California Regional Water Quality Control Board (RWQCB). A new alignment and easement are proposed along a portion of the Phase II alignment to avoid certain areas of contamination in the District's existing 30-foot easement

area, see Exhibit D. Although these areas will be mitigated per the approved RWQCB plan, a realignment is necessary as the proposed mitigation is incompatible with the force mains and could provide significant O&M challenges in the future. The proposed alignment has been reviewed and approved by the District's operating groups.

All current indications are that the remediation will be completed to allow for Phase II to be completed by December 15, 2020. However, the Agreement, as amended, provides that should the remediation take longer than currently anticipated, the District, in consultation with the Developer, has the option to extend Phase II completion. The Developer shall remain obligated to complete the work until complete. The first amendment to the agreement also requires the Developer to provide the an increased surety bond to ensure the timely completion of the Phase II work that equals 100% of the current estimated value, which was previously estimated to be \$3,258,000, of the Phase II Work.

In addition, the amendment allows the Developer to discharge groundwater into the USD Sanitary Sewer System, upon approval of a Dewatering Plan by the District in accordance with Ordinance 36.04. Further, the Developer must follow and comply with the District's normal groundwater discharge permit process. Lastly, the amendment modifies the definition of "force majeure" to include governmental health emergencies and delays associated with remediation by a third party, the latter of which is limited to 120 days.

In summary this first amendment will:

1. Modify the completion date to December 15, 2020.
2. Increase the security bond to the current estimated value of the Phase II Work.
3. Pay USD the sum of \$149,000 for additional CIP costs incurred due to the delay in completing the pipeline relocation.
4. Allow the Developer to discharge groundwater in accordance with USD's standard permit process and approvals.
5. Amend the force majeure provision.

Staff, the Developer, and the District's General have reviewed the proposed amendment and are recommending the Board consider and approve the attached resolution and amendment.

Attachments:

Exhibit A - Dumbarton TOD Site Map

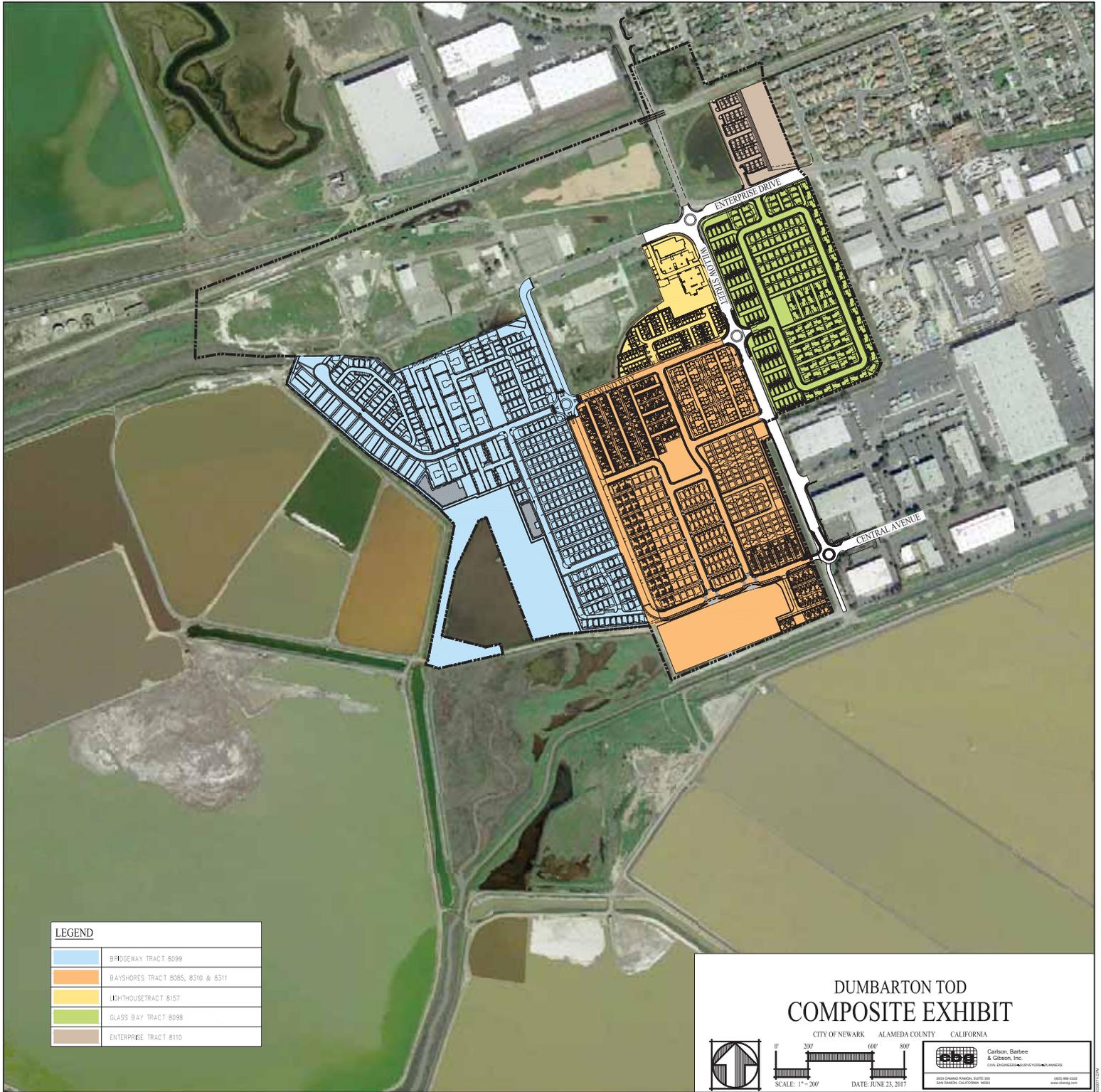
Exhibit B - Developer Site Map

Exhibit C - Project Phasing Map

Exhibit D – Phase II Proposed Alignment Map

Proposed Resolution

First Amendment to Pipeline Relocation Agreement



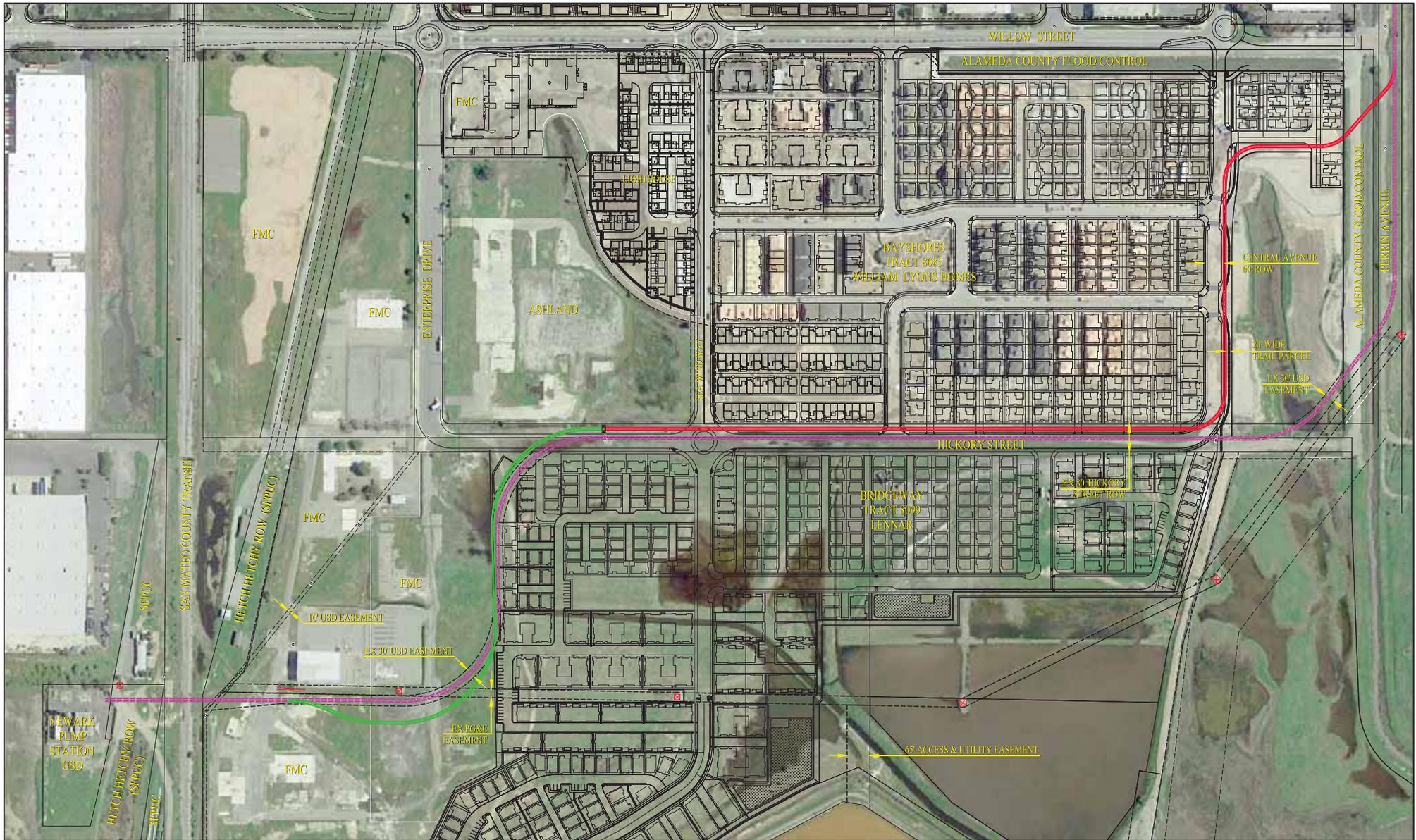
LEGEND	
	BRIDGEWAY TRACT 8099
	BAYSHORES TRACT 8085, 8310 & 8311
	LIGHTHOUSE TRACT 8157
	GLASS BAY TRACT 8098
	ENTERPRISE TRACT 8110

DUMBARTON TOD COMPOSITE EXHIBIT

CITY OF NEWARK ALAMEDA COUNTY CALIFORNIA



Carlisle, Barbee
& Gibson, Inc.
CIVIL ENGINEERS ARCHITECTS PLANNERS
3025 CAMPANO BUNYAN SUITE 200
SAN FRANCISCO CALIFORNIA 94133
415.774.8333
www.cbgi.com



LEGEND

	PROPOSED TWIN 33" SANITARY SEWER FORCE MAINS PHASE 1
	PROPOSED TWIN 33" SANITARY SEWER FORCE MAINS PHASE 2
	EXISTING TWIN 33" SANITARY SEWER FORCE MAINS
	EXISTING PG&E HIGH VOLTAGE TOWERS
	EASEMENT
	PROPERTY LINE

USD FORCE MAIN ALIGNMENT DUMBARTON TOD

SCALE: 1" = 100'

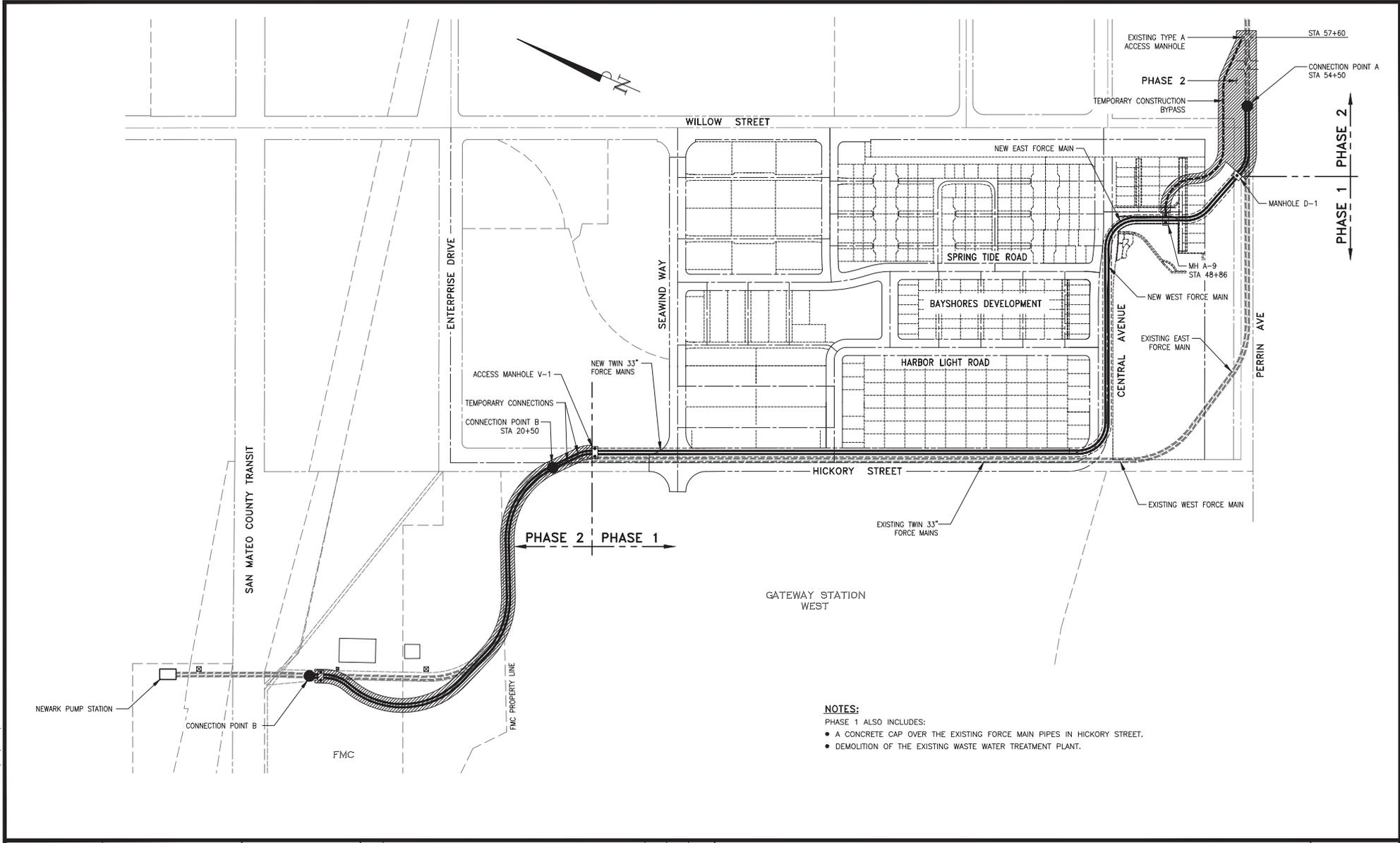
CITY OF NEWARK ALAMEDA COUNTY CALIFORNIA

DATE: JULY 31, 2017

Carlson, Barbee & Gibson, Inc.
CIVIL AND SANITARY ENGINEERS
www.carlsonbarbeegibson.com

SAN FRANCISCO, CALIFORNIA (415) 988-1822
 SACRAMENTO, CALIFORNIA (916) 372-1877

2/12/17 - S:\PROJECTS\16114-01 - NEWARK FORCE MAIN\GAS\CONCRETE\PHASING EXHIBIT.DWG



- NOTES:**
 PHASE 1 ALSO INCLUDES:
 • A CONCRETE CAP OVER THE EXISTING FORCE MAIN PIPES IN HICKORY STREET.
 • DEMOLITION OF THE EXISTING WASTE WATER TREATMENT PLANT.



COLEMAN ENGINEERING
 1358 BLUE OAKS BOULEVARD
 SUITE 200
 ROSEVILLE, CA 95678
 (916) 791-1188

BAR IS ONE INCH
 AT FULL SCALE
 0 1'
 IF NOT ONE INCH
 ON THIS SHEET
 SCALE ACCORDINGLY

NO.	REVISIONS	BY	APP	DATE
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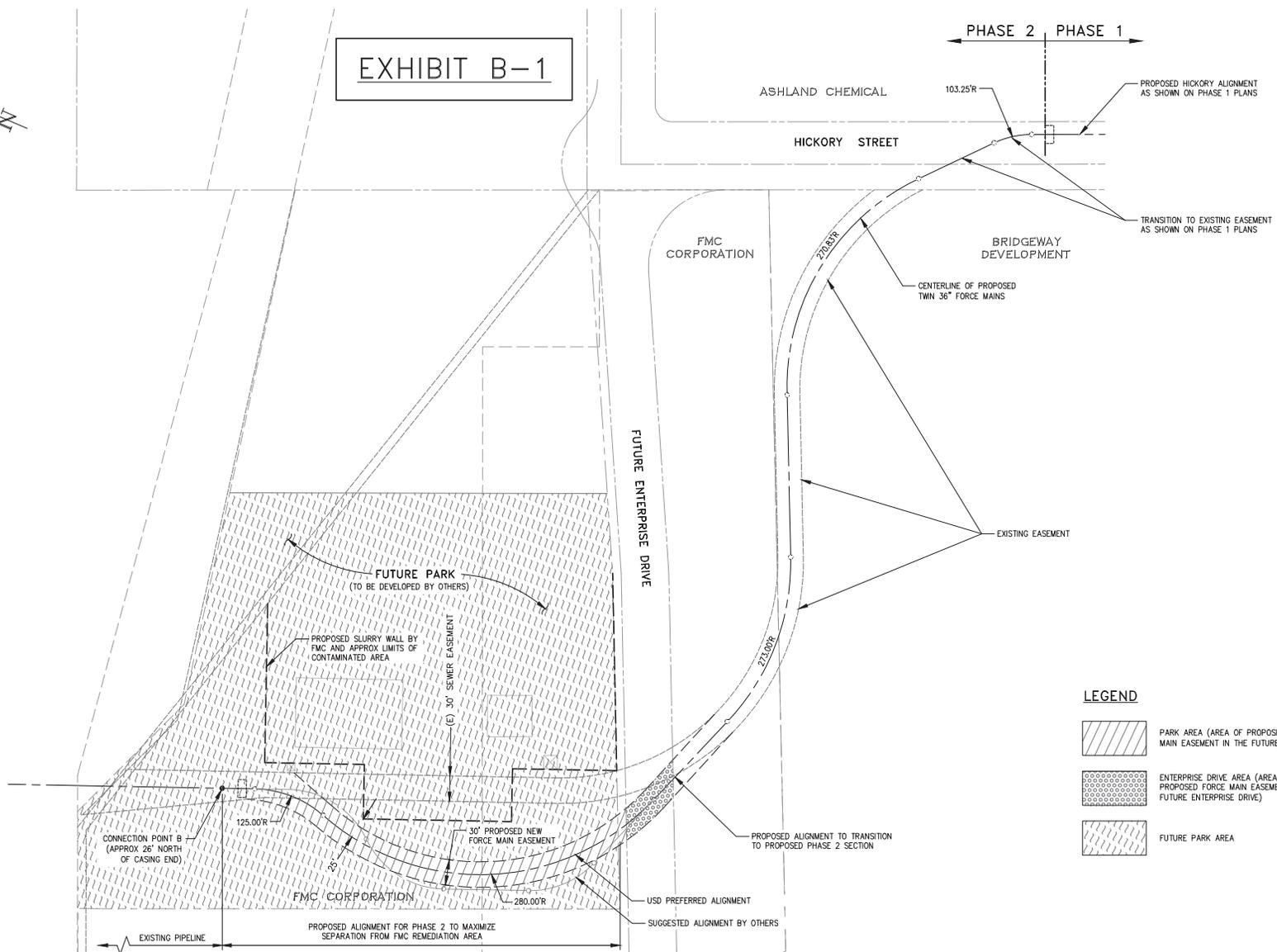
PHASING EXHIBIT
USD FORCE MAIN RELOCATION PROPOSED PHASING PLAN
 CITY OF NEWARK, ALAMEDA COUNTY, CALIFORNIA

SCALE
 1"=150'
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A
 SHEET NUMBER
 1 OF 1 SHEETS

10/10/17, 31, PROJECTS/MAIN/2017-01 - NEWARK FORCE MAIN/300/ENTERPRISE DRIVE PHASE 2 ALIGNMENT ENGINEERING



EXHIBIT B-1



- LEGEND**
- PARK AREA (AREA OF PROPOSED FORCE MAIN EASEMENT IN THE FUTURE PARK)
 - ENTERPRISE DRIVE AREA (AREA OF PROPOSED FORCE MAIN EASEMENT IN FUTURE ENTERPRISE DRIVE)
 - FUTURE PARK AREA



COLEMAN ENGINEERING
1358 BLUE OAKS BOULEVARD
SUITE 200
ROSEVILLE, CA 95678
(916) 791-1188

BAR IS ONE INCH
AT FULL SCALE

IF NOT ONE INCH
ON THIS SHEET
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NO.	REVISIONS	BY	APP	DATE
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WILLIAM LYON HOMES
FORCE MAIN PHASE 2 PREFERRED ALIGNMENT EXHIBIT
CITY OF NEWARK

TWIN FORCE MAIN RELOCATION
CALIFORNIA

DESIGNED UNDER THE DIRECTION OF:
CHAD R. COLEMAN
R.C.E. No. 56490 - REGISTRATION EXPIRES 06-30-19 DATE: 10-10-17
DESIGN: CRC DATE: 10-10-17
DRAWN: WCJ DATE: 10-10-17
CHECKED: CRC DATE: 10-10-17

SCALE
1"=60'
DRAWING NUMBER
1
SHEET NUMBER
1 OF 1 SHEETS

RESOLUTION NO. _____

**A RESOLUTION OF THE BOARD OF DIRECTORS APPROVING AND
AUTHORIZING EXECUTION OF A FIRST AMENDMENT TO THE PIPELINE
RELOCATION AGREEMENT WITH WILLIAM LYON HOMES, INC., A
CALIFORNIA CORPORATION, A WHOLLY OWNED SUBSIDIARY OF
TAYLOR MORRISON HOME CORPORATION**

WHEREAS, the District owns and operates twin 33-inch reinforced concrete pipe force mains that are designed to convey Peak Wet Weather Flows from the Irvington Pump Station to the District's treatment plant in Union City. The District force mains traverse the City of Newark's Dumbarton Transit-Oriented Development Specific Plan area from south to north within existing easements and right of ways; and

WHEREAS, relying on the Specific Plan EIR, on November 29, 2012, the City approved Tentative Tract Map 8085 for a 553 residential unit development on the Torian parcels (the "Torian Project"). On February 28, 2013 the City approved an addendum to the Specific Plan EIR to analyze minor revisions to the Torian Project, which included a contemplated wetland connection through, and the abandonment of, Hickory Street and a total of 547 units, and other minor site plan revisions; and

WHEREAS, as part of the Torian Project, a wetland preserve will be created and managed in perpetuity for the benefit of the ecological and habitat values of the area (the "Wetland Reserve"). A portion of the USD force main runs beneath the Wetland Reserve. As a condition of the development under the Regional Water Quality Control Board (Water Board) 401 permit, the Water Board required the developer to submit authorization by the Union Sanitary District Board to allow portions of the USD force mains running beneath the Wetland Reserve to be abandoned in place (RWQCB Site No. 02-01-C1123(BKW)); and

WHEREAS, on April 13, 2015, the Board adopted Resolution No. 2755 authorizing the abandonment of the existing pipelines and their replacement with new force mains beginning south of the Specific Plan area boundary, going under the Alameda County Flood Control District F1 Channel, through Tract 8085, then within the existing Hickory Street right of way and within the existing District easement in the Integral Communities property and FMC properties; and

WHEREAS, on October 30, 2017, William Lyon Homes, Inc., a California corporation, a wholly owned subsidiary of Taylor Morrison Home Corporation ("Developer") and USD entered into a Pipeline Relocation Agreement to provide for, among other things, Developer's relocation of USD's force main pipeline and other sanitary sewer facilities as required by the approvals of Developer's residential development in the City of Newark (the "Agreement"); and

WHEREAS, the Developer was required to complete two phases of work, defined as the Phase I Work and the Phase II Work in the Pipeline Agreement. The Phase I Work has been completed; however, the Phase II Work has not been completed. The Phase II Work was

initially expected to be completed by October 15, 2018, as extended to March 10, 2020, and will not be completed by that date; and

WHEREAS, Phase II, which is the northerly section of the project, is complicated due to a multitude of variables that are beyond the control of the District and WLH. In particular, there are remediation efforts currently taking place on the FMC property along a majority of the Phase II alignment; and

WHEREAS, as the Phase II Work will not be completed by the last extension date, Developer and District staff have negotiated a First Amendment to the Agreement to, among other things: extend the completion date of the Phase II Work to December 15, 2020; to increase the surety bond being held for such work to reflect the current estimated cost of the Phase II Work; to provide for Developer's payment to USD of the sum of \$149,000 for additional CIP costs incurred due to the delay in completing the pipeline relocation; to allow the Developer to discharge groundwater in accordance with USD's standard permit process and approvals; and amend the force majeure section.

NOW, THEREFORE, BE IT RESOLVED BY THE UNION SANITARY DISTRICT BOARD OF DIRECTORS, AS FOLLOWS:

1. The First Amendment to the Pipeline Relocation Agreement is hereby approved. The General Manager is authorized to execute the First Amendment to the Pipeline Relocation Agreement in the form attached to the staff report, subject to minor revisions or amendments that may be approved by the General Manager, in consultation with the General Counsel.
2. The General Manager or his designee, in consultation with the General Counsel, is hereby authorized to take any and all actions and execute documents, necessary to effectuate the terms and conditions of the First Amendment to the Pipeline Relocation Agreement.

PASSED, APPROVED, AND ADOPTED this ____ day of _____, 2020.

AYES:

NOES:

ABSENT:

Pat Kite, Secretary

Jennifer Toy, President

FIRST AMENDMENT TO PIPELINE RELOCATION AGREEMENT

THIS FIRST AMENDMENT TO PIPELINE RELOCATION AGREEMENT (this "First Amendment"), dated as of _____, 2020 (the "Effective Date"), is entered into by and among WILLIAM LYON HOMES, INC., a California corporation, a wholly owned subsidiary of Taylor Morrison Home Corporation ("Developer"), and UNION SANITARY DISTRICT, a California public sanitary district ("USD"). Developer and USD are sometimes referred to herein collectively as the "Parties" and each individually as a "Party."

RECITALS

A. Developer and USD entered into that certain Pipeline Relocation Agreement dated October 30, 2017 to provide for, among other things, Developer's relocation of USD's force main pipeline and other sanitary sewer facilities as required by the approvals of Developer's residential development in the City of Newark (the "Pipeline Agreement"). Such relocation was effectuated by private development in the vicinity of USD's pipelines, which pipelines could have remained in their current location absent such development. Any capitalized term used in this First Amendment but not defined herein shall have the meaning ascribed to such term in the Pipeline Agreement.

B. Pursuant to the Pipeline Agreement, Developer was required to complete two phases of work, defined as the Phase I Work and the Phase II Work in the Pipeline Agreement. The Phase I Work has been completed. The Phase II Work was initially expected to be completed by October 15, 2018, but the deadline for completion was extended to March 10, 2020.

C. Pursuant to the Pipeline Agreement, USD, Developer and First American Title Company ("Escrow Agent") entered into an Escrow Agreement dated November 20, 2017 (the "Escrow Agreement"), pursuant to which the Parties agreed that certain cash security would be held in an escrow account by the Escrow Agent as security for Developer's performance of the Phase II Work. The term of the Escrow Agreement has been extended to December 15, 2020.

D. As the Phase II Work will not be completed by the last extension date, the Parties now desire, among other things to extend the completion date of the Phase II Work to December 15, 2020, and to increase the Bond Security being held for such work to reflect the current estimated cost of the Phase II Work.

NOW, THEREFORE, the Parties agree as follows:

1. Amendment of Section 1.1(b), Phase II. Section 1.1(b) of the Pipeline Agreement regarding the Phase II Work is hereby amended as follows:

1.1 Completion of Phase II Work. The Parties agree that the Phase II Work shall be completed no later than December 15, 2020, or as otherwise extended pursuant to the Pipeline Agreement.

1.2 Groundwater Discharge. Developer may discharge groundwater from activities associated with the Phase II Work into the USD Sanitary Sewer System, pursuant to the requirements of this Section and upon approval of a Dewatering Plan by USD. Developer shall submit a Dewatering Plan for USD's review and approval consistent with Ordinance 36.04 requirements and prohibitions. Developer agrees and acknowledges that the dewatering season is between April 15 to October 15, unless otherwise directed and approved by USD. In addition, Developer shall follow and comply with USD's normal groundwater discharge permit process.

1.3 Increase in Bond Security. The Parties agree that the Bond Security shall be increased to reflect the current amount of the Phase II Estimated Costs, which is estimated at approximately Five Million Dollars (\$5,000,000.00). After Developer has obtained bids for the Phase II Work, Developer shall increase the Bond Security by an amount equal to the difference between the current bid amount of the Phase II Estimated Costs and the prior amount of Bond Security for a total Bond Security in an amount equal to 100 percent of the current Phase II Estimated Costs based on the bids. Developer shall submit updated Bond Security to USD in a form acceptable to District no later than five business days after the Effective Date.

2. Amendment to Section 8.15, Force Majeure. The first sentence of Section 8.15, Force Majeure is hereby deleted and replaced in its entirety with the following:

"Neither Party shall be held responsible or liable for an inability to fulfill or delay in fulfilling any obligation under this Agreement (other than the payment of money), by reason of an act of God, natural disaster, government declared health emergency, including pandemics and voluntary or involuntary health related quarantines, accident, strikes, lockouts or other labor disturbances or disputes, unavailability of materials or labor, rationing or restrictions on the use of utilities or public transportation whether due to energy shortages, war, civil disturbance, riot, governmental rules, regulations, or restrictions, building moratorium (including without limitation, any moratoria under the California Subdivision Map Act), delay in issuance of any permits or governmental approvals, litigation or other legal action by a third party, or up to a 120-day delay in remediation of existing Hazardous Materials by a third party ("Force Majeure")."

3. Extension Payment. Concurrently with the execution of this First Amendment, Developer shall pay USD the amount of \$149,000.00 in immediately available funds.

4. Phase II Work Not USD Obligation. The Parties agree and acknowledge that USD has not been and is not required to perform or complete any or all of the Phase II Work and is under no obligation to use or access Cash Security or Bond Security to complete such work in the event of Developer's default. Developer further agrees and acknowledges that in the event the Phase II Work is not timely completed by Developer, other projects in the area of the Phase II Work could be affected by such delay and that USD shall have no liability with respect to any such delay.

5. Counterparts; Electronic Delivery. This First Amendment may be executed in two or more counterparts, each of which shall be deemed an original, but all of which together shall constitute one and the same instrument. Any signature page delivered by facsimile or electronic image transmission shall be binding to the same extent as an original signature page. Either Party that delivers a signature page by facsimile or electronic image transmission shall deliver an original counterpart to the other Party that requests such original counterpart.

6. Amendment. Except as amended herein, the Agreement remains in full force and effect.

The Parties to this First Amendment have caused this First Amendment to be executed and delivered as of the date first written above.

"Developer"

William Lyon Homes, Inc.
a California corporation, a wholly owned
subsidiary of Taylor Morrison Home
Corporation

By: _____
Name: _____
Title: _____

"USD"

Union Sanitary District
a California public sanitary district

By: _____
Name: Paul R. Eldredge, P.E.
Title: General Manager

Approved as to form:

Karen Murphy, General Counsel



Directors
Manny Fernandez
Tom Handley
Pat Kite
Anjali Lathi
Jennifer Toy

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

Karen W. Murphy
Attorney

**MARCH 9, 2020
BOARD OF DIRECTORS MEETING
AGENDA ITEM # 9**

TITLE: Consider Rescinding Resolution 2769 and Adopting an Updated Resolution Adopting Guidelines for the Submission and Tabulation of Protests in Connection with Rate Hearings Conducted Pursuant to Article XIII D, Section 6 of the California Constitution (*This is a Motion Item*)

SUBMITTED: Paul R. Eldredge, General Manager/District Engineer
Karen W. Murphy, General Counsel

Recommendation

Rescind Resolution 2769 and adopt an updated Resolution on guidelines for the submission and tabulation of protests

Previous Board Action

November 23, 2015 – The Board adopted Resolution 2769 Adopting Guidelines for the Submission and Tabulation of Protests in Connection with Rate Hearings Conducted Pursuant to Article XIII D, Section 6 of the California Constitution

Background

In November 2015, the Board adopted Resolution 2769 to set forth specific guidelines as to how protests in connection with rate hearings are handled since Article XIII D, Section 6 of the California Constitution does not set forth procedures for hearings.

District staff and attorneys have reviewed the prior resolution and made a number of updates, such as modifying the titles of employees and updating procedures to reflect our current practices. A red-line showing revisions to Resolution 2769 is included for your reference.

Attachments

- Proposed Resolution
- Redline comparing proposed Resolution to Resolution 2769

RESOLUTION NO. _____

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE UNION SANITARY DISTRICT
RESCINDING RESOLUTION NO. 2769 AND ADOPTING GUIDELINES FOR THE
SUBMISSION AND TABULATION OF PROTESTS IN CONNECTION WITH RATE HEARINGS
CONDUCTED PURSUANT TO ARTICLE XIID, SECTION 6 OF THE CALIFORNIA
CONSTITUTION**

WHEREAS, Article XIID, Section 6 of the California Constitution requires the Board of Directors of the Union Sanitary District to consider written protests to certain proposed increases to utility charges; and

WHEREAS, this constitutional provision does not offer specific guidance as to who is allowed to submit protests, how written protests are to be submitted, or how the District is to tabulate the protests.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Union Sanitary District that when notice of a public hearing with respect to the adoption or increase of water or wastewater charges has been given by the District pursuant to Article XIID, Section 6(a) of the California Constitution, the following shall apply:

SECTION 1: Definitions. Unless the context plainly indicates another meaning was intended, the following definitions shall apply in construction of these guidelines.

- A. "Parcel" means a County Assessor's parcel, the owner or occupant of which is subject to the proposed charge that is the subject of the hearing.
- B. "Parcel owner" means the person or persons whose name or names appear on the County Assessor's latest equalized assessment roll as the owner of a parcel.
- C. A "fee protest proceeding" is not an election, but the Executive Assistant to the GM/Board Clerk will maintain the confidentiality of protests as provided below and will maintain the security and integrity of protests at all times.

SECTION 2: Notice Delivery. Notice of proposed rates and public hearing shall be as follows:

- A. The District shall give notice of proposed charges via U.S. mail to all parcel owners served by the District.
- B. The District will post the notice of proposed charges and public hearing at its official posting sites.

SECTION 3: Protest Submittal.

- A. Any parcel owner who is subject to the proposed sewer charge that is the subject of the hearing may submit a written protest to the Executive Assistant to the GM/Board Clerk, by:
- Delivery to the Executive Assistant to the GM/Board Clerk’s Office at the main District Office, 5072 Benson Road, Union City during published business hours, or
 - Mail to Executive Assistant to the GM/Board Clerk, 5072 Benson Road, Union City, CA 94587, or
 - Personally submitting the protest at the public hearing, or
 - Email to rates@unionsanitary.ca.gov, or
 - Fax to (510) 477-7501
- B. Protests must be received by the end of the public hearing, including those mailed to the District. No postmarks will be accepted; therefore, any protest not actually received by the close of the hearing, whether or not mailed prior to the hearing, shall not be counted.
- C. Photocopied protests shall not be counted.
- D. Although oral comments at the public hearing will not qualify as a formal protest unless accompanied by a written protest, the Board of Directors welcomes input from the community during the public hearing on the proposed charges.

SECTION 4: Protest Requirements.

- A. A written protest must include:
- (i) A statement that it is a protest against the proposed charge that is the subject of the hearing; and
 - (ii) Name of the parcel owner who is submitting the protest; and
 - (iii) Identity of the parcel, by either property address, Assessor’s Parcel number, or other parcel description of the parcel with respect to which the protest is made; and
 - (iv) Except as to protests submitted by email, original signature and legibly printed name of the parcel owner who is submitting the protest. The Executive Assistant to the GM/Board Clerk may require one who submits a protest by email to authenticate it

with an original signature if he or she has reason to question its authenticity.

- B. Protests shall not be counted if any of the required elements (i thru iv) outlined in the preceding subsection "A." are omitted.

SECTION 5: Protest Withdrawal. Any person who submits a protest may withdraw it by submitting to the Executive Assistant to the GM/Board Clerk a written request that the protest be withdrawn. The withdrawal of a protest shall contain sufficient information to identify the affected parcel and the parcel owner who submitted both the protest and the request that it be withdrawn.

SECTION 6: Multiple Parcel Owners

- A. Each parcel owner of a parcel served by the District may submit a protest. This includes instances in which:
 - (i) A parcel is owned by more than a single owner or more than one name appears as the owner for the parcel, or
 - (ii) A customer of record is not the record owner, or
 - (iii) A parcel is occupied by more than one record customer, or
 - (iv) Multiple parcels are served via a single utility account, as master-metered multiple-family-residential units.
- B. Any parcel owner or customer of record may protest, but only one protest will be counted per parcel as provided by Government Code Section 53755(b). If multiple protests are submitted for the same parcel, they shall, together, count as one protest.

SECTION 7: Transparency, Confidentiality, and Disclosure.

- A. To ensure transparency and accountability in the fee protest tabulation while protecting the privacy rights of parcel owners, protests will be maintained in confidence until tabulation begins following the public hearing. Those who submit protests by email accept that complete confidentiality cannot be ensured given the nature of the technology and the need for the Executive Assistant to the GM/Board Clerk to read, print, and tabulate email protests.
- B. Once a protest is opened during the tabulation, it becomes a disclosable public record, as required by state law.

SECTION 8: Executive Assistant to the GM/Board Clerk. The Executive Assistant to the GM/Board Clerk shall not accept as valid any protest if he or she determines that any of the following is true:

- A. The protest does not state its opposition to the proposed charges.
- B. The protest does not name the parcel owner or of the parcel identified in the protest as of the date of the public hearing.
- C. The protest does not identify a parcel served by the District that is subject to the proposed charge.
- D. A protest was not submitted by email and does not bear an original signature of the named parcel owner of the parcel identified on the protest or a protest submitted by email is not authenticated with an original signature on request of the Executive Assistant to the GM/Board Clerk. Whether an email protest should be authenticated or a signature on any protest is valid shall be entrusted to the reasonable judgment of the Executive Assistant to the GM/Board Clerk, who may consult signatures on file with the County Elections Official.
- E. The protest was altered in a way, or facts regarding a protest submitted by email are such, that a fair question arises whether the protest actually expresses the intent of a parcel owner or customer of record to protest the charges.
- F. The protest was not received by the Executive Assistant to the GM/Board Clerk before the close of the public hearing on the proposed charges or, as to protests submitted by fax or email, by 5:00 p.m. on May 11, 2020.
- G. A request to withdraw the protest was received prior to the close of the public hearing on the proposed charges.

SECTION 9: Executive Assistant to the GM/Board Clerks's Decisions Final. The Executive Assistant to the GM/Board Clerks's decision that a protest is not valid shall constitute a final action of the District and shall not be subject to any internal appeal but shall be subject to judicial review as provided in Code of Civil Procedure section 1094.5.

SECTION 10: Majority Protest.

- A. A majority protest exists if written protests are timely submitted and not withdrawn by the parcel owners with respect to a majority (50% plus one) of the parcels subject to the proposed charge.
- B. While the District may inform the public of the number of parcels served by the District when a notice of proposed rates is mailed, the number of parcels with active customer accounts served by the District on the date of the hearing shall control in determining whether a majority protest exists.

SECTION 11: Tabulation of Protests. At the conclusion of the public hearing, the Executive Assistant to the GM/Board Clerk shall tabulate all protests received; including those received during the public hearing (other than by email), and shall report the results of the tabulation to the Board of Directors. If the total number of protests received is insufficient to constitute a majority protest, the Executive Assistant to the GM/Board Clerk may determine the absence of a majority protest without validating the protests received, but may instead deem them all valid without further examination. Further, if the number of protests received is obviously substantially fewer than the number required to constitute a majority protest, the Executive Assistant to the GM/Board Clerk may determine the absence of a majority protest without opening the envelopes in which protests are returned.

SECTION 12: Report of Tabulation. If at the conclusion of the public hearing, the Executive Assistant to the GM/Board Clerk determines that he or she will require additional time to tabulate the protests, he or she shall so advise the Board of Directors, which may adjourn the meeting to allow the tabulation to be completed on another day or days. If so, the Board of Directors shall declare the time and place of tabulation, which shall be conducted in a place where interested members of the public may observe the tabulation, and the Board of Directors shall declare the time at which the meeting shall be resumed to receive and act on the tabulation report of the Executive Assistant to the GM/Board Clerk.

SECTION 13: This resolution will become effective immediately upon adoption and shall supersede any previous resolution establishing guidelines for the conduct of protest proceedings under California Constitution, article XIII D, section 6. Resolution No. 2769, a Resolution of the Board of Directors of the Union Sanitary District Adopting Guidelines for the Submission and Tabulation of Protests in Connection with Rate Hearings Conducted Pursuant to Article XIID, Section 6 of the California Constitution, is hereby rescinded in its entirety.

* * * * *

On motion of _____, seconded by _____, the above resolution was introduced and passed by the Board of Directors of Union Sanitary District at a regular meeting of said Board held on the ___ day of _____, 2020, and adopted by the following vote:

Ayes:

Noes:

Absent:

Abstain:

JENNIFER TOY
President, Board of Directors
Union Sanitary District

ATTEST:

PAT KITE
Secretary, Board of Directors
Union Sanitary District

RESOLUTION NO. ~~2769~~ _____

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE UNION SANITARY DISTRICT
RESCINDING RESOLUTION NO. 2769 AND ADOPTING GUIDELINES FOR THE
SUBMISSION AND TABULATION OF PROTESTS IN CONNECTION WITH RATE HEARINGS
CONDUCTED PURSUANT TO ARTICLE XIID, SECTION 6 OF THE CALIFORNIA
CONSTITUTION

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WHEREAS, this constitutional provision does not offer specific guidance as to who is allowed to submit protests, how written protests are to be submitted, or how the District is to tabulate the protests.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Union Sanitary District that when notice of a public hearing with respect to the adoption or increase of water or wastewater charges has been given by the District pursuant to Article XIID, Section 6(a) of the California Constitution, the following shall apply:

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- A. "Parcel" means a County Assessor's parcel, the owner or occupant of which is subject to the proposed charge that is the subject of the hearing.
- B. "Parcel owner" means the person or persons whose name or names appear on the County Assessor's latest equalized assessment roll as the owner of a parcel.
- C. A "fee protest proceeding" is not an election, but the Executive Assistant to the GM/Board ~~Secretary, or designee,~~ Clerk will maintain the confidentiality of protests as provided below and will maintain the security and integrity of protests at all times.

SECTION 2: Notice Delivery. Notice of proposed rates and public hearing shall be as follows:

- A. The District shall give notice of proposed charges via U.S. mail to all parcel owners served by the District.
- B. The District will post the notice of proposed charges and public hearing at its official posting sites.

SECTION 3: Protest Submittal.

A. Any parcel owner who is subject to the proposed sewer charge that is the subject of the hearing may submit a written protest to the Executive Assistant to the GM/Board ~~Secretary~~Clerk, by:

- Delivery to the Executive Assistant to the GM/Board ~~Secretary's~~Clerk's Office at the main District Office, 5072 Benson Road, Union City during published business hours, or
- Mail to Executive Assistant to the GM/Board ~~Secretary at~~Clerk, 5072 Benson Road, Union City, CA 94587, or
- ~~▪ Faxing to the Assistant to the GM/Board Secretary at (510) 477-7501~~
- ~~▪ Emailing to the Assistant to the GM/Board Secretary at rates@unionsanitary.ca.gov; or~~
- Personally submitting the protest at the public hearing, or
- Email to rates@unionsanitary.ca.gov, or
- Fax to (510) 477-7501

B. Protests must be received by the end of the public hearing, including those mailed to the District. No postmarks will be accepted; therefore, any protest not actually received by the close of the hearing, whether or not mailed prior to the hearing, shall not be counted.

~~C. Electronic submissions of protests must include the name of the parcel owner submitting the protest. All other protests must include an original signature and legibly printed name of a parcel owner. Submissions that cannot be authenticated will not be accepted.~~

C. Photocopied protests shall not be counted.

D. Although oral comments at the public hearing will not qualify as a formal protest unless accompanied by a written protest, the Board of Directors welcomes input from the community during the public hearing on the proposed charges.

SECTION 4: Protest Requirements.

A. A written protest must include:

- (i) A statement that it is a protest against the proposed charge that is the subject of the hearing; and

- (ii) Name of the parcel owner who is submitting the protest; and
- (iii) Identity of the parcel, by ~~the either~~ property address ~~or~~, Assessor's Parcel number, ~~of the or other~~ parcel ~~for~~ description of the parcel with respect to which the protest is made; and
- (iv) ~~Signature~~ Except as to protests submitted by email, original signature and legibly ~~printed name, or the~~ printed name of the parcel owner who is submitting the protest, ~~as applicable~~. ~~Submissions that cannot be authenticated will not be accepted~~ The Executive Assistant to the GM/Board Clerk may require one who submits a protest by email to authenticate it with an original signature if he or she has reason to question its authenticity.

B. Protests shall not be counted if any of the required elements (i thru iv) outlined in the preceding subsection "A." are omitted.

SECTION 5: Protest Withdrawal. Any person who submits a protest may withdraw it by submitting to the Executive Assistant to the GM/Board ~~Secretary~~ Clerk a written request that the protest be withdrawn. The withdrawal of a protest shall contain sufficient information to identify the affected parcel and the ~~name of the~~ parcel owner who submitted both the protest and the request that it be withdrawn.

SECTION 6: Multiple Parcel Owners

- A. Each parcel owner of a parcel served by the District may submit a protest. This includes instances in which:
- (i) ~~where a~~ A parcel is owned by more than a single owner or more than one name appears as the owner for the parcel, ~~however; or~~
 - (ii) A customer of record is not the record owner, or
 - (iii) A parcel is occupied by more than one record customer, or
 - (iv) Multiple parcels are served via a single utility account, as master-metered multiple-family-residential units.
- B. ~~Only~~ Any parcel owner or customer of record may protest, but only one protest will be counted per parcel as provided by Government Code Section 53755(b). If multiple protests are submitted for the same parcel, they shall, together, count as one protest.

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- B. Once a protest is opened during the tabulation, it becomes a disclosable public record, as required by state law.

SECTION 8: Executive Assistant to the GM/Board Secretary Clerk. The Executive Assistant to the GM/Board Secretary, or designee, Clerk shall not accept as valid any protest if he or she determines that any of the following is true:

- A. The protest does not state its opposition to the proposed charges.
- B. The protest does not name the parcel owner or of the parcel identified in the protest, as of the date of the public hearing.
- ~~C. The protest does not include a signature and legibly printed name or, for electronic submissions, the name of the parcel owner who is submitting the protest.~~
- C. D. The protest does not identify a parcel served by the District that is subject to the proposed charge ~~(property address or APN).~~
- D. A protest was not submitted by email and does not bear an original signature of the named parcel owner of the parcel identified on the protest or a protest submitted by email is not authenticated with an original signature on request of the Executive Assistant to the GM/Board Clerk. Whether an email protest should be authenticated or a signature on any protest is valid shall be entrusted to the reasonable judgment of the Executive Assistant to the GM/Board Clerk, who may consult signatures on file with the County Elections Official.
- E. The protest was altered in a way ~~that raises,~~ or facts regarding a protest submitted by email are such, that a fair question ~~as to~~ arises whether the protest actually expresses the intent of a parcel owner or customer of record to protest the charges.
- F. The protest was not received by the Executive Assistant to the GM/Board Secretary, or designee, Clerk before the close of the public hearing on the proposed charges or, as to protests submitted by fax or email, by 5:00 p.m. on May 11, 2020.
- G. A request to withdraw the protest was received prior to the close of the public hearing on the proposed charges.

SECTION 9: Executive Assistant to the GM/Board Secretary's Clerks's Decisions Final. The Executive Assistant to the GM/Board Secretary's, or designee's, Clerks's decision that a

protest is not valid shall constitute a final action of the District and shall not be subject to any ~~appeal~~[internal appeal but shall be subject to judicial review as provided in Code of Civil Procedure section 1094.5.](#)

SECTION 10: Majority Protest.

- A. A majority protest exists if written protests are timely submitted and not withdrawn by the parcel owners with respect to a majority (50% plus one) of the parcels subject to the proposed charge.
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SECTION 13: This resolution will become effective immediately upon adoption [and shall supersede any previous resolution establishing guidelines for the conduct of protest proceedings under California Constitution, article XIII D, section 6. Resolution No. 2769, a Resolution of the Board of Directors of the Union Sanitary District Adopting Guidelines for the Submission and Tabulation of Protests in Connection with Rate Hearings Conducted Pursuant to Article XIII D, Section 6 of the California Constitution, is hereby rescinded in its entirety.](#)

* * * * *

On motion of ~~Vice President Handley~~, seconded by ~~Director Fernandez~~, the above resolution was introduced and passed by the Board of Directors of Union Sanitary District at a regular meeting of said Board held on the ~~23rd~~- day of ~~November, 2015~~ , 2020, and adopted by the following vote:

~~AYES: Fernandez, Handley, Kite, Lathi, Toy~~

~~NOES: None~~

~~ABSENT: None~~

~~ATSTAIN: None~~

Ayes:

Noes:

Absent:

Abstain:

JENNIFER TOY
President, Board of Directors
Union Sanitary District

ATTEST:

PAT KITE
Secretary, Board of Directors
Union Sanitary District



Directors
Manny Fernandez
Tom Handley
Pat Kite
Anjali Lathi
Jennifer Toy

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

Karen W. Murphy
Attorney

**MARCH 9, 2020
BOARD OF DIRECTORS MEETING
AGENDA ITEM # 10**

TITLE: **Authorize the General Manager to Execute Task Order No. 2 with Hazen and Sawyer for the Enhanced Treatment and Site Upgrade Phase 1A Project (*This is a Motion Item*)**

SUBMITTED: Paul R. Eldredge, General Manager/District Engineer
Ric Pipkin, Enhanced Treatment and Site Upgrade Program Manager
Curtis Bosick, Enhanced Treatment and Site Upgrade Assistant PM
ETSU Steering Committee (Armando Lopez, Sami Ghossain, Robert Simonich)

Recommendation

Staff recommends the Board Authorize the General Manager to Execute Task Order No. 2 with Hazen and Sawyer in the amount of \$3,737,412 for the Enhanced Treatment and Site Upgrade Phase 1A Project.

Previous Board Action

December 12, 2016, the Board authorized the General Manager to execute an agreement and Task Order No. 1 with Woodard & Curran (formerly RMC Water and Environment) in the amount of \$265,217 to study, review and assess the District's near- and long-term projects.

January 9, 2017, the Board authorized the General Manager to execute Task Order No. 2 with Carollo Engineers in the amount of \$279,698 for the Plant Solids System/Capacity Assessment – Phase 2.

March 27, 2017, the Board authorized the General Manager to execute Task Order No. 2 with Woodard & Curran in the amount of \$69,877 for the Effluent Management Study.

July 11, 2017, the Board held Workshop No. 1 on the background and analysis of the Administration and Control Buildings and cost comparison of the retrofit and new building alternatives.

January 22, 2018, the Board authorized the General Manager to execute Amendment No. 2 to Task Order No. 2 with Woodard & Curran in the amount of \$74,518 to evaluate strategies for early adoption of nutrient removal process at the Plant and at the Hayward Marsh during the Effluent Management Study.

March 19, 2018, the Board held Workshop No. 2 on the retrofit vs. new options for the Administration and Control Buildings, the options for secondary process improvements, and the need to vet the membrane bioreactor treatment technology.

May 8, 2019, the Board held Workshop No. 3 on results from the secondary process evaluation, the alternatives and phasing of the secondary treatment process improvements, the new campus building alternative, and the capital and O&M cost updates.

July 22, 2019 the Board approved the Enhanced Treatment & Site Upgrade Program Manager (Limited Duration) and Enhanced Treatment & Site Upgrade Assistant Program Manager (Limited Duration) Job Descriptions and Salary Ranges

August 26, 2019, the Board Adopted Resolution 2864 Approving the District's Final Report for the Enhanced Treatment & Site Upgrade Program

January 13, 2020 the Board Authorized the General Manager to Execute an Agreement and Task Order No. 1 with Hazen and Sawyer in the amount of \$6,752,860 for the Enhanced Treatment and Site Upgrade Phase 1A Project.

Background

The Enhanced Treatment & Site Upgrade (ETSU) Program is the culmination of the District's planning efforts and is based on the outcomes and findings of the Plant Solids System/ Capacity Assessment – Phases 1 and 2, Administration/Control/FMC Buildings Evaluation, the Effluent Management Study and the Secondary Treatment Process Improvements evaluation. The program includes projects recommended for implementation that will be phased to address both immediate drivers (poor sludge settleability, treatment capacity, effluent disposal and aging infrastructure), while preparing for future requirements such as nutrient regulations for discharge in the Bay that are currently being considered by the Regional Water Quality Control Board.

Along with the recommended treatment process enhancements, the existing Administration and Control Buildings require significant upgrades to meet current building standards.

Recommended improvements to the existing Administration and Control Buildings include seismic upgrades; mechanical, electrical, and plumbing upgrades; and building envelope repairs to prevent water intrusion. Additionally, the existing maintenance building and paint shop are nearing the end of their useful lives and were previously identified for replacement. Consequently, an evaluation was completed that compared the costs of retrofitting the existing Administration and Control Buildings and constructing a new FMC Building to the cost of constructing all new buildings. In summary, the life cycle costs were estimated to be 20 percent less than retrofitting the existing buildings. Furthermore, a new Campus Building would also provide:

- A longer life span;
- A facility built to the latest building codes;
- A much smaller overall footprint;
- An opportunity for more efficient space planning;
- A construction sequence that significantly minimizes disruptions to staff, productivity, and customer service;
- Consolidation of shared functions;
- Valuable real estate that could be used to expand the existing secondary treatment process.

The Phase I and II projects included in this program were presented to the Board during the workshop held on May 8, 2019 and are summarized in the Final Report which was approved by the Board on August 26, 2019. A third phase of projects was briefly outlined that covered the timeframe from 2040 to 2058 and included potentially stricter nutrient limits in the more distant future. The projects identified in the ETSU Program to be implemented in the near-term (the next seven to ten years) are included in Phase I and are summarized in the table below.

Phase 1A	Aeration Basin Modifications	Retrofitting the existing Aeration Basins 1 through 7 with the flexibility to operate initially with an anaerobic selector during implementation phase of the ETSU Program and transitioning to a biological nutrient removal (BNR) process following completion.
Phase 1A	Campus Building (Admin, FMC, Ops)	Construction of a new combined Campus Building, including associated site and utility improvements and the demolition of existing buildings.
Phase 1B	Secondary Clarifiers	Construction of four new 155-foot diameter secondary clarifiers, mixed liquor control box, and centralized RAS pump station and relocation of existing effluent force main.
Phase 1B	Effluent Facilities	Construction of new chlorination/dechlorination contact basins and pump stations.

Phase 1C	Plant Equalization Storage	Retrofitting existing Secondary Clarifiers 1 through 4 to operate as a primary effluent/treated effluent equalization basin.
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The full version of the ETSU Program report, including appendices, can be found at the following link: <https://unionsanitary.ca.gov/ETSU>.

ETSU Phase 1A Project

Staff developed a Phase 1A Project (Project) scope which includes the Aeration Basin Modifications project and the Campus Building project. These two projects are being designed together for the initial construction because they are the first two concurrent projects that must both be completed before the remainder of Phase 1 can be accomplished, specifically the new secondary clarifiers, which are necessary for nutrient reduction.

The major scope items for the Aeration Basin Modifications Project are as follows:

- Retrofit Aeration Basins 1 through 7 to initially operate with an anaerobic selector to improve settling and then transition to a Biological Nutrient Removal (BNR) process to remove nutrients at the conclusion of Phase 1B. This work includes but is not limited to the following:
 - Installation of baffling and mechanical mixing to create deoxygenation, anoxic and flexible aeration zones.
 - Addition of nitrified recycle pumps and dedicated RAS piping for each basin, repurposing of existing channels to facilitate step feed operation and surface wasting and modifications to existing aeration air distribution and diffuser piping systems.
- Replace Roof Deck for Aeration Basins 1 through 4. The existing precast prestressed concrete tee-section beams to be replaced with a new cover.
- Replace Aeration Blowers 7 through 10 and Channel Blowers 1 through 4 with new high-speed turbo blowers. This work includes the replacement/upsizing of existing 480V electrical gear and demolition of existing centrifugal blowers and 4160 kV switchgear.
- Replace Odor Scrubbers 2 through 5. This work includes the demolition of the existing odor scrubber facilities.
- Expand and/or retrofit existing electrical, mechanical, communication, and conveyance systems/equipment as required to accomplish the above scope of work.

Other than yard piping, the replacement of Aeration Blowers 7 through 10 and Channel Blowers 1 through 4, and the replacement of Odor Scrubbers 2 through 5, all Aeration Basin Modifications work is anticipated to be located within the existing aeration basin footprints.

The major scope items for the Campus Building project are as follows:

- Construct a new Campus Building that consolidates the District's existing Administration, Control/Lab and Fabrication, and Maintenance and Construction (FMC) buildings and is constructed in accordance with current seismic and safety regulations. This work includes all associated site, landscaping and utility improvements, and new parking areas and driveways.
- Potentially construct a new storm water retention pond and covered parking with solar panels in portions of the new parking lots to be constructed around the new Campus Building.
- Install electrical and communication/network improvements as required to accomplish the above scope of work.
- Demolish the existing Administration and Control/Lab Buildings.

Other than the existing building demolition work and utility improvements, all Campus Building project work is anticipated to be located on or about the current approximately 4.5-acre vacant District owned land in the north-east corner of the Alvarado WWTP site.

The intent of the design phase of the Project is to fully develop a complete set of construction bidding documents for the Aeration Basin Modifications and Campus Building projects, while also developing a 30% design for the remainder of Phase 1 of the ETSU Program. The 30% design of the remaining phase 1 projects is necessary to ensure the proposed pumping and piping between the proposed facilities will provide the appropriate hydraulic capacity and to verify the footprint and layout of each proposed structure.

Consultant Selection Process – Lead Design Consultant

On September 30, 2019, staff issued a Request for Proposals (RFP) seeking an engineering design and consulting firm to serve as its Lead Design Consultant for the Project. Staff invited a total of six prequalified design consultants to participate in the Lead Design Consultant Selection Process. Three consultants submitted proposals for this project on November 6, 2019. Staff invited all three, AECOM, Carollo Engineers, and Hazen, to present their project team, related experience, and project approach during interviews held on December 9, 2019.

All proposals had viable, yet very different methods for achieving the District's goals for the Project. Staff expended considerable time reviewing the interview responses to further evaluate the various process improvements proposed in the proposals. From the information received and the follow-up research conducted, staff believed that the process improvements and the proposal from Hazen provides the most cost-efficient construction solution for meeting the District's goals.

Consultant Selection Process – Campus Building Architect

A separate RFP was issued on October 14, 2019 to determine the architectural subconsultant (Campus Building Architect) who will serve as the Architect of Record for the Campus Building Project. Staff separated these RFP processes in order to enable the District to select both the best suited architect to design the Campus Building and the best suited wastewater process engineer to design the Aeration Basin Modifications. Separating the selection process also simplified the proposal process for the consultants allowing for a faster timeline to get started with the design.

Staff invited a total of ten architectural consultants to participate in the Campus Building Architect Consultant Selection Process. Six consultants submitted proposals for this project on November 13, 2019. Based on a review of the proposals staff invited four firms to present their project team, related experience, and project approach during interviews held on January 21, 2020. On February 21, 2020, a notice of staff's intention to recommend Burks Toma Architects for the role of the Campus Building Architect was posted at District offices and provided to each consultant who proposed. Due to the size and nature of the work, a seven-calendar day protest period was incorporated into the RFP process. The protest period has elapsed without any protests received.

Task Order No. 1

The purpose of Task Order No. 1 is for Hazen to provide the professional services required to complete the 30% design services for all projects in Phase 1 of the ETSU Program (excluding the Campus Building project) as well as the final design services associated with the Aeration Basin Modifications Project. The Total Not-to-Exceed Fee for Task Order No. 1 is \$6,752,860.

Task Order No. 2

The purpose of Task Order No. 2 is to provide the balance of the professional services required to complete the design of the Phase 1A Project. It was always anticipated that the Lead Design Consultant would provide management, oversight and civil engineering support to the architect. Consequently, as a companion item to Task Order No. 1, staff had already negotiated Hazen's portion of the scope and fee for Task Order No. 2 at \$962,745. Accordingly, when staff estimated the fee for Task Order No. 2 at the time that Task Order No. 1 was authorized it estimated the range approximately between \$3 and \$4 million.

In the course of the negotiation of Task Order No. 2, Hazen's portion of the fee has been adjusted to \$1,030,202. This adjustment was due to the shifting of some of the tasks originally envisioned to be performed by the Campus Building Architect to Hazen. For example, Hazen will self-perform the design for the demolition of the existing Administration and Operational Control Buildings.

Staff has now negotiated the total scope and fee with Hazen and Burks Toma Architects as the Campus Building Architect. The breakdown of the fee for Task order No. 2 is summarized as follows:

Task ID	Task Order No. 2 Descriptions	Fee
A	Project Management (Campus Building Architect) – <i>Develop Project Schedule, Conduct Project Kickoff meeting, Ongoing Project Management Meetings, and Conduct Board Workshops.</i>	\$91,847
B	Project Analysis and Review – <i>Space Needs Assessments, Site Organization and Circulation Planning, Stormwater Management Plan, Accessibility Evaluation, Sustainability Approach Evaluation, Permitting Planning, Preliminary System and Layout Evaluation, Fixture and Finish Evaluation.</i>	\$445,860
C	Schematic Design – <i>Develop a Preliminary Site Plan with Schematic Architectural Plans for the Campus Building</i>	\$601,896
D	Design Development – <i>Refine Site and Building Plans, Delineate Materials, Develop Details, and Define all Building Systems.</i>	\$1,108,980
E	Construction Documents – <i>Develop 90% and 100% Drawings and Specifications.</i>	\$1,260,545
F	Bid Period Services – <i>Prepare Addenda, Attend Pre-bid Meeting, and Prepare Conformed Drawings and Specifications.</i>	\$107,684
G	Additional Environmental and Permitting Assessment Assistance (Optional) – <i>CEQA and NEPA Assistance and Separate Document Preparation if Necessary.</i>	\$120,600
Total Not-to-Exceed Fee for Task Order No. 2		\$3,737,412

The scope and fee for Task Order No. 2 includes an optional task for additional environmental services at \$120,600. Utilization of this task will be dependent on whether the District needs separate environmental documents for each project and/or elects to pursue federal funding through the Water Infrastructure Finance and Innovation Act (WIFIA) program which requires additional services to comply with the National Environmental Policy Act (NEPA).

The total not-to-exceed fee for the Phase 1A Project agreement with Hazen is summarized in the table below:

Description	Fee
Task Order No. 1 – Aeration Basin Modifications Design Services and ETSU Phase 1 30% Design Services	\$6,752,860

Task Order No. 2 – Campus Building Design Services	\$3,737,412
Total Proposed Not-to-Exceed Fee for this Agreement	\$10,490,272

Per the ETSU Program Report and the approved FY2020-2039 CIP budget, the combined construction cost of the Aeration Basin Modifications and Campus Building projects is currently estimated to be \$103.8 million with a combined total project cost of \$135 million. The total not-to-exceed fee for Task Order Nos. 1 and 2 is \$10,490,272, or 10.1% of the current engineer's construction estimate. Provided that roughly \$1.6 million or 15% of the consultant's fee can be attributed to the 30% design of the Secondary Clarifiers, Effluent Facilities, and Plant Equalization Storage projects, staff estimates that the total design fee for the Aeration Basin Modifications and Campus Building projects is approximately \$8.9 million, or 8.6% of the construction estimate. The typical range for design services is between 7% to 15% of construction costs depending upon the size and complexity of the project. Due to the complexity of the Project and the need to ensure that all Phase 1 improvements work as a complete integrated system, staff believes the design fees to be reasonable.

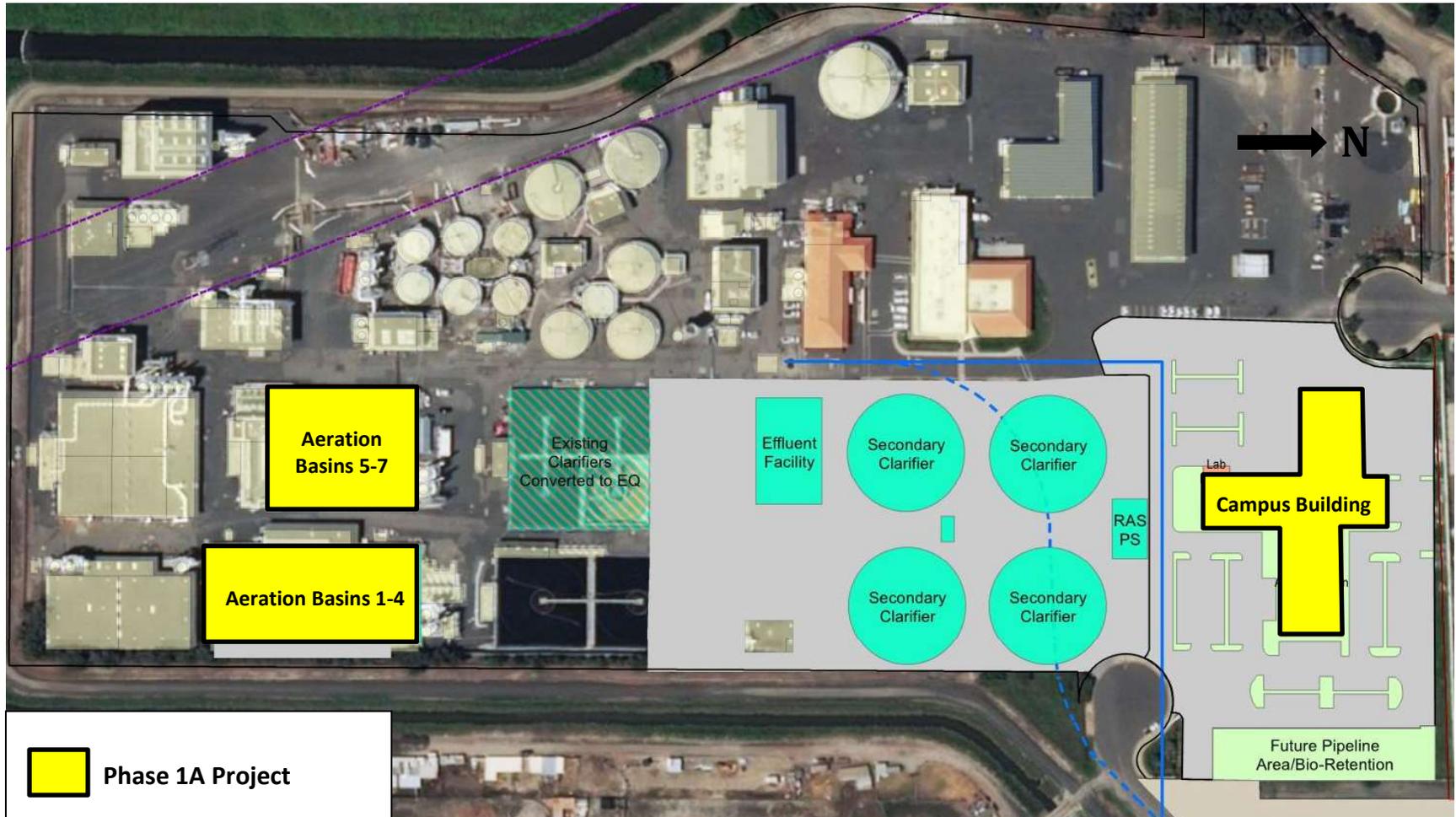
Staff anticipates Hazen and the Campus Building Architect will complete the design of the Project and required environmental review under the California Environmental Quality Act by July 2021 with a currently anticipated bid date of September 2021 with construction to begin in late 2021 or early 2022.

Staff recommends the Board Authorize the General Manager to Execute Task Order No. 2 with Hazen and Sawyer in the amount of \$3,737,412 for the Enhanced Treatment and Site Upgrade Phase 1A Project, in the forms attached with minor revisions as may be approved by the General Manager in consultation with the General Counsel.

PRE/RP/CB

Attachments: Figure 1 – Site Plan
Excerpts from the Burks Toma Architects Proposal
Task Order No. 2

Figure 1 – Phase 1 of the Enhanced Treatment & Site Upgrade Program



November 13, 2019

Ric Pipkin
Enhanced Treatment & Site Upgrade Program Manager
Union Sanitary District
5072 Benson Road
Union City, CA 94587

Re: Enhanced Treatment & Site Upgrade Program – Campus Building Architect

Dear Mr. Pipkin and Members of the Selection Committee:

We are pleased to submit the following Proposal to you to provide architectural and engineering services for the Campus Building Design, Phase 1A of Union Sanitary District’s Enhanced Treatment and Site Upgrade (ETSU) Program. We feel exceptionally qualified to provide these services as they will require skills and expertise we have gained through past and on-going projects. BTA has over 20 years’ experience designing administrative offices, labs, maintenance facilities, operations centers and other support buildings for water and wastewater treatment facilities throughout northern California.

We are very familiar with the project as BTA recently completed the Project Implementation Master Plan as a member of Woodard & Curran’s project team. Working closely with USD team members, we evaluated the existing facilities, updated the building program, and developed building and site plan concepts, to assist the District with identifying the most efficient, cost-effective solution for your site and operations. We are very excited about the opportunity to transform the conceptual design into a new facility that will efficiently serve your staff and operations and be your new face to the community.

Burks Toma Architects, Inc. will serve as the prime consultant. Karen Burks, Principal, will be the primary contact and direct all design efforts. She is authorized to provide contractual negotiations and obligations. Her contact information is as follows:

Karen Burks, President
Burks Toma Architects, Inc. [California C Corporation]
Tel 510-524-4255 | Email: kburks@burkstoma.com

Key firms included in our project team are as follows. A complete list of project staff anticipated to work directly with the District, and their roles, is provided in Section 3.

Siegel & Strain Architects [S Corporation]
Nancy Malone, Principal

IDA [S Corporation]
Steve DeJesse, Principal

RHAA Landscape Architects [C Corporation]
Barbara Lundberg, Principal

PAE [C Corporation]
Alan Shepherd, Principal

In the materials that follow, we have provided for your review:

- Project Team and Qualifications describing key personnel for BTA and subconsultants;
- Experience including examples of similar and related projects;
- Approach outlining the detailed tasks required;
- Cost Proposal for all services;
- References from previous clients.

Included in the appendix are resumes for **key personnel and firm descriptions** for us and our subconsultants as well as more detailed descriptions of our relevant experience.

We, of course, will be happy to answer any questions that you might have about any of the proposal materials provided. We very much hope to have the opportunity to meet with you and your selection committee in the near future.

Sincerely,



Karen Burks, RA, LEED AP BD+C
President & All Officers
Burks Toma Architects, Inc. [California C Corporation]

We acknowledge the receipt of Addendum No. 1.

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2 PROPOSAL AUTHORIZATION



CITY OF FRESNO
SOUTHEAST SURFACE WATER
TREATMENT FACILITY

2. PROPOSAL AUTHORIZATION

Appendix B

PROPOSAL AUTHORIZATION

NAME OF PROPOSER *Burks Toma Architects*

1. The above-named Proposer is a Proposer to the Request for Proposals of the Union Sanitary District for Enhanced Treatment & Site Upgrade Program – Phase 1A Architect of Record (AOR) for the Campus Building Sub-Project services (**RFP**) and possesses the legal authority to submit this Proposal.
2. The undersigned is authorized to conduct all negotiations for and legally bind the respondent in all matters relating to this proposal submittal.
3. The undersigned has reviewed, understands, is able to comply with and agrees to be bound by the all conditions, including but not limited to the General Conditions Governing this RFP described in Section 6, of the RFP.
4. The undersigned grants the District a right to District to conduct reference checks and reasonable investigation of all information provided by Proposer.
5. The undersigned certifies that this Proposal is irrevocable until 3/12/2020.

Signature:



Print Name: *Karen Burks*

Title: *President*

Date: *13 November 2019*

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3 PROJECT TEAM & QUALIFICATIONS



3. PROJECT TEAM & QUALIFICATIONS

THE CAMPUS BUILDING PROJECT is a fundamental component in USD’s ultimate site upgrade program: it will literally be a first step in providing the space required for critical plant upgrades and will follow a fairly tight schedule in order for other phases to proceed. Burks Toma understands this critical path and has formed a team that has worked together over many years and will deliver the project thoughtfully and efficiently.

Burks Toma Architects (BTA) will serve as the prime consultant. We have engaged **Siegel & Strain Architects (S&S)** to add both expertise and expanded capacity to the architectural team. During the first phases of design, BTA will be responsible for the preliminary design effort, and manage the overall project coordination and communication. S&S will provide input and expertise in key areas, specifically sustainability and permitting. In the second phase of design, BTA will continue to manage the project and provide design oversight, while S&S will have responsibility for the majority of the design documentation production work.

S&S’s 22-person firm brings their direct experience with Union Sanitary District; their depth of experience in public serving projects; and their close relationship with BTA:

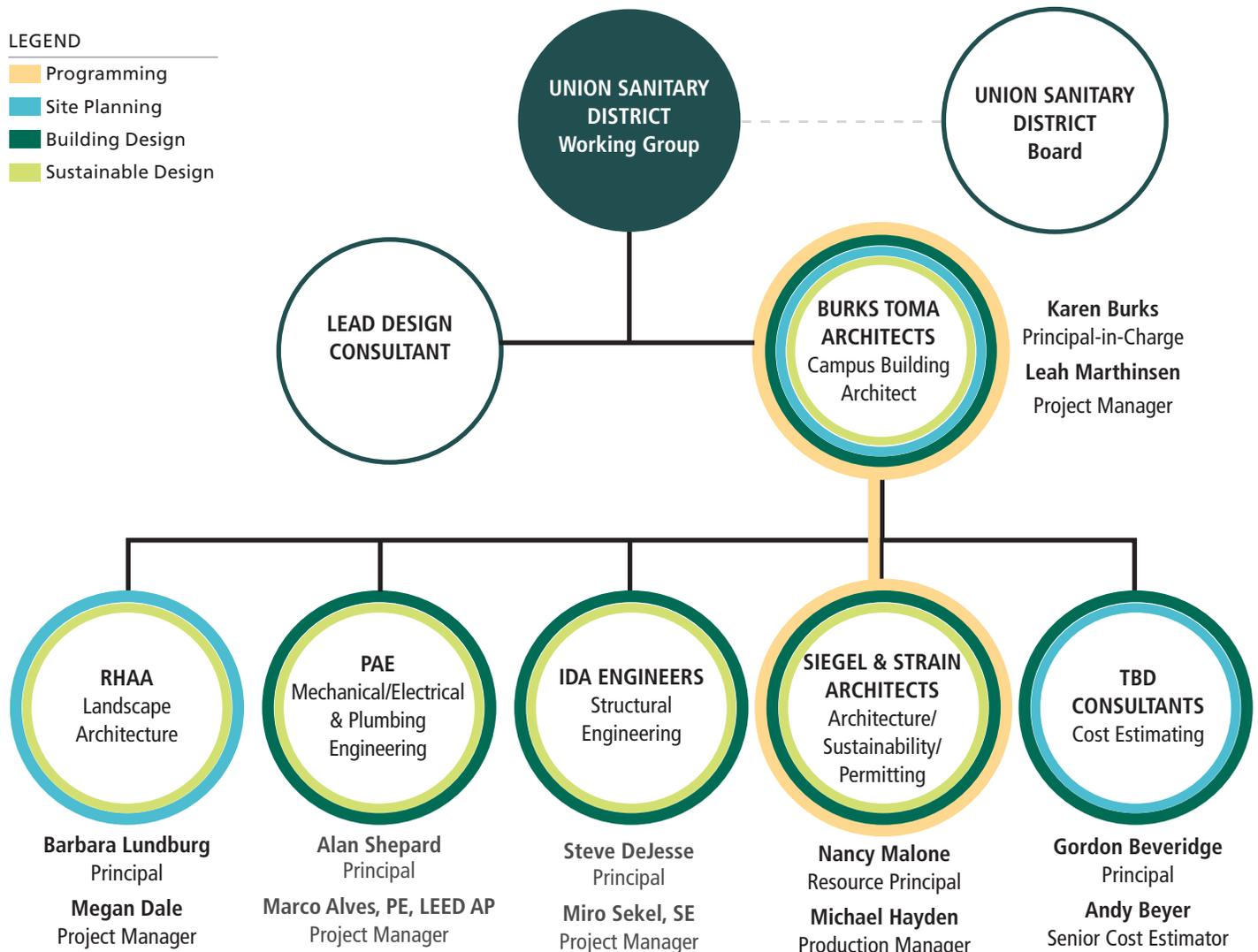
- › BTA and S&S share fundamental values in architectural design approach including simple but elegant forms; efficient, durable building design; and client focused service. The firms’ close ties include S&S Principal Nancy Malone being a Burks Toma design associate in the 1990’s and the firms’ sharing of staff to support one another’s capacity. The firms deeply understand one another’s work and culture.
- › In 2016 S&S worked closely with USD staff to prepare a detailed program for the FMC Facility, as well as high level programming for all three building components – experience that readily dovetails into the current effort.
- › S&S has designed a wide range of public projects throughout northern California for entities such as the City of Orinda, the Town of Portola Valley, East Bay Regional Park District, the University of California, and the National Park Service.
- › Our offices are located within two miles of each other, enabling the project team to easily co-locate throughout the project, taking advantage of both digital and analog tools for collaboration and design.

Specific staff roles and expertise are described on the next page for all project team members. *(continued)*

ORGANIZATIONAL CHART

LEGEND

- Programming
- Site Planning
- Building Design
- Sustainable Design



TEAM SUMMARY

Burks Toma Architects *Campus Building Architect*

Karen Burks, Principal in Charge *Overall Project*

Ms. Burks will serve as Principal-in-Charge and will be the main contact. She will be responsible for design direction, quality control and budget oversight. Ms. Burks brings over 30 years of Wastewater facilities design experience, and is an expert in the design of administrative offices, labs, maintenance facilities, operation centers and other support buildings for utility districts and public agencies.

Leah Marthinsen, Project Manager *Overall Project*

Ms. Marthinsen will manage the Campus Building design effort, including coordinating all architectural subconsultants, and ensuring integration with the design efforts of the Lead Design Consultant. Ms. Marthinsen managed the concept design work during the ETSU Program Masterplan phase, as well as past design experience on multiple wastewater plant buildings throughout California.

Siegel & Strain Architects *Architecture, Sustainability, Approvals*

Nancy Malone, Resource Principal *Architecture, Sustainability, Permitting/Approvals*

Ms. Malone will guide the sustainability effort and manage the approvals process with City agencies. In the second phase of the project, she will oversee the development of bidding/permit documentation. Ms. Malone brings 30 years of experience guiding public projects from design through approvals and bidding and has been instrumental in key green building projects such as Orinda City Hall and Jess Jackson Sustainable Winery Building.

Michael Hayden, Production Manager *Architecture, Sustainability, Permitting/Approvals*

Mr. Hayden will serve as production manager, leading the documentation of the architectural design. Mr. Hayden is a key team member on Siegel & Strain's most prominent civic projects. He has 23 years of experience creating construction documents, coordinating consultants, negotiating with general contractors, and public bid process. Michael worked on the 2016 USD FMC Building Program.

IDA Structural Engineers *Structural Engineering*

Steve DeJesse, Principal *Structural Engineer*

Stephen DeJesse, S.E. will be Principal-in-Charge and Structural Engineer of Record (SEOR) for the project. Steve has over 30 years of structural design and analysis experience in the Bay Area. Similar to this project, Steve was SEOR for the San Mateo/EMID Wastewater Treatment Plant, Ellis Creek Water Recycling Facility, San Leandro Water Pollution Control Plant, Easterly Wastewater Treatment Plant (EWWTP), and Sunnyvale Water Pollution Control Plant (WPCP).

Miro Sekel, Project Manager *Structural Engineer*

Miro Sekel, S.E. will be the Project Engineer and lead the technical effort. He has over 20 years of experience including the design of public, commercial, laboratory, and industrial buildings. His experience includes the San Mateo/EMID Wastewater Treatment Plant, Ellis Creek Water Recycling Facility, and Sunnyvale Water Pollution Control Plant (WPCP).

Like BTA, Siegel & Strain has worked with IDA, RHAA and TBD for many years and has completed work with PAE.

RHAA Landscape Architecture

Barbara Lundburg, Principal *Landscape Design*

With 45 years of experience, Ms. Lundburg is highly qualified in all aspects of landscape architecture, from large-scale environmental studies to urban design, park master plans, community and campus development. Ms. Lundburg's projects include wastewater and water treatment facilities projects with BTA and team subconsultants. She will be responsible for overseeing site and landscape design.

Megan Dale, Project Manager *Landscape Design*

Ms. Dale is a licensed landscape architect with over 15 years of international and domestic experience managing a range of projects in the fields of urban planning, public parks, waterfront design, high-density housing, urban forestry, trails, cemeteries, public utilities, and community development, including local wastewater and water treatment facilities, including some of BTA's projects.

PAE MEP Engineering

Alan Shepherd, Principal *MEP Engineering*

Mr. Shepherd has over 25 years of experience in mechanical design, project management and energy analysis for highly sustainable projects, including laboratories. As Principal-in-Charge of MEP, he will implement PAE's quality control process, taking responsibility for oversight of budget, schedule, and design quality standards. He will help the PAE team successfully communicate with the owner and other team members to aid the decision-making process. Alan was the Principal-in-Charge for PAE's MEP Due Diligence for the USD Administration and Control Buildings.

Marco Alves, Project Manager *MEP Engineering*

With nearly 20 years of experience in mechanical systems design, project management and team coordination, Mr. Alves will be responsible for the day-to-day project management of the MEP team. He will be PAE's main point of contact with the architect, owner, and other team members and will be responsible for the successful, timely completion of PAE's work. His sustainable design knowledge coupled with lab experience will allow him to jump right into this project. Marco was the Project Manager for PAE's MEP Due Diligence of the USD Administration and Control Buildings.

TBD Consultants (TBD) *Construction Cost Estimating*

Gordon Beveridge, Principal *Cost Estimating*

Mr. Beveridge will direct construction cost estimating. TBD Consultants has extensive experience with local construction, building systems and constructability and has proven invaluable in costing alternate assemblies. TBD has worked with BTA on many projects, including Union Sanitary District Master Plan—Administration Building & Control/Lab Building, West County Wastewater District and WCCUSD—Human Resources Relocation Study both in Richmond.

Andy Beyer, Senior Cost Estimator *Cost Estimating*

Mr. Beyer has over 23 years of experience in cost estimation. Mr. Beyer's role in this project pertains solely to cost estimation as he will be responsible for all aspects of the estimate from inception to completion.

Detailed resumes and additional relevant projects for all team members are included in the Appendix, along with resumes of select supporting staff.

4 EXPERIENCE



4. EXPERIENCE

BURKS TOMA ARCHITECTS HAS ASSEMBLED a team of highly qualified subconsultants who are dedicated to beautifully designed, regionally appropriate buildings and landscapes. We are experienced in the nuts and bolts planning of facilities like yours, take great pleasure in working closely with our clients to develop and refine a design vision creating places that are, ultimately, loved by their users.

BTA is dedicated to creating healthful, productive work environments that are an asset to the communities they serve; and doing so with long-term thinking for comfort, durability, maintenance and overall cost-effective operations.

Burks Toma Architects [California C Corporation]



San Mateo/EMID Wastewater Treatment Plant SAN MATEO, CALIFORNIA

KEY CONSIDERATIONS:

- › Similar program: administrative offices, control room, laboratory, staff support space
- › Space needs assessment & programming provided
- › Complex site and access requirements; integration with landscape/civil
- › Use Permit & Planning Design Review
- › Sustainability – LEED Silver targeted

TEAM MEMBERS:

- › Burks Toma Architects
- › RHAA Landscape Architects
- › IDA Structural Engineers
- › TBD Consultants

The project, located on Detroit Drive in San Mateo, is a significant expansion and upgrade to the existing plant. The publicly prominent site is adjacent to the San Francisco Bay, Seal Slough and is visible from the Bay Trail and J. Hart Clinton Dr. The project includes approximately 150,000 SF of new process buildings, a new Maintenance Warehouse and a 16,000 SF Administration Operations Laboratory Building. The overall Plant design reflects the City's vision for creating a "Gem of the Bay", celebrating the importance of infrastructure and enhancing public experience and awareness.

Like Union Sanitary District's ETSU Program, the project includes both process and occupied staff buildings. **BTA** is leading the comprehensive design effort for the new Operations Administration Laboratory building with the goal of achieving LEED Silver Certification. **IDA** is providing the structural design. BTA is also responsible for the architectural design of all process structures, working with lead Engineer HDR, and an interpretive open space in collaboration with **RHAA** Landscape Architects. The new Administration Building include administrative offices, meeting/training rooms, testing laboratory, control room, and locker rooms.

BTA's involvement with the Project began with their selection as the winning entrant, with RHAA, in the Architectural Theme Competition for the WWTP with a concept that merged open space, public amenity and sustainable materials and methods. This concept is being carried forward in the Project design with the goal of creating an integrated design aesthetic consisting of highly durable, low maintenance and environmentally appropriate materials. Following the competition, BTA assisted the City in a masterplanning and programming effort to identify critical staff needs and align the concept with appropriate site strategies. Several approaches were developed and evaluated in terms of cost, site use, and treatment process. The project required issuance of a new Special Use Permit for the Plant; BTA and RHAA developed renderings and material palettes in support of public and planning design review efforts.



Southeast Surface Water Treatment Facility
FRESNO, CALIFORNIA

KEY CONSIDERATIONS:

- › Similar program: operations, laboratory & administrative functions and Maintenance shop
- › Space needs assessment & programming
- › Campus of buildings with integrated design aesthetic
- › Integration with Plant process structures

TEAM MEMBERS:

- › Burks Toma Architects
- › RHAA Landscape Architects



The Southeast Surface Water Treatment Facility (SESWTF), completed in 2018, provides a new water treatment facility to treat surface (river) water to drinking water standards and enable diversification of the City’s water supply.

Architectural project scope included a new Operations/Laboratory Building, Maintenance facility and multiple process structures integrated with treatment basins. Working with Lead Carollo Engineers, **BTA** developed a comprehensive architectural design approach for the entire Plant. The design effort included workshops with staff to develop key design criteria and programming for staff spaces, including Laboratory, Control Room, Maintenance Shop, and offices. **BTA** worked with **RHAA** and Carollo to develop an integrated site and landscape design on a previously undeveloped site.



Ellis Creek Water Recycling Facility
PETALUMA, CALIFORNIA

KEY CONSIDERATIONS:

- › Similar building program: operations, laboratory, administrative and maintenance functions. Shared support spaces: meeting, lunch/training, mudroom, locker rooms
- › Space needs assessment & programming provided
- › Sustainability – LEED Silver equivalent
- › Integration with landscape/stormwater retention/public access

TEAM MEMBERS:

- › Burks Toma Architects
- › IDA Structural Engineers

Incorporating a natural wetlands as part of the tertiary water treatment process, the Ellis Creek Water Recycling Facility is a sustainable campus of buildings and landscape. The facility includes an Operations/ Maintenance/Lab Building and multiple process structures.

BTA provided space needs assessment/programming efforts and final design documentation for the new staff building as well as the associated process structures. **IDA** served as the structural engineer for the Administration/Lab Building. In addition to office and meeting spaces, the new building houses the control room and testing laboratory. Shared lunch/training space, mudroom and locker rooms connect the Administration wing with the Maintenance Shop providing efficiency and common staff areas. The complex creates a welcoming public entry to the plant, with adjacent outdoor and indoor spaces appropriate for tours and visitor groups.

Materials include a low slope green roof, high fly ash concrete, concrete masonry, metal roofing, copper siding and low VOC interior finishes. The building was designed to meet LEED Silver standards. Sustainable design elements include clerestory daylighting, exterior sunshades, interior light shelves and an indirect/direct heat exchange HVAC system. The tertiary treatment ponds create a natural landscape amenity and wildlife habitat, with open space walking trails connected to the adjacent park. Along the trails, interpretive signage explains the treatment process.



San Leandro Water Pollution Control Plant SAN LEANDRO, CALIFORNIA

KEY CONSIDERATIONS:

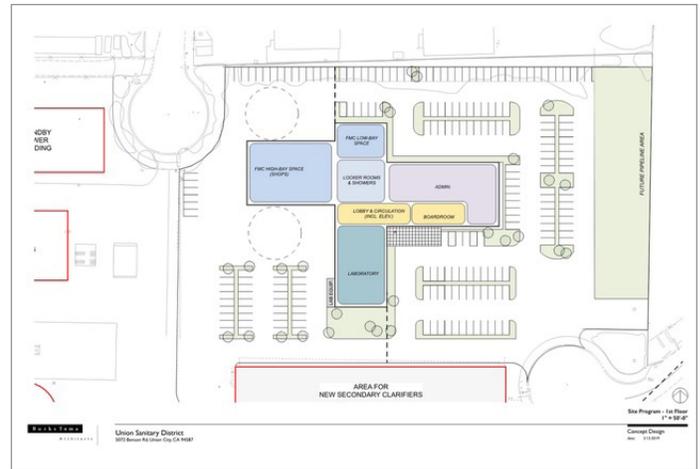
- › Similar building program: operations, laboratory, administrative and functions
- › Space needs assessment &
- › Sustainability – LEED Silver Certified
- › Integration with existing site circulation and access
- › Re-use of existing materials/building elements

TEAM MEMBERS:

- › Burks Toma Architects
- › IDA Structural Engineering

This expansion of San Leandro WPCP's existing Administration and Control Building provides much-needed space for existing functions, while respecting and celebrating the adjacent iconic WPA-era process buildings. **BTA** developed the architectural design, and **IDA** provided the structural design for the Administration/Control/Lab Building. Staff functions included new testing laboratory, mudroom, locker rooms, updated control room and expanded, modernized office and meeting spaces. Additionally, structural upgrades, and new Mechanical and Electrical Systems were provided. Updated exterior cladding and sun control elements tie together the addition and renovated parts of the project, while an interior courtyard provides a shared outdoor space for Plant staff.

Materials were selected for their compatibility with the existing building and the WPA era process structures, low maintenance and sustainable attributes. The renovation and expansion is LEED Silver-certified. Sustainable design elements include reuse of the existing structure, skylight day-lighting, sunshades and a high efficiency HVAC system with heat recovery.



Union Sanitary District Experience UNION CITY, CALIFORNIA

BTA has worked on the following projects for the Union Sanitary District at the Main Plant:

Project Implementation Masterplan

Consulting Architectural Programming and Design Services. Conducted Space Needs Assessment for Operations and Laboratory functions, and developed Existing Building Assessment for Administration Building and Operations / Laboratory Building with **PAE Engineers**. Developed preliminary building campus alternatives and conceptual floorplans for costing and District decision-making.

Subconsultant to Woodard & Curran Engineers (2016–2018)

Cogeneration Building

Comprehensive Architectural Design Services for new Cogeneration facility.

Subconsultant to Carollo Engineers (2012–2014)

Fabrication Maintenance and Construction (FMC) Group Space Needs Assessment & Design Criteria

Consulting Architectural Programming and Design Services. Conducted Space Needs Assessment, alternative site studies and development of preliminary plans and design criteria for the relocation and replacement of the FMC Facility in conjunction with Cogeneration Facility relocation.

Subconsultant to Carollo Engineers (2011)

Siegel & Strain Architects [California S Corporation]



Orinda City Hall meeting room

Orinda City Hall, Orinda, CA

A new 14,000 sf LEED Gold city hall building houses city administrative offices, permit center, police station, emergency operations and meeting rooms on a dense 1-acre urban infill site.

KEY CONSIDERATIONS:

- › City administrative offices
- › Public design process
- › Complex site and access integration
- › Energy efficient systems – energy use reduced by 72% over Title 24 standards
- › Sustainability – LEED Gold

KEY TEAM MEMBERS

- › S&S: Nancy Malone, LEED documentation; Michael Hayden, Project Manager



Portola Valley Town Center

Portola Valley Town Center & Library, Portola Valley, CA

Master plan, design and construction of new town offices, community center, library, maintenance facility and community athletic fields on an 11-acre parcel.

KEY CONSIDERATIONS:

- › City administrative offices
- › Public design process; community facilitation
- › Sustainability – LEED Platinum

KEY TEAM MEMBERS

- › Siegel & Strain: Michael Hayden, Project Manager



Jess Jackson Sustainable Winery Building, UC Davis

Jess Jackson Sustainable Winery Building, UC Davis, CA

High-bay passive support building for the adjacent Research Winery, Brewery and Food Science Laboratory (BWF) houses equipment and renewable energy systems to help BWF achieve its goals for zero-net energy and water.

KEY CONSIDERATIONS:

- › Super-insulated metal high-bay building
- › Energy efficient systems
- › Sustainability – Zero-net energy

KEY TEAM MEMBERS

- › S&S: Nancy Malone, Principal in Charge; Michael Hayden, Project Manager
- › IDA: Steve DeJesse, Principal Structural Engineer



Tidewater Boating Center

Tidewater Boating Center, Martin Luther King Jr. Shoreline Park, Oakland, CA

The 12,300 sf complex consists of two boathouses and an accessory structure housing Recreation Department offices and a security residence. Designed to be energy and resource efficient, the boat houses include boat storage, an indoor training gym, rest-rooms and dressing rooms, staging areas, and meeting rooms.

KEY CONSIDERATIONS:

- › Administrative offices
- › Energy efficient systems
- › Security residence

KEY TEAM MEMBERS

- › S&S: Nancy Malone, Principal in Charge

IDA Structural Engineers [California S Corporation]



Sunnyvale Water Pollution Control Plant, Sunnyvale, CA

The building is steel-framed with a buckling restrained braced-frame lateral system to provide ductility and resilience under seismic loading. The building will be a two-story structure housing multiple services and designed to LEED standards.

Easterly Wastewater Treatment Plant, Vacaville, CA

Completed in 2016, this 5,000 sf project for the City of Vacaville is a new water quality laboratory. The structure is a one-story CMU and steel-frame building. The facility expands lab staff workspaces, provides air quality and temperature regulation suitable for trace-level organic and inorganic analysis.

Royston Hanamoto Alley & Abey (RHAA) [California C Corporation]



Oceanside Water Pollution Control Plant, San Francisco, California

The 43-acre site is surrounded by public areas. Design criteria dictated that the Plant could not be visible from the SF Zoo or the Great Highway; noise, odors, fumes and traffic had to be controlled to prevent conflict with adjacent public areas; and two thirds of the building had to be constructed underground for joint use of the site by the Zoo.

KEY CONSIDERATIONS:

- › Wastewater treatment facility
- › Environmentally sensitive site

KEY TEAM MEMBERS

- › RHAA: Barbara Lundburg



Malibu Civic Center Wastewater Treatment Facility Phase 1, Malibu, California

A new 14,000 sf LEED Gold city hall building houses city administrative offices, permit center, police station, emergency operations and meeting rooms on a dense 1-acre urban infill site.

KEY CONSIDERATIONS:

- › Wastewater treatment facility
- › Environmentally sensitive site
- › Use of native vegetation (existing and new) for screening of above-ground facilities

KEY TEAM MEMBERS

- › RHAA: Barbara Lundburg, Megan Dale

PAE [C Corporation]



Union Sanitary District Administration & Control Building Evaluation, Union City, CA

PAE provided due diligence reports to evaluate the existing condition of MEP systems in both buildings with recommendations for upgrades and new systems for the replacement buildings.

KEY CONSIDERATIONS:

- › MEP due diligence report and evaluation
- › MEP cost analysis of recommended upgrades and new systems

KEY TEAM MEMBERS

- › PAE: Alan Shepherd, Marco Alves



Bakar BioEnginuity Hall, UC Berkeley, CA

This project is a rehabilitation and conversion of a former museum into a bioscience facility for California Institute for Quantitative Biosciences and UC Berkeley that will include office spaces and low-hazard chemical and biological laboratories. PAE is providing MEP assessment and system design for replaced core systems.

KEY CONSIDERATIONS:

- › Office spaces – a combination of open cubicles, private offices, conference rooms
- › Wet and dry open labs with rentable benches; private labs for individual companies
- › Sustainability: All electric systems; on-site carbon fuel; pursuing LEED Silver

KEY TEAM MEMBERS

- › PAE: Alan Shepherd, Marco Alves



Oyster Point Life Science Complex, South San Francisco, CA

The multi-phased 32-acre development will provide 1.7M sf of laboratory and life science core and shell buildings for future tenants, with amenity spaces and parking structures.

KEY CONSIDERATIONS:

- › Administrative office towers, research laboratories, food services, gym
- › Sustainability: Pursuing LEED Gold

KEY TEAM MEMBERS

- › PAE: Alan Shepherd

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5 APPROACH



5. APPROACH



OUR TEAM'S APPROACH to the Union Sanitary District's Campus Building Sub-Project portion of the District's Enhanced Treatment & Site Upgrade Program will include the following key design considerations: integration with treatment plant functions; efficiency, flexibility and ease of use; response to climate and site; as well as user comfort and cost-effectiveness. We will bring a direct and creative design sensibility to create a building that expresses USD's vision and values while providing a long-lasting investment in your future.

The Design process is organized in two phases: Phase 1 Preliminary Design and Phase 2 Design Documentation. We will start by establishing clear requirements for the project, from building program to site, and design process to budget. This early effort allows subsequent design phases to proceed efficiently and with clear goals. During this phase we will work with the Lead Design Consultant and USD staff to meet with Union City staff to define the planning and building approvals process. In the second phase we will refine the building systems, coordinate across disciplines, confirm code requirements and deliver documents at the 50%, 90% and 100% milestones. We will verify project costs at several milestones and will focus on QA/QC procedures to deliver complete, biddable and constructible documents.

We will provide ample meetings with USD staff throughout all phases to provide you with the design information and data you need to make informed decisions and provide the design team with your feedback.

Specifically, our approach will include the following phases and tasks for the new Campus Buildings:

Phase 1 Preliminary Design [6 months]

1.0 PROJECT INITIATION (1 MONTH)

Campus Design team will establish an effective process for project implementation, including communication and integration with the District and Lead Design Consultant. At this time, we'll also identify any known schedule or budget constraints.

- 1.1 Project start-up:** Coordinate with Lead Design Consultant to "merge" project teams, establish communication protocols, and identify components and processes requiring joint design efforts.
- 1.2 Kickoff:** Conduct a Project kickoff with the District to review the scope of work, schedule and budget. This meeting will allow the team to gather pertinent documents, review information needs, establish a working group, and discuss expectations, including schedule and budget, for the project. The project schedule will be reviewed and dates will be established for meetings as well as milestone deliverables.
- 1.3 Project Schedule:** In coordination with the Lead Design Consultant, we will establish a project schedule for Phase 1A sub-project design that meets critical District and City milestone requirements for approval and construction.

Meetings:

- › Project Kickoff

Deliverables:

- › Project Schedule
- › Meeting Notes

2.0 PROJECT ANALYSIS & REVIEW (2 MONTHS)

The project team will become thoroughly familiar with the site, the District's functional requirements, and the project constraints. We will work with the District and the Lead consultant to evaluate potential design strategies and establish the parameters for the project design.

Space Needs Assessment: Identify current and future staff needs, desired relationships between workgroups and teams, and shared space requirements, including locker rooms, conference rooms, lunch/training space and publicly accessed areas.

2.1 Space Needs Assessment: Administration

2.2 Space Needs Assessment: Operations/Laboratory

2.3 Space Needs Assessment: Fabrication, Maintenance and Construction Group (FMC)

2.4 Site Organization & Circulation [jointly with Lead Design Consultant]: Assess the site in relation to circulation, utilities, topography, views, planting, equipment and parking layouts. Provide alternative site approaches for review and discussion with the District.

2.5 Site Improvements Evaluation [jointly with Lead Design Consultant]: Evaluate requirements for detached storage and parking structures onsite; provide input and alternatives for District review.

2.6 Stormwater Approach Evaluation [jointly with Lead Design Consultant]: Assess opportunities for onsite stormwater retention; provide input into site impacts of potential approaches, including circulation, views, and access.

2.7 Accessibility Evaluation: Evaluate design criteria for Accessibility under both the ADA and California Title 24 regulations.

2.8 Sustainability Approach Evaluation: Conduct Sustainability Charrette with Client Group to identify sustainability goals and determine USD's priorities for sustainable design and construction strategies. Prepare Evaluation of Potential LEED Certification and rough order of magnitude cost for certification at the level identified during Charrette.

2.9 Preliminary Systems Evaluation: In coordination with the District, develop and evaluate appropriate alternatives for MEP and Structural systems that meet District requirements for performance, maintenance, sustainability and cost (both first and life-cycle)

2.10 Preliminary Building Layout Options: Based on Space Needs Assessments workshops, develop preliminary building plan alternatives for the Campus Building (up to 3), for District input and review. Alternatives to illustrate massing, organization, adjacencies, and interior and exterior circulation approaches.

2.11 Permit & Implementation evaluation: Review project scope with relevant regulatory agencies such as Planning, Building, and Fire. Strategize with USD and Lead Consultant on the approach for agency review, including any requirements for public comment and Union City's Development Review Process.

2.12 Cost Validation: Cost estimator will review and confirm previously defined budgets and provide high-level cost comparisons to assist with systems and building plan decision-making process.

Meetings:

- › Space Needs Assessment workshops (up to 4)
- › Site evaluation workshops (up to 2)
- › Building layout workshops (up to 2)
- › Sustainability Charette
- › Permitting scoping meeting

Deliverables:

- › Program spreadsheets for each building component
- › Adjacency diagrams
- › Site diagram plans (up to 3 options)
- › Building layout diagram plans (up to 3 options)
- › Summary of Sustainable Design Priorities
- › Cost Validation of Design Alternatives
- › Meeting Notes

3.0 SCHEMATIC DESIGN (3 MONTHS)

During this phase we will develop a preliminary site plan in conjunction with schematic architectural plans for the structures. We will begin coordination with all engineering disciplines early in this phase to assure an integrated design approach. We will discuss materials and systems options that are the most sustainable and energy efficient, as they support USD's sustainability goals set forth in Task 2. We will also evaluate ideas for repurposing the existing effluent screens.

During this phase we will also assist USD and the Lead Design Consultant in preparing an application and supporting documentation for Preliminary Review by Union City's Economic and Community Development Department (ECDD).

3.1 Preliminary Building Plans: Administration

3.2 Preliminary Building Plans: Operations/Laboratory

3.3 Preliminary Building Plans: FMC

3.4 Preliminary Site Design**3.5 Exterior Design Approach:** materials, color, massing**3.6 Preliminary Systems Design****3.7 Prepare Basis of Design (30% Design) Report****3.8 Prepare design materials** required for Preliminary Review by Union City's ECDD. Assist USD in preparing Preliminary Review Application

- › Work with USD and Union City in identifying subsequent review requirements, including milestones, timelines, and any public comment process.
- › Further efforts associated with subsequent reviews will be provided as an additional service once the process is defined through the City's Preliminary Review.

3.9 Prepare 30% Design Cost Estimate**Meetings:**

- › Building Design workshops (up to 3)
- › Site Design workshop
- › Preliminary City Planning (ECDD)/Building Review

Deliverables:

- › Basis of Design (30% Design) Report
 - Project Approach
 - Preliminary Building Plans: Administration Building
 - Preliminary Building Plans: Ops/Lab
 - Preliminary Building Plans: FMC
 - Preliminary Site Design
 - Exterior Design Approach: materials, color, massing
 - Preliminary Systems Design
 - Sustainability Approach
- › Cost Estimate

Phase 2 Design Documentation [6 months]**4.0 DESIGN DEVELOPMENT (2 MONTHS)**

During this phase we will refine Site and Building plans, delineate materials, develop details, and clearly define all building systems. We will verify all assumptions regarding code compliance, accessibility requirements, and issues relating to life safety. We will develop strategies for water conservation, energy efficiency, renewable energy, daylighting and comfort, as well as for storm-water and water efficient landscape and update the integrated approach to sustainable design. We will coordinate internally with our sub-consultant team and with the Lead Design Consultant to ensure integration with the overall Plant Design. We will prepare a 50% construction cost estimate at the end of this phase.

4.1 Develop 50% Architectural & Engineering Documents

Include materials research, modeling and supporting calculations

- › Title Sheet, Location Map, & Development Standards
- › Site Plan [Coordinated with Lead Design Consultant]
- › Site Demo Plan [Lead Design Consultant]
- › Grading & Drainage Plans [Lead Design Consultant]
- › Utilities Plan [Lead Design Consultant]
- › Stormwater Control Plan & Report [Lead Design Consultant]
- › Building Floor Plans
- › Building Elevations
- › Building Sections
- › Landscape Plans - paving, layout, planting and irrigation
- › Landscape Details - planting and irrigation and construction details
- › Lighting Plan, Exterior
- › DD level structural drawings, foundation and framing
- › DD level MEP and lighting systems drawings
- › Energy, daylighting and thermal model to evaluate systems selection, envelope performance and comfort
- › Water use calculations
- › Exterior materials palette
- › Prepare cutsheets for primary systems and materials
- › Updated Sustainability Approach
- › Prepare 3D renderings of interior and exterior to communicate design intent

4.2 Develop Outline Specifications

- › Prepare Table of Contents
- › Prepare Outline specifications

4.3 Prepare Cost Estimate

- › Prepare Cost Estimate based on 50% documents

Meetings:

- › Design workshops
 - Exterior Design Approach
 - Interior Design Approach (up to 3)
 - Board Room
 - Administrative Office Space
 - Operations/Control
 - Shared Staff Space
 - Detailed Laboratory Design
 - Detailed FMC Shop Design
 - Site & Access
- › LEED/Sustainability workshop
- › 50% Comment Review Workshop

Deliverables:

- › 50% architectural & engineering drawings
- › Exterior Materials Palette
- › Interior Materials Palette
- › Outline specifications & Table of Contents
- › Product File
- › 50% Cost Estimate
- › Renderings (exterior of all buildings & interior of publicly accessed spaces)

5.0 CONSTRUCTION DOCUMENTS: (4 MONTHS)

We will start this phase by developing all aspects of the building and site documents to 90% Construction Documents. Prior to the completion of 90% Construction Documents we and our consultants will undertake an internal QA/QC review of all work to date. Our QA/QC process will be based on an in-house QA/QC matrix that covers all essential architectural components and key subconsultant cross-check items. All reports and design criteria, code and cost information will be reviewed by the project team and appropriate consultants and all documents back-checked for compliance. The final 90% documents will be submitted for review by the District and to Union City for building permit plan check. Review comments and plan check comments will be addressed and incorporated into the 100% Bid documents. The 100% CD's will be prepared for bidding the project.

5.1 Develop 90% Architectural & Engineering Documents

- › Develop all drawings outlined in Task 4.0 above to 90% level
- › Prepare construction details
- › Update building code summary

- › Update building energy and thermal models
- › Prepare Title 24 documentation
- › Prepare engineering calculations
- › Prepare Cal Green documentation
- › Update 3D renderings

5.2 Develop 90% Specifications

- › Update Table of Contents
- › Prepare Technical Specifications

5.3 Develop 90% Cost Estimate

- › Prepare Cost Estimate based on 90% documents

5.4 Building Permit Services

- › Assist in preparation of Building Permit Application
- › Respond to two (2) rounds of Building Permit review comments

5.5 Develop 100% Architectural & Engineering Documents

- › Prepare conformed drawing set based on Building Permit review and QA/QC review

5.6 Develop 100% Specifications

- › Prepare conformed specifications based on final drawing set and QA/QC review

Meetings:

- › Design workshops (up to 3)
- › 90% Comment Review Workshop
- › Pre-permit submittal meetings with city agencies (up to 2)
- › Permit Comment Review meeting (if needed)

Deliverables:

- › Updated Exterior Materials Palette
- › Updated Interior Materials Palette
- › Updated Renderings
- › 90% architectural & engineering drawings (Permit Set)
- › 90% Specifications (Permit Submittal)
- › 90% Cost Estimate
- › 100% architectural & engineering drawings (Bid set)
- › 100% Specifications (Bid set)
- › 100% Cost Estimate

5.7 Develop 100% Cost Estimate

- › Prepare Cost Estimate based on 100% documents

ADDITIONAL SERVICES:

All other services not specifically noted above, including Bid Phase services, Construction Phase services, agency reviews, meetings and additional design studies are not included in the following Estimated Cost Proposal. Any other meetings, additional submittals, revisions or other services will be provided as additional service by the appropriate consultant at their standard hourly rates or will be estimated on a lump sum basis and performed once additional work authorization is received in writing

EXCLUSIONS

1. Project does not include furniture, fixtures and equipment (FF&E)
2. Security alarm system
3. Report by a Certified Access Specialist, CASp
4. Permit submission fees
5. Hazardous material testing, report, or abatement
6. Structural anchorage and vibration calculations
7. Civil Design work, including site utilities and topographic survey
8. Geotechnical report
9. Division 0 - Front-end documents including the following typically included in a Project Manual: Introductory Information, Bidding Requirements, Instructions to Bidders, Contracting Requirements (to be provided by Lead Design Consultant)
10. Division One Specifications (to be provided by Lead Design Consultant)
11. Architectural, landscape, or other design efforts for Plant structures other than Campus Buildings

ADDITIONAL SERVICES

1. LEED documentation and submission for LEED certification
2. Meetings in excess of those provided in the Scope above
3. Project phasing (i.e phased construction documentation or bid process)
4. Value Engineering the project after contractor bid
5. Commissioning as required by CalGreen Building Code
6. Acoustical analysis or design
7. Redraw or redesign due to unforeseen conditions including unpredictability of bid climate and escalating construction cost.
8. Design and drawings required by unforeseen conditions
9. Any planning related work that is not clearly outlined in the scope.
10. Computational Fluid Dynamics
11. Natural ventilation analysis
12. Thermal comfort study analysis
13. Geothermal system beyond SD phase (Basic system evaluation is included)
14. PV system and NZE beyond SD phase (Basic system evaluation is included)
15. Water treatment system beyond SD phase (Basic system evaluation is included)
16. Battery energy storage system (BESS) beyond SD phase (Basic system evaluation is included)
17. Rainwater catchment system
18. Plug load studies
19. Signage design, including art and interpretive elements.
20. Story Pole & Site Staking Plan, if needed for development review

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ENHANCED TREATMENT & SITE UPGRADE – PHASE 1A PROJECT

TASK ORDER NO. 2

TO

PROFESSIONAL SERVICES AGREEMENT

BETWEEN

UNION SANITARY DISTRICT

AND

HAZEN AND SAWYER

FOR

PROFESSIONAL SERVICES

Dated January 14, 2020

1. PURPOSE

The District has recently finalized the Enhanced Treatment & Site Upgrade (ETSU) Program for the Alvarado WWTP. The objective of this Program was to assess the District's near- and long-term projects and recommend the sequence of design and construction implementation based on capacity constraints as well as future regulatory changes. The ETSU Program also included determining priorities and schedules of improvements, evaluating existing and future space and capacity needs, assessing potential effluent management options, and summarizing what is intended to be a road map for the Alvarado WWTP for the next 20 to 40 years.

ETSU Programming efforts were performed in combination with several ongoing or recently completed studies and projects, which include:

- Secondary Treatment Process Improvements
- Effluent Management Study
- Administration/Control/FMC Building Evaluation
- Solids System Capacity Assessment

The District expects the Sub-Projects identified in the ETSU Program to address both immediate drivers (poor sludge settleability, capacity, effluent disposal, and aging infrastructure), while preparing for potential future nutrient regulations such as Bay Area Clean Water Association (BACWA) Level 2 standards. The Sub-Projects which the District expects to include in Phase 1 are summarized in the table below. The purpose of the Phase 1A Project is to construct the first two Sub-Projects in the table below.

<u>Aeration Basin Modifications</u>	Retrofit existing Aeration Basins 1 through 7 to initially operate with an anaerobic selector to improve settling and then transition to a biological nutrient removal (BNR) process to remove nutrients at the conclusion of Phase 1. Sub-Project includes constructing deoxygenation, anoxic and flexible aeration zones; internal recycle pumps; and modifications to facilitate step feed operation and surface wasting.
<u>Campus Building (Admin, FMC, Ops.)</u>	Construct new Campus Building, including associated site, landscaping and utility improvements, parking areas and driveways, and the demolition of existing buildings.
<u>Secondary Clarifiers</u>	Construct four new 155-foot diameter secondary clarifiers. Sub-Project includes the construction of mixed liquor control box and centralized RAS pump station.
<u>Effluent Facilities</u>	Construct new Effluent Facilities. Sub-Project includes the construction of chlorination/dechlorination contact basins, effluent pump station, and relocation of the existing effluent force main.
<u>Plant Equalization Storage</u>	Retrofit existing Secondary Clarifiers 1 through 4 to operate as a primary effluent/treated effluent equalization basin.

2. PROJECT COORDINATION

All work related to this task order shall be coordinated through the ETSU Program Manager, Ric Pipkin.

3. SCOPE OF SERVICES

The task numbers in this Scope of Services are associated with the cost and schedule data presented in Exhibits A1, A2, and B, respectively.

Task 1 Project Management (Campus Building Architect)

Campus Building Architect (Architect) shall establish an effective process for project implementation, including communication and integration with the District and the Lead Design Consultant (Engineer). Architect shall identify any known schedule or budget constraints at this time.

1.1 Project Start-up

Coordinate with Engineer to “merge” project teams, establish communication protocols, and identify components and processes requiring joint design efforts.

1.2 Kickoff Meeting

Conduct a Kickoff Meeting with the District and Engineer to review the scope of work, schedule and budget. This meeting will allow the team to gather pertinent documents, review information needs, establish a working group, and discuss expectations, including schedule and budget, for the project. The project schedule will be reviewed and dates will be established for meetings as well as milestone deliverables.

1.3 Project Schedule

Establish a project schedule for Campus Building Sub-Project design that meets critical District and City milestone requirements for approval and construction.

1.4 Invoicing and Progress Reports

Prepare monthly invoices and submit them to the Engineer. Prepare monthly progress reports/project summaries per the District’s and Engineer’s requirements.

1.5 Project Meetings

Attend meetings and/or teleconferences with the Engineer and/or District staff in addition to task related meetings described below.

1.6 Progress Meetings with District Board

Prepare presentation materials and attend three (3) progress meetings with the District’s Board of Directors as follows:

- Task 2 – Programming / Space Needs Assessment of Public Spaces
- Task 3 – Preliminary Building Plans and Exterior Design Concepts
- Task 5 – Review of 90% Construction Documents

Meetings:

- Kickoff Meeting

Task 2 Project Analysis and Review

Engineer shall become thoroughly familiar with the site, the District’s functional requirements, and the project constraints. Engineer shall work with the District to evaluate potential design strategies and establish the parameters for the project design.

Engineer shall lead the Architect in conducting a space needs assessment of the existing Administration, FMC, and Plant Operations Control Buildings. This analysis will include the evaluation of the pertinent information contained in the Administration/Control/FMC Building Evaluation (Appendix C - ETSU Program Final Report). Additionally, assessment shall identify current and future staff needs, desired relationships between workgroups and teams, and shared space requirements, including locker rooms, conference rooms, lunch/training space and publicly accessed areas. Up to six (6) workshops will be held with up to twelve (12) District working groups.

Engineer, along with the Architect, shall develop two to three Campus Building layouts that provide adequate space to accommodate the personnel and requirements identified during the space needs assessment. Contained within this task is the development of conceptual level designs for each layout, including detailed floor plans and related site areas such as parking, material storage, landscaping, etc.

Engineer shall evaluate the concept of repurposing the WWTP’s existing effluent screens to become an architectural feature for the Campus Building and assess the District’s existing facilities for similar concepts that could potentially be incorporated into the architectural design.

- 2.1 Space Needs Assessment - Administration / Integrated building functions
(2 workshops)
- 2.2 Space Needs Assessment - Operations/Laboratory
(2 workshops total) (1) Laboratory workshop coordinated w/Lab consultant
- 2.3 Space Needs Assessment - Fabrication, Maintenance and Construction (FMC)
(2 workshops total) (1) Mtce. Shop workshop coordinated w/Mtce. Shop consultant
- 2.4 Site Organization & Circulation
Engineer, in conjunction with the Architect, shall assess the selected site for orientating the new Campus Building, including impacts to site ingress and egress; new and existing equipment layout; existing utilities; building elevation, and new utility connections. Assess the site in relation to circulation, utilities, topography, views, planting, equipment and parking layouts. Provide alternative site approaches for

review and discussion with the District. A site awareness walk has been included in one (1) workshop.

2.5 Site Improvements Evaluation

Evaluate requirements for landscaping, hardscape, detached storage and parking structures onsite; provide input and alternatives for District review. The Engineer in conjunction with Building Campus Architect will evaluate the needs for constructing separate/detached covered structures for parking and vehicle/equipment storage. The evaluation will include the use/benefit of installing solar panels on the roof of these structures in the parking lots around the new Building Campus. The Engineer will design the new parking structure and solar facility under the design development and construction document tasks.

2.6 Stormwater Approach Evaluation

Assess opportunities for onsite stormwater retention; provide input into site impacts of potential approaches, including circulation, views, and access. The Engineer will evaluate the use/benefits of constructing a storm water retention pond in the parking lot of the new Building Campus. The Engineer will design the new bioretention pond under the design development and construction document tasks.

2.7 Accessibility Evaluation

Evaluate design criteria for Accessibility under both the ADA and California Title 24 regulations.

2.8 Sustainability Approach Evaluation

Conduct Sustainability Charrette with Client Group to identify sustainability goals and determine USD's priorities for sustainable design and construction strategies. Prepare evaluation of potential certification programs (i.e. LEED, LBC, WELL, Fitwell, NetZero) and rough order of magnitude cost for certification programs and levels identified during Charrette. Further efforts associated with certification (LEED, LBC, WELL, Fitwell or other) will be provided as an additional service in an additional task order once the direction is confirmed by the District.

2.9 Preliminary Systems Evaluation

In coordination with the District, develop and evaluate appropriate alternatives for MEP and Structural systems that meet District requirements for performance, maintenance, sustainability and cost (both first and life cycle).

2.10 Preliminary Building Layout Options

Based on Space Needs Assessments workshops, develop preliminary building plan alternatives for the Campus Building (up to 3), for District input and review.

Alternatives to illustrate massing, organization, adjacencies, and interior and exterior circulation approaches.

- a. Preliminary Layout Open Forum: Presentation and discussion of building layouts with all District staff in open house format. Assume one (1) six (6) hour meeting.

2.11 Permit & Implementation Evaluation

Review project scope with relevant regulatory agencies such as Planning, Building, and Fire. Strategize with USD and Lead Consultant on the approach for agency review, including any requirements for public comment and Union City's Development Review Process.

2.12 Cost Validation

Cost estimator will review and confirm previously defined budgets and provide high-level cost comparisons to assist with systems and building plan decision-making process.

2.13 Fixture, Furnishings & Equipment (FF&E)

Engineer shall inventory and assess existing FF&E in each functional area.

- Office Furniture - Administration, Boardroom, Operations, Laboratory (OneWorkPlace)
- Laboratory Equipment (Lab Consultant – RFD)
- Maintenance Shop Equipment (Mtce. Consultant – MDG/HDR)
- Audio Visual Equipment – District to assess and provide AV equipment information

Meetings:

- Space Needs Assessment Workshops (up to 6)
- Site visits to Similar Facilities (up to 3)
- Site Evaluation Workshops (up to 2) (1) workshop for Site Awareness Walk
- Building Layout Workshops (up to 4)
- Sustainability Charette
- Preliminary Systems Workshop (PAE)
- Permitting Scoping Meeting with City (1)
- Progress meeting with Board (hours in Project Mgt.)

Task 3 Schematic Design

Engineer shall develop a preliminary site plan in conjunction with schematic architectural plans for the structures. Engineer shall begin coordination with all engineering disciplines early in this phase to assure an integrated design approach. Engineer shall discuss materials and systems options that are the most sustainable and energy efficient, as they support USD's sustainability goals set forth in Task 2.

During this phase Engineer shall also assist USD in preparing an application and supporting documentation for Preliminary Review by Union City's Economic and Community Development Department (ECDD).

- 3.1 Preliminary Building Plans – Administration/Integrated Campus Building(s)
- 3.2 Preliminary Building Plans – Operations/Laboratory
- 3.3 Preliminary Plans – FMC Staff / FMC Shop
- 3.4 Preliminary Site Design
- 3.5 Exterior Design Approach – Materials, Color, Massing, Preliminary renderings (w/RHAA)
- 3.6 Preliminary Systems Design
- 3.7 Prepare 30% Design Report – Basis of Design
- 3.8 Prepare design materials required for Preliminary Review by Union City's ECDD
Assist USD in preparing Preliminary Review Application
 - Work with USD and Union City in identifying subsequent review requirements, including milestones, timelines, and any public comment process.
 - *Note: Further efforts associated with subsequent reviews will be provided as an additional service once the process is defined through the City's Preliminary Review.*
- 3.9 Prepare 30% Design Cost Estimate
- 3.10 CEQA Document Coordination

Meetings:

- Building Design workshops (up to 3)

- Site Design workshop
- Preliminary City Planning (ECDD)/Building Review
- Progress meeting with Board (hours in Project Mgt.)

Task 4 Design Development

During this phase Engineer shall refine site and building plans, delineate materials, develop details, and clearly define all building systems. Engineer shall verify all assumptions regarding code compliance, accessibility requirements, and issues relating to life safety. Engineer shall develop strategies for water conservation, energy efficiency, renewable energy, daylighting and comfort, as well as for stormwater and water efficient landscape and update the integrated approach to sustainable design. Engineer shall coordinate internally with sub-consultant team to ensure integration with the overall plant design. Engineer shall prepare a 50% construction cost estimate at the end of this phase. Engineer shall develop a plan for story pole placement for the new Campus Building(s) to comply with City of Union City planning requirements.

4.1 Develop 50% Architectural and Engineering Documents

Includes materials research, modeling and supporting calculations

- Title Sheet, Location Map, & Development Standards
- Site Plan [Coordinated with Lead Design Consultant]
 - Site Demo Plan [Lead Design Consultant]
 - Grading & Drainage Plans [Lead Design Consultant]
 - Utilities Plan [Lead Design Consultant]
 - Stormwater Control Plan & Report [Lead Design Consultant]
- Building Floor Plans
- Building Elevations
- Building Sections
- Landscape Plans - paving, layout, planting and irrigation
- Landscape Details - planting and irrigation and construction details
- Lighting Plan, Exterior
- DD level structural drawings, foundation and framing
- DD level MEP and lighting systems drawings
- Energy, daylighting and thermal model to evaluate systems selection, envelope performance and comfort
- Water use calculations
- Exterior materials palette

- Prepare cutsheets for primary systems and materials
- Updated Sustainability Approach
- Prepare 3D renderings of interior and refine exterior renderings to communicate design intent

4.2 Develop Specifications – Prepare Table of Contents

4.3 Prepare Cost Estimate - Based on 50% Design Documents

Meetings:

- Design workshops
 - Exterior Design Approach
 - Interior Design Approach (up to 3)
 - Board Room
 - Administrative Office Space
 - Operations/Control
 - Shared Staff Space
 - Detailed Laboratory Design
 - Detailed FMC Shop Design
 - Site & Access
- Sustainability workshop
- 50% Comment Review Workshop

Task 5 Construction Documents

At the completion of 90% Construction Documents, Engineer shall undertake a final in-house review and QA/QC review of all work to date. All reports and design criteria, code and cost information will be reviewed by the project team and appropriate consultants and all documents back-checked for compliance. Following an anticipated permit submittal at 90%, Engineer shall develop a 100% bid set (Final) incorporating responses to City comments, QA/QC comments and 90% review comments from the District. Final Construction Documents will be prepared for bidding the project.

Geotechnical information required for the Campus Building has been provided through Task Order No. 1 and it is assumed that a deep pile foundation will not be required. Engineer shall provide drawings and specifications as required to demolish the existing Administration and Operations Control Buildings as part of the Construction Document package. A hazardous

materials assessment to inform the demolition of these existing buildings was included in Task Order No. 1.

5.1 Develop 90% Architectural and Engineering Documents

- Develop all drawings outlined in Task 4.0 above to 90% level.
- Prepare construction details
- Update building code summary
- Update building energy and thermal models
- Prepare Title 24 documentation
- Prepare engineering calculations
- Prepare Cal Green documentation
- Update 3D renderings
- Assist in preparation of Building Permit Application
- Attend meetings with City agencies to confirm Building Permit requirements (2)
- Respond to two (2) rounds of Building Permit review comments

5.2 Develop 90% Specifications

- Update Table of Contents
- Prepare Technical Specifications
- Coordinate with Lead Engineer

5.3 Develop 90% Cost Estimate

- Prepare Cost Estimate based on 90% documents

5.4 Develop 100% Architectural and Engineering Documents

- Prepare Bid-Ready drawing set based on Building Permit review and QA/QC review

5.5 Develop 100% Specifications

- Prepare Bid-Ready specifications based on final drawing set and QA/QC review

Meetings:

- Design workshops (up to 3)
- 90% Comment Review Workshop
- Pre-permit submittal meetings with city agencies (up to 2)

- Permit Comment Review meeting (if needed)
- Review of 90% Construction Documents with Board (hours in Project Management)

Task 6 Bid Period Services

Engineer shall provide assistance to the District during the Bid Period and prepare Conformed Drawings and Specifications following the Bid Period.

6.1 Attend Pre-Bid Meeting

Engineer and Architect shall attend pre-bid meeting led by District staff. Engineer's and Architect's role in the meeting will be to answer questions related to technical requirements of the contract where answers are known and present in the documents and accept any questions that may require further clarification through issuance of addenda.

6.2 Responses to Requests for Information

Engineer and Architect shall formally respond to contractor's submitted requests for information (RFIs) on an as-requested basis.

6.3 Prepare Addenda

Engineer and Architect shall prepare necessary addenda to bid documents on an as-requested basis.

6.4 Conformed Documents

Project Team and Campus Architect will prepare conformed documents, incorporating changes made in addenda to the original bid documents. Original specifications will be edited to include text from the issued addenda. Original drawings will be annotated with changes from issued addenda and not redrafted.

Assumptions:

- District will be the primary contact for the contractor's technical questions during the bid period.
- District will print and distribute bid documents and addenda.
- Up to three (3) addenda will be required.

Task 7 Additional Environmental and Permitting Assessment Assistance (Optional)

Utilization of this task will be dependent on whether the District decides to have the Engineer create separate CEQA Plus environmental documents for the Campus Sub-Project from the overall ETSU Phase 1 Project and/or elects to pursue federal funding through the Water

Infrastructure Finance and Innovation Act (WIFIA) program which requires additional services to comply with the National Environmental Policy Act (NEPA) for the ETSU Phase 1 program. Engineer shall not commence work on this Optional Task Item without written direction from the District.

4. DELIVERABLES

Task 1 Project Management and Initiation

- Meeting Agenda
- Project Schedule
- Meeting Notes

Task 2 Project Analysis and Review

- Program spreadsheets for each building component
- Adjacency diagrams
- Site diagram plans (up to 3 options)

Task 3 Schematic Design

- Basis of Design (30% Design) Report
 - Project Implementation & Approach
 - Preliminary Plans: Administration
 - Preliminary Plans: Ops
 - Preliminary Plans: Lab
 - Preliminary Plans: FMC Staff support space
 - Preliminary Plans: FMC Shop
 - Preliminary Plans: Integrated Campus Building(s)
 - Preliminary Site Design
 - Exterior Design Approach: materials, color, massing
 - Preliminary Exterior Renderings (up to (4); w/ RHAA
 - Preliminary Systems Design
 - Sustainability Approach
 - Preliminary FF&E assessment and schedules
- Cost Estimate
- Meeting Agendas and Notes

Task 4 Design Development

- 50% architectural & engineering drawings
- Exterior Materials Palette
- Interior Materials Palette
- Specifications Table of Contents
- Product File

- 50% Cost Estimate
- Renderings: update exterior views (up to (4) & prepare interior views of publicly accessed spaces up to (4))
- Meeting Agendas and Notes

Task 5 Construction Documents:

- Updated Exterior Materials Palette
- Updated Interior Materials Palette
- Updated Renderings
- 90% architectural & engineering drawings (Permit Submittal)
- 90% Specifications (Permit Submittal)
- 90% Cost Estimate
- 100% architectural & engineering drawings (Bid set)
- 100% Specifications (Bid set)
- 100% Cost Estimate

Task 6 Bid Period Services

- Addenda, up to (3) (PDF)
- Conformed Drawings and Specifications

Task 7 Additional Environmental and Permitting Assessment Assistance (Optional)

- Additional CEQA-Plus Documents (As directed by District)
- Additional NEPA Documents (As directed by District)

The Engineer shall submit the final reports and technical memoranda in both MS Word and PDF formats; presentations in both PowerPoint and PDF formats; drawings in the latest AutoCAD version; and other deliverables required for the project to the District electronically.

5. DIGITAL SUBMITTAL REQUIREMENTS

Engineer shall submit one electronic copy of the final base map that shows the project area in accordance with the following:

Digital files submitted shall be based on accurate coordinate geometry calculations and the California State Plane Coordinate System, Zone III in feet, NAD83. The digital file submitted shall be in AutoCAD “.dwg” or “.dxf” (digital exchange format) format and shall be in one (1) drawing file containing all layers, illustrating all existing and proposed improvements within the project area as well as any off-site work associated with the project. Descriptive information (i.e. text) may be included in the appropriate

layer, or added as a separate layer. Submitted digital files shall be in accordance with these minimum requirements, or as otherwise approved by the District.

Each submittal shall be labeled with the project name, project number, company name, address and phone number.

All drawings shall use the California State Plane Coordinate System – Zone 3 in units of feet. The horizontal datum shall be the North American Datum of 1983 (NAD83) in units of feet and the vertical datum shall be the North American Vertical Datum of 1988 (NAVD88) in units of feet, or other datum as authorized by the District.

All files shall be uncompressed. Compressed files are acceptable only when using the WinZip utility or if the appropriate software to uncompress the data is provided.

All drawing files shall have a North orientation of vertical (i.e. toward the top of the page).

Layer colors, line types and line weights shall be left to the discretion of the Engineer.

Submitted AutoCAD files shall NOT contain external reference or nested external reference files. All external references shall be bound into the drawing.

6. EQUIPMENT AND PIPELINE SCHEDULES

The Engineer shall provide a schedule in the design plans or specifications that list the equipment to be demolished or replaced and new equipment to be installed in the Project. The schedule shall contain at a minimum the equipment number provided by the District, equipment name, location, horsepower/size, and other pertinent information associated with the equipment.

The Engineer shall provide a schedule in the design plans or specifications that list the 6-inch minimum diameter underground pipelines to be demolished or replaced and new 6-inch minimum diameter underground pipelines to be installed in the Project. The schedule shall contain at a minimum the start and end points of the pipeline, diameter, length, material, schedule/thickness, coating, lining, type of joints, service, and test method/pressure.

7. PAYMENT TO THE ENGINEER

Payment to the Engineer shall be as called for in Articles 4 and 5 of the Professional Services Agreement. The Multiplier for this work shall be 3.15, the profit shall be 10 percent, and the not-to-exceed amount shall be \$3,737,412. A summary of the anticipated distribution of cost and manpower between tasks is shown in Exhibits A-1 and A-2.

The following table summarizes the previously-executed and proposed task orders and amendments under the Professional Services Agreement:

Task Order / Amendment	Not to Exceed Amount	Board Authorization Required?	District Staff Approval
Task Order No. 1 – Aeration Basin Sub-Project Design Services	\$6,752,860	Yes	Paul Eldredge
Task Order No. 2 – Campus Building Sub-Project Design Services	\$3,737,412	Yes	Paul Eldredge
Total	\$10,490,272		

8. TIME OF COMPLETION

All work defined in this Task Order shall be complete in 575 calendar days after the execution of this Task Order and subject to the conditions of Article 2 of the Professional Services Agreement. A summary of the anticipated schedule of work is shown in Exhibit B.

9. KEY PERSONNEL

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

<u>Role</u>	<u>Key Person to be Assigned</u>
Principal in Charge	Paul Pitt
Campus Building Project Manager	Marc Solomon
Project Architect	Karen Burks

Structural Engineer
Mechanical/HVAC Engineer
Landscape Architect

Miro Sekel
Marco Alves
Megan Dale

Key personnel shall not be changed except in accordance with Article 6 of the Professional Services Agreement. A Project Team Organization chart showing key team members is shown in Exhibit C.

IN WITNESS WHEREOF, the parties hereto have made and executed this Task Order No. 2 as of March ___, 2020 and therewith incorporate it as part of the Professional Services Agreement.

DISTRICT

ENGINEER

Union Sanitary District

Hazen and Sawyer

By: _____
Paul R. Eldredge, P.E.
General Manager/District Engineer

By: _____
Marc Solomon, P.E.
Vice President

Date: _____

Date: _____

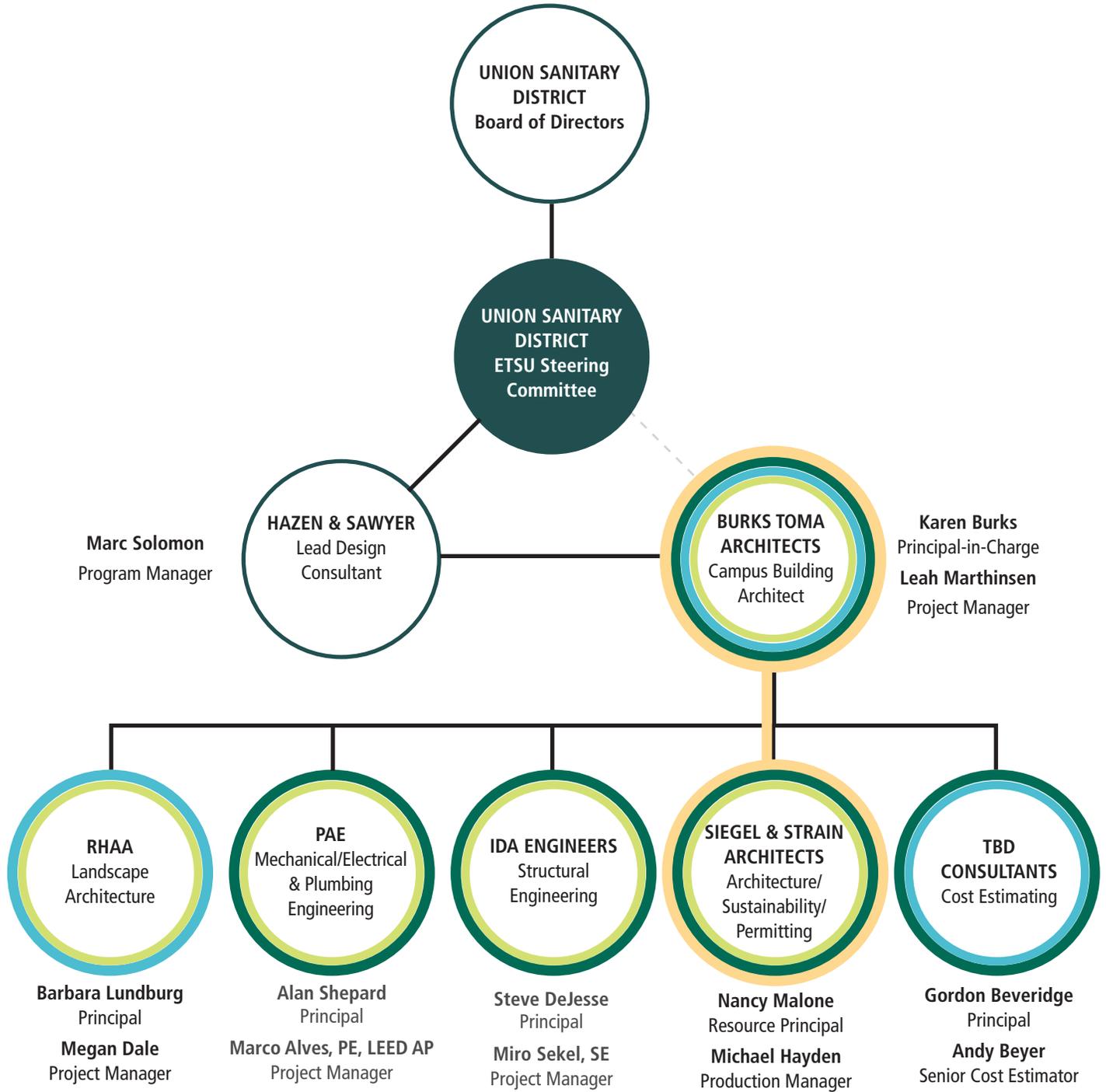
By: _____
Richard Peters, P.E.
Secretary

Date: _____

**EXHIBIT A-1
LEAD DESIGN CONSULTANT COST BREAKDOWN**

UNION SANITARY DISTRICT Enhanced Treatment & Site Upgrade - Phase 1A Project Campus Building Sub-Project Design Services	QAQC Lead	QAQC Electrical	QAQC Instrumentation	QAQC Civil	QAQC Structural	QAQC HVAC/Plumbing	Operations	Project Controls	30% Design and Aeration Basin Sub PM	Project Engineer	Campus Building Sub-PM	CEQA	HVAC	Electrical	Structural	Green Infrastructure Stormwater	Utilities	Staff Engineer	Associate	Principal Engineer	Admin	CADD/BIM	CADD/Graphics	H&S Labor Cost	Architecture	Electrical	I&C/Civil/Permitting	CEQA	Subconsultant Mark-up (excludes Architect)	Architecture Mark-up (BTA & S&S)	Other Direct Costs (ODCs)	Total Fee	
	Rate	\$315	\$250	\$225	\$250	\$225	\$180	\$245	\$205	\$260	\$210	\$315	\$230	\$250	\$205	\$170	\$160	\$315	\$135	\$225	\$140	\$130	\$215	\$120									
TASK ORDER 2																																	
1 Project Management	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -	\$ 89,488	\$ -	\$ -	\$ -	\$ -	\$ 2,359	\$ -	\$ 91,847
Project Management (Architect)																									\$ -	\$ 89,488							
2 Project Analysis and Review	12	4	0	4	4	0	0	0	0	48	0	0	12	32	64	64	160	24	80	0	24	60	\$ 110,660	\$ 323,655	\$ -	\$ -	\$ -	\$ -	\$ 7,545	\$ 4,000	\$ 445,860		
Project Analysis and Review	12	4		4	4					48			12	32	64	64	160	24	80		24	60	\$ 110,660	\$ 323,655							\$ 4,000		
3 Schematic Design	4	4	2	0	4	0	12	4	0	16	20	60	2	16	34	38	36	82	16	20	0	24	84	\$ 90,520	\$ 479,475	\$ 12,500	\$ -	\$ -	\$ 625	\$ 9,776	\$ 9,000	\$ 601,896	
Schematic Design (30% Design)	4	4	2		4		12	4		16	20	60	2	16	34	38	36	82	16	20		24	84	\$ 90,520	\$ 479,475	\$ 12,500						\$ 9,000	
4 Design Development	10	12	4	33	12	0	8	34	0	8	96	0	8	34	48	154	72	296	66	83	20	52	388	\$ 250,070	\$ 768,688	\$ 7,500	\$ 60,000	\$ -	\$ 3,375	\$ 10,347	\$ 9,000	\$ 1,108,980	
Design Development (50% Design)	10	12	4	33	12		8	34		8	96		8	34	48	154	72	296	66	83	20	52	388	\$ 250,070	\$ 768,688	\$ 7,500	\$ 60,000					\$ 9,000	
5 Construction Documents	8	8	8	50	8	0	16	28	0	16	68	0	10	50	70	98	72	224	57	50	40	80	415	\$ 240,335	\$ 978,026	\$ 15,000	\$ -	\$ -	\$ 750	\$ 19,434	\$ 7,000	\$ 1,260,545	
Construction Documents (90% and Final Design)	8	8	8	50	8		16	28		16	68		10	50	70	98	72	224	57	50	40	80	415	\$ 240,335	\$ 978,026	\$ 15,000						\$ 7,000	
6 Bid Period Services	4	4	0	0	4	4	0	6	14	0	18	0	6	6	6	6	6	36	8	0	12	8	40	\$ 35,760	\$ 67,878	\$ -	\$ -	\$ -	\$ -	\$ 1,046	\$ 3,000	\$ 107,684	
Bid Period Services	4	4	0	0	4	4	0	6	14	0	18	0	6	6	6	6	6	36	8	0	12	8	40	\$ 35,760	\$ 67,878							\$ 3,000	
7 Additional Environmental Services (Optional Tasks)	0	0	0	0	0	0	0	0	0	0	32	24	0	0	0	0	0	0	0	0	0	0	0	\$ 15,600	\$ -	\$ -	\$ 100,000	\$ 5,000	\$ -	\$ -	\$ -	\$ 120,600	
Additional Environmental Services (Optional Tasks)											32	24												\$ 15,600			\$ 100,000						\$ 120,600
TASK ORDER 2 TOTAL	38	32	14	87	32	4	36	72	14	40	282	84	26	118	190	360	250	798	171	233	72	188	987	\$ 742,945	\$ 2,707,210	\$ 35,000	\$ 60,000	\$ 100,000	\$ 9,750	\$ 50,505	\$ 32,000	\$ 3,737,412	

CAMPUS BUILDING ARCHITECT DESIGN TEAM ORGANIZATIONAL CHART



LEGEND

- Programming
- Site Planning
- Building Design
- Sustainable Design



Directors
Manny Fernandez
Tom Handley
Pat Kite
Anjali Lathi
Jennifer Toy

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

Karen W. Murphy
Attorney

**MARCH 9, 2020
BOARD OF DIRECTORS MEETING
AGENDA ITEM # 11**

TITLE: Authorize the General Manager to Execute Amendment No. 2 to Task Order No. 2 with Brown and Caldwell for the Standby Power Generation System Upgrade Project (*This is a Motion Item*)

SUBMITTED: Paul R. Eldredge, General Manager/District Engineer
Sami E. Ghossain, Technical Services Work Group Manager
Raymond Chau, CIP Team Coach
Kevin Chun, Associate Engineer

Recommendation

Staff recommends the Board authorize the General Manager to execute Amendment No. 2 to Task Order No. 2 with Brown and Caldwell in the amount of \$262,207 for the Standby Power Generation System Upgrade Project (Project).

Previous Board Action

November 14, 2016, the Board authorized the General Manager to execute an Agreement and Task Order No. 1 with Brown and Caldwell (BC) in the amount of \$175,064 for providing pre-design services for the Project.

February 12, 2018, the Board authorized the General Manager to execute Task Order No. 2 with BC in the amount of \$1,975,808 for providing final design services for the Project.

October 14, 2019, the Board adopted the Mitigated Negative Declaration for the Project and approved the Project as defined in the Mitigated Negative Declaration.

February 24, 2020, the Board adopted an addendum to the Mitigated Negative Declaration (MND) for the Project and approved modifications to the Project as set forth in the addendum to the MND.

Background

The Project was identified from a study completed in 2016 to evaluate the condition of the Plant's current standby power system. The study concluded that the current standby generator equipment, generator control systems, and electrical switchgear equipment are outdated, unreliable, and difficult to maintain due to the age and obsolescence of the equipment and systems.

On November 14, 2016, the Board authorized staff to execute an agreement and Task Order No. 1 in the amount of \$175,064 with BC to provide predesign services associated with the Project. The primary elements of the predesign effort were to evaluate and select a site location for the new standby generator system, establish criteria for final design, and develop a preliminary construction sequencing plan.

On February 5, 2018, the Board authorized staff to execute Task Order No. 2 in the amount of \$1,975,808 with BC to provide final design services associated with the Project. The final design was originally based on future power demands of upcoming plant upgrades. At the same time, the District was in the process of developing the Enhanced Treatment and Site Upgrade (ETSU) program. The ETSU program considered two potential secondary improvement alternatives that could address the plant's solids capacity needs: conventional activated sludge (CAS) and membrane bioreactor (MBR). The ETSU program determined that an enhanced CAS secondary process is the best value solution for the District.

After finalizing the ESTU program, staff requested BC to re-evaluate the basis of design for the Project to ensure standby power capacity identified in the Project is appropriate. The evaluation concluded the electrical load projections were lower for the CAS secondary treatment process when compared to the MBR technology, and instead of the 3.5-MW generators originally planned for the Project, 2.5-MW generators would be sufficient to meet future power demands. This future electrical load projection is being carried forward as the basis of design for the final design phase of the Project.

A summary of the Project's updated major scope items is as follows:

- Installation of three new 2.5-MW standby engine generators and necessary appurtenances, located at the north end of the Plant, west of the Veasy Street cul-de-sac.
- Construction of a new, smaller prefabricated metal building sized to house three new standby engine generators, with room for one future standby engine generator and associated electrical equipment.
- Construction of comparable, exterior pad-mounted equipment such as transformers and aboveground diesel fuel storage tank.

- Construction of a new double-ended switchgear to replace the existing Substation No. 2 and Odor Control Building switchgears. At the Odor Control Building, the two existing motor control centers will be replaced.
- Installation of new electrical duct banks.
- Demolition of existing equipment and structures such as the six current standby engine generators, generator control panels and switchgears, and PLC panels.

Amendment No. 2 to Task Order No. 2 – Final Design Services

The purpose of Amendment No. 2 is to provide the following additional design services:

1. Revise the basis of design to re-evaluate the future electrical load projections identified in the ESTU program. This includes the load projection for the selection of enhanced CAS technology for the secondary process.
2. Prepare an additional design submittal package that includes drawings, specifications, and a construction cost estimate, for the Clean Water State Revolving Fund (CWSRF) loan application.
3. Provide additional project management activities for the extended duration of the final design phase.
4. Prepare an updated Bay Area Air Quality Management District (BAAQMD) application and an Addendum to the Mitigated Negative Declaration. The updated documents will address the project modifications related to the change in number and size of the standby generators.
5. Revise the equipment pre-selection plans and specifications to address the change to the number and size of standby generators.
6. Revise the overall project plans and specifications to address the change to the number and size of standby generators.

The additional scope of services and cost of Amendment No. 2 to Task Order No. 2 are summarized below:

Task No.	Task Description	Additional Fee
1	Project Management	\$11,983
3	Permitting	\$32,959
4	Equipment Pre-Selection	\$4,837
6	Preparation of Design Documents	\$212,428
	Total Not-to-Exceed Amendment Fee	\$262,207

The amended final design fee of \$2,281,338 is 8.7 percent of the construction estimate of \$26.3 million. The fee percentage is not unusual for projects that include extensive subtasks such as the PG&E utility coordination efforts, environmental assessment, permitting, site surveying,

upgrades to instrumentation controls, and the equipment pre-selection process. For example, the Cogeneration Project that was constructed in 2014 had a 12 percent design-to-construction estimate rate. The design fee on the Primary Digester No. 7 Project has a 11.4 percent design-to-construction estimate rate. Both projects required significant permitting, utility coordination, and extensive field investigation efforts during the design phase.

Staff reviewed the scope and fee and found the proposal to be reasonable based on the level of effort required to re-evaluate the basis of design, re-design key elements of the Project, and prepare an additional design submittal for the CWSRF loan application.

The total fee for the Project's agreement with BC is summarized in the table below:

Description	Fee
Task Order No. 1 – Pre-design report and site selection	\$175,064
Amendment No. 1 to Task Order No. 1 – Electrical Load Analysis	\$29,969
Task Order No. 2 – Final Design	\$1,975,808
Amendment No. 1 to Task Order No. 2 – Temporary Generation Standby Power Technical Memorandum and CEQA Plus Services	\$43,323
Amendment No.2 to Task Order No.2 – CWSRF Submittal and Detailed Design	\$262,207
Total for this Agreement	\$2,486,371

Staff anticipates BC will complete the design of the Project by December 2020 with construction to begin by Spring 2021.

Staff recommends the Board authorize the General Manager to execute Amendment No. 2 to Task Order No. 2 with Brown and Caldwell in the amount of \$262,207 for the Standby Power Generation System Upgrade Project.

PRE/SEG/RC/KC;mb

Attachment: Amendment No. 2 to Task Order No. 2

**STANDBY POWER GENERATION SYSTEM UPGRADE PROJECT
(USD PROJECT NO. 800-452)**

AMENDMENT NO. 2

TO

TASK ORDER NO. 2

BETWEEN

UNION SANITARY DISTRICT

AND

BROWN AND CALDWELL

FOR PROFESSIONAL SERVICES

DATED November 15, 2016

1. PURPOSE

The purpose of Amendment No. 2 to Task Order No. 2 is to authorize engineering services provided by Brown and Caldwell, hereinafter referred to as “Engineer” for the Standby Power Generation Upgrades Project hereinafter referred to as the “Project.” This amendment reflects modifications to the existing scope of work, as well as new scope items. The amendment addresses the efforts associated with revising the design effort and preparing a Clean Water State Revolving Fund (CWSRF) design package by December 31, 2019 (herein referred to as Phase 1), a final design package for advertisement (herein referred to as Phase 2) and bid period services.

Although the Scope of Work is broken down into tasks, the fee estimate for each individual task shall not be considered a “not to exceed” amount for each task. It is anticipated that some tasks may require more effort, and some may require less effort. The Engineer shall have the ability to adjust the budgets within the Scope of Work among tasks to balance the overall level of effort. The Engineer shall not exceed the total budget for the project without written authorization from the District.

2. SCOPE OF SERVICES

The main revision to the project key elements is the design for three each 12kV rated 2.5 megawatt (MW) standby generators and necessary appurtenances.

Task 1: Project Management

Subtask 1.2 Project Coordination and Management

The scope of work shall be amended to include this subtask and to reflect additional project management efforts associated with the extension of the project schedule, processing of subconsultant amendments, and processing of District task order amendments.

Preparation of the CWSRF design package includes effort associated with 3 months of project invoices and status reports, processing of subconsultant agreements/amendments, and processing of the task order amendment.

The preparation of the final design package extends the schedule by an additional 9 months. The amendment includes additional fee for 6 months of project management activities (invoice preparation and monthly status report preparation) associated with the preparation of the final design package.

Assumptions:

- Project schedule extension is a total of 14 months.

Deliverables:

- Preparation of 12 monthly invoices and project status reports.

Task 2: Data Acquisition

Subtask 2.2.3: Potholing

The scope of work under Subtask 2.2.3 is modified to include 1 day of potholing activity, assuming vacuum extraction is utilized. One day of field coordination with District Staff and potholing contractor is included.

Assumptions:

- It is assumed that utilities identified during potholing shall not be surveyed
- Potholing activities shall be coordinated with District. Potholing contractor shall obtain necessary permits and shall coordinate with District for underground utility identification.
- 1-day of potholing is estimated at 3 to 4 potholes per day depending on location of potholes.

Deliverables:

- Engineer shall update civil yard piping file to incorporate the results of the potholing investigation.

Subtask 2.3: Acoustical Requirements

The following scope shall be added to the last paragraph of the scope of work. This effort is necessary to support the CWSRF Design Submittal.

Noise analysis to confirm acoustical requirements shall be performed for the new standby generator size and quantity identified under Subtask 6.5, CWSRF Basis of Design. This effort assumes that new standby power engines are identified under Subtask 6.5 The analysis shall be incorporated into the acoustical design criteria for the new standby generator building.

Assumptions:

- Noise analysis assumes that new standby generator sizes are identified under Subtask 10.1 and noise analysis shall be performed to support the preparation of a CEQA addendum and shall provide the basis of design for a new standby generator building.

Deliverables:

- Technical memorandum that summarizes the acoustical design criteria for the new standby generator building and addresses the noise/acoustical information required for preparation of the CEQA addendum.

Subtask 2.7: Site Investigations

No changes to existing scope of work.

Add the following to assumptions:

- The District shall provide documentation of the controls that currently exist in RBC-2, RBC-3, RBC-24, PLCs 22, 23, 24, and 25. The District shall identify the programming logic in RBC-2, RBC-3, RBC-24, and PLCs 22, 23, 24, and 25 that needs to remain in operation after completion of the Project. It is assumed that Engineer's Lead Electrical Engineer shall be onsite for up to 12 hours during the documentation effort.
- For the identified programming logic that needs to remain in operation, the District shall document the existing programming as control strategies that can be utilized by the Engineer for the development of the design. It is assumed that PLCs 23, 24, 25, RBC-3, and RBC-24 can be demolished at the end of the Project and shall not be replaced. PLC 22 and RBC-2 are assumed to be replaced and demolished at the end of the project.

Task 3: Permitting

Subtask 3.1: Air Permitting

The following shall be added to the current scope of work to reflect the additional air permitting scope of work related to the modification of the design criteria and standby power engine generator sizes as follows:

The air permit application shall be modified to reflect the design modifications that are established under Task 6.6 CWSRF Submittal. An updated air permit application shall be prepared and submitted by the Engineer to the Bay Area Air Quality Management District (BAAQMD). Engineer shall support the application through telephone and email discussions with BAAQMD. Response letters to the BAAQMD information requests shall be prepared and submitted to the District for review. Engineer shall incorporate District comments prior to submittal to the BAAQMD. Responses to the BAAQMD shall be prepared up to the limit of the budgeted hours listed in the assumptions below.

Activities shall also include evaluation of air emissions from the standby generator system selected under Task 6.6, to confirm if environmental impacts have changed from the current CEQA document.

Assumptions:

- The standby power engine size and quantity shall change from the previous air permit application and a new air permit application to the BAAQMD shall be required.

- The previously submitted air permit application can be modified to reflect the change in size of the new standby power engines. The sections of the air permit application that shall require modification/update are assumed to include the introduction, emission estimates, BAAQMD forms, and manufacturer equipment specifications.
- The District is responsible for signing the permit application as the responsible official and for payment of permit application fees.
- One draft permit application shall be submitted to District for review.
- Engineer shall address one round of District comments on the draft permit application and prepare the final permit application. BC shall submit the final permit application to the BAAQMD on behalf of the District. It is assumed that District shall provide comments within two weeks of submittal.
- Engineer shall respond to requests for information from the BAAQMD, or up to the limit of the budget. For budgeting purposes, 30 hours of permit application support is assumed.
- Engineer shall submit draft responses to District, address comments received from the District, and submit to the BAAQMD.
- No monitoring, sampling, health risk assessment and air dispersion modeling is included.

Deliverables:

- Draft air permit application and final air permit application
- Draft and final response letters to BAAQMD requests for information up to the limit of the budget.
- Air emissions calculations to support revision to the environmental permitting (CEQA) documents.

Subtask 3.2: Environmental Compliance

The following shall be added to the current scope of work to reflect the additional CEQA effort related to the modification of the design criteria and standby power engine generator sizes identified under Task 6.6.

The Engineer shall prepare an addendum to the existing CEQA Initial Study/Negative Declaration (IS/ND). The addendum shall address project modifications related to a change in the size and number of standby power

engines. Noise and air emissions are the project elements that are expected to change from the original IS/ND. Noise analysis shall be performed under Task 2 and shall be performed to support the development of the CEQA addendum. Air emission analysis shall be performed under Task 3.1. An updated CWSRF environmental application shall be prepared for review and submittal to the State.

Assumptions:

- No additional biological or cultural investigations shall be performed. The CEQA review shall be limited to an analysis of noise and air emission impacts.
- The Project area of impact shall not change from the original CEQA IS/NMD.
- Project modifications shall not result in new or significant environmental impacts.
- The current CEQA IS/ND shall be adopted by the District.
- The addendum shall be reviewed by District; Engineer shall address one round of questions and comments.
- A 15-day public review period of an addendum to the IS/ND is required to address project changes.
- Engineer shall prepare a draft and final CWSRF environmental application. One round of comments from the District shall be incorporated into the final environmental application. District shall submit the final environmental application to the State.

Deliverables:

- Draft and final IS/ND addendum
- Draft and final CWSRF environmental application

Task 4: Equipment Pre-Selection

The following shall replace the current scope of work under this task, and reflect the additional effort related to the modification of the design criteria and standby power engine generator sizes identified under Task 6.6.

Under this task, Engineer shall develop the standby power generator specifications and electrical drawings to reflect the Basis of Design developed under Subtask 6.5. Engineer shall coordinate with up to three equipment manufacturers and develop a 90 percent preselection package for standby power

generator engines. Engineer shall assist District in the review and evaluation of the bids and assist with the selection process. The preselection package shall consist of drawings (one-line diagrams, switchgear elevations, control system block diagram) and technical specifications for generators, switchgear, and associated control systems. Detailed diagrams that are normally provided by the equipment supplier (including three-line diagrams, breaker trip schematics, and PLC I/O wiring diagrams) shall not be included in the pre-selection package provided to the supplier. These shall be developed by the supplier in response to the pre-selection package.

Upon District selection of an equipment manufacturer, the District shall begin the process of initiating the submittal review process with selected manufacturer. The submittal review shall be performed under Task 6, Preparation of Design Documents.

Two meetings/workshops shall be conducted with the District to review the preselection package and to address District comments.

Assumptions:

- The equipment preselection drawings and specifications shall be modified to reflect new standby engine generator size and quantity as identified in Task 6.6. Engineer shall coordinate with equipment manufacturers to revise the preselection package and to submit one draft preselection package to the District for review.
- One set of comments shall be incorporated into the final preselection package. Engineer shall deliver an electronic (PDF) copy of the final preselection package to the District.
- District shall be responsible for the advertisement of the preselection package
- For budgeting purposes, up to 3 days of bid evaluation assistance is assumed.
- Incorporation of manufacturer information into the bid documents is included under Task 6.
- Each meeting/workshop is assumed to have a 2-hour duration and up to three staff members to attend the meeting.

Deliverables:

- Draft and final preselection package (electronic, PDF version)
- Meeting materials and minutes from two workshops/meetings

Task 5: PG&E Coordination

The following shall replace the current scope of work under Task 5:

This task shall provide the effort required to obtain and gather the information required of PG&E for their review and comment on the new standby power generation system. Applicant forms required by PG&E shall be completed by the Engineer and provided to the District for review. One round of District comments shall be incorporated, and final applicant forms shall be submitted with the 90% design documents by the District.

Engineer shall coordinate with PG&E and incorporate/address PG&E comments. Up to two in-person meetings with PG&E shall be attended by up to two members of the Engineer's team.

Assumptions:

- Up to two meetings with PG&E within a 20-mile proximity of District's WWTP shall be attended. Each meeting is assumed to have a 2-hour duration. Up to two of the Engineers' design team members shall attend the meeting.
- A draft and final PG&E application shall be prepared by the Engineer. Engineer shall address one round of District comments on the draft PG&E application.
- Application fees required by PG&E shall be paid by the District.
- District shall submit the final application and 90% submittal to PG&E.
- Engineer shall provide District with answers and/or responses to comments from PG&E. Up to 8 hours of Engineer response time to PG&E comments are assumed. District shall submit the formal response to comments to PG&E.

Deliverables:

- Draft and final PG&E application form
- Meeting agenda, materials and minutes from four PG&E meetings
- Draft responses to PG&E comments

Task 6: Preparation of Design Documents

Subtask 6.2: 90 Percent Design Documents

The following shall replace the current scope of work under Task 6.2:

Engineer shall prepare and submit a draft 90 percent design submittal that includes drawings, specifications and an opinion of probable cost estimate for the District's review. District comments received on the CWSRF Design Submittal (Subtask 6.6) shall be incorporated into the 90 percent design submittal. The Engineer shall incorporate District's comments on the 90 percent submittal into the final design submittal.

The 90 percent design shall include plan drawings, diagrams, wiring schematics, standard stage of design, the single line diagrams and relay schematics for submission to PG&E for review. A preliminary construction sequencing and construction schedule shall be submitted as part of the 90 percent design submittal.

As part of the effort performed under Subtask 2.7, the Engineer shall also provide replacement of RBC-2 with a new, standalone PLC unit to control the Reclaimed Water Pump Station. The Engineer shall also provide specifications for the replacement of PLC-22. Engineer shall also identify new network connections that are needed for the new PLCs and shall incorporate the effort into the construction sequencing specifications. Loop drawings for replacement of PLC 22 and RBC-2 are assumed to be prepared by the Contractor.

Engineer shall prepare an opinion of probable cost estimate that follows the AACE Class 1 criteria. The cost estimate shall be submitted to the District after the draft design submittal.

One 90% design review workshop shall be conducted to review the submittal with the District.

Assumptions:

- Biweekly design coordination meetings shall be conducted with the District and three of the Engineer's team members to review design progress and address design comments. The coordination meetings shall be performed as teleconference calls.
- It is assumed that the District shall provide documentation of the wiring of the MVSA main breaker. The documentation provided by the District is assumed at a minimum to include information related to the interlocks and commands that currently exist between MVSA and the existing standby engines, interlocks and

commands between MVSA and PLCs 22 and 23 and automated synchronization between MVSA and the existing generators and utility power. Engineer assumes to be onsite during the documentation of the MVSA main breaker for up to 16 hours.

- It is assumed that the standby generators shall be pre-selected and the 90% design submittal shall be modified to reflect the selected manufacturer's equipment. It is assumed that the pre-selection shall be made after the 90% design is complete and changes shall be incorporated into the 100% submittal.
- Submittal review of the preselected standby generators shall be performed under this task. It is assumed that up to 16 hours of submittal review and vendor coordination by the Engineer's Lead Electrical Engineer shall be performed.
- Up to three of the Engineer's team members shall attend the 90% design workshop. Workshop duration assumed to be 2 hours.

Deliverables:

- Meeting materials, agenda and minutes for the 90% design workshop
- 90% submittal with Class 1 AACE cost estimate. Response to District's CWSRF comments provided with 90% submittal.
- Review and comment on manufacturer submittals.

Subtask 6.3: 100 Percent Design Documents

No changes to the existing scope of work.

Add the following to assumptions:

- Up to 8 hours is assumed by the Lead Electrical Engineer for incorporation of the pre-selected manufacturer details into the design. Up to 8 hours is assumed for incorporation of PG&E comments.

Subtask 6.4: Bid Documents

No changes to the existing scope of work.

Add the following to assumptions:

- Up to 8 hours is assumed by the Lead Electrical Engineer for incorporation of PG&E comments.

Subtask 6.5: CWSRF Basis of Design Report (BODR)

Engineer shall update the basis of design for the Project. Engineer shall develop an electrical load list for the Biological Nutrient Removal (BNR) and Conventional Activated Sludge (CAS) technology for the secondary treatment process for buildout conditions and one interim condition (to be determined with District). Engineer shall conduct one working kickoff meeting/Basis of Design Meeting 1 with the District and the District's BNR consultant to confirm assumptions and available information from the BNR project that shall be needed for development of the electrical load list.

Using the current and interim electrical demands, Engineer shall develop alternatives for the standby power system. Engineer shall utilize the buildout electrical demand projections to identify a phasing plan for the future.

A second basis of design meeting (Basis of Design Meeting 2) shall be conducted to confirm key design features, project elements, and project delivery that include but are not limited to:

- Standby engine size and quantity
- Conduit sizing
- Equipment redundancy (e.g., N+1 for all facilities)
- Equipment layout and arrangement
- Building size and features
- Diesel storage tank volume
- Switchgear design and features
- Equipment preselection

A draft and final Basis of Design TM shall be prepared. Engineer shall provide information to District to support completing the CWSRF technical application package.

Assumptions:

- Electrical loads for other treatment facilities were calculated in 2018 as part of the Electrical Load Analysis (BC, December 2018). It is assumed that the demands used in the 2018 TM shall be utilized for this effort.
- Current peak electrical demands shall be based on the analysis performed as part of the 2018 TM.
- District's BNR consultant shall provide the electrical load list for peak day and peak hour conditions for the interim design condition and buildout design condition.
- The final Basis of Design TM shall incorporate one round of comments from the District.

- The Basis of Design effort is assumed to have a 1-month duration.
- District is responsible for updating the CWSRF technical application package for submittal to the State.

Deliverables:

- One electronic copy of the Draft Basis of Design TM
- One electronic copy of the Final Basis of Design TM
- Meeting materials and minutes from Kickoff Meeting/Basis of Design Meeting 1
- Meeting materials and minutes from Basis of Design Meeting 2

Subtask 6.6: CWSRF Design Submittal

Engineer shall prepare and submit a CWSRF design package that includes drawings, specifications and construction cost estimate for the District's review. The CWSRF submittal shall be based on the Basis of Design prepared under Subtask 6.5 Engineer shall coordinate with standby power generator manufacturers for design preparation. The CWSRF design submittal shall include District's front-end specifications and Engineer's technical specifications, which shall include the standby power engine preselection specifications.

Engineer shall update the opinions of probable cost estimate and shall submit an AACE Class 3 cost estimate. The cost estimate shall be submitted to the District with the final CWSRF design package.

Under this task, QA/QC of engineering calculations, specifications, drawings and cost estimates shall be performed.

Assumptions:

- Preparation of the CWSRF Design Submittal shall begin immediately after the Basis of Design Meeting 2 is conducted. The CWSRF Design Submittal is assumed to have a two-month duration.
- Biweekly project team meetings shall be conducted with the District and Engineer design staff; the purpose of the meetings shall be to discuss design progress, address design issues and make design decisions.
- Engineer assumes that the location of the Standby Power Generator Building is not different than previously determined location. No additional survey, geotechnical investigation and hazardous materials assessment shall be needed.

- Engineer assumes that if additional potholing is needed, it shall be performed after the CWSRF submittal under Subtask 2.2.3.
- If preselection is confirmed, the preselection package shall be finalized and issued for advertisement under Task 4.
- The CWSRF design submittal shall be developed around multiple standby generator manufacturers. It is assumed that equipment shall not be preselected prior to completion of the CWSRF design submittal.
- Engineer shall incorporate District's front-end specifications (including General Conditions, Special Conditions, and applicable Division 1 specifications) with technical specifications.
- District shall provide the Engineer with boiler plate front-end specifications (Division 0 and applicable Division 1) including any CWSRF requirements.
- Engineer's technical specifications shall be prepared under Construction Institute Divisions 1-17 format.
- One draft design submittal shall be provided to the District for review. Engineer shall address one round of comments and submit a final CWSRF design submittal. The final CWSRF submittal shall be delivered electronically to the District prior to December 31, 2019.
- Engineer shall perform QA/QC of the design submittal in parallel with the District's review of the draft design submittal.

3. PAYMENT TO THE ENGINEER

Remaining fee from Tasks 1 through 9 has been reallocated into Tasks 3, 6, and 10.

Payment to the Engineer shall be as called for in Article 2 of the Agreement. The Multiplier for this work shall be 3.23, the profit shall be 13 percent. Subconsultants shall be billed at actual cost plus 5%.

Amendment No. 2 hereby increases Task Order No. 2 by \$262,207 which includes 5% markup for subconsultant services.

The following table summarizes all task orders and amendments including those previously executed under the Agreement, ending with this Amendment:

Task Order / Amendment	Not to Exceed Amount	Board Authorization Required?	District Staff Approval
Task Order No.1 - Predesign	\$175,064	Yes	Paul Eldredge
Amendment No.1 to Task Order No.1 – Electrical Load Analysis	\$29,969	No	Sami Ghossain
Task Order No.2 – Final Design	\$ 1,975,808	Yes	Paul Eldredge
Amendment No.1 to Task Order No.2 – Temporary Generation Standby Power TM and CEQA Plus Services	\$43,323	No	Sami Ghossain
Amendment No.2 to Task Order No.2 – CWSRF Submittal and Detailed Design	\$262,207	Yes	Paul Eldredge
Total	\$2,486,371		

4. TIME OF COMPLETION

All work defined in this Task Order shall be completed according to the design milestones listed below and as shown in Exhibit B subject to the conditions of Article 3 of this Agreement.

Milestone	Deliverable Date
CWSRF Design Package	December 31, 2019
Initiation of 90% Design	February 3, 2020
Equipment Pre-selection Package – Final Draft Submittal to USD	February 14, 2020
Equipment Pre-selection Package Advertisement Date	March 10, 2020
90% Design Submittal	April 24, 2020
Initiate PG&E Application	June 15, 2020
100% Design	November 3, 2020
Bid Document	December 8, 2020

5. KEY PERSONNEL

Key engineering personnel or subconsultants assigned to this Amendment are as follows:

ROLE	PERSONNEL
Project Manager	Mallika Ramanathan
Electrical Lead Engineer	Matthew Pagendarm
Electrical Technical Advisor	Chris Kindle
Principal-In-Charge	Grace Chow

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

In WITNESS HEREOF, the parties hereto have executed this Amendment No. 2 to Task Order No. 2 as of _____, 2020, and therewith incorporated it as part of the Agreement.

ENGINEER:
Brown and Caldwell

DISTRICT:
Union Sanitary District

Signature _____

Signature _____

Name Grace Chow, P.E.

Name Paul R. Eldredge, P.E.

Title Vice President

Title General Manager/District Engineer

Date _____

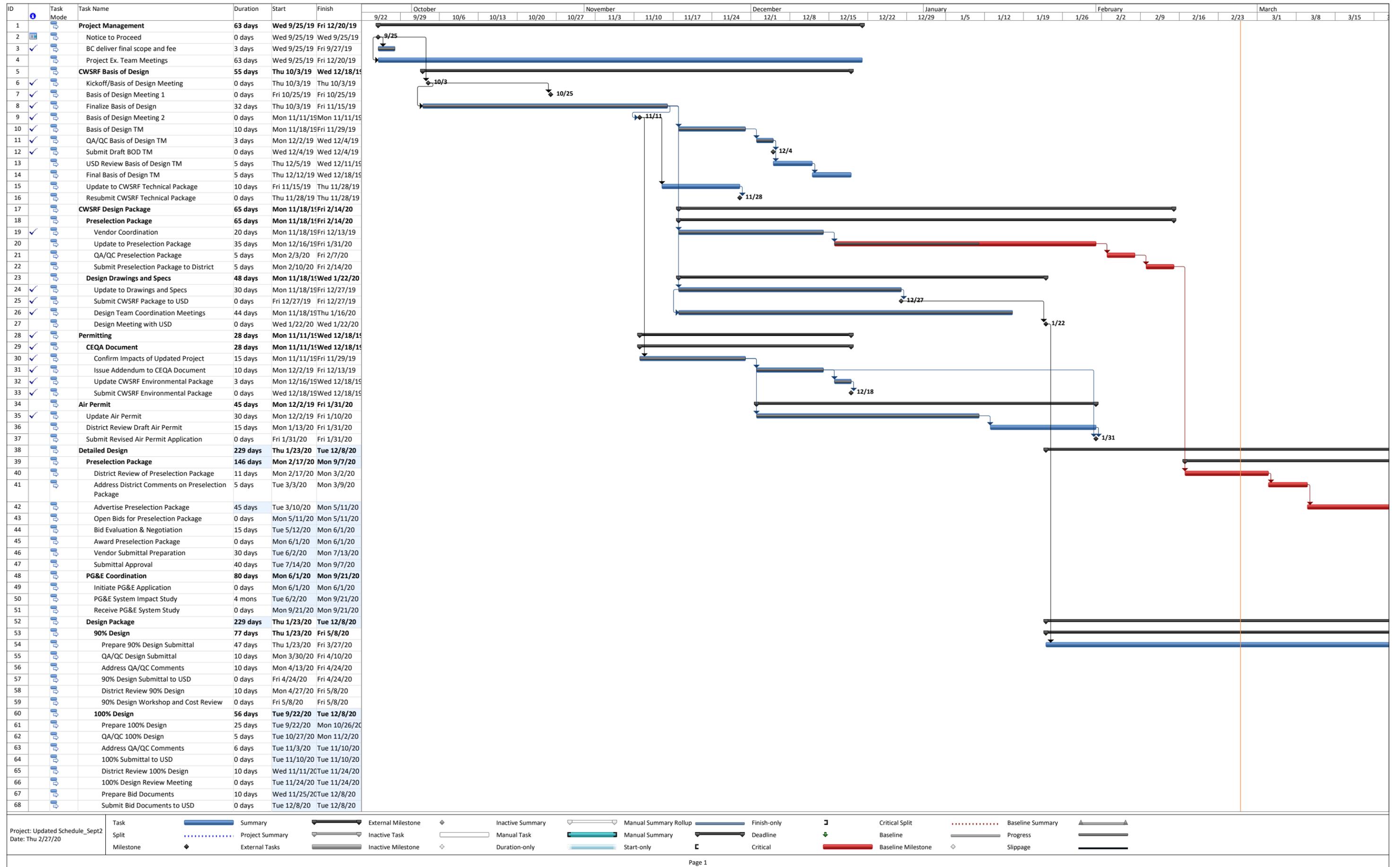
Date _____

Exhibit A

Union Sanitary District (CA) -- Standby Power Gen Final Design - Amendment 2																								
Phase	Phase Description	Ramanathan, Mallika	Ingbrigtsen, Cara C	Pagendam, Matthew R	Chris Kindle	Klitch, Kenneth D	Crawford, David	Liba, Jay H	Trueblood, Donald C	Tanner, Deanna L	Hesby, James C	Sawyer, Linda K	Gerhart, Lynette K	Revec, William J	Total Labor Hours	Total Labor Effort	APC	Total ODCs	Paul Scheidegger Cost	NSB Cost	Total Sub Cost	Total Expense Cost	Total Expense Effort	Total Estimate To Complete
		PM	PA																					
001	Project Management	4	36	0	0	0	0	0	0	0	0	0	0	34	74	11,137	592	254	0	0	0	254	254	11,983
002	Data Aquisition	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
003	Permitting	0	0	0	0	0	0	0	40	16	0	0	36	17	109	21,931	872	181	9,500	0	9,500	9,681	10,156	32,959
004	Equipment Pre-Selection	0	0	16	0	0	0	0	0	0	0	0	0	0	16	4,529	128	180	0	0	0	180	180	4,837
005	PG&E Coordination	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
006	Preparation of Design Documents	32	0	240	150	80	100	24	0	0	8	16	0	100	750	178,223	6,000	0	0	26,862	26,862	26,862	28,205	212,428
007	Bid Period Services	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
008	Temp Standby Power System TM	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
009	CEQA Plus	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
GRAND TOTAL		36	36	256	150	80	100	24	40	16	8	16	36	151	949	215,820	7,592	615	9,500	26,862	36,362	36,977	38,795	262,207

Hours and Dollars are rounded to nearest whole number.
A 5% markup is applied to all subconsultants
An annual escalation for BC labor of 3% per calendar year is assumed.

Exhibit B



Project: Updated Schedule_Sept2 Date: Thu 2/27/20

Task	Summary	External Milestone	Inactive Summary	Manual Summary Rollup	Finish-only	Critical Split	Baseline Summary
Split	Project Summary	Inactive Task	Manual Task	Manual Summary	Deadline	Baseline	Progress
Milestone	External Tasks	Inactive Milestone	Duration-only	Start-only	Critical	Baseline Milestone	Slippage

**UNION SANITARY DISTRICT
CHECK REGISTER
02/15/2020-02/28/2020**

Check No.	Date	Dept	Invoice No.	Vendor	Description	Invoice Amt	Check Amt
173695	2/20/2020	143	11362978	BROWN & CALDWELL CONSULTANTS	STANDBY POWER SYSTEM UPGRADE		
						\$238,676.05	\$238,676.05
173806	2/27/2020	171	78926	PAC MACHINE COMPANY INC	1 GODWIN PUMP 12 INCH		
						\$143,760.10	\$143,760.10
173685	2/20/2020	143	2000318719	AECOM TECHNICAL SERVICES INC	CENTRIFUGE BUILDING IMPROVEMENTS		
						\$101,064.76	\$101,064.76
173744	2/20/2020	110	12617	SYNAGRO WEST LLC	JANUARY 2020 BIOSOLIDS DISPOSAL		
						\$62,470.24	\$62,470.24
173753	2/20/2020	170	908819	VINCENT ELECTRIC MOTOR CO	REPAIR MOTOR NPS PUMP 6		
						\$26,670.95	\$29,841.67
	2/20/2020	170	908822		REPAIR OF IPS PUMP 2		
						\$3,170.72	
173810	2/27/2020		31693	PREFERRED BENEFIT INSUR ADMINS	FEB 2020 VSP STMT		
						\$3,095.60	\$28,361.77
	2/27/2020		31694		FEB 2020 DELTA DENTAL STMT		
						\$413.25	
	2/27/2020		31699		DELTA DENTAL CLAIMS WK ENDING 01/16/20		
						\$5,594.55	
	2/27/2020		31707		DELTA DENTAL CLAIMS WK ENDING 02/06/20		
						\$3,781.91	
	2/27/2020		31702		DELTA DENTAL CLAIMS WK ENDING 01/23/20		
						\$3,400.38	
	2/27/2020		31726		DELTA DENTAL CLAIMS WK ENDING 02/13/20		
						\$7,783.79	
	2/27/2020		31706		DELTA DENTAL CLAIMS WK ENDING 01/30/20		
						\$4,292.29	
173713	2/20/2020	170	244258	FRANK A OLSEN COMPANY	2 ROTORK		
						\$23,078.60	\$23,078.60
173820	2/27/2020	143	220022	TANNER PACIFIC INC	ALVARADO INFLUENT PS PUMPS AND VFDS		
						\$19,962.50	\$19,962.50

**UNION SANITARY DISTRICT
CHECK REGISTER
02/15/2020-02/28/2020**

Check No.	Date	Dept	Invoice No.	Vendor	Description	Invoice Amt	Check Amt
173824	2/27/2020	110	48466067	UNIVAR SOLUTIONS USA INC	4804.6 GALS SODIUM HYPOCHLORITE	\$3,470.73	\$17,013.73
	2/27/2020	110	48474588		4500 GALS SODIUM HYPOCHLORITE	\$3,250.70	
	2/27/2020	110	48466068		4500 GALS SODIUM HYPOCHLORITE	\$3,250.70	
	2/27/2020	110	48472833		4900 GALS SODIUM HYPOCHLORITE	\$3,539.65	
	2/27/2020	110	48472834		4847.8 GALS SODIUM HYPOCHLORITE	\$3,501.95	
173742	2/20/2020	122	4204444	SC FUELS	6,091 GALS UNLEADED REGULAR GASOLINE	\$16,871.54	\$16,871.54
173722	2/20/2020	110	9017662455	KEMIRA WATER SOLUTIONS INC	46,140 LBS FERROUS CHLORIDE	\$7,643.13	\$14,357.06
	2/20/2020	110	9017661992		46,880 LBS FERROUS CHLORIDE	\$6,713.93	
173750	2/20/2020	110	48459380	UNIVAR SOLUTIONS USA INC	4900 GALS SODIUM HYPOCHLORITE	\$3,539.65	\$14,123.05
	2/20/2020	110	48459379		4900 GALS SODIUM HYPOCHLORITE	\$3,539.65	
	2/20/2020	110	48460810		4899.8 GALS SODIUM HYPOCHLORITE	\$3,539.50	
	2/20/2020	110	48460811		4851 GALS SODIUM HYPOCHLORITE	\$3,504.25	
173773	2/27/2020	170	69108	CHARGEPOINT INC	2 VEHICLE CHARGERS	\$12,653.00	\$12,653.00
173733	2/20/2020	130	25	MUSGRAVES CONSULTING SERVICES	SPECIALTY FINANCE SERVICES CONSULTANT	\$12,550.32	\$12,550.32
173705	2/20/2020	110	1417839	DEPARTMENT OF GENERAL SERVICES	SERV: DEC 2019 PLANT	\$12,175.50	\$12,175.50
173809	2/27/2020	143	3571	PIER2 MARKETING LLC	DISTRICT BRANDING INITIATIVE	\$11,760.00	\$11,760.00
173785	2/27/2020	173	200284	GEOSPAGO INC	PERMIT INSPECTION APP IMPLEMENTATION	\$10,275.00	\$10,275.00
173691	2/20/2020	141	100220200129	BARTLE WELLS ASSOCIATES	CAPACITY FEE UPDATE	\$9,682.43	\$9,682.43

**UNION SANITARY DISTRICT
CHECK REGISTER
02/15/2020-02/28/2020**

Check No.	Date	Dept	Invoice No.	Vendor	Description	Invoice Amt	Check Amt
173696	2/20/2020	150	250430	BURKE, WILLIAMS & SORENSON LLP	FORCE MAIN RELOCAITON - DEC 2019	\$1,081.08	\$9,001.20
	2/20/2020	150	250429		GENERAL LEGAL - DEC 2019	\$5,233.80	
	2/20/2020	150	250431		EBDA - DEC 2019	\$65.52	
	2/20/2020	150	250433		ETSU - DEC 2019	\$2,620.80	
173772	2/27/2020	143	184139	CAROLLO ENGINEERS	TREATMENT PLANT IT NETWORK MASTER PLAN	\$8,639.87	\$8,639.87
173762	2/27/2020	143	2000320822	AECOM TECHNICAL SERVICES INC	CONSTRUCTION MANAGEMENT TRAINING	\$8,230.00	\$8,230.00
173797	2/27/2020	123	45801	LMK TECHNOLOGIES LLC	5 LMK TRAILER PIPE KITS	\$7,432.58	\$7,432.58
173751	2/20/2020	143	19099	V&A CONSULTING ENGINEERS	CATHODIC PROTECTION IMPROVEMENTS	\$6,922.39	\$6,922.39
173792	2/27/2020	110	9017663191	KEMIRA WATER SOLUTIONS INC	47,020 LBS FERROUS CHLORIDE	\$6,850.57	\$6,850.57
173726	2/20/2020	173	19837	LOOKINGPOINT INC	WAN ROUTER CONFIG	\$6,325.00	\$6,325.00
173729	2/20/2020	120	25940	MCGUIRE & HESTER	EMERGENCY REPAIR - IRVINGTON	\$5,336.69	\$5,336.69
173717	2/20/2020		11813097	HACH COMPANY	1 PROBE & 9 SENSOR	\$4,937.95	\$4,937.95
173693	2/20/2020	170	5617367	BELL ELECTRICAL SUPPLY INC	1 EATON PXG900 GATEWAY	\$4,924.27	\$4,924.27
173746	2/20/2020	121	31918	TRANSPORT PRODUCTS UNLIMITED	1 STORAGE CONTAINER	\$4,856.44	\$4,856.44
173804	2/27/2020		9695	NEWARK INDUSTRIAL PARTNERS LLC	REFUND # 22726	\$4,415.00	\$4,415.00
173771	2/27/2020		8638	BURLINGAME ENGINEERS INC	MILTON ROY PUMP PARTS	\$4,407.29	\$4,407.29

**UNION SANITARY DISTRICT
CHECK REGISTER
02/15/2020-02/28/2020**

Check No.	Date	Dept	Invoice No.	Vendor	Description	Invoice Amt	Check Amt
173715	2/20/2020	170	9414024746	GRAINGER INC	1 Y STRAINER	\$27.32	\$4,274.63
	2/20/2020	172	9412334196		PAINTERS SAND BLAST CON BOX AIR PUMP	\$3,124.80	
	2/20/2020	170	9413638777		2 OVERLOAD RELAY	\$111.77	
	2/20/2020		9409316446		10 TUBES ADHESIVE	\$37.75	
	2/20/2020		9413876609		ASTD PARTS & MATERIALS	\$783.60	
	2/20/2020	170	9411122428		3 CARTRIDGE LABEL	\$163.37	
	2/20/2020	170	9413876617		1 TIMING RELAY	\$26.02	
173808	2/27/2020	130	12015462	PFM ASSET MANAGEMENT LLC	INVESTMENT MANAGEMENT / ADVISORY SERVICES	\$4,210.31	\$4,210.31
173702	2/20/2020	173	50027081	CORELOGIC INFORMATION SOLUTION	METROSCAN SWM RENEWAL	\$4,078.80	\$4,078.80
173801	2/27/2020		44341	METROMOBILE COMMUNICATIONS INC	4 PORTABLE RADIOS	\$4,071.61	\$4,071.61
173706	2/20/2020		21422	DU-ALL SAFETY LLC	ELECTRICAL AWARENESS TRAINING	\$3,500.00	\$3,500.00
173734	2/20/2020	170	013720200211	PACIFIC GAS AND ELECTRIC	SERV TO 02/04/20 BOYCE RD PS	\$3,338.61	\$3,364.07
	2/20/2020	170	140120200211		SERV TO 02/03/20 IRVINGTON PS	\$25.46	
173813	2/27/2020		9910	RODAN BUILDERS, INC	REFUND # 22728	\$3,300.00	\$3,300.00
173817	2/27/2020	110	20020633	S&S TRUCKING	GRIT HAULING 01/24 & 1/27 & 1/31/20	\$2,469.13	\$3,219.13
	2/27/2020	110	20013153		GRIT HAULING 02/01/2020	\$750.00	
173692	2/20/2020	122	17774	BAYSCAPE LANDSCAPE MANAGEMENT	LANDSCAPE MAINTENANCE SERVICES - JAN 2020	\$3,120.00	\$3,120.00
173736	2/20/2020	173	5130	PIPELOGIX INC	ANNUAL SUPPORT 03/01/20 - 02/28/21	\$3,000.00	\$3,000.00
173780	2/27/2020		6177	ENERGY CHOICE INC	ASTD COGEN PARTS	\$2,644.76	\$2,644.76

**UNION SANITARY DISTRICT
CHECK REGISTER
02/15/2020-02/28/2020**

Check No.	Date	Dept	Invoice No.	Vendor	Description	Invoice Amt	Check Amt
173781	2/27/2020	113	1213653	ENTHALPY ANALYTICAL LLC	4 LAB SAMPLE ANALYSIS	\$180.00	\$2,640.00
	2/27/2020	113	1214882		1 LAB SAMPLE ANALYSIS	\$60.00	
	2/27/2020	113	1213342		160 LAB SAMPLE ANALYSIS	\$2,400.00	
173724	2/20/2020	132	1492118	LIEBERT CASSIDY WHITMORE	NOR CAL EMPLOY RELATIONS CONSORTIUM MEMBERSHIP	\$2,615.00	\$2,615.00
173752	2/20/2020		47633	VALLEY OIL COMPANY	BULK OIL	\$2,584.49	\$2,584.49
173690	2/20/2020		10052	APIC THE GLOBE LLC	REFUND # 22401	\$2,500.00	\$2,500.00
173735	2/20/2020	144	20200214	ALEXANDER PAREDES	TRAVEL REIMB: NACWA CONF REG, LODGING & AIRFARE	\$2,209.35	\$2,209.35
173786	2/27/2020	122	9418318110	GRAINGER INC	2 BREAKABLE CAP	\$12.62	\$2,119.18
	2/27/2020		9419763207		ASTD PARTS & MATERIALS	\$1,340.17	
	2/27/2020		9414174079		4 CASES COFFEE	\$153.65	
	2/27/2020	170	9421407611		24 FLOURESCENT LINEAR LAMP	\$232.06	
	2/27/2020	170	9417548469		1 BALLAST	\$223.42	
	2/27/2020	170	9418549847		12 FUSES	\$157.26	
173757	2/20/2020	170	4106400	WESTERN ENERGY SYSTEMS	1 THROTTLE VALVE	\$2,052.60	\$2,052.60
173777	2/27/2020	173	95684329	COLORADO WASHINGTON INC	COMCAST OF CFIBER INTERNET BACKUP - FEB 2020	\$2,010.36	\$2,010.36
173745	2/20/2020	173	20200214	RUFUS TAI	EXP REIMB: SHAREPOINT CONF REGISTRATION & AIRFARE	\$1,984.96	\$1,984.96
173811	2/27/2020	170	21644	PRIME MECHANICAL SERVICE INC	MONTHLY MAINTENANCE - JAN 20	\$915.00	\$1,923.74
	2/27/2020	170	21522		QUARTERLY MAINTENANCE - DEC 19	\$1,008.74	

**UNION SANITARY DISTRICT
CHECK REGISTER
02/15/2020-02/28/2020**

Check No.	Date	Dept	Invoice No.	Vendor	Description	Invoice Amt	Check Amt
173818	2/27/2020		1955293001	SAN LEANDRO ELECTRIC SUPPLY	ASTD ELECTRICAL SUPPLIES	\$806.20	\$1,877.06
	2/27/2020		1954406001		ASTD ELECTRICAL SUPPLIES	\$1,070.86	
173765	2/27/2020	120	13200	AMERICAN DISCOUNT SECURITY	01/01/20 - 01/31/20 GUARD AT DISTRICT GATE	\$1,833.00	\$1,833.00
173684	2/20/2020	111	4468072	ADLER TANK RENTALS	TANK RENTAL	\$1,787.37	\$1,787.37
173716	2/20/2020	170	94996109	H & E EQUIPMENT SERVICES INC	REACH RENTAL 01/27/2020 - 01/30/2020	\$1,752.06	\$1,752.06
173721	2/20/2020	141	CJRK679	IRON MOUNTAIN	OFF-SITE STORAGE AND SERVICE - FEB 2020	\$1,243.03	\$1,744.06
	2/20/2020	141	CJKV998		OFF-SITE STORAGE AND SERVICE - FEB 2020	\$501.03	
173754	2/20/2020	123	11192	VON EUW TRUCKING	3/4" CL II AB	\$1,687.49	\$1,687.49
173703	2/20/2020	143	3330978	DAILY JOURNAL CORPORATION	PLANT PAVING	\$1,032.72	\$1,682.72
	2/20/2020	143	3323219		AD: ALVARADO INFLUENT VALVE BOX REHABILITATION	\$650.00	
173778	2/27/2020	110	20200220	MITCHELL COSTELLO	EXP REIMB: CRUCIAL CONVERSATIONS WORKSHOP	\$1,595.00	\$1,595.00
173697	2/20/2020		20200219	STATE OF CALIFORNIA	SALES & USE TAX 01/01/20 - 01/31/20	\$1,561.91	\$1,561.91
173711	2/20/2020	173	2019254	FARALLON GEOGRAPHICS INC	PLANT GIS GEOCORTEX ENHANCEMENTS	\$1,560.00	\$1,560.00
173725	2/20/2020	123	45745	LMK TECHNOLOGIES LLC	4 LMK TRAILER PIPE KITS	\$1,376.28	\$1,376.28
173755	2/20/2020		8089020148	VWR INTERNATIONAL LLC	LAB SUPPLIES	\$510.32	\$1,347.80
	2/20/2020		8089036386		LAB SUPPLIES	\$102.07	
	2/20/2020	113	8089005887		LAB SUPPLIES	\$735.41	
173790	2/27/2020	132	200613932	IEDA INC	LABOR RELATIONS CONSULTING FEB 2020	\$1,334.00	\$1,334.00
173704	2/20/2020		20200125	DALE HARDWARE INC	01/20 - ASTD PARTS & MATERIALS	\$1,316.42	\$1,316.42

**UNION SANITARY DISTRICT
CHECK REGISTER
02/15/2020-02/28/2020**

Check No.	Date	Dept	Invoice No.	Vendor	Description	Invoice Amt	Check Amt
173821	2/27/2020	141	426243	THRESHOLD	VISITOR BADGES	\$1,303.90	\$1,303.90
173767	2/27/2020	170	9768	APGN INC	9 BLOWER 12 METAL FRAMED FILTERS	\$1,290.58	\$1,290.58
173707	2/20/2020		61641	ENERGY CHOICE INC	1 COGEN STARTER	\$1,276.80	\$1,276.80
173805	2/27/2020		36399	NIXON-EGLI EQUIP OF S CAL	9 ROOT SAW BLADES	\$1,257.47	\$1,257.47
173798	2/27/2020	173	19865	LOOKINGPOINT INC	ANNUAL SUPPORT FOR PBX AND NETWORK	\$1,225.00	\$1,225.00
173741	2/20/2020		1955293004	SAN LEANDRO ELECTRIC SUPPLY	ASTD ELECTRICAL SUPPLIES	\$445.33	\$1,074.96
	2/20/2020		1955293002		ASTD ELECTRICAL SUPPLIES	\$571.16	
	2/20/2020		1955293003		ASTD ELECTRICAL SUPPLIES	\$58.47	
173701	2/20/2020	170	20200127	COMMUNICATION & CONTROL INC	UTILITY FEE/ANTENNA RENTAL	\$1,052.73	\$1,052.73
173758	2/20/2020	132	30632	WILEY PRICE & RADULOVICH LLP	LABOR & EMPLOYMENT LAW FEES	\$1,019.00	\$1,019.00
173782	2/27/2020	170	20200225	MOHAMMAD FARSAI	EXP REIMB: COMBINED WORK GROUP MEETING FMC/TPO/CIP/ETSI	\$1,003.58	\$1,003.58
173794	2/27/2020	110	20200221	MARCUS LEE	EXP REIMB: CWEA CONF REG & AIRFARE	\$974.80	\$974.80
173700	2/20/2020	173	4031730139	CANON SOLUTIONS AMERICA INC	MTHLY MAINTENANCE BASED ON USE	\$602.31	\$916.71
	2/20/2020	173	4031731315		MTHLY MAINTENANCE BASED ON USE	\$314.40	
173686	2/20/2020	170	9968463520	AIRGAS NCN	CYLINDER RENTAL	\$916.40	\$916.40

**UNION SANITARY DISTRICT
CHECK REGISTER
02/15/2020-02/28/2020**

Check No.	Date	Dept	Invoice No.	Vendor	Description	Invoice Amt	Check Amt
173770	2/27/2020	130	14739271	BLAISDELL'S	ASTD OFFICE SUPPLIES	\$9.32	\$897.05
	2/27/2020	110	14771300		ASTD OFFICE SUPPLIES	\$40.03	
	2/27/2020	130	14787970		1 HIGH BACK CHAIR	\$340.21	
	2/27/2020	120	14791120		ASTD OFFICE SUPPLIES	\$250.90	
	2/27/2020	130	14760070		ASTD OFFICE SUPPLIES	\$96.46	
	2/27/2020	130	14787930		ASTD OFFICE SUPPLIES	\$160.13	
173783	2/27/2020		9910	FREMONT UNIFIED SCHOOL DISTRCT	REFUND # 22729	\$885.00	\$885.00
173799	2/27/2020	144	20200226	EDDA MARASIGAN	TRAVEL REIMB: CWEA CONF PER DIEM/LODGING/MILEAGE	\$879.76	\$879.76
173760	2/20/2020	143	172475	WOODARD & CURRAN INC	CONTROL BOX NO. 1 IMPROVEMENTS	\$868.00	\$868.00
173802	2/27/2020	136	20200221	LILIANA MORENO	TRAVEL REIMB: CSMFO CONF LODGING, TAXI & PER DIEM	\$855.66	\$855.66
173779	2/27/2020	143	20200220	CWEA	CONFERENCE REG: S. BOONSALAT	\$825.00	\$825.00
173723	2/20/2020	171	353933	KLEEN BLAST ABRASIVES	BLASTING MATERIALS	\$790.04	\$790.04
173756	2/20/2020	123	44735	WECO INDUSTRIES LLC	CAMERA PARTS	\$777.44	\$777.44
173740	2/20/2020	110	20012817	S&S TRUCKING	GRIT HAULING 01/16/2020	\$762.36	\$762.36

**UNION SANITARY DISTRICT
CHECK REGISTER
02/15/2020-02/28/2020**

Check No.	Date	Dept	Invoice No.	Vendor	Description	Invoice Amt	Check Amt
173800	2/27/2020	122	32271972	MCMASTER SUPPLY INC	CREDIT: 10 STRUT MOUNT CLAMP INV 32197177		
						\$-30.73	\$699.79
	2/27/2020		35217769		ASTD PARTS & MATERIALS	\$157.66	
	2/27/2020		35657772		ASTD PARTS & MATERIALS	\$256.91	
	2/27/2020	170	35515392		ASTD PARTS & MATERIALS	\$25.49	
	2/27/2020	170	35582779		1 WOOD DRILL BIT	\$43.53	
	2/27/2020		35667179		ASTD PARTS & MATERIALS	\$246.93	
173793	2/27/2020	132	20200226	KATHLEEN KING	EXP REIMB: CPS HR CONF REG, MILEAGE, LODGING, TOLL & PER I	\$698.63	\$698.63
173796	2/27/2020	132	24272	LIGHTHOUSE SERVICES, LLC	YEARLY HOTLINE TELEPHONE SVC 2/1/20 - 2/1/21	\$690.00	\$690.00
173689	2/20/2020		1102306811	AMERIPRIDE SERVICES INC	UNIFORM LAUNDERING & RUGS	\$255.29	\$685.49
	2/20/2020		1102306819		UNIFORM LAUNDERING SERVICE	\$430.20	
173766	2/27/2020	122	1102310205	AMERIPRIDE SERVICES INC	ASTD DUST MOPS, WET MOPS & TERRY TOWEL	\$47.58	\$651.72
	2/27/2020		1102310169		UNIFORM LAUNDERING & RUGS	\$257.27	
	2/27/2020		1102310183		UNIFORM LAUNDERING SERVICE	\$346.87	
173776	2/27/2020	132	200314687	CLAREMONT BEHAVIORAL SERVICES	MARCH 2020 EAP PREMIUMS	\$648.60	\$648.60
173823	2/27/2020		11912	TURNER SAFETY	CIP NEW HIRE SAFETY TRAINING - B. EHLERS	\$625.00	\$625.00
173763	2/27/2020	170	4746336001	ALAMEDA ELECTRICAL DISTR. INC.	ASTD ELECTRICAL SUPPLIES	\$101.21	\$619.58
	2/27/2020	170	4746147001		ASTD ELECTRICAL SUPPLIES	\$518.37	
173731	2/20/2020	170	44315	METROMOBILE COMMUNICATIONS INC	6 RADIO BATTERIES	\$601.07	\$601.07
173738	2/20/2020	120	00B0036018380	NESTLE WATERS NO. AMERICA READYREFRE:WATER SERVICE 01/07/20 - 02/06/20		\$590.36	\$590.36

**UNION SANITARY DISTRICT
CHECK REGISTER
02/15/2020-02/28/2020**

Check No.	Date	Dept	Invoice No.	Vendor	Description	Invoice Amt	Check Amt
173739	2/20/2020		10636	ROOTER HERO	REFUND # 22717	\$500.00	\$500.00
173743	2/20/2020		10426	MOHAMMAD SHAIQ	REFUND # 22398	\$500.00	\$500.00
173759	2/20/2020		10571	WIZARD PLUMBING AND DRAIN	REFUND # 22713	\$500.00	\$500.00
173807	2/27/2020	122	1858	PACIFIC CRANE INSPECTION	QUARTERLY CRANE INSPECTION	\$500.00	\$500.00
173815	2/27/2020		10568	ROOTER HERO	REFUND # 22733	\$500.00	\$500.00
173737	2/20/2020	122	40159	R & S ERECTION OF S ALAMEDA	SERVICE: ROLL UP DOOR REPAIR FOR BLDG 83	\$489.00	\$489.00
173822	2/27/2020	123	135032	TRI-SIGNAL INTEGRATION INC	FIRE PROTECTION SERVICE - UL CERTIFICATE	\$350.00	\$483.34
	2/27/2020	122	135031		FIRE PROTECTION SERVICE - MONTHLY CHARGE MONITORING AGI	\$133.34	
173789	2/27/2020		603753329	HILLYARD/SAN FRANCISCO	1 CASE PAPER PLATE	\$86.04	\$442.65
	2/27/2020		603751661		ASST JANITORIAL SUPPLIES	\$356.61	
173775	2/27/2020	150	81457	CITYLEAF INC	PLANT MAINTENANCE - JAN 2020	\$431.86	\$431.86
173812	2/27/2020	170	396530	RKI INSTRUMENTS INC	50 FILTERS	\$411.56	\$411.56
173730	2/20/2020	170	34120824	MCMASTER SUPPLY INC	ASTD PARTS & MATERIALS	\$51.37	\$403.51
	2/20/2020	122	33554786		4 STRUT MOUNT ROUTING CLAMP	\$23.69	
	2/20/2020	170	34025219		ASTD PARTS & MATERIALS	\$105.04	
	2/20/2020		34282440		ASTD PARTS & MATERIALS	\$167.66	
	2/20/2020	170	33900809		ASTD PARTS & MATERIALS	\$55.75	
173719	2/20/2020	170	33435	HAYWARD PIPE AND SUPPLY	ASTD PARTS & MATERIALS	\$387.32	\$387.32

**UNION SANITARY DISTRICT
CHECK REGISTER
02/15/2020-02/28/2020**

Check No.	Date	Dept	Invoice No.	Vendor	Description	Invoice Amt	Check Amt
173816	2/27/2020		3597162001	S & S SUPPLIES & SOLUTIONS	ASTD SAFETY SUPPLIES	\$200.18	\$387.09
	2/27/2020		3597162002		ASTD SAFETY SUPPLIES	\$186.91	
173768	2/27/2020		10296	BAY AREA BARRICADE SERVICE INC	14 SHOVELS	\$364.09	\$364.09
173748	2/20/2020	122	102542	TRI-SIGNAL INTEGRATION INC	SERVICE: REPLACE SMOKE DETECTOR	\$350.00	\$350.00
173688	2/20/2020		33891	ALLIED FLUID PRODUCTS CORP	ASTD PARTS & MATERIALS	\$341.08	\$341.08
173687	2/20/2020	170	5223767	ALL INDUSTRIAL ELECTRIC SUPPLY	ASTD PARTS & MATERIALS	\$340.23	\$340.23
173747	2/20/2020		22827391	TRI DIM FILTER CORPORATION	200 TRI-DEK 15/40 2 PLY PADS	\$328.58	\$328.58
173814	2/27/2020	120	20200224	JOSE RODRIGUES JR	EXP REIMB: CS LUNCH FOR SAT PERFORMANCE TEST	\$128.49	\$328.09
	2/27/2020	120	20200220		EXP REIMB: CS SAFETY RECOGNITION BREAKFAST	\$199.60	
173788	2/27/2020	170	33391	HAYWARD PIPE AND SUPPLY	1 AIR RELEASE VALVE	\$327.49	\$327.49
173827	2/27/2020	113	8089105733	VWR INTERNATIONAL LLC	LAB SUPPLIES	\$59.48	\$324.46
	2/27/2020	113	8089115196		LAB SUPPLIES	\$264.98	
173803	2/27/2020	170	211072	NAYLOR STEEL INC	ASTD METAL, STEEL, STAINLESS & ALUMINUM	\$321.22	\$321.22
173694	2/20/2020	130	14673440C	BLAISDELL'S	ASTD OFFICE SUPPLIES	\$-9.20	\$319.95
	2/20/2020	130	14739270		ASTD OFFICE SUPPLIES	\$99.59	
	2/20/2020	170	14747190		ASTD OFFICE SUPPLIES	\$59.79	
	2/20/2020		14739410		10 RM PAPER	\$148.05	
	2/20/2020	130	14750700		1 BOX FOLDERS	\$21.72	
173791	2/27/2020	173	202061197	IRON MOUNTAIN	DATA/MEDIA OFF-SITE STORAGE - JAN 2020	\$311.62	\$311.62

**UNION SANITARY DISTRICT
CHECK REGISTER
02/15/2020-02/28/2020**

Check No.	Date	Dept	Invoice No.	Vendor	Description	Invoice Amt	Check Amt
173710	2/20/2020	170	904329098	EVOQUA WATER TECHNOLOGIES	DI WATER SYSTEM	\$288.62	\$288.62
173699	2/20/2020	113	607078	CALTEST ANALYTICAL LABORATORY	2 LAB SAMPLE ANALYSIS	\$92.62	\$277.86
	2/20/2020	113	607079		4 LAB SAMPLE ANALYSIS	\$185.24	
173769	2/27/2020	123	23289100	BECK'S SHOES	SAFETY SHOES: A. DEJESUS	\$208.00	\$208.00
173732	2/20/2020	170	24075255	MOTION INDUSTRIES INC	ASTD PARTS & MATERIALS	\$186.13	\$203.68
	2/20/2020	122	24077482		ASTD PARTS & MATERIALS	\$121.49	
	2/20/2020	170	24076669		ASTD PARTS & MATERIALS	\$-141.58	
	2/20/2020	170	24077624		2 POWER BELTS	\$37.64	
173708	2/20/2020	122	23779235	ENTERPRISE GOV 43-1514861	RENTAL: M. DELA ROSA ONTARIO, CA	\$190.42	\$190.42
173709	2/20/2020		1000588182	ENVIRONMENTAL EXPRESS	LAB SUPPLIES	\$164.04	\$164.04
173698	2/20/2020	132	433646	STATE OF CALIFORNIA	5 NEW HIRE FINGERPRINTS	\$160.00	\$160.00
173727	2/20/2020		4786506	MALLORY SAFETY AND SUPPLY LLC	4 DOZ GLV NITRILE	\$159.07	\$159.07
173819	2/27/2020	110	20200224	SWRCB - STATE WATER RESOURCES	GRADE V OPERATOR CERTIFICATE RENEWAL - M. COSTELLO	\$150.00	\$150.00
173714	2/20/2020	120	1841090027	GOODYEAR COMM TIRE & SERV CTRS	DISPOSAL OF 23 TIRES	\$149.50	\$149.50
173718	2/20/2020		303952	HARRINGTON INDUSTRIAL PLASTICS	ASTD PVC PARTS & MATERIALS	\$134.40	\$134.40
173795	2/27/2020	132	1493414	LIEBERT CASSIDY WHITMORE	LEGAL SVS - CALPERS UNIFORM APPEAL	\$112.00	\$112.00
173728	2/20/2020	170	77959735	MATHESON TRI-GAS INC	MONTHLY CYLINDER RENTAL - JAN 2020	\$98.34	\$98.34
173761	2/27/2020	143	21357313	ABC IMAGING, INC	PLANT PAVING	\$70.96	\$70.96
173826	2/27/2020		47433	VALLEY OIL COMPANY	10 TUBES GREASE	\$64.20	\$64.20

**UNION SANITARY DISTRICT
CHECK REGISTER
02/15/2020-02/28/2020**

Check No.	Date	Dept	Invoice No.	Vendor	Description	Invoice Amt	Check Amt
173784	2/27/2020	132	116532168	FREMONT URGENT CARE CENTER	1 DOT PHYSICAL	\$63.00	\$63.00
173828	2/27/2020		5096	ZELAYA DESIGNS	PUBLIC OUTREACH	\$60.00	\$60.00
173749	2/20/2020	141	420926	ULTRAEX LLC	COURIER SVCS: 1 BOARDMEMBER DELIVERY - 01/22/20	\$45.45	\$45.45
173774	2/27/2020	113	214900	CHEMETRICS INC	1 FORMALDEHYDE REFILL	\$44.70	\$44.70
173787	2/27/2020	113	274823	HANIGAN COMPANY INC	1 LOT BUSINESS CARDS - M. LEE	\$41.28	\$41.28
173720	2/20/2020		800458693	HILLYARD/SAN FRANCISCO	ASTD JANITORIAL SUPPLIES	\$-42.08	\$35.71
	2/20/2020		603738107		ASTD JANITORIAL SUPPLIES	\$42.08	
	2/20/2020		603740380		10 BOXES STIR STICKS	\$35.71	
173764	2/27/2020	170	5215650	ALL INDUSTRIAL ELECTRIC SUPPLY	ASTD PARTS & MATERIALS	\$29.42	\$29.42
173825	2/27/2020	136	98XW53050	UPS - UNITED PARCEL SERVICE	SHIPPING CHARGES W/E 02/01/20	\$23.39	\$23.39
173712	2/20/2020	170	1123684	FASTENAL	ASTD PARTS & MATERIALS	\$14.12	\$14.12

Invoices:

Credit Memos :	4	-223.59
\$0 - \$1,000 :	127	38,181.41
\$1,000 - \$10,000 :	76	254,652.13
\$10,000 - \$100,000 :	10	208,467.65
Over \$100,000 :	3	483,500.91
Total:	220	984,578.51

Checks:

\$0 - \$1,000 :	70	29,239.76
\$1,000 - \$10,000 :	58	186,343.86
\$10,000 - \$100,000 :	14	285,493.98
Over \$100,000 :	3	483,500.91
Total:	145	984,578.51

City Council/Public Agency MEETINGS

Readers are advised to check websites for special meetings, cancellations, minutes, agendas and webcasts

CITY COUNCILS

Fremont City Council
1st/2nd/3rd Tuesday @ 7 p.m.
City Hall, Bldg A
3300 Capitol Ave., Fremont
(510) 284-4000
www.fremont.gov

Hayward City Council
1st/3rd/4th Tuesday @ 7 p.m.
City Hall, second floor
777 B Street, Hayward
(510) 583-4000
www.ci.hayward.ca.us

Milpitas City Council
1st/3rd Tuesday @ 7 p.m.
455 East Calaveras Blvd., Milpitas
(408) 586-3001
www.ci.milpitas.ca.gov

Newark City Council
2nd/4th Thursday @ 7:30 p.m.
City Hall, 6th Floor
37101 Newark Blvd., Newark
(510) 578-4266
www.ci.newark.ca.us

San Leandro City Council
1st/3rd Monday @ 7 p.m.
835 East 14th St., San Leandro
(510) 577-3366
www.sanleandro.org

Union City City Council
2nd/4th Tuesday @ 7 p.m.
City Hall
34009 Alvarado-Niles Rd.,
Union City
(510) 471-3232
www.ci.union-city.ca.us

WATER/SEWER

Alameda County Water District
2nd Thursday @ 6:00 p.m.
43885 S. Grimmer Blvd., Fremont
(510) 668-4200
www.acwd.org

East Bay Municipal Utility District
2nd/4th Tuesday @ 1:15 p.m.
375 11th St., Oakland
(866) 403-2683
www.ebmud.com

Santa Clara Valley Water District
2nd/4th Tuesday @ 6:00 p.m.
5700 Almaden Expwy., San Jose
(408) 265-2607, ext. 2277
www.valleywater.org

Union Sanitary District
2nd/4th Monday @ 7:00 p.m.
5072 Benson Rd., Union City
(510) 477-7503
www.unionsanitary.com

SCHOOL DISTRICTS

Castro Valley Unified School Board
2nd/4th Thursday @ 7:00 p.m.
4400 Alma Ave., Castro Valley
(510) 537-3000
www.cv.k12.ca.us

Fremont Unified School Board
2nd/4th Wednesday @ 6:30 p.m.
4210 Technology Dr., Fremont
(510) 657-2350
www.fremont.k12.ca.us

Hayward Unified School Board
2nd/4th Wednesday @ 6:30 p.m.
24411 Amador Street, Hayward
(510) 784-2600
www.husd.k12.ca.us

Milpitas Unified School Board
2nd/4th Tuesday @ 7:00 p.m.
1331 E. Calaveras Blvd., Milpitas
www.musd.org
(406) 635-2600 ext. 6013

New Haven Unified School Board
1st/3rd Tuesday @ 6:30 p.m.
34200 Alvarado-Niles Rd.,
Union City
(510) 471-1100
www.nhusd.k12.ca.us

Newark Unified School District
1st/3rd Tuesday @ 7 p.m.
5715 Musick Ave., Newark
(510) 818-4103
www.newarkunified.org

San Leandro Unified School Board
1st/3rd Tuesday @ 7:00 p.m.
835 E. 14th St., San Leandro
(510) 667-3500
www.sanleandro.k12.ca.us

San Lorenzo Unified School Board
1st/3rd Tuesday @ 7:30 p.m.
15510 Usher St., San Lorenzo
(510) 317-4600
www.slzsd.org

Sunol Glen Unified School Board
2nd Tuesday @ 5:30 p.m.
11601 Main Street, Sunol
(925) 862-2026
www.sunol.k12.ca.us

Government Briefs

City Council summaries do not include all business transacted at the noted meetings. These outlines represent selected topics and actions. For a full description of agendas, decisions and discussion, please consult the website of the city of interest: Fremont (www.fremont.gov), Hayward (www.hayward-ca.gov), Milpitas (www.ci.milpitas.ca.gov), Newark (www.ci.newark.ca.us), Union City (www.ci.union-city.ca.us).

Bonds to refinance debt at historically low interest rates

SUBMITTED BY MICHELLE POWELL

The Union Sanitary District (USD) recently sold bonds to refinance over \$37 million in existing debt at lower interest rates, saving more than \$2.2 million. The savings will be applied toward funding the district's extensive Capital Improvement Program, which is more than \$1 billion over the next 20 years.

"Although the district has taken advantage of low-interest loans through the state and federally funded Clean Water State Revolving Fund (SRF) program for many years, a historically favorable bond market prompted

staff to explore alternative financing methods that would further save money," says General Manager Paul Eldredge. "This is part of our commitment to keep expenses down and plan for the future in a way that has the most benefit to ratepayers."

The average interest rate on USD's original SRF loans was 2.415 percent. Refinancing brought the rate down to 1.419 percent. The district's Capital Improvements Program includes upgrades and improvements to address issues such as higher solids in wastewater that strain the system and make treatment more complicated and costly, increasingly stringent treatment standards,

and aging infrastructure that, while well-maintained, has reached the end of its useful life.

"The district's ability to take advantage of this opportunity is a reflection of USD's focus on thorough capital and fiscal planning to meet both near-term and long-term challenges," says Eldredge. "The district's professional and efficient operations, finances, administration, and governance resulted in favorable credit ratings and investor interest that helps USD to continue providing quality service at the best value for our customers."

For more information about Union Sanitary District's bond sale, call (510) 477-7500.

Milpitas City Council

February 18, 2020

Pledge of Allegiance was led by Vice Mayor Bob Nunez.

Consent Calendar

- Approved sole source contract to Locution Systems, Inc. for Fire Station 2 replacement.
- Approved sole source purchase of Community Development Software upgrade from CentralSquare Technologies for the time period 2/19/2020 to 2/18/2025.
- Awarded contract to Redwood Construction and Equipment, Inc. for the Citywide Parks and Playgrounds

Rehabilitation project.

- Authorized amendment to the professional services agreement with Water Systems Optimization, Inc. for water loss technical assistance.
- Approved amendment to the maintenance services agreement with Technology, Engineering, & Construction, Inc. for aboveground and underground storage tank maintenance and certification services.
- Approved an agreement with Urban Field Studio to provide consulting services related to TASP 2020 update.
- Appointed Guy Haas into a voting position of the Science, Technology, and Innovation Commission.
- Appointed Benjamin Tang to the Milpitas Art Commission.
- Appointed Steve Belong to

the Milpitas Planning Commission.

- Appointed Vice Mayor Nunez to VTA's Northeast Group of Cities, representing Milpitas, and serving on the VTA Board of Directors.
 - Received preview of the draft Economic Development Strategy Framework from the Office of the Economic Development.
 - Approved Economic Development and Trade Commission Work Plan for FY 2019-2020, and received a Trade Progress Report.
- Public Hearing**
- Following a Public Hearing and subsequent detailed discussions, established Regulations for Short Term Rentals.
- Community Development**
- Received update on the Pines Pilot Parking Permit and

Transit Area Specific Plan On-Street Parking Program.

Leadership and Support Services

- Accepted Report on the City's Communication Function.
- Reviewed the FY 2019-20 Q2 Financial Status Report, and mid-year budget amendments. Adopted the Classification Plan. Adopted the Pay Schedule titled "All Job Classifications/Salary Table." Approved three position changes (except for actually appropriating the funds).

Rich Tran (Mayor)	Aye
Bob Nunez (Vice Mayor)	Aye
Carmen Montano	Aye
Karina Dominguez	Aye
Anthony Phan	Aye

Fremont City Council

February 18, 2020

Announcements:

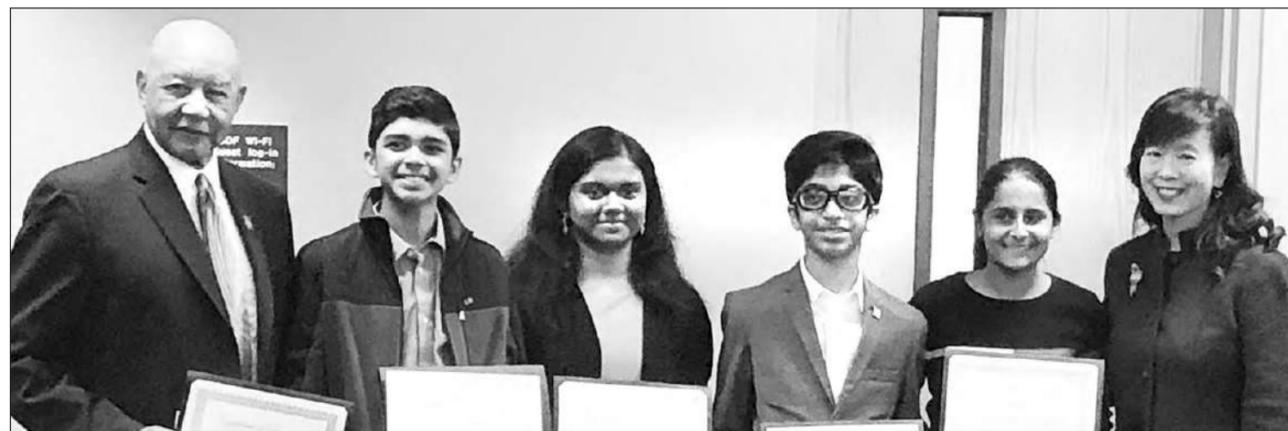
- Fremont is one of 43 "A List" cities world-wide, recognized for leadership and environmental action by CDP, an international environmental non-profit agency.



Teen Dating Violence Awareness Month. SAVE (Safe Alternatives to Violent Environments) Community Engagement Manager Chao Lee accepted the proclamation.

General Plan Land Use Designation of a 0.89-acre parcel located at 36400 Niles Boulevard from Private Open Space to Low Density Residential (2.3 to 8.7 units per net acre) to facilitate the development of five single family homes. FAILED 7-0

- Authorize formal processing of a General Plan Amendment application to convert the General Plan Land Use Designation of an approximately 1.1-acre site located at 43401 and



2019 Synopsys Championship Science Fair winners. Mr. Forrest Williams of Santa Clara Valley Science and Engineering Fair Association and Fremont award winners accepted certificates of recognition.

Consent Calendar:

- Award of Contract with San Francisco Elevator, LLC. in the Amount of \$1,026,341 for the Elevator Modernization Project.
 - Approve contract with GSP Construction Inc. in the amount of \$96,000 for maintenance repairs to Senior Center building and allocate a 20% contingency.
 - Receive annual report on Rent Review Ordinance; adopt FY 2019/20 annual fee.
- Ceremonial Items:**
- Proclaim Teen Dating Violence Awareness Month. SAVE (Safe Alternatives to Violent Environments) Community Engagement Manager Chao Lee accepted the proclamation.
 - Recognize 2019 Synopsys

Championship Science Fair winners. Mr. Forrest Williams of Santa Clara Valley Science and Engineering Fair Association and Fremont award winners accepted certificates of recognition.

Public Communications

- Speakers asked for speed bumps around Niles Elementary School.
- Speakers asked for reconsideration of parking and striping on Rancho Arroyo Parkway due to confusion and recent accidents.
- Representative of Primavera Century on April 19 thanked city for assistance and invited councilmembers to participate. Details available at <https://www.bik-eride.com/events/47th-annual-primavera-century/>

Other Business:

- Follow up to Mayor Mei's may 17, 2019 referral regarding overnight parking of recreational vehicles. Councilmember Keng referral: city-sanctioned safe RV parking areas; Councilmember Kassin referral: referral directing staff to provide an update on identification of a safe parking location and program for homeless individuals. Staff reviewed prior actions and commitments to aid homeless and will return in 90 days to update council on outreach and action to locate possible parking areas, amenities and funding.
- Scheduled Items:**
- Authorize formal processing of a General Plan Amendment application to convert the

43431 Ellsworth Street from Town Center Commercial to Low-Medium Density Residential (8.8 to 14.5 units per net acre) to facilitate the development of 16 single family houses. FAILED 7-0

Mayor Lily Mei	Aye, 2 Nay
Vice Mayor Rick Jones	Aye, 2 Nay
Vinnie Bacon	Aye, 2 Nay
Raj Salwan	Aye, 2 Nay
Teresa Keng (District 2)	Aye, 2 Nay
Jenny Kassin (District 3)	Aye, 2 Nay
Yang Shao (District 4)	Aye, 2 Nay

LETTERS POLICY

The Tri-City Voice welcomes letters to the editor. Letters must be signed and include an address and daytime telephone number. Only the writer's name will be published. Letters that are 350 words or fewer will be given preference. Letters are subject to editing for length, grammar and style. tricityvoice@aol.com