

COASTSIDE COUNTY WATER DISTRICT

766 MAIN STREET

HALF MOON BAY, CA 94019

MEETING OF THE BOARD OF DIRECTORS

Tuesday, October 15, 2019 - 7:00 p.m.

Please note that the Regular Monthly Board of Directors Meeting that would have occurred on October 8, 2019 was rescheduled for October 15, 2019 at the Regular May 14, 2019 CCWD Board of Directors meeting.

AGENDA

The Coastside County Water District (CCWD) does not discriminate against persons with disabilities. Upon request, the agenda and agenda packet materials can be provided in a format to accommodate special needs. If you require a copy of the agenda or related materials in an alternative format to accommodate a disability, or if you wish to attend this public meeting and will require special assistance or other special equipment, please call the District at (650) 726-4405 in advance and we will make every reasonable attempt to provide such an accommodation.

All public records relating to an open session item on this agenda, which are not exempt from disclosure pursuant to the California Public Records Act, that are distributed to a majority of the legislative body will be available for public inspection at the CCWD District Office, located at 766 Main Street, Half Moon Bay, CA at the same time that the public records are distributed or made available to the legislative body.

This agenda and accompanying materials can be viewed on Coastside County Water District's website located at: www.coastsidewater.org.

The Board of the Coastside County Water District reserves the right to take action on any item included on this agenda.

- 1) ROLL CALL**
- 2) PLEDGE OF ALLEGIANCE**
- 3) PUBLIC COMMENT**

At this time members of the public may address the Board of Directors on issues not listed on the agenda which are within the purview of the Coastside County Water District. Comments on matters that are listed on the agenda may be made at the time the Board is considering each item. Each speaker is allowed a maximum of three (3) minutes and must complete and submit a speaker slip. The President of the Board will recognize each speaker, at which time the speaker should proceed to the podium, give their name and address and provide their comments to the Board.

4) CONSENT CALENDAR

The following matters before the Board of Directors are recommended for action as stated by the General Manager. All matters listed hereunder constitute a Consent Calendar, are considered as routine by the Board of Directors, and will be acted upon by a single vote of the Board. There will be no separate discussion of these items unless a member of the Board so requests, in which event the matter shall be removed from the Consent Calendar and considered as a separate item.

- A. Approval of disbursements for the month ending September 30, 2019: Claims: \$1,519,018.96; Payroll: \$108,006.42 for a total of \$1,627,025.38 ([attachment](#))
 - *September 2019 Monthly Financial Claims reviewed by Director Larimer*
- B. Acceptance of Financial Reports ([attachment](#))
- C. Approval of Minutes of September 10, 2019 Regular Board of Directors Meeting ([attachment](#))
- D. Installed Water Connection Capacity and Water Meters Report ([attachment](#))
- E. Total CCWD Production Report ([attachment](#))
- F. CCWD Monthly Sales by Category Report – September 2019 ([attachment](#))
- G. Monthly Planned Plant or Tank Discharge and New Water Line Flushing Report ([attachment](#))
- H. Monthly Rainfall Reports ([attachment](#))
- I. S.F.P.U.C. Hydrological Report for the month of August ([attachment](#))

5) MEETINGS ATTENDED / DIRECTOR COMMENTS

6) GENERAL BUSINESS

- A. Approval of Professional Services Agreement with EKI Environment and Water for Predesign Services for Replacement of Water Lines at Grandview Boulevard, Silver Avenue, Terrace Avenue and Spindrift Way Under Highway 1 ([attachment](#))
- B. Contract with Balance Hydrologics for Denniston/San Vicente Stream Gaging, Groundwater Monitoring, and Data Analysis ([attachment](#))
- C. Denniston Water Treatment Plant and Pump Station Standby Generators Project Procurement of Equipment ([attachment](#))
- D. Approval of Professional Services Agreement with Calcon Systems Inc. for SCADA Hardware Replacement and Software Update ([attachment](#))
- E. Award of Contract with American Eagle Roofing and Sheet Metal Inc. for 766 Main Street Roof Replacement and Award of Contract with Falco Construction Company Inc. for General Contracting Services and Fascia Board and Gutter Replacement ([attachment](#))
- F. Approval of Change Orders for the Ferdinand Avenue Pipeline Project ([attachment](#))
- G. Quarterly Financial Review ([attachment](#))
- H. Resolution 2019-04 Appointing Mary Rogren as Secretary of the District and also Assigning Certain Duties of Treasurer ([attachment](#))

7) MONTHLY INFORMATIONAL REPORTS

- A. General Manager's Report ([attachment](#))
- B. Assistant General Manager's Report ([attachment](#))
- C. Superintendent of Operations Report ([attachment](#))
- D. Water Resource Analyst Report ([attachment](#))

- 8) **DIRECTOR AGENDA ITEMS - REQUESTS FOR FUTURE BOARD MEETINGS**
- 9) **ADJOURNMENT**

**COASTSIDE COUNTY WATER DISTRICT
CLAIMS FOR SEPTEMBER 2019**

CHECKS			
CHECK DATE	CHECK NO.	VENDOR	AMOUNT
09/06/2019	27289	ANLA ASSOCIATES, INC.	\$ 3,080.00
09/06/2019	27290	BAY ALARM COMPANY	\$ 567.63
09/06/2019	27291	BIG ED'S CRANE SERVICE, INC	\$ 8,624.00
09/06/2019	27292	BIG VALLEY DIVERS, INC.	\$ 6,602.75
09/06/2019	27293	CITY OF HALF MOON BAY	\$ 7,400.00
09/06/2019	27294	COMCAST	\$ 216.87
09/06/2019	27295	DE LAGE LANDEN FINANCIAL SERVICES, INC.	\$ 836.46
09/06/2019	27296	SEAN DONOVAN	\$ 207.68
09/06/2019	27297	CASTANEDA & PEREZ INC	\$ 463.22
09/06/2019	27298	HASSETT HARDWARE	\$ 2,176.67
09/06/2019	27299	HERC RENTALS, INC.	\$ 404.10
09/06/2019	27300	HUE & CRY, INC.	\$ 24.00
09/06/2019	27301	MASS MUTUAL FINANCIAL GROUP	\$ 1,974.65
09/06/2019	27302	NEW WAVE GRAPHIX INC.	\$ 3,479.08
09/06/2019	27303	PSI-PROCESS SOLUTIONS, INC	\$ 825.00
09/06/2019	27304	REDWOOD TRADING POST	\$ 8,377.53
09/06/2019	27305	REPUBLIC SERVICES	\$ 544.24
09/06/2019	27306	SM CTY ENVIRONMENTAL HEALTH	\$ 283.00
09/06/2019	27307	SM CTY ENVIRONMENTAL HEALTH	\$ 283.00
09/06/2019	27308	SM CTY ENVIRONMENTAL HEALTH	\$ 283.00
09/06/2019	27309	SM CTY ENVIRONMENTAL HEALTH	\$ 283.00
09/06/2019	27310	SM CTY ENVIRONMENTAL HEALTH	\$ 283.00
09/06/2019	27311	STANDARD INSURANCE COMPANY	\$ 595.68
09/06/2019	27312	STEVEN MELO, INC.	\$ 1,485.00
09/06/2019	27313	DARIN STURDIVAN	\$ 178.43
09/06/2019	27314	VALIC	\$ 4,005.00
09/06/2019	27315	VERIZON WIRELESS	\$ 160.04
09/06/2019	27316	US BANK NA	\$ 2,150.43
09/10/2019	27317	HEALTH BENEFITS ACWA-JPIA	\$ 43,125.92
09/10/2019	27318	AT&T	\$ 5,019.83
09/10/2019	27319	AT&T LONG DISTANCE	\$ 228.45
09/10/2019	27320	JPMORGAN CHASE BANK, N.A.	\$ 369,096.36
09/10/2019	27321	DUSTIN JAHNS	\$ 174.57
09/10/2019	27322	TPX COMMUNICATIONS	\$ 1,881.09
09/10/2019	27323	TRI COUNTIES BANK	\$ 2,897.66
09/10/2019	27324	UNITED PARCEL SERVICE INC.	\$ 96.10
09/10/2019	27325	JACK WHELEN	\$ 172.25
09/20/2019	27326	ADP, INC.	\$ 692.05
09/20/2019	27327	ANDREINI BROS. INC.	\$ 221,173.57
09/20/2019	27328	ANIXTER INC	\$ 397.51
09/20/2019	27329	AZTEC GARDENS, INC.	\$ 218.00
09/20/2019	27330	BADGER METER, INC.	\$ 66.00
09/20/2019	27331	BALANCE HYDROLOGICS, INC	\$ 11,158.23
09/20/2019	27332	BARTKIEWICZ, KRONICK & SHANAHAN	\$ 85.00
09/20/2019	27333	BACKFLOW APPARATUS & VALVE COMPANY INC	\$ 666.16
09/20/2019	27334	BAY ALARM COMPANY	\$ 1,224.78
09/20/2019	27335	PAINT PRODUCTION INC.	\$ 6,450.30
09/20/2019	27336	ROBIN L. BERRY	\$ 166.10
09/20/2019	27337	BIG CREEK LUMBER	\$ 723.85
09/20/2019	27338	BSK ASSOCIATES	\$ 1,145.00
09/20/2019	27339	CALCON SYSTEMS, INC.	\$ 11,689.12
09/20/2019	27340	CALAFORT HOLDINGS LLC	\$ 19.84
09/20/2019	27341	CEL ANALYTICAL INC.	\$ 1,008.00
09/20/2019	27342	CITY OF HALF MOON BAY	\$ 451.00

09/20/2019	27343	CLARK PEST CONTROL OF STOCKTON, INC.	\$	131.00
09/20/2019	27344	COMMUNICATION LEASING SERVICES, INC	\$	345.29
09/20/2019	27345	CORRPRO COMPANIES, INC.	\$	10,360.00
09/20/2019	27346	ANNA CORTES	\$	255.08
09/20/2019	27347	JAMES COZZOLINO, TRUSTEE	\$	200.00
09/20/2019	27348	DATAPROSE, LLC	\$	3,794.52
09/20/2019	27349	DENNIS DOHERTY	\$	19.84
09/20/2019	27350	TESTAMERICA LABORATORIES, INC	\$	265.43
09/20/2019	27351	FULL SOURCE	\$	203.41
09/20/2019	27352	GRAINGER, INC.	\$	774.37
09/20/2019	27353	GRISWOLD INDUSTRIES	\$	1,636.05
09/20/2019	27354	HACH CO., INC.	\$	506.48
09/20/2019	27355	HMB BLDG. & GARDEN INC.	\$	925.97
09/20/2019	27356	INSTRUMENT TECHNOLOGY CORPORATION	\$	7,749.90
09/20/2019	27357	IRON MOUNTAIN	\$	630.88
09/20/2019	27358	IRVINE CONSULTING SERVICES, INC.	\$	3,150.25
09/20/2019	27359	IRVINE CONSULTING SERVICES, INC.	\$	47.63
09/20/2019	27360	JAMES FORD, INC.	\$	274.45
09/20/2019	27361	KANEKO AND KRAMMER CORP	\$	5,875.00
09/20/2019	27362	LIEBERT CASSIDY WHITMORE	\$	54.00
09/20/2019	27363	GLENNA LOMBARDI	\$	111.00
09/20/2019	27364	MASS MUTUAL FINANCIAL GROUP	\$	1,974.65
09/20/2019	27365	MISSION UNIFORM SERVICES INC.	\$	304.54
09/20/2019	27366	NATIONAL METER & AUTOMATION	\$	20,411.17
09/20/2019	27367	OFFICE DEPOT	\$	871.35
09/20/2019	27368	PACIFIC GAS & ELECTRIC CO.	\$	58,602.51
09/20/2019	27369	PACIFICA COMMUNITY TV	\$	300.00
09/20/2019	27370	PAPE MACHINERY EXCHANGE	\$	3,802.20
09/20/2019	27371	PETERSON TRUCKS, INC	\$	257.91
09/20/2019	27372	PITNEY BOWES	\$	749.12
09/20/2019	27373	FERGUSON ENTERPRISES, INC.	\$	80.84
09/20/2019	27374	PUMP REPAIR SERVICE CO. INC.	\$	7,391.27
09/20/2019	27375	REDWOOD TRADING POST	\$	965.54
09/20/2019	27376	ROBERTS & BRUNE CO.	\$	50,003.98
09/20/2019	27377	SAN FRANCISCO WATER DEPT.	\$	288,666.70
09/20/2019	27378	SHOE DEPOT, INC	\$	300.00
09/20/2019	27379	STRAWFLOWER ELECTRONICS	\$	61.00
09/20/2019	27380	TEAMSTERS LOCAL UNION #856	\$	1,213.00
09/20/2019	27381	TJC AND ASSOCIATES, INC	\$	8,544.00
09/20/2019	27382	SUSAN TURGEON	\$	111.71
09/20/2019	27383	UNIVAR USA INC	\$	1,676.48
09/20/2019	27384	UNITED PARCEL SERVICE INC.	\$	96.53
9/20/2019	27385	UPS STORE	\$	403.58
09/20/2019	27386	VALIC	\$	4,005.00
09/20/2019	27387	WEST YOST ASSOCIATES, INC	\$	2,784.00
09/20/2019	27388	HOPE MAY	\$	13.66
09/20/2019	27389	MICHELLE BUCKOWSKI	\$	30.17
09/26/2019	27390	ADP, INC.	\$	294.30
09/26/2019	27391	ANDREINI BROS. INC.	\$	486.67
09/26/2019	27392	ANIXTER INC	\$	88.24
09/26/2019	27393	CALCON SYSTEMS, INC.	\$	163.88
09/26/2019	27394	CEL ANALYTICAL INC.	\$	720.00
09/26/2019	27395	CHEMTRADE CHEMICALS US LLC	\$	2,548.20
09/26/2019	27396	PETTY CASH	\$	159.38
09/26/2019	27397	DE LAGE LANDEN FINANCIAL SERVICES, INC.	\$	836.46
09/26/2019	27398	EKI INC.	\$	42,531.87
09/26/2019	27399	GRAINGER, INC.	\$	59.08
09/26/2019	27400	HANSONBRIDGETT. LLP	\$	10,157.00
09/26/2019	27401	HERC RENTALS, INC.	\$	2,618.83

09/26/2019	27402	MTA PARTS, INC.	\$	12.97
09/26/2019	27403	NORTH AMERICAN TITLE CO, INC	\$	500.00
09/26/2019	27404	NORTH AMERICAN TITLE CO, INC	\$	500.00
09/26/2019	27405	OFFICE DEPOT	\$	144.97
09/26/2019	27406	PSI-PROCESS SOLUTIONS, INC	\$	750.35
09/26/2019	27407	ROBERTS & BRUNE CO.	\$	157,346.22
09/26/2019	27408	RYAN H. STOLL	\$	268.84
09/26/2019	27409	JAMES TETER	\$	3,247.97
09/26/2019	27410	VERIZON WIRELESS	\$	1,007.67
09/26/2019	27411	WESTERN TRUCK FABRICATION, INC	\$	12,752.97
09/26/2019	27412	JUAN CARLOS SALAZAR	\$	1,400.00
SUBTOTAL CLAIMS FOR MONTH			\$	1,465,347.53

WIRE PAYMENTS

<u>MONTH</u>		<u>VENDOR</u>		<u>AMOUNT</u>
09/03/2019	DFT0000252	CalPERS FISCAL SERVICES DIVISION	\$	18,799.50
09/06/2019	DFT0000253	PUB. EMP. RETIRE SYSTEM	\$	14,280.60
09/19/2019	DFT0000254	PUB. EMP. RETIRE SYSTEM	\$	14,334.34
9/30/2019		BANK & CREDIT CARD FEES	\$	6,256.99
SUBTOTAL WIRE PAYMENTS FOR MONTH			\$	53,671.43

TOTAL CLAIMS FOR THE MONTH \$ 1,519,018.96



Coastside County Water District

Monthly Budget Report Account Summary

For Fiscal: 2019-2020 Period Ending: 09/30/2019

	September Budget	September Activity	Variance Favorable (Unfavorable)	Percent Variance	YTD Budget	YTD Activity	Variance Favorable (Unfavorable)	Percent Variance	Total Budget	
Revenue										
RevType: 1 - Operating										
1-4120-00	Water Revenue	1,316,100.00	1,252,353.57	-63,746.43	-4.84 %	3,899,100.00	3,848,598.85	-50,501.15	-1.30 %	12,300,000.00
	Total RevType: 1 - Operating:	1,316,100.00	1,252,353.57	-63,746.43	-4.84 %	3,899,100.00	3,848,598.85	-50,501.15	-1.30 %	12,300,000.00
RevType: 2 - Non-Operating										
1-4170-00	Water Taken From Hydrants	4,166.00	6,639.19	2,473.19	59.37 %	12,500.00	20,672.10	8,172.10	65.38 %	50,000.00
1-4180-00	Late Notice - 10% Penalty	5,000.00	5,734.81	734.81	14.70 %	15,000.00	22,634.76	7,634.76	50.90 %	60,000.00
1-4230-00	Service Connections	834.00	2,681.55	1,847.55	221.53 %	2,500.00	5,471.81	2,971.81	118.87 %	10,000.00
1-4920-00	Interest Earned	522.00	30,000.80	29,478.80	5,647.28 %	1,568.00	30,002.46	28,434.46	1,813.42 %	6,270.00
1-4930-00	Tax Apportionments/County Checks	0.00	2,901.07	2,901.07	0.00 %	0.00	2,901.07	2,901.07	0.00 %	725,000.00
1-4950-00	Miscellaneous Income	2,084.00	-506.35	-2,590.35	-124.30 %	6,250.00	0.00	-6,250.00	-100.00 %	25,000.00
1-4955-00	Cell Site Lease Income	14,275.00	14,851.30	576.30	4.04 %	42,825.00	44,096.21	1,271.21	2.97 %	171,300.00
1-4965-00	ERAF Refund - County Taxes	0.00	236,975.79	236,975.79	0.00 %	0.00	236,975.79	236,975.79	0.00 %	338,000.00
	Total RevType: 2 - Non-Operating:	26,881.00	299,278.16	272,397.16	1,013.34 %	80,643.00	362,754.20	282,111.20	349.83 %	1,385,570.00
	Total Revenue:	1,342,981.00	1,551,631.73	208,650.73	15.54 %	3,979,743.00	4,211,353.05	231,610.05	5.82 %	13,685,570.00
Expense										
ExpType: 1 - Operating										
1-5130-00	Water Purchased	280,000.00	264,569.70	15,430.30	5.51 %	755,000.00	739,891.80	15,108.20	2.00 %	1,941,948.00
1-5230-00	Nunes T P Pump Expense	3,772.00	4,543.67	-771.67	-20.46 %	11,315.00	13,086.10	-1,771.10	-15.65 %	45,259.00
1-5231-00	CSP Pump Station Pump Expense	52,000.00	37,203.70	14,796.30	28.45 %	128,000.00	115,005.91	12,994.09	10.15 %	357,305.00
1-5232-00	Other Trans. & Dist Pump Expense	2,382.00	1,396.93	985.07	41.35 %	7,146.00	5,226.97	1,919.03	26.85 %	28,584.00
1-5233-00	Pilarcitos Canyon Pump Expense	250.00	689.08	-439.08	-175.63 %	750.00	1,497.67	-747.67	-99.69 %	42,000.00
1-5234-00	Denniston T P Pump Expense	9,000.00	6,720.53	2,279.47	25.33 %	44,000.00	37,165.72	6,834.28	15.53 %	137,800.00
1-5242-00	CSP Pump Station Operations	927.00	857.67	69.33	7.48 %	2,781.00	6,297.86	-3,516.86	-126.46 %	11,128.00
1-5243-00	CSP Pump Station Maintenance	3,084.00	2,191.62	892.38	28.94 %	9,250.00	12,072.70	-2,822.70	-30.52 %	37,000.00
1-5246-00	Nunes T P Operations - General	6,747.00	8,305.26	-1,558.26	-23.10 %	20,241.00	20,954.12	-713.12	-3.52 %	80,964.00
1-5247-00	Nunes T P Maintenance	10,200.00	10,233.08	-33.08	-0.32 %	30,600.00	20,425.58	10,174.42	33.25 %	122,500.00
1-5248-00	Denniston T P Operations-General	4,083.00	825.85	3,257.15	79.77 %	12,249.00	18,426.48	-6,177.48	-50.43 %	49,000.00
1-5249-00	Denniston T.P. Maintenance	8,666.00	12,523.50	-3,857.50	-44.51 %	25,999.00	21,488.00	4,511.00	17.35 %	104,000.00
1-5250-00	Laboratory Expenses	6,250.00	5,730.49	519.51	8.31 %	18,750.00	17,923.60	826.40	4.41 %	75,000.00
1-5260-00	Maintenance - General	25,000.00	43,163.70	-18,163.70	-72.65 %	75,000.00	107,175.99	-32,175.99	-42.90 %	300,000.00
1-5261-00	Maintenance - Well Fields	3,334.00	3,123.29	210.71	6.32 %	10,000.00	7,810.42	2,189.58	21.90 %	40,000.00
1-5263-00	Uniforms	1,000.00	0.00	1,000.00	100.00 %	6,000.00	5,229.92	770.08	12.83 %	12,500.00
1-5318-00	Studies/Surveys/Consulting	10,000.00	3,004.29	6,995.71	69.96 %	30,000.00	23,064.87	6,935.13	23.12 %	160,000.00
1-5321-00	Water Resources	2,184.00	6,580.67	-4,396.67	-201.31 %	6,550.00	11,435.49	-4,885.49	-74.59 %	26,200.00

Monthly Budget Report

For Fiscal: 2019-2020 Period Ending: 09/30/2019

	September Budget	September Activity	Variance Favorable (Unfavorable)	Percent Variance	YTD Budget	YTD Activity	Variance Favorable (Unfavorable)	Percent Variance	Total Budget
1-5322-00 Community Outreach	1,000.00	3,030.59	-2,030.59	-203.06 %	3,000.00	4,466.82	-1,466.82	-48.89 %	56,900.00
1-5381-00 Legal	8,334.00	9,079.00	-745.00	-8.94 %	25,000.00	19,888.00	5,112.00	20.45 %	100,000.00
1-5382-00 Engineering	5,166.00	20,211.26	-15,045.26	-291.24 %	15,500.00	48,040.78	-32,540.78	-209.94 %	62,000.00
1-5383-00 Financial Services	1,000.00	5,300.00	-4,300.00	-430.00 %	5,000.00	5,800.00	-800.00	-16.00 %	22,000.00
1-5384-00 Computer Services	13,000.00	13,263.15	-263.15	-2.02 %	40,000.00	39,261.23	738.77	1.85 %	167,600.00
1-5410-00 Salaries/Wages-Administration	91,000.00	96,797.85	-5,797.85	-6.37 %	262,000.00	253,625.26	8,374.74	3.20 %	1,179,832.00
1-5411-00 Salaries & Wages - Field	112,000.00	120,229.64	-8,229.64	-7.35 %	344,000.00	347,480.55	-3,480.55	-1.01 %	1,461,020.00
1-5420-00 Payroll Tax Expense	14,100.00	13,273.80	826.20	5.86 %	42,300.00	43,969.53	-1,669.53	-3.95 %	183,582.00
1-5435-00 Employee Medical Insurance	38,502.00	37,919.57	582.43	1.51 %	115,506.00	116,004.47	-498.47	-0.43 %	481,419.00
1-5436-00 Retiree Medical Insurance	4,400.00	4,372.72	27.28	0.62 %	13,200.00	10,199.46	3,000.54	22.73 %	55,274.00
1-5440-00 Employees Retirement Plan	51,610.00	35,847.69	15,762.31	30.54 %	154,830.00	124,122.44	30,707.56	19.83 %	619,321.00
1-5445-00 Supplemental Retirement 401a	0.00	0.00	0.00	0.00 %	0.00	0.00	0.00	0.00 %	35,000.00
1-5510-00 Motor Vehicle Expense	5,000.00	20,877.07	-15,877.07	-317.54 %	15,000.00	30,555.78	-15,555.78	-103.71 %	63,000.00
1-5620-00 Office & Billing Expenses	21,935.00	17,283.22	4,651.78	21.21 %	65,805.00	60,290.18	5,514.82	8.38 %	263,219.00
1-5625-00 Meetings / Training / Seminars	2,250.00	1,655.13	594.87	26.44 %	6,750.00	5,598.13	1,151.87	17.06 %	27,000.00
1-5630-00 Insurance	11,416.00	11,547.26	-131.26	-1.15 %	34,249.00	32,903.26	1,345.74	3.93 %	137,000.00
1-5687-00 Membership, Dues, Subscript.	2,000.00	2,740.40	-740.40	-37.02 %	12,000.00	18,459.78	-6,459.78	-53.83 %	78,970.00
1-5689-00 Labor Relations	500.00	0.00	500.00	100.00 %	1,500.00	0.00	1,500.00	100.00 %	6,000.00
1-5700-00 San Mateo County Fees	1,000.00	1,415.00	-415.00	-41.50 %	3,000.00	1,415.00	1,585.00	52.83 %	24,000.00
1-5705-00 State Fees	1,000.00	0.00	1,000.00	100.00 %	3,000.00	0.00	3,000.00	100.00 %	36,500.00
Total ExpType: 1 - Operating:	814,092.00	826,506.38	-12,414.38	-1.52 %	2,355,271.00	2,346,259.87	9,011.13	0.38 %	8,630,825.00
ExpType: 4 - Capital Related									
1-5712-00 Debt Service/Existing Bonds 2006B	371,603.00	0.00	371,603.00	100.00 %	371,603.00	0.00	371,603.00	100.00 %	484,831.00
1-5715-00 Debt Service/CIEDB 11-099	0.00	0.00	0.00	0.00 %	266,638.00	266,638.02	-0.02	0.00 %	335,977.00
1-5716-00 Debt Service/CIEDB 2016	0.00	0.00	0.00	0.00 %	233,204.00	233,204.09	-0.09	0.00 %	323,803.00
1-5717-00 Chase Bank - 2018 Loan	0.00	369,096.36	-369,096.36	0.00 %	0.00	369,096.36	-369,096.36	0.00 %	0.00
Total ExpType: 4 - Capital Related:	371,603.00	369,096.36	2,506.64	0.67 %	871,445.00	868,938.47	2,506.53	0.29 %	1,144,611.00
Total Expense:	1,185,695.00	1,195,602.74	-9,907.74	-0.84 %	3,226,716.00	3,215,198.34	11,517.66	0.36 %	9,775,436.00
Report Total:	157,286.00	356,028.99	198,742.99		753,027.00	996,154.71	243,127.71		3,910,134.00

**COASTSIDE COUNTY WATER DISTRICT
MONTHLY INVESTMENT REPORT
September 30, 2019**

<u>RESERVE BALANCES</u>	Current Year as of 9/30/19	Prior Year as of 9/30/18
CAPITAL AND OPERATING RESERVE	\$8,913,493.92	\$6,597,532.41
RATE STABILIZATION RESERVE	\$250,000.00	\$250,000.00
TOTAL DISTRICT RESERVES	\$9,163,493.92	\$6,847,532.41

ACCOUNT DETAIL

ACCOUNTS WITH TRI COUNTIES BANK		
CHECKING ACCOUNT	\$3,935,772.07	\$4,621,689.13
CSP T & S ACCOUNT	\$64,427.84	\$160,385.72
MONEY MARKET GEN. FUND (Opened 7/20/17)	\$19,441.85	\$19,432.09
LOCAL AGENCY INVESTMENT FUND (LAIF) BALANCE	\$5,143,152.16	\$2,045,325.47
DISTRICT CASH ON HAND	\$700.00	\$700.00
TOTAL ACCOUNT BALANCES	\$9,163,493.92	\$6,847,532.41

This report is in conformity with CCWD's Investment Policy.

COASTSIDE COUNTY WATER DISTRICT
 APPROVED* CAPITAL IMPROVEMENT PROJECTS
 FISCAL YEAR 2019/2020

9/30/2019

* Approved June 2018

Status	Approved* CIP Budget FY 19/20	Actual To Date FY 19/20	Projected Year-End FY 19/20	Variance vs. Budget	% Completed	Project Status/ Comments
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Equipment Purchases & Replacement

06-03	SCADA/Telemetry/Electrical Controls Replacement		\$ 50,000	\$ 3,310	\$ 100,000	\$ (50,000)	7%	October 2019 BOD meeting-Board will be asked to approve \$82K for District wide Citect Software Update and Hardware Upgrade
08-10	Backhoe	In process	\$ 200,000		\$ 200,000	\$ -	0%	Backhoe purchase approved by Board in July 2019
99-02	Vehicle Replacement	open	\$ 40,000		\$ 82,000	\$ (42,000)	0%	Purchase of 3 vehicles approved by Board in Aug 2019;

Facilities & Maintenance

08-08	PRV Valves Replacement Project		\$ 30,000	\$ 6,198	\$ 30,000	\$ -	0%	
09-09	Fire Hydrant Replacement	completed	\$ 140,000	\$ 338,238	\$ 338,238	\$ (198,238)	100%	Purchase of 100 hydrants approved by Board in August 2019
17-15	Pilarcitos Canyon Emergency Road Repairs				\$ 100,000	\$ (100,000)		
18-13	Denniston WTP and Tank Road Repairs and Paving				\$ 400,000	\$ (400,000)	0%	Expanded scope to include storm culverts; planned for Spring, 2020; (\$100K originally budgeted in FY18/19)
99-01	Meter Change Program		\$ 20,000	\$ 15,475	\$ 20,000	\$ -	0%	

Pipeline Projects

07-03	Pilarcitos Canyon Pipeline Replacement	open	\$ 700,000	\$ 16,255	\$ 1,125,000	\$ (425,000)	1%	Approved by Board in September, 2019; project will start in October 2019
07-04	Bell Moon Pipeline Replacement Project	In process	\$ 250,000	\$ 212,085	\$ 330,000	\$ (80,000)	64%	In process; to be completed in October 2019
13-02	Replace 8 Inch Pipeline Under Creek at Pilarcitos Ave (Strawflower)	In process		\$ 1,451	\$ 105,000	\$ (105,000)	n/a	Preliminary design awarded by Board in August 2019
14-01	Replace 12" Welded Steel Line on Hwy 92	\$77K in process		\$ 7,500	\$ 677,000	\$ (677,000)	n/a	Aerial surveying for \$77K approved by Board in August 2019; bypass pipeline on Cozzolino property may be proposed for Spring 2020 (variance reflects timing difference)
14-27	Grandview 2 Inch Replacement	In process		\$ 9,551	\$ 56,100	\$ (56,100)	n/a	Engineering design work approved by Board in July 2019; (originally planned for FY 18/19)
r	Ferdinand Avenue - Replace 4" WS Ferdinand Ave. to Columbus	In process		\$ 557,805	\$ 600,000	\$ (600,000)	93%	Project was awarded in May 2019; work will be completed in October 2019. (Project was originally planned for FY 20/21.)
14-32/19-03	Casa del Mar/Grand Blvd PRV Installation and Pipeline Replacement	In process	\$ 350,000		\$ 570,000	\$ (220,000)	0%	Project was awarded in May 2019; work will commence in Fall, 2019 pending receipt of CalTrans permits; Grand View portion of the CIP was originally planned for FY 20/21
18-01	Pine Willow Oak Pipeline Replacement	In process		\$ 7,745	\$ 69,700	\$ (69,700)	n/a	Engineering design work approved by Board in July 2019; (project is in CIP for FY21/22)

Pump Stations / Tanks / Wells

08-14, 19-01, 19-03	Tank Projects	TBD	\$ 2,300,000	\$ 12,495	\$ 200,000	\$ 2,100,000	n/a	EKI is assisting Staff in developing a master tank plan for all of the District's tanks; we are currently waiting for completion of seismic and geotech analyses to finalized recommendations.
09-18	Pilarcitos Well field improvements	TBD	\$ 150,000		\$ -	\$ 150,000	0%	
19-04	Tanks - THM Control	TBD			\$ 120,000	\$ (120,000)	0%	

Water Supply Development

12-12	Denniston/San Vicente Water Supply Development	ongoing	\$ 200,000	\$ 15,955	\$ 120,000	\$ 80,000	8%	Includes Balance Hydrologics ongoing monitoring; At October, 2019 BOD meeting-Board will be asked to approved new contract for Water Year 2020
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COASTSIDE COUNTY WATER DISTRICT
 APPROVED* CAPITAL IMPROVEMENT PROJECTS
 FISCAL YEAR 2019/2020

9/30/2019

* Approved June 2018

Status	Approved* CIP Budget FY 19/20	Actual To Date FY 19/20	Projected Year-End FY 19/20	Variance vs. Budget	% Completed	Project Status/ Comments
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Water Treatment Plants

08-07	Nunes Filter Valve Replacement	open		\$ 140	\$ 70,000	\$ (70,000)	0%	\$500K included in FY18/19 plan; project scope is changing to include filter rehabilitation; Projection covers engineering design
13-05	Denniston WTP and Booster Pump Station Emergency Power	in process	\$ 400,000	\$ 12,716	\$ 450,000	\$ (50,000)	3%	Design will be complete in October 2019 (\$50k approved by Board in March 2019.) At October, 2019 BOD meeting-Board will be asked to approve procurement of (2) generators
18-11	Nunes Bulk Caustic Tank		\$ 40,000		\$ 40,000	\$ -	0%	

FY 19/20 TOTAL \$ 4,870,000 \$ 1,216,918 \$ 5,803,038 \$ (933,038)

FY2018/2019 CIP Projects in process - paid in FY 2019/2020

17-04	Denniston Dam Spillway			11,010	11,010	\$ (11,010)	100%	
19-06	Crystal Springs Pump Control Valves			16,191	\$ 16,191	\$ (16,191)	100%	Approved by Board in FY 2019/18

PREVIOUS YEAR TOTAL \$ 27,201 \$ 27,201 \$ (27,201)

UNSCHEDULED/NEW CIP ITEMS FOR CURRENT FISCAL YEAR 2019/2020

NN-00	Unscheduled CIP		\$ 100,000			\$ 100,000	0%	
20-01	Crystal Springs Pump 1 Replacement	in process		89,803	\$ 89,803	\$ (89,803)	100%	Emergency Replacement Notice to Board August, 2019
20-02	Crystal Springs - Spare Pump 1	open			\$ 70,000	\$ (70,000)	0%	Approved by Board in August, 2019
20-07	District Office Repairs				\$ 110,000	\$ (110,000)	0%	October 2019 BOD meeting-Board will be asked to approve \$42K for roof and \$68K for exterior repairs
20-08	Highway 1 - Pipeline replacement at crossings between Main and Spindrift - Predesign/study				\$ 46,000	\$ (46,000)	0%	October 2019 BOD meeting-Board will be asked to approve \$46K for predesign/study to determine if pipeline replacement is needed
20-03	Sevilla Ave - EG Service Replacement - Lowering of Services			\$ 54,521	\$ 54,521	\$ (54,521)	100%	Approved by Board in September, 2019 as emergency; required work due to County road repairs and repaving project

NEW CIP TOTAL \$ 100,000 \$ 144,325 \$ 370,324 \$ (270,324)

CIP GRANDTOTAL \$ 4,970,000 \$ 1,388,443 \$ 6,200,563 \$ (1,230,563)

COLOR KEY:

In process: Board has approved expenditure and work is in process	\$ 3,717,563
Open: Close to a commitment - pending Board approval or notice to proceed	\$ 826,000

Note - \$2,000,000 of CIP funding from FY 2018/19 is carried over to FY 2019/20 - in addition to the \$4,970,000 budget shown above

**Legal Cost Tracking Report
12 Months At-A-Glance**

**Acct. No.5681
Patrick Miyaki - HansonBridgett, LLP
Legal**

Month	Admin (General Legal Fees)	Water Supply Develpmnt	Recycled Water	Transfer Program	CIP	Personnel	Water Shortage	Litigation	Infrastructure Project Review (Reimbursable)	TOTAL
Oct-18	2,211				437					2,648
Nov-18	1,473									1,473
Dec-18	2,714									2,714
Jan-19	3,088			168	469					3,725
Feb-19	3,101				536					3,637
Mar-19	6,508			1,218						7,726
Apr-19	7,061				1,910					8,970
May-19	5,149			326						5,475
Jun-19	3,439			1,055	183					4,677
Jul-19	4,321			834		335				5,490
Aug-19	5,535			496						6,031
Sep-19	6,440			217		3,500				10,157
TOTAL	51,038	0	0	4,314	3,534	3,835	0	0	0	62,721

**Engineer Cost Tracking Report
12 Months At-A-Glance**

**Acct. No. 5682
JAMES TETER
Engineer**

Month	Admin & Retainer	CIP	Studies & Projects	TOTAL	Reimbursable from Projects
Oct-18	480		3,143	3,623	3,143
Nov-18	480	3,518	254	4,252	254
Dec-18	480	3,972	2,820	7,271	2,820
Jan-19	480	5,126		5,606	
Feb-19	480	2,475		2,955	
Mar-19	480			480	
Apr-19	490		338	828	338
May-19	480		338	818	338
Jun-19	480	1,014		1,494	
Jul-19	480	2,539	676	3,695	676
Aug-19	480	10,152	2,891	13,523	2,891
Sep-19	480	1,331	1,437	3,248	1,437
TOTAL	5,770	30,127	11,896	47,794	11,896

Calcon T&M Projects Tracking
9/30/2019

Project No.	Name	Status	Proposal Date	Approved Date	Project Budget	Project Actual thru 6/30/19	Project Billings FY2019-20
Closed Projects:							
CAL-13-01	EG Tank 2 Recoating Project	Closed	9/30/13	10/8/13	\$8,220.00	\$ 8,837.50	
CAL-13-02	Nunes Control System Upgrades	Closed	9/30/13	10/8/13	\$46,141.00	\$ 55,363.60	
CAL-13-03	Win 911 and PLC Software	Closed	9/30/13	10/8/13	\$9,717.00	\$ 12,231.74	
CAL-13-04	Crystal Springs Surge Tank Retrofit	Closed	11/26/13	11/27/13	\$31,912.21	\$ 66,572.54	
CAL-13-06	Nunes Legacy Backwash System Removal	Closed	11/25/13	11/26/13	\$6,516.75	\$ 6,455.00	
CAL-13-07	Denniston Backwash FTW Valves	Closed	11/26/13	11/27/13	\$6,914.21	\$ 9,518.28	
CAL-14-01	Denniston Wash Water Return Retrofit	Closed	1/28/14	2/14/14	\$13,607.00	\$ 13,591.60	
CAL-14-02	Denniston Califrier SCADA Data	Closed	4/2/14	4/7/14	\$4,125.00	\$ 4,077.50	
CAL-14-03	Nunes Surface Scatter Turbidimeter	Closed	4/2/14	4/7/14	\$2,009.50	\$ -	
CAL-14-04	Phase I Control System Upgrade	Closed	4/2/14	4/7/14	\$75,905.56	\$ 44,459.14	
CAL-14-06	Miramar Control Panel	Closed	8/28/14	8/28/14	\$37,953.00	\$ 27,980.71	
CAL-14-08	SFWater Flow & Data Logger/Cahill Tank	Closed	8/20/2014	8/20/2014	\$1,370.00	\$ 1,372.00	
CAL-15-01	Main Street Monitors	Closed				\$ 6,779.42	
CAL-15-02	Denniston To Do List	Closed				\$ 2,930.00	
CAL-15-03	Nunes & Denniston Turbidity Meters	Closed			\$6,612.50	\$ 12,536.12	
CAL-15-04	Phase II Control System Upgrade	Closed	6/23/2015	8/11/2015	\$195,000.00	\$ 202,227.50	
CAL-15-05	Permanganate Water Flow	Closed				\$ 1,567.15	
CAL-16-04	Radio Network	Closed	12/9/2016	1/10/2017	\$126,246.11	\$ 139,200.68	
CAL-16-05	EI Granada Tank No. 3 Recoating	Closed	12/16/2016		\$6,904.50	\$ 6,845.00	
CAL-17-03	Nunes Valve Control	Closed	6/29/2017	7/11/2017	\$73,281.80	\$ 79,034.35	
CAL-17-04	Denniston Booster Pump Station	Closed	7/27/2017	8/8/2017	\$21,643.75	\$ 29,760.00	
CAL-17-05	Crystal Springs Pump Station #3 Soft Start	Closed	7/27/2017	8/8/2017	\$12,213.53	\$ 12,178.13	
CAL-18-04	Tank Levels Calibration Special	Closed	3/5/2018	3/5/2018	\$8,388.75	\$ 10,700.00	
CAL-18-05	Pilarcitos Stream Flow Gauge -Well 1 120 Service Power	Closed	3/22/2018	3/22/2018	\$3,558.13	\$ 3,997.40	
CAL-17-06	Nunes Flocculartor & Rapid Mix VFD Panels	Closed	12/6/2017	12/12/2017	\$29,250.75	\$ 30,695.66	
CAL-17-01	Crystal Springs Leak Valve Control	Closed	2/8/2017	2/14/2017	\$8,701.29	\$ 18,055.88	
CAL-17-02	Crystal Springs Requirements & Addtl Controls	Closed	2/8/2017	2/14/2017	\$38,839.50	\$ 41,172.06	
CAL-18-02	Nunes Plant HMI V2	Closed	11/12/2018		\$10,913.14	\$ 9,434.90	
Closed Projects - Subtotal (pre FY2019-20)					\$785,944.98	\$857,573.86	
FY 2019-20 Open Projects:							
CAL-18-03	CSP Breakers & Handles		3/7/2018	3/7/2018	\$25,471.47	\$ 49,837.52	
CAL-18-06	Nunes VFD Project		9/6/2018	9/6/2018	\$2,381.51	\$ 895.50	
CAL-19-01	CSP Cla-Val Power Checks		2/4/2019	2/4/2019	\$15,067.91	\$ 17,852.94	\$ 6,830.00
CAL-19-02	CSP Wet Well		4/1/2019	4/1/2019	\$12,960.24	\$ 12,853.20	
CAL-19-03	Pilarcitos Flow Meter Project		4/1/2019	4/1/2019	\$14,493.75	\$ 16,241.84	\$ 1,375.00
	CSP Main Breaker						
Open Projects - Subtotal					\$70,374.88	\$68,585.96	\$8,205.00
Other: Maintenance							
	Tanks						
	Crystal Springs Maintenance					\$ 327.76	
	Nunes Maintenance					\$ 5,773.48	
	Denniston Maintenance					\$ 13,569.10	
	Distribution System					\$ 6,515.24	
TOTAL FY 2019/20						\$ 34,390.58	

COASTSIDE COUNTY WATER DISTRICT

766 MAIN STREET

HALF MOON BAY, CA 94019

MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS

September 10, 2019

- 1) **ROLL CALL** - President Ken Coverdell called the meeting to order at 7:00 p.m. Present at roll call: Directors Bob Feldman, Jim Larimer, Glenn Reynolds, and Vice-President Chris Mickelsen.

Also present: David Dickson, General Manager; Mary Rogren, Assistant General Manager; Patrick Miyaki, Legal Counsel; James Derbin, Superintendent of Operations; Cathleen Brennan, Water Resource Analyst; JoAnne Whelen, Administrative Assistant and Recording Secretary and Gina Brazil, Office Manager.

- 2) **PLEDGE OF ALLEGIANCE**

- 3) **PUBLIC COMMENT** - There were no public comments.

- 4) **CONSENT CALENDAR**

- A. Approval of disbursements for the month ending August 31, 2019:
Claims: \$729,955.64; Payroll: \$110,156.33 for a total of \$840,111.97
- B. Acceptance of Financial Reports
- C. Approval of Minutes of August 13, 2019 Regular Board of Directors Meeting
- D. Approval of Minutes of August 22, 2019 Special Board of Directors Meeting
- E. Monthly Water Service Connection Transfer Report
- F. Installed Water Connection Capacity and Water Meters Report
- G. Total CCWD Production Report
- H. CCWD Monthly Sales by Category Report - August 2019
- I. Monthly Planned Plant or Tank Discharge and New Water Line Flushing Report
- J. Monthly Rainfall Reports

President Coverdell reported that he had reviewed the monthly financial claims and found all to be in order.

ON MOTION BY Director Feldman and seconded by Vice-President Mickelsen, the Board voted to approve the Consent Calendar in its entirety:

Director Larimer	Aye
Vice-President Mickelsen	Aye
Director Feldman	Aye
Director Reynolds	Aye
President Coverdell	Aye

5) MEETINGS ATTENDED / DIRECTOR COMMENTS

There were no reports of meetings attended or Director comments.

6) GENERAL BUSINESS

A. Stone Dam Pipeline Replacement Project - Award of Contract

Mr. Dickson summarized the background of this project, including the reminder that this original Pilarcitos Pipeline, built in 1948 to convey Pilarcitos Reservoir water from Stone Dam into the District's system, failed in the Summer of 2012. He reminded the Board that upon securing an agreement with the San Francisco Public Utilities Commission (SFPUC), the District installed a temporary plastic pipeline in 2013, with the understanding that Coastside County Water District would plan, design, and construct a permanent replacement. Mr. Dickson further advised that the design and bid documents are now completed and the District is prepared to proceed with the subject pipeline replacement and that funding for this project is included in the Capital Improvement Program Budget.

Board discussion ensued with some questions and comments related to the project costs, materials specified, installation specifications and project scheduling.

ON MOTION BY Vice-President Mickelsen and seconded by Director Feldman, the Board voted by roll call vote to authorize the General Manager to enter into a contractual agreement with Andreini Bros. Inc. for \$1,020,350 for the removal of the temporary plastic pipe currently positioned on top of an unpaved road and the installation of a permanent buried 12-inch ductile iron pipeline along the same alignment with new meter and fish screens:

Director Larimer	Aye
Vice-President Mickelsen	Aye
Director Feldman	Aye
Director Reynolds	Aye
President Coverdell	Aye

B. Notice of Emergency Replacement/Lowering of Potable Water Services in El Granada

Mr. Derbin advised that this is an informational item only and proceeded to explain the background and the nature of the project and the conditions providing for Section F.2 of Resolution 2016-09, "General Manager Waivers-Emergencies" to be applied. Mr. Dickson added that currently the challenges of coordinating the District's projects with San Mateo County have been significant and that there needs to be improvement with regards to the communication, coordination, and overall relationship with the San Mateo County staff members on these matters.

C. Association of California Water Agencies (ACWA) 2020-2021 Region 5 Election

Mr. Dickson introduced this item by advising the Board that after some research and legal consultation, staff has learned that the Board can basically proceed in a number of ways in connection with this matter, including authorizing Director Reynolds to cast the vote on behalf of the District, or designate the General Manager to vote, or cast the District's vote via Board action. He advised that all suggested voting processes allow for the District's vote to be cast for either the recommended slate by the ACWA Region 5 Nominating Committee or by voting for the individual Region 5 candidates.

ON MOTION BY Director Feldman and seconded by Vice-President Mickelsen, the Board voted by roll call vote to designate Director Glenn Reynolds, Coastside County Water District's designated ACWA representative, to cast Coastside County Water District's vote for the ACWA Region 5 Nominating Committee's recommended slate as stated:

Director Larimer	Aye
Vice-President Mickelsen	Aye
Director Feldman	Aye
Director Reynolds	Aye
President Coverdell	Aye

7) MONTHLY INFORMATIONAL REPORTS

A. Assistant General Manager

Ms. Rogren summarized Senate Bill 699, which Governor Newsom recently signed into law. She reviewed the highlights of the bill and referenced the April 2019 press release further explaining the bill.

Additionally, Ms. Rogren reported on the Fiscal year 2018-2019 Annual Report from the San Francisco Public Utilities Commission (SFPUC) on the Water System Improvement Program (WSIP).

B. Superintendent of Operations

Mr. Derbin reviewed operations highlights for the month of August, including the accomplishment that the installation of all of the District's meter transmission units (MTU's) is now completed.

C. Water Resource Analyst Report

Ms. Brennan provided updates on water loss enforcement by the State Water Resources Control Board, specifically Senate Bill No. 134, which was written to address the ambiguity on how the water loss standard and the urban water use objective, both of which are still being developed, would be enforced. She reported that once the rule making for the water loss performance standard and the water use objective are complete, urban retail water suppliers will have a better understanding of compliance and enforcement.

Ms. Brennan also informed the Board that staff is in the process of updating the District's website to include emergency preparedness information.

Following President Coverdell's announcing of the Closed Session agenda items, there was a brief break provided at 7:54 p.m. to clear the Board room to prepare for discussion of the Closed Session agenda items. The Board convened into closed session at 8:15 p.m.

8) CLOSED SESSION

**A. Pursuant to Government Code Section 54957
Public Employment
Title: General Manager**

**B. Pursuant to California Government Code Section 54957.6
Conference with Labor Negotiators
Agency Designated Representatives: Director Feldman and President Coverdell
Unrepresented Employee: General Manager Candidate**

9) RECONVENE TO OPEN SESSION

The Board reconvened into open session at 8:25 p.m.

The open session report for item 8.A Public Employment Closed Session was "No action was taken in the closed session."

The open session report for item 8.B Labor Negotiations Closed Session was "The agency designated representatives gave a report to the Board regarding the labor negotiations, and no action was taken in the closed session."

A. Consider Appointing Mary Rogren as General Manager and Approving the Employment Agreement Between the Coastside County Water District and Mary Rogren

Mr. Miyaki, District Legal Counsel, summarized the key substantive terms of the Employment Agreement between Coastside County Water District and Mary Rogren as follows:

- **Duties.** The General Manager must perform all services to manage, operate, and conduct the affairs of the District, and perform duties as directed by the Board of Directors. The General Manager is expected to devote the time necessary to satisfactorily perform the duties and responsibilities of the General Manager.
- **Term.** The employment will commence when the current General Manager retires, which will be no later than October 26, 2019. The employment is “at-will” and will continue until terminated by either party.
- **Compensation.** The General Manager will have an annual base salary of \$230,000 and will receive the same cost of living adjustment as all other unrepresented employees receive, which will be effective July 1 of each year. The General Manager will receive the same pension benefits applicable to all District employees through CalPERS.
- **Other Benefits.** The General Manager will receive paid vacation, sick leave, and administrative leave in accordance with the Personnel Manual, and vacation shall initially accrue at a rate of 10 days per year, and the General Manager will be entitled to 120 hours of administrative leave per year. Health related benefits will be in accordance with the District’s Personnel Policy. The General Manager will receive a vehicle allowance of \$600 per month in lieu of the use of a District vehicle.
- **Miscellaneous.** The Employment Agreement included other standard terms and conditions contained in public employee employment contracts.

Director Feldman then described the comprehensive recruitment process that the District conducted over the past few months. Each of the Directors expressed how pleased they were with the recruitment process and complimented Mary Rogren in connection with her participation in the process.

ON MOTION BY Director Feldman and seconded by Vice-President Mickelsen, the Board voted to appoint Mary Rogren as General Manager and to approve the Employment Agreement Between the Coastside County Water District and Mary Rogren:

Director Larimer	Aye
Vice-President Mickelsen	Aye
Director Feldman	Aye
Director Reynolds	Aye
President Coverdell	Aye

Ms. Rogren thanked the Board for their confidence in her and for allowing her the opportunity to demonstrate her skills, capabilities, and passion for the District in this new role as General Manager. She added that she is excited about working for this Board, who is so dedicated and committed and takes all the District's issues to heart. Ms. Rogren also thanked Mr. Dickson for hiring her approximately five years ago and for mentoring her along the way. Additionally, she expressed her appreciation to District staff for their support to her in this new role as General Manager.

10) DIRECTOR AGENDA ITEMS - REQUESTS FOR FUTURE BOARD MEETINGS

There were no suggested agenda items for future Board meetings requested by the Board.

11) ADJOURNMENT

The Board meeting was adjourned at 8:36 p.m.

Respectfully submitted,

David R. Dickson, General Manager
Secretary to the District

Ken Coverdell, President
Board of Directors

TOTAL CCWD PRODUCTION (MG) ALL SOURCES- FY 2020

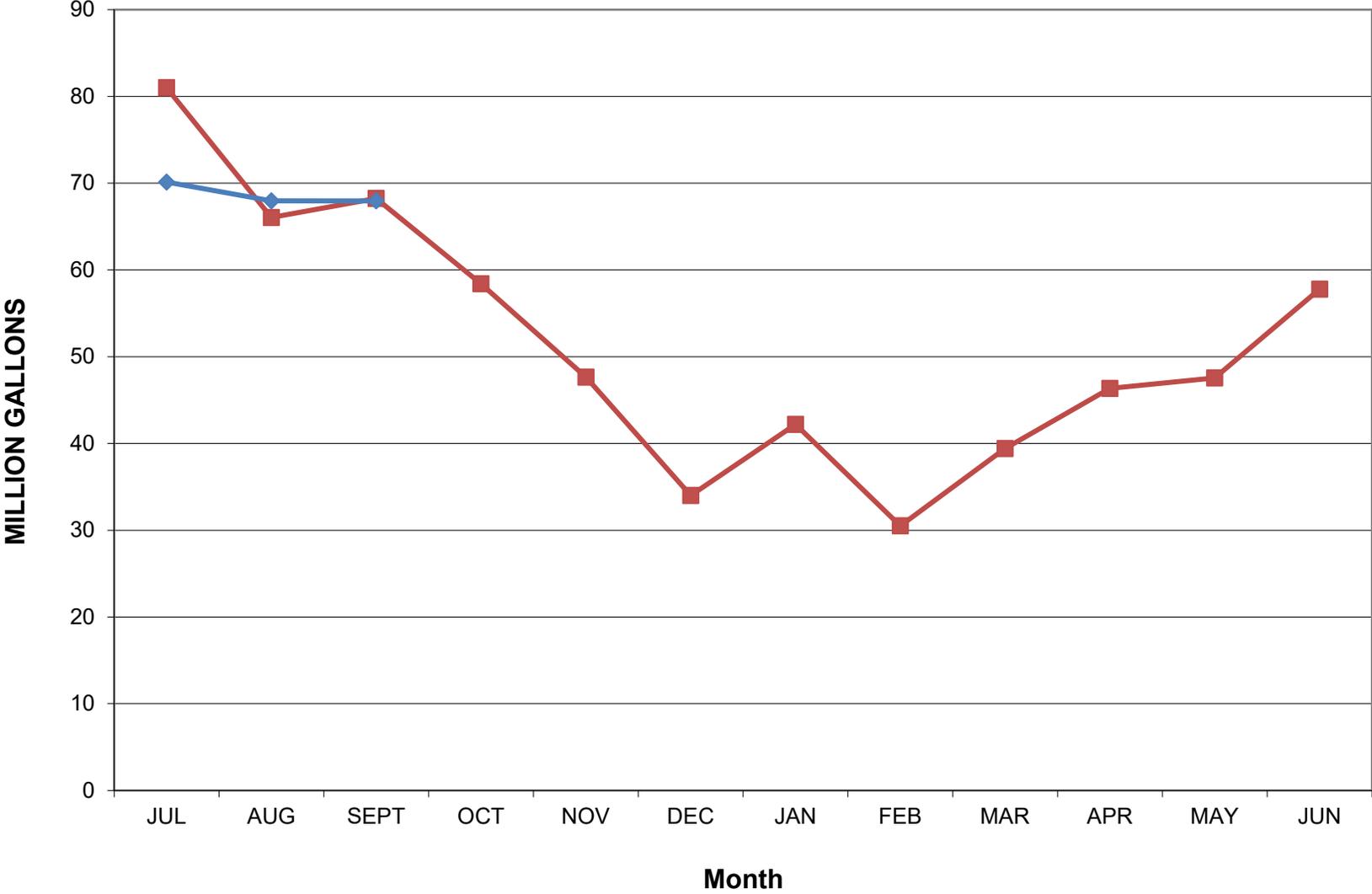
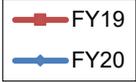
	CCWD Sources			SFPUC Sources		RAW WATER TOTAL	UNMETERED WATER	TREATED TOTAL
	DENNISTON WELLS	DENNISTON RESERVOIR	PILARCITOS WELLS	PILARCITOS LAKE	CRYSTAL SPRINGS RESERVOIR			
JUL	1.61	28.25	0.00	22.27	20.58	72.71	2.58	70.13
AUG	1.44	22.18	0.00	20.20	26.36	70.18	2.21	67.97
SEPT	1.43	19.67	0.00	19.19	30.98	71.27	3.32	67.95
OCT								
NOV								
DEC								
JAN								
FEB								
MAR								
APR								
MAY								
JUN								
TOTAL	4.48	70.10	0.00	61.66	77.92	214.16	8.12	206.05
% MONTHLY TOTAL	2.0%	27.6%	0.0%	26.9%	43.5%	100.0%	4.7%	95.3%
% ANNUAL TO DATE TOTAL	2.1%	32.7%	0.0%	28.8%	36.4%	100.0%	3.8%	96.2%

CCWD vs SFPUC- month 29.6% 70.4%
 CCWD vs SFPUC- annual 34.8% 65.2%

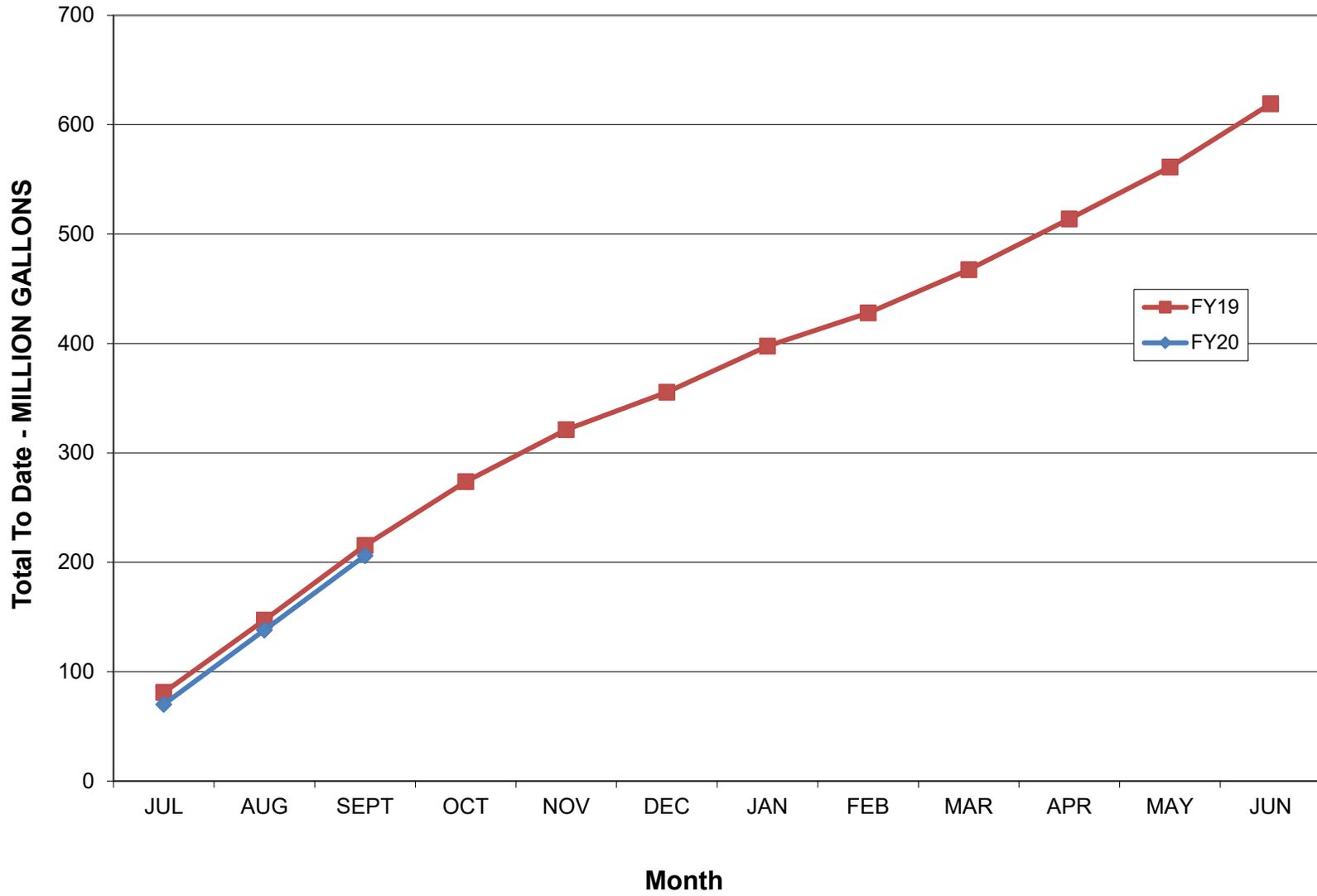
12 Month Running Treated Total **609.87**
TOTAL CCWD PRODUCTION (MG) ALL SOURCES- FY 2019

	CCWD Sources			SFPUC Sources		RAW WATER TOTAL	UNMETERED WATER	TREATED TOTAL
	DENNISTON WELLS	DENNISTON RESERVOIR	PILARCITOS WELLS	PILARCITOS LAKE	CRYSTAL SPRINGS RESERVOIR			
JUL	2.36	13.98	0.00	37.74	30.90	84.98	3.98	81.00
AUG	0.62	3.36	0.00	27.20	36.80	67.98	1.94	66.04
SEPT	0.00	0.00	0.00	30.48	39.24	69.72	1.48	68.24
OCT	0.00	0.00	0.00	22.98	37.51	60.49	2.09	58.40
NOV	0.00	0.00	5.78	0.00	44.10	49.88	2.24	47.64
DEC	1.31	11.50	14.35	7.12	2.78	37.06	3.07	33.99
JAN	1.97	16.07	15.84	5.30	5.57	44.75	2.55	42.19
FEB	0.00	7.73	16.1	8.89	0.10	32.82	2.32	30.50
MAR	0.15	6.77	22.27	12.27	0.09	41.55	2.12	39.43
APR	0.14	33.31	0.00	14.02	2.83	50.30	3.95	46.36
MAY	0.00	32.51	0.00	13.26	5.35	51.12	3.58	47.54
JUN	1.31	35.61	0.00	19.50	5.77	62.19	4.41	57.78
TOTAL	7.86	160.84	74.34	198.76	211.04	652.83	33.73	619.10
% TOTAL	1.2%	24.6%	11.4%	30.4%	32.3%	100.0%	5.17%	94.8%

Monthly Production FY 19 vs FY 20



Cumulative Production FY19 vs FY20



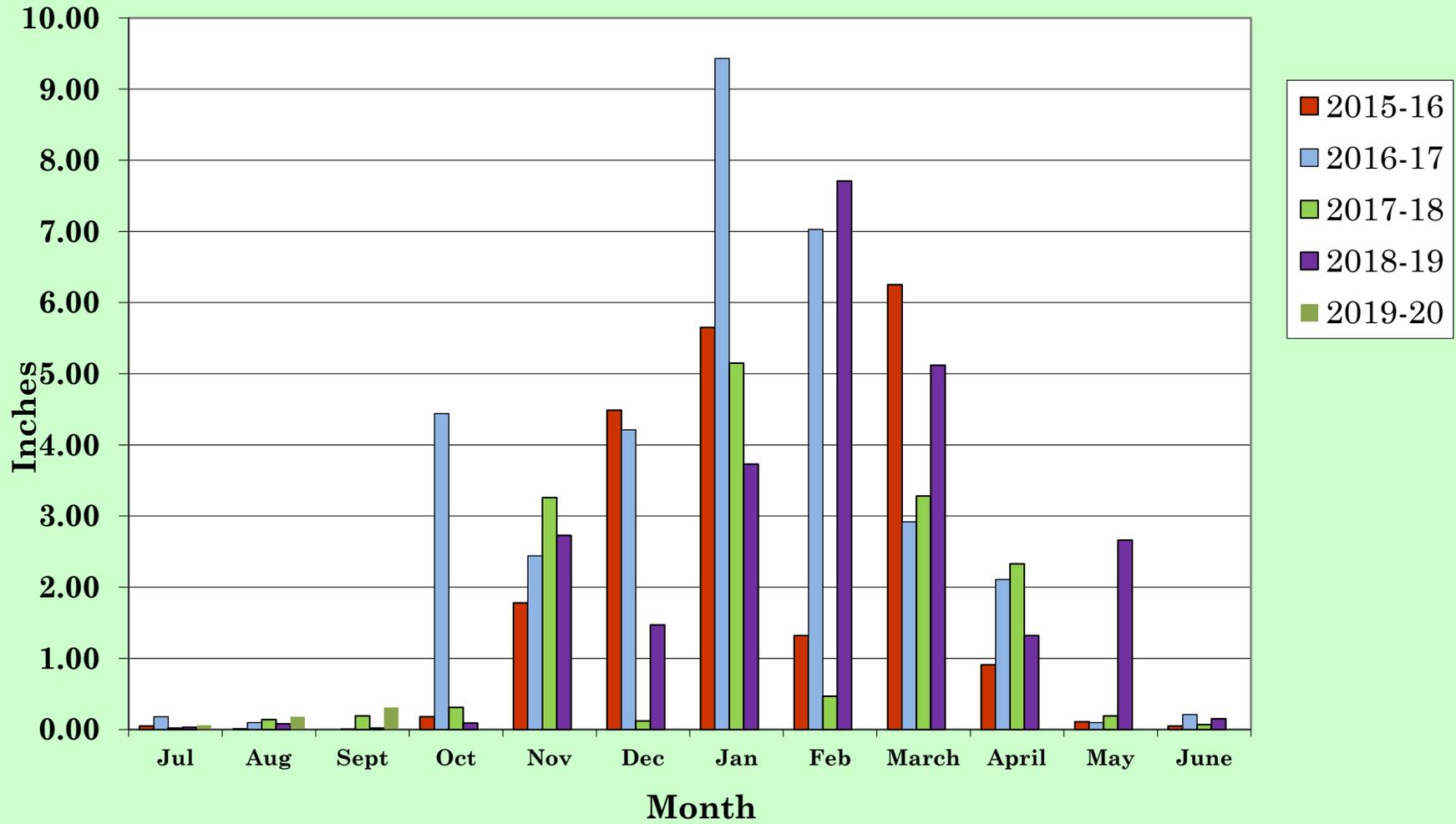
CCWD Monthly Leak Report - August 2019						
	Date Reported Discovered	Date Repaired	Location	Pipe Class	Pipe Size & Type	Estimated Water Loss MG
1	9/1/2019	9/2/19	525 Kelly Ave.	Service	1" Plastic	0.005
2	9/5/2019	9/5/2019	103 Spyglass Ln	Isolation Valve	8" DI	0.012
3	9/12/2019	9/12/2019	178 California Ave.	Service	1" Plastic	0.007
4	9/12/2019	9/12/2019	420 Poplar St.	Service	1" Plastic	0.006
5	9/17/2019	9/17/2019	465 - 475 3rd Ave.	Service	1" Plastic	0.003
6						
7						
8						
Total						0.033

OTHER DISCHARGES	
Total Volumes (MG)	
Flushing Program	0.065
Reservoir Cleaning	0.000
Automatic Blowoffs	0.112
Dewatering Operations	0.000
Other	0.000
PLANNED DISCHARGES	
GRAND TOTAL (MG)	
0.177	

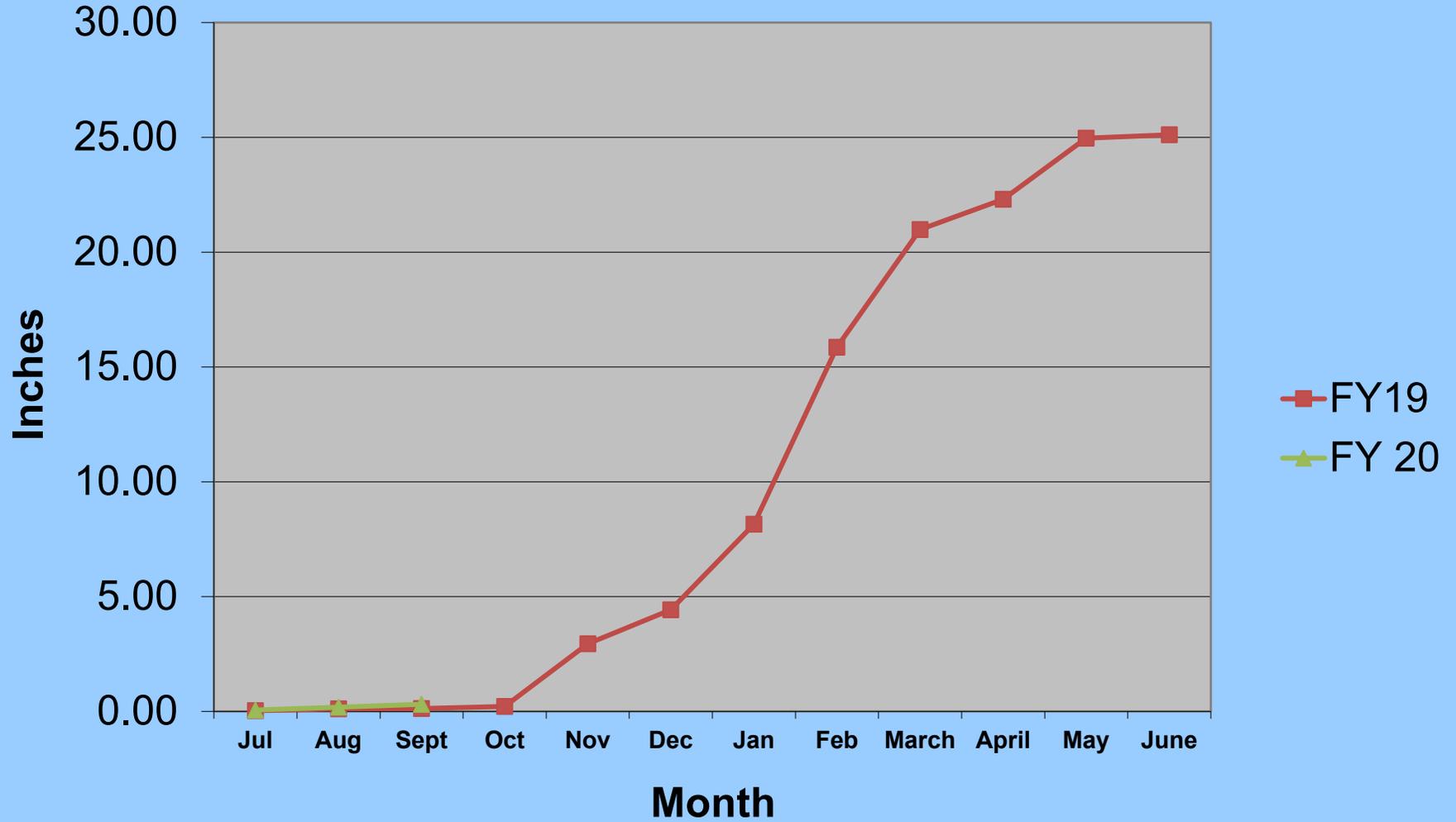
Coastside County Water District

Rainfall by Month

Fiscal Years 15 - 20

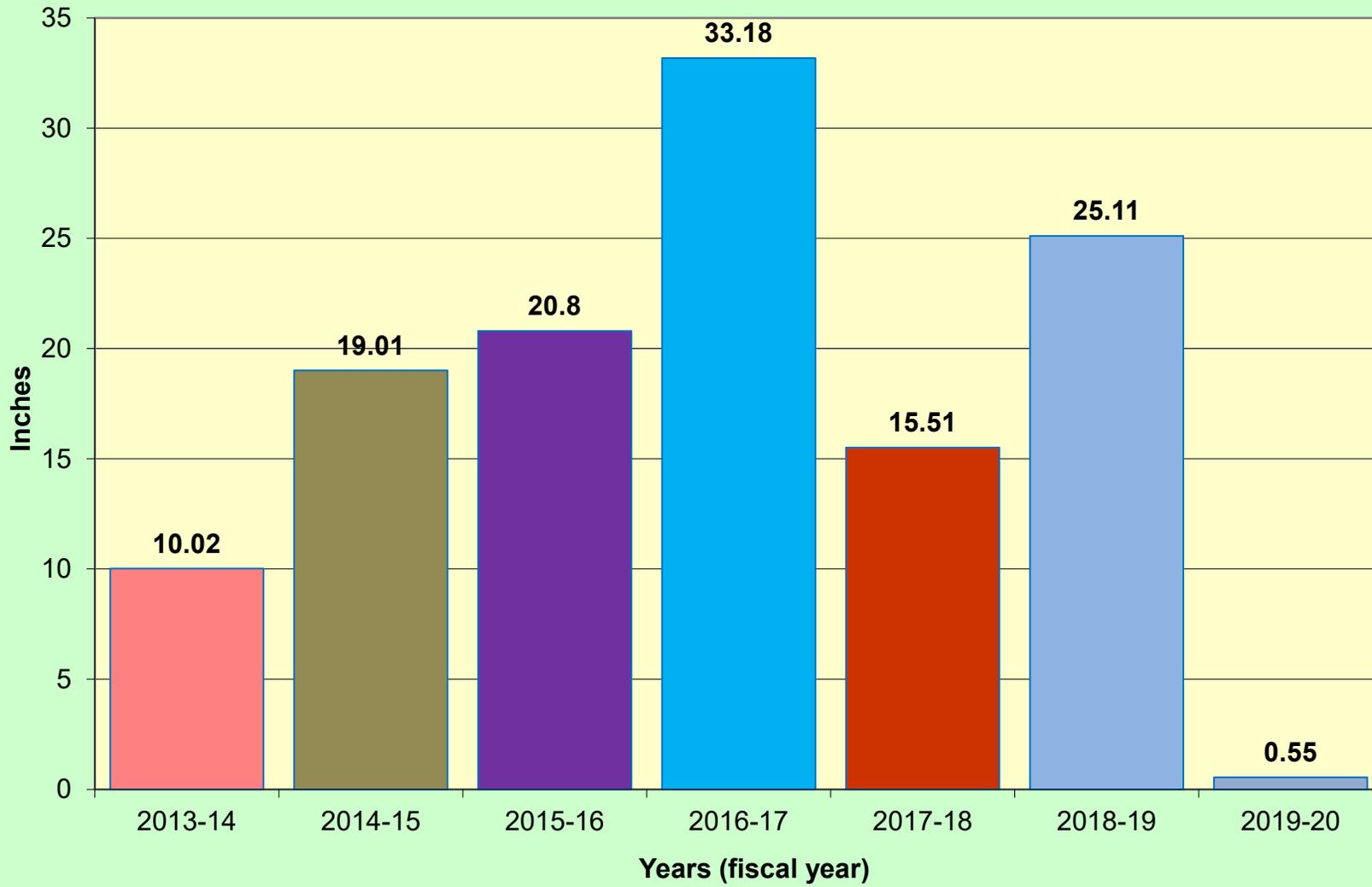


Rainfall Total Comparison Fiscal Years 19-20



Rain Totals

Fiscal Years 13 - 20



San Francisco Public Utilities Commission
Hydrological Conditions Report
August 2019

J.Chester, C. Graham, N.Waelty, September 6, 2019



Hetch Hetchy Reservoir

System Storage

Current Tuolumne System and Local Bay Area storage conditions are summarized in Table 1.

Table 1 Current System Storage as of September 1, 2019							
	Current Storage		Maximum Storage		Available Capacity		Percentage of Maximum Storage
	acre-feet	millions of gallons	acre-feet	millions of gallons	acre-feet	millions of gallons	
Tuolumne System							
Hetch Hetchy Reservoir ¹	342,770		360,360		17,590		95%
Cherry Reservoir ²	238,536		273,345		34,809		87%
Lake Eleanor ³	25,123		27,100		1,977		93%
Water Bank ⁴	619,017		619,017		0		100%
Tuolumne Storage	1,225,446		1,279,822		54,376		96%
Local Bay Area Storage							
Calaveras Reservoir	62,974	20,520	96,824	31,550	33,850	11,030	65%
San Antonio Reservoir	45,137	14,708	50,496	16,454	5,358	1,746	89%
Crystal Springs Reservoir	53,386	17,396	58,377	19,022	4,990	1,626	92%
San Andreas Reservoir	17,438	5,682	18,996	6,190	1,558	508	92%
Pilarcitos Reservoir	2,857	931	2,995	976	138	45	95%
Total Local Storage	181,793	59,237	227,688	74,192	45,894	14,955	80%
Total System	1,407,239		1,507,509		100,270		93%

¹ Maximum Hetch Hetchy Reservoir storage with drum gates activated.

² Maximum Cherry Reservoir storage with flash-boards installed. Boards are in.

³ Maximum Lake Eleanor storage with flash-boards installed. Flashboards are currently in.

⁴ Additional Water Bank storage is derived from flood storage encroachment in Don Pedro.

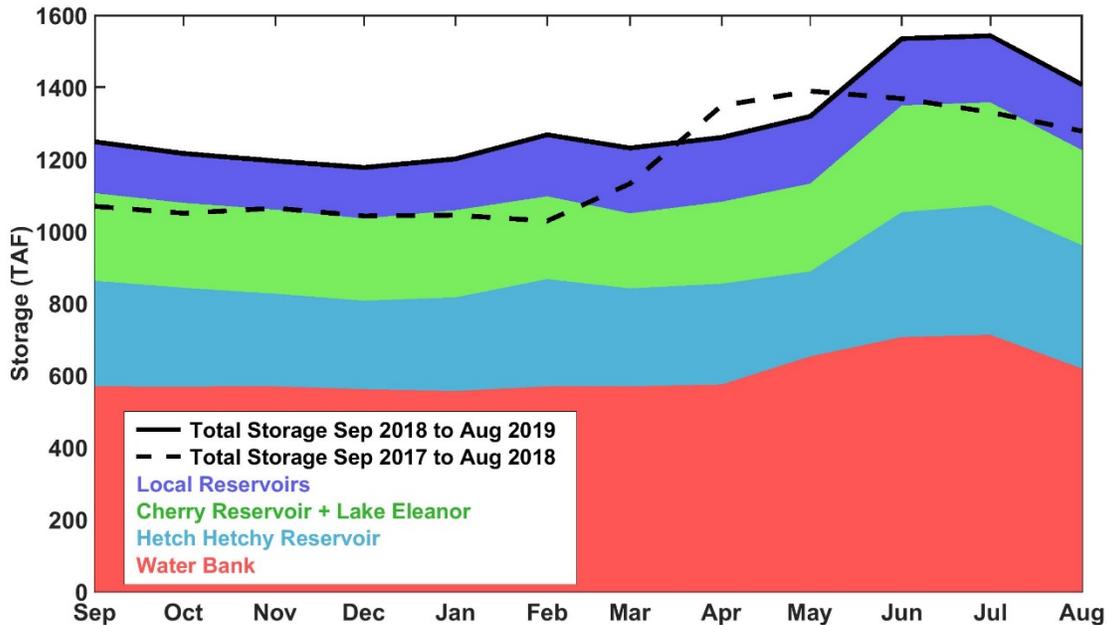


Figure 1: Monthly system storage for past 12 months in thousand acre-feet (TAF). Color bands show contributions to total system storage. Solid black line shows total system storage for the past 12 months. Dashed black line shows total system storage the previous 12 months.

Hetch Hetchy System Precipitation Index

Current Month: The August six-station precipitation index was 0.00 inches, or 0% of the average index for the month. The precipitation index is computed as the average of six Sierra precipitation stations and is an indicator of the overall basin wetness.

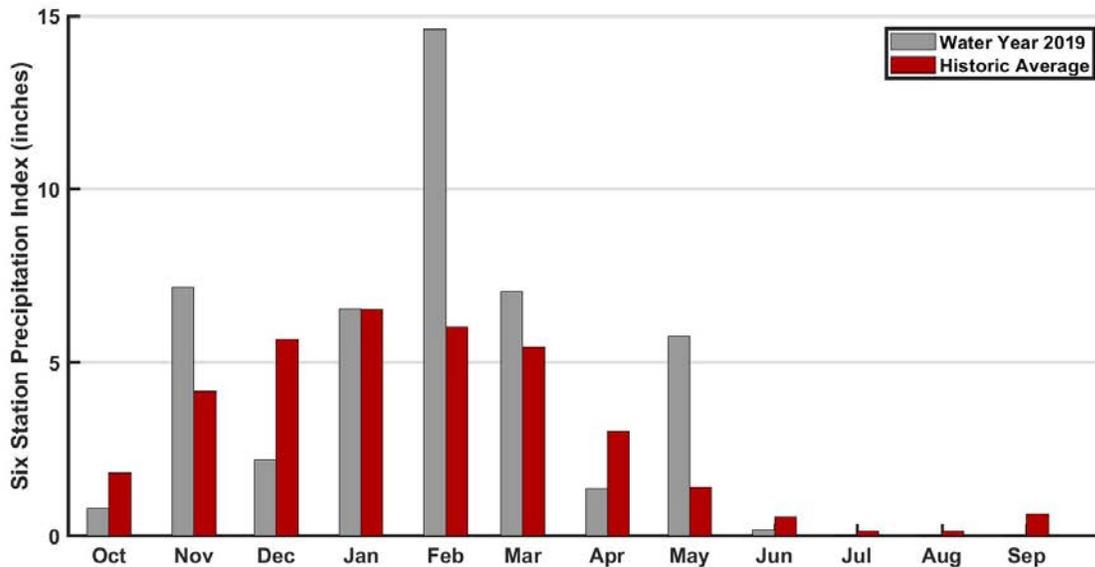


Figure 2: Monthly distribution of the six-station precipitation index as compared to the annual average precipitation for August 2019. The precipitation index is computed as the average of six Sierra precipitation stations and is an indicator of the overall basin wetness.

Cumulative Precipitation to Date: As of September 1st, the six-station precipitation index for Water Year 2019 was 45.63 inches, which is 128% of the average annual water year total. Hetch Hetchy Weather Station received no precipitation in August, for a total of 42.1 inches for Water Year 2019. The cumulative Hetch Hetchy Weather Station precipitation is shown in Figure 3 in red.

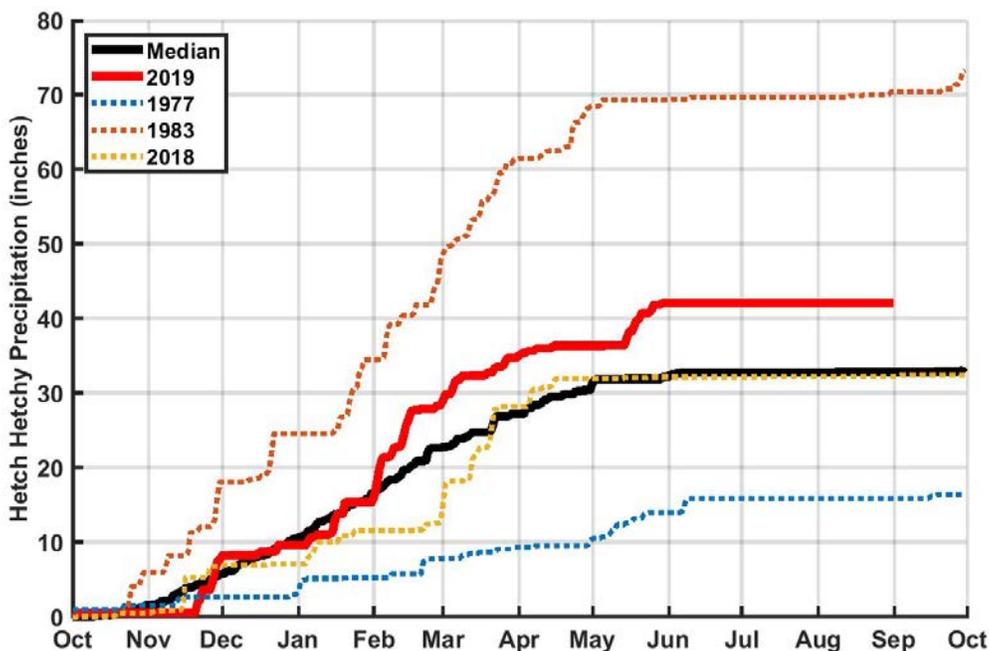


Figure 3: Water Year 2019 cumulative precipitation measured at Hetch Hetchy Weather Station. Median cumulative precipitation measured at Hetch Hetchy Weather Station and example wet and dry years are included with WY 2019 for comparison purposes.

Tuolumne Basin Unimpaired Inflow

Unimpaired inflow to SFPUC reservoirs and the Tuolumne River at La Grange for August 2019 is summarized below in Table 2.

Table 2 Calculated Reservoir Inflows and Water Available to City								
* All flows are in acre-feet	August 2019				October 1, 2018 through August 31, 2019			
	Observed Flow	Median ¹	Mean ¹	Percent of Mean	Observed Flow	Median ¹	Mean ¹	Percent of Mean
Inflow to Hetch Hetchy Reservoir	15,729	6,994	13,698	115%	1,066,146	699,972	732,221	146%
Inflow to Cherry Reservoir and Lake Eleanor	3,096	1,648	3,203	97%	703,073	442,832	450,150	156%
Tuolumne River at La Grange	55,432	15,673	24,312	228%	2,944,386	1,670,349	1,802,942	163%
Water Available to City	105,808	0	1,392	7601%	1,676,042	580,260	763,870	219%

¹Hydrologic Record: 1919-2015

Hetch Hetchy System Operations

Water delivery via the Hetch Hetchy Aqueduct averaged 242 MGD for the month of August.

Hetch Hetchy Reservoir power draft and stream releases during the month totaled 33,898 acre-feet. Total precipitation in Water Year 2019 results in a Water Year Type A (normal to wet conditions) for Hetch Hetchy Reservoir, which will be maintained through the rest of the calendar year. Hetch Hetchy Reservoir minimum instream release requirements for the month of August were 125 cfs. Instream release requirements for September 1-14th are 100 cfs and 80 cfs for September 15-30th.

Cherry Reservoir power generation and valve releases totaled 23,619 acre-feet for the month and were used to maintain seasonal target elevations. The required minimum instream release from Cherry Reservoir was 15 cfs for August and will remain at this rate until the end of September. Required minimum release from Lake Eleanor was 20 cfs and will remain at this rate until the end of September. In August a total of 676 acre-feet of water was transferred from Lake Eleanor to Cherry Reservoir via the Cherry / Eleanor Diversion.

Regional System Treatment Plant Production

The Harry Tracy Water Treatment Plant average production rate for August was 32 MGD. The Sunol Valley Water Treatment Plant status was stand-by for the month, with no production.

Local System Water Delivery

The average August delivery rate was 243 MGD which is a 1% increase above the July delivery rate of 240 MGD.

Local Precipitation

Precipitation totals for the month were consistent with the season climate regime and therefore dry with trace amounts of marine fog-derived precipitation recorded in the Pilarcitos reservoir watershed. The rainfall summary for August 2019 is presented in Table 3.

Weather Station Location	August		Water Year 2019	
	Total (inches)	Percent of Mean for the Month	Total (inches)	Percent of Mean for the Year-To-Date
Pilarcitos Reservoir	0.00	0 %	46.49	124 %
Lower Crystal Springs Reservoir	0.00	0 %	28.88	110 %
Calaveras Reservoir	0.00	0 %	23.07	109 %

Upcountry Water Supply

Total system storage is near 95% as the upcountry and local reservoirs were filled towards the end of runoff. Reservoirs are being managed to maximize storage as the summer season continues. As of September 1st, 1,676,042 acre-feet of water has been available to the City, which is 219% of the water-year-to-date average (Figure 4).

Hetch Hetchy Reservoir is drafting via SJPL deliveries and instream releases. Cherry Reservoir is drafting with instream releases and generation at Holm Powerhouse to meet load and provide recreation flows. Lake Eleanor is drafting with instream release. Water Bank is full and projected to debit starting in late September as upcountry storage is maintained through the fall.

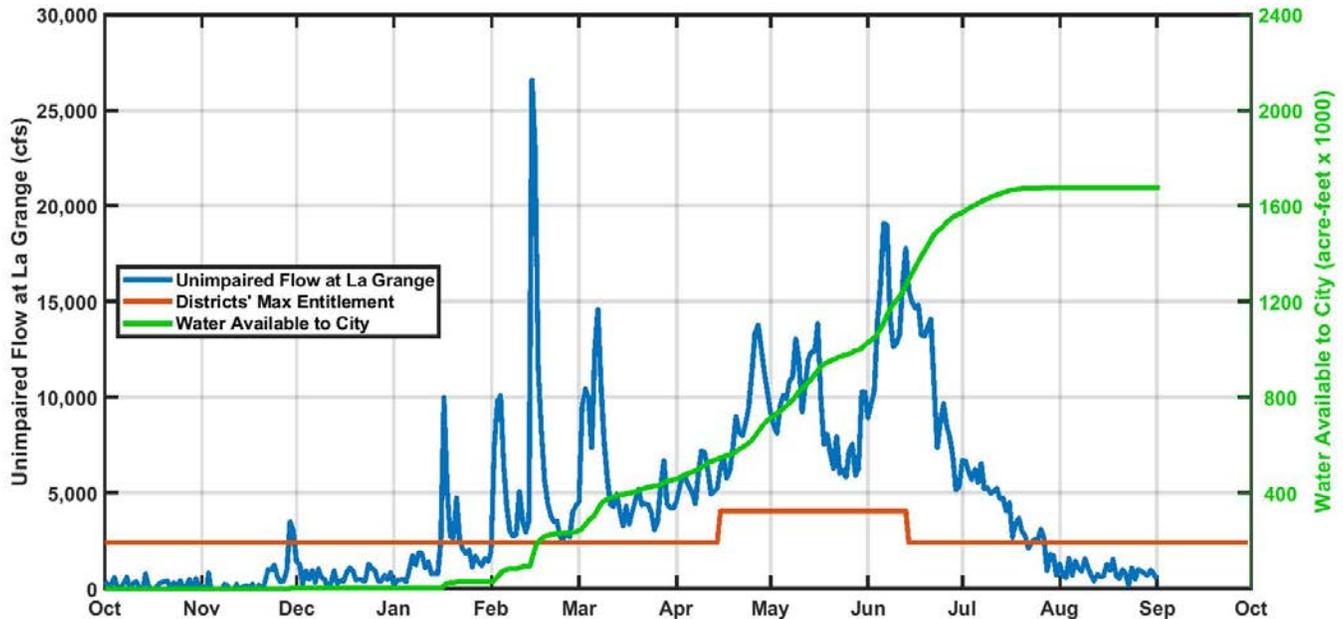


Figure 4: Calculated unimpaired flow at La Grange and the allocation of flows between the Districts and the City. To date there has been 1,676,042 ac-ft available to the city in Water Year 2019.

STAFF REPORT

To: Coastside County Water District Board of Directors

From: Mary Rogren, Assistant General Manager

Agenda: October 15, 2019

Report

Date: October 11, 2019

Subject: Approval of Professional Services Agreement with EKI Environment and Water for Predesign Services for Replacement of Water Lines at Grandview Boulevard, Silver Avenue, Terrace Avenue and Spindrift Way Under Highway 1

Recommendation:

Authorize the General Manager to retain the professional services of EKI Environment and Water (EKI) for Predesign Services for Replacement of Water Lines at Grandview Boulevard, Silver Avenue, Terrace Avenue and Spindrift Way Under Highway 1 in the not-to-exceed amount of \$45,600.

Background:

The City of Half Moon Bay is in the process of completing design work on the Highway 1 Safety - North Project (\$8M) with construction planned to occur over the next 1-2 years. This project includes operational and safety improvements to Highway 1 between North Main Street and Spindrift Way. The project includes lane intersection improvements for signalization at Terrace Avenue, as well as the development of a multi-use trail on the east side of Highway 1 from Main Street North to Spindrift Way.

District Staff believe that the existing pipelines that cross under Highway 1 at the Grandview, Silver, and Spindrift intersections are cast iron (installed pre-1970's), and ductile iron at Terrace (installed early 1970's), but the materials, pipe ages and pipe condition have not been verified. Given the City's reconfiguration of these intersections and their significant investment, the District would like to coordinate timing of replacement of these (4) aging pipelines with the city's project, if replacement of the pipelines is warranted.

This predesign effort is intended to (1) verify existing pipe sizes and materials to establish the need and priority for pipeline replacements; (2) map existing utilities and future Highway 1 improvements; (3) develop and evaluate conceptual jack and bore

STAFF REPORT

Agenda: October 15, 2019

Subject: Approval of EKI Professional Services Agreement – Grandview/Silver/Terrace Sites
Page Two

alignments; and (4) develop a project implementation schedule that considers the timing of the City's Highway 1 Project.

Fiscal Impact:

Cost of \$45,600. This project is new to the Capital Improvement Plan.

2 October 2019

Mr. David Dickson
General Manager
Coastside County Water District
766 Main St.
Half Moon Bay, CA 94019

Subject: Proposal for Predesign Services for Replacement of Water Lines at Grandview Blvd, Silver Ave, Terrace Ave, and Spindrifft Way Under Highway 1
Coastside County Water District, Half Moon Bay, California
(EKI B9-108)

Dear Mr. Dickson:

EKI Environment & Water, Inc. (EKI) is pleased to provide this proposal to Coastside County Water District (District) for predesign engineering services related to the replacement of the existing water lines crossing under Highway 1 at Silver Ave, Terrace Ave, Grandview Blvd, and Spindrifft Way (Project). This proposal is being prepared in response to the District's request on 3 September 2019.

Project Understanding

The District is considering replacing four (4) existing water mains that cross under Highway 1 at Terrace Ave, Silver Ave, Grandview Blvd, and Spindrifft Way in Half Moon Bay, California. Each of these mains connect to the existing 16" DIP transmission main on the west side of Highway 1 and the distribution mains on the east side of Highway 1 (see Figure 1). The District understands that the crossings at Spindrifft Way, Grandview Blvd, and Silver Ave are cast iron pipes and the crossing at Terrace Avenue is ductile iron, but these materials and pipe ages have not been verified. The new Highway 1 crossings would be installed parallel to the existing crossing to allow the existing mains to remain in service and in a steel casing pipe via jack and bore construction in accordance with Caltrans requirements.

The City of Half Moon Bay is currently designing the Highway 1 Safety and Operational Improvements Project (Highway 1 Project) between North Main Street and Spindrifft Way, which includes a new multi-use path from Main to Spindrifft and signalization of Highway 1 and Terrace Avenue. Final design for the City's project started in Summer 2019 and construction is anticipated to begin at the end of 2020. If the pipeline replacements are determined to be needed in the near future, it may be advantageous to construct the new pipelines prior to Highway 1 Project.

This predesign effort is intended to (1) verify existing pipe sizes and materials to establish the need and priority for pipeline replacements, (2) map existing utilities and future Highway 1 improvements, (3) develop and evaluate conceptual jack and bore alignments, and (4) develop a project implementation schedule that considers the timing of the City's Highway 1 Project.

PROPOSED SCOPE OF WORK

EKI will request and review District as-built records and utility maps from all known utility companies within the project area. EKl will also request the latest project plans and utility information gathered for the City's Highway 1 Project. Based on this information, EKl will develop a preliminary site plan for each of the four sites that includes existing utilities, extent of proposed Highway 1 improvements, parcel boundaries, and the Caltrans right-of-way (ROW). EKl will perform a field visit and GPS survey to verify locations of surface features and identify specific issues at each site that may affect construction. As part of these field investigations, EKl will complete utility potholing to confirm the sizes and materials of the existing water mains and verify the sizes and depths of other utilities that could conflict with a new crossing. EKl will update the site plans after the field investigation has been completed.

Based on the completed site plans and potholing data, EKl will assess the priority for replacing each crossing and will develop and evaluate conceptual horizontal alignments of the new water mains and associated jacking and receiving shafts. EKl will develop an implementation schedule for each crossing project that considers the timing of and required coordination with the City's Highway 1 Project and other planned District projects, including the Grandview Boulevard Water Main Replacement Project. EKl will meet with the District to discuss preliminary recommendations. EKl will document the findings and recommendations in a technical memorandum.

Assumptions:

- District will provide available record drawings for water mains and will mark all of their existing water utilities in the 4 project areas.
- GPS survey will be conducted after a USA ticket has been opened and the utilities have been marked for potholing investigation.
- Up to 12 potholes (approximately 3 per site) will be required.

Deliverables:

- Preliminary Site Plans in electronic PDF format.
- Summary Technical Memorandum in PDF format.
- Utility potholing data sheet.

PROJECT SCHEDULE

EKI anticipates that the work will be completed within eight (8) weeks of notice to proceed.

COMPENSATION FOR CONSULTING SERVICES

We propose that compensation for consulting services by EKl be on a time and expense reimbursement basis in accordance with our attached current Schedule of Charges, dated 1 January 2019. Based on the proposed Scope of Work described above, we propose a budget of \$45,600. A detailed breakdown by task is provided in Table 1, attached.

TERMS AND CONDITIONS

Other than the scope of work, budget, and schedule herein, the work will be performed in accordance with our current Agreement dated 20 September 2018.

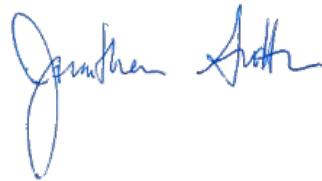
Thank you for the opportunity to work with the District on this project. Please contact Jonathan Sutter at 650-292-9100 with any questions.

Very truly yours,

EKI Environment & Water, Inc.



Stephen A. Tarantino, P.E.
Vice President



Jonathan Sutter, P.E.
Project Manager

Estimated Fee - Predesign Services for Replacement of Water Lines at Grandview Blvd, Silver Ave, Terrace Ave, and Spindrift Way Under Highway 1

Task Order No. 8
Coastside County Water District, Half Moon Bay, California
(EKI B9-108)

TASKS	ESTIMATED HOURLY LABOR				LABOR COST (\$)	OTHER DIRECT COSTS				MARKUP ON DIRECT COSTS 10%	TOTAL DIRECT COSTS	TOTAL		
	EKI Staff					UNIT	QUANTITY	UNIT COST	TOTAL COST			TASK BUDGET TOTALS (\$)	ROUNDED BUDGET TOTALS (\$)	
	Susan Xie	Taylor Allen	Jonathan Sutter, P.E.	Jenn Hyman, P.E.										
	129	129	219	286										
Project Management			4		\$876							\$876		
Contact Local Utilities and Caltrans for As-Builts		8	1		\$1,251							\$1,251		
Coordination with Highway 1 Project		4	2		\$954							\$954		
Site Visit and GPS Survey	10	8	4	4	\$4,342	LS	1	800	800	80	\$880	\$5,222		
Potholing (Assumes 12 Potholes)		4	2		\$954	LS	1	20,000	20,000	2,000	\$22,000	\$22,954		
Prepare Conceptual Site Plans		32	8	4	\$7,024							\$7,024		
Meeting to Discuss Results		4	2		\$954							\$954		
Prepare Summary Technical Memorandum		20	8	4	\$5,476							\$5,476		
Communications Fee (EKI Labor Only)												\$873		
TOTALS:		80	31	12	\$21,831			\$21,831	\$21,831	4%	\$873	\$23,753	\$45,584	\$45,600

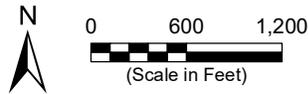


Legend

- ⊗ Gate Valve
- ⊙ Fire Hydrant
- Water Line
- Existing Crossings to be Evaluated

Notes

1. All locations are approximate.



Existing Highway 1 Crossings

Replacement of Water Lines at Grandview Blvd, Silver Ave, Terrace Ave, and Spindrift Way Under Highway 1

Coastside County Water District
 Half Moon Bay, California
 October 2019
 B9-108



Figure 1

Path: X:\B60108\Maps\...012019\09\TrackAndBore_Grandview_proposal.mxd

Proposal/Agreement Date: 11 JUNE 2019

EKI Proposal # B9-085

SCHEDULE OF CHARGES FOR EKI ENVIRONMENT & WATER, INC.¹

1 January 2019

<u>Personnel Classification</u>	<u>Hourly Rate</u>
Officer and Chief Engineer-Scientist	286
Principal Engineer-Scientist	275
Supervising I, Engineer-Scientist	265
Supervising II, Engineer-Scientist	255
Senior I, Engineer-Scientist	243
Senior II, Engineer-Scientist	230
Associate I, Engineer-Scientist	219
Associate II, Engineer-Scientist	205
Engineer-Scientist, Grade 1	191
Engineer-Scientist, Grade 2	180
Engineer-Scientist, Grade 3	165
Engineer-Scientist, Grade 4	146
Engineer-Scientist, Grade 5	129
Engineer-Scientist, Grade 6	113
Technician	104
Senior GIS Analyst	133
CADD Operator / GIS Analyst	118
Senior Administrative Assistant	130
Administrative Assistant	103
Secretary	85

Direct Expenses

Reimbursement for direct expenses, as listed below, incurred in connection with the work will be at cost plus ten percent (10%) for items such as:

- a. Maps, photographs, reproductions, printing, equipment rental, and special supplies related to the work.
- b. Consultants, soils engineers, surveyors, drillers, laboratories, and contractors.
- c. Rented vehicles, local public transportation and taxis, travel and subsistence.
- d. Special fees, insurance, permits, and licenses applicable to the work.
- e. Outside computer processing, computation, and proprietary programs purchased for the work.

A Communication charge for e-mail access, web conferencing, cellphone calls, messaging and data access, file sharing, local and long distance telephone calls and conferences, facsimile transmittals, standard delivery U.S. postage, and incidental in-house copying will be charged at a rate of 4% of labor charges. Large volume copying of project documents, e.g., bound reports for distribution or project-specific reference files, will be charged as a project expense as described above.

Reimbursement for company-owned automobiles, except trucks and four-wheel drive vehicles, used in connection with the work will be at the rate of sixty cents (\$0.60) per mile. The rate for company-owned trucks and four-wheel drive vehicles will be seventy-five cents (\$0.75) per mile. There will be an additional charge of thirty dollars (\$30.00) per day for vehicles used for field work. Reimbursement for use of personal vehicles will be at the federally allowed rate plus fifteen percent (15%).

CADD Computer time will be charged at twenty dollars (\$20.00) per hour. In-house material and equipment charges will be in accordance with the current rate schedule or special quotation. Excise taxes, if any, will be added as a direct expense.

Rate for professional staff for legal proceedings or as expert witnesses will be at a rate of one and one-half times the Hourly Rates specified above.

The foregoing Schedule of Charges is incorporated into the Agreement for the Services of EKI Environment & Water, Inc. and may be updated annually.

¹ Formerly known as Erler & Kalinowski, Inc.

STAFF REPORT

To: Coastside County Water District Board of Directors

From: Mary Rogren, Assistant General Manager

Agenda: October 15, 2019

Report

Date: October 11, 2019

Subject: Contract with Balance Hydrologics for Denniston/San Vicente Stream Gaging, Groundwater Monitoring, and Data Analysis

Recommendation:

Authorize the General Manager to enter into a contract with Balance Hydrologics, Inc. for Water Year 2020 stream gaging, groundwater monitoring, and data analysis for the Denniston Creek and San Vicente Creek watersheds for an estimated time-and-materials cost of \$96,935.

Background:

Quantifying the amount of water available for diversion from Denniston and San Vicente Creeks is vitally important to the District's efforts to secure its water rights on those streams. Balance Hydrologics (Balance) has provided stream gaging, monitoring, and analysis services to the District starting with Water Year 2011 (WY11 - October 1, 2010 to September 30, 2011). Balance's proposal dated September 30, 2019 (Attachment A) covers WY20 continuation of gaging and analysis services for stations on Denniston and San Vicente Creeks, and groundwater monitoring.

Fiscal Impact:

Cost of \$96,935 is included in the Capital Improvement Program for Denniston/San Vicente.



September 30, 2019

David Dickson, General Manager
Coastside County Water District
766 Main Street
Half Moon Bay, CA 94019-1995

RE: Proposal to gage Denniston Creek, San Vicente Creek and monitor inactive wells, Water Year 2020

Dear Mr. Dickson:

It is our pleasure to provide you with this letter proposal containing our recommended scope to continue surface-water monitoring in Denniston and San Vicente Creeks, and groundwater in the alluvial aquifers adjoining Denniston and San Vicente Creeks. This proposal encompasses continuation of the Water Year 2011 (October 2010-September 2011, WY2011) through WY2019 into WY2020 of baseline stream gaging. Results will extend the flow record which will help the Coastside County Water District (CCWD) evaluate (a) streamflow availability and (b) meet regulatory-staff expectations – both for the CCWD ongoing EIR process and for eventually perfecting of your water rights -- and (c) in this case, basic streamflow and geomorphic characterization, such that CCWD can plan a program of diversions most compatible with the uniquely persistent flows of the watersheds drawing from the deeply-weathered granitics of the Montara Mountain watersheds, (as described in our previous reports). Extending the monitoring period will facilitate CCWD's environmental and permitting process and will be beneficial for assessing diversion strategies that meet your expectations for yield and for site-appropriate watershed protection.

In WY2019 we (a) continued monitoring five stream gages, (b) suspended monitoring at one stream gage, at Pilarcitos (PCBW), (c) relocated two stream gages, at Denniston Creek above diversion (DCAD) and San Vicente at Etheldore St. (SVAE)¹, and (d) concurrently monitored water levels (and salinities) in three wells, plus three piezometers, and in Pillar Point Marsh, such that interaction of streamflow and groundwater conditions may be better described. Please see attached Figure 1.18 that shows past and current monitoring locations.

In WY2020 we will (a) continue monitoring five stream gages, (b) and concurrently monitoring water levels (and salinities) in three wells, three piezometers, and in Pillar Point Marsh, such that interaction of streamflow and groundwater may be better described (see Work Scope, below).

¹ SVAE is still located at the upstream face of the Etheldore St. bridge but was moved to the north end of the bridge as a result of sedimentation around the crossing.

Mr. David Dickson
9/30/2019
Page 2

To address the objectives of this work, we present a technical scope of work outlined under the following tasks:

1. *Water Year 2020 stream gaging and monitoring*
2. *Draft and final water year 2020 reporting*
3. *Golden Gate National Recreation Area (GGNRA) permit compliance reporting*
4. *Other studies not presently part of the scope of work which you may request and authorize.*
5. *Project administration*

The next several paragraphs elaborate on this proposed approach.

Work Scope

Task 1. Water Year 2020 monitoring

The water year 2020 monitoring effort will include (a) approximately monthly site visits to the six gaging locations to collect baseline data, (b) approximately quarterly visits to monitor groundwater levels (and salinities) at three wells, three piezometers, and in the Pillar Point Marsh, and (c) 3-4 visits during storms.

Monthly streamflow measurements

The measurements must conform with the requirements of the Division of Water Rights, as put forth below. Monthly visits allow us to calibrate flow measurement at stations by performing a flow (discharge) measurement and a staff plate (gage height) readings. During quarterly visits we will also download data from the levelloggers (San Vicente above diversion) and make channel observations (such as new high-water marks, bed conditions, and changes in the riffles and/or logs which control flow at the various gages), plus perform maintenance and calibration. During winter storms when flows are elevated, we will make supplemental field visits to measure flow and other observations (i.e. identify high-water marks, field-meter and qualitative observations of water quality, when minor logjams form and dissipate, etc.). These visits are required to complete the stage-to-discharge rating curve(s) through the highest flows observed. In the office, we will calculate the flow, enter the information into the station log, plot the data on a stage-to-discharge rating curve, add the downloaded data to the station spreadsheet, and reduce the data to daily mean flow values.

We recommend continuation of the low-flow synoptic measurements at the former DCBD locations to characterize potential gains and losses between the reservoir and mouth of Denniston Creek at station DCAD (above Denniston Reservoir, at the water treatment plant bridge).

Presently the preliminary station data are made available via our real-time system on the Balance Hydrologics website for the four real-time stations, SVAE, SVCA, DCAD and DCBC. This feature provides real-time information to both the CCWD staff and Balance staff. You have chosen to make some of this information available to the community at large, such that GGNRA and resource-agency staff as well as residents of the area can come to better understand the local streams. Finally, in addition to CCWD uses of the real-time data portal, having this information available remotely will continue to improve winter monitoring, and allows us to continue to monitor in a more cost-effective manner.

Mr. David Dickson
9/30/2019
Page 3

Storm streamflow measurements

Due to the highly mobile sandy beds on both Denniston Creek and San Vicente Creek, gaging these creeks is particularly challenging relative to channels that have more stable bedrock, cobble-boulder, or even gravel beds. To meet this challenge, we will continue to regularly visit the sites, particularly during high flow events. The real-time record also allows us gage more precisely and b) refine our formal flow-rating curves for stations on both Denniston Creek and San Vicente Creek. In recent years, monitoring has focused on developing the low end of the rating curve. During WY20 we will continue to refine the low end of the rating curves, but also refine the high end of the rating curves, getting better estimates of flow during storm or post-storm runoff, when diversions can most easily be accommodated with minimal environmental effects. This is particularly important for the new and re-located stations, such as Denniston above the diversion (DCAD) and San Vicente at Etheldore St. (SVAE). As such, we will continue to make regular site visits at intervals of about a month throughout the year, in addition to a number of planned storm visits.

Measuring shallow groundwater and surface-groundwater interaction

Each of the three monitoring wells (Inactive wells 4, 7, and 9) is currently equipped with a levellogger that records water level and temperature every hour. In addition, we suggest that you continue to monitor the three-piezometer nest (three co-located piezometers screened at staggered depths) located at the north flank of West Avenue at Pillar Point Marsh. The three piezometers, initially constructed in 1989, have been cleaned out and have been instrumented for the past 6 years. These data help us to identify the lower boundary condition for the shallow aquifer system adjacent to San Vicente and Denniston Creeks.

This task provides time for us to measure depth-to-water and specific conductance in the three monitoring wells and three Pillar Point Marsh piezometers and download data during four quarterly site visits. In the office, we will enter the information into the station log, add the downloaded data to the station spreadsheet, calibrate and plot the hourly data. We will develop graphics comparing the water levels in each of the wells, and rate at which the water table is recharged during storms or falls during the summer months.

Deliverables: Raw data used to develop a record of daily mean flow and temperature for each of the six stations and posted near-real-time to public and/or operational websites; raw data that may be used to develop a record of daily mean water level and temperature for each of three CCWD monitoring wells and Pillar Point Marsh piezometers.

Task 2. Draft and final water year 2019 reporting

We will summarize and explain the basic hydrologic findings in a water year 2020 report. The written report will include a summary form for each station tabulating the daily mean data and identifying station descriptors and plots of the data and rating curves, and water surface time series data for the monitoring wells. This is a data report. In-depth interpretation will be reserved and authorized separately should it become necessary for further feasibility, EIR or regulatory efforts. We will submit the draft report to you, and prepare a final report responding to your comments.

Mr. David Dickson
9/30/2019
Page 4

Deliverable: Draft report in Microsoft Word. Final report pdf, plus an editable copy of the draft in Word.

Task 3. Permit compliance reporting

Since 2016, GGNRA manages much of San Vicente and Denniston Creek watersheds. CCWD is now required to submit data reports as part of the scientific sampling permit which GGNRA has issued to you. The data reports are submitted for one gage on San Vicente Creek (SVAD) and one gage on Denniston Creek (DCAD), all of which are within or adjacent to GGNRA jurisdiction. We will prepare the annual data forms for submittal by CCWD.

Deliverable: Cover letter permit compliance submittal with forms and table attachments.

Task 4. Tasks to be authorized during the year, if any.

Given other regulatory initiatives in the area, it is possible that other work may be needed during the course of the water year. If and as you ask for additional services, we will track these as tasks 4a, 4b, etc., so that you have total clarity on what these additional assignments may cost. We appreciate the trust that has developed between CCWD and Balance and want to be sure you are able to understand and track such costs.

Task 5. Project administration

This task provides time to help schedule and administer the project in a way that best helps you and us regularly track schedule and budget.

Anticipated Costs

Our estimates of staff assignments and level of effort for each task are shown in Table 1. The estimated total costs to complete this work are shown at the bottom of Table 2. In addition, Table 2 covers expenses not allocated to individual tasks, such as mileage. The rental fees include modem line fees (anticipated to be \$30/month for real-time sites) and travel and equipment fees (anticipated to be approximately \$1500/year), and the occasional purchase of hardware to repair gaging stations damaged by floods, winds, or wildlife.

As is customary for field-related jobs, our costs also include a 10% contingency allowance. The contingency allows for a smoother absorption of additional costs beyond our control which inhibit the efficient completion of our work. Examples of situations that might require use of the contingency allowance are repair and/or replacement of hydrologic equipment or data damaged by high flows, earthquakes or other “Acts of God”, changes requested by your staff or a landowner, a very wet year requiring additional visits, or shifts in regulatory requirements and lost samples due to lab or shipping company errors. A breakdown of rental costs associated with this project is available upon request. We have also assumed that CCWD will continue to help obtain ready access to the gages and wells.

We have made every effort to minimize the impact of these changes by allocated staff hours in a prudent, technically sound, but cost-effective manner. The monitoring budget has been spread among billing categories to account for a range of the staff we expect to be available.

Mr. David Dickson
9/30/2019
Page 5

Although we have made our best effort to provide an accurate estimate to you, our work is done on a time-and-expense basis, so costs could be somewhat higher or lower than these estimates.

Anticipated Schedule

We will begin drawing from this budget as WY19 ends (Sept. 30, 2019) to cover our preparations already undertaken for the beginning of the 2020 water year and bill you once it has been approved by your Board of Directors. We will conclude monitoring on September 30, 2021. We will provide a completed draft report to the District in a timely manner. If needed earlier for regulatory purposes, we will attempt to adjust as needed for reporting.

Proposed Project Staff

Barry Hecht will continue as the Principal in charge, and act as senior reviewer. Eric Donaldson will serve as project manager. John Hardy will serve as deputy project manager. Field hydrologists Eric Donaldson, John Hardy, Emma Goodwin, Mark Woysner, and Gustavo Porras (from Balance's Berkeley office), and Jason Parke and Chelsea Neill (Santa Cruz office) have been servicing the stream gaging stations and wells and working with the data; they will continue to do so. Other staff may be called upon during winter storm flow monitoring. We have assigned more field staff to this project than usual, so that storm assignments can be discharged either from Berkeley or Santa Cruz, since access to this part of San Mateo County can be problematic during winter weather.

Registration

Work will be conducted under active State of California registration, as required under the State's Business and Professional Code. The Division of Water Rights has recently tightened its enforcement of active registration for hydrological reports.

Mr. David Dickson
9/30/2019
Page 6

Closing

Thank you for asking that we prepare this proposal. We appreciate the opportunity to continue the streamflow gaging and monitoring groundwater through the next water year and look forward to supporting your water information needs through the ongoing and future work.

Please let us know if you have questions, or suggestions, or if your needs and schedule differ from our assumptions, above.

Sincerely,

BALANCE HYDROLOGICS, INC.

Eric Donaldson, P.G.
Project Manager

John Hardy
Project Hydrologist

Barry Hecht, CEG, CHg
Senior Principal

Encl. Figure 1.18 Site map: Past and current gaging locations
Tables 1 and 2 for WY2020

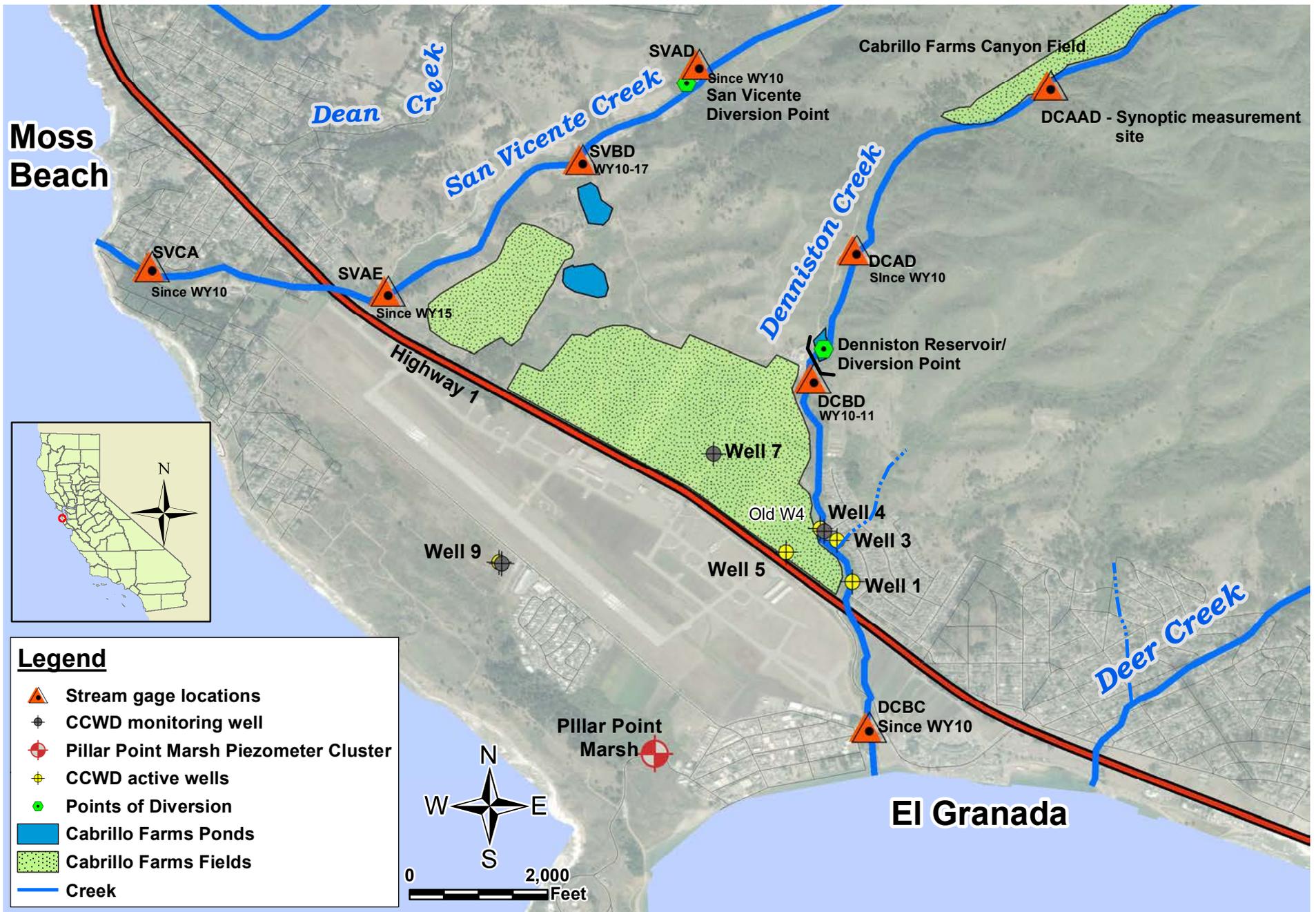


Figure 1.18. Hydrologic setting and monitoring locations within the Airport Aquifer, Coastside County Water District, San Mateo County, California.

**Table 1. Anticipated Staff Hours by Task
220057 Coastside County Water District Hydrologic Monitoring, WY2020**

Task Number and Description	Sr. Principal	Senior Professional	Project Professional	Sr. Staff Professional	Staff Professional	Assistant Professional	GIS Sr Analyst	Sr. Proj Admin	Sr. Report Specialist	Labor Costs For Task
	Hourly Rate	\$245	\$190	\$175	\$160	\$135	\$125	\$125	\$90	
Task 1. Water Year 2020 monitoring	20	20	90	100	100	60				\$61,450
Task 2. Draft and final water year 2020 reporting	14		18	8	45	20	10		16	\$19,045
Task 3. Permit compliance process	1		3						1	\$855
Task 4. Additional tasks, if any, to be authorized.	No work presently authorized									
Task 5. Project administration	1		10		2			12		\$3,345
Subtotal Hours	36	20	121	108	147	80	10	12	17	
Total Hours	551									

Notes:

Total Labor \$84,695.00

Expenses from Table 2 \$3,428.00

Contingency from Table 2 \$8,812.30

GRAND TOTAL \$96,935.30

Table 2. Estimated Costs

220057 Coastside County Water District Hydrologic Monitoring, WY2020

Professional Fees	Rate	Hours	Allocation
Sr. Principal	\$245	36	\$8,820.00
Principal	\$210	0	\$0.00
Senior Specialist	\$195	0	\$0.00
Senior Professional	\$190	20	\$3,800.00
Project Professional	\$175	121	\$21,175.00
Senior Staff Professional	\$160	108	\$17,280.00
Staff Professional	\$135	147	\$19,845.00
Assistant Professional	\$125	80	\$10,000.00
Junior Professional	\$115	0	\$0.00
GIS Senior Analyst	\$125	10	\$1,250.00
GIS/CADD Specialist	\$115	0	\$0.00
Senior Project Administrator	\$90	12	\$1,080.00
Senior Report Specialist	\$85	17	\$1,445.00
Technical Typist	\$85	0	\$0.00
Hydrologic Technician	\$75	0	\$0.00
Labor Subtotal (Table 1)			\$84,695.00
Expenses			
Direct Expense Estimates			
Mileage	1700 miles @	\$0.64	\$1,088.00
Equipment Costs (Sampling gear during site visits, e.g, flow meter, etc.)			\$800.00
Phone Line fees for Modem (4 stations @ 12 mo)	@	\$30/mo	\$1,440.00
Reimbursable Costs			
Other Travel, Subsistence	trips @		\$0.00
Express Mail, Deliveries			\$0.00
Maps and Aerial Photos			\$0.00
Outside Copying, Blueprint			\$0.00
Outside Consultants			\$0.00
Analytical Laboratory Fees			\$0.00
Materials and Supplies			\$100.00
Permits, Licenses or Agency Inspection fees	<i>client responsibility</i>		\$0.00
Printing			\$0.00
Other			\$0.00
Expenses Subtotal			\$3,428.00
ESTIMATED TOTAL			\$88,123.00
Contingency			\$8,812.30
TOTAL w/ CONTINGENCY			\$96,935.30

Notes

Additional costs may be incurred if the instrumentation network is destroyed or damaged by a high-recurrence storm.

Project-related expenses will be bill at cost plus 7.5%; including work by outside consultants and analytical or testing laboratories.

STAFF REPORT

To: Coastside County Water District Board of Directors

From: James Derbin, Superintendent of Operations

Via: Dave Dickson, General Manager

Agenda: October 15, 2019

Date: October 11, 2019

Subject: Denniston Water Treatment Plant and Pump Station Standby Generators Project Procurement of Equipment

Recommendation:

Authorize the General Manager to purchase two standby generators with Automatic Transfer Switches for the Denniston Water Treatment Plant and Booster Pump Station for a not-to-exceed amount of \$213,000.

Background:

In March 2019, the Board approved a professional services agreement with TJC and Associates (TJCAA) for \$50,000 for design, engineering and bid documentation services to procure and install two standby generators with Automatic Transfer Switches (ATS) at the Denniston Water Treatment Plant (WTP) and Booster Pump Station. This project will better prepare the District to be able to run the Denniston WTP during an extended power outage.

The engineering procurement specifications and design work were recently completed, and staff has solicited bids for procuring the generators and ATSS rather than pay the contractor markup for the equipment. This equipment has a lead time of 14-16 weeks.

Staff solicited bid pricing from Sourcewell, (Formerly NJPA), a Joint Powers Authority that serves government agencies with competitive bidding contract pricing to the member agencies for a variety of equipment and services. See Attachment A for a copy of the Cummins bid (\$213,000 including tax) and Attachment B for a copy of the Sourcewell Request for Proposals (RFP) "Comment and Review" document. Cummins West brand generators were specified for this project so they will match the generators the District currently owns and operates.

Staff plans to separately go to bid for the installation of the generators and ATSS and will bring the winning bid to the Board for approval at a future meeting. The Engineers' estimate for installation is \$200,000.

Fiscal Impact:

Total cost for the project is approximately \$460,000. Funding for this project is included in the District's Capital Improvement Program (approved June 2018) in the amount of \$450,000.



Cummins

Attachment A

1939 Deere Ave
Irvine, California, 92606

Project: Denniston WTP and Pump Station Standby **Quotation No:** 41666
Generators

Coastside County Water District
766 Main St
Half Moon Bay, California, 94019

Main: 650-726-4405

Thank you for your request. We are pleased to quote as follows.

Item	Notes	Description	Qty	Unit Price	Ext Price
1	a	Genset-Diesel (WTP): 60Hz,150kW U.S. EPA, Stationary Emergency Application Genset-Diesel, 60Hz,150kW Duty Rating-Standby Power Listing-UL 2200 NFPA 110 Type 10 Level 1 Capable IBC Seismic Certification Seismic Anchor Calculation Emissions Certification, EPA, Tier 3, NSPS CI Stationary Emergency Enclosure-Aluminum,Sound Att,Level 2, w/Exh System Enclosure Distribution Panel, Lights, and Outlets Voltage-120/240,3 Phase,Delta,4 Wire Alternator-60Hz,12L,240/120V,120C,40C amb Generator Set Control-PowerCommand 2.3 Exciter/Regulator-Pmg, 3 Phase Sensor Engine Governor-Electronic, Isochronous Only Display Language-English Meters-AC OutputAnalog (kVA) Gauge-Oil Pressure Stop Switch-Emergency Relays-Auxiliary, Quantity 2, (25A-15V DC)/(10A-30V DC) Control Mounting-Left Facing Heater-Alternator, 120 Volt AC Load Connection-Single CB or EB or TB-Bottom Entry, Right CB,Loc A,200A-600A,3P,LSI,600VAC,100%,UL Enclosure Color-Green,Aluminum Enclosure Enclosure - Wind Load 180MPH, ASCE7-10 Fuel Tank-Regional, 2 Wall, Sub Base, 24Hr Minimum Alarm Panel-High Fuel Box-Spill Containment, 5 Gal, Lockable Extensions Kit-Fuel Tank Vents, 12 ft Mechanical Fuel Gauge Switch-Low, 40% Fuel Switch-High, 90% Fuel Separator-Fuel/Water Valve-Fuel Tank, Over Fill Protection, 95% Switch-Fuel Tank, Rupture Basin, Installed Skidbase-Housing Ready Engine Starter - 12 VDC Motor Battery Charging Alternator-Normal Output Engine Cooling-High Ambient Air Temperature Shutdown-Low Coolant Level Extension-Engine Coolant Drain Engine Coolant-50% Antifreeze, 50% Water Mixture Coolant Heater, Cold Ambient Engine Air Cleaner-Normal Duty Engine Oil Test Record-Safety Shutdowns Test Record-Certified Test-Varied Load,2hour,2 Step	1		



Item	Notes	Description	Qty	Unit Price	Ext Price
		Test Record-Strip Chart Genset Warranty- Base Literature-English Packing-Skid, Poly Bag Ship Loose-Green SL2 Baffle Ship Loose- Vent Kit A Rack-Battery Extension-Oil Drain Annunciator-Panel Mount With Enclosure (RS485) Battery Charger-10Amp,120/208/240VAC,12/24V,50/60Hz BATTERY GROUP 4D: C4D KIT,FUEL SYSTEM KIT,ENCLOSURE (SL2 Duct) O & M manuals Spare Parts Freight			
2	a	Diesel Genset (PS): 60Hz-250kW U.S. EPA, Stationary Emergency Application Genset-Diesel,60Hz,250kW Duty Rating-Standby Power Listing-UL 2200 Certification-Seismic, IBC2000, IBC2003, IBC2006, IBC2009, IBC2012 Seismic Anchor Calculation Emissions Certification, EPA, Tier 3, NSPS CI Stationary Emergency Enclosure-Steel,SndAtt,Level 2,Base Mtd,w/ExhSys Voltage-277/480,3 Phase,Wye,4 Wire Alternator-60 Hz, 12 Lead, Limited Range, 125/105C Generator Set Control-PCC 2100 Exciter/Regulator-Pmg, 3 Phase Sensor Engine Governor-Electronic, Isochronous Only Display Language-English Display-Control,Graphical Meters-AC Output,Analog Stop Switch-Emergency Alarm-Audible, Engine Shutdown Control Mounting-Left Facing Heater-Alternator, 120 Volt AC CB or EB or TB-Right Only Circuit Breaker-600A,Right CB on Right side,3-Pole, UL 600,IEC 690, 100% CB or EB or TB-Bottom Entry, Right Enclosure Color-Green,Steel Enclosure Listing, ULC-S601-07 Distribution Panel-Prewired AC Features ServiceReceptacle-120V,20A,ExternalGFCI,NEMA 5-20R Enclosure Lighting Alarm-High Fuel Fill Separator-Fuel/Water Engine Starter-24 VDC Motor Battery Charging Alternator-Normal Output Engine Cooling-High Ambient Air Temperature Shutdown-Low Coolant Level Engine Coolant-50% Antifreeze, 50% Water Mixture Coolant Heater-120 Volt Ac, Single Phase Engine Air Cleaner-Normal Duty Engine Oil Test Record-Strip Chart Test-Variied Load,2hour,2 Step Test Record-Safety Shutdowns Test Record-Certified Test - Witness Genset Warranty- Base Literature-English Packing-None, Base Mounted Housing Annunciator-Panel Mounted With Enclosure (RS485) Battery Charger-10Amp,120/208/240VAC,12/24V,50/60Hz	1		



Item	Notes	Description	Qty	Unit Price	Ext Price
		BATTERY GROUP 34: C34-HC O & M manuals Fuel Tank-Subbase,500 Gallon,UL142 Compliant Spare Parts Spill Bucket, 5 Gal Round, Internal, No Lid Freight Fuel Tank Vent Extension Fuel Overfill Prevention System, 24VDC gensets, audible & shutoff			
3	a	ATS-A: 600A Transfer Switch-Onan,PwrCmd,600 Amp Application-Utility To Genset Listing-UL 1008/CSA Certification Certificate-IBC Seismic Frequency-60 Hertz System-3 Phase,3 Wire Or 4 Wire Voltage-480 Vac Cabinet-Type 4X Stainless Display-Digital Module-Relay Signal Transfer Switch Warranty - Yr 0-2: Parts, Labor and Travel; Yr 3-5: Parts Only; Yr 6-10: Main Contacts Only Poles-4 Control-Transfer Switch,Level 2 Interface-Communications Network,FTT-10	1		
4	a	ATS-B: 400A Application-Utility To Genset Listing-UL 1008/CSA Certification Certificate-IBC Seismic Frequency-60 Hertz System-3 Phase,3 Wire Or 4 Wire Voltage-240 Vac Cabinet-Type 4X Stainless Display-Digital Module-Relay Signal Transfer Switch Warranty - Yr 0-2: Parts, Labor and Travel; Yr 3-5: Parts Only; Yr 6-10: Main Contacts Only Transfer Switch-Onan,PwrCmd,400 Amp Poles-4 Control-Transfer Switch,Level 2 Interface-Communications Network,FTT-10	1		
5	e	Start & Test 150 C150D6D:PS 24 Hour Tank Test, WTP 24 Hour Tank Test, PS Operator Training, WTP Operator Training, Pre Start & Test, Install Batteries (grp 31 down), Start & Test, 2 Hour Load Bank Test, Fuel Tank Test 250 DQDAA:Pre Start & Test, Install Batteries (grp 4D up), Start & Test, 2 Hour Load Bank Test, Fuel Tank Test	1 1		
6	-	Preventative Maintenance Agreement Semi-Annual Maintenance 2 Years Contract Product Under PMA 150 C150D6D 250 DQDAA	1 1		

Grand Total: \$194,954.00
Total Does Not Include Sales Tax

Cummins Terms & Conditions

NOTES

Please use this as a reference for the "note" column in the quote.

a. Factory Assembled.



- b. Assemble at Cummins facility.
- c. Shipped loose items. Assemble/Install by Cummins at Job Site.
- d. Shipped loose items. Assemble/Install by customer at Job Site.
- e. Start and Test performed by Cummins.
- f. Start and Test performed by customer.

This quote is based on written specifications Sections 263200 & 263623, and single line diagram E-2, with the following exceptions and clarifications.

EXCEPTIONS

Offloading, installation, permits, fuel, and fuel for testing are to be provided by others.

1.1,A,9: Storage at Cummins facility is limited to six months. Any additional storage will incur storage fees to be paid by the customer.

1.6,B: Cummins takes exception to this section. Inspection will occur after EC installs generator during "Pre Start & Test". Installation Assistance is not included, as we are not contractors. Additionally this will add unnecessary cost to the customer without bringing value. Four hours of training is set for each generator; this is sufficient to instruct owner's operation.

1.7,A: Specifications are not clear on service interval. Cummins offers semi annual service for two years.

1.10,A: DPF Spare parts are not included.

1.12: Signs are to be provided by others.

2.4,A: Spill buckets are five gallon.

2.4,A: Fuel tank pressure test will be conducted on site, after installation; not at Cummins facility.

2.4,B: Batteries are lead acid type.

2.4,I: Generator enclosure for WTP is aluminum.

2.5,1: Controls are inside generator enclosure.

3.1: Witness testing not available for WTP generator.

3.2: Cummins takes exception to this section entirely. Our shops in California are not set up to perform the specified tests. Quality tests will be performed at Cummins factory in Fridley MN as described in section 3.1.

ADDERS:

150kW Diesel Particulate Filter: Add \$51,500*

250kW Diesel Particulate Filter: Add \$63,550*

*If a DPF is needed, lead time will increase by two weeks.

INTERNATIONAL BUILDING CODE (IBC) CERTIFICATION

The products in this quotation identified as meeting the requirements of the 2009 IBC have been certified by their respective manufactures via a combination of analytical testing and shaker table testing. Not all products have been shaker table tested.

OFFICE OF STATEWIDE HEALTH PLANNING AND DEVELOPMENT (OSHPD)

OSHPD seismic requirements are continuing to evolve. Please contact Cummins for the most current requirements for meeting OSHPD applications.

SELECTIVE COORDINATION FOR NATIONAL ELECTRIC CODE (NEC) ARTICLE 700 AND 701 LOADS

Cummins generators are equipped with the manufacturer's recommended circuit breaker. Information regarding this device can be supplied upon request. This quotation is not valid if any changes to this circuit breaker(s) is required to coordinate with other devices in the electrical distribution system. If changes are required, the customer must provide a copy of the coordination study listing the manufacturers part number of the disconnect device to be supplied with the generator and a revised quotation will be issued

TRANSFER SWITCH WITHSTAND AND CLOSE RATINGS



Transfer switch(es), if included in this quotation, require a withstand and closing rating (WCR) capable of meeting the available upstream fault current (kAIC). The WCR may be based on a specific breaker rating or a time-based rating, and it is the responsibility of a qualified facility designer or engineer to verify compatibility. In the event that the proposed transfer switch(es) are not compatible, the transfer switch(es) will need to be re-quoted to ensure compatibility. A full listing of the WCR can be provided upon request and will be included as part of the submittal package.

LEAD TIME

Submittals

Typical submittal lead time is 2 weeks after receipt of purchase order.

Equipment

Current lead-time is 11-13 weeks after submittal approval and release for production.

CUMMINS STANDARD EXCLUSIONS

Exhaust System

All off-engine piping, hangers, flanges, gaskets, bolts, insulation, other materials and labor to install.

Fuel System

All fuel piping and materials not limited to; supply, return, venting, valves, coolers, filters, pumps, fittings, primary fuel regulator, storage tank & senders, external to genset package. All fuel for testing and initial fill. Fuel tank vent extensions and flame arrestors unless specifically listed in the Bill of Materials.

Cooling System

Intake louvers, exhaust louvers, air dampers, sheet metal ducting, flex adapters, sound attenuators/baffles. All off engine piping, flexible connections, labor and coolant for remote cooling systems.

Electrical

All off-engine wiring, field terminations of wiring, and lugs other than those detailed in our submittal.

Mounting

Mounting bolts and anchors. Vibration isolators (if included) may be shipped loose for installation at the jobsite by others. Seismic engineering calculations.

Electrical Testing

Not limited to InterNational Electrical Testing Association (NETA), infrared scanning, harmonic content or other independent agency testing of switchgear, switchboards, protective relays, circuit breaker, electrical coordination studies, arc flash studies and reactive load site testing.

Environmental Testing

Environmental Protection Agency (EPA), local air quality district or other Authority Having Jurisdiction (AHJ), including acoustical.

Programming

All protective relay settings, breaker settings, PLC programming or other user configurable device programming.

Documentation

Electronic submittals and operation and maintenance manuals will be provided. Printed copies are available upon request, additional charges may apply.

Miscellaneous

Site specific labeling. Exhaust backpressure, airflow restriction or vibration analysis

Design

Cummins is not responsible for system design or engineering and does not guarantee system performance standards. Cummins will supply documentation and reasonable assistance to others responsible for system engineering, design and performance.

Taxes and Permit



Any applicable sales tax, permits, fees, licenses.

Bonds

Any bid bond, payment or performance bond or other type of bond.

All items listed above are excluded and will only be supplied by Cummins if agreed upon, in writing, by a sales representative for Cummins.

CUMMINS STANDARD TERMS AND CONDITIONS FOR SALE OF POWER GENERATION EQUIPMENT

Purchase Orders must be made out to 'Cummins Inc', reference the Cummins quotation number and must be acknowledged in writing by Cummins to be deemed accepted. Purchase Orders must include a requested delivery date.

These Terms and Conditions for Sale of Power Generation Equipment, together with the Quote, Sales Order, and/or Credit Application on the front side or attached hereto, are hereinafter referred to as this 'Agreement' and shall constitute the entire agreement between the customer identified in the quote ('Customer') and Cummins Inc. ('Cummins') and supersede any previous representation, statements, agreements or understanding (oral or written) between the parties with respect to the subject matter of this Agreement. In the event of any inconsistency between this Agreement and any purchase order or document produced or delivered by Customer, the terms and conditions of this Agreement shall take precedence.

SCOPE. Cummins shall supply power generation equipment and any related parts, materials and/or services expressly identified in this Agreement (collectively, 'Equipment'). No additional services, parts or materials are included in this Agreement unless agreed upon by the parties in writing. Any Quote is valid for 60 days. The price is firm provided drawings are approved and returned within 60 days after submission and ship date is not extended beyond published lead times. Any delays may result in escalation charges. A Sales Order for Equipment is accepted on hold for release basis. The Sales Order will not be released and scheduled for production until written approval to proceed is received. A Quote is limited to plans and specifications section set forth in the Quote. No other sections shall apply. Additional requirements for administrative items may require additional costs. The Quote does not include off unit wiring, off unit plumbing, offloading, rigging, installation, exhaust insulation or fuel, unless otherwise stated.

SHIPPING; DELIVERY; DELAYS. Unless otherwise agreed in writing by the parties, Equipment shall be delivered FOB origin, freight prepaid to first destination. For consumer and mobile products, freight will be charged to Customer. Unless otherwise agreed to in writing by the parties, packaging method, shipping documents and manner, route and carrier and delivery shall be as Cummins deems appropriate. Cummins may deliver in installments. A reasonable storage fee, as determined by Cummins, may be assessed if delivery of the Equipment is delayed, deferred, or refused by Customer. Offloading, handling, and placement of Equipment and crane services are the responsibility of Customer and not included unless otherwise stated. All shipments are made within normal business hours, Monday through Friday. Any delivery, shipping, installation, or performance dates indicated in this Agreement are estimated and not guaranteed. Further, delivery time is subject to confirmation at time of order and will be in effect after engineering drawings have been approved for production. Cummins shall use best efforts to meet estimated dates, but shall not be liable to customer or any third party for any delay in delivery, shipping, installation, or performance, however occasioned, including any delays in performance that result directly or indirectly from acts of Customer or any unforeseen event, circumstance, or condition beyond Cummins' reasonable control including, but not limited to, acts of God, actions by any government authority, civil strife, fires, floods, windstorms, explosions, riots, natural disasters, embargos, wars, strikes or other labor disturbances, civil commotion, terrorism, sabotage, late delivery by Cummins' suppliers, fuel or other energy shortages, or an inability to obtain necessary labor, materials, supplies, equipment or manufacturing facilities.

PAYMENT TERMS; CREDIT; RETAINAGE. Unless otherwise agreed to by the parties in writing and subject to credit approval by Cummins, payments are due thirty (30) days from the date of the invoice. If Customer does not have approved credit with Cummins, as solely determined by Cummins, payments are due in advance or at the time of supply of the Equipment. If payment is not received when due, in addition to any rights Cummins may have at law, Cummins may charge Customer eighteen percent (18%) interest annually on late payments, or the maximum amount allowed by law. Customer agrees to pay Cummins costs and expenses (including reasonable attorneys' fees) related to Cummins enforcement and collection of unpaid invoices, or any other enforcement of this Agreement by Cummins. Retainage is not acceptable nor binding, unless required by statute or accepted and confirmed in writing by Cummins prior to shipment.

TAXES; EXEMPTIONS. Unless otherwise stated, the Quote excludes all applicable local, state and federal sales and/or use taxes, permits and licensing. Customer must provide a valid resale or exemption certificate prior to shipment of Equipment or applicable taxes will be added to the invoice.

TITLE; RISK OF LOSS. Unless otherwise agreed in writing by the parties, title and risk of loss for the Equipment shall pass to Customer upon delivery of the Equipment by Cummins to freight carrier or to Customer at pickup at Cummins facility.

INSPECTION AND ACCEPTANCE. Customer shall inspect the Equipment upon delivery, before offloading, for damage, defects, and shortage. Any and all claims which could have been discovered by such inspection shall be deemed absolutely and unconditionally waived unless noted by Customer on the bill of lading. Where Equipment is alleged to be non-conforming or defective, written notice of defect must be given to Cummins within three (3) days from date of delivery after which time Equipment shall be deemed accepted. Cummins shall have a commercially reasonable period of time in which to correct such non-conformity or defect. If non-conformity or defect is not eliminated to Customer's satisfaction, Customer may reject the Equipment (but shall protect the Equipment until returned to Cummins) or allow Cummins another opportunity to undertake corrective action. In the event startup of the Equipment is included in the services, acceptance shall be deemed to have occurred upon successful startup.



LIEN; SECURITY AGREEMENT. Customer agrees that Cummins retains all statutory lien rights. To secure payment, Customer grants Cummins a Purchase Money Security Interest in the Equipment. If any portion of the balance is due to be paid following delivery, Customer agrees to execute and deliver such security agreement, financing statements, deed of trust and such other documents as Cummins may request from time to time in order to permit Cummins to obtain and maintain a perfected security interest in the Equipment; or in the alternative, Customer grants Cummins a power of attorney to execute and file all financing statements and other documents needed to perfect this security interest. Cummins may record this Agreement, bearing Customer's signature, or copy of this Agreement in lieu of a UCC-1, provided that it shall not constitute an admission by Cummins of the applicability or non-applicability of the UCC nor shall the failure to file this form or a UCC-1 in any way affect, alter, or invalidate any term, provision, obligation or liability under this Agreement. The security interest shall be superseded if Customer and Cummins enter into a separate security agreement for the Equipment. Prior to full payment of the balance due, Equipment will be kept at Customer's location noted in this Agreement, will not be moved without prior notice to Cummins, and is subject to inspection by Cummins at all reasonable times.

CANCELLATION; CHARGES. Orders placed with and accepted by Cummins may not be cancelled except with Cummins prior written consent. If Customer seeks to cancel all or a portion of an order placed pursuant to this Agreement, and Cummins accepts such cancellation in whole or in part, Cummins may charge Customer a cancellation charge in accordance with current Cummins policy which is available upon request, in addition to the actual, non-recoverable costs incurred by Cummins.

MANUALS. Unless otherwise stated, electronic submittals and electronic operation and maintenance manuals will be provided, and print copies may be available upon Customer's request at an additional cost.

TRAINING; START UP SERVICES; INSTALLATION. Startup services, load bank testing, and owner training are not provided unless otherwise stated. Site startup will be subject to the account being current and will be performed during regular Cummins business hours, Monday to Friday. Additional charges may be added for work requested to be done outside standard business hours, on weekends, or holidays. One visit is allowed unless specified otherwise in the Quote. A minimum of two-week prior notice is required to schedule site startups and will be subject to prior commitments and equipment and travel availability. A signed site check sheet confirming readiness will be required, and Cummins personnel may perform an installation audit prior to the startup being completed. Any issues identified by the installation audit shall be corrected at the Customer's expense prior to the start-up. Portable load banks for site test (if offered in the Quote) are equipped with only 100 feet of cable. Additional lengths may be arranged at an extra cost. Cummins is not responsible for any labor or materials charged by others associated with start-up and installation of Equipment, unless previously agreed upon in writing. Supply of fuel for start-up and/or testing, fill-up of tank after start up, or change of oil is not included unless specified in the Quote. All installation/execution work at the site including, but not limited to: civil, mechanical, electrical, supply of wall thimbles, exhaust extension pipe, elbows, hangers, expansion joints, insulation and cladding materials, fuel/oil/cooling system piping, air ducts, and louvers/dampers is not included unless specified in the Quote. When an enclosure or sub-base fuel tank (or both) are supplied, the openings provided for power cable and fuel piping entries, commonly referred to as "stub-ups", must be sealed at the site by others before commissioning. All applications, inspections and/or approvals by authorities are to be arranged by Customer.

MANUFACTURER'S WARRANTY. Equipment purchased hereunder is accompanied by an express written manufacturer's warranty ('Warranty') and, except as expressly provided in this Agreement, is the only warranty offered on the Equipment. A copy of the Warranty is available upon request. While this Agreement and the Warranty are intended to be read and applied in conjunction, where this Agreement and the Warranty conflict, the terms of the Warranty shall prevail.

WARRANTY PROCEDURE. Prior to the expiration of the Warranty, Customer must give notice of a warrantable failure to Cummins and deliver the defective Equipment to a Cummins location or other location authorized and designated by Cummins to make the repairs during regular business hours. Cummins shall not be liable for towing charges, maintenance items such as oil filters, belts, hoses, etc., communication expenses, meals, lodging, and incidental expenses incurred by Customer or employees of Customer, "downtime" expenses, overtime expenses, cargo damages and any business costs and losses of revenue resulting from a warrantable failure.



LIMITATIONS ON WARRANTIES

THE REMEDIES PROVIDED IN THE WARRANTY AND THIS AGREEMENT ARE THE SOLE AND EXCLUSIVE WARRANTIES AND REMEDIES PROVIDED BY CUMMINS TO THE CUSTOMER UNDER THIS AGREEMENT. EXCEPT AS SET OUT IN THE WARRANTY AND THIS AGREEMENT, AND TO THE EXTENT PERMITTED BY LAW, CUMMINS EXPRESSLY DISCLAIMS ALL OTHER REPRESENTATIONS, WARRANTIES, ENDORSEMENTS, AND CONDITIONS OF ANY KIND, EXPRESS OR IMPLIED, INCLUDING, WITHOUT LIMITATION, ANY STATUTORY OR COMMON LAW IMPLIED REPRESENTATIONS, WARRANTIES AND CONDITIONS OF FITNESS FOR A PURPOSE OR MERCHANTABILITY.

The limited warranty does not cover Equipment failures resulting from: (a) inappropriate use relative to designated power rating; (b) inappropriate use relative to application guidelines; (c) inappropriate use of an EPA-SE application generator set relative to EPA's standards; (d) normal wear and tear; (e) improper and/or unauthorized installation; (f) negligence, accidents, or misuse; (g) lack of maintenance or unauthorized or improper repair; (h) noncompliance with any Cummins published guideline or policy; (i) use of improper or contaminated fuels, coolants, or lubricants; (j) improper storage before and after commissioning; (k) owner's delay in making Equipment available after notification of potential Equipment problem; (l) replacement parts and accessories not authorized by Cummins; (m) use of battle short mode; (n) owner or operator abuse or neglect such as: operation without adequate coolant, fuel, or lubricants; over fueling; over speeding; lack of maintenance to lubricating, fueling, cooling, or air intake systems; late servicing and maintenance; improper storage, starting, warm-up, running, or shutdown practices, or for progressive damage resulting from a defective shutdown or warning device; or (o) damage to parts, fixtures, housings, attachments and accessory items that are not part of the generating set.

INDEMNITY. Customer shall indemnify, defend and hold harmless Cummins from and against any and all claims, actions, costs, expenses, damages and liabilities, including reasonable attorneys' fees, brought against or incurred by Cummins related to or arising out of this Agreement or the Equipment supplied under this Agreement (collectively, the 'Claims'), where such Claims were caused or contributed to by, in whole or in part, the acts, omissions, fault or negligence of the Customer. Customer shall present any Claims covered by this indemnity to its insurance carrier unless Cummins directs that the defense will be handled by Cummins' legal counsel at Customer's expense.

LIMITATION OF LIABILITY

NOTWITHSTANDING ANY OTHER TERM OF THIS AGREEMENT, IN NO EVENT SHALL CUMMINS, ITS OFFICERS, DIRECTORS, EMPLOYEES, OR AGENTS BE LIABLE TO CUSTOMER OR ANY THIRD PARTY FOR ANY INDIRECT, INCIDENTAL, SPECIAL, PUNITIVE, OR CONSEQUENTIAL DAMAGES OF ANY KIND (INCLUDING WITHOUT LIMITATION DOWNTIME, LOSS OF PROFIT OR REVENUE, LOSS OF DATA, LOSS OF OPPORTUNITY, DAMAGE TO GOODWILL, ENHANCED DAMAGES, MONETARY REQUESTS RELATING TO RECALL EXPENSES AND REPAIRS TO PROPERTY, AND/OR DAMAGES CAUSED BY DELAY) IN ANY WAY RELATED TO OR ARISING FROM CUMMINS SUPPLY OF EQUIPMENT UNDER THIS AGREEMENT OR THE USE OR PERFORMANCE OF EQUIPMENT SUPPLIED UNDER THIS AGREEMENT. IN NO EVENT SHALL CUMMINS LIABILITY TO CUSTOMER OR ANY THIRD PARTY CLAIMING DIRECTLY THROUGH CUSTOMER OR ON CUSTOMER'S BEHALF UNDER THIS AGREEMENT EXCEED THE TOTAL COST OF EQUIPMENT SUPPLIED BY CUMMINS UNDER THIS AGREEMENT GIVING RISE TO THE CLAIM. BY ACCEPTANCE OF THIS AGREEMENT, CUSTOMER ACKNOWLEDGES CUSTOMER'S SOLE REMEDY AGAINST CUMMINS FOR ANY LOSS SHALL BE THE REMEDY PROVIDED HEREIN EVEN IF THE EXCLUSIVE REMEDY UNDER THE WARRANTY IS DEEMED TO HAVE FAILED OF ITS ESSENTIAL PURPOSE.

DEFAULT; REMEDIES. Customer shall be in breach and default if: (a) any of the payments or amounts due under this Agreement are not paid; (b) Customer fails to comply, perform, or makes any misrepresentation relating to any of the Customer's obligations or covenants under this Agreement; or (c) prior to full payment of the balance due, Customer ceases to do business, becomes insolvent, makes an assignment for the benefit of its creditors, appoints a receiver, commences an action for dissolution or liquidation, or becomes subject to bankruptcy proceedings, or the Equipment is attached, levied upon, seized under legal process, is subjected to a lien or encumbrance, or transferred by operation of law or otherwise to anyone other than Cummins.



Upon the occurrence of any event of Customer's default, Cummins, at its sole option and without notice, shall have the right to exercise concurrently or separately any one or all of the following remedies, which shall be cumulative and not alternative: (a) to declare all sums due, and to become due, under this Agreement immediately due and payable; (b) to commence legal proceedings, including collection actions and specific performance proceedings, to enforce performance by Customer of any and all provisions of this Agreement, and to be awarded damages or injunctive relief for the Customer's breach; (c) to require the Customer to deliver the Equipment to Cummins' branch specified on the face of this Agreement; (d) to exercise one or more of the rights and remedies available to a secured party under applicable law; and (e) to enter, without notice or liability or legal process, onto any premises where the Equipment may be located, using force permitted by law, and there to disconnect, remove and repossess the Equipment, the Customer having waived further right to possession after default. A waiver of any event of default by Cummins shall not be a waiver as to any other or subsequent default.

CUSTOMER REPRESENTATIONS; RELIANCE. Customer is responsible for obtaining, at its cost, permits, import licenses, and other consents in relation to the Equipment, and if requested by Cummins, Customer shall make these permits, licenses, and consents available to Cummins prior to shipment. Customer represents that it is familiar with the Equipment and understands operating instructions and agrees to perform routine maintenance services. Until the balance is paid in full, Customer shall care for the Equipment properly, maintain it in good operating condition, repair and appearance; and Customer shall use it safely and within its rated capacity and only for purpose it was designed. Even if Customer's purchase of Equipment from Cummins under this Agreement is based, in whole or in part, on specifications, technical information, drawings, or written or verbal advice of any type from third parties, Customer has sole responsibility for the accuracy, correctness and completeness of such specifications, technical information, drawings, or advice. Cummins make no warranties or representations respecting the accuracy, correctness and completeness of any specifications, technical information, drawings, advice or other information provided by Cummins. Cummins makes no warranties or representations respecting the suitability, fitness for intended use, compatibility, integration or installation of any Equipment supplied under this Agreement. Customer has sole responsibility for intended use, for installation and design and performance where it is part of a power, propulsion, or other system. Limitation of warranties and remedies and all disclaimers apply to all such technical information, drawings, or advice. Customer acknowledges and agrees by accepting delivery of the Equipment that the Equipment purchased is of the size, design, capacity and manufacture selected by the Customer, and that Customer has relied solely on its own judgment in selecting the Equipment.

CONFIDENTIALITY. Each party shall keep confidential any information received from the other that is not generally known to the public and at the time of disclosure, would reasonably be understood by the receiving party to be proprietary or confidential, whether disclosed in oral, written, visual, electronic, or other form, and which the receiving party (or agents) learns in connection with this Agreement including, but not limited to: (a) business plans, strategies, sales, projects and analyses; (b) financial information, pricing, and fee structures; (c) business processes, methods, and models; (d) employee and supplier information; (e) specifications; and (f) the terms and conditions of this Agreement. Each party shall take necessary steps to ensure compliance with this provision by its employees and agents.

GOVERNING LAW AND JURISDICTION. This Agreement and all matters arising hereunder shall be governed by and construed in accordance with the laws of the State of Indiana without giving effect to any choice or conflict of law provision. The parties agree that the courts of the State of Indiana shall have exclusive jurisdiction to settle any dispute or claim arising in connection with this Agreement.

INSURANCE. Upon Customer's request, Cummins will provide to Customer a Certificate of Insurance evidencing Cummins relevant insurance coverage.

ASSIGNMENT. This Agreement shall be binding on the parties and their successors and assigns. Customer shall not assign this Agreement without the prior written consent of Cummins.

INTELLECTUAL PROPERTY. Any intellectual property rights created by either party, whether independently or jointly, in the course of the performance of this Agreement or otherwise related to Cummins pre-existing intellectual property or subject matter related thereto, shall be Cummins' property. Customer agrees to assign, and does hereby assign, all right, title, and interest to such intellectual property to Cummins. Any Cummins pre-existing intellectual property shall remain Cummins property. Nothing in this Agreement shall be deemed to have given Customer a licence or any other rights to use any of the intellectual property rights of Cummins.

MISCELLANEOUS. Cummins is a supplier of material and related services, not a contractor, and will not be responsible for providing installation services or other services for which a contractor's license is required. Installation services shall be the responsibility of others.

All notices under this Agreement shall be in writing and be delivered personally, mailed via first class certified or registered mail, or sent by a nationally recognized express courier service to the addresses set forth in this Agreement.

No amendment of this Agreement shall be valid unless it is writing and signed by the parties hereto. Failure of either party to require performance by the other party of any provision hereof shall in no way affect the right to require such performance at any time thereafter, nor shall the waiver by a party of a breach of any of the provisions hereof constitute a waiver of any succeeding breach.

Any provision of this Agreement that is invalid or unenforceable shall not affect the validity or enforceability of the remaining terms hereof.

These terms are exclusive and constitute entire agreement. Customer acknowledges that the provisions were freely negotiated and bargained for and Customer has agreed to purchase of the Equipment pursuant to these terms and conditions. Acceptance of this Agreement is expressly conditioned on Customer's assent to all such terms and conditions. Neither party has relied on any



statement, representation, agreement, understanding, or promise made by the other except as expressly set out in this Agreement. In the event of a conflict in the terms of this Agreement with any Customer terms or conditions or agreement (whether referenced in an order submitted by Customer as the terms that govern the purchase of the Equipment or otherwise) or any terms set forth in any other documentation of Customer with respect to the Equipment, the terms of this Agreement shall govern.

Cummins may incur additional charges which will be passed on to the Customer, as applicable.

COMPLIANCE. Customer shall comply with all laws applicable to its activities under this Agreement, including, without limitation, any and all applicable federal, state, and local anti-bribery, environmental, health, and safety laws and regulations then in effect. Customer acknowledges that the Equipment, and any related technology that are sold or otherwise provided hereunder may be subject to export and other trade controls restricting the sale, export, re-export and/or transfer, directly or indirectly, of such Equipment or technology to certain countries or parties, including, but not limited to, licensing requirements under applicable laws and regulations of the United States, the United Kingdom and other jurisdictions. It is the intention of Cummins to comply with these laws, rules, and regulations. Any other provision of this Agreement to the contrary notwithstanding, Customer shall comply with all such applicable all laws relating to the cross-border movement of goods or technology, and all related orders in effect from time to time, and equivalent measures. Customer shall act as the importer of record with respect to the Equipment and shall not resell, export, re-export, distribute, transfer, or dispose of the Equipment or related technology, directly or indirectly, without first obtaining all necessary written permits, consents, and authorizations and completing such formalities as may be required under such laws, rules, and regulations. In addition, Cummins has in place policies not to distribute its products for use in certain countries based on applicable laws and regulations including but not limited to UN, U.S., UK, and European Union regulations. Customer undertakes to perform its obligations under this Agreement with due regard to these policies. Strict compliance with this provision and all laws of the territory pertaining to the importation, distribution, sales, promotion and marketing of the Equipment is a material consideration for Cummins entering into this Agreement with Customer and continuing this Agreement for its term. Customer represents and warrants that it has not and shall not, directly or through any intermediary, pay, give, promise to give or offer to give anything of value to a government official or representative, a political party official, a candidate for political office, an officer or employee of a public international organization or any other person, individual or entity at the suggestion, request or direction or for the benefit of any of the above-described persons and entities for the purposes of inducing such person to use his influence to assist Cummins in obtaining or retaining business or to benefit Cummins or any other person in any way, and will not otherwise breach any applicable laws relating to anti-bribery. Any failure by Customer to comply with these provisions will constitute a default giving Cummins the right to immediate termination of this Agreement and/or the right to elect not to recognize the warranties associated with the Equipment. Customer shall accept full responsibility for any and all civil or criminal liabilities and costs arising from any breaches of those laws and regulations and will defend, indemnify, and hold Cummins harmless from and against any and all fines, penalties, claim, damages, liabilities, judgments, costs, fees, and expenses incurred by Cummins or its affiliates as a result of Customer's breach.

Rev 01 Jan 2019

Thank you for this opportunity to Quote Cummins Power Generation Products. Please call if we may answer any questions or be of further service.

Submitted by
Cummins Inc..

Samuel Creech
Inside Sales

Email: Samuel.Creech@cummins.com

Accepted by: _____

Print Name: _____

Firm Name: _____

Customer P.O.: _____ **Date:** _____

Delivery Date Requested

by Purchaser _____

Note: If no delivery date is provided, Cummins Inc. will hold placing material orders until such date is provided. It is the responsibility of Purchaser to supply a request date that is within factory lead times.



COMMENT AND REVIEW
to the
REQUEST FOR PROPOSAL (RFP) #120617
Entitled

**ELECTRICAL ENERGY POWER GENERATION WITH RELATED PARTS, SUPPLIES,
AND SERVICES**

The following advertisement was placed in Oregon's *Daily Journal of Commerce* on October 20, 2017, in South Carolina's *The State* on October 19, 2017, in Utah's *The Salt Lake Tribune* on October 19, 2017, in *USA Today* on October 19, 2017, and on the NJPA website www.njpacoop.org, Onvia website www.onvia.com, Notice to Bidders website www.noticetobidders.com, PublicPurchase.com, AAMDC, Merx, Biddingo and The New York State Contract Reporter:

The National Joint Powers Alliance® (NJPA), on behalf of NJPA and its current and potential member agencies, which includes all governmental, higher education, K-12 education, not-for-profit, tribal government, and all other public agencies located in all fifty states, Canada, and internationally, issues this Request For Proposal (RFP) to result in a national contract solution for the procurement of #120617 ELECTRICAL ENERGY POWER GENERATION WITH RELATED PARTS, SUPPLIES, AND SERVICES. Details of this RFP are available beginning October 19, 2017. Details may be obtained by letter of request to Chris Robinson, NJPA, 202 12th Street Northeast, P.O. Box 219, Staples, MN 56479, or by e-mail at RFP@njpacoop.org. Proposals will be received until December 6, 2017 at 4:30 p.m. Central Time at the above address and opened December 7, 2017 at 8:30 a.m. Central Time.

RFPs were requested by and distributed to:

A1 Energy	Henrich Equipment
ABLE Company	Himoinsa Power Systems, Inc.
Adrew Cooper	Hipower Systems
Aerial Contractors	Hurco Technologies, Inc.
Air Liquide Inc	Industrial Maintenance Services Inc.
Alpha Tunnel Energy Inc.	Innergex
Ameresco	Kitu Systems
Automatisation Grimard Inc.	KJ Electric
Belyea Company Inc.	Kohler Company
Better Power	Kohler Power Systems
Bidnet	KOTRA New York
Big Shine Energy	Ledwell & Son

Black & Veatch	Main Electric Company LLC
Brozelco	Majors Forest & Lawn
BTU Research	MC Power Companies, Inc.
Butler Supply, Inc.	Milton Cat
Catepillar, Inc.	Multiquip
Central Power Systems and Services	National Solar Technologies
Clean Energy Consulting	Northern Reliability
Commander Power Systems	NYSOGS
Construction Industry Center	Office of State Procurement
Construction Journal	Penn Oak Energy Services
Contractor Plan Center	Plugin Stations Online LLC
Coronal Energy	Pomolux
CPC	Power IT USA, Inc.
Crescent Electric	Power System Engineering, Inc.
Crosstar Network Solutions	Power Systems Plus Inc.
Cummins Inc.	Power Testing and Energization
Cummins Sales and Service	Prime Vendor Inc.
CYMI Canada	Qwik Charge
D Mullis	Renew Energy Electrical
Danforth	Reuter Hanney
Deltek	Siemens - EVSE
Department of General Services	Stewart & Stevenson-Atlantic Division
DJC Project Center	Talan Industries
Earl Carr Electric	Taylor Rental
EC Power Systems	The Field Shop, Inc.
Energy in the Bank Development Partners, LLC	Tibiri Energy Group
FSG	TITANS USA LTD
FTG Equipment Solutions	Total Power
Fuentes	Tradewinds Power Corp.
Generac Power Systems	Tri State Buiding Center
Generated Energy Solutions	Weissco Power
Georgia Department of Administrative Services	White Harvest Energy
GigaTera USA, Inc.	ZeroBase
H.O. Penn Machinery Company	

Proposals were opened on December 7, 2017, at the NJPA offices located at 202 12th Street Northeast in Staples, Minnesota 56479, from the following:

Caterpillar Inc
Cummins Inc
Generac Power Systems, Inc
Himoinsa Power Systems, Inc
Kohler Co.

Multiquip Inc.

Proposals were reviewed by the Proposal Evaluation Committee:

Chris Robinson, JD, NJPA Procurement Manager
James Voelker, CFCM, NJPA Procurement Lead Analyst
Kim Austin, NJPA Procurement Analyst III
Carol Jackson, NJPA Procurement Analyst III
Brandon Town, NJPA Procurement Analyst II
Marcus Miller, JD, NJPA General Counsel

The findings of the Proposal Evaluation Committee are summarized as follows:

The Proposal Evaluation Committee used the established NJPA RFP evaluation criteria and determined that all proposal responses met Level-One and Level-Two Responsiveness and were evaluated.

Caterpillar Inc offers a full line of diesel and natural gas packaged generator sets from 40 to 4000 kW through a network of 172 dealers across the United States and Canada. New, used and rental equipment are included as part of Caterpillar's offering. Caterpillar also provides Members with an extensive service network with 468 locations, over 8000 service bays and 8500 field service trucks. Caterpillar's pricing reflects a significant discount from list prices.

Cummins Inc brings a complete line of generators from 10 kW to 3.5 MW, transfer switches from 40 to 4000 amps, paralleling systems and related services. Cummins will provide service to Members through their 205 corporately owned branch locations throughout the United States and Canada. Cummins also has 3200 certified technicians able to respond to Member needs throughout North America. Cummins offers Members a solid discount from published prices.

Kohler Co includes a wide array of industrial, commercial, residential and portable grade generator sets ranging from 2 kW to 4000 kW depending on the specific configuration and application. With an extensive dealer network spread across the United States and Canada, Kohler is prepared to serve Members. Kohler offers Members competitive discounts from list prices.

For these reasons, the NJPA Proposal Review Committee recommends award of NJPA Contract #120617 to:

Caterpillar Inc	#120617-CAT
Cummins Inc	#120617-CMM
Kohler Co	#120617-KOH

The preceding recommendations were approved on January 26, 2018.


Chris Robinson, JD, NJPA Procurement Manager


James Voelker, CFCM, NJPA Procurement Lead Analyst


Kim Austin, NJPA Procurement Analyst III

Carol Jackson

Carol Jackson, NJPA Procurement Analyst III

Brandon Town

Brandon Town, NJPA Procurement Analyst II

M.A.

Marcus Miller, JD, NJPA General Counsel

STAFF REPORT

To: Coastside County Water District Board of Directors

From: James Derbin, Superintendent of Operations

Via: Dave Dickson, General Manager

Agenda: October 15, 2019

Date: October 11, 2019

Subject: Approval of Professional Services Agreement with Calcon Systems Inc. for SCADA Hardware Replacement and Software Update

Recommendation:

Authorize the General Manager to execute a professional services agreement with Calcon Systems Inc. for the replacement of the Nunes, Denniston, Crystal Springs Pump Station and Main Street Supervisory Control and Data Acquisition (SCADA) computers with updated SCADA software for a not to exceed amount of \$104,000.

Background:

The District's (SCADA) is currently running on ~10+ year old computers with outdated versions of the Citect SCADA Human Machine Interface (HMI) software that is no longer supported. This project includes installation and configuration of new SCADA software along with replacements of the PCs at Nunes, Denniston, Crystal Springs Pump Station and the Main Street Office. (Due to the distributed architecture of the District's SCADA system, there are four sites that require SCADA software running on independent PCs.)

This project will strengthen the District's water system resiliency with an up to date SCADA system and will better prepare staff to respond to water system failures in a timely fashion.

Staff recommends that the District hire Calcon Systems Inc. for this work due to their expertise, knowledge of our SCADA system and the many years of excellent service they have provided. See Attachment A: Calcon Systems proposal.

Fiscal Impact:

\$104,000 for time and materials. The District's Capital Improvement Program (approved June, 2018) includes \$50,000 per year for SCADA replacement.

WORK DIRECTIVE FOR PUBLIC WORKS PROJECT

Work Directive No.: CAL-19-04 SCADA Systems

Date Issued: 07-30-2019

1. General

Calcon System is pleased to provide the following work directive for the complete district wide SCADA systems upgrade. This upgrade includes all new licensing and development for Inductive Automations, Ignition product as well as all new PC hardware for each SCADA site. Each individual Plant, Station and Office systems licenses and site functionality details are outlined below. Unlimited tags for all sites will be included as well as data Historians for Main Street, Nunes and Denniston Treatment plants. A dynamic Reporting package is also included for the main data repository that will be located on the Main Street workstation. Alarm Notification, PLC communication drivers and all related peripheral software and hardware is included in this work directive.

2. Scope of Services

Main Street District Office

The Main Street site connectivity includes the following PLC data source devices: Main Street Master Panel, El Granada 1, El Granada 2, El Granada 3, Alves, Miramontes, Miramar, Pilarcitos Canyon and the Nunes KPI data link.

- SCADA system conversion and design engineering
- Workstation/Server hardware specification and procurement w/ Raid 1 redundancy included
- Workstation/Server configuration and setup for OS and any required components
- SCADA software installations and preparation for SCADA programming
- System programming for all current SCADA screens and pop ups
- System programming for all Alarms with required operator paging using digital services
- Data Historian integration
- Customized report development
- Data source device configuration and connectivity
- Thorough side by side commissioning of SCADA systems for nearly seamless cutover, minimizing down time
- System startup and testing with CCWD personnel

Ignition Custom Package – Site Main Street 3 Clients License Details (Hub)

- ✓ Vision Client x 3
- ✓ Vision Module Limited
- ✓ Symbol Factory
- ✓ Tag Historian
- ✓ Alarm Notification Module
- ✓ Voice Notification – English Female (Katherine)
- ✓ Voice Notification Module
- ✓ Reporting Module
- ✓ Allen-Bradley Drivers Module
- ✓ CompactLogix v21 + Driver

Nunes Treatment Plant

The Nunes Treatment Plant site will function as a fully capable control, data and visualization standalone node. This SCADA node will have its own data Historian and will push the configured historical tag data once a day to the Main Street node creating data redundancy and allowing leverage of the single node Report licensing.

- SCADA system conversion design engineering
- Workstation/Server hardware specification and procurement w/ Raid 1 redundancy included
- Workstation/Server configuration and setup for OS and any required components
- SCADA software installations and preparation for SCADA programming
- System programming for all current SCADA screens and pop ups
- System programming for all Alarms with required operator paging using digital services
- Data Historian integration
- Customized report development
- Configure daily data migration to Main Hub database via internet
- Data source device configuration and connectivity
- Thorough side by side commissioning of SCADA systems for nearly seamless cutover, minimizing down time
- System startup and testing with CCWD personnel

Ignition Custom Package – Site Nunes Treatment Plant 1 Client License Details

- ✓ Vision Client x 1
- ✓ Vision Module Limited
- ✓ Symbol Factory
- ✓ Tag Historian
- ✓ Alarm Notification Module
- ✓ Voice Notification – English Female (Katherine)
- ✓ Voice Notification Module
- ✓ Allen-Bradley Drivers Module
- ✓ CompactLogix v21 + Driver

Denniston Treatment Plant

The Denniston Treatment Plant site will function as a fully capable control, data and visualization standalone node. This SCADA node will have its own data Historian and will push the configured historical tag data once a day to the Main Street node creating data redundancy and allowing leverage of the single node Report licensing.

- SCADA system conversion design engineering
- Workstation/Server hardware specification and procurement w/ Raid 1 redundancy included
- Workstation/Server configuration and setup for OS and any required components
- SCADA software installations and preparation for SCADA programming
- System programming for all current SCADA screens and pop ups
- System programming for all Alarms with required operator paging using digital services
- Data Historian integration
- Customized report development
- Data source device configuration and connectivity
- Customized report development
- Configure daily data migration to Main Hub database via internet
- Thorough side by side commissioning of SCADA systems for nearly seamless cutover, minimizing down time

- System startup and testing with CCWD personnel

Ignition Custom Package – Site Denniston Treatment Plant 1 Client License Details

- ✓ Vision Client x 1
- ✓ Vision Module Limited
- ✓ Symbol Factory
- ✓ Tag Historian
- ✓ Alarm Notification Module
- ✓ Voice Notification – English Female (Katherine)
- ✓ Voice Notification Module
- ✓ Allen-Bradley Drivers Module
- ✓ CompactLogix v21 + Driver

Crystal Springs Pump Station

The Crystal Springs site will function as a fully capable control and visualization standalone node. This SCADA node will not have a data historian.

- SCADA system conversion design engineering
- Workstation/Server hardware specification and procurement w/ Raid 1 redundancy included
- Workstation/Server configuration and setup for OS and any required components
- SCADA software installations and preparation for SCADA programming
- System programming for all current SCADA screens and pop ups
- System programming for all Alarms with required operator paging using digital services
- Data source device configuration and connectivity
- Thorough side by side commissioning of SCADA systems for nearly seamless cutover, minimizing downtime
- System startup and testing with CCWD personnel

Ignition Custom Package – Site Crystal Springs 1 Client License Details

- ✓ Vision Client x 1
- ✓ Vision Module Limited

- ✓ Symbol Factory
- ✓ Alarm Notification Module
- ✓ Voice Notification – English Female (Katherine)
- ✓ Voice Notification Module
- ✓ Allen-Bradley Drivers Module
- ✓ CompactLogix v21 + Driver

3. Special Requirements

Allow for several days of onsite work during cutover from existing to new SCADA PC

4. Location of Work

All District Wide sites for Distribution and Treatment will need to be accessed during this project

5. Schedule/Time for Completion

3 - 4 weeks once onsite implementation begins

6. Project Budget

\$99,517.

*Add \$4,193. for the annual support contract for District Wide licensing

Calcon Project Budget Estimate

Project: SCADA Systems
 Project No: CAL-19-04

Date: 7/30/2019

Labor		Main Street Office						
Task No.	Description	PM Hours @ \$ 140.00	Hours @ \$ 135.00	Travel Trips @ \$250				Main Street Totals
0	Project Management	5						
1	SCADA system conversion and design engineering	4						
2	Workstation/Server hardware specification and procurement with Raid 1 redundancy included	2						
3	Workstation/Server configuration and setup for OS and any required components	2						
4	SCADA software installations and preparation for SCADA programming	2						
5	System programming for all current SCADA screens and pop ups	50		2				
6	System programming for all Alarms with required operator paging using digital services	16		2				
7	Data Historian integration	4						
8	Customized report development	20						
9	Data source device configuration and connectivity	4						
10	Thorough side by side commissioning of SCADA systems for nearly seamless cutover, minimizing downtime	16		2				
11	System startup and testing with CCWD personnel	8		1				
	Total Hours	133	0	7				
	Total Labor Cost	\$ 18,620.00	\$ -	\$ 1,750.00				\$ 20,370.00

Expenses

Number	Description	Unit Cost	Total Cost
1	SCADA licensing *See attached discounted vendor pricing for details	\$ 7,742.00	\$ 7,742.00
1	SCADA Workstation, OS and Office	\$ 2,225.00	\$ 2,225.00
0	Misc. items	\$ -	\$ -
	Total Expenses		\$ 9,967.00
	Sales Tax (9.5% Half Moon Bay)		\$ 946.87

Estimated Shipping Costs	\$ 50.00	
Markup - 15% (Costs x 1.15)	\$ 1,495.05	\$ 12,458.92
Main Street System Total		\$ 32,828.92

Labor		Nunes Treatment Plant				
Task No.	Description	PM Hours @ \$ 140.00	Hours @ \$ 135.00	Travel Trips @ \$250		Nunes Plant Totals
0	Project Management	5				
1	SCADA system conversion and design engineering	4				
2	Workstation/Server hardware specification and procurement with Raid 1 redundancy included	2				
3	Workstation/Server configuration and setup for OS and any required components	2				
4	SCADA software installations and preparation for SCADA programming	2				
5	System programming for all current SCADA screens and pop ups	40		2		
6	System programming for all Alarms with required operator paging using digital services	8		1		
7	Data Historian integration	4				
8	Customized report development	12		1		
9	Configure daily data migration to Main Hub database via internet	4				
10	Data source device configuration and connectivity	4				
11	Thorough side by side commissioning of SCADA systems for nearly seamless cutover, minimizing downtime	16		2		
12	System startup and testing with CCWD personnel	8		1		
	Total Hours	111	0	7		
	Total Labor Cost	\$ 15,540.00	\$ -	\$ 1,750.00		\$ 17,290.00

Expenses

Number	Description	Unit Cost	Total Cost
1	SCADA licensing *See attached discounted vendor pricing for details	\$ 3,724.00	\$ 3,724.00
1	SCADA Workstation, OS and Office	\$ 2,225.00	\$ 2,225.00
0	Misc. items	\$ -	\$ -
	Total Expenses		\$ 5,949.00

Sales Tax (9.5% Half Moon Bay)	\$	565.16	
Estimated Shipping Costs	\$	50.00	
Markup - 15% (Costs x 1.15)	\$	892.35	\$ 7,456.51
Nunes Treatment Plant System Total			\$ 24,746.51

Labor		Denniston Treatment Plant						
Task No.	Description	PM Hours @ \$ 140.00	Hours @ \$ 135.00	Travel Trips @ \$250				Denniston Plant Totals
0	Project Management	5						
1	SCADA system conversion and design engineering	4						
2	Workstation/Server hardware specification and procurement with Raid 1 redundancy included	2						
3	Workstation/Server configuration and setup for OS and any required components	2						
4	SCADA software installations and preparation for SCADA programming	2						
5	System programming for all current SCADA screens and pop ups	40		2				
6	System programming for all Alarms with required operator paging using digital services	8		1				
7	Data Historian integration	4						
8	Customized report development	16		1				
9	Configure daily data migration to Main Hub database via internet	4						
10	Data source device configuration and connectivity	4						
11	Thorough side by side commissioning of SCADA systems for nearly seamless cutover, minimizing downtime	16		2				
12	System startup and testing with CCWD personnel	8		1				
	Total Hours	115	0	7				
	Total Labor Cost	\$ 16,100.00	\$ -	\$ 1,750.00				\$ 17,850.00

Expenses

Number	Description	Unit Cost	Total Cost
1	SCADA licensing *See attached discounted vendor pricing for details	\$ 3,724.00	\$ 3,724.00
1	SCADA Workstation, OS and Office	\$ 2,225.00	\$ 2,225.00
0	Misc. items	\$ -	\$ -
	Total Expenses		\$ 5,949.00

Sales Tax (9.5% Half Moon Bay)	\$	565.16	
Estimated Shipping Costs	\$	50.00	
Markup - 15% (Costs x 1.15)	\$	892.35	\$ 7,456.51
Denniston Treatment Plant Total			\$ 25,306.51

Labor		Crystal Springs Pump Station						
Task No.	Description	PM Hours @ \$ 140.00	Hours @ \$ 135.00	Travel Trips @ \$250				Crystal Springs Totals
0	Project Management	5						
1	SCADA system conversion and design engineering	4						
2	Workstation/Server hardware specification and procurement with Raid 1 redundancy included	2						
3	Workstation/Server configuration and setup for OS and any required components	2						
4	SCADA software installations and preparation for SCADA programming	2						
5	System programming for all current SCADA screens and pop ups	32		2				
6	System programming for all Alarms with required operator paging using digital services	4						
7	Data source device configuration and connectivity	2						
8	Thorough side by side commissioning of SCADA systems for nearly seamless cutover, minimizing downtime	8		1				
9	System startup and testing with CCWD personnel	8		1				
	Total Hours	69	0	4				
	Total Labor Cost	\$ 9,660.00	\$ -	\$ 1,000.00				\$ 10,660.00

Expenses

Number	Description	Unit Cost	Total Cost
1	SCADA licensing *See attached discounted vendor pricing for details	\$ 2,534.00	\$ 2,534.00
1	SCADA Workstation, OS and Office	\$ 2,225.00	\$ 2,225.00
0	Misc. items	\$ -	\$ -
	Total Expenses		\$ 4,759.00
	Sales Tax (9.5% Half Moon Bay)		\$ 452.11

Estimated Shipping Costs	\$	50.00		
Markup - 15% (Costs x 1.15)	\$	713.85	\$	5,974.96
Crystal Springs Total			\$	16,634.96

CAL-19-04 SCADA Systems Project Total without annual support \$ 99,516.88

Annual Support Option Add 4,193.00

Precision 3630 Tower Summary

List Price ~~\$2,609.67~~

Total Savings \$787.71

Dell Price \$1,821.96

Dell Business Credit

[As low as \\$55/mo. ^](#) | [Apply](#)

[View Delivery Dates](#)

[Add to Cart](#)



Customize

Option	Selection
Processor	Intel Core i7-8700, 6 Core, 12MB Cache, 3.20GHz, 4.6Ghz Turbo UHD Graphics 630
Operating System	Windows 10 Pro 64bit English, French, Spanish
Microsoft Office 365 (Word, Excel, Powerpoint, Outlook & more)	None
Microsoft Office	Microsoft Office 30 Day Trial
Chassis Options	Precision 3630 Tower with 300W up to 90% efficient PSU (80Plus Gold) no SD card reader
Graphics Card	Radeon Pro WX 3100, 4GB, DP, 2 mDP to DP adapter
Memory	16GB 2x8GB DDR4 2666MHz UDIMM Non-ECC
Systems Management	No Out-of-Band Systems Management
Wireless	No Wireless LAN Card
Hard Drive Configuration	C2 2.5 inch Boot HD with optional 1-3 2.5 inch HD

Option	Selection
Hard Drive	2.5" 512GB SATA Class 20 Solid State Drive
2nd Hard Drive	2.5 inch 512GB Class 20 SATA Solid State Drive
3rd Hard Drive	No Additional Hard Drive
4th Hard Drive	No Additional Hard Drive
5th Hard Drive	No Additional Hard Drive
Optical Drive	No Optical Drive
Raid Connectivity	Raid 1
Dell Ultra-Speed Drive	None
PDF Solutions	None
Keyboard	Dell Multimedia Keyboard – KB216, English
Mouse	Dell MS116 Wired Mouse
Teradici Remote Workstation Access Host Card	No Remote Access Host Card
Network Card	Intel I210 1Gb Ethernet Adapter (1X1GbE)
PCIe I/O Cards	Not selected in this configuration
Serial Port / Parallel Port	No Parallel or Serial Port
Operating System Recovery Options	OS-Windows Media Not Included
Energy Star	Energy Star
Optimizer	Dell Precision Optimizer
Optical Software	PowerDVD Software not included
Dell Endpoint Security	None
Security Software	No Security Software

Option	Selection
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Dell Backup & Recovery	Dell Backup and Recovery
------------------------	--------------------------

Stands and Mounts	No Integrated Stand option
-------------------	----------------------------

Cables and Dongles	No Accessories
--------------------	----------------

Optional Integrated Video or USB Ports	No Additional Port
--	--------------------

Support & Services

Option	Selection
---------------	------------------

Warranty	3 Years Hardware Service with Onsite/In-Home Service After Remote Diagnosis
----------	---

Accidental Damage Service	None
---------------------------	------

Keep Your Hard Drive	None
----------------------	------

Client Installation Services	None
------------------------------	------

ProDeploy Client Suite	None
------------------------	------

HDD Partition - Standard	None
--------------------------	------

Also included in this system

The following options and default selections are included with your order.

- Boot drive or storage volume is greater than 2TB (select when 3TB/4TB HDD is ordered)
- Dell Precision TPM
- External Speaker Not Included



PO Box 2030
 Folsom, CA 95763
 (800) 266-7798
 (916) 932-1194 (Fax)

QUOTE

Taken: July 30, 2019
 Expires: August 29, 2019
 Quote #1142608

Bill To:
CALCON SYSTEMS, INC Rudy Everett 12919 ALCOSTA BLVD STE 9 SAN RAMON, CA94583-1340 US

Ship To:
Calcon Systems, Inc Rudy Everett 12919 ALCOSTA BLVD STE 9 SAN RAMON, CA 94583-1340 US

Qty	Product	Unit Price	Retail	Price
1	Ignition Custom Package - Site M / 3 Clients (Hub) Custom Package Description - Symbol Factory - Vision Client - Vision Module Limited - Tag Historian - Alarm Notification Module - Voice Notification - English Female (Katherine) - Voice Notification Module - Reporting Module - Allen-Bradley Drivers Module - ControlLogix v21+ Driver	\$ 11,060.00	\$ 11,060.00	\$ 7,742.00
1	Ignition Custom Package - Site N (Spoke) / 1 Clients Custom Package Description - Symbol Factory - Vision Client - Vision Module Limited - Tag Historian - Alarm Notification Module - Allen-Bradley Drivers Module - ControlLogix v21+ Driver - Voice Notification - English Female (Katherine) - Voice Notification Module	\$ 5,320.00	\$ 5,320.00	\$ 3,724.00
1	Ignition Custom Package - Site D (Spoke) / 1 Clients Custom Package Description - Symbol Factory - Vision Client - Vision Module Limited - Tag Historian - Alarm Notification Module - Allen-Bradley Drivers Module - ControlLogix v21+ Driver - Voice Notification - English Female (Katherine) - Voice Notification Module	\$ 5,320.00	\$ 5,320.00	\$ 3,724.00

THIS QUOTE, AND ANY RELATED SALE, IS NULL AND VOID IF ALTERED IN ANY MANNER BY ANYONE OTHER THAN AUTHORIZED INDUCTIVE AUTOMATION PERSONNEL. THIS QUOTE IS VALID ONLY TO THE PARTY TO WHOM IT IS ISSUED AND IS NOT VALID AND MAY NOT BE TRANSFERRED TO ANY OTHER PARTY.



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Calcon Systems, Inc Rudy Everett 12919 ALCOSTA BLVD STE 9 SAN RAMON, CA 94583-1340 US

Qty	Product	Unit Price	Retail	Price
1	Ignition Custom Package - Site C (Spoke) / 1 Clients Custom Package Description - Symbol Factory - Vision Client - Vision Module Limited - Alarm Notification Module - Voice Notification - English Female (Katherine) - Voice Notification Module - Allen-Bradley Drivers Module - ControlLogix v21+ Driver	\$ 3,620.00	\$ 3,620.00	\$ 2,534.00
1	Basic Care Contract - 1 Year Term Does not include phone support. Best for customers who want access to technical support reps via email, but don't require issues expedited via phone support. Includes email support and free upgrades to any modules purchased.	\$ 4,051.20	\$ 4,051.20	\$ 3,646.08

Retail Price	\$ 29,371.20	Subtotal	\$ 21,370.08
HMI/SCADA Integrator Discount	-\$ 7,596.00	Sales Tax	\$ 0.00
TotalCare TC Integrator Discount	-\$ 405.12	Total	USD \$ 21,370.08

Comments: Please note our new remit to address: PO Box 2030, Folsom, CA 95763

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STAFF REPORT

To: Coastside County Water District Board of Directors

From: James Derbin, Superintendent of Operations

Via: Dave Dickson, General Manager

Agenda: October 15, 2019

Date: October 11, 2019

Subject: Award of Contract with American Eagle Roofing and Sheet Metal Inc. for 766 Main Street Roof Replacement and Award of Contract with Falco Construction Company Inc. for General Contracting Services and Fascia Board and Gutter Replacement

Recommendation:

Authorize the General Manager to contract with American Eagle Roofing and Sheet Metal Inc. for roof replacement for a not to exceed amount of \$42,000. Also authorize the General Manager to contract with Falco Construction Company Inc. for general contracting services and fascia board and gutter replacement for a not to exceed amount of \$68,160. The total of both contracts is \$110,160.

Background:

The District's main office, located at 766 Main Street, was built in 1974 and has never had a complete roof replacement. The roof, fascia boards and gutters are in very poor condition and in need of complete replacement.

Staff solicited bids from three roofing contractors:

American Eagle and Sheetmetal Inc.	\$42,000
Machu Picchu Roofing Inc.	\$46,200
Greg Jones Roofing Inc.	\$51,050

See Attachment A for copy of the American Eagle and Sheetmetal Inc. roofing bid.

Staff also solicited bids from several contractors for the fascia board replacement and Falco was the only responsive bidder at \$68,160. See Attachment B. Falco Construction Company will remove and replace the fascia boards and gutters and also manage and inspect the roofing work of American Eagle Inc.

Fiscal Impact: \$110,160. This amount is not included in the District's Capital Improvement Plan approved June, 2018.



American Eagle Roofing
and Sheet Metal Inc.
28 E 25th Ave., San Mateo, CA 94403
Lic # 818252

Contract

Date	Proposal #
9/30/2019	15762

Name / Address
Bryan Falvey 766 Main St Half Moon Bay, CA

Ship To
Bryan Falvey 766 Main St Half Moon Bay, CA 94019

Description	Total
Overlay existing 1 layer cap sheet with: (Based on 61 sq) Install 1 layer 1/2" Fanfold Cover board Install all new jacks, 025's, nosing, step flashing and collars Metal will be painted to match roof color (unless customer requests no paint) (edge metal excluded) Install new perimeter edge metal. Color choice: White Tan Gray Black (circle color choice) Install new roof drains, tie into existing downspouts Roof in existing skylights Install new membrane vents Install IB Cool Roof System 60 Mil Membrane. Color to be determined. Membrane to be mechanically installed with screws and plates. All seams to be hot air welded. Install new IB boot flashings Clean up and remove all debris resulting from roof construction Price to include all licenses, building permits and insurance fees Deposit of \$1000 required upon acceptance of contract. TOTAL:	39,000.00
Option: Tear off existing roof system Inspect for dry rot and/or damaged wood* additional to everything listed above Install 1 layer FR10 Firesheet Total: \$42,000.00 <<<< with tear off option \$42K total	

This proposal includes only what is listed above. Any additional requests or unforeseen necessities will be discussed and billed as "extras". We guarantee our workmanship for 10 years from start of project. Excluding repairs, Walking Decks. We use only the highest quality materials installed by professionals to manufacturer's specifications. This proposal may be withdrawn if not accepted within 15 days. We welcome the opportunity to match any other roofing companies price.....David T. Helgoth, Owner

Total	\$39,000.00
--------------	-------------

David Helgoth

Acceptance of Proposal

Phone #	Fax #	E-mail
(650) 571-7663	(650) 571-7630	aeroofingsm@gmail.com

Falco Construction Co., Inc

ESTIMATE

P.O. Box 2263
 El Granada, CA 94018
 (650) 712-0885
 CA Lic. #641367

DATE	ESTIMATE #
9/29/2019	557

NAME / ADDRESS
.Coastside County Water District 766 Main St Half Moon Bay, CA 94019

DESCRIPTION	Q	UNIT COST	TOTAL
Remove and replace damaged wood around fascia		0.00	0.00
Materials, lumber, sealant, fasteners		7,950.00	7,950.00
Labor for Fascia repair		40,320.00	40,320.00
Painting of Fascia, Paint Fascia with like for like color		4,200.00	4,200.00
Replace all gutter with aluminum gutter and down spouts, gutter to match existing design and color		12,190.00	12,190.00
Project Management fee for over seeing, Reroof, dry rot repair, gutter replacement and painting. All permitting duties.		3,500.00	3,500.00
		TOTAL	\$68,160.00

STAFF REPORT

To: Coastside County Water District Board of Directors
via David Dickson, General Manager

From: James Derbin, Superintendent of Operations

Agenda: October 15, 2019

Report

Date: October 9, 2019

Subject: Approval of Change Orders for the Ferdinand Avenue Pipeline Project

Recommendation:

Approve Change Orders 1 and 2 for the Ferdinand Avenue Pipeline Project.

Background:

The contract for the Ferdinand Avenue Pipeline Project was awarded to California Trenchless Inc. in the amount of \$502,850. As the project progressed, the need for bid quantities to be adjusted became apparent, as well as additional costs for compaction testing and one day of potholing to locate a PG&E gas main that was mismarked.

Change Order #1 - \$12,350

This change order was for compaction testing and one day of extra potholing due to a PG&E mismarked gas main and the need for realignment of the water main on Carmel Avenue.

Change Order #2 - \$28,600

See Attachment A for detail on the various bid quantity adjustments.

Fiscal Impact:

Approval of Change Orders 1 and 2, in the amount of \$40,950 brings the total contract cost to \$543,800. This is an 8.1% increase in the approved contract amount. The District's Capital Improvement Program (approved June 2018) includes \$450,000 for construction (originally planned for FY20/21.)

Ferdinand Change Orders

Table 1 below lists the differences between the bid quantities and the final installed quantities, with notes describing the reason for these differences.

Table 1 – Bid Quantity Changes

Item No.	Bid Item	Unit	Bid Quantity	Field Quantity	Quantity Difference	Cost Difference	Notes
1	Water Main 6-inch DIP	LF	1,510	1,590	+80	\$18,000	(a)
5	Fitting 6" 45 Degree Bend	EA	9	11	+2	+800	(b)
6	Fitting 6" 22.5 Degree Bend	EA	1	3	+2	\$1,000	(b)
7	Fitting 6" 11.25 Degree Bend	EA	3	2	-1	(\$500)	(b)
9	Single Water Service	EA	8	6	-2	(\$7,000)	(c)
10	Double Water Service	EA	3	5	+2	\$11,000	(c)
12	New Meter Box	EA	16	17	+1	\$300	(c)
14	New Fire Hydrant Assembly	EA	3	4	+1	\$8,500	(d)
16	New Blow-Off Assembly	EA	2	1	-1	(\$3,500)	(d)
Total						\$28,600	

Notes:

- a. The quantity of 6" ductile iron pipe (Bid Item 1) installed was approximately 80 linear feet more than specified in the bid documents. This additional length was primarily associated with (1) an extended connection on Ferdinand Avenue north of Carmel Avenue to replace a 40-foot section of welded steel pipe identified in the field during construction and (2) an extension of the new 6" ductile iron pipe along Vallejo Street to shift the tie-in location further west as directed by the District. The remaining additional pipe length was related to field adjustments to meet required clearances from existing utilities.
- b. The quantities for the fittings (Bid Items 5, 6, and 7) were adjusted for the extended connection on Ferdinand Avenue north of Carmel Avenue.
- c. Two services were marked on the plans and the District's GIS as single services but were identified in the field to be double services with one of the service branches reserved for a future meter. These services were replaced in kind, which accounts for the quantity changes for the single and double service bid items (Bid items 9 and 10). For these two double services, only one additional meter box was required (Bid Item 12); an additional existing meter box was reused.
- d. The District requested that the proposed blow-off at the end of Ferdinand Ave be replaced with a new hydrant, which is reflected in the changes in quantities for Bid Items 14 and 16.

Two additional change orders were for extra work not reflected in the bid items, described below:

1. Additional investigative potholing to determine the exact location of the gas main along Carmel Avenue, which differed from how the line was shown on the plans and marked by PG&E in the field. This effort required one additional day of potholing for **\$5,000**.
2. The District's Standard Specifications did not clearly require the contractor to perform and pay for compaction testing, except for retests. The District requested that the contractor perform compaction testing. San Mateo County required tests every 50 feet. The cost for the required compaction testing was **\$7,350**.

Change orders to date total **\$40,950** or **8.1%** of the total bid price of \$502,850. All work is complete except for slurry sealing and repairing the curb ramp at the Carmel Avenue and Ferdinand Avenue intersection. No additional change orders are anticipated to complete the project.

STAFF REPORT

To: Coastside County Water District Board of Directors

From: Mary Rogren, Assistant General Manager

Agenda: October 15, 2019

Report

Date: October 11, 2019

Subject: Quarterly Financial Review

Recommendation:

Information Only.

Background:

Period Budget Analysis

The attached Period Budget Analysis summarizes year-to-date revenue and expenses for the first three months of Fiscal Year 2019-2020. Key highlights include:

- Year-to-date revenue is \$232,000 above budget primarily due to changes in timing of ERAF payments from the County. (Historically, payments were received in January.)
- Year-to-date expenses are \$12,000 under budget, including:
 - \$30,000 savings in pension expense due to reduction in CalPERS required payments for unfunded pension liabilities
 - Engineering expense is (\$32,000) overbudget due to use of EKI Environment and Water, Inc. for project management of our capital program and hydraulic modeling.
 - Other spending timing differences of \$14,000.

Capital Improvement Program

The District has spent \$1,388,000 year-to-date on CIP against a budget of \$4,970,000. During the quarter, key projects included Ferdinand Avenue pipeline replacement (\$558,000), Fire Hydrant Purchases (\$338,000), and Bell Moon pipeline replacement (\$212,000.)

Cash Reserves

The District's cash balance at September 30 was \$9,163,000.

COASTSIDE COUNTY WATER DISTRICT - PERIOD BUDGET ANALYSIS
Quarter Ending September 30, 2019

ACCOUNT	DESCRIPTION	YTD BUDGET	YTD ACTUAL	Variance Favorable (Unfavorable)	% Variance
OPERATING REVENUE					
1-0-4120-00	Water Revenue -All Areas	3,899,100.00	3,848,598.85	(50,501.15)	-1.3%
1-0-4170-00	Water Taken From Hydrants	12,500.00	20,672.10	8,172.10	65.4%
TOTAL OPERATING REVENUE		3,911,600.00	3,869,270.95	(42,329.05)	-1.1%
NON-OPERATING REVENUE					
1-0-4180-00	Late Notice -10% Penalty	15,000.00	22,634.76	7,634.76	50.9%
1-0-4230-00	Service Connections	2,500.00	5,471.81	2,971.81	118.9%
1-0-4920-00	Interest Earned	1,568.00	30,002.46	28,434.46	1813.4%
1-0-4930-00	Tax Apportionments/Cnty Checks	0.00	2,901.07	2,901.07	0.0%
1-0-4950-00	Miscellaneous Income	6,250.00	0.00	(6,250.00)	-100.0%
1-0-4955-00	Cell Site Lease Income	42,825.00	44,096.21	1,271.21	3.0%
1-0-4965-00	ERAF REFUND -County Taxes	0.00	236,975.79	236,975.79	0.0%
TOTAL NON-OPERATING REVENUE		68,143.00	342,082.10	273,939.10	402.0%
TOTAL REVENUES		3,979,743.00	4,211,353.05	231,610.05	5.8%
OPERATING EXPENSES					
1-1-5130-00	Water Purchased	755,000.00	739,891.80	15,108.20	2.0%
1-1-5230-00	Pump Exp, Nunes T P	11,315.00	13,086.10	(1,771.10)	-15.7%
1-1-5231-00	Pump Exp, CSP Pump Station	128,000.00	115,005.91	12,994.09	10.2%
1-1-5232-00	Pump Exp, Trans. & Dist.	7,146.00	5,226.97	1,919.03	26.9%
1-1-5233-00	Pump Exp, Pilarcitos Canyon	750.00	1,497.67	(747.67)	-99.7%
1-1-5234-00	Pump Exp. Denniston	44,000.00	37,165.72	6,834.28	15.5%
1-1-5242-00	CSP Pump Station Operations	2,781.00	6,297.86	(3,516.86)	-126.5%
1-1-5243-00	CSP Pump Station Maintenance	9,250.00	12,072.70	(2,822.70)	-30.5%
1-1-5246-00	Nunes T P Operations	20,241.00	20,954.12	(713.12)	-3.5%
1-1-5247-00	Nunes T P Maintenance	30,600.00	20,425.58	10,174.42	33.2%
1-1-5248-00	Denniston T.P. Operations	12,249.00	18,426.48	(6,177.48)	-50.4%
1-1-5249-00	Denniston T.P. Maintenance	25,999.00	21,488.00	4,511.00	17.4%
1-1-5250-00	Laboratory Services	18,750.00	17,923.60	826.40	4.4%
1-1-5260-00	Maintenance -General	75,000.00	107,175.99	(32,175.99)	-42.9%
1-1-5261-00	Maintenance -Well Fields	10,000.00	7,810.42	2,189.58	21.9%
1-1-5263-00	Uniforms	6,000.00	5,229.92	770.08	0.0%
1-1-5318-00	Studies/Surveys/Consulting	30,000.00	23,064.87	6,935.13	23.1%

ACCOUNT	DESCRIPTION	YTD BUDGET	YTD ACTUAL	Variance Favorable (Unfavorable)	% Variance
1-1-5321-00	Water Resources	6,550.00	11,435.49	(4,885.49)	-74.6%
1-1-5322-00	Community Outreach	3,000.00	4,466.82	(1,466.82)	-48.9%
1-1-5381-00	Legal	25,000.00	19,888.00	5,112.00	20.4%
1-1-5382-00	Engineering	15,500.00	48,040.78	(32,540.78)	-209.9%
1-1-5383-00	Financial Services	5,000.00	5,800.00	(800.00)	-16.0%
1-1-5384-00	Computer Services	40,000.00	39,261.23	738.77	1.8%
1-1-5410-00	Salaries/Wages-Administration	262,000.00	253,625.26	8,374.74	3.2%
1-1-5411-00	Salaries & Wages -Field	344,000.00	347,480.55	(3,480.55)	-1.0%
1-1-5420-00	Payroll Tax Expense	42,300.00	43,969.53	(1,669.53)	-3.9%
1-1-5435-00	Employee Medical Insurance	115,506.00	116,004.47	(498.47)	-0.4%
1-1-5436-00	Retiree Medical Insurance	13,200.00	10,199.46	3,000.54	22.7%
1-1-5440-00	Employees Retirement Plan	154,830.00	124,122.44	30,707.56	19.8%
1-1-5445-00	Supplemental Retirement 401a	0.00	0.00	0.00	0.0%
1-1-5510-00	Motor Vehicle Expense	15,000.00	30,555.78	(15,555.78)	-103.7%
1-1-5620-00	Office Supplies & Expense	65,805.00	60,290.18	5,514.82	8.4%
1-1-5625-00	Meetings / Training / Seminars	6,750.00	5,598.13	1,151.87	17.1%
1-1-5630-00	Insurance	34,249.00	32,903.26	1,345.74	3.9%
1-1-5687-00	Membership, Dues, Subscript.	12,000.00	18,459.78	(6,459.78)	-53.8%
1-1-5688-00	Election Expenses	0.00	0.00	0.00	0.0%
1-1-5689-00	Labor Relations	1,500.00	0.00	3,000.00	200.0%
1-1-5700-00	San Mateo County Fees	3,000.00	1,415.00	1,585.00	52.8%
1-1-5705-00	State Fees	3,000.00	0.00	3,000.00	100.0%
TOTAL OPERATING EXPENSES		2,355,271.00	2,346,259.87	9,011.13	0.4%
CAPITAL ACCOUNTS					
1-1-5712-00	Debt Svc/Existing Bonds 2006B	371,603.00	0.00	371,603.00	0.0%
1-1-5715-00	Debt Svc/CIEDB 11-099 (I-BANK)	266,638.00	266,638.02	(0.02)	0.0%
1-1-5716-00	Debt Svc/CIEDB 2016 (I-BANK)	233,204.00	233,204.09	(0.09)	0.0%
1-1-5717-00	Chase Bank - 2018 Loan	0.00	369,096.36	(369,096.36)	
TOTAL CAPITAL ACCOUNTS		871,445.00	868,938.47	2,506.53	0.3%
TOTAL EXPENSES		3,226,716.00	3,215,198.34	11,517.66	0.4%
CONTRIBUTION TO CIP/RESERVES		753,027.00	996,154.71		

STAFF REPORT

To: Coastside County Water District Board of Directors

From: David Dickson, General Manager

Agenda: October 15, 2019

Report

Date: October 8, 2019

**Subject: RESOLUTION NO. 2019-04 APPOINTING MARY ROGREN
AS SECRETARY OF THE DISTRICT AND ALSO ASSIGNING
CERTAIN DUTIES OF TREASURER**

Recommendation:

Approve Resolution 2019-04 appointing Mary Rogren as Secretary of the District and also assigning certain duties of Treasurer.

Background:

State law requires that the Board of Directors appoint a secretary whose duties include countersigning contracts and other duties prescribed by the Board. It is recommended that the Board appoint the newly appointed General Manager, Mary Rogren, as Secretary of the District and also assigning certain duties of the Treasurer to General Manager Mary Rogren, effective October 26, 2019 with the adoption of the attached Resolution 2019-04.

RESOLUTION NO. 2019-04

**APPOINTING MARY ROGREN AS SECRETARY OF THE DISTRICT
AND ALSO ASSIGNING CERTAIN DUTIES OF TREASURER**

WHEREAS, pursuant to Water Code Section 30540, the Board of Directors desires to appoint Mary Rogren, who was recently appointed as the District's General Manager, as the Secretary of the District; and

WHEREAS, the Board of Directors is not required to appoint a treasurer where it has retained an auditor as an independent contractor to conduct an annual audit of the District's books, records and financial affairs; and

WHEREAS, it is desirable that the General Manager perform the certain duties of the Treasurer of the District.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the COASTSIDE COUNTY WATER DISTRICT that, with the exception of conducting the annual audit of the District's books, records, and financial affairs, the duties that may otherwise be assigned by the Board of Directors to the Treasurer of the District are hereby assigned to General Manager Mary Rogren, effective October 26, 2019.

BE IT FURTHER RESOLVED, that General Manager Mary Rogren is hereby appointed to the office of Secretary of the District, said appointment to be effective October 26, 2019.

BE IT FURTHER RESOLVED that General Manager Mary Rogren shall perform the duties of the Secretary of the District and the duties of the Treasurer as described above without any increase in compensation beyond that provided for as General Manager.

PASSED AND ADOPTED this 15th day of October, 2019, by the following votes:

AYES:
NOES:
ABSENT:

Ken Coverdell, President
Board of Directors
Coastside County Water District

ATTEST:

David Dickson, General Manager
Secretary of the District

STAFF REPORT

To: Coastside County Water District Board of Directors

From: David Dickson, General Manager

Agenda: October 15, 2019

Report

Date: October 10, 2019

Subject: General Manager's Report

On the occasion of my last Board of Directors meeting as General Manager, I would like to offer some reflections on the District's past, present and future.

STAFF REPORT

To: Coastside County Water District Board of Directors

From: Mary Rogren, Assistant General Manager

Agenda: October 15, 2019

Report

Date: October 11, 2019

Subject: Assistant General Manager's Report

Recommendation: Information Only.

PG&E Public Safety Power Shutdown

On Monday, October 7, the District was contacted by PG&E of an imminent power shutdown occurring in the next 48 hours due to gusty winds and dry conditions. In preparation for the power shutdown, District staff topped off our water tanks and diesel tanks (for our generators) and reviewed operational protocols.

The power was shutoff from 11:15 PM Wednesday, October 9 to 5:00 PM Thursday, October 10.

During the shutoff, the District seamlessly transitioned over to generator power at the Nunes Water Treatment Plant, water tanks, District office and other facilities. We continued to treat water from Pilarcitos Reservoir, and we were also able to turn on Crystal Springs Pump Station as the power wasn't impacted. Water service continued "business as usual" for our customers without any issues.

Staff considered the outage to be a good drill for testing the District's emergency preparedness, but also took away a few lessons learned for the future as well.

MONTHLY REPORT

To: David Dickson, General Manager
From: James Derbin, Superintendent of Operations
Agenda: October 15, 2019

Report
Date: October 7, 2019

Monthly Highlights

- New John Deer 410 backhoe delivered
- MTU installation is complete
- All hydrants ordered have arrived
- John Deer 210 loader at Denniston is back from painting
- Dump truck is back from painting with new high lift tailgate
- Treatment staff replaced lights at the filters and parking lot at Nunes WTP
- **Leaks repaired:**
 - 103 Spyglass, (Hydrant Valve)
 - 420 Poplar
 - 178 California
 - 525 Kelly
 - 465 Third Avenue, Miramar
- **Installed new hydrants:**
 - 1525 Spinnaker
 - 1370 N. Cabrillo HWY
 - 1567 Mizzen LN
 - 401 Greenbrier
 - 416 St Joseph

Sources of Supply

- September Sources:
 - Denniston Reservoir and Wells/Pilarcitos Lake/CSP

Projects

- SFPUC real estate license executed, Stone Dam Pipeline Project NTP issued to Andreini
- The Obispo Road pipeline extension for the new firehouse is complete, still need County sign off and new DCDA installed and tested
- Bell Moon Pipeline Replacement will be complete by the end of the month
- Casa Del Mar PRV Project - Two of the three PRV vaults are in, project should start this month
- Ferdinand Pipeline Replacement Project is complete less one ADA ramp installation and County sign off
- Denniston small spillway weirgate installation and dredging first week of October

STAFF REPORT

To: Board of Directors
From: Cathleen Brennan, Water Resources Analyst
Agenda: October 15, 2019

Report: October 8, 2019
Subject: Water Resources Informational Report

Water Loss Audit for Fiscal Year 2019

District staff submitted a validated (level 1) water loss audit per the requirements of California Code of Regulations Title 23, Division 2, Chapter 7 and the California Water Code Section 10608.34. The water audit was validated by Water Systems Optimization.

Key audit metrics reported in the water loss audit included the following:

- ❖ Data Validity Score: 65
- ❖ Infrastructure Leak Index (ILI): 0.58
- ❖ Real Loss: 10.4 gallons per connection per day
- ❖ Apparent Loss: 2.0 gallons per connection per day
- ❖ Non-Revenue Water as Percent of Operating System: 2.8%

The required documents were uploaded to the California Department of Water Resources to their Water Use Efficiency portal on September 27, 2019. A confirmation email was generated by the portal, once the submittal was completed successfully.

End of Water Year 2019

Half Moon Bay had normal amounts of precipitation for Water Year 2019 (October 1, 2018 - September 30, 2019) at almost 26 inches. On page two of this report is a summary chart of annual (68 Years) precipitation totals for Half Moon Bay.

Half Moon Bay Precipitation Totals for Water Years 1951 - 2019

