

TO: BOARD OF DIRECTORS
FROM: MICHAEL LEBRUN *ML*
INTERIM GENERAL MANAGER
DATE: APRIL 13, 2011

**AGENDA ITEM
C-1
APRIL 13, 2011**

MARCH 23, 2011 REGULAR MEETING CLOSED SESSION REPORT

ITEM

Announcement of Actions, if any, Taken in Closed Session [NO ACTION REQUESTED].

BACKGROUND

The March 23, 2011 Regular Meeting Closed Session included:

1. CONFERENCE WITH DISTRICT LEGAL COUNSEL RE: PENDING LITIGATION PURSUANT TO GC §54956.9 SMVWCD VS. NCSD (SANTA CLARA COUNTY CASE NO. CV 770214, SIXTH APPELLATE COURT CASE NO. H032750 AND ALL CONSOLIDATED CASES).
2. CONFERENCE WITH LEGAL COUNSEL Pending Litigation GC§54956.9 Maria Vista VS. NCSD (CASE NO. CV 040877), Maria Vista vs. NCSD (Case No. CV 061079), AND Maria Vista vs. Linda Vista Farms, NCSD et al. (Case No. CV 040150).
3. PUBLIC EMPLOYEE EVALUATION (GOVERNMENT CODE §54957)
Title: District Interim General Manager Performance Evaluation

Staff will report on closed session action taken, if any.

RECOMMENDATION

No Action

ATTACHMENTS

- None

TO: MICHAEL LEBRUN ^{ML}
INTERIM GENERAL MANAGER

FROM: PETER SEVCIK ^{PVS}
DISTRICT ENGINEER

DATE: April 7, 2011

AGENDA ITEM
C-2
APRIL 13, 2011

SOUTHLAND WWTF UPGRADE PROJECT UPDATE

ITEM

Mike Nunley of AECOM Engineering to provide Southland WWTF Upgrade project status [NO ACTION REQUESTED].

BACKGROUND

Mike Nunley is scheduled to summarize the attached report.

RECOMMENDATION

Staff recommends that your Honorable Board receive the presentation and ask questions as appropriate.

ATTACHMENTS

- April 2011 Southland WWTF Upgrade Design Phase Status Report

Memorandum

To	Michael LeBrun, PE, Interim General Manager Peter Sevcik, PE, District Engineer	Page	1
CC	Jon Hanlon, Eileen Shields		
Subject	Southland WWTF Phase 1 Improvements – Design Phase Status Report		
From	Michael K. Nunley, PE		
Date	April 6, 2011		

The Project Team has completed the following items this month:

1. The 60% plans, specifications, and construction cost opinion were submitted to District staff and the District's peer reviewers on March 9th, on schedule.
2. District staff received peer review comments on the 60% submittal and forwarded them to AECOM for consideration and response.
3. An operator's workshop is scheduled for April 12th to present the 60% design and receive input from the District's wastewater operations staff.
4. District staff provided comments on the Administrative Draft Report of Waste Discharge. AECOM will integrate these and produce the draft report this month.
5. GTA (AECOM's subconsultant) submitted an encroachment permit to Caltrans in preparation to survey the CCWA State Water Pipeline easement.

Schedule

The Project Schedule is attached. A baseline was set at the August 4, 2010 based on the District's request. The schedule has been updated to reflect the current project status.

Budget Status

The Invoice Summary is attached. The Invoice Summary indicates an amount invoiced which is consistent with the work completed to date. The project budget is attached and has been updated to reflect the 60% design. The 30% opinion of cost is shown along-side the updated amount for comparison purposes, but will be removed for clarity in subsequent submittals.

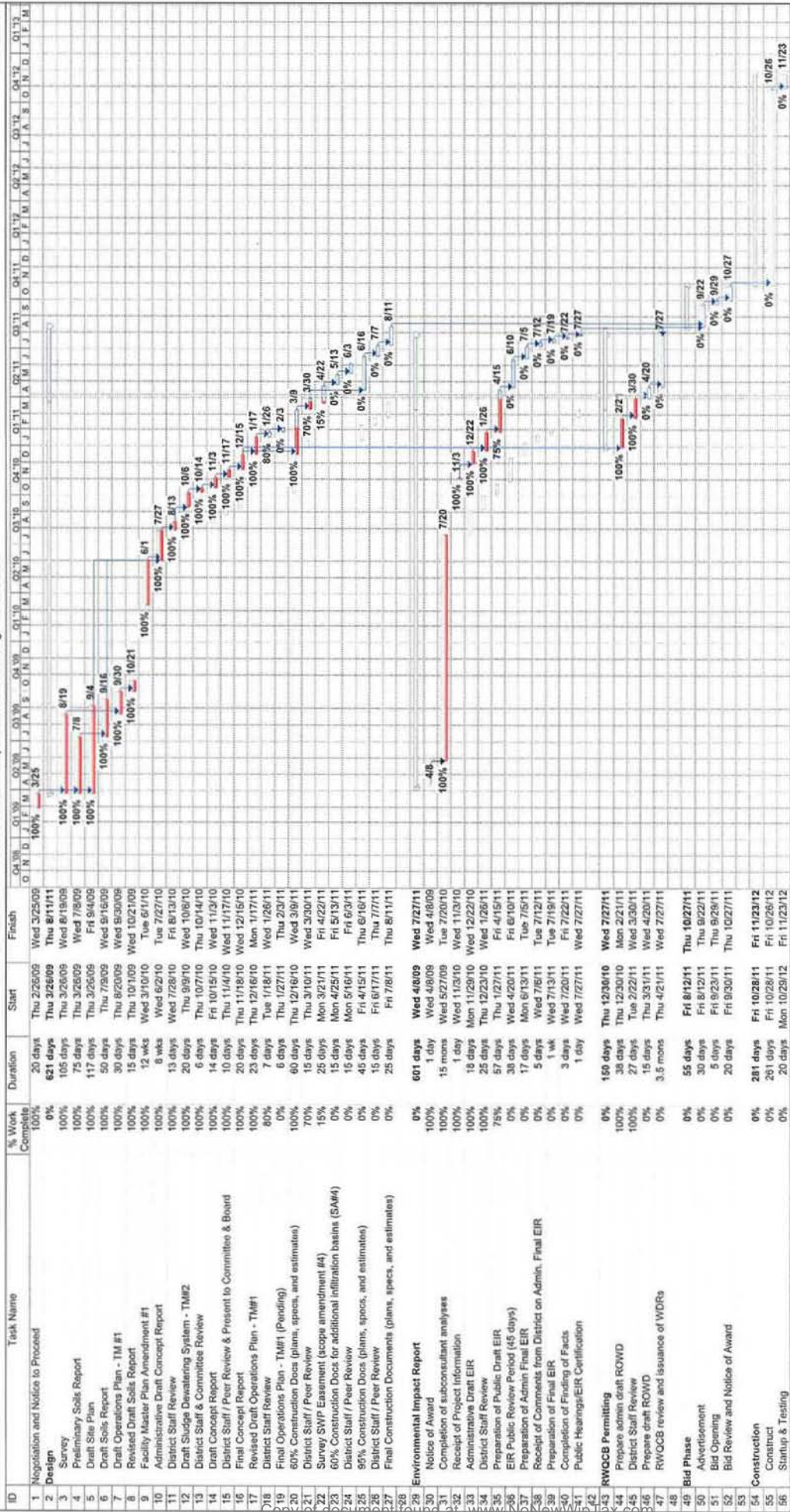
Yours Sincerely,



Michael K. Nunley, PE

Enclosures: Project Schedule, Invoice Summary, Project Budget Summary

Southland WWTF Phase 1 Improvements Design Schedule



Task
Progress
Baseline

Milestone
Baseline Milestone
Summary

Rollup to Critical Task
Rollup to Milestone
Rollup to Baseline

Rollup to Baseline Milestone
Rollup to Milestone
Rollup to Baseline

Estimated Task
Group by Summary
Deadline

Design Budget & Invoice Summary

4/1/2011

Engineering Services for NCSD - Southland WWTF Upgrade

Nipomo CSD

	Total Budget	Amount Previously Invoiced	Current Invoice Amount	% of Budget Earned to date	% of Work Complete
Task Group 1 - Concept Design Phase	\$249,736.00	\$236,981.02	\$265.36	95%	95%
Task Group 2 - Construction Documents	\$577,538.00	\$257,334.57	\$66,410.55	56%	56%
Task Group 3 - Project Management	\$97,796.00	\$63,089.55	\$3,801.60	68%	68%
Task Group 4 - Assistance During Bid	\$39,539.00	\$0.00	\$0.00	0%	0%
Task Group 5 - Office Engineering Services	\$147,198.00	\$0.00	\$0.00	0%	0%
Task Group 6 - Amendment 1 Facility MP	\$37,020.00	\$37,131.75	\$0.00	100%	100%
Task Group 7 - Waste Discharge Report	\$30,130.00	\$15,189.93	\$324.00	51%	51%
Total	\$1,178,957.00	\$609,726.82	\$70,801.51	58%	58%

Date Printed 4/6/2011

Item	Description	Budgeted Amount	Updated Amount
		Dec 2010 CDR (1)(2)	Mar 2011 60% Plans (1)(2)
1	Influent Pump Station & Flowmeter	\$ 509,400	\$ 421,600
2	Spiral Screening System	\$ 352,100	\$ 402,500
3	Grit Removal System	\$ 274,000	\$ 254,000
4	Extended Aeration System	\$ 1,268,700	\$ 1,197,900
5	Secondary Clarifier	\$ 1,767,000	\$ 1,377,500 (3)
6	Sludge Thickening System	\$ 251,800	\$ 268,500
7	Emergency Holding Basin	\$ 80,000	\$ 105,700
8	Sludge Drying Beds	\$ 787,200	\$ 718,200
9	Controls & Blower Building	\$ 251,100	\$ 269,000
10	Non-Potable Plant Water System	\$ 226,400	\$ 210,800
11	Site Piping	\$ 651,500	\$ 1,297,100 (4)
12	Instrumentation & Controls	\$ 307,500	\$ 307,100
13	Electrical	\$ 398,700	\$ 724,400 (5)
14	Site Work	--	\$ 301,100 (6)
Construction Subtotal		\$ 7,125,000	\$ 7,855,000
11	Construction Contingency	\$ 1,781,250 (3)	\$ 1,178,250 (7)
Construction Total		\$ 8,906,250	\$ 9,033,250
12	Environmental Impact Report	\$ 93,400	\$ 93,400
13	Design-Phase Engineering	\$ 1,160,718 (4)	\$ 1,178,957 (8)
14	Construction Management	\$ 1,068,750 (5)	\$ 1,178,250 (9)
15	Environmental Mitigation & Monitoring Allowance	\$ 142,500 (6)	\$ 142,500 (10)
16	Permitting Fees Allowance	\$ 5,000 (7)	\$ 5,000 (11)
17	Non-Construction Contingency	\$ 618,000 (8)	\$ 363,643 (12)
WWTF Phase 1 Improvements Estimated Total		\$ 11,995,000 (9)	\$ 11,995,000 (13)

Mar 2011 Notes:

- (1) ENR CCI (Mar 2011) = 9011
- (2) Costs are escalated by 2% per year to midpoint of construction (estimated 5/11/2012)
- (3) The secondary clarifier cost opinion has reduced as a result of value engineering, which identified less cost required for the RAS/WAS pump station, distribution box, and miscellaneous piping.
- (4) The site piping cost opinion has increased to include the plant drain, scum piping, an increased length for the potable water line, non-potable water line, manholes and fittings, and an increased amount for shoring.
- (5) The electrical cost opinion has increased based on the 60% design.
- (6) Site work includes new gravel access roads, new fencing and relocation of existing fencing.
- (7) Construction contingency is estimated at 15% of construction subtotal.
- (8) Design-Phase engineering costs are a sum based on original contract (May 2009), and scope amendments #1 (Jun 2009), #2 (Mar 2010), #3 (Sept 2010), and #4 (Mar 2011).
- (9) To be updated by CM team; Construction Management costs estimated at 15% of construction subtotal.
- (10) Environmental mitigation and monitoring costs are provided as an allowance. These costs will be further developed with the EIR process.
- (11) Permitting fees are estimated and provided as an allowance. These costs will be further developed with the EIR process.
- (12) Non-construction contingency is estimated at approximately 14% of the non-construction total (line items 12 through 16).
- (13) Town Sewer System Financial Plan, August 24, 2007, assumes \$12 million project costs to be funded as follows:
 - \$8.9 million from new long-term debt (\$10.6 million par value)
 - \$2.6 million from Town Sewer Funded Replacement Fund
 - \$0.5 million from Town Sewer Capital Improvement Fund

Dec 2010 Notes:

- (1) ENR CCI (Dec 2010) = 8952
- (2) Costs are escalated by 2% per year to midpoint of construction (estimated 3/12/2012)
- (3) Construction contingency is estimated at 25% of construction subtotal
- (4) Design-Phase engineering costs are a sum based on original contract (May 2009), and scope amendments #1 (Jun 2009), #2 (Mar 2010), and #3 (Sept 2010)
- (5) To be updated by CM team; Construction Management costs estimated at 15% of construction subtotal.
- (6) Environmental mitigation and monitoring costs are estimated at 2% of construction subtotal and provided as an allowance. These costs will be further developed with the EIR process.
- (7) Permitting fees are estimated and provided as an allowance. These costs will be further developed with the EIR process.
- (8) Non-construction contingency is estimated at 25% of the non-construction total (line items 12 through 16).
- (9) Town Sewer System Financial Plan, August 24, 2007, assumes \$12 million project costs to be funded as follows:
 - \$8.9 million from new long-term debt (\$10.6 million par value)
 - \$2.6 million from Town Sewer Funded Replacement Fund
 - \$0.5 million from Town Sewer Capital Improvement Fund

TO: MICHAEL LEBRUN *ML*
INTERIM GENERAL MANAGER

FROM: PETER SEVCIK *PVS*
DISTRICT ENGINEER

DATE: APRIL 7, 2011

AGENDA ITEM
C-3
APRIL 13, 2011

NCSD DISTRICT ENGINEER ACTIVITIES SUMMARY

ITEM

District Engineer Update on Recent Activities. [NO ACTION REQUESTED].

BACKGROUND

Peter Sevcik is scheduled to summarize the attached report.

RECOMMENDATION

Staff recommends that your Honorable Board receive the presentation and ask questions as appropriate.

ATTACHMENT

- District Engineer Activities Summary



NIPOMO COMMUNITY SERVICES DISTRICT

148 SOUTH WILSON STREET
POST OFFICE BOX 326
NIPOMO, CA 93444 - 0326
(805) 929-1133 FAX (805) 929-1932
Web site address www.ncsd.ca.gov

MEMORANDUM

TO: MICHAEL LEBRUN, P.E., INTERIM GENERAL MANAGER
FROM: PETER V. SEVCIK, P.E., DISTRICT ENGINEER
DATE: APRIL 7, 2011
RE: DISTRICT ENGINEER ACTIVITIES UPDATE – MARCH 2011

PROJECTS IN CONSTRUCTION:

- **Willow Road Waterline Extension Phase 1 Project**
 - SCOPE OF WORK – 1,260 lineal feet of 14-inch diameter and 6,280 lineal feet of 12-inch diameter waterline and associated ancillary facilities
 - Concurrent with County Willow Road Phase 1 Roadway Project
 - STATUS – Waterline 95% complete
- **Willow Road Waterline Extension Phase 2 Project**
 - SCOPE OF WORK – 3,115 lineal feet of 12-inch diameter waterline and associated ancillary facilities
 - Concurrent with County Willow Road Phase 2 Roadway Project
 - STATUS – Waterline 0% complete

PROJECTS IN DESIGN AND PLANNING STAGES:

- **Frontage Road Trunk Sewer Replacement Project**
 - SCOPE OF WORK – 1,100 lineal feet of 24-inch diameter and 3,160 lineal feet of 21-inch diameter sanitary sewer and associated ancillary facilities
 - STATUS – Bid documents are being finalized
- **Southland WWTF Upgrade**
 - SCOPE OF WORK - Phase 1 improvements to the treatment plant include a new influent pump station, influent screening system, grit removal system, Biolac® extended-aeration system and final clarifier as well as gravity belt thickener and lined drying beds for biosolids handling
 - Continue to assist EIR consultant and design consultant
 - STATUS – Draft EIR preparation in progress and 90% design in progress

- **Supplemental Water Project**

- SCOPE OF WORK – 2,600 lineal foot 24-inch diameter HDD bore, 16,000 lineal feet of 12-inch diameter waterline, 210 lineal foot freeway crossing jack and bore, 4,000 lineal feet of 18-inch diameter waterline, 2,480 lineal feet of 24-inch waterline, 300 lineal foot levee crossing jack and bore, 2,000 gallon per minute pump station, 500,000 gallon tank, and 4 wellhead chloramination systems
- Continue to assist property acquisition consultant and assessment engineer
- STATUS – Design idled, property acquisition in progress, permitting in progress, assessment district formation in progress

- **Water and Sewer Master Plan Implementation**

- Final design for SCADA Upgrade Project in progress
- Developing plan for Dana Foothill Tank project

OTHER PROJECTS AND PROGRAMS:

- **Safety Program**

- 3/15 annual electrical safety, confined space and lock-out/ tag-out training for operations employees
- Continued to coordinate on-line safety training for all District Employees

- **Urban Water Management Plan**

- Worked with WSC to develop scope amendment to address new DWR requirements

- **Development Oversight**

- Tract 2523 – Tejas – Schaefer – Project close-out in progress
- Tract 2650 – Via Concha – Margarita Valley Ranch LLC – Plan check in progress
- Edwards Barn partial fire sprinkler lateral installation inspection
- Numerous inquiries regarding status of several projects

- **Other Projects**

- Reviewing District Standards and Specifications

MEETINGS/TRAINING

- AECOM 3/7 – Southland WWTF Upgrade design status
- SLO County Public Works 3/7 – Supplemental Water Project Assessment District
- AECOM 3/14 – Southland WWTF Upgrade construction budget
- CSDA SLO Chapter 3/18 – bimonthly meeting
- City of Santa Maria 3/22 – Urban Water Management Plan update
- Safety Practices Webinar 3/24
- AECOM 3/30 – Admin Draft Report of Waste Discharge for Southland WWTF