

TO: BOARD OF DIRECTORS
FROM: MICHAEL S. LEBRUN *MSL*
GENERAL MANAGER
DATE: SEPTEMBER 9, 2011



PRESENTATIONS AND REPORTS

- C-1) RECOGNITION OF DISTRICT BILLING CLERK'S TWENTY YEARS OF SERVICE TO DISTRICT
- C-2) MIKE NUNLEY OF AECOM
Update Report re: Southland Wastewater Treatment Plant Upgrade
- C-3) NCSD DISTRICT ENGINEER PETER SEVCIK
Update Report re: Recent Activities
- C-4) DIRECTORS' ANNOUNCEMENTS OF DISTRICT & COMMUNITY INTEREST AND REPORTS ON ATTENDANCE AT PUBLIC MEETINGS, TRAINING PROGRAMS, CONFERENCES, AND SEMINARS.
Receive Announcements and Reports from Directors
- C-5) RECEIVE PUBLIC COMMENT ON PRESENTATIONS AND REPORTS PRESENTED UNDER ITEM C AND BY MOTION RECEIVE and FILE PRESENTATIONS AND REPORTS

T:\BOARD MATTERS\BOARD MEETINGS\BOARD LETTER\2011\PRESENTATIONS AND REPORTS\09-14-11 PRESENTATIONS AND REPORTS.DOCX

TO: BOARD OF DIRECTORS

FROM: MICHAEL S. LEBRUN *MGL*
GENERAL MANAGER

DATE: SEPTEMBER 7, 2011

AGENDA ITEM
C-1
SEPTEMBER 14, 2011

RECOGNITION OF DISTRICT BILLING CLERK

ITEM

Recognition of District Billing Clerk's Twenty Years of Service to District [PRESENT RESOLUTION OF APPRECIATION].

BACKGROUND

District Billing Clerk has served the District faithfully for over twenty years. The Board we take an opportunity to recognize this outstanding employee. A draft Resolution will be read. The Resolution will be considered for adoption on today's consent calendar.

RECOMMENDATION

Staff recommends that your Honorable Board recognize the Billing Clerks service and dedication.

ATTACHMENT

- None

TO: MICHAEL S. LEBRUN *MSL*
GENERAL MANAGER

FROM: PETER V. SEVCIK *P.V.S.*
DISTRICT ENGINEER

DATE: SEPTEMBER 7, 2011

AGENDA ITEM
C-2
SEPTEMBER 14, 2011

SOUTHLAND WWTF UPGRADE PROJECT UPDATE

ITEM

Mike Nunley of AECOM Inc. 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

- September 2011 Southland WWTF Upgrade Design Phase Status Report

Memorandum

To	Michael LeBrun, PE, 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	September 8, 2011		

The Project Team has completed the following items this month:

1. AECOM has been working to address review comments received on the 95% submittal. After review with District staff, a draft final submittal was requested to review the set one last time before producing construction documents.
2. District staff and AECOM met with Regional Water Quality Control Board staff to discuss the revised draft Report of Waste Discharge, submitted with the application for the revised permit. RWQCB staff indicated that the WDR issuance is not likely to occur until February 2012.
3. We are working with District staff and CCWA to determine crossing requirements for the treated effluent line across the State Water Pipeline and obtain a permit from DWR.
4. We continue to work closely with District staff to address remaining items required to complete design, and plan to return to your Board on September 28th with a scope amendment to address the draft final submittal, schedule impact, and any additional required items to produce final documents for construction.

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, considering the draft final submittal and review, the EIR schedule, and the permitting schedule. The WDR issuance date was estimated based on the discussion with RWQCB staff and this year's RWQCB Board schedule. This target date is yet to be confirmed with RWQCB staff, and will be updated as permitting proceeds.



Budget Status

The Invoice Summary is attached. The project budget is attached and has updated to reflect the 95% design. The 60% opinion of cost is shown along-side the updated amount for comparison purposes, but will be removed for clarity in subsequent submittals.

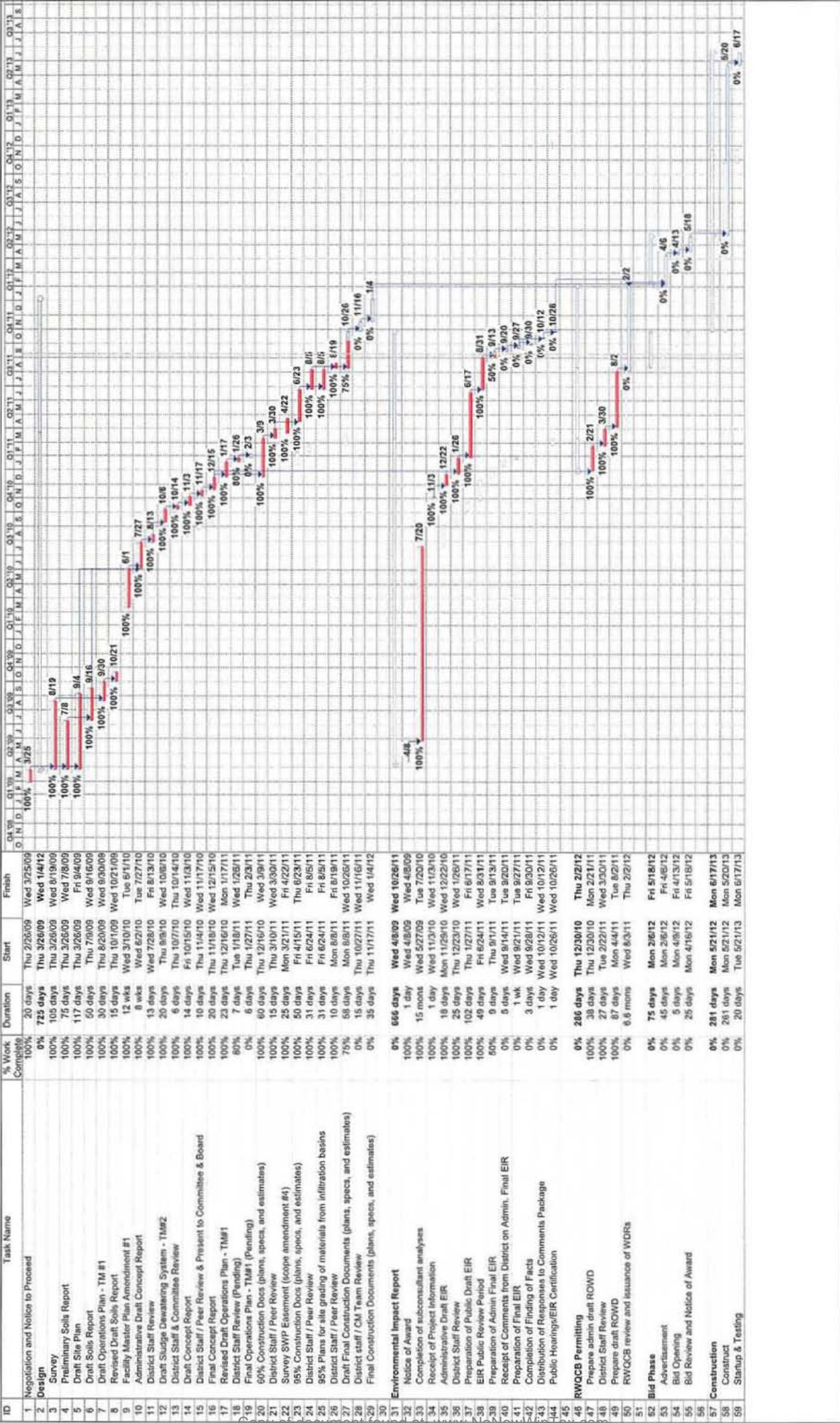
Yours Sincerely,

A handwritten signature in black ink that reads 'Michael K. Nunley'. The signature is written in a cursive style with a large, looped 'M' and 'N'.

Michael K. Nunley, PE

Enclosures: Project Schedule, Invoice Summary, Project Budget Summary

Southland WWTF Phase 1 Improvements Design Schedule



Task: Milestone Summary Baseline Milestone Summary

Related Up Critical Task: Related Up Milestone Related Up Baseline

Related Up Baseline Milestone: Milestone Summary

Related Up Baseline Milestone: Milestone Summary

Estimated Tasks: Group By Summary Dashboard

Page 1

Project Budget Summary

8/31/2011

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	\$245,618.32	\$1,684.80	99%	99%
Task Group 2 - Construction Documents	\$625,036.00	\$579,510.18	\$28,765.80	97%	97%
Task Group 3 - Project Management	\$108,579.00	\$86,215.05	\$8,370.00	87%	87%
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	\$24,037.83	\$2,311.20	87%	87%
Total	\$1,237,238.00	\$972,513.13	\$41,131.80	82%	82%

Item	Description	Updated Amount Mar 2011 60% Plans (1)(2)	Updated Amount June 2011 95% Plans (1)(2)
1	Influent Pump Station & Flowmeter	\$ 421,600	\$ 427,900
2	Spiral Screening System	\$ 402,500	\$ 422,400
3	Grit Removal System	\$ 254,000	\$ 276,400
4	Extended Aeration System	\$ 1,197,900	\$ 1,163,200
5	Secondary Clarifier	\$ 1,377,500 (3)	\$ 1,330,400
6	Sludge Thickening System	\$ 268,500	\$ 279,600
7	Emergency Holding Basin	\$ 105,700	\$ 69,400 (3)
8	Sludge Drying Beds	\$ 718,200	\$ 716,700
9	Controls & Blower Building	\$ 269,000	\$ 272,900
10	Non-Potable Plant Water System	\$ 210,800	\$ 230,100
11	Site Piping	\$ 1,297,100 (4)	\$ 1,340,500 (4)
12	Instrumentation & Controls	\$ 307,100	\$ 306,400
13	Electrical	\$ 724,400 (5)	\$ 723,500
14	Site Work	\$ 301,100 (6)	\$ 317,000
	Construction Subtotal	\$ 7,855,000	\$ 7,876,000
15	Construction Contingency	\$ 1,178,250 (7)	\$ 1,181,400 (5)
	Construction Total	\$ 9,033,250	\$ 9,057,000
16	Environmental Impact Report	\$ 93,400	\$ 109,170
17	Design-Phase Engineering	\$ 1,178,957 (8)	\$ 1,237,237 (6)
18	Construction Management	\$ 1,178,250 (9)	\$ 1,181,400 (7)
19	Environmental Mitigation & Monitoring Allowance	\$ 142,500 (10)	\$ 142,500 (8)
20	Permitting Fees Allowance	\$ 5,000 (11)	\$ 5,000 (9)
21	Non-Construction Contingency	\$ 363,643 (12)	\$ 262,693 (10)
	WWTF Phase 1 Improvements Estimated Total	\$ 11,995,000 (13)	\$ 11,995,000 (11)

June 2011 Notes:

- (1) ENR CCI (June 2011) = 9080
- (2) Costs are escalated by 2% per year to midpoint of construction (estimated 7/3/2012)
- (3) The emergency holding basin cost has been reduced based on relocation to Aeration Basin #2 (for Phase 1), eliminating the need for construction of a separate basin.
- (4) The site piping cost opinion has increased based on refined number of fittings, valves, and revised lengths.
- (5) Construction contingency is estimated at 15% of construction subtotal.
- (6) 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), #4 (Mar 2011), and #5 (July 2011).
- (7) To be updated by CM team; Construction Management costs estimated at 15% of construction subtotal.
- (8) Environmental mitigation and monitoring costs are provided as an allowance. These costs will be further developed with the EIR process.
- (9) Permitting fees are estimated and provided as an allowance. These costs will be further developed with the EIR process.
- (10) Non-construction contingency is estimated at approximately 10% of the non-construction total (line items 16 through 20).
- (11) 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

March 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 16 through 20).
- (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

TO: BOARD OF DIRECTORS

FROM: MICHAEL S. LEBRUN *msl*
GENERAL MANAGER

DATE: SEPTEMBER 7, 2011

AGENDA ITEM
C-3
SEPTEMBER 14, 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 S. LEBRUN, P.E., GENERAL MANAGER
FROM: PETER V. SEVCIK, P.E., DISTRICT ENGINEER P.V.S.
DATE: SEPTEMBER 8, 2011
RE: DISTRICT ENGINEER ACTIVITIES UPDATE

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
 - BUDGETED PROJECT COST \$1,300,000
 - STATUS – Project Closeout Stage
 - OTHER – Relocation of two air release valves required by County
- **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
 - BUDGETED PROJECT COST \$540,000
 - STATUS – Waterline 80% complete
- **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
 - BUDGETED PROJECT COST \$2,200,000
 - STATUS – Construction in Progress

PROJECTS IN DESIGN AND PLANNING STAGES

- **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

- Draft Administrative Final EIR in progress
- Report of Waste Discharge submitted to Regional Water Quality Control Board
- Draft Final Design in progress
- BUDGETED PROJECT COST \$12,000,000
- STATUS – 95% design submitted by AECOM

- **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
 - Developing schedule and cost to restart design
 - BUDGETED PROJECT COST \$25,300,000
 - 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

OTHER PROJECTS AND PROGRAMS

- **Safety Program**
 - Quarterly safety meeting for all District employees 8/11
 - Continued to coordinate on-line safety training for all District Employees

- **Development Oversight**
 - Tract 2650 – Via Concha – Margarita Valley Ranch LLC
 - Hillside Terrace Apartments – Hill and Blume – Bill Kengel

- **Fats, Oils and Grease (FOG) Program**
 - 13 inspections and 8 re-inspections in August

MEETINGS

- 8/8, AECOM, Southland WWTF Upgrade Phase 1 Project Peer Review
- 8/9, MNS, Frontage Road Trunk Sewer Replacement Project Pre-Construction Meeting
- 8/16, Doug Wood, Southland WWTF EIR Cultural Resources
- 8/29, County Public Works, Supplemental Water Project
- 8/30, Public Meeting, Frontage Road Trunk Sewer Replacement Project
- 8/31, Cannon, Willow Road Phase 2
- 9/2, AECOM, Supplemental Water Project Design Status
- 9/6, Central Coast Regional Water Quality Control Board, New Southland WWTF Permit