

TO: BOARD OF DIRECTORS
FROM: MICHAEL S. LEBRUN *MSL*
GENERAL MANAGER
DATE: OCTOBER 21, 2011



CONSENT AGENDA

The following items are considered routine and non-controversial by staff and may be approved by one motion if no member of the Board wishes an item be removed. If discussion is desired, the item will be removed from the Consent Agenda and will be considered separately.

**Questions or clarification may be made by the Board members
without removal from the Consent Agenda.**

- D-1) APPROVE WARRANTS [RECOMMEND APPROVAL]
- D-2) APPROVE OCTOBER 12, 2011 REGULAR BOARD MEETING MINUTES [RECOMMEND APPROVAL]
- D-3) AUTHORIZE PURCHASE OF PORTABLE GENERATOR FOR TEFFT STREET LIFT STATION [RECOMMEND APPROVE RESOLUTION AUTHORIZING PURCHASE OF GENERATOR]
- D-4) QUARTERLY INVESTMENT POLICY [RECOMMEND APPROVAL]
- D-5) CONSIDER A \$12,000 BUDGET AUGMENTATION FOR HAMNER, JEWELL & ASSOCIATES INCREASING NOT TO EXCEED LIMIT FOR PROPERTY NEGOTIATION SERVICES IN SUPPORT OF SUPPLEMENTAL WATER PROJECT FROM \$70,000 TO \$82,000 [RECOMMEND BY MOTION AND ROLL CALL VOTE APPROVE BUDGET AUGMENTATION]

TO: BOARD OF DIRECTORS
 FROM: MICHAEL S. LEBRUN *MSL*
 GENERAL MANAGER
 DATE: OCTOBER 21, 2011

**AGENDA ITEM
 D-1
 OCTOBER 26, 2011**

**TOTAL COMPUTER CHECKS
 \$177,746.50**

HAND WRITTEN CHECKS

10-10-11	20338	ED EBY	AD HOC COMMITTEE	\$75.00
10-10-11	20339	MICHAEL WINN	AD HOC COMMITTEE	\$75.00
10-12-11	20340	CHP	ACCIDENT REPORT	\$10.00
10-19-11	20341	ED EBY	AD HOC COMMITTEE	\$75.00
10-19-11	20342	MICHAEL WINN	AD HOC COMMITTEE	\$75.00
10-26-11	20343	PAT TUMBARELLO	WASHER REBATE	\$75.00
10-26-11	20344	JEFF ELLIS	PCI DEPOSIT REFUND	\$1,500.00

VOIDS - NONE

COMPUTER GENERATED CHECKS

19996	10/14/11	EMP01	EMPLOYMENT DEVELOP DEPT	1344.05	.00	1344.05	B11010	STATE INCOME TAX
19997	10/14/11	MID01	RABOBANK-PAYROLL TAX DEPO	3762.18	.00	3762.18	B11010	FEDERAL INCOME TAX
				943.12	.00	943.12	1B11010	MEDICARE (FICA)
			Check Total.....:	4705.30	.00	4705.30		
19998	10/14/11	MID02	RABOBANK-DIRECT DEPOSIT	25869.84	.00	25869.84	B11010	NET PAY
19999	10/14/11	PER01	PERS RETIREMENT	8870.35	.00	8870.35	B11010	PERS PAYROLL REMITTANCE
20000	10/14/11	STA01	ING-PERS 457 DEFERRED COM	855.00	.00	855.00	B11010	457 DEFERRED COMP
020001	10/26/11	AEC01	AECOM USA INC	742.50	.00	742.50	37160812	PCI TR 2650 (AUG)
				1242.00	.00	1242.00	37160813	PCI CO-06-0225
				324.00	.00	324.00	37169396	WATER SCADA UPGRADE
				216.00	.00	216.00	37169397	SEWER SCADA UPGRADE
				2790.45	.00	2790.45	37170085	PCI TRACT 2650 (SEPT)
				67792.95	.00	67792.95	937169395	SOUTHLAND WWTF UPGRADE
				4843.80	.00	4843.80	937169398	FRONTAGE RD SEWER
			Check Total.....:	77951.70	.00	77951.70		
020002	10/26/11	AGP01	AGP VIDEO	750.00	.00	750.00	4637	VIDEO-NMMA TG MEETING 9-1
020003	10/26/11	ATT02	AT&T	184.82	.00	184.82	2715265	TELEPHONE
020004	10/26/11	BRE02	BRENNTAG PACIFIC INC.	555.64	.00	555.64	BPI141334	SODIUM HYPOCHLORITE
				465.43	.00	465.43	BPI141335	SODIUM HYPOCHLORITE
			Check Total.....:	1021.07	.00	1021.07		
020005	10/26/11	CAL14	CALIFORNA WATER	132.00	.00	132.00	B11019	MEMBERSHIP RENEWAL-DAVISO
020006	10/26/11	CAN02	CANNON ASSOCIATES	21106.16	.00	21106.16	51580	WILLOW RD PHASE II
				1130.00	.00	1130.00	51607	IPAAC ISSUES
			Check Total.....:	22236.16	.00	22236.16		
020007	10/26/11	CLE06	CNSSLO INC	2041.00	.00	2041.00	13611	COMPUTER SUPPORT
020008	10/26/11	CRY01	CRYSTAL SPRINGS	45.80	.00	45.80	SEPT 2011	DISTILLED WATER FOR LAB
020009	10/26/11	EBY01	EBY, ED	100.00	.00	100.00	102611	REGULAR BOARD MEETING 10-
020010	10/26/11	FAR02	FAR WEST EXPRESS	23.00	.00	23.00	SEPT 2011	DELIVERY
020011	10/26/11	GAD01	GADDIS, DAN A.	100.00	.00	100.00	102611	REGULAR BOARD MEETING 10-
020012	10/26/11	HAR02	HARRISON, JAMES	100.00	.00	100.00	102611	REGULAR BOARD MEETING 10-
020013	10/26/11	KOF01	KOFF & ASSOCIATES, INC.	5350.32	.00	5350.32	1248	PROFESSIONAL RECRUITMENT
020014	10/26/11	LAN02	LANDMARK LANDSCAPE CO INC	1550.00	.00	1550.00	54143	LANDSCAPE PRUNING/THINNIN
020015	10/26/11	LEB02	LeBRUN, MICHAEL	65.00	.00	65.00	OCT 2011	CELL PHONE REIMB-OCT
020016	10/26/11	LIN02	LINC DELIVERY	228.00	.00	228.00	3095	DELIVERY
020017	10/26/11	MIN02	MINER'S ACE HARDWARE	159.04	.00	159.04	SEPT 2011	OPERATING SUPPLIES
020018	10/26/11	MOR02	MORE OFFICE SOLUTIONS	461.04	.00	461.04	147314	COPIER MAINT
				438.77	.00	438.77	148601	COLORED COPIES
			Check Total.....:	899.81	.00	899.81		

TO: BOARD OF DIRECTORS
 FROM: MICHAEL S. LEBRUN
 GENERAL MANAGER
 DATE: OCTOBER 21, 2011

AGENDA ITEM
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OCTOBER 26, 2011
PAGE TWO

020019	10/26/11	MUN01	MUNICIPAL CODE CORPORATIO	500.00	.00	500.00	210549	HOSTING SERVICE-CODE BOOK
020020	10/26/11	NEX03	NEXTRAQ	308.50	.00	308.50	NOV 2011	GPS SERVICE
020021	10/26/11	OFF01	OFFICE DEPOT	211.73	.00	211.73	582935816	OFFICE SUPPLIES
				8.03	.00	8.03	582935989	OFFICE SUPPLIES
			Check Total.....:	219.76	.00	219.76		
020022	10/26/11	QUI04	QUINN POWER SYSTEMS	1007.98	.00	1007.98	5057	GENERATOR #5 MAINTENANCE
				1079.30	.00	1079.30	5058	GENERATOR #7 MAINTENANCE
				1007.98	.00	1007.98	5059	GENERATOR #4 MAINTENANCE
			Check Total.....:	3095.26	.00	3095.26		
020023	10/26/11	RAB02	RABOBANK PETTY CASH	16.69	.00	16.69	102611A	BOARD SUPPLIES
				47.84	.00	47.84	102611B	BOARD SUPPLIES
				26.80	.00	26.80	102611C	ICE CHEST-LAB SAMPLES
				8.53	.00	8.53	102611D	OFFICE SUPPLIES
			Check Total.....:	99.86	.00	99.86		
020024	10/26/11	RIC01	RICHARDS, WATSON, GERSHON	50.00	.00	50.00	180113	WATER RIGHTS ADJUDICATION
020025	10/26/11	SAF02	SAFETY CENTER, INC.	800.00	.00	800.00	83994	FALL PROTECTION/DRIVE ALO
020026	10/26/11	SAN09	SAN LUIS MAILING SERVICE	128.93	.00	128.93	223772	MAIL BILLS
				44.96	.00	44.96	223772A	MAIL LATE NOTICES
				237.05	.00	237.05	223772B	POSTAGE LATE NOTICES
				673.02	.00	673.02	223772D	POSTAGE-BILLS
			Check Total.....:	1083.96	.00	1083.96		
020027	10/26/11	SPA01	SPANGO VOICE COMM	205.19	.00	205.19	7010	REWIRING-COMPUTER
				133.50	.00	133.50	7015	REWIRING-COMPUTER
			Check Total.....:	338.69	.00	338.69		
020028	10/26/11	SPE01	SPECIAL DISTRICT RISK	697.24	.00	697.24	37509	INSURANCE/2 GENERATORS
020029	10/26/11	TAF01	TAFT ELECTRIC	1045.00	.00	1045.00	30751N	LOCATED UNDERGROUND CONDU
				1140.00	.00	1140.00	30751O	NEW STANDBY GENERATOR SET
			Check Total.....:	2185.00	.00	2185.00		
020030	10/26/11	TER02	TERRAIN CONSULTING	5230.18	.00	5230.18	447	OUTREACH SWP
020031	10/26/11	VIE01	VIERHEILIG, LARRY	100.00	.00	100.00	102611	REGULAR BOARD MEETING 10-
020032	10/26/11	WAL01	WALLACE GROUP	433.54	.00	433.54	32354	FOG OUTREACH & INSPECTION
				3952.50	.00	3952.50	32436	INTERTIE ASSESSMENT DATA
			Check Total.....:	4386.04	.00	4386.04		
020033	10/26/11	WIN01	WINN, MICHAEL	100.00	.00	100.00	102611	REGULAR BOARD MEETING 10-
020034	10/26/11	WOO01	DOUGLAS WOOD & ASSOCIATES	1200.00	.00	1200.00	DEIR#5	SOUTHLAND WWTF DEIR IMPRO
				2250.00	.00	2250.00	SWWTP#25	SOUTHLAND WWTP UPGRADE
			Check Total.....:	3450.00	.00	3450.00		
020035	10/26/11	WSC01	WSC	519.75	.00	519.75	351	CUWCC SUPPORT SERVICE

NIPOMO COMMUNITY SERVICES DISTRICT

Serving the Community Since 1965

REGULAR MEETING MINUTES

OCTOBER 12, 2011, AT 9:00 A.M.

BOARD ROOM 148 SOUTH WILSON STREET, NIPOMO, CA

D2

BOARD of DIRECTORS

JAMES HARRISON, PRESIDENT
LARRY VIERHEILIG, VICE PRESIDENT
MICHAEL WINN, DIRECTOR
ED EBY, DIRECTOR
DAN A. GADDIS, DIRECTOR

PRINCIPAL STAFF

MICHAEL S. LEBRUN, GENERAL MANAGER
LISA BOGNUDA, ASSISTANT GENERAL MANAGER
MERRIE WALLRAVIN, SECRETARY/CLERK
JON SEITZ, GENERAL COUNSEL
PETER SEVCIK, DISTRICT ENGINEER

Mission Statement: The Nipomo Community Services District's mission is to provide its customers with reliable, quality, and cost-effective services now and in the future.

00:00:00

A. CALL TO ORDER AND FLAG SALUTE

President Harrison called the Regular Meeting of October 12, 2011, to order at 9:00 a.m. and led the flag salute.

00:00:40

B. ROLL CALL AND PUBLIC COMMENT FOR ITEMS NOT ON AGENDA

At Roll Call all Board members were present.

There was no public comment.

00:01:56

C. PRESENTATIONS AND PUBLIC COMMENT

C-1) MIKE NUNLEY OF AECOM

Update Report re: Southland Wastewater Treatment Plant Upgrade

Eileen Shields, AECOM Assistant Project Manager, reviewed the report as presented in the Board packet. Michael LeBrun, General Manager, Peter Sevcik, District Engineer, and Ms. Shields answered questions from the Board. The Board thanked Ms. Shields for her report.

C-2) NCSD DISTRICT ENGINEER PETER SEVCIK

Update Report re: Recent Activities

Peter Sevcik, District Engineer, reviewed the report as presented in the Board packet. Mr. Sevcik answered questions from the Board. The Board thanked Mr. Sevcik for his report.

C-3) DIRECTORS' ANNOUNCEMENTS OF DISTRICT & COMMUNITY INTEREST AND REPORTS ON ATTENDANCE AT PUBLIC MEETINGS, TRAINING PROGRAMS, CONFERENCES, AND SEMINARS.

Receive Announcements and Reports from Directors

Director Winn

- ◇ October 11, 2011 – The Board of Supervisors met and discussed the County Water Landscape Conservation Ordinance, which is supposed to be consistent with the version passed by the State. It includes serious cutbacks on water supply for the Nipomo Mesa and Los Osos in times of drought.
- ◇ October 13, 2011 – The Planning Commission will meet but has no issue related to Nipomo.
- ◇ October 15, 2011 – WRAC will meet and will discuss the Ag discharge order.

Copy of document found at www.NoNewWipTax.com

SUBJECT TO BOARD APPROVAL

Nipomo Community Services District
REGULAR DRAFT MEETING
MINUTES

- ◇ October 17, 2011 – SCAC will meet at 9:00 a.m. at NCSD. They will be discussing the request from the D.A.N.A. and other issues.
- ◇ October 20, 2011 – LAFCO will meet.
- ◇ October 25, 2011 – The SLO County Board of Supervisors will meet and will discuss NCSD taking the lead for the Assessment District.

Director Eby

- ◇ October 20, 2011 – LAFCO will meet and discuss the Pismo Beach sphere of influence.
- ◇ November 10, 2011 – NMMA TG will meet at NCSD.

Director Vierheilig

- ◇ October 15, 2011 – David Fross will be holding a presentation based on his latest book “Reimagining the California Lawn.” It will be at 9:00 a.m. at NCSD.

Director Gaddis

- ◇ October 24, 2011 – SCAC will meet at 6:30 p.m. at NCSD.
- ◇ October 15th and 16th – Local artist will hold an open studio tour.
- ◇ October 28th and 29th – Pismo Beach Jazz Festival, for more information go to pismojazz.com.

Director Harrison

- ◇ October 22, 2011 – The Women’s Shelter will hold a fundraiser at the Community Center in Arroyo Grande.

C-6) RECEIVE PUBLIC COMMENT ON PRESENTATIONS AND REPORTS PRESENTED UNDER ITEM C AND BY MOTION RECEIVE AND FILE PRESENTATIONS AND REPORTS

There was no public comment.

00:32:48 D. CONSENT AGENDA

D-1) APPROVE WARRANTS

D-2) APPROVE SEPTEMBER 28, 2011 REGULAR BOARD MEETING MINUTES

Michael LeBrun, General Manager, answered question from the Board.

There was no public comment.

Upon the motion of Director Winn and seconded by Director Eby, the Board unanimously approved the Consent Agenda.

Vote 5-0.

YES VOTES	NO VOTES	ABSENT
Directors Winn, Eby, Vierheilig, Gaddis, and Harrison	None	None

E. ADMINISTRATIVE ITEMS

00:35:05

E-1) CONDUCT PROTEST HEARING, DETERMINE PROTEST STATUS, AND IF THERE IS NOT A MAJORITY PROTEST CONSIDER ADOPTION OF RESOLUTION INCREASING DISTRICT WATER USER FEES

Michael LeBrun, General Manager, announced that NCSD received 209 written protest letters, but the number necessary to reach a majority is 2,080.

Clayton Tuckfield, Tuckfield & Associates, reviewed the report as presented in the Board packet. Mr. Tuckfield answered questions from the Board. The Board thanked Mr. Tuckfield for his presentation.

Director Winn requested staff to update the comparison chart of single-family residential bi-monthly water bills.

Jon Seitz, District Legal Counsel, announced that this is the Public Comment in the Public Hearing and the District will receive any other written protests.

President Harrison opened the Public Hearing for public comment.

The following members of the public spoke:

John Snyder, Nipomo resident, questioned if the rate increase is projected to go towards the Supplemental Water Project. He also had questions on the last water rate increase.

Stephanie Neubauer, NCSD customer, protested the water rates and would like the District to use her money more wisely.

Linda Tomlinson, NCSD customer, had concerns about the people in this community that only make minimum wage and can't afford any increase.

Walter Guthrie, NCSD customer, commented on the timing of the water rate increase and the hard economic times.

Rev. Mark Parke, NCSD customer, stated that he understands the need for a water rate increase, but it would be helpful to the community to raise the rates 3-5% instead of a 10% increase.

Charles Lester, NCSD customer, opined that the public did not get enough information on the water rate increase.

Jeff Scott, NCSD customer, commented on the people who have two homes with one water meter and how they will be pushed into the higher tiers of the rate structure.

Rudy Ebeling, NCSD customer, did not support the water rate increase for a number of reasons.

Bill Petrick, NCSD customer, commented on the lack of cost control and high employee salaries of the District.

David Perry, NCSD customer, suggested using "Air Water Supply" as a potential source for potable water.

Nipomo Community Services District
REGULAR DRAFT MEETING
MINUTES

Becky Hoskins, NCS D customer, handed a written protest in and commented on the short period of time allowed to file a protest.

Greg Burton, NCS D customer, suggested that the District slow down and inform the public more.

Ruth Lester, NCS D customer, commented on the cost of the blue brochure sent to the customers.

Helen Seybert, NCS D customer, expressed concern for impact of new rate on senior citizens and others who live on a fixed income.

Jon Seitz, District Legal Counsel, announced that the District received 5 more written protests.

President Harrison asked the public to turn in all written protests.

President Harrison left the Public Hearing open for one more question.

Ruth Brackett, NCS D customer, questioned the Board's options if the protest fails.

Jon Seitz, District Legal Counsel, asked the public for anymore written protest for the last time.

President Harrison closed the Public Hearing and announced that staff will respond to the public's questions that were asked during the Public Hearing.

Jon Seitz, District Legal Counsel, clarifies prop 218 procedures and answers Ms. Brackett's questions.

Michael LeBrun, General Manager, answered questions from the public hearing and answered questions from the Board.

Jon Seitz, District Legal Counsel, announced that the District received approximately 214 protest votes, which includes all written protests received prior to the close of the Public Hearing.

Upon the motion of Director Winn and seconded by Director Vierheilg, the Board unanimously adopted Resolution 2011-1235, water rate increase, as amended to include the number of protests received.

YES VOTES	NO VOTES	ABSENT
Directors Winn, Vierheilg, Gaddis, Eby, and Harrison	None	None

RESOLUTION NO. 2011-1235

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE
NIPOMO COMMUNITY SERVICES

AMENDING SECTION 3.04.140 AND
APPENDIX A AND B TO CHAPTER 3.03 OF THE
NIPOMO COMMUNITY SERVICES DISTRICT CODE TO
INCREASE WATER RATES

The Board took a break from 10:55 to 11:15 a.m.

Nipomo Community Services District
REGULAR DRAFT MEETING
MINUTES

02:00:33

E-2) CONSIDER ANNUAL WATER ALLOCATION FOR INTENT-TO-SERVE LETTERS FOR WATER YEAR 2011-12

Peter Sevcik, District Engineer, reviewed the report as presented in the Board Packet. Mr. Sevcik answered questions from the Board. The Board thanked Mr. Sevcik for his report.

There was no public comment.

Upon the motion of Director Vierheilg and seconded by Director Winn, the Board rejected maintaining the current allocation formulas and allotment for water years 2011-12.

Vote 2-3. Vote failed.

YES VOTES	NO VOTES	ABSENT
Directors Vierheilg and Winn	Directors Eby, Gaddis, and Harrison	None

Jon Seitz, District Legal Counsel, clarified what was before the Board and answered questions from the Board.

Upon the motion of Director Vierheilg and seconded by Director Winn, the Board approved maintaining the current allocation formulas and allotment for water years 2011-12.

Vote 3-2.

YES VOTES	NO VOTES	ABSENT
Directors Vierheilg, Winn, and Harrison	Directors Eby and Gaddis	None

02:45:13

I. CLOSED SESSION ANNOUNCEMENTS

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 RE: PENDING LITIGATION PURSUANT TO GC SECTION 54956.9; NCSD vs. County SLO, ET AL. (CASE #CV090010)

J. PUBLIC COMMENT ON CLOSED SESSION ITEMS

There was no public comment

02:46:13

K. ADJOURN TO CLOSED SESSION

President Harrison adjourned to closed session at 12:05 p.m.

Nipomo Community Services District
REGULAR DRAFT MEETING
MINUTES

L. OPEN SESSION
ANNOUNCEMENT OF ACTIONS, IF ANY, TAKEN IN CLOSED SESSION

The Board came back into open session at 1:55 p.m.

Jon Seitz, District Legal Counsel, announced that the Board discussed both items listed above for closed session, but took no reportable action.

There was no public comment.

02:47:15

E-3) AUTHORIZE PURCHASE OF INFRAMAP SOFTWARE IN AMOUNT OF \$21,707 FROM iWATER INC IN SUPPORT OF UTILITY MAINTENANCE PROGRAM

Tina Grietens, Utility Superintendent, reviewed the report as presented in the Board packet. Michael LeBrun, General Manager, Jon Seitz, District Legal Counsel, Peter Sevcik, District Engineer, and Ms. Grietens answered questions from the Board.

There was no public comment.

Upon the motion of Director Eby and seconded by Director Winn, the Board unanimously adopted Resolution 2011-1235 authorizing staff to issue a purchase order in the amount of \$21,706.75 to iWATER for the purchase of infrMAP software.
Vote 5-0.

YES VOTES	NO VOTES	ABSENT
Directors Winn, Eby, Vierheilig, Gaddis, and Harrison	None	None

RESOLUTION NO. 2011-1236
A RESOLUTION OF THE BOARD OF DIRECTORS OF THE
NIPOMO COMMUNITY SERVICES
APPROVING THE PURCHASE OF INFRAMAP SOFTWARE IN SUPPORT
OF UTILITY MAINTENANCE PROGRAM

03:18:20

E-4) CONSIDER PROPOSED CHANGE TO NOVEMBER 2011 BOARD MEETING SCHEDULE

Michael LeBrun, General Manager, reviewed the report as presented in the Board packet. Mr. Lebrun answered questions from the Board.

There was no public comment.

Upon the motion of Director Eby and seconded by Director Winn, the Board approved moving the November 9, 2011 regular Board meeting to November 16, 2011.
Vote 4-1. (Director Gaddis abstained, pursuant to section 2.9 of the NCSD's by-laws; an abstained vote is counted as a No vote.)

YES VOTES	NO VOTES	ABSENT
Directors Eby, Winn, Vierheilig, and Harrison	Director Gaddis	None

03:28:10 F. GENERAL MANAGER'S REPORT

Michael LeBrun, General Manager, reviewed the report as presented in the Board packet. Mr. LeBrun answered questions from the Board.

There was no public comment.

No action was taken.

03:45:05 G. COMMITTEE REPORT

Ad-Hoc Committee for Education and Outreach

03:46:10 H. DIRECTOR'S REQUESTS TO STAFF AND SUPPLEMENTAL REPORTS

Director Winn

- Requested staff to contact AGP to film the presentation in the Special Meeting on November 9, 2011.
- Requested staff to RSVP for one for the David Fross presentation on October 15, 2011.
- Requested a meeting with the General Manager to discuss funding options for the Supplemental Water Project.

Director Eby

- Requested a meeting with the General Manager to discuss funding options for the Supplemental Water Project.

Director Vierheilig

- Requested staff to start thinking about updating the District's Water Master Plan.
- Requested a meeting with the General Manager to discuss funding options for the Supplemental Water Project.

Director Gaddis

- Requested a meeting with the General Manager to discuss funding options for the Supplemental Water Project.

Director Harrison

- Requested a meeting with the General Manager to discuss funding options for the Supplemental Water Project.

There was no public comment.

ADJOURN

President Harrison adjourned the meeting at 3:00 p.m.

MEETING SUMMARY	HOURS
Regular Meeting	4.00
Closed Session	2.00
TOTAL HOURS	6.00

TO: MICHAEL S. LEBRUN *MSL*
GENERAL MANAGER

FROM: TINA GRIETENS
UTILITY SUPERINTENDENT

DATE: OCTOBER 26, 2011



CONSIDER AUTHORIZING AN EXPENDITURE OF \$58,424 TO PURCHASE A PORTABLE GENERATOR FOR TEFFT STREET SEWER LIFT STATION

ITEM

Consider authorizing an expenditure of budget funds in the amount of \$58,424 to purchase a dedicated emergency generator for Tefft Street sewer lift station [RECOMMEND BY MOTION AND ROLL CALL VOTE TO APPROVE RESOLUTION AUTHORIZING STAFF TO ISSUE A PURCHASE ORDER IN THE AMOUNT OF \$58,424 TO QUINN POWER EQUIPMENT]

BACKGROUND

A Statewide General Waste Discharge Requirement passed in 2004 (WDR Order 2006-0003) is known as the Sanitary Sewer Overflow Regulation. This Regulation is referenced in the District's Water and Sewer Master Plan and requires that the District develop a Sewer System Monitoring Plan. The Monitoring Plan must include the District's plans for system management, operations, maintenance, and spill response. The District Board of Directors adopted the Sewer Monitoring Plan on April 14, 2010. In order to remain in compliance with the Plan's equipment and maintenance Inventory (Section 4.6), the District must keep "permanent generators or a fleet of portable backup generators for emergency use in the ready stand-by mode at all times in case of emergency".

The District maintains thirteen sewage pumping stations and two sewage treatment facilities which all depend on electrical power. Three pumping stations, located at Southland Wastewater Treatment Facility, Tefft Street Sewer Lift Station, and Maria Vista Sewer Lift Station, have generators on site which operate automatically in the event of a power outage. The high volume of sewage pumped through the Tefft Street Sewer Lift Station and the Southland Wastewater Treatment Facility necessitates immediate automated emergency power transfer to reduce the likelihood of a sewage overflow.

The District is proceeding with the phased implementation of its 2007 Water and Sewer Master Plan. Every year as the budget is adopted, the Board endorses projects to upgrade the collection, treatment, and disposal works. The FY 2011-2012 budget, approved by the Board of Directors, includes the funded replacement of the twenty-five year old Tefft Street Sewer Lift Station generator as a Fixed Asset Purchase for the Town Sewer System.

The Quinn Power Company proposed the Caterpillar Model XQ100 generator to replace the aging Caterpillar Model 3208 at the Tefft Street Sewer Lift Station. The District scheduled a trial performance test to verify whether this model generator would run the two sewage pumps at the lift station under load. The Model XQ100 generator was successfully tested on October 20, 2011. Upon approval of purchase, delivery is available within a week.

All of the emergency generators operated by the Nipomo Community Services District are Caterpillar, with the exception of one stationary natural gas powered generator manufactured by

Item D-3
October 26, 2011

Onan. The District has a service contract with the Quinn Company to service the District owned generators. The Quinn Company has local service and parts availability with 24-hour emergency service available.

The District is a member of the National Joint Powers Alliance (NJPA) which provides the District the opportunity to purchase through nationally bid contracts. NJPA awarded Caterpillar Corporation a national contract.

FISCAL IMPACT

The Fiscal Year 2011-2012 Budget approved by your Board of Directors included \$100,000.00 to replace the emergency standby generator at the Tefft Street Sewer Lift Station as a Fixed Asset Purchase for the Town Sewer System. The total cost to the District for the purchase for the trailer mounted Caterpillar XQ100 Diesel generator is \$58,423.77 including (8.75%) sales tax.

The National Joint Powers Alliance meets the Purchasing Policy guidelines. The Quinn Power Systems Company has been awarded the NJPA national contract this year. By purchasing through the National Joint Powers Alliance, the District is saving \$39,322 (not including sales tax) on the purchase of the Caterpillar generator from Quinn Power Systems.

RECOMMENDATION

Staff recommends that your Honorable Board approve Resolution 2011-TEFFT EMERG GEN and authorize staff to issue a purchase order agreement to Quinn Power Systems in the amount of \$58,424 for the purchase of the trailer mounted Caterpillar XQ100 Diesel Standby Generator from Quinn Power Systems.

ATTACHMENTS

- 2011-TEFFT EMERG GEN
- Quote from Quinn Caterpillar for Model XQ100 Diesel Generator
- National Joint Powers Alliance Brochure

**NIPOMO COMMUNITY SERVICES DISTRICT
RESOLUTION NO. 2011-_____**

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE
NIPOMO COMMUNITY SERVICES DISTRICT
APPROVING THE PURCHASE OF A PORTABLE GENERATOR
FOR THE TEFFT STREET SEWER LIFT STATION**

WHEREAS, the Nipomo Community Services District (herein "District") Board of Directors (herein "Board") is a local governmental agency formed and authorized to provide services within its jurisdiction, pursuant to Section 61000 et seq. of the California Government Code; and

WHEREAS, on September 22, 2010, the Board adopted Resolution No. 2010-1201 adopting Purchase Policies and Procedures; and

WHEREAS, the District is proceeding with the phased implementation of its 2007 Water and Sewer Master Plan; and

WHEREAS, The FY 2011-2012 budget, approved by the Board, includes the funded replacement of the twenty-five year old Tefft Street Sewer Lift Station emergency generator as a Fixed Asset Purchase for the Town Sewer System; and

WHEREAS, All of the emergency generators operated by the District are Caterpillar, with the exception of one stationary natural gas powered generator manufactured by Onan. The District has a service contract with the Quinn Company to service all of the District owned generators. The XQ100 generator was successfully tested under load on October 20, 2011 at the Tefft Street Lift Station. The Quinn Company has local service and parts availability with 24-hour emergency service available; and

WHEREAS, the District is a member of the National Joint Powers Alliance (NJPA) which provides the District the opportunity to purchase through nationally bid contracts. The NJPA awarded Caterpillar Corporation and Quinn Power Systems Company a national contract; and

WHEREAS, by purchasing through the National Joint Powers Alliance, the District has the opportunity to save \$39,322 (not including sales tax) on the purchase of the Caterpillar generator from Quinn Power Systems; and

WHEREAS, based on the staff report, staff presentation, and public comment the District Board of Directors makes the following findings pursuant to Section 8.3.40 of the District's Purchasing Policies and Procedures:

- A. The purchase price for the trailer mounted Caterpillar XQ100 Diesel generator for \$58,423.77 including (8.75%) sales tax is reasonable; and
- B. The Caterpillar XQ100 Diesel generator matches other emergency generators operated by the Nipomo Community Services District and can be maintained consistent with the District's current service contract with the Quinn Company.

NIPOMO COMMUNITY SERVICES DISTRICT
RESOLUTION NO. 2011-_____

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE
NIPOMO COMMUNITY SERVICES DISTRICT
APPROVING THE PURCHASE OF A PORTABLE GENERATOR
FOR THE TEFFT STREET SEWER LIFT STATION

NOW THEREFORE, BE IT RESOLVED, DETERMINED AND ORDERED BY THE NIPOMO
COMMUNITY SERVICES DISTRICT BOARD OF DIRECTORS AS FOLLOWS:

1. The above recitals and referenced findings are true and correct and incorporated herein by this reference.
2. The District's General Manager is authorized to purchase the trailer mounted Caterpillar XQ100 Diesel Standby Generator from Quinn Power Systems for \$58,423.77.

On the motion of Director _____, seconded by Director _____, and on the following roll call vote, to wit:

AYES:
NOES:
ABSENT:
CONFLICTS:

the foregoing resolution is hereby adopted this ____ day of _____, 2011.

Jim Harrison, President
Nipomo Community Services District

ATTEST:

Michael S. LeBrun, P.E.
District General Manager
& Secretary to the Board

Jon S. Seitz,
General Counsel

Date: 9-7-11

Quote Number: AWA10720

Name: Tina Grietens
Company: **Nipomo Community Services District**
Address: 148 S. Wilson Street
City: Nipomo, CA 93444

Phone: 805-929-1133
Fax:

Reference: **Trailer Mounted Generator Sets**

**1 Caterpillar Model XQ100 Diesel Generator Set
Trailer Mounted**

EPA APPROVED, EMISSION CERTIFIED (Tier 3)

Rating: **100 kW standby**

Voltage: **Multi - Voltage Distribution Panel**
**Simultaneous 3-phase voltage output: 480/277volt,
208/120 volt adjustable for 3-phase 240 volt output**

Includes:

Engine: Heavy duty Caterpillar industrial diesel engine
Model C4.4, In-line 4 cylinder engine, 4.4 liter

Governor: **Electronic governor**

Electrical: 12 vdc, energized to run shutdown solenoid
Lead acid battery
Battery rack and cable

Cooling: Radiator and cooling fan, 125 deg F
Anti-freeze and corrosion inhibitor

Filtration: Dry air filters w/restriction indicator
Fuel filters
Full flow oil filters

Exhaust: Residential silencer, shipped loose on open units
Installed inside enclosure on enclosed units

Alternator: Drip proof self excited, brushless, 12 lead reconnectable
Class H insulation
Automatic, fully sealed, voltage regulator
+/- 1.5% regulation

Baseframe: Fabricated steel base
Lifting holes and anchor holes
Circuit breaker stub up area

Coupling: Single bearing generator with flexible drive plate

Enclosure: **Weather & sound attenuated enclosure (Includes internal silencer system)**

Mounts: Anti-vibration mounting pads between engine and base frame

Guards: Fan, fan drive, alternator pulley and belt guards
Radiator stone guard
Exhaust manifold heat guard

Fuel Sys: Fuel supply and return lines terminated at base frame, NPT threads

Controls: **Manual / Automatic start/stop control panel EMCP3.1**
AC voltmeter, Ammeter, Frequency , tachometer
Hour meter
Coolant temperature gauge
Oil pressure gauge
Battery voltmeter
Off/On/Auto switch
Emergency stop button
Phase selector switch
Cycle crank timer
Common fault alarm contacts

Shutdown: Fail to start
High coolant temperature
Low oil pressure
Overspeed

Wiring: AC and Dc wiring looms w/ multi pin connectors

Circuit Brkr: UL listed molded case circuit breaker mounted in NEMA 1 enclosure

Manuals: (1) set Operation and Maintenance, wiring diagrams, trouble shooting leaflets

Tests: Factory load test, control and device checks

Finish: Sheetmetal is degreased, phosphated and chromated with a polyester powder finish. Engine and alternator are cleaned and finished with a baked industrial high gloss polyurethane paint

Additional Optional Generator Set Equipment Included In Quotation:

Trailer

Trailer (HYD Brakes) (Eye Hitch)

Fuel System

UL Listed closed top - diked skid - mounted fuel tank base (24 hours capacity)

with fuel alarm (low level / leak detected) (double wall tank)

Generator

Permanent magnet generator

Anti - condensation heater

Cooling System

Coolant heater

Battery Charger

Battery charger, 5 amp.

Quinn Engine Systems Services Included:

Prep and assembly

Freight allowed to jobsite

Startup inspection service

Items not included:

- Installation
- Exhaust treatment (If required)
- Fuel venting (If required)
- Additional Fuel containment) (If required)
- Standard crane service (Unloading)
- Building or air quality permits

Total (w/o tax)	Caterpillar List Price	\$87,384.00
.....	<u>Non Caterpillar Items Price</u>	\$5,662.65
.....	Total Without Tax	\$93,046.65

.....N.J.P.A. Price Without Tax **\$53,723.85**

Lead Time: 48 to 55 Weeks

Plus Tax

PLEASE CALL FOR CURRENT LEAD TIMES AND STOCKING GENERATORS.

Warranty: 24 months standard

Optional:

Generator Set Extended Warranty:
Please call for rates.

IF YOU HAVE ANY QUESTIONS PLEASE DO NOT HESITATE TO CALL

**SINCERELY
ALLEN ABRAMOVITCH
SALES REPRESENTATIVE**



Quinn Power Systems
Allen Abramovitch
Sales Representative
Cell: 805-431-3180
Fax: 805-983-1643
Office: 805-485-2171 Ext. 8706
801 Del Norte Blvd. Oxnard, CA 93030
aabramovitch@quinnpower.com

TERMS

Quinn Engine Systems is an equipment supplier only.

The above prices do not include piping, wiring, installation, test fuel, insulation, unloading, relay and/or circuit breaker testing, relay and/or circuit breaker calibration, coordination studies or applicable sales taxes or other items not specifically mentioned above.

A sale would be for materials only with proof of performance on our part as specified at time of purchase and does not infer a subcontractual agreement for this specific sale.

Quinn Engine Systems limits the scope of supply for the quotation to the equipment and services listed in our bill of materials.

Unless specifically listed in our bill of materials, equipment not indicated is assumed to be supplied by others.

We have detailed the equipment proposed in the bill of material.

Please check it to be certain that it meets your requirements.

Contracts which include penalty or liquidated damage clauses for failure to meet promised shipping dates are not acceptable or binding on Quinn Engine Systems, unless accepted and confirmed in writing by an officer of Quinn Company.

There will be 25% cancellation fee for any orders canceled once placed and accepted by Quinn Engine Systems.

It is the responsibility of the customer and/or user to file for and secure all permits and licenses pertaining to Air Pollution Control District or its likes for the installation and operation for this equipment in its proposed location.

Warranty is for full parts and labor to replace or repair defective materials or correct workmanship problems.

Warranty does not provide for travel or mileage expenses to and from the unit's location in excess of 50 miles nor for the differential of regular and premium off hour rates.

This quotation is based on current manufacturer's prices.

Prices remain firm for a period of thirty (30) days from the date of this quotation.

All invoices will be dated the date of shipment unless purchaser requests shipment to be delayed in which case the invoice will be dated the date that the product(s) were originally ready for shipment.

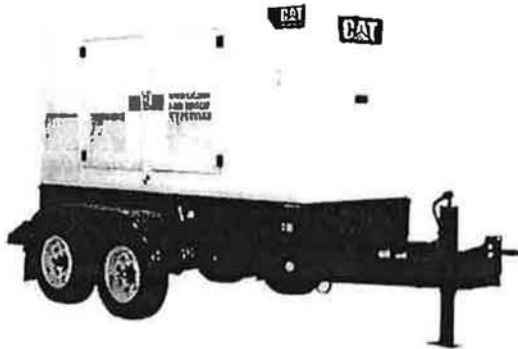
Terms of payment are net cash on receipt of invoice.

Other terms are available subject to proper credit application and credit approval

All applicable taxes apply.

An exemption certificate must be furnished at the time of the sale if this material is exempt from sales or use tax.

Sales are subject to receipt of proper credit application and credit approval.



Picture shown with optional trailer

**STANDBY
PRIME**

**100 kW
90 kW**

60 Hz

Voltage	Standby kW (kVA)	Prime kW (kVA)
208/120V	100 (125)	90 (112.5)
480/277V	100 (125)	90 (112.5)
240/139V	100 (125)	90 (112.5)

FEATURES

EPA TIER 3 AND CARB CERTIFIED FOR NON-ROAD MOBILE APPLICATIONS

SOUND ATTENUATED ENCLOSURE

- The fully weatherproof enclosure incorporates an internally mounted exhaust silencer and is of extremely rugged construction in order to withstand the rough handling common on many construction sites.
- Highly corrosion resistant construction.
 - Body made from sheet steel components pretreated with zinc phosphate prior to polyester powder coating at 200° C (392° F)
 - Black stainless steel padlockable latches.
 - Zinc die cast hinges/grab handles.
- Excellent access for maintenance.
 - Two large doors on each side. Rear door for distribution/control panel.
 - Front panel for air discharge box access.
 - Lube oil and cooling water drains piped to exterior of the enclosure.
- Security and safety.
 - Safety glass control panel viewing window in a lockable access door.
 - Cooling fan and battery charging alternator fully guarded.
 - Fuel fill and battery can only be reached through lockable access doors.
- Transportability.
 - Tested and certified single point lifting eye.
 - Lifting points on baseframe.

ROBUST DESIGN FOR RENTAL ENVIRONMENT

- Packages designed to survive in a rugged environment.

MULTI-VOLTAGE DISTRIBUTION PANEL

- Simultaneous 3-phase voltage output: 480/277 volt, 208/120 volt and adjustable for 3-phase 240 volt output.*

REAR CUSTOMER ACCESS

- Separate control panel and distribution panel access doors.
- Hinged door over main bus connectors.
- Emergency stop on panel.
- Remote start/stop contacts.

ENVIRONMENTALLY FRIENDLY DESIGN

- EPA Tier 3 off-highway compliant engine.
- UL double walled fuel tank base with 24 hour minimum fuel supply.
- Sound attenuated enclosure for low noise.

ELECTRONIC GOVERNING

- Isochronous.
- Fully adjustable.

OPTIONS

- AH1L – Anti-condensation heater 110-120 volt AC.
- WHL – Coolant heater 110-120 volt AC.
- PBC3UL – UL Listed battery charger.
- Tandem Axle Trailers with hydraulic or electric brakes.

* Refer to distribution panel specifications for details.

STANDARD FEATURES

1. ENGINE

Heavy duty industrial EPA Tier 3 diesel engine.

1.1 Governor

Electronic, compliant with BS5514, Class G2.

1.2 Electrical System

12 volt DC. Energized to run shutdown solenoid. Oil pressure and coolant temperature/level shutdown switches and gauge senders.

1.3 Derates

Genset power derates will be required in accordance with engine manufacturers above 39° C (102° F).

2. COOLING RADIATOR

Radiator and cooling fan complete with protection guards, designed to cool the engine in ambient temperatures up to 43° C (110° F) without derate.

3. ENGINE FILTRATION SYSTEM

Cartridge type dry air filters with restriction indicator. Dry, 2 stage cyclonic paper element. Cartridge type fuel filters and full flow lube oil filters. All filters have replaceable elements.

4. EXHAUST SYSTEM

Critical silencer with flexible connector. All internal pipework lagged.

5. ELECTRICAL SYSTEM

12 volt system with 65A battery charging alternator and starter motor on engine, battery rack mounted on the generator set baseframe. Includes a 12V (830 CCA) Cat brand maintenance free battery. Optional battery charger mounted on control panel.

6. GENERATOR

Screen protected and drip-proof, self exciting, self-regulating brushless generator with fully interconnected damper windings, IC06 cooling system and sealed-for-life bearings. Simultaneous multi-voltage output.

6.1 Insulation System

The insulation system is Class H. Windings are impregnated in a triple dip thermo-setting moisture, oil and acid resisting polyester varnish. Heavy coat of anti-tracking varnish for additional protection against moisture or condensation.

6.2 Electrical Characteristics

Electrical design in accordance with BS5000 Part 99, IEC60034-1, EN61000-6, NEMA MG-1.22.

6.3 Automatic Voltage Regulator (AVR)

The fully sealed automatic voltage regulator maintains the voltage within the limits of $\pm 0.5\%$ at steady state from no load to full load.

Nominal adjustment is by means of a trimmer incorporated in the AVR. The panel door incorporates an additional voltage adjustment potentiometer.

6.3.1 Permanent Magnet Generator

Providing 350% short circuit capabilities, enhanced motor starting and non-linear loading performance.

6.4 Waveform Distortion, THF and TIF Factors

The total distortion of the voltage waveform with open circuit between phases or phase and neutral is in the order of 1.8. On a 3-phase balanced harmonic-free load the total distortion is < 4%. Machines are designed to have a THF less than 2% and a TIF less than 50. A 2/3 pitch factor is standard on all stator windings.

6.5 Radio Interference

Suppression is in line with the provisions of EN61000-6.

7. MOUNTING ARRANGEMENT

7.1 Baseframe

The complete generator set is mounted on a heavy duty fabricated steel baseframe. The baseframe includes a UL listed dual wall closed top fuel tank and incorporates specially designed lifting points.

7.2 Coupling

The engine and generator are directly coupled by means of an SAE flange so that there is no possibility of misalignment after prolonged use. The engine flywheel is flexibly coupled to the generator rotor and a full torsional analysis has been carried out to guarantee no harmful vibration will occur in the assembly.

7.3 Anti-Vibration Mounting Pads

Captive anti-vibration pads are affixed between engine/generator feet and the baseframe ensuring complete vibration isolation of the rotating assemblies.

7.4 Safety Guards

The fan, fan drive and optional battery charging alternator drive are fully guarded for personnel protection. Heat guards protect personnel from the exhaust pipe. All guards are to OSHA standards.

8. FUEL SYSTEM

Fuel feed and return lines to the engine are terminated at the baseframe mounted 24 hour extended capacity fuel tank. 3-way valves allow connection of auxiliary fuel tank.

8.1 Primary Fuel Filters

Primary fuel filters in addition to cartridge type fuel filters.

9. CONTROL SYSTEM

9.1 Control Panel

EMCP 3.1 in a vibration isolated NEMA 1 sheet steel enclosure with a hinged lockable door.

9.2 DC and AC Wiring Harnesses

DC and AC wiring harnesses utilizing industrial type multi-pin connectors to permit fast fault finding.

10. DISTRIBUTION PANEL

10.1 Dual Bus Connections

NEMA 1 enclosure with hinged lockable door and main bus connection studs enclosed with hinged transparent cover for easy access and operator safety.

10.2 Circuit Breakers, Two

3-pole UL/CSA listed molded case circuit breaker with solid neutral (4 wire) and integral trip unit.

10.3 Multiple power receptacles

Receptacles accept industry standard male plugs. Each receptacle is protected by a circuit breaker which also acts as an on/off switch.

11. DOCUMENTATION

A full set of operation and maintenance manuals, circuit wiring diagrams, and instruction leaflets is provided.

12. SOUND ATTENUATED ENCLOSURES

A noise reducing enclosure surrounds the entire generator set. Combined with a critical engine silencer this provides an overall noise reduction from 65 to 68 dBA at 23 feet through the range.

13. FACTORY TESTS

The generator set is load tested before dispatch. All protective devices, control functions and site load conditions are simulated; the generator and its systems checked, proved and then passed for dispatch.

14. EQUIPMENT FINISH

All sheet metal components including the enclosure and the base tank are fully degreased, phosphated and chromated for anti-corrosive protection prior to painting with polyester powder. The powder is cured at a temperature of 200° C (392° F) to ensure maximum scuff resistance and durability. All fasteners are electroplated.

15. STANDARDS

The equipment meets the following standards: BS4999, BS5000, BS5514, IEC60034, EN61000-6, NEMA MG-1.22.

16. WARRANTY

Full manufacturer's warranty.

**STANDBY
PRIME
60 Hz**

**100 kW
90 kW**



XQ100

Materials and specifications are subject to change without notice.

Generator Set Technical Data – 1800 rpm/60 Hz			Standby		Prime	
Power Rating	kW	(kVA)	100	(125)	90	(112.5)
Lubricating System						
Type: full pressure						
Oil filter: spin-on, full flow						
Oil cooler: water cooled						
Oil type required: API CF-4						
Total oil capacity	L	(U.S. gal)	8.0	(2.1)	8.0	(2.1)
Oil pan	L	(U.S. gal)	7.0	(1.8)	7.0	(1.8)
Fuel System						
Generator set fuel consumption						
100% load	L/hr	(gal/hr)	29.1	(7.7)	26.9	(7.1)
75% load	L/hr	(gal/hr)	23.5	(6.2)	21.8	(5.8)
50% load	L/hr	(gal/hr)	17.6	(4.6)	16.4	(4.3)
Fuel tank capacity	L	(U.S. gal)	634	(167)	634	(167)
Running Time @ 75%	hours		27		29	
Cooling System						
Radiator system capacity including engine	L	(U.S. gal)	17.1	(4.49)	17.1	(4.49)
Air Requirements						
Combustion air flow	m ³ /min	(cfm)	8.4	(297)	8.5	(300)
Maximum air cleaner restriction	kPa	(in H ₂ O)	8.0	(32.2)	8.0	(32.2)
Radiator cooling air (within enclosure)	m ³ /min	(cfm)	230	(8,135)	230	(8,135)
Generator cooling air	m ³ /min	(cfm)	26.4	(933)	26.4	(933)
Exhaust System						
Exhaust flow at rated kW	m ³ /min	(cfm)	17.5	(618)	16	(572)
Exhaust temperature at rated kW – dry exhaust	°C	(°F)	522	(972)	524	(975)
Generator Set Noise Rating*						
[with enclosure at 7 meters (23 feet)]	dBA		68.2		68.0	

*dBA levels are for guidance only

SPECIFICATIONS

GENERATOR

Voltage regulation ± 0.5% at steady state from no load to full load
 Frequency regulation ± 0.25% for constant load from no load to 100% load
 Waveform distortion THD < 4%
 Radio interference Compliance with EN61000-6
 Telephone interference TIF < 50, THF < 2%
 Overspeed limit 2250 rpm
 Insulation Class H
 Temperature rise Within Class H limits
 Available voltages Simultaneous 3-phase voltage output:
 480/277 volt, 208/120 volt and adjustable for 3-phase 240 volt output
 Deration Consult factory for available outputs
 Ratings At 30° C (86° F), 152.4 m (500 ft) 60% humidity, 0.8 pf

ENGINE

Manufacturer Caterpillar
 Model C 4.4
 Type 4-cycle
 Aspiration Turbocharged
 Cylinder configuration In-line 4
 Displacement – L (cu in) 4.4 (269)
 Bore – mm (in) 105 (4.13)
 Stroke – mm (in) 127.0 (5.0)
 Compression ratio 18.3:1
 Governor
 Type Fully Electronic
 Class ISO 8528-5 G2
 Piston speed – m/sec (ft/sec) 7.62 (25.0)
 Engine speed – rpm 1800
 Maximum power at rated rpm – kW (hp)
 Standby 117.0 (156.0)
 Prime 106.0 (142.0)
 BMEP – kPa (psi)
 Standby 1612 (233)
 Prime 1771 (257)
 Regenerative power – kW (hp) 13.8 (18.5)

STANDBY
PRIME
60 Hz

100 kW
90 kW

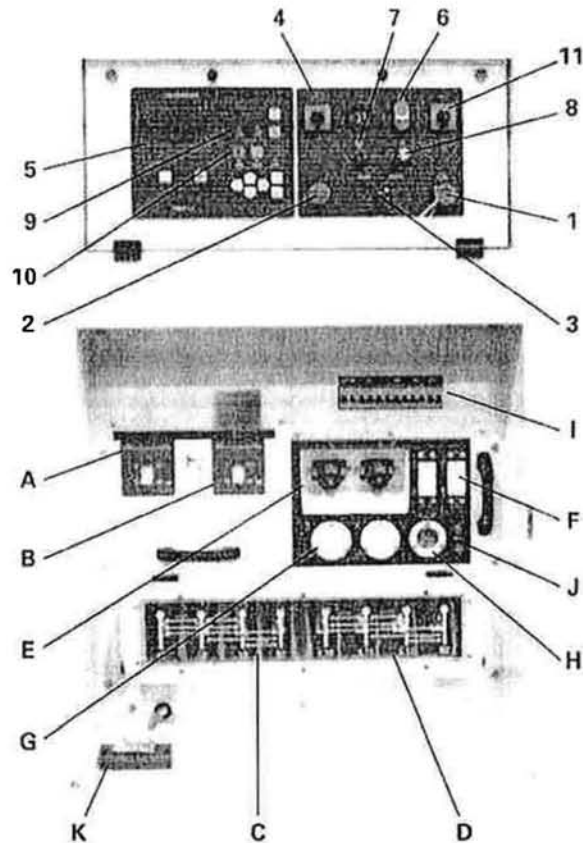
CATERPILLAR®

CONTROL PANEL – EMCP3.1

- 1 Electronic Service Tool Link.
- 2 Red emergency stop push button.
- 3 AC sensing selector switch.
- 4 Panel on/off switch.
- 5 Digital display for AC/DC metering.
- 6 EMCP Disconnect Switch.
- 7 Fuel View Switch.
- 8 Voltage adjust potentiometer.
- 9 Shutdowns: high coolant temperature/low coolant level, low oil pressure, overcrank, overspeed.
- 10 Run/auto/stop pushbuttons.
- 11 Panel light on/off switch.

DISTRIBUTION PANEL

- A 400 amp main circuit breaker for 208/120 volt bus connections.
- B 250 amp main circuit breaker for 480/227 volt bus connections.
- C Separate bus connection studs for 480/277 volt and 208/120 volt, 3-phase simultaneous output.*
- D 240/139 volt, 3-phase available from 208/120 volt bus bar connections with voltage adjustment.**
- E 2 – single phase – California style Twistlocks, 50 amps @ 208 volt phase to phase, 120 volt phase to neutral or 240 volt phase to phase, 139 volt phase to neutral.
- F 2 – single phase – GFCI Duplex receptacles, 20 amps @ 120 volts.***
- G 2 – three phase – NEMA locking receptacles, 20 amps @ 208/120 volts.***
- H 1 – single phase – NEMA locking inlet receptacle for 125 volt, 30 amp rated auxiliary supply.
- I Individual circuit breaker protection for receptacles. Also act as on/off switches.
- J Two wire remote start connection terminals.
- K Neutral ground connection.



* Either set of bus bars is capable of supplying up to full rating. Total load from bus bars and receptacles cannot exceed rating of generator set. Generator is wye connected in all cases.

** High voltage bus connections not useable with low voltage adjusted to 240 volts.

*** Receptacles not for use with low voltage adjusted to 240 volts.

**STANDBY
PRIME
60 Hz**

**100 kW
90 kW**

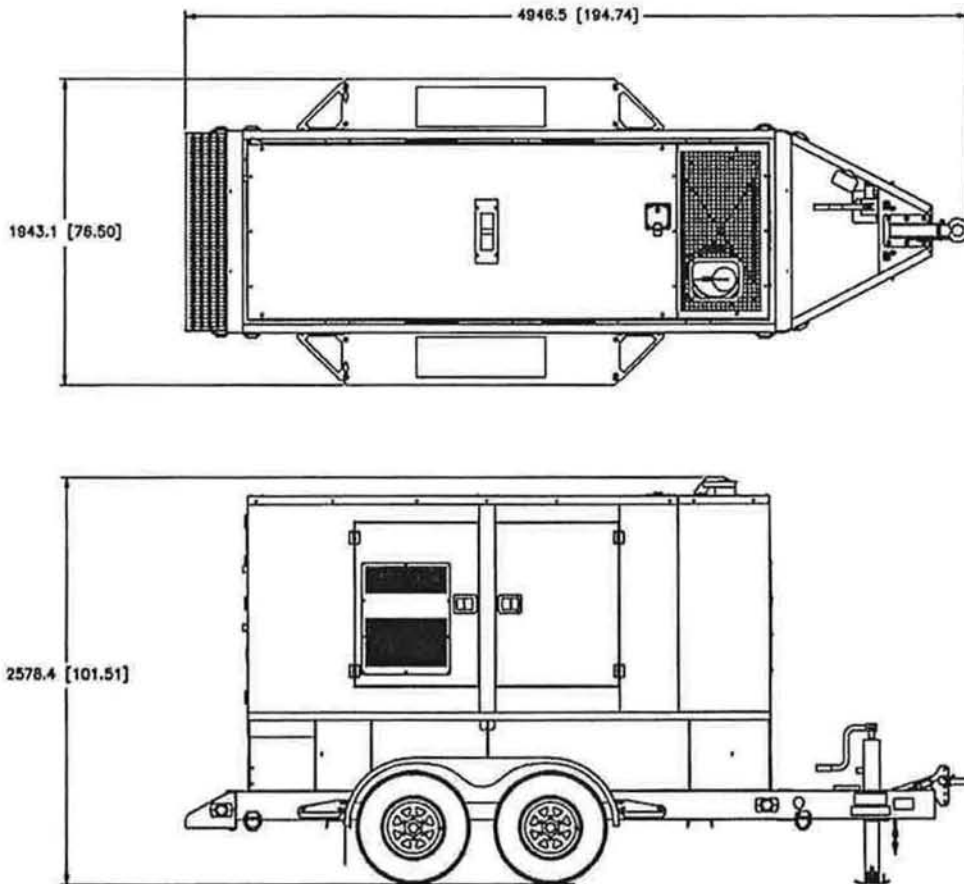


Model	Length mm (in)	Width mm (in)	Height mm (in)	Weight	
				With Lube Oil and Coolant kg (lb)	With Fuel, Lube Oil and Coolant kg (lb)
XQ100	3280 (129.1)	1130 (44.5)	1870 (73.6)	2495 (5,501)	3032 (6,684)
XQ100 w/trailer	4946.5 (194.74)	1943.1 (76.5)	2578.4 (101.5)	3214 (7,086)	3751 (8,269)

RATING DEFINITIONS

Standby – Applicable for supplying continuous electrical power (at variable load) in the event of a utility power failure. No overload is permitted on these ratings. The generator on the generator set is peak prime rated (as defined in ISO8528-3) at 30° C (86° F).

Prime – Applicable for supplying continuous electrical power (at variable load) in lieu of commercially purchased power. There is no limitation to the annual hours of operation and the generator set can supply 10% overload power for 1 hour in 12 hours.

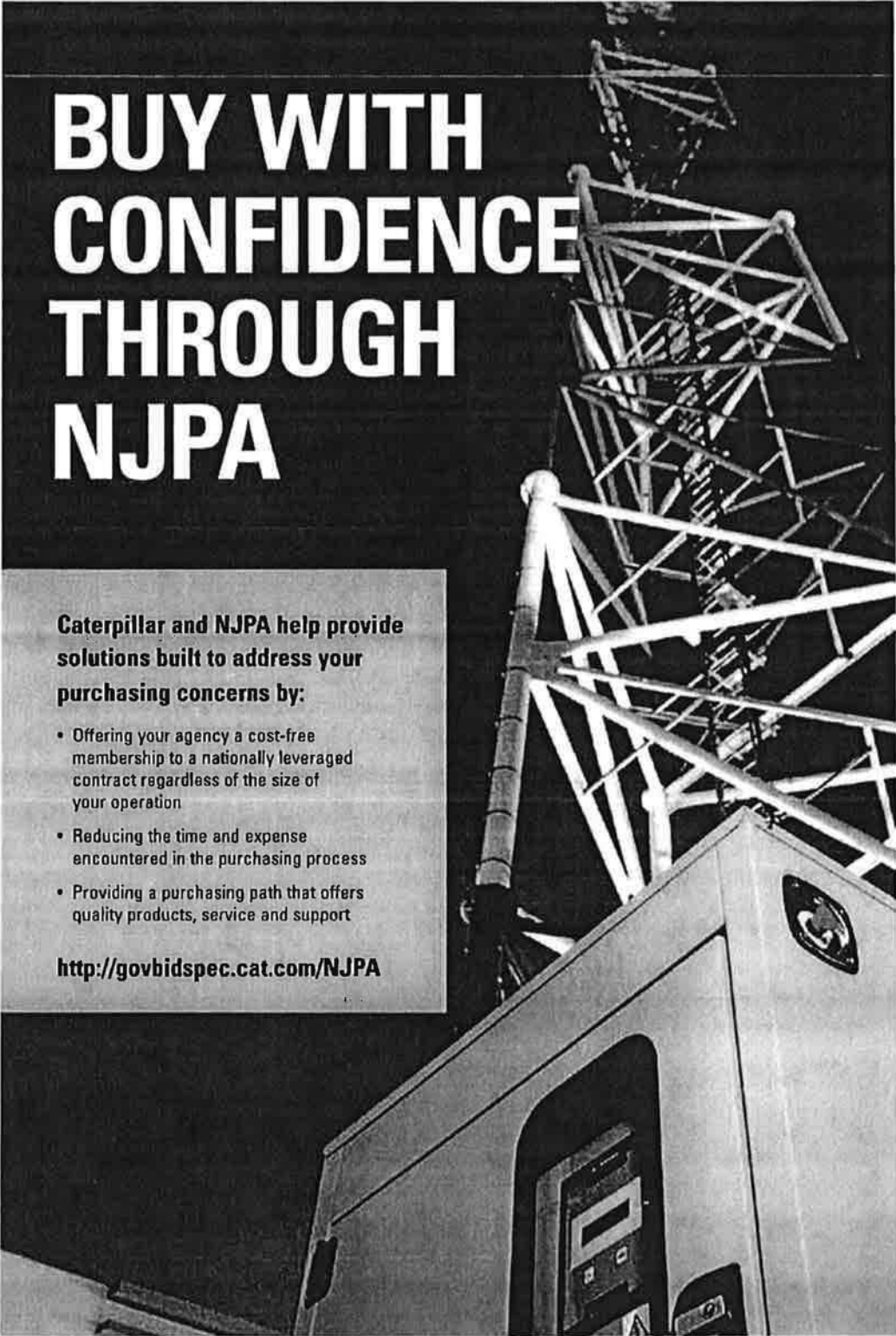


Market: N. America
LEHE5177-07 (10-09)

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www.Cat-ElectricPower.com

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BUY WITH CONFIDENCE THROUGH NJPA

Caterpillar and NJPA help provide solutions built to address your purchasing concerns by:

- Offering your agency a cost-free membership to a nationally leveraged contract regardless of the size of your operation
- Reducing the time and expense encountered in the purchasing process
- Providing a purchasing path that offers quality products, service and support

<http://govbidspec.cat.com/NJPA>



Caterpillar proudly supports the NJPA Consortium Contract #100907

On behalf of everyone at Caterpillar, we are pleased to have been awarded the NJPA national contract. As governmental agencies continue to look for more effective ways to do business, this contract will help us deliver our solutions to a very important customer base.

Cost-free membership:

- Agencies may join free of charge by filling out the membership form at http://www.njpacoop.org/JOIN/Member_Benefits.html
- NJPA is a nationally recognized member-owned cooperative
- Thousands of governmental and non-profit agencies currently participate

Reduce the time and expense of the purchasing process by using a nationally bid contract:

- Avoid the time-consuming process of putting bids together
- Avoid time spent waiting for responses
- Avoid the unpredictability of a low-bid scenario

A purchasing path that offers quality products, service and support:

- Purchase quality equipment at a greater value by benefiting from lower maintenance costs, higher productivity and greater uptime.
- You have the advantage of working directly with your local Caterpillar® Dealer to specify the equipment you purchase to meet your specific needs
- You'll enjoy the comforts of receiving the legendary service and support you've come to expect with Caterpillar

<http://govbidspec.cat.com/NJPA>

The National Institute of Governmental Purchasing (NIGP), National Association of State Procurement Officials (NASPO) and National Association of Fleet Administrators (NAFA) endorse the use of Life Cycle Costing as a preferred procurement method.

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CATERPILLAR®
TODAY'S WORK. TOMORROW'S WORLD.™



Official

CERTIFICATE OF MEMBERSHIP

Nipomo Community Services
Member # 41697

This certificate entitles the entity named above the opportunity to purchasing off of national competitively bid contracts. The entity will:

- ✓ Save time by using pre-bid contracts.
- ✓ Save money by leveraged volume pricing.
- ✓ Obtain quality products from nationally acclaimed vendors.



Duff Erholtz

Duff Erholtz, National Sales Manager

Creating an Alliance Between Buyers and Suppliers

TO: BOARD OF DIRECTORS
 FROM: MICHAELS. LEBRUN *ML*
 GENERAL MANAGER
 DATE: OCTOBER 21, 2011

**AGENDA ITEM
 D-4
 OCTOBER 26, 2011**

INVESTMENT POLICY – THIRD QUARTER REPORT

The Board of Directors have adopted an Investment Policy for NCSD which states that the Finance Officer shall file a quarterly report that identifies the District's investments and their compliance with the District's Investment Policy. The quarterly report must be filed with the District's auditor and considered by the Board of Directors.

Below is the September 30, 2011 Quarterly Report for your review. As District Finance Officer and Treasurer, I am pleased to inform the Board of Directors that the District is in compliance with the 2011 Investment Policy and that the objectives of safety, liquidity, and yield have been met. The District has the ability to meet cash flow requirements for the next six months.

After Board consideration and public comment, it is recommended that your Honorable Board accept the quarterly report by motion and minute order.

INVESTMENT POLICY-THIRD QUARTER REPORT 9/30/11

Investment	Institution	Amount of Deposit 9/30/11	Rate of Interest	Quarterly Interest Earned or Accrued 9/30/11	Amount of Deposit 9/30/10	Rate of Interest	Quarterly Interest Earned or Accrued 9/30/10
Money Market	Rabaobank (1)	\$249,346.95	N/A	\$0.00	\$131,700.89	N/A	\$0.00
Savings	Rabobank	\$927.24	0.05%	\$0.12	\$926.77	.10%	\$0.09
Pooled Money Investment	Local Agency Investment Fund (LAIF)	\$21,348,615.25	0.38%	\$20,633.65	\$21,363,044.40	0.56%	\$27,850.48
Certificate of Deposit Account Registry Service (CDARS)	Mission Community Bank	\$2,070,667.76	0.31%	\$1,618.22	\$2,601,744.32	0.60%	\$3,000.68

N/A – Not Applicable
 (1) Account placed on Analyzed Services

ATTACHMENTS

None

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TO: BOARD OF DIRECTORS
FROM: MICHAEL S. LEBRUN *MSL*
GENERAL MANAGER
DATE: OCTOBER 20, 2011



CONSIDER A BUDGET AUGMENTATION WITH HAMNER, JEWELL & ASSOCIATES FOR PROPERTY NEGOTIATION SERVICES IN THE AMOUNT OF \$12,000 IN SUPPORT OF SUPPLEMENTAL WATER PROJECT PROPERTY ACQUISITION

ITEM

Consider approving a \$12,000 Budget Augmentation for Hamner, Jewell & Associate for property negotiation services in the amount of \$12,000. [RECOMMEND BY MOTION AND ROLL CALL VOTE APPROVE \$12,000 BUDGET AUGMENTATION AND AUTHORIZE STAFF TO EXECUTE TASK ORDERS].

BACKGROUND

On June 25, 2008, your Honorable Board authorized execution of a Task Order Agreement with Hamner Jewell for the initiation of property negotiation services related to the Supplemental Water Project. The amount of this initial Agreement was for an amount not to exceed twenty-thousand dollars (\$20,000.00). An additional ten thousand (\$10,000.00) was also authorized in July 2009 of last year. The firm lead initial contacts with effected property owners; prepared right of entry documents to perform geotechnical investigations, prepared license agreements with both San Luis Obispo and Santa Barbara Counties for work related to the river crossing, researched title reports and prepared offer packages.

In July 2010, your Board approved a scope and budget amendment in the amount of \$40,000 authorizing the firm to assist the District in completing the necessary right-of-way acquisition process on seven properties in support of the Supplemental Water project. The May 20, 2010, proposal and scope are attached.

There is significant progress toward the completion of right-of-way acquisition as outlined in the attached October 17, 2011, letter report from Hamner Jewell. Offers have been prepared and made to six properties and acquisition is complete on two. The access License Agreement is completed on the seventh.

As detailed in the October 2011 letter report, there is additional work required in excess of the current time and materials project limit. Hamner Jewell is requesting a \$12,000 budget increase to raise the contract not to exceed limit from \$70,000 to \$82,000.

FISCAL IMPACT

Funds for Professional Services are included in the adopted 2011/2012 Budget. Supplemental Water project support contracts are funded from Supplemental Water Capacity charges and general tax secured certificates of participation. Property negotiation services are recoverable through project financing.

RECOMMENDATION

Staff recommends your Board, by motion and roll call vote, approve \$12,000 budget augmentation with Hamner, Jewell & Associates and direct staff to issue a Task Order and revise the project Not to Exceed to \$82,000.

ATTACHMENTS

- May 20, 2010 Proposal
- October 17, 2011 Letter Report

T:\BOARD MATTERS\BOARD MEETINGS\BOARD LETTER\2011\111026 HAMNER JEWELL AUGMENT.DOCX



HAMNER, JEWELL & ASSOCIATES

Government Real Estate Services

a division of Beacon Integrated Professional Resources, Inc.

Ventura County Office: 4476 Market Street, Suite 601, Ventura, California 93003
Tel: (805) 658-8844 Fax: (805) 658-8859

San Luis Obispo County Office: 340 James Way, Suite 150, Pismo Beach, California 93449
Tel: (805) 773-1459 Fax: (805) 773-2418

Writer's e-mail address: ljewell@hamner-jewell.com

May 20, 2010

Michael LeBrun, Interim General Manager
Nipomo Community Services District
148 S. Wilson Street
Nipomo, CA 93444

via email only

Subject: Nipomo Community Services District—Waterline Intertie Project
Proposal for Right of Way Acquisition Services

Dear Mr. LeBrun,

As you are aware, you have asked us to proceed with preparing offers for the property owners from whom real estate interests will need to be acquired by the District in order to construct the planned Waterline Intertie Project. The properties involved include:

- **The County of Santa Barbara.** The County of Santa Barbara owns property and easements at the Santa Maria River. The District seeks to finalize a License Agreement with the County that will authorize the District's construction of the planned waterline within and across County property. Preliminary discussions have already occurred with the County and a basic format for a License Agreement has been generally agreed upon. Follow up is now necessary to complete the License.
- **North Preisker Ranch.** As the Wallace Group recently embarked upon completing legal descriptions for the necessary easement rights for the project, they identified a sliver parcel lying between the end of Blosser Road and the County of Santa Barbara parcel. It appears that an easement for flood control purposes was granted by this owner to Santa Barbara County, but because only an easement rather than a fee interest was granted, North Preisker Ranch still shows up as the owner of the underlying fee interest in this parcel, prompting a need to obtain an easement for the waterline across this parcel. We have obtained a title report and located contact information for North Preisker Ranch. Further follow up is required to either clear their interest or obtain an easement for the waterline across this sliver parcel.
- **Durley Estate.** Prior meetings have been held with the attorney for this property owner and with the tenant farmer who conducts farming operations on this property. Details about the farming operations, access, irrigation, and construction coordination needs have been shared with the District's project engineers for consideration as project construction plans have been finalized. Right of way acquisition will be required from this parcel. The acquisition

process will require obtaining an agreement and deed from the property owner estate by working with their attorney. Because the District proposes open trenching across this parcel, the District will also need to obtain an agreement with the tenant farmer to assure possessory rights and clearance of the right of way in advance of the District's project construction.

- **Biorn.** An easement will need to be obtained from this property owner for the project. Reaching agreement will require coordination with both a local owner and her out-of-area sister-in-law. Because this property is subject to a mining lease, there will also be required coordination with the mining company to obtain an adequate release or agreement that will assure no conflict between the mining company's rights and the planned District's project facilities. At the present time, we await confirmation from the project engineers to confirm exactly what additional easement width may be needed to restrict potential mining operations from harming the proposed District pipeline. If the easement is widened, as anticipated per the recent project team conference, the appraisal will need to be updated to match the revised project plans before we proceed with a purchase offer.
- **Linda Vista Farms.** Property rights to be obtained from this property for the District project include the purchase of a site for a tank and pump station, plus easements for subsurface waterlines, access, utilities, and temporary construction purposes. Because certain design refinements were made to project plans after the District obtained an appraisal on this property, an appraisal update will be necessary before we proceed with an offer presentation.
- **Garcia.** Easement rights will also be required from this property owner, who used to be a part of Linda Vista Farms. Now severed and under separate ownership, coordination will need to occur with this owner-farmer regarding crop harvest, irrigation, and access, as well as obtaining an easement deed to broaden the access and pipeline rights that the District already holds over a portion of this property.
- **Via Concha Well Site.** Additional easement rights are sought to expand this well site. No owner contacts have yet been made by our firm for this well site expansion, but we understand that the owner has been cooperative with the District in the past. This acquisition will require a title report, and appraisal (provided by others, not a part of this proposal), and the easement acquisition process.

To assist you with completing the necessary right of way acquisition process, we would finalize offer packages that would include an offer letter, Appraisal Summary Statement, proposed Right of Way Agreement, and Deed. These documents have been drafted and presented to you and your counsel for review and pre-approval. In general, we make every effort to meet personally with owners to present these offers once you authorize us to proceed. After offer presentation, we would handle follow up communications with owners and District staff while pursuing amicable agreement terms with each owner to finalize the right of way transfers and, in the event of any that do not culminate in mutually acceptable amicable agreements within the timelines allocated for the project, we would coordinate with you and the District's attorney in conjunction with any required

Necessity Hearing scheduling. We have a high success rate of obtaining mutually acceptable agreements and reaching such agreements on the District's behalf is our primary goal. We process all agreement documents for necessary approvals and coordinate escrows, title insurance, and assure deed acceptance and recordations.

For our work, we bill monthly in accordance with the terms and provisions of our current Time and Materials Fee Schedule, a copy of which is attached. For budgetary purposes, we suggest a budget allocation of **\$40,000** for the work described herein. This will cover up to approximately 275 hours of our HJA staff time over a maximum twelve month period. We would work closely with you, your staff and your project team to assure that we are investing our efforts in accordance with your needs and preferences. In any case where one is working with people rather than completing an independently controllable task, it is always difficult to speculate in advance the specific amount of time that may be required to complete our goals. Our efforts are largely impacted by the level of accessibility and responsiveness of the property owners from whom we seek agreement. Obviously, some will require much more time than others in coming to terms and finalizing documents required for the purposes of the project. We will bill only for time and expenses actually expended on the project's behalf, and will work closely with NCSA staff throughout the process to assure that you feel in control of the course, and thereby the cost, of our services.

As I believe you are aware, our firm has a Task Order Agreement for Professional Services with the District, under which you can issue a Task Order for this next phase of project work. If you have any questions or will require anything further in order to process this proposal for approval, please feel free to contact me at either (805) 773-1459 or ljewell@hamner-jewell.com.

We look forward to the opportunity to work further with you and assist the District in accomplishing this project.

Sincerely,

Lillian D. Jewell

Lillian D. Jewell

Att: 2010 Time and Materials Fee Schedule for Annual Contract Clients



HAMNER, JEWELL & ASSOCIATES

Government Real Estate Services

a division of Beacon Integrated Professional Resources, Inc.

California Real Estate License Corporation Number 01298223

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Tel: (805) 773-1459 Fax: (805) 773-2418

Writer's e-mail address: ljewell@hamner-jewell.com

October 17, 2011

RECEIVED

OCT 18 2011

NIPOMO COMMUNITY
SERVICES DISTRICT

Michael LeBrun
Nipomo Community Services District
P.O. Box 326
Nipomo, CA 93444-0326

Subject: Nipomo Community Services District – Waterline Intertie Project
Task Order 11-001 for Ongoing Services

Hi Michael,

This is to follow up with our earlier communications about the status of our contract for the Waterline Intertie Project. Our last Task Order on this project was dated July 7, 2010. Since the date of that Task Order we have completed the License Agreement with the County of Santa Barbara, but must still track it for final approval by the County Board of Supervisors. We completed the North Priesker Ranch right of way acquisition and the Via Concha well site easement acquisition. Purchase offers were prepared and presented to owners of the Durley Estate parcel, Linda Vista Ranch, the Biorn family, and the Garcia family. The purchase offer process was re-initiated after the Biorn family sold their parcel to Troesh Mining. An offer package was prepared and presented to Troesh and follow up meetings have occurred to address their concerns about mining restrictions in the waterline easement area. Settlement negotiations prompted wording revisions to the proposed agreements with Durley, Linda Vista and Troesh, and the Garcia family has had an attorney, realtor, and other family members reviewing the proposed easement documents. The Linda Vista acquisition cannot close until a contingency tied to assessment district approval is satisfied. Therefore, further follow up and time is required to complete these processes.

To address this anticipated ongoing work and support to the District, I have prepared and enclosed a Task Order for services. Please review it and let me know if you have any questions or requests related to the description of anticipated ongoing work that you would like HJA's support on. I've also enclosed our invoice for time spent in October, along with a summary sheet showing the invoice amount in relation to total billings and contract balance to date. As we discussed last month, we have fully exhausted our prior allocated budget and the summary sheet shows that this invoice actually brings us to a total that exceeds the prior Task Order limit by \$1,929.68. If you have any questions about the status of our work and the proposed additional budget allocation, please give me a call. I look forward to working further with you.

Sincerely,

Lillian D. Jewell

Enc: Hamner, Jewell & Associates invoice #5431 in the amount of \$1,459.71 for September services
Task Order 11-001, signed and submitted for your consideration
Monthly Status Report for the month of September 2011

HAMNER, JEWELL AND ASSOCIATES
a division of BEACON INTEGRATED PROFESSIONAL RESOURCES, INC.

2010
TIME AND MATERIALS FEE SCHEDULE
For Annual and Multi-Annual Professional Services Contract Clients

Managing Senior Associate	\$160 an hour
Legal Support	\$160 an hour*
Senior Associate II	\$145 an hour
Senior Associate I	\$120 an hour
Associates II	\$100 an hour
Associates I	\$ 90 an hour
Assistants	\$ 70 an hour

These rates are inclusive of secretarial support and general office expenses, overhead, and profit. Reimbursable costs that may be passed through to the client as additional expenses include travel expenses (based upon the standard IRS mileage reimbursement rate, or actual expenses for travel outside of the tri-county area of Ventura, Santa Barbara, and San Luis Obispo), special handling fees such as certified, express mail, and delivery charges, photography and third party photocopy expenses, certain project/client-specific telephone expenses, and other charges made by third parties in connection with performing the scope of services. Such third party expenses may include, but are not limited to, such costs as moving bid fees, title and escrow company charges, and appraisal fees. Fees charged by insurance companies for issuing insurance certificates for client per contract requirements will also be billed through to client for reimbursement.

All third party expenses will be billed to the client at cost plus 10%, with appropriate invoices or other appropriate documentation provided for reference. Mileage and travel costs will be passed through without mark-up.

Statements for work shall be rendered monthly. Payments are due within 30 days. Payments not received within said period will accrue interest at a rate of 10% per annum.

At all times, by pre-directive, our clients may structure and direct our efforts and general time expenditures so as to maintain control of the course and cost of our services.

Rates may be adjusted on January 1 of any year, with thirty days advance written notice.

* At the request of several of our clients, this billing rate category has been added specifically in relation to the qualifications and services of Robert McDowell and Cathy Springford who, as licensed attorneys, can provide cost effective support and coordination with client legal counselors. Hamner, Jewell and Associates does not, however, provide legal representation or counsel; we work closely with the legal counsel of our clients to cost effectively assist in resolving any legal matters associated with services we provide.