

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



PRESENTATIONS AND REPORTS

- C-1) MIKE NUNLEY OF AECOM
Update Report re: Southland Wastewater Treatment Plant Upgrade
- C-2) NCS D DISTRICT ENGINEER PETER SEVCIK
Update Report re: Recent Activities
- C-3) NCS D UTILITY SUPERINTENDENT
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

TO: MICHAEL S. LEBRUN *msl*
GENERAL MANAGER

FROM: PETER V. SEVCIK
DISTRICT ENGINEER

DATE: DECEMBER 9, 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

- December 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	December 7, 2011		

The Project Team has completed the following items this month:

1. AECOM submitted a Response-to-Comments letter summarizing the review comments and AECOM responses on the 95% submittal for District staff's reference during review of the draft final plans and specifications.
2. We continue to work with District staff to fulfill the requirements for crossing the CCWA waterline with the treated effluent line and obtain a permit from DWR. We are drafting a letter to DWR describing the project, the design for crossing the State Water Pipeline, and compliance with the easement requirements. The draft letter will be submitted for District staff review this week.
3. AECOM submitted the revised construction cost opinion, updated based on the draft final plans and specifications for District staff and CM Team review.
4. We coordinated and attended a meeting with ASAP Reprographics and District staff to learn about ASAP's bid distribution services and costs for the upcoming bid for Southland.
5. AECOM submitted the draft final prequalification package and scoring documents for District staff and legal counsel review, and have been assisting District staff as needed in preparation for release of the Notice inviting applications for prequalification.
6. We received a copy of the draft Waste Discharge Requirements from the Regional Water Quality Control Board. AECOM will thoroughly review the document and provide comments to District staff this week. Comments are due to the RWQCB by December 21st.

Schedule

The Project Schedule is attached. The schedule has been updated to reflect the current project status, considering the draft final submittal and review, the EIR schedule, the permitting schedule, and the revised construction schedule. The WDR issuance date was estimated based on the Notice of Availability of Draft WDR issued by the RWQCB on November 21, 2011.



Budget Status

The Invoice Summary is attached. The project budget is attached and has been updated to reflect the draft final design.

Yours Sincerely,

A handwritten signature in black ink that reads "Michael K. Nunley".

Michael K. Nunley, PE

Enclosures: Project Schedule, Invoice Summary, Project Budget Summary

Project Budget Summary

11/25/2011

Engineering Services for NCSD - Southland WWTF Upgrade

Nipomo CSD

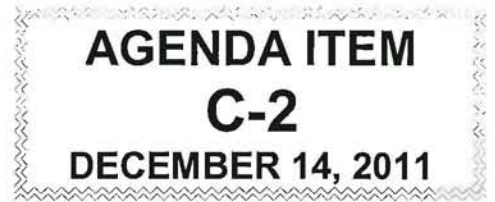
	Total Budget	Amount Previously Invoiced	Current Invoice Amount	% of Budget Earned to date	% of Work Complete
Task Group 1 - Concept Design Phase	\$249,736.00	\$247,303.12	\$1,451.25	100%	100%
Task Group 2 - Construction Documents	\$723,102.00	\$694,196.73	\$5,243.40	97%	97%
Task Group 3 - Project Management	\$120,852.00	\$101,510.55	\$1,350.00	85%	85%
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	\$26,619.03	\$0.00	88%	88%
Task Group 8 - Prequalification Program	\$24,798.00	\$2,068.20	\$2,311.20	18%	18%
Total	\$1,372,375.00	\$1,108,829.38	\$10,355.85	82%	80%

Item	Description	Estimated Project Costs
1	Influent Pump Station & Flowmeter	\$ 481,100 (3)
2	Spiral Screening System	\$ 423,900
3	Grit Removal System	\$ 277,400
4	Extended Aeration System	\$ 1,161,200
5	Secondary Clarifier	\$ 1,339,500
6	Sludge Thickening System	\$ 280,500
7	Emergency Holding Basin	\$ 69,600
8	Sludge Drying Beds	\$ 719,200
9	Controls & Blower Building	\$ 273,900
10	Non-Potable Plant Water System	\$ 277,500 (4)
11	Site Piping	\$ 1,429,500 (5)
12	Instrumentation & Controls	\$ 307,500
13	Electrical	\$ 726,100
14	Site Work	\$ 416,400 (6)
	Construction Subtotal	\$ 8,183,000
15	Construction Contingency	\$ 818,300 (7)
	Construction Total	\$ 9,001,000 (1)(2)(15)
16	Sludge Transfer (Onsite) Allowance	\$ 50,000 (8)
17	Environmental Impact Report	\$ 110,370
18	Design-Phase Engineering	\$ 1,372,375 (9)
19	Construction Management	\$ 1,227,450 (10)
20	Environmental Mitigation & Monitoring Allowance	\$ 142,500 (11)
21	Permitting Fees Allowance	\$ 5,000 (12)
22	Non-Construction Contingency Allowance	\$ 86,305 (13)
	WWTF Phase 1 Improvements Estimated Total	\$ 11,995,000 (14)

Notes:

- (1) ENR CCI (September 2011) = 9116
- (2) Costs are escalated by 2% per year to midpoint of construction (estimated 1/24/2013).
- (3) The Influent pump station & flowmeter cost opinion increased to include the sewer truck washdown station and new automatic influent sampler.
- (4) The Non-potable plant water system cost opinion has increased based on updated costs for the hydropneumatic tank.
- (5) The site piping cost opinion has increased to include additional drains near the sludge drying beds.
- (6) The Site work cost opinion has increased to provide all new fencing to maintain security during construction, and to provide site landscaping for screening around buildings and along the highway.
- (7) Construction contingency is estimated at 10% of construction subtotal.
- (8) An allowance has been added for transfer of sludge from the bottom of the existing ponds to onsite drying beds.
- (9) 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), #5 (July 2011), and #6 (Sept 2011).
- (10) To be updated by CM team; Construction Management costs estimated at 15% of construction subtotal.
- (11) Environmental mitigation and monitoring costs are provided as an allowance.
- (12) Permitting fees are estimated and provided as an allowance.
- (13) Non-construction contingency allowance is for non-construction project-related expenses.
- (14) 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
- (15) Construction cost opinion (line items 1 through 15) are based on November 2011 Draft Final design documents

TO: BOARD OF DIRECTORS
FROM: MICHAEL S. LEBRUN *MSL*
GENERAL MANAGER
DATE: DECEMBER 9, 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 *MSL*
FROM: PETER V. SEVCIK, P.E., DISTRICT ENGINEER *P.V.S.*
DATE: DECEMBER 9, 2011
RE: DISTRICT ENGINEER ACTIVITIES UPDATE

PROJECTS IN CONSTRUCTION

- **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
 - PROJECTED COMPLETION – March 2012

Item	Description	Contract Amount
1	Design	\$130,917
2	Construction Management	\$258,630
3	Construction Management Contingency	\$25,000
	Subtotal	\$414,547
3	Construction Contract	\$1,459,236
4	Construction Contingency	\$150,000
	Subtotal	\$1,609,236
	Estimated Total Project Cost	\$2,023,783
Construction Contract Cost Summary		
5	Contract	\$1,459,236.00
6	Change Orders	(\$2,485.00)
7	Revised Contract	\$1,456,751.00
8	Completed to Date	\$539,715.00

- **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 – Waiting on Final Accounting From San Luis Obispo County

Item	Description	Contract Amount
1	Design and Construction Management	\$258,975
2	Construction Deposit to County	\$663,120
3	Construction Contingency	\$66,300
Estimated Total Project Cost		\$988,395

- **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 construction 98% complete

Item	Description	Contract Amount
1	Design and Construction Management	\$151,890
2	Construction Deposit to County	\$257,892
3	Construction Contingency	\$25,800
Estimated Total Project Cost		\$435,582

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
- BUDGETED PROJECT COST \$12,000,000
- STATUS – Draft Final Design Review in progress, Contractor Pre-Qualification Process Pending, EIR Certified, Draft Waste Discharge Order issued for public comment by RWQCB

- **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
- BUDGETED PROJECT COST \$25,300,000
- STATUS – Design restarted, property acquisition in progress, permitting in progress, assessment district formation in progress

- **Water and Sewer Master Plan Implementation**

- SCADA Upgrade Project – Contract award pending Board approval
- Standpipe Mixing Project – Tank inspection in planning stage
- Blacklake Well #4 Optimization Project - Design in progress

OTHER PROJECTS AND PROGRAMS

- **Safety Program**

- Quarterly safety training for all District employees 11/10
- New operations employee safety orientation 11/30
- 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
- Maria Vista Estates – Sequoia Financial and Rialto Capital

MEETINGS

- 11/10, Quarterly All Hands Safety Meeting
- 11/10, NMMA
- 11/14, MNS, South Frontage Road Trunk Sewer Project
- 11/14, Southland WWTF Upgrade Financing Team
- 11/17, SLO County CSDA
- 11/28, Southland WWTF Upgrade Committee
- 11/29, PGE, Blacklake Well 4
- 11/29, Maria Vista Estates New Owners
- 11/30, ASAP Reprographics and AECOM, Southland WWTF Bid Distribution
- 12/1, AECOM, Southland WWTF and Supplemental Water Project Coordination Meeting
- 12/7, WRAC IRWM Workshop

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

AGENDA ITEM
C-3
DECEMBER 14, 2011

MONTHLY SUPERINTENDENT UPDATE REPORT

ITEM

NCSD Utility Superintendent Tina Grietens Report re Utility Division Monthly Activities [NO ACTION REQUESTED].

BACKGROUND

District Utility Superintendent Tina Grietens will not be available to present her report this month.

RECOMMENDATION

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

ATTACHMENTS

- Utility Division Update

NIPOMO

ORIGINAL

BOARD MEMBER
JAMES HARRISO
LARRY VIERHEIL
ED EBY, DIRECTOR
MIKE WINN, DIRECTOR
DAN GADDIS, DIRECTOR



SERVICES DISTRICT

STAFF
MICHAEL S. LEBRUN, P.E. GENERAL MANAGER
LISA BOGNUDA, ASSISTANT GENERAL MANAGER
PETER SEVCIK, P.E., DISTRICT ENGINEER
TINA GRIETENS, UTILITY SUPERINTENDENT
JON SEITZ, GENERAL COUNSEL

Serving the Community since 1965

148 SOUTH WILSON STREET POST OFFICE BOX 326 NIPOMO, CA 93444 - 0326
(805) 929-1133 FAX (805) 929-1932 Website address: NCS.D.CA.GOV

TO: MICHAEL S. LEBRUN, P.E., GENERAL MANAGER
FROM: *TG* TINA GRIETENS, UTILITY SUPERINTENDENT
DATE: DECEMBER 7, 2011
SUBJECT: UTILITY DIVISION UPDATE – OCTOBER 21, 2011- NOVEMBER 30, 2011

- **Southland Wastewater Plant and Utility Yard**
 - 20.3 Million Gallons treated; Average daily flow: 0.655 Million Gallons –Oct.
 - Southland Effluent suspended solids exceeded 60 mg/L monthly average requirement with average result of 69 mg/L
 - Construction continues on trunk sewer line replacement
- **Blacklake Wastewater Reclamation Facility**
 - 1.59 Million Gallons treated; Average daily flow: 0.051 Million Gallons –Oct.
 - Quarterly averages of Effluent TDS, Cl, Na exceeded discharge limits
- **Sewer Collection system**
 - Jetting collection system 'trouble' spots monthly 3859 ft.
 - Board approved purchase of new XQ100 Caterpillar generator for Tefft Lift Station 10/26/11
 - New generator delivered to Tefft Lift Station November 2, 2011
- **Water Distribution System and Wells**
 - October well production: 72.7 Million Gallons, 223 Acre Feet
 - November well production: 48.6 Million Gallons, 149 Acre Feet
 - Annual inspection of cathodic protection systems in reservoirs completed 11/15
 - Semi –annual flushing of dead-end water lines completed

- **Maintenance Program**
 - Misc repairs: 13 hydrants painted, 2 replaced
 - InfraMap maintenance software program ordered from iWater, Inc.

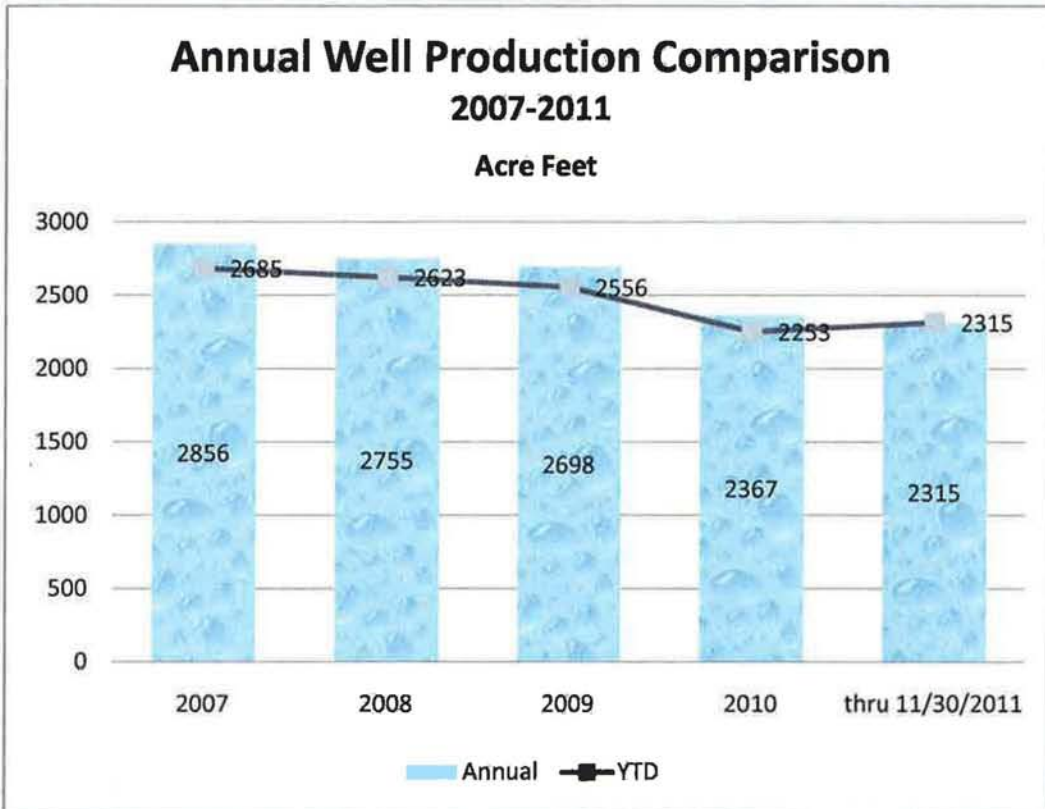
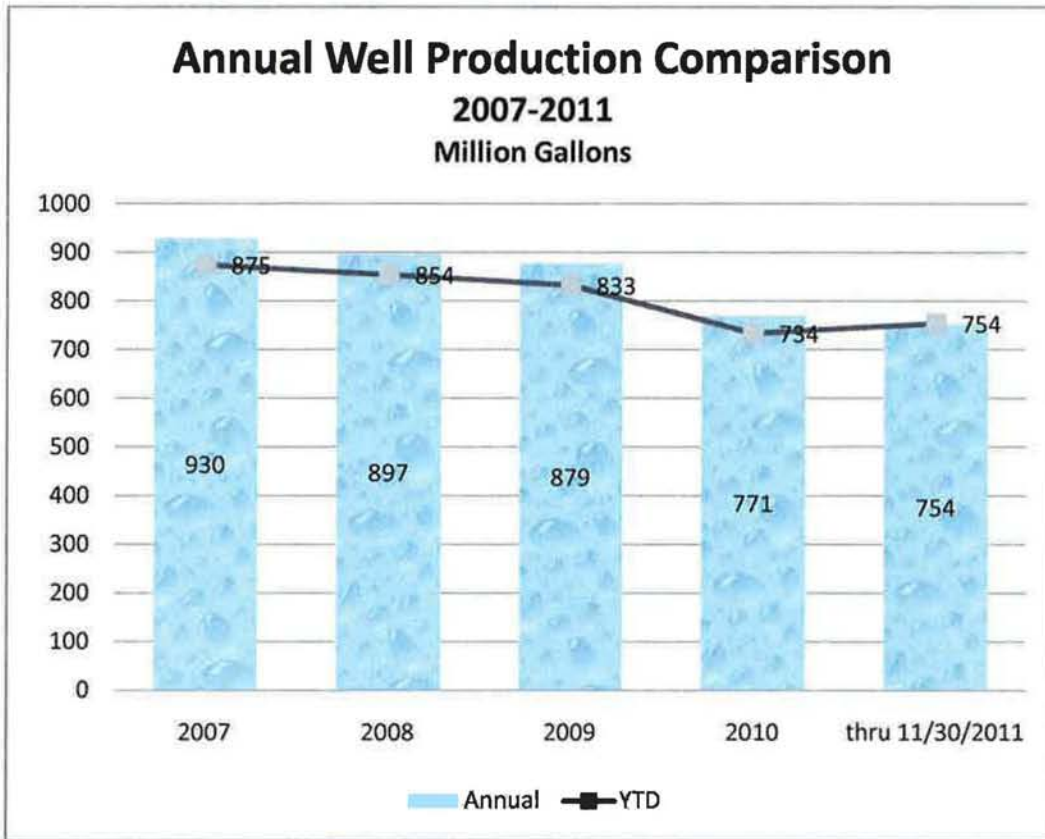
- **Compliance**
 - Sending all WWTP permit compliance samples to certified lab for analyses pending process of ELAP application
 - Environmental Laboratory Accreditation Program (ELAP) Application Processed for certification of in-house laboratory for daily wastewater compliance analyses
 - Prepared Monthly Distribution Coliform Monitoring Summary to Department of Health Services
 - Prepared Monthly Wastewater Monitoring Report for the Blacklake Wastewater Reclamation Facility to California Regional Water Quality Control Board
 - Prepared Monthly Wastewater Monitoring Report for the Southland Wastewater Treatment Facility to California Regional Water Quality Control Board
 - APCD inspection of new portable and standby generators

- **Training**
 - Staff participated in Quarterly All-Staff Safety training on November 10th
 - Tailgate Safety training Monday mornings

- **Personnel**
 - Interviews performed for Utility Worker and Water Quality Technician/ Utility Operator positions
 - Two positions offered and accepted for Utility Worker; Mike Baumgarten began District employment November 28, 2011; second person scheduled 1/3/12
 - Maintenance/ Customer Service Worker examinations held 12/6-7; interviews will be scheduled in January 2012

- **Attachments**
 - Annual Well Production Data: 2007 through November 2011

NIPOMO COMMUNITY SERVICES DISTRICT



NIPOMO COMMUNITY SERVICES DISTRICT

ANNUAL WELL PRODUCTION TOTALS 2007 THROUGH NOVEMBER 30, 2011

Year	Million Gallons
2007	930
2008	897
2009	879
2010	771
thru 11/30/2011	754

Year	Acre Feet
2007	2856
2008	2755
2009	2698
2010	2367
thru 11/30/2011	2315

ELEVEN MONTH WATER PRODUCTION COMPARISON JANUARY THROUGH NOVEMBER 2007 -2011

	Year	Million Gallons
Thru Nov. 30	2007	875
	2008	854
	2009	833
	2010	734
	2011	754

	Year	Acre Feet
Thru Nov. 30	2007	2685
	2008	2623
	2009	2556
	2010	2253
	2011	2315