

TO: BOARD OF DIRECTORS
FROM: MICHAEL S. LEBRUN *MSL*
GENERAL MANAGER
DATE: JANUARY 6, 2012



PRESENTATIONS AND REPORTS

- C-1) RECOGNIZE RETIRED UTILITY SUPERVISOR MR. RICK MOTLEY
Present Resolution
- C-2) MIKE NUNLEY OF AECOM
Update Report re: Southland Wastewater Treatment Plant Upgrade
- C-3) NCSD DISTRICT ENGINEER PETER SEVCIK
Update Report re: Summary of 2011 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: BOARD OF DIRECTORS
FROM: MICHAEL S. LEBRUN *msl*
GENERAL MANAGER
DATE: JANUARY 5, 2012



**RECOGNITION OF RETIRED UTILITY SUPERVISOR
MR. RICK MOTLEY**

ITEM

Recognition of Retired Utility Field Supervisor Rick Motley's fifteen years of service [PRESENT RESOLUTION OF APPRECIATION].

BACKGROUND

Mr. Rick Motley served the District for nearly fifteen years. Rick began as a temporary employee. Through hard work and dedication, Rick obtained a number of advanced water and wastewater certifications, which supported District operational readiness and led to his advancement. Rick retired from the District on December 30, 2011 as a Utility Field Supervisor.

A draft Resolution will be read. The Resolution is scheduled for adoption on today's consent calendar.

RECOMMENDATION

Staff recommends that your Honorable Board recognize the service and dedication of Mr. Rick Motley.

ATTACHMENT

- None

TO: MICHAEL S. LEBRUN *MSL*
GENERAL MANAGER

FROM: PETER V. SEVCIK *PVS*
DISTRICT ENGINEER

DATE: January 5, 2012



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

- January 2012 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	January 4, 2011		

The Project Team has completed the following items this month:

1. AECOM received comments on the draft final submittal from District staff and the construction management team and is working towards final plans and specifications.
2. The draft encroachment permit application for the DWR easement crossing was submitted to District staff for review.
3. The Notice inviting applications for prequalification was released on December 12th. Prequalification packages are due on January 19th.
4. AECOM reviewed the draft Waste Discharge Requirements from the Regional Water Quality Control Board and provided comments to District staff. Comments were submitted to the RWQCB.

Schedule

The Project Schedule is attached. The schedule has been updated to reflect the current project status. 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 project budget is attached and has been updated to reflect the draft final design. Invoices have not yet been processed, due to the holidays. The invoice summary will be updated and included in next month's status report.

Yours Sincerely,



Michael K. Nunley, PE

Enclosures: Project Schedule, Project Budget Summary

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: JANUARY 5, 2012

AGENDA ITEM
C-3
JANUARY 11, 2012

NCSD DISTRICT ENGINEER ACTIVITIES SUMMARY

ITEM

District Engineer summary of 2011 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 2011 Summary



NIPOMO COMMUNITY SERVICES DISTRICT

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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 *PVS*
DATE: JANUARY 5, 2012
RE: DISTRICT ENGINEER ACTIVITIES UPDATE – 2011 ANNUAL SUMMARY

COMPLETED TASKS

- Proposition 84, Round 1, Implementation Grant Application, Supplemental Water Project
- 2010 Urban Water Management Plan
- 2011 Update of District Specifications and Standards
- Willow Road Waterline Extension Phase 1 Construction
- Standard "front-end" documents for bidding construction projects
- South Frontage Road Trunk Sewer Replacement Project design, CEQA, permitting, bidding, and award of construction management services contract
- SCADA Upgrade Project design, RFP process, and award of implementation contract
- Utility adjustments for County Safe Routes to School Project

CONSTRUCTION PROJECTS COMPLETED - CLOSE OUT PENDING

- **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
 - ESTIMATED TOTAL PROJECT COST \$928,905
 - STATUS – Waiting on final accounting From San Luis Obispo County

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
4	Construction Contract	\$1,459,236
5	Construction Contingency	\$150,000
	Subtotal	\$1,609,236
	Estimated Total Project Cost	\$2,023,783
Construction Contract Cost Summary		
6	Contract	\$1,459,236.00
7	Change Orders	\$15,295.00
8	Revised Contract	\$1,474,531.00
9	Completed to Date	\$749,480.50

• **SCADA Upgrade Project**

- SCOPE OF WORK – New SCADA system servers, HMI software and configuration including integration with all existing remote site control panels
- BUDGETED PROJECT COST \$350,648
- STATUS – Contract awarded, Implementation pending
- PROJECTED COMPLETION – July 2012

Item	Description	Contract Amount
1	Implementation Services	\$318,648
2	Implementation Contingency	\$32,000
	Estimated Total Project Cost	\$350,648

- **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 – Final Design in progress, Contractor Pre-qualification packages due 1/19/2012, Draft Waste Discharge Order pending RWQCB Approval 2/2/2012
- MAJOR TASKS COMPLETED IN 2011
 - 60% Design
 - 95% Design
 - Draft Final Design
 - Report of Waste Discharge
 - EIR
 - Contractor pre-qualification package
 - Effluent disposal groundwater model

- **Supplemental Water Project**

- SCOPE OF WORK – 2,600 lineal feet 24-inch diameter HDD bore, 16,000 lineal feet of 12-inch diameter waterline, 210 lineal feet freeway crossing jack and bore, 4,000 lineal feet of 18-inch diameter waterline, 2,480 lineal feet of 24-inch waterline, 300 lineal feet levee crossing jack and bore, 2,000 gallon per minute pump station, 500,000 gallon tank, and 4 wellhead chloramination systems

- STATUS – Final design in progress, property acquisition in progress, permitting in progress, assessment district formation in progress
- MAJOR TASKS IN PROGRESS IN 2011
 - Design idled in January 2011, restarted in October 2011
 - Draft HDD contractor pre-qualification package completed
 - Continue to seek Streambed Alteration Agreement with California Department of Fish and Game
 - Caltrans permit for Highway 101 crossing extension completed
 - Provided technical support for property acquisition, assessment district and water sales agreement efforts
- **Water and Sewer Master Plan Implementation**
 - Blacklake Well #4 Optimization Project
 - New piping in Willow Road installed
 - Design of pump upgrade initiated

OTHER PROJECTS AND PROGRAMS

- **Safety Program**
 - Quarterly safety training for all District employees 2/11, 5/12, 8/11, 11/10
 - Annual electrical safety, confined space and lock-out/ tag-out training for operations employees 3/15
 - Fire extinguisher training for all District employees 4/27
 - Annual hearing tests for operations employees 9/20
 - Fall protection training for operations employees 10/10
 - New operations employee safety orientation 11/30
 - Continued to coordinate on-line safety training for all District Employees
- **Operations Support**
 - Oversaw sludge dredging project at Southland WWTF
 - Resolved radio signal problem with Sundale Well SCADA
 - Continued to manage FOG control program
 - Assisted Utility Superintendent with numerous operations issues

- **GIS System**

- Continued to update and develop new map layers

- **Development Oversight**

- DANA Adobe Project
 - Reviewed project water demands
- Hillside Terrace Apartments – Hill and Blume – Bill Kengel
 - Continued to process improvement plans
- Maria Vista Estates – Sequoia Financial and Rialto Capital
 - Assisted new owners with developing plan to complete project
- Tract 2516 – Mads Circle – Pine Tree Development, LLC
 - Project improvements completed and accepted
- Tract 2523 – Tejas Street – William Schaefer
 - Project improvements completed and accepted
- Tract 2650 – Via Concha – Margarita Valley Ranch LLC
 - Outside User Agreement transferred to new owner
 - Plan check of public improvement plans completed
 - Oversaw construction of water system improvements
- CO 03-0301 – Sandydale Drive and North Frontage Road – Estate Financial Inc.
 - New Intent-to-Serve letter developed and Board approved
- Tract 2642 – South Oak Glen – Holloway
 - Outside User Agreement extended
- Tract 2634 – Grande Avenue – Schuur
 - New Intent-to-Serve letter developed and issued
- Processed and issued 36 verification letters for new water service