

TO: BOARD OF DIRECTORS  
FROM: MICHAEL S. LEBRUN *MSL*  
GENERAL MANAGER  
DATE: FEBRUARY 2, 2012



**PRESENTATIONS AND REPORTS**

- C-1) REPORT ON JANUARY 25, 2012 REGULAR MEETING CLOSED SESSION  
Announcement of Actions, if any, Taken in Closed Session
- C-2) SHERIFF COMMANDER JAMES TAYLOR  
Update Report re: South County Law Enforcement and Department News
- C-3) MIKE NUNLEY OF AECOM  
Update Report re: Southland Wastewater Treatment Plant Upgrade
- C-4) NCSD DISTRICT ENGINEER PETER SEVCIK  
Update Report re: Recent Activities
- C-5) 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-6) 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: FEBRUARY 3, 2012

**AGENDA ITEM**

**C-1**

**FEBRUARY 8, 2012**

**JANUARY 25, 2012 REGULAR MEETING  
CLOSED SESSION REPORT**

**ITEM**

Announcement of Actions, if any, Taken during Closed Session at previous Regular Meeting  
[NO ACTION REQUESTED].

**BACKGROUND**

The January 11, 2012 Regular Meeting Closed Session included:

- I-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).
- I-2) CONFERENCE WITH LEGAL COUNSEL RE: PENDING LITIGATION PURSUANT TO GC SECTION 54956.9; NCSD VS. COUNTY SLO, ET AL. (CASE #CV090010)
- I-3) CONFERENCE WITH LEGAL COUNSEL – SIGNIFICANT EXPOSURE TO LITIGATION PURSUANT TO GOVERNMENT CODE §54956.9 (b) (3) (C) RECEIPT OF TORT LIABILITY CLAIM.  
Claimant: Celeste Whitlow  
Agency claimed against: Nipomo Community Services District
- I-4) PUBLIC EMPLOYEE EVALUATION (GOVERNMENT CODE §54957)  
Title: District General Manager Six-Month Performance Evaluation, pursuant to contract.

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

**RECOMMENDATION**

No Action

TO: MICHAEL S. LEBRUN *MSL*  
GENERAL MANAGER

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

DATE: February 1, 2012

**AGENDA ITEM**  
**C-3**  
**FEBRUARY 8, 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**

- February 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	February 1, 2012		

The Project Team has completed the following items this month:

1. AECOM is working towards final plans and specifications. We are scheduled to deliver a 'print check' copy to District staff on February 8<sup>th</sup>.
2. The draft encroachment permit application for the DWR easement crossing was submitted to DWR on January 5<sup>th</sup>. We have received confirmation of receipt.
3. Prequalification packages for general contractors and select subcontractors were received on January 19<sup>th</sup>. AECOM has been reviewing and scoring the packages and will provide a recommendation to District staff.
4. The draft Waste Discharge Requirements is on the consent agenda for the February 2<sup>nd</sup> Regional Water Quality Control Board meeting. District staff plans to attend.

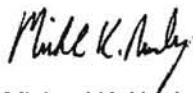
### Schedule

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. The invoice summary is attached.

Yours Sincerely,

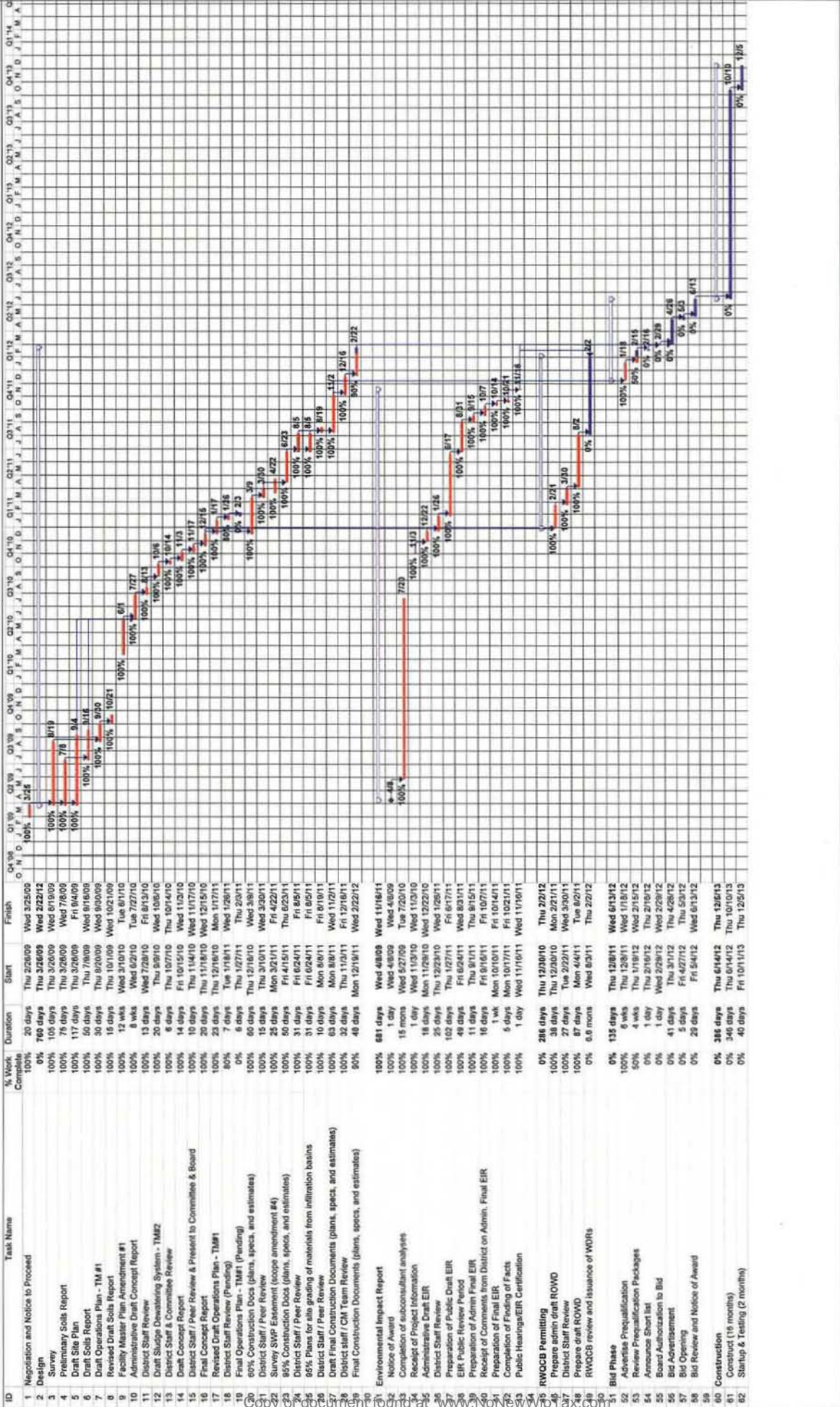


Michael K. Nunley, PE

Enclosures: Project Schedule, Project Budget Summary, Invoice Summary

## Southland WWTF Phase 1 Improvements Design Schedule

Wed 2/11/12



Print: Complete Design @ 50%  
Task View: 50%

Task: Milestone  
Milestone  
Milestone

Group By Summary: Milestone Summary  
Milestone Summary  
Milestone Summary

Filter: Milestone  
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Group By Summary: Milestone Summary  
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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)
	<b>Construction Subtotal</b>	<b>\$ 8,183,000</b>
15	Construction Contingency	\$ 818,300 (7)
	<b>Construction Total</b>	<b>\$ 9,001,000 (1)(2)(15)</b>
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)
	<b>WWTF Phase 1 Improvements Estimated Total</b>	<b>\$ 11,995,000 (14)</b>

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

Project Budget Summary

1/27/2012

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	\$249,677.77	\$0.00	100%	100%
Task Group 2 - Construction Documents	\$723,102.00	\$704,332.53	\$16,764.30	99%	99%
Task Group 3 - Project Management	\$120,852.00	\$107,747.55	\$9,841.50	97%	97%
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	\$26,821.53	\$3,410.10	100%	100%
Task Group 8 - Prequalification Program	\$24,798.00	\$4,919.40	\$1,966.95	28%	28%
<b>Total</b>	<b>\$1,372,375.00</b>	<b>\$1,130,630.53</b>	<b>\$31,982.85</b>	<b>85%</b>	<b>85%</b>

TO: BOARD OF DIRECTORS  
FROM: MICHAEL S. LEBRUN *MSL*  
GENERAL MANAGER  
DATE: FEBRUARY 1, 2012



**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](http://www.ncsd.ca.gov)

## MEMORANDUM

TO: MICHAEL S. LEBRUN, P.E., GENERAL MANAGER  
FROM: PETER V. SEVCIK, P.E., DISTRICT ENGINEER *P.V.S.*  
DATE: FEBRUARY 2, 2012  
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 – April 2012

Item	Description	Contract Amount
1	Design	\$130,917
2	Construction Management	\$258,630
3	Construction Management Contingency	\$25,000
	<b>Subtotal</b>	<b>\$414,547</b>
4	Construction Contract	\$1,459,236
5	Construction Contingency	\$150,000
	<b>Subtotal</b>	<b>\$1,609,236</b>
	<b>Estimated Total Project Cost</b>	<b>\$2,023,783</b>
<b>Construction Contract Cost Summary</b>		
6	Contract	\$1,459,236.00
7	Change Orders	\$93,228.00
8	Revised Contract	\$1,552,464.00
9	Completed to Date	\$1,035,006.50

- **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 – On-site assessments in progress
- PROJECTED COMPLETION – July 2012

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

- **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. Completion pending installation of final asphalt lift.

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

**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 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
  - Evaluation of contractor pre-qualification packages in progress
  - Waste Discharge Order approved by Central Coast Regional Water Quality Control Board on 2/2/2012

- **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
  - Draft HDD contractor pre-qualification package review completed
  - Continue to seek Streambed Alteration Agreement with California Department of Fish and Game
  - Provided technical support for property acquisition and assessment district efforts

- **Water and Sewer Master Plan Implementation**

- Blacklake Well #4 Optimization Project
  - Design of pump upgrade in progress

## OTHER PROJECTS AND PROGRAMS

- **Safety Program**

- Monthly Safety Meeting for operations employees 1/26
- Continued to coordinate on-line safety training for all District Employees

- **Development Oversight**

- Hillside Terrace Apartments – Hill and Blume – Bill Kengel
  - Continue to process improvement plans
- Maria Vista Estates – Sequoia Financial and Rialto Capital
  - Assisting new owners with developing plan to complete project
- Tract 2650 – Via Concha – Margarita Valley Ranch LLC
  - Overseeing construction of water system improvements