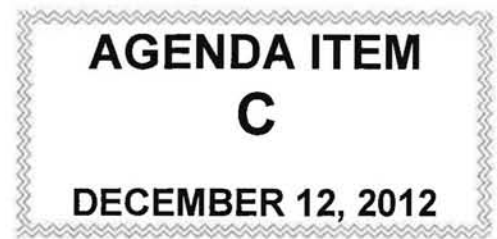


TO: BOARD OF DIRECTORS
FROM: MICHAEL S. LEBRUN *msl*
GENERAL MANAGER
DATE: DECEMBER 7, 2012



PRESENTATIONS AND REPORTS

- C-1) NIPOMO CHAMBER OF COMMERCE PRESIDENT RUDY STOWELL
Update Report re: solid waste service grant
- C-2) DISTRICT UTILITIES SUPERINTENDENT
Update Report re: October and November 2012 Operations Report
- C-3) NCSD DISTRICT ENGINEER PETER SEVCIK
Update Report re: Recent Activities
- C-4) DIRECTORS' ANNOUNCEMENTS OF DISTRICT & COMMUNITY INTEREST AND REPORTS ON ATTENDANCE AT PUBLIC MEETINGS, TRAINING PROGRAMS, CONFERENCES, AND SEMINARS.
Receive Announcements and Reports from Directors
- C-5) RECEIVE PUBLIC COMMENT ON PRESENTATIONS AND REPORTS PRESENTED UNDER ITEM C AND BY MOTION RECEIVE AND file PRESENTATIONS AND reports

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



NIPOMO CHAMBER OF COMMERCE PRESIDENT RUDY STOWELL

ITEM

Chamber President Rudy Stowell will update on solid waste removal program [NO ACTION REQUESTED].

BACKGROUND

On October 10, 2012, your Board approved granting \$6,556 of District solid waste reserves to the Nipomo Chamber of Commerce for the purpose of providing litter pick-up services throughout the community.

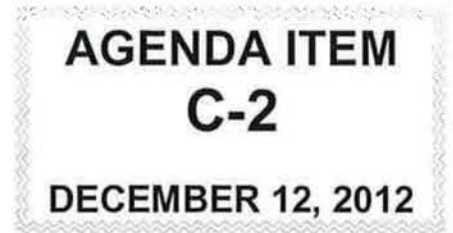
RECOMMENDATION

Staff recommends that your Honorable Board receive the report.

ATTACHMENT

None

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



SUPERINTENDENT SUMMARY REPORT

ITEM

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

BACKGROUND

District Utility Superintendent Tina Grietens will review the monthly operations report covering October and November 2012.

RECOMMENDATION

Staff recommends that your Honorable Board receive the report.

ATTACHMENTS

- A. Utility Division Summary Report

DECEMBER 12, 2012

ITEM C-2

ATTACHMENT A

NIPOMO COMMUNITY



SERVICES DISTRICT

BOARD MEMBERS

JAMES HARRISON, PRESIDENT
 LARRY VIERHEILIG, VICE PRESIDENT
 DAN GADDIS, DIRECTOR
 BOB BLAIR, DIRECTOR
 CRAIG ARMSTRONG, DIRECTOR

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: **T6** TINA GRIETENS, UTILITY SUPERINTENDENT
 DATE: DECEMBER 6, 2012
 SUBJECT: UTILITY DIVISION UPDATE – OCTOBER-NOVEMBER 2012

Southland Wastewater Treatment Facility

TOTAL EFFLUENT TREATED		AVERAGE DAILY FLOW TREATED	
OCTOBER	NOVEMBER	OCTOBER	NOVEMBER
19.7 MILLION GAL.	19.1MILLION GAL.	0.636 MILLION GAL.	0.635 MILLION GAL.
60.5 ACRE FEET	58.5 MILLION GAL.	1.95 ACRE FEET	1.94 ACRE FEET

- o October and November effluent suspended solids in compliance
- o October effluent biochemical oxygen demand (BOD) requirements for monthly average (60mg/L) and daily maximum (100mg/L), requirements exceeded
- o November effluent biochemical oxygen demand (BOD) requirements in compliance

Blacklake Wastewater Reclamation Facility

TOTAL EFFLUENT TREATED		AVERAGE DAILY FLOW TREATED	
OCTOBER	NOVEMBER	OCTOBER	NOVEMBER
1.65 MILLION GAL.	1.85 MILLION GAL.	0.053 MILLION GAL.	0.064 MILLION GAL.
5.07 ACRE FEET	5.67 ACRE FEET	0.16 ACRE FEET	0.20 ACRE FEET

- o Salts limits chronically exceeded
- o RFP for Blacklake Sewer Master Plan approved; results of proposals to Board in January

Water Distribution System and Wells

TOTAL MONTHLY PRODUCTION		AVERAGE DAILY PRODUCTION	
OCTOBER	NOVEMBER	OCTOBER	NOVEMBER
76.4 MILLION GAL.	58.6 MILLION GAL.	2.46 MILLION GAL.	1.95 MILLION GAL.
234.6 ACRE FEET	180.04 MILLION GAL.	7.56 ACRE FEET	6.0 ACRE FEET

Maintenance Program

<u>Maintenance Measure</u>	<u>Goal</u>	<u>Oct/Nov Totals</u>	<u>Annual Totals</u>
Water meter replacement	35 per month; 420/yr	55 meters replaced	337/420 = 80 %
Service and inspect fire hydrants	55 per month; 660 /yr	30 hydrants serviced, inspected and painted	427/660 = 65%
Sewer line jetting	108,251 feet/year	14,267 feet jetted	50,211/108,251 = 46%

- Replaced motor at Bevington Well-damaged from electrical surge
- Warranty repair on two 500,000 gal Quad tanks Nov. 5-16th
- Annual Inspection of Cathodic Protection Systems in Water Tanks Nov. 14th
- Daily inspection of wells, lift stations and wastewater treatment facilities
- Monthly generator inspections performed
- Repaired water leaks on Branch Street and Ballanger Street
- Bi-annual flushing of dead end water lines began in November; and continues

Compliance

- Prepared Monthly Distribution System Coliform Monitoring Summary, Raw Water Monitoring Summary and Quarterly Distribution System Residual Summary to California Department of Public Health (CDPH) for October 2012
- Prepared Monthly Distribution System Coliform Monitoring Summary to California Department of Public Health (CDPH) for November 2012
- Prepared Monthly and Quarterly Wastewater Monitoring Report for the Blacklake Wastewater Reclamation Facility to California Regional Water Quality Control Board (CRWQCB) for October 2012
- Prepared Monthly Wastewater Monitoring Report for the Southland Wastewater Treatment Facility to California Regional Water Quality Control Board (CRWQCB) for October 2012
- Completed Monthly No-Spill Certification for California Integrated Water Quality System (CIWQS)

Training

- Monthly safety training 10/15
- Quarterly safety training held 11/8
- Generator training held on 11/14
- SCADA training held on 11/29
- Weekly Tailgate Safety training and ongoing online safety

Meetings

- Drinking water seminar on UCMR3 Overview 10/22
- Wastewater Treatment Plant Contingency Planning -1 hour Webinar 10/31
- Fats Oil and Grease (FOG) coordination meeting with Wallace Group 11/7
- Operations update meetings with General Manager: 10/18; 11/7; 11/21
- Management coordination meetings: 10/11; 10/25; 11/21; 11/29
- Weekly operations planning meetings
- Board meeting attendance 10/24; 11/14

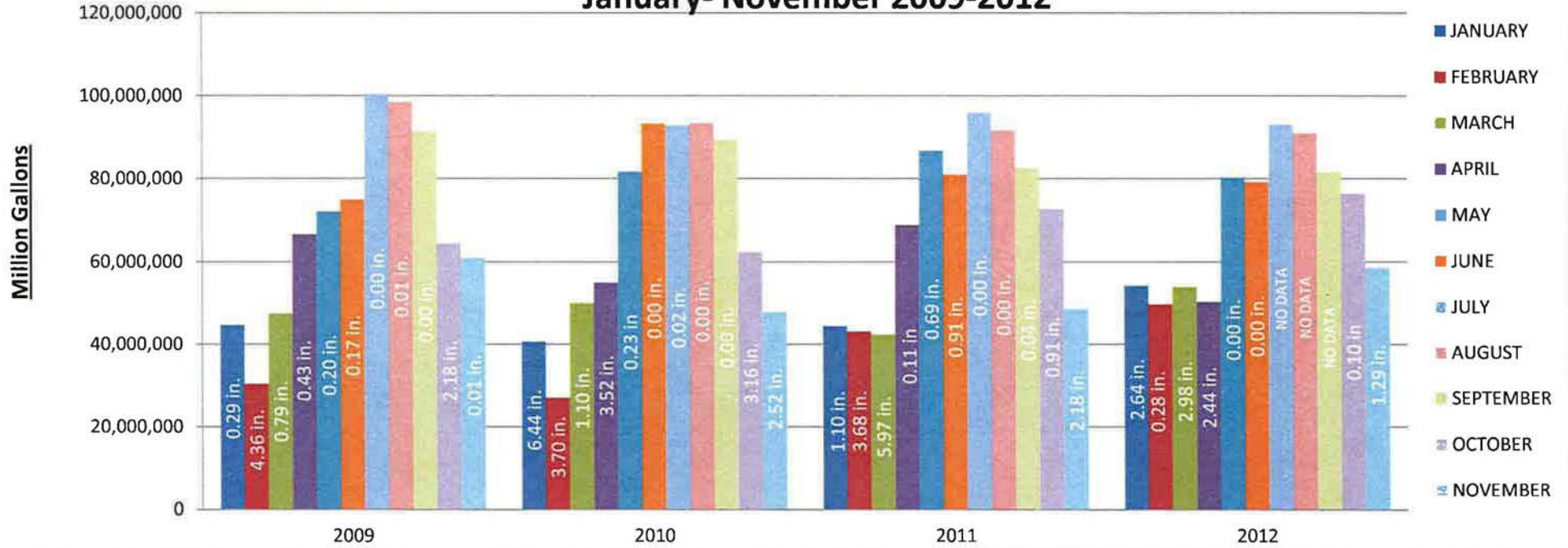
Other

- Maintenance Workers Calleja and Maldonado passed California Department of Public Health (CDPH) Grade 1 Water Distribution Operations Certification Exam
- Utility Worker Baumgarten and Maintenance Worker Maldonado passed the California Water Environment Association (CWEA) Grade 1 Collections System Maintenance Exam
- Utility Worker Baumgarten completed the requirements for Grade 1 Wastewater Treatment Operator on November 16, 2012, passed his probationary period with the District on November 28, 2012 and promoted to Utility Operator as of December 1, 2012.

Attachment

- Water Production Comparison with Precipitation Data: Jan-Nov. 2009-2012

Water Production & Precipitation Comparison January- November 2009-2012



Total Gallons (MG):
Total Precipitation (in):

752.4 million **733.7 million** **758.2 million** **768.8 million**
8.43 in **20.68 in** **15.57 in** **11.85 in**

Water Production in Million Gallons

	2009	2010	2011	2012
JANUARY	44.7 MG	40.7 MG	44.5 MG	54.3 MG
FEBRUARY	30.3 MG	27.0 MG	43.1 MG	49.8 MG
MARCH	47.6 MG	50.0 MG	42.4 MG	53.9 MG
APRIL	66.7 MG	54.9 MG	68.9 MG	50.3 MG
MAY	72.2 MG	81.7 MG	86.7 MG	80.3 MG
JUNE	74.9 MG	93.2 MG	80.9 MG	79.3 MG
JULY	100.5 MG	92.9 MG	95.9 MG	93.1 MG
AUGUST	98.5 MG	93.7 MG	91.7 MG	90.9 MG
SEPTEMBER	91.4 MG	89.5 MG	82.7 MG	81.8 MG
OCTOBER	64.5 MG	62.4 MG	76.4 MG	76.4 MG
NOVEMBER	70.0 MG	47.9 MG	48.6 MG	58.6 MG

Precipitation in Inches

	2009	2010	2011	2012
JANUARY	0.29	6.44	1.10	3.16
FEBRUARY	4.36	3.70	3.68	0.53
MARCH	0.79	1.10	5.97	4.04
APRIL	0.43	3.52	0.11	2.73
MAY	0.20	0.23	0.69	0.00
JUNE	0.17	0.00	0.91	0.00
JULY	0.00	0.02	0.00	No Data
AUGUST	0.01	0.00	0.00	No Data
SEPTEMBER	0.00	0.00	0.04	No Data
OCTOBER	2.18	3.16	0.91	0.10
NOVEMBER	0.01	2.52	2.18	1.29

Jan 09' - June 12': averaged from Nipomo Volunteers:
Mehlschau & CAL FIRE

October & November 12' : from CALFIRE

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

AGENDA ITEM
C-3
DECEMBER 12, 2012

NCSD DISTRICT ENGINEER ACTIVITIES UPDATE

ITEM

District Engineer Update on Recent Activities [NO ACTION REQUESTED].

BACKGROUND

District Engineer Peter Sevcik will review the attached activities summary.

RECOMMENDATION

Staff recommends that your Honorable Board receive the written update.

ATTACHMENT

- A. District Engineer Activities Summary

T:\BOARD MATTERS\BOARD MEETINGS\BOARD LETTER\2012\PRESENTATIONS\DISTRICT ENGINEER UPDATE BL.DOCX

DECEMBER 12, 2012

ITEM C-3

ATTACHMENT A



NIPOMO COMMUNITY SERVICES DISTRICT

148 SOUTH WILSON STREET
 POST OFFICE BOX 326
 NIPOMO, CA 93444 - 0326
 (805) 929-1133 FAX (805) 929-1932
 Web site address www.ncsd.ca.gov

MEMORANDUM

TO: MICHAEL S. LEBRUN, P.E., GENERAL MANAGER
 FROM: PETER V. SEVCIK, P.E., DISTRICT ENGINEER *P.V.S.*
 DATE: DECEMBER 6, 2012
 RE: DISTRICT ENGINEER ACTIVITIES UPDATE

PROJECTS IN CONSTRUCTION

- **Southland WWTF Phase 1 Improvement Project**
 - SCOPE OF WORK - Phase 1 improvements to the treatment plant include an influent metering station, influent pump station, influent screening system, grit removal system, Biolac® extended-aeration system and two final clarifiers as well as gravity belt thickener and lined drying beds for biosolids handling.
 - STATUS
 - Scheduled Contract Completion May 2014
 - Aeration Basin 1 rough grading completed
 - Clarifier 2 foundation poured
 - RAS/WAS Pump Station 2 foundation poured
 - RAS/WAS Pump Station 1 and 2 walls poured

Construction Contract Cost Summary	
Contract Amount – Cushman	\$10,224,900.00
Change Orders	\$20,854.00
Revised Contract Amount	\$10,245,754.00
Completed to Date	\$1,349,007.56

Project Cost Summary	
Description	Contract Amount
Design – AECOM	\$1,525,120
Construction Management – MNS	\$1,276,560
Construction Management Contingency	\$65,000
Subtotal	\$2,866,680
Revised Construction Contract – Cushman	\$10,245,754
Construction Contingency Remaining	\$479,146
Subtotal	\$10,724,900
EIR and Permitting	\$115,370
Estimated Total Project Cost	\$13,706,950

- **SCADA Upgrade Project**

- SCOPE OF WORK – New SCADA system servers, SCADA software, SCADA software configuration, reconfiguration of all existing remote site control panels, and re-programming of all existing Programmable Logic Controllers (PLC) at all existing remote site control panels
- BUDGETED PROJECT COST \$350,648
- STATUS
 - 21 day acceptance test pending
 - Report generation setup pending
 - Completion of training pending
 - Scheduled completion January 2013

Item	Description	Contract Amount
1	Implementation Services	\$318,648
2	Change Order	\$24,794
3	Revised Contract Amount	\$343,442
4	Remaining Contingency	\$7206
Estimated Total Project Cost		\$350,648

CONSTRUCTION PROJECTS COMPLETED - CLOSE OUT PENDING

- **Willow Road Waterline Extension Phase 1 & 2 Projects**

- SCOPE OF WORK – 1,300 lineal feet of 14-inch diameter and 9400 lineal feet of 12-inch diameter waterline and associated ancillary facilities
- Concurrent with County Willow Road Phase 1 & 2 Roadway Projects
- BUDGETED PROJECT COST \$1,840,000
- ESTIMATED TOTAL PROJECT COST \$1,340,000
- STATUS – Final accounting from San Luis Obispo County pending

PROJECTS IN DESIGN AND PLANNING STAGES

- **Supplemental Water Project**

- SCOPE OF WORK – 2,600 lineal feet 24-inch diameter HDD bore, 4,800 lineal feet of 18-inch diameter waterline, 2,480 lineal feet of 24-inch waterline, 300 lineal feet levee crossing jack and bore, flow meter and flow control station, 400 gallon per minute pump station with back-up power, controls, and instrumentation systems, a pressure reducing station and chloramination systems at 4 existing District wells

District Engineer Activities Update

December 6, 2012

Page 3

- STATUS

- Bid Package 1 – Santa Maria River Crossing – Design completed
- Bid Package 1 – Santa Maria River Crossing – Contractor Prequalification Advertised
- DWR Grant Agreement Scope, Budget and Schedule submitted (\$2.2 million)
- Bid Package 3 – Blosser Road Waterline – Design completed
- Bid Package 4 – Pump Station – 95% design submittal pending

- **Water and Sewer Master Plan Implementation**

- Blacklake Well #4 Pump Replacement Project
 - Design completed
- Standpipe Tank Inlet Modification and Interior Rehabilitation
 - Design in process of being finalized

OTHER PROJECTS AND PROGRAMS

- **Safety Program**

- Conducted quarterly safety meeting for all District employees on 11/8
- Continued to coordinate on-line safety training for all District Employees

- **Development Oversight**

- Maria Vista Estates – Sequoia Financial and Rialto Capital
 - Lift station air compressor replaced
- Tract 2650 – Greg Nester Construction
 - Water system installation in progress

MEETINGS

- 11/1 – Supplemental Water Alternatives Evaluation Subcommittee and Committee
- 11/1 – Southland WWTF Phase 1 Improvement Project power – PG&E, MNS, Cushman
- 11/2 – Supplemental Water – CCWA, SLO County Public Works
- 11/2 – Maria Vista Lift Station – Air compressor startup
- 11/2 – SCADA Upgrade Project – Tesco
- 11/6 – General Manager coordination
- 11/6 – Standpipe Project & Blacklake Well 4 Pump Replacement Project – Cannon
- 11/7 – SLO County Regional Water Management Group
- 11/15 – Southland WWTF Phase 1 Improvement Project construction progress
- 11/15 – Supplemental Water Alternatives Evaluation Committee
- 11/19 – Supplemental Water Project Design – AECOM
- 11/20 – General Manager coordination
- 11/20 – SLO County Regional Water Management Working Group - Prop 84 Round 2 Implementation Grant proposal evaluation
- 11/21 – Engineering and Operations coordination
- 11/26 – Southland WWTF Phase 1 Improvement Project – AECOM and MNS
- 11/27 – SLO County Regional Water Management Group

District Engineer Activities Update

December 6, 2012

Page 4

- 11/28 – SCADA training - Tesco
- 11/29 – NMMA
- 11/29 – Management coordination

ATTACHMENT

- November 2012 Southland WWTF Improvements Phase 1 Project Monthly Construction Progress Report

Nipomo Community Services District



Southland WWTF Improvements Phase 1 Project Monthly Progress Report



Prepared By:
MNS Engineers, Inc.

November 2012

Schedule and Budget Summary

Schedule Summary

Notice to Proceed	July 30, 2012
Original Contract Days	645
Contract Days Added	00
Revised Contract Days	645
Elapsed Time (Days)	(123)
Remaining Time (Days)	522
Contract Completion Date	May 6, 2014
Time Elapsed to Date	19%
Work Completed to Date	13%
Approved Change Orders (Days)	0 days

Budget Summary

Original Contract Amount	\$10,224,900.00
Approved Change Orders (Cost)	\$20,854.00
Revised Contract Amount	\$10,245,754.00
Previous Payments	\$988,154.00
Current Month Pay Request	\$360,853.56
Total Work Completed	\$1,349,007.56
Work Remaining	\$8,896,746.44

Progress Summary

Process 40 Aeration and Emergency Basins

Summary of Work:

Cushman's sub-contractor, Mark Switzer Excavating, completed cutting of the slopes in old Pond #1 to gather native material for creating the separation embankment between the new Aeration Pond #1 and the Emergency Holding Basin.

Pictures:



Gathering native material from existing Pond #1 slopes for forming new separation embankment.



Cutting slopes at old Pond #1 to shape new slopes for Emergency Holding Basin.



Grading and compacting separation embankment.



Completing grading at separation embankment (from Aeration Basin side).



Grading almost completed on Aeration Basin #1.



Finish grading by hand at Aeration Basin #1.

Process 50 – Secondary Clarifiers No. 1 & 2

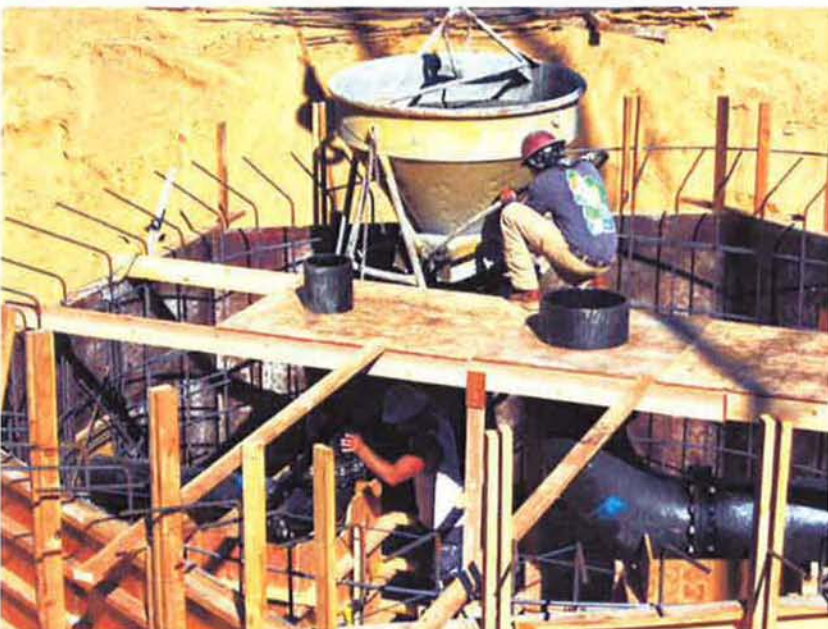
Summary of Work:

Cushman placed recycled base material, forms, reinforcing and 10" and 12" ductile iron pipes for the center sump of Clarifier #2, as well as the slab and foundation of the RAS/WAS Pump Station #2. They formed construction joints with a waterstop and placed 4000 psi concrete at Clarifier # 2 center slab. Using a steel form system they formed and poured the bottom 16' of both RAS/WAS pump stations along with 18" ML and 10" RAS pipe encasement. Total concrete poured was approximately 320 yards.

Pictures:



Placing concrete at RAS/WAS Pump Station # 2 foundation.



Pouring the center base of Clarifier #2.



Forming construction joint with waterstop at Clarifier #2.



Installed reinforcing and forming pipe encasement.



Tying rebar for RAS/WAS Pump Station #2 walls before lifting into place.



Installing reinforcing for RAS/WAS Pump Station #2.



Installing forms on RAS/WAS pump station walls.



Finalizing forms on RAS/WAS Pump Station #2 walls.



Pouring RAS/WAS Pump Station walls with funnels and tremies or "elephant trunks".



Stripping wall forms from RAS/WAS Pump Station #2.



Stripping forms from RAS/WAS Pump Station #2.



Compacting around Clarifier #2 center base with a "powder puff".



Overview of clarifier excavation.