



AGENDA

NOTICE OF REGULAR MEETING

TIME: 6 p.m.

DATE: Tuesday, October 16, 2018

PLACE: Regular Meeting Place

7051 Dublin Boulevard, Dublin, CA

Our mission is to provide reliable and sustainable water, recycled water, and wastewater services in a safe, efficient, and environmentally responsible manner.

1. CALL TO ORDER

2. PLEDGE TO THE FLAG

3. ROLL CALL – Members: Duarte, Halket, Howard, Misheloff, Vonheeder-Leopold

4. SPECIAL ANNOUNCEMENTS/ACTIVITIES

- Special Presentation by Zone 7 General Manager Valerie Pryor on Water Supply Evaluation Status, and on Zone 7 Water Rates

5. PUBLIC COMMENT (MEETING OPEN TO THE PUBLIC)

At this time those in the audience are encouraged to address the Board on any item of interest that is within the subject matter jurisdiction of the Board and not already included on tonight's agenda. Comments should not exceed five minutes. Speaker cards are available from the District Secretary and should be completed and returned to the Secretary prior to addressing the Board. The President of the Board will recognize each speaker, at which time the speaker should proceed to the lectern, introduce him/herself, and then proceed with his/her comment.

6. REPORTS

6.A. Reports by Staff

- Event Calendar
- Correspondence to and from the Board

6.B. Joint Powers Authority and Committee Reports

DSRSD/Central Contra Costa Sanitary District Liaison – October 2, 2018

6.C. Agenda Management (consider order of items)

7. CONSENT CALENDAR

Matters listed under this item are considered routine and will be enacted by one Motion, in the form listed below. There will be no separate discussion of these items unless requested by a Member of the Board or the public prior to the time the Board votes on the Motion to adopt.

7.A. Approve Regular Meeting Minutes of September 18, 2018

Recommended Action: Approve by Motion

- 7.B. Accept Regular and Recurring Report: Warrant List
Recommended Action: Accept by Motion
- 7.C. Approve Planning Services Agreement with GH PacVest, LLC for the Grand View Project
Recommended Action: Approve by Resolution
- 7.D. Approve Master Agreement for Consulting Services with Psomas, DBA Covello, and Authorize Execution of Task Order No.1 for the Primary Sedimentation Expansion and Improvements Project (CIP 17-P004)
Recommended Action: Approve by Resolution and Authorize by Motion
- 7.E. Approve Fund Limit Increase to the Local Wastewater Expansion (Fund 220) for Fiscal Year Ending 2019
Recommended Action: Approve by Resolution
- 7.F. Approve DERWA Recycled Water Plant – Phase 2 Project (CIP 16-R014) Budget Adjustments for Fiscal Years Ending 2018 and 2019
Recommended Action: Approve by Resolution

8. BOARD BUSINESS

- 8.A. Receive Update on Operations Department Activities
Recommended Action: Receive Presentation
- 8.B. Receive Presentation on the Water-Wise Gardening Workshop
Recommended Action: Receive Presentation
- 8.C. Receive Update on the Electronic Content Management System Initiative
Recommended Action: Receive Presentation
- 8.D. Approve District Sponsorship of the Dougherty Valley High School Robotics Club
Recommended Action: Approve by Motion

9. BOARD MEMBER ITEMS

- Submittal of Written Reports from Travel and Training Attended by Directors
- Request New Agenda Item(s) Be Placed on a Future Board or Committee Agenda

10. CLOSED SESSION

- 10.A. Public Employee Performance Evaluation Pursuant to Government Code Section 54957
Title: General Manager

11. REPORT FROM CLOSED SESSION

12. ADJOURNMENT

All materials made available or distributed in open session at Board or Board Committee meetings are public information and are available for inspection at the front desk of the District Office at 7051 Dublin Blvd., Dublin, during business hours, or by calling the District Secretary at (925) 828-0515. A fee may be charged for copies. District facilities and meetings comply with the Americans with Disabilities Act. If special accommodations are needed, please contact the District Secretary as soon as possible, but at least two days prior to the meeting.

DUBLIN SAN RAMON SERVICES DISTRICT
MINUTES OF A REGULAR MEETING OF THE BOARD OF DIRECTORS

September 18, 2018

1. **CALL TO ORDER**

A regular meeting of the Board of Directors was called to order at 6:05 p.m. by President Vonheeder-Leopold.

2. **PLEDGE TO THE FLAG**

3. **ROLL CALL**

Boardmembers present at start of meeting: President Georange M. Vonheeder-Leopold, Vice President Madelyne A. (Maddi) Misheloff, Director D.L. (Pat) Howard, and Director Edward R. Duarte.

Director Richard M. Halket was absent.

Recusals:

Director Vonheeder-Leopold stated that she would recuse herself from any participation in any discussions, decisions, or voting on the Health Insurance Contribution for Calendar Year 2019 for Board of Directors, Item 8.G., to ensure that she neither influence nor attempt to influence another member of the DSRSD Board regarding any matters pertinent to the item, consistent with applicable provisions of the Government Code, because she receives health benefits as a retired Boardmember of Dublin San Ramon Services District.

Director Vonheeder-Leopold departed from the Boardroom at approximately 7:25 p.m. before Item 8.G. She returned to the Board meeting at 7:27 p.m. after the conclusion of discussion of Item 8.G.

District staff present: Dan McIntyre, General Manager; Carol Atwood, Administrative Services Manager/Treasurer; Judy Zavadil, Engineering Services Manager/District Engineer; Jeff Carson, Operations Manager; Doug Coty, Assistant General Counsel; and Nicole Genzale, Executive Services Supervisor/District Secretary.

4. **SPECIAL ANNOUNCEMENTS/ACTIVITIES**

General Manager McIntyre announced that staff will be scheduling "State of the District" training sessions for Boardmembers giving these presentations to local organizations and agencies.

5. **PUBLIC COMMENT (MEETING OPEN TO THE PUBLIC)** – 6:06 p.m. No public comment was received.

6. **REPORTS**

6.A. **Reports by General Manager and Staff**

- Event Calendar – General Manager McIntyre reported on the following:
 - o The October 2 Board meeting will be cancelled due to light business.
 - o The November 21 LAVWMA meeting will be held though it is the day before Thanksgiving.
- Correspondence to and from the Board on an Item not on the Agenda – None

6.B. Joint Powers Authority and Committee Reports

Central Contra Costa Sanitary District Liaison – September 4, 2018

President Vonheeder-Leopold invited and made a few comments on recent committee activities. Directors felt the available staff reports adequately covered the matters considered at committee meeting.

6.C. Agenda Management (consider order of items) – No changes were made.

7. CONSENT CALENDAR

Vice President Misheloff requested Item 7.A be considered separately since she was not at the August 21 meeting and so wished to abstain from its approval. The Board agreed to consider Item 7.A separately from Items 7.B and 7.C.

7.A. Regular Meeting Minutes of August 21, 2018 – Approved

Director Howard MOVED for approval of Item 7.A. on the Consent Calendar. Director Duarte SECONDED the MOTION, which CARRIED with THREE AYES, ONE ABSTENTION (Misheloff), and ONE ABSENT (Halket).

7.B. Accept the Following Regular and Recurring Reports: Warrant List – Approved

7.C. Adopt Revised Fraud in the Workplace Policy and Rescind Resolution No. 3-10 – Approved – Resolution No. 44-18

Director Howard MOVED for approval of Items 7.B and 7.C on the Consent Calendar. Vice President Misheloff SECONDED the MOTION, which CARRIED with FOUR AYES and ONE ABSENT (Halket).

8. BOARD BUSINESS

8.A. Receive Presentation on the District's Second Annual Report "Building for the Future, Fiscal Year 2018"

Community Affairs Supervisor Sue Stephenson reviewed the item for the Board. She discussed the theme and stories highlighted in the report. She furnished the Board with hard-copy reports at the dais and stated she will distribute them to all District staff. The Board and staff discussed the opportunities to share and present the report at upcoming Committee and community meetings, and other occasions such as when Boardmembers conduct the "State of the District" presentations.

8.B. Receive Presentation on the Zone 7 Water Agency 2018 Water Supply Evaluation Update

General Manager McIntyre reviewed the item for the Board, presenting highlights from the Zone 7 Water Agency's (Zone 7) upcoming 2018 edition of the Water Supply Evaluation Update (Update). He introduced key contributor Dr. Amparo Flores, Zone 7 Integrated Planning Manager/District Engineer, who was seated in the audience. Zone 7 is expediting completion of the Update in order to have timely information on various water supply and storage reliability projects such as: California WaterFix, regional potable reuse, regional desalination, Sites Reservoir, Los Vaqueros Reservoir, and water transfers. He reviewed Zone 7's water supply policy and outlined three key points regarding the Tri-Valley: (1) No conservation 90% of the time (achieved via water deliveries and storage); (2) 0-15% conservation 9% of the time; and (3) 15% conservation 1% of the time. He then reviewed Zone 7's 2016 water supply plan and three alternative portfolios, soon to be updated for 2018, as well as Tri-Valley demand and new long-term water conservation regulations. The Update intends to inform retailers and the public about Zone 7 water supply reliability and inform decision makers about water supply and storage investments. He explained the scope of work and schedule of meetings and activities that will take place through February 2019, and the results will be available at the January 23 Tri-Valley Water Liaison Committee meeting. The Update is a living document which will be regularly updated as data and conditions change. The next release will likely occur in 2020/2021 in preparation for the 2020 Urban Water Management Plan. He advised that if no water reliability projects are advanced, the Tri-Valley will see a reduction in its water supply in the decades ahead of 15% to 25%. The Board and staff discussed various aspects of the Update and the various water projects under evaluation.

Speaker: Dr. Amparo Flores (Zone 7) – Dr. Flores addressed questions regarding status of various projects.

Speaker: Mr. Jim Brady (Dublin resident) – Mr. Brady inquired when the initial fill from Sites would occur. Staff replied that timing could vary depending on whether a wet or dry year.

8.C. Receive Report on Zone 7 Water Agency Wholesale Water Rates and Provide Direction

Administrative Services Manager Atwood reviewed the item for the Board and showed a short PowerPoint presentation outlining Zone 7 Water Agency's (Zone 7) rate consideration and adoption timeline, three rate scenarios, and DSRSD discussion points – funding for water supply reliability projects and reserves, full disclosure of key rate drivers, fixed charge increase from 35% to 45%, and debt management and rate increase considerations. The Board and staff discussed various aspects of the presentation, noting potential impacts to District rates and funds should Zone 7 costs increase. They also noted that Zone 7 currently has no budget established for the California WaterFix project, and that a budget, whether for the WaterFix or another supply project, should be included. The Boardmembers discussed the possible strategies Zone 7 could employ to institute rate increases, such as implementing bigger increase now and smaller ones later, spread them out over more years, or "pay as you go." The Board also discussed its ongoing recommendation to Zone 7 to reconsider debt

financing for debt management. The Board directed staff to convey to Zone 7, at its Board meeting tomorrow evening, the areas DSRSD supports, and those of concern as outlined in the Board item presented this evening.

8.D. Receive Update on the Recycled Water Program and Provide Direction

General Manager McIntyre reviewed the item for the Board. He noted the District was successful meeting recycled water customer needs over the last year and the addition of potable water was not required, though came quite close. In light of this, instituting demand management of recycled water could become necessary, as DERWA (DSRSD-EBMUD Recycling Water Authority) has nearly built out its recycled water system. Staff is analyzing needs and uses by DERWA partners and recycled water customers, and exploring other supply options such as working with Central Contra Costa Sanitary District to obtain supplemental supply and exploring a temporary supply source with City of Livermore. The problem at hand is: what is the long-term plan, and will it conflict with a regional potable reuse initiative? The Board and staff discussed various aspects of the recycled water program such as how DERWA would know when it has reached ultimate expansion, when to start focusing on potable water, and that setting a standard policy for recycled water management is a priority that needs to be addressed immediately. They also discussed the future of recycled water “purple pipes” regarding future development and when that expansion halts, and current needs and efforts for monitoring and reporting wasteful recycled water customers. The Board conveyed demand management, conservation measures, and intensified program oversight addressing any “areas missed” in the recycled water program are necessary.

8.E. Adopt Revised Casting District Ballots Policy and Rescind Resolution No. 47-14

Executive Services Supervisor/District Secretary Genzale reviewed the item for the Board. President Vonheeder-Leopold inquired if the policy created any conflict for Board representatives assigned to joint power authorities and casting votes. Assistant General Counsel Coty responded that the policy does not rise to that level and is not in conflict.

Vice President Misheloff MOVED to adopt Resolution No. 45-18, Revising the Casting District Ballots Policy and Rescinding Resolution No. 47-14. Director Duarte SECONDED the MOTION, which CARRIED with FOUR AYES and ONE ABSENT (Halket).

8.F. Adopt Revised Risk Management for District Agreements with Contractors and Consultants Policy and Rescind Resolution No. 46-14

Administrative Services Manager Atwood reviewed the item for the Board.

Director Duarte MOVED to adopt Resolution No. 46-18, Revising Risk Management for District Agreements with Contractors and Consultants Policy and Rescinding Resolution No. 46-14. Director Howard SECONDED the MOTION, which CARRIED with FOUR AYES and ONE ABSENT (Halket).

8.G. Approve Health Insurance Contribution for Calendar Year 2019 for Board of Directors

Administrative Services Manager Atwood reviewed the item for the Board.

Director Howard MOVED to approve Fixing the Employer Contribution at an Equal Amount for Employees and Annuitants Under the Public Employees' Medical and Hospital Care Act for Board of Directors Using the Same Contribution Amounts Approved for Employee Only: \$780, Employee + One: \$1560, and Employee + Family: \$2028. Director Duarte SECONDED the MOTION, which CARRIED with THREE AYES and TWO ABSENT (Halket and Vonheeder-Leopold).

9. BOARDMEMBER ITEMS

- Submittal of Written Reports from Travel and Training Attended by Directors

Director Duarte reported the Contra Costa chapter of the California Special Districts Association (CSDA) has sent a request to the Alameda chapter to host a joint meeting next spring at DSRSD.

President Vonheeder-Leopold submitted written reports to Executive Services Supervisor Genzale. She reported she attended the DSRSD/Central San Liaison Committee meeting on September 4 at Central San, the Dublin Chamber of Commerce Economic Development Speaker Series meeting on September 6, the Alameda CSDA chapter meeting on September 12 at the Zone 7 Water Agency, and the Association of California Water Agencies Region 5 Tour on September 16 and 17. She summarized the activities and discussions at the meetings.

- Request New Agenda Item(s) Be Placed on a Future Board or Committee Agenda – None

10. CLOSED SESSION

At 7:35 p.m. the Board went into Closed Session.

10.A. Public Employee Performance Evaluation Pursuant to Government Code Section 54957
Title: General Manager

11. REPORT FROM CLOSED SESSION

At 8:21 p.m. the Board came out of Closed Session. President Vonheeder-Leopold announced that there was no reportable action.

12. ADJOURNMENT

President Vonheeder-Leopold adjourned the meeting at 8:22 p.m.

Submitted by,

Nicole Genzale, CMC
Executive Services Supervisor/District Secretary



TITLE: Accept Regular and Recurring Report: Warrant List

RECOMMENDATION:

Staff recommends the Board of Directors accept, by Motion, the attached regular and recurring report.

SUMMARY:

To maximize openness and transparency and to allow the Board to be informed about key aspects of District business, the Board directed that various regular and recurring reports be presented for Board acceptance at regular intervals. This item is routinely presented to the Board at the second meeting of each calendar month.

The report presented this month for acceptance is noted below and is submitted as part of Attachment 1:

Ref item A: Warrant List

Originating Department: Administrative Services	Contact: H. Chen	Legal Review: Not Required
Cost: \$0	Funding Source: N/A	
Attachments: <input type="checkbox"/> None <input type="checkbox"/> Staff Report <input type="checkbox"/> Resolution <input type="checkbox"/> Ordinance <input type="checkbox"/> Task Order <input type="checkbox"/> Proclamation <input checked="" type="checkbox"/> Other (see list on right)	Attachment 1 – Summary of Regular and Recurring Reports	

SUMMARY OF REGULAR AND RECURRING REPORTS

Ref.	Description	Frequency	Authority	Last Acceptance	Acceptance at this Meeting?	Next Acceptance
A	Warrant List	Monthly	Board Direction	September 2018	Yes	November 2018
B	District Financial Statements ¹	Quarterly	Board Direction	July 2018		November 2018
C	Low Income Assistance Program Report	Annually – Fiscal Year	Resolution 41-10	July 2018		July 2019
D	Strategic Work Plan Accomplishments Report	Annually – Fiscal Year	Resolution 24-17	August 2018		August 2019
E	Outstanding Receivables Report	Annually – Fiscal Year	District Code 1.50.050	July 2018		July 2019
F	Employee and Director Reimbursements greater than \$100 ²	Annually – Fiscal Year	CA Government Code 53065.5	August 2018		August 2019
G	Utility Billing Adjustments ³	Annually – Fiscal Year	Utility Billing Adjustment Policy	August 2018		August 2019
H	Annual Rate Stabilization Fund Transfer Calculation	Annually – After Audit	Financial Reserves Policy	November 2017		November 2018
I	“No Net Change” Operating Budget Adjustments	As they occur but not more frequently than monthly	Board Direction Budget Accountability Policy (See table below)	November 2017		Before end of month after occurrence
J	Capital Outlay Budget Adjustments			July 2018		
K	Capital Project Budget Adjustments			October 2014		
L	Unexpected Asset Replacements			May 2018		

For the fiscal year ending 2019, the totals for these reports are as follows:

Category	YTD	This Meeting	Total
Capital Outlay Budget Adjustments	\$327,800	\$0	\$327,800
Capital Project Budget Adjustments	\$0	\$0	\$0
Unexpected Asset Replacements	\$0	\$0	\$0

¹ Financial statement reporting changed from monthly to quarterly reporting.

² Reimbursements also reported monthly in the Warrant List (Item B). Presented to Board as separate agenda item.

³ Per the policy a report will be presented to the Board if total credits in preceding fiscal year exceeded \$25,000

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Check History Description Listing

Dublin San Ramon Services District

Page: 1

From: 9/7/2018

To: 10/7/2018

Bank code: apbank

Date	Check #	Vendor	Description	Amount Paid	Check Total
09/10/2018	9102018	03718 HR SIMPLIFIED	IRS 125 2018 DCA/FSA/POS	483.13	483.13
09/10/2018	1001149345	01111 CALPERS	SEPTEMBER 2018 - ER CODE 7316 (NON-PERS)	2,085.49	2,085.49
09/10/2018	1001149347	01111 CALPERS	SEPTEMBER 2018 - ER CODE 0740 (PERS)	214,543.83	214,543.83
09/13/2018	97962	03536 U S BANK/ CORP PMT SYSTEMS	TOOLS FOR FLUSHING	966.33	
			PENDERGRAFT - WATER RESOURCES AND ENVIRO	925.00	
			2018 EE RECOGNITION EVENT RAFFLE PRIZES	917.85	
			FOF REFRIGERATOR	882.96	
			MONITORS FOR MF UV SCADA WORKSTATION	811.48	
			STEPHENSON - ACWA 2018 FALL CONFERENCE R	699.00	
			SIGNS FOR WWTP	660.79	
			MISC SUPPLIES	657.07	
			COMPRESSOR INLET PRESSURE SWITCH FOR FUE	650.90	
			DMC 2018 CASA ANNUAL CONFERENCE MARRIOTT	646.80	
			PH PROBE FOR DUBLIN INFLUENT	622.73	
			DERWA: LETTER SIGNS FOR NEW SF/BF STATIO	613.86	
			BUILDING S TABLES	583.28	
			ONLINE JOB POSTING - INSTRUMENTATION TEC	495.00	
			HOSE RACKS FOR SAND FILTER AREA	399.84	
			DMC 2018 CASA ANNUAL CONFERENCE MARRIOTT	394.06	
			RWTP CELEBRATION OF EXPANSION COMPLETION	389.64	
			D.O. FOUNTAIN REPAIR PARTS	348.37	
			GVL 2018 CASA ANNUAL CONFERENCE MARRIOTT	323.40	
			FY19 WATER ENVIRONMENT FEDERATION MEMBER	320.00	
			SPARK CONTACTORS FOR COMPACTOR WASHER	314.56	
			PORTABLE TOILET 07/24/18 - 08/20/18	299.00	
			OFFICE SUPPLIES FOR DO ACCT ENG EXEC & H	298.02	
			STEPHENSON - CASA 2018 ANNUAL CONFERENCE	297.14	

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From: 9/7/2018

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Date	Check #	Vendor	Description	Amount Paid	Check Total
			MISC FIELD SUPPLIES	291.19	
			ONLINE JOB POSTING - INSTRUMENTATION TEC	285.00	
			DLD VALVE REBUILD PARTS	279.90	
			SUPPLIES FOR FLUSHING	279.24	
			TIRE DISPOSAL & RECYCLE	272.75	
			PORT A POTTY FOR SLUDGE HARVESTING CREW	265.20	
			PARTITION FOR FOD RESTROOM	259.99	
			FACILITIES SUPPLIES	251.48	
			STEPHENSON - ACWA WORKSHOP/MEETING 07/26	248.87	
			A. ORTEGA SAFETY BOOTS	242.70	
			QTY (10) CISCO GLC-SX-MMD SFP 1000BASE-S	238.70	
			QTY (1) 12" DIAMETER X 25' LONG EXHAUST	218.66	
			QTY (1) GENERAL PURPOSE HAND WIND CORD R	214.31	
			RMADARANG: AIRFARE RE: LUCITY 2018 ACT O	213.96	
			ORTEGA SAFETY BOOTS	212.47	
			MISC TOOLS	198.51	
			QUINLAN CWEA MEMBERSHIP RENEWAL	188.00	
			M. MCGRATH CWEA ASSO MEMBERSHIP RENEWAL	188.00	
			COD: TOWABLE TOILET-7176 JOHNSON DR 8/03	185.56	
			MISC TOOLS	180.20	
			GRIFFIN: SETAC NORTH AMERICA 1 DAY CONFE	178.50	
			QTY (5) CISCO GLC LH SMD MODULE	177.50	
			SUBSCRIPTION 30 DAY - PHOTOS FOR 2018 AN	169.00	
			RETIREMENT PLAQUES - R. LI & S. KOLODZIE	149.18	
			PH PROBE FOR PLEASANTON INFLUENT	144.47	
			QTY (4) CISCO SFP-10G-SR	144.00	
			MISC TOOLS	131.72	
			BLDG S LOCKER ROOM SUPPLIES	130.38	
			OFFICE SUPPLIES: HIGHLIGHTERS, PENS, PAP	127.15	

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From: 9/7/2018

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Date	Check #	Vendor	Description	Amount Paid	Check Total
			BROOKS ISA MEMBERSHIP	120.00	
			PE LICENSE RENEWAL STEVE DELIGHT	116.00	
			PE LICENSE RENEWAL RUDY PORTUGAL	116.00	
			BATTERY TENDER PLUS CORD FOR WATER PUMPS	115.71	
			SUPPLIES FOR METER INSTALLS	109.13	
			SUPPLIES	106.30	
			NAME TAGS (MAGNETIC) - MULTIPLE EMPLOYEE	103.95	
			EM SHOP STOCK/WATER	100.75	
			ITEMS FOR TRUCK #38	100.46	
			FLUSHING SUPPLIES	100.44	
			SUPPLIES FOR FLUSHING JOB	100.39	
			ACWA REGION 5 TOUR SEPT 16-17 2018 D MCI	100.00	
			ACWA REGION 5 TOUR SEPT 16-17 2018 C ATW	100.00	
			ACWA REGION 5 TOUR SEPT 16-17 2018 M MIS	100.00	
			ACWA REGION 5 TOUR SEPT 16-17 2018 GVL	100.00	
			BIAGTAN - ACWA REGION 5 TOUR 9/16 - 9/17	100.00	
			PENDERGRAFT - ACWA REGION 5 TOUR 9/16 -	100.00	
			ZAVADIL - ACWA REGION 5 TOUR 9/16 AND 9/	100.00	
			OFFICE SUPPLIES: BUSINESS NOTEBOOK, LABE	99.66	
			FONTS FOR GRAPHIC DESIGNER	99.00	
			LOWES	98.95	
			PID UNIFORM SHIRTS - STEPHENSON & CHANG	94.02	
			BATTERIES & MISC SUPPLIES	91.64	
			BASE BOLTS PUMP #2 PSR200B	90.87	
			TARGET - 2018 EE RECOG EVENT - SUNSCREEN	86.53	
			ERP SYSTEM SELECTION LESSONS LEARNED 09/	85.00	
			S. ROBERSON CWEA CERTIFICATE RENEWAL	85.00	
			DO DROUGHT GARDEN FOUNTAIN RELOCATION 08	82.52	
			TV STAND BLDG S TRAINING ROOM	81.93	

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Date	Check #	Vendor	Description	Amount Paid	Check Total
			GOOGLE PLAY & ITUNE CHARGES FROM B. LOHM	81.87	
			FUEL FOR VEHICLE #110	81.38	
			OFFICE SUPPLIES: BATTERIES, FASTENERS, C	80.56	
			NEW EMPLOYEES - POLO SHIRTS	79.65	
			VIDEO CABLES FOR COMPUTER TO LARGE SCREE	74.85	
			2018 EMPLOYEE RECOGNITION EVENT DECOR/SU	72.34	
			FACILITIES SUPPLIES	71.52	
			NEW EMPLOYEE ORIENTATION EXPENSE - HERMA	70.47	
			STEPHENSON - ACWA 2018 FALL CONFERENCE -	67.96	
			BAL DUE: TOWABLE TOILET-7176 JOHNSON DR	67.31	
			FUSES & BELT FOR VOLT METER	67.17	
			OFFICE SUPPLIES FOR DO & EXEC 8/17/18	66.97	
			BLDG S LOCKER ROOM SUPPLIES	65.75	
			MISC SUPPLIES	65.44	
			OFFICE SUPPLIES FOR PI & HR 8/14/18	63.12	
			SUPPLIES TO INSTALL FOF SIGN	62.94	
			FUEL FOR VEHICLE #110	62.90	
			OFFICE SUPPLIES FOR DO EXEC & PI 7/30/18	59.66	
			OFFICE SUPPLIES FOR DO 8 03 18	57.01	
			FUEL FOR VEHICLE #72	56.57	
			SAFETY OFFICER - APPRAISAL BOARD (8/17/1	56.52	
			OFFICE SUPPLIES FOR DO 7 25 2018	55.88	
			SUPPLIES	54.91	
			PID UNIFORM SHIRT - STEPHENSON	54.00	
			2018 EE RECOGNITION EVENT - BUBBLES/BUG	53.22	
			QTY (1) 25' EXTENSION CORD AND (1) 8 PLU	49.86	
			QTY (1) CISCO STACK T1-50CM STACKING CAB	48.34	
			GASOLINE - DISTRICT POOL VEHICLE	46.91	
			ANCHORS FOR LAB PICTURES	46.86	

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Date	Check #	Vendor	Description	Amount Paid	Check Total
			GVL 2018 TRI-VALLEY MAYORS' SUMMIT	45.00	
			DOLLAR TREE - 2018 EE RECOG EVENT & GEN	43.70	
			PS3B RADIO POWER SUPPLY	43.14	
			EXTENSION CORD FOR MANNY'S CART	43.09	
			MISC SUPPLIES	40.86	
			PID UNIFORM SHIRT - BLEVINS	39.95	
			PUSHBROOM FOR TRUCK #124	39.30	
			QTY (1) COMPAQ 72GB SCSI ULTRA 320 HD FO	38.00	
			CA LABOR PW TRAINING 08/01/18 EXPENSE	37.07	
			EXTENSION CORD & 4-PACK PADLOCKS	35.99	
			QTY (1) CISCO GLC LH SMD MODULE	35.15	
			SUPPLIES FOR CCTV TRUCK	34.54	
			OFFICE SUPPLIES	33.64	
			PARTS FOR AIR RELIEF VALVES	33.57	
			QTY (1) CISCO CATALYST 3850 STACK POWER	32.00	
			REFRESHMENTS FOR A MEETING	30.26	
			PRO SUBSCRIPTION (AUGUST 2018)	29.00	
			NAMEPLATE FOR HERMAN CHEN	27.31	
			GASOLINE - DISTRICT POOL VEHICLE	26.62	
			OFFICE SUPPLIES - SCISSORS AND STAPLER	22.39	
			SAFETY OFFICER - APPRAISAL BOARD (8/17/1	21.65	
			NAMEPLATE - L. SALAZAR	20.76	
			OFFICE SUPPLIES - FILE ORGANIZER	20.75	
			C BATTERIES FOR FLASHLIGHTS	19.65	
			CLOCKS FOR FACILITIES OFFICES	18.99	
			MISC SUPPLIES - PAPER TOWELS	18.56	
			ADAPTER FOR TRUCK #124	16.33	
			AMAZON HEAVYWEIGHT NONGLARE SHEET PROTEC	15.29	
			NAME TAG - MADDI MISHELOFF	14.26	

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			VET CENTER TRAINING 08/13/18 - EXPENSE	14.21	
			SUPPLIES FOR TRUCK #38	13.65	
			AMAZON US FLAG DESKTOP SIZE	13.10	
			KEYS TO ACCESS LIVERMORE LINE UTILITY @	12.51	
			HAD KEYS CUT TO ACCESS 4225 HACIENDA DR	12.42	
			2018 EE RECOGNITION EVENT BUBBLE PARTY F	11.46	
			FACE TISSUE 2 BOXES	9.79	
			VADEN RETIREMENT GIFT (1 OF 2 PACKAGES)	8.99	
			SYMPATHY CARD FOR MSAUCEDA	6.22	
			SAFEWAY 7/31/18 - BOARD CANDIDATE BRIEFI	5.99	
			OFFICE SUPPLIES	5.46	
			TRUCK #78 KEY	5.46	
			BAYWORK EXECUTIVE COMMITTEE MEETING	5.00	
			NETWORK SOLUTIONS PREMIUM DNS	4.99	
			NETWORK SOLUTION PREMIUM DNS	4.99	
			RAID FLY RIBBON	3.41	
			APPLE ICLOUD STORAGE FOR AUGUST - DAN MC	0.99	
			SAFETY OFFICER - APPRAISAL BOARD (8/17/1	0.17	
			CREDIT - PID UNIFORM SHIRT - STEPHENSON	-48.01	
			ORTEGA SAFETY BOOTS RETURN	-183.37	25,094.11
09/13/2018	97963	01719 A & M PRINTING, INC.	A&M PRINTING	1,116.09	
			#10 LEFT WINDOW ENVELOPES (FINANCE)	359.67	
			BUSINESS CARDS: NARCISO & SALAZAR	76.48	
			BUSINESS CARDS FOR CHEN	49.16	
			BUSINESS CARDS FOR PADILLA	38.24	1,639.64
09/13/2018	97964	08748 MOHAMMED AHMED	REFUND FOR 4576 CENTRAL PKY	30.95	30.95
09/13/2018	97965	08755 AL PACHECO BROKER	REFUND FOR 1839 CEDARWOOD LOOP	204.83	204.83

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09/13/2018	97966	01076 ALSCO INC	WWTP TOWEL & MAT SERVICE AUG '18	587.37	
			FOD TOWEL & MAT SERVICE AUG '18	467.48	
			DO TOWEL & MAT SERVICE AUG '18	136.28	1,191.13
09/13/2018	97967	06349 ARCSINE ENGINEERING	17-A007 TO NO. 2-A1 7/1/18 - 7/31/18	2,058.00	
			16-A002 TO NO. OC-3 7/1/18 - 7/31/18	1,708.20	
			16-A005 TO NO. 1 7/1/18 - 7/31/18	150.00	3,916.20
09/13/2018	97968	01568 ASBURY ENVIRONMENTAL SVCS	USED OIL/MIXED OILS - 400 GALS	124.00	124.00
09/13/2018	97969	06211 ASSOCIATED SERVICES CO.	MONTHLY BEVERAGE DELIVERY SERVICE FOR DO	331.81	331.81
09/13/2018	97970	00622 AT&T	MANAGED INTERNET SERVICES 8/1/18 - 8/31/	2,168.58	
			AT&T VIOP SERVICE DO 8/1/18 - 8/31/18	97.01	
			AT&T VIOP SERVICE CC 8/1/18 - 8/31/18	97.01	2,362.60
09/13/2018	97971	08684 BIOGAS ENGINEERING	16-P028 TO NO. 2 PERIOD ENDING 7/31/18	800.00	800.00
09/13/2018	97972	05404 CALIFORNIA FIRST AID & SAFET	LAWWMA - FIRST AID KITS RESTOCK	15.30	15.30
09/13/2018	97973	01085 CALPERS LONG-TERM CARE PR	LONG-TERM CARE: PAYMENT	68.12	68.12
09/13/2018	97974	08752 ALEX CHEUNG	REFUND FOR 4351 GARDENIA ST	104.95	104.95
09/13/2018	97975	08750 DAVID COMAY	REFUND FOR 3169 PAOLO TER	83.79	83.79
09/13/2018	97976	00192 CORROSION ENG'G ASSOCIATE	EAST AMADOR LIFT STATION CATHODIC PROTEC	765.00	765.00
09/13/2018	97977	00014 GSA COUNTY OF ALAMEDA	FY 2019 FUELING - FOD/INSP/CFRS - JULY 2	3,873.20	3,873.20
09/13/2018	97978	00229 DELL MARKETING LP	SCADA (4) TRANCEIVERS, (2) 10GB ETHERNET	8,355.11	8,355.11
09/13/2018	97979	00241 DGS OFS SVC REVOLVING FUN	NATURAL GAS SERVICE @ THE WWTP - 07/18	32,452.01	32,452.01
09/13/2018	97980	04991 EISENBERG OLIVIERI & ASS. INC	LOCAL LIMITS REVIEW/REGIONAL WATER BOARD	5,577.39	5,577.39
09/13/2018	97981	08029 ATTN: TREASURY MANAGEMENT	16-R014 PP #18 OVERAA ESCROW ACCT	16,126.32	16,126.32
09/13/2018	97982	00307 FAIRWAY EQUIPMENT & SUPPLY	SCUM WIPER FOR SECONDARY CLARIFIER #4	1,334.68	
			BALL VALVES FOR STOCK	872.53	

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			PVC PARTS FOR STOCK	212.50	
			PRESSURIZATION PUMP SEAL H2O PARTS	78.15	2,497.86
09/13/2018	97983	02914 STATE OF CALIFORNIA FRANCHI	FRANCHISE TAX BOARD: PAYMENT	150.00	150.00
09/13/2018	97984	08756 HAL FRANKLIN	REFUND FOR 1860 HOLLYVIEW DR	201.61	201.61
09/13/2018	97985	08161 GE INTELLIGENT PLATFORMS IN	GE IFIX ACCELERATION PLAN SUPPORT SERVIC	54,695.20	54,695.20
09/13/2018	97986	00352 GOLDEN STATE FLOW MEASURE	144 SENSUS IPERL 1 INCH METERS	28,454.47	
			GSFM	13,716.34	
			GSFM	9,230.53	51,401.34
09/13/2018	97987	01949 GOODFELLOW BROS CALIFORN	REFUND FOR METER #65492093	813.57	813.57
09/13/2018	97988	08743 MARIE GRIFFIN	REFUND FOR 7776 DUBLIN GREEN CT	35.77	35.77
09/13/2018	97989	00368 HACH COMPANY	REAGENTS	1,364.33	1,364.33
09/13/2018	97990	08760 CORINNE HARRINGTON	REFUND FOR 211 ARIANNA LN	70.67	70.67
09/13/2018	97991	03149 HDS WHITE CAP CONST SUPPLY	MISC FIELD SUPPLIES	723.53	723.53
09/13/2018	97992	08475 HF & H CONSULTANTS, LLC	2018 REGIONAL CRF STUDY-HF&H CONSULTANT	9,612.12	9,612.12
09/13/2018	97993	00394 HILTI, INC.	PARTS FOR ELECTRICAL MAINT.	239.34	239.34
09/13/2018	97994	07017 HYDROSCIENCE ENGINEERS, IN	TO NO. 2 - CW PROGRAMS ADMIN ASSISTANCE	1,827.50	1,827.50
09/13/2018	97995	07523 ID ARCHITECTURE	16-A004 TO NO. 3 JULY SERVICES	6,952.62	6,952.62
09/13/2018	97996	08761 INSZOOM.COM	REFUND FOR 914 JOREE LN	44.10	44.10
09/13/2018	97997	06931 IWATER, INC	INFRAMAP SUPPORT - ANNUAL MAINTENANCE (5	3,500.00	3,500.00
09/13/2018	97998	08746 GURUSAMY KADARKARAISAMY	REFUND FOR 2575 BASSETTS WAY	14.46	14.46
09/13/2018	97999	01225 KAESER COMPRESSORS, INC	DRAIN REPAIR KIT PLANT AIR COMPRESSORS	1,316.50	1,316.50
09/13/2018	98000	04873 KIMBALL MIDWEST	TESTING SELF-CUTTING TIE WRAPS AND REPLA	144.11	144.11
09/13/2018	98001	08744 KIRSTY LAMBERT	REFUND FOR 7573 BRIGADOON WAY	50.00	50.00

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09/13/2018	98002	08751 GIANCHENG LU	REFUND FOR 5999 HILLBROOK PL	46.18	46.18
09/13/2018	98003	08745 SHIRLEY LUU	REFUND FOR 6656 ADARE LN	342.48	342.48
09/13/2018	98004	08659 MACLEOD WATTS	GASB 68 INFORMATION FOR FYE 2018	975.00	975.00
09/13/2018	98005	08768 CHUNLI MALONEY	REFUND FOR 5253 PEMBROKE WAY	88.07	88.07
09/13/2018	98006	07264 MANPOWERGROUP US INC.	M. ZAKLAN: WE 08/19/18	500.82	500.82
09/13/2018	98007	05368 JOHN MARCHAND	REGULAR BOARD MTG ATTENDANCE - 8/15/18	50.00	50.00
09/13/2018	98008	08757 CHRIS MAY	2231 CEDARWOOD LOOP	110.61	110.61
09/13/2018	98009	05897 MERIT RESOURCE GROUP	A. MCCAFFERY: WE 08/19/18	1,518.00	1,518.00
09/13/2018	98010	08559 MICHAEL BAKER INT'L. INC.	17-W003 TO NO. 1 PERIOD ENDING 7/29/18	19,404.21	19,404.21
09/13/2018	98011	00572 MOUNTAIN CASCADE INC.	RTN MTR# 1628473	5,906.30	5,906.30
09/13/2018	98012	05145 MOZINGO CONSTRUCTION INC	REFUND FOR METER #61306926	797.01	797.01
09/13/2018	98013	04231 MSC INDUSTRIAL SUPPLY CO	BARCODE TAPE	208.32	208.32
09/13/2018	98014	04796 NAPA AUTO PARTS	PARTS FOR VEHICLE #115	19.76	19.76
09/13/2018	98015	08747 ANNA NAPPER	REFUND FOR 4551 MANGROVE DR	80.43	80.43
09/13/2018	98016	03987 OLIN CHLOR ALKALI PRODUCTS	WTTP 4980.00 BACTICIDE 7-23-18 WWTP 4938.000 BACTICIDE 7-23-18 WWTP 4924.000 SDG BACTICIDE 8-23-18 RES 1A SODIUM HYPO 1186.000 SDG-8-22-18	3,598.85 3,568.50 3,491.28 1,169.71	11,828.34
09/13/2018	98017	07100 ARNE OLSON	REGULAR BOARD MTG ATTENDANCE - 8/15/18	50.00	50.00
09/13/2018	98018	00620 P G & E	WWTP ELECTRICITY - AUG 2018 PUMP STATION R200A ELECTRICITY - AUG 201 DISTRICT OFFICE GAS SERVICE - AUG 2018 RESERVOIR R200 ELECTRICITY - AUG 2018 RESERVOIR R100 ELECTRICITY - SEPT 2018	55,597.24 5,431.18 320.88 38.07 37.70	

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			DO UTILITY BLDG. GAS SERVICE - AUG 2018	13.93	
			JOHNSON DRIVE STREETSCAPE ELEC - AUG 201	13.02	
			ALAMO TRUNK SEWER ELECTRICITY - AUG 2018	12.71	61,464.73
09/13/2018	98019	08356 PACE SUPPLY	FLUSHING SUPPLIES	446.70	446.70
09/13/2018	98020	08356 PACE SUPPLY	FOR OIL DRAINS ON MIXER GEAR BOXES	78.40	78.40
09/13/2018	98021	08754 APURVA PANCHOLI	REFUND FOR 872 BANDOL WAY	128.49	128.49
09/13/2018	98022	08764 SHAH PEDERSOLI	REFUND FOR 2018 MORNINGTON LN	183.07	183.07
09/13/2018	98023	06023 JERRY PENTIN	REGULAR BOARD MTG ATTENDANCE - 8/15/18	50.00	50.00
09/13/2018	98024	04211 PLATT ELECTRIC SUPPLY	REPLACING THE LIGHT POLE OUTSIDE THE WWT	1,799.53	
			REPLACING THE LIGHT POLE OUTSIDE THE WWT	7.97	1,807.50
09/13/2018	98025	00663 PLEASANTON GARBAGE SVC IN	FOF GARBAGE SERVICE - AUG 2018	563.65	563.65
09/13/2018	98026	04951 PLEASANTON TRUCKING	16-A002 HAULING CUTBACK, SAND, AGGREGATE	200.00	200.00
09/13/2018	98027	05543 PREFERRED BENEFIT INSURAN	SEPTEMBER 2018 - DENTAL	23,895.60	23,895.60
09/13/2018	98028	06148 PROPERTY ALLIANCE	REFUND FOR 3071 SILVA WAY	197.04	197.04
09/13/2018	98029	07727 PURE HEALTH SOLUTIONS, INC.	WWTP 2 WATER UNITS SEPT '18	164.21	164.21
09/13/2018	98030	07412 PURETEC INDUSTRIAL WATER	CATION ANION MIXED BED EXCHANGE	229.26	229.26
09/13/2018	98031	04105 R & B COMPANY	18-W021 RW FIRE HYDRANT UPGRADES PROJECT	2,758.31	
			16-A002 MATERIAL FOR WATER METER RELOCAT	1,199.57	
			16-A002 MATERIAL FOR WATER METER RELOCAT	703.57	
			16-A002 MATERIAL FOR WATER METER RELOCAT	262.20	4,923.65
09/13/2018	98032	08682 RAFTELIS FINANCIAL CONSULTA	PROF SVCS 7/1/18-7/31/18-WATER RATE STUD	10,772.69	10,772.69
09/13/2018	98033	08767 RAJ RAGHAVAN	REFUND FOR 3083 HASTINGS WAY	150.84	150.84
09/13/2018	98034	02316 RECORDS CONTROL SERVICES	PHYSICAL RECORDS INVENTORY & IMPROVEMENT	2,280.98	2,280.98
09/13/2018	98035	08753 SHERI RHOADES	REFUND FOR 307 ROTHBURY WAY	247.18	247.18

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09/13/2018	98036	06444 RICHERT LUMBER	PLYWOOD FOR EQUIPMENT MOVE	169.27	169.27
09/13/2018	98037	02905 ROBERT A BOTHMAN INC	RTND MTR# 78228008	1,886.61	1,886.61
09/13/2018	98038	04044 SCOTT VALLEY BANK	07-3203 PP#12 - JULY 2018	28,192.95	28,192.95
09/13/2018	98039	08758 REHAN SHAHAB	REFUND FOR 2520 CEDARWOOD LOOP	128.49	128.49
09/13/2018	98040	02698 SHAMROCK OFFICE SOLUTIONS	FREIGHT FOR WWTP TONER	11.47	
			FREIGHT FOR HR/ACCT TONER	11.47	22.94
09/13/2018	98041	08765 MARCELA SHAUGHNESSY	REFUND FOR 2156 ARLINGTON WAY	132.96	132.96
09/13/2018	98042	08759 TAPRAJ SINGH	REFUND FOR 2956 BAILEY WAY	137.43	137.43
09/13/2018	98043	02444 DEPT LA 1368 STAPLES ADVANT.	OFFICE SUPPLIES	570.91	
			OFFICE SUPPLIES - HANGING FOLDERS	12.21	583.12
09/13/2018	98044	08763 VANITHA SUBRAMANYAM	REFUND FOR 1618 FARRINGDON WAY	170.00	170.00
09/13/2018	98045	08766 YUCEL TATLISU	REFUND FOR 2881 ENFIELD ST	123.12	123.12
09/13/2018	98046	08749 KELSEY TATUM	REFUND FOR 5623 APPLEGATE WAY	206.48	206.48
09/13/2018	98047	08543 THE RANCH AT LITTLE HILLS	EMPLOYEE RECOGNITION EVENT 2018 FINAL PA	780.85	780.85
09/13/2018	98048	07880 TRUMARK HOMES	REFUND FOR 4090 CHALK HILL RD	139.28	139.28
09/13/2018	98049	08626 U.S. SAWS, INC.	1 COLLAPSIBLE DOLLY & 4 MAGNET ROBOTRON	3,002.22	
			20V BATTERY POWERED METER PUMP PIT (6)	1,873.68	
			6 BO BOPPER - SINGLE MAGNET VALVE COVER	1,692.92	6,568.82
09/13/2018	98050	01222 IRS UNITED STATES TREASURY	GARNISHMENT - IRS: PAYMENT	420.50	420.50
09/13/2018	98051	00556 UNITED WAY OF THE BAY AREA	UNITED WAY: PAYMENT	207.40	207.40
09/13/2018	98052	08762 PRAKASH VARANASI	REFUND FOR 104 MACEDON CT	22.24	22.24
09/13/2018	98053	08561 VERIZON CONNECT	GPS SERVICE FOR JULY '18	1,301.95	1,301.95
09/13/2018	98054	00928 VINCENT ELEC MOTOR CO., INC	MOTOR OVERHAUL: FOR THE DAFT PRESSURIZAT	3,661.02	3,661.02

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09/13/2018	98055	00933 VWR INTERNATIONAL, INC.	STANDARD SOLUTIONS AND LAB SUPPLIES	918.85	
			STANDARD SOLUTIONS AND LAB SUPPLIES	306.42	
			STANDARD SOLUTIONS AND LAB SUPPLIES	222.34	
			STANDARD SOLUTIONS AND LAB SUPPLIES	92.62	1,540.23
09/13/2018	98056	04061 WAXIE SANITARY SUPPLY	JANITORIAL SUPPLIES	2,091.50	
			JANITORIAL SUPPLIES	302.86	
			JANITORIAL SUPPLIES	34.80	2,429.16
09/13/2018	98057	08742 DAVID WENGER	REFUND FOR 7341 BROOKDALE CT	109.16	109.16
09/13/2018	98058	00957 WEST YOST & ASSOCIATES	16-R018 TO NO. OC -13 7/1/18 TO 8/3/18	4,776.90	4,776.90
09/13/2018	98059	00957 WEST YOST & ASSOCIATES	SSMP UPDATE 07/01/18 TO 08/31/18	1,884.00	1,884.00
09/13/2018	98060	00710 AAI TERMITE & PEST CONTROL	DO CROSSCHECK PC MONTHLY SERVICE AUG '18	149.00	
			DO RESOLV SOFT PC RODENT SERVICE & INSPE	68.00	217.00
09/13/2018	98061	03460 ACCO ENGINEERED SYSTEMS	I LAWWMA PUMP STATION AC UNIT REPAIR S. SI	404.76	
			HVAC MAINTENANCE AGREEMENT FOR WWTP AUG	386.25	
			HVAC MAINTENANCE AGREEMENT AUG '18	386.25	
			HVAC MAINTENANCE AGREEMENT FOR FOF AUG '	346.25	
			HVAC MAINTENANCE AGREEMENT DO AUG '18	346.25	1,869.76
09/13/2018	98062	00031 ALLIED FLUID PRODUCTS CORP	HOSES FOR BF FACILITY	1,522.21	1,522.21
09/13/2018	98063	01013 BARRETT BUSINESS SERVICES	N. ANDERSON: WE 08/19/18	963.20	
			J. CRIST: W/E 8/19/18	943.80	
			A. MARTINEZ: W/E 8/19/18	858.00	
			S. MONTAGUE: W/E 8/19/18	848.25	
			S. NEVILLE: W/E 8/19/18	624.00	
			V. GUTIERREZ: W/E 8/19/18	442.00	
			N. POON: WE 08/19/18	437.76	
			J. HAYES: WE 08/19/18 (8/18/18)	286.31	

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			J. HAYES: WE 08/19/18 (08/16/18)	286.31	
			A. GEHMLICH: WE 08/19/18	217.60	5,907.23
09/13/2018	98064	07954 BENEFIT COORDINATORS CORP	9/18 - EE LIFE & DISABILITY INSURANCE PR	11,415.00	11,415.00
09/13/2018	98065	08775 LEA BLEVINS	BLEVINS LUNCH/MILEAGE SOCIAL MEDIA DISAS	42.81	42.81
09/13/2018	98066	00099 BUCKLES-SMITH ELECTRIC CO	PARTS FOR REPAIRS	9,174.05	9,174.05
09/13/2018	98067	00103 C. OVERAA & CO.	16-R014 PP#18 7/1/18 - 7/31/18	306,370.08	306,370.08
09/13/2018	98068	05903 AARON CASTRO	CASTRO COMPUTER LOAN	1,369.54	1,369.54
09/13/2018	98069	00937 GRAINGER, INC.	FLEX LINES FOR TURBLEX BLOWERS	503.10	
			FILTERS FOR BUILDING S	158.35	
			SPARE FILTERS FOR ACTIFLOW MIXERS	133.60	795.05
09/13/2018	98070	04424 GRAYBAR ELECTRIC COMPANY	RAS PUMP #4 PARTS FOR REBUILD	464.89	464.89
09/13/2018	98071	00362 GSE CONSTRUCTION CO., INC.	07-3203 - PP #12 JULY 2018	535,636.05	535,636.05
09/13/2018	98072	07109 DANIEL MCINTYRE	MCINTYRE REIMB EXP FOR AUGUST 2018 MILEA	119.57	119.57
09/13/2018	98073	08373 ALEXANDER ORTEGA	ORTEGA REIMB WTPO2 ENROLLMENT FEE	50.00	50.00
09/13/2018	98074	00666 RUDY PORTUGAL	PORTUGAL COMPUTER LOAN	1,499.99	1,499.99
09/13/2018	98075	05127 VISION SERVICE PLAN - CA (VSF)	SEPTEMBER 2018 - VISION	2,995.41	2,995.41
09/14/2018	1001149341	01108 FISCAL SERVICES DIVISION CAL	FEES FOR GASB-68 MD 06/30/2018	700.00	700.00
09/17/2018	8131	05511 DISBURSEMENT UNIT CALIFORN	CHILD SUPPORT GARNISHMENT: PAYMENT	699.23	699.23
09/17/2018	91718	01676 BANK OF AMERICA	BANK ANALYSIS - AUGUST 2018	522.93	522.93
09/17/2018	9172018	03718 HR SIMPLIFIED	IRS 125 2018 POS	100.00	100.00
09/17/2018	12088912	00591 NEOPOST USA INC.	POSTAGE ADVANCE 09/17/2018	500.00	500.00
09/17/2018	607091718	01098 BANK ONE NATIONWIDE RETIRE	NATIONAL DEFERRED COMPENSATION: PAYMENT	51,743.50	51,743.50
09/17/2018	1001160746	00494 PERS	RETIREMENT: PAYMENT	103,467.76	103,467.76

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09/18/2018	90419420	00558 IRS - PAYROLL TAXES	FEDERAL WITHHOLDING TAXES: PAYMENT	152,618.54	152,618.54
09/18/2018	1233298752	00559 EDD - PAYROLL	CALIFORNIA STATE TAXES: PAYMENT	33,755.19	33,755.19
09/20/2018	98076	03460 ACCO ENGINEERED SYSTEMS II	REPAIR FOD CONDENSING UNIT TROUBLESHOOT BLDG S A/C IN SERVER RM-HOT	1,301.05 380.00	1,681.05
09/20/2018	98077	01209 AERC RECYCLING SOLUTIONS	RECYCLING HAULING FROM WWTP FOR P2 PROGR	1,335.11	1,335.11
09/20/2018	98078	01013 BARRETT BUSINESS SERVICES	S. NEVILLE: W/E 8/26/18 V. GUTIERREZ: W/E 8/26/18 A. MARTINEZ: W/E 8/26/18 MAYO-CORALLO: W/E 8/26/18 S. MONTAGUE: W/E 8/26/18 A. GEHMLICH: WE 08/26/18 N. POON: WE 08/26/18	1,144.00 858.00 858.00 832.00 682.50 446.08 437.76	5,258.34
09/20/2018	98079	01013 BARRETT BUSINESS SERVICES	P. MULLEN: WE 08/26/18	154.98	154.98
09/20/2018	98080	00099 BUCKLES-SMITH ELECTRIC CO	CLUSTER LIGHTS FOR FUEL SKID PANEL	365.65	365.65
09/20/2018	98081	07915 JEFF CARSON	CARSON REIMB MILEAGE AUGUST 2018	63.11	63.11
09/20/2018	98082	00319 ACCT # 217838-001 FISHER SCIE	BOMB SAMPLER STNLS STEEL 1/CS STANDARD SOLUTION AND LABORATORY SUPPLIE	1,205.08 165.17	1,370.25
09/20/2018	98083	00937 GRAINGER, INC.	LEVEL TRANSMITTER FOR PSR1 WET WELL DEEP W.P. COVER FOR SUMP PLUG IN PS1A OU	741.14 31.13	772.27
09/20/2018	98084	00937 GRAINGER, INC.	PPE: HARNESS (FALL PROTECTION) PPE: LANYARD (FALL PROTECTION) FOR PPE: EYE WASH SOLUTION FOR FOD FIELD TR	353.06 256.44 70.30	679.80
09/20/2018	98085	04424 GRAYBAR ELECTRIC COMPANY	0.5V TO 4-20MA TRANSDUCER FOR BLOWER CT' EMD SHOP STOCK MATERIAL MATERIALS FOR TURN OUT 2	401.93 388.58 341.11	

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			TURNOUT #2 MATERIALS	171.78	
			EMD SHOP STOCK MATERIAL	83.90	
			WORK ORDER MATERIAL FOR GOLF CART OUTLET	83.35	
			FUSES FOR STOCK	64.62	1,535.27
09/20/2018	98086	01242 INFO SEND, INC	UB BILLING PRINTING/MAILING SERVICES AUG	5,288.22	5,288.22
09/20/2018	98087	01403 PRAXAIR DISTRIBUTION INC 186	ARGON GAS AND CYLINDER RENTAL	652.10	
			ARGON GAS AND CYLINDER RENTAL	77.73	729.83
09/20/2018	98088	02470 SHRED-IT USA LLC	SHREDDING SERVICE - SEPT. 2018 INVOICE	227.84	227.84
09/20/2018	98089	00805 SUE STEPHENSON	STEPHENSON REIMB EXP AT ACWA DIRECTOR SE	95.38	95.38
09/20/2018	98090	00762 TEST AMERICA LABORATORIES	SAMPLE ANALYSES	27.50	
			SAMPLE ANALYSES	27.50	55.00
09/20/2018	98091	04694 VULCAN MATERIALS CO	BASE ROCK FOR FOD REPAIRS	1,508.85	
			BASE ROCK FOR FOD REPAIRS: 1 LOAD, 21103	1,227.64	
			BASE ROCK FOR FOD REPAIRS: 1370618 & 137	1,017.66	
			3/4IN AGG BASE FOR FOD REPAIRS	502.40	
			BASE ROCK FOR FOD REPAIRS: 1 LOAD, 13793	494.92	
			BASE ROCK FOR FOD REPAIRS: 1 LOAD, 13804	486.21	5,237.68
09/20/2018	98092	01719 A & M PRINTING, INC.	#10 LEFT WINDOW ENVELOPES FOR ENGINEERIN	111.72	111.72
09/20/2018	98093	00019 A-1 ENTERPRISES	LAWWMA STREET SWEEPING JUL & AUG '18	550.00	
			WWTP AUG '18 STREET SWEEPING	170.00	720.00
09/20/2018	98094	00008 ACME FIRE EXTINGUISHER	DERWA: FIRE EXTINGUISHER FOR ACTIFLOW M	120.59	120.59
09/20/2018	98095	06512 MATT ADAM	EMPLOYEE REC EVENT PHOTOGRAPHER	200.00	200.00
09/20/2018	98096	07554 AIRGAS USA, LLC	PPE: WELDING HELMET & GLOVES	420.53	
			CYLINDER RENTAL: ACETYLENE, ARGON, OXYGE	105.33	
			CYLINDER RENTAL-NITROGEN	76.22	602.08

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09/20/2018	98097	02158 AMADOR VALLEY INDUSTRIES	DO GARBAGE SVC - FOR AUG. 2018	379.77	379.77
09/20/2018	98098	00058 ARROWHEAD MOUNTAIN SPRING	WWTP BLDG T BOTTLED WATER AUG '18	95.20	95.20
09/20/2018	98099	00058 ARROWHEAD MOUNTAIN SPRING	LAB BOTTLED WATER AUG '18	61.97	61.97
09/20/2018	98100	00058 ARROWHEAD MOUNTAIN SPRING	LAWWMA BOTTLED WATER SERVICE AUG '18	8.73	8.73
09/20/2018	98101	08663 AWARDS NETWORK	2017 EMPLOYEE SERVICE AWARD - A. GARCIA	50.00	50.00
09/20/2018	98102	01697 B & C TRUCK PARTS, INC	FLEET-FILTERS FOR STOCK	386.09	386.09
09/20/2018	98103	04076 C/O EBMUD BACWA	FY19 BACWA MEMBERSHIP DUES & SPECIAL PRO	20,950.00	20,950.00
09/20/2018	98104	04042 BAY AREA NEWS GROUP	BAY AREA NEWS GRP - UNCLAIMED MONIES	178.20	178.20
09/20/2018	98105	08684 BIOGAS ENGINEERING	16-P028 TO NO. 1 PERIOD ENDING 8/31/18	3,600.00	3,600.00
09/20/2018	98106	00091 & JUDSON BOLD, POLISNER, MA	MONTHLY LEGAL SERVICES - 08/2018	7,415.00	7,415.00
09/20/2018	98107	07825 C & R TRUCKING INC.	HAULING VULCAN MATERIALS TO FOF YARD	6,392.21	6,392.21
09/20/2018	98108	07138 CALIFORNIA WATER TECHNOLO	WWTP FERROUS CHLORIDE 42180.00 8-30-18	5,294.60	5,294.60
09/20/2018	98109	03000 CALIFORNIA-NEVADA SECTION-~	KHAW - WATER USE EFFICIENCY PRACTITIONER	50.00	50.00
09/20/2018	98110	00118 CALTEST ANALYTICAL LAB	SAMPLE ANALYSES	262.20	
			SAMPLE ANALYSES	184.30	
			SAMPLE ANALYSES	148.20	594.70
09/20/2018	98111	08447 CHEMTRADE CHEMICALS US LL	WWTP ALUM SULFATE 3884.528 8-16-18	3,412.09	
			WWTP ALUM SULFATE 3873.747 8-22-18	3,402.61	
			WWTP ALUM SULFATE 3794.691 8-30-18	3,333.17	
			WWTP ALUM SULFATE 3658.140 8-20-18	3,213.24	13,361.11
09/20/2018	98112	01167 CITY OF DUBLIN	DSRSD LANDSCAPE SERVICES - JULY 2018	11,788.40	11,788.40
09/20/2018	98113	00157 CITY OF PLEASANTON	PARKING SIGN FOR FOF YARD	430.99	430.99
09/20/2018	98114	08655 CLARE COMPUTER SOLUTIONS	PROFESSIONAL SERVICES	4,687.50	4,687.50

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09/20/2018	98115	04820 COASTAL IGNITION & CONTROL	PARTS FOR CO-GEN	200.73	200.73
09/20/2018	98116	00202 CREATIVE SUPPORTS INC.	ERGO: KEYBOARD TRAY & ARM FOR K. PRUIT	351.66	351.66
09/20/2018	98117	00229 DELL MARKETING LP	QTY (1) DELL XE3 DESKTOP, QTY (10) DELL QTY (12) DELL P2417H 24" MONITORS FOR CS	4,457.59 3,224.46	7,682.05
09/20/2018	98118	06215 EAST BAY LEADERSHIP COUNC	EBLC - 2018-19 MEMBERSHIP RENEWAL	2,500.00	2,500.00
09/20/2018	98119	00277 ACCOUNTING/ASSIST TREASUR	LAWWMA LEWELLING WTR & SWR 7-9-18 TO 9-6	173.13	173.13
09/20/2018	98120	00280 ECOWATER SYSTEMS	OPS LAB 6 TANKS WATER SOFTNER EXCH TANK RO TANKS EXCH QTRLY - MAINT AUG '18	217.20 21.00	238.20
09/20/2018	98121	05839 EUROFINS EATON ANALYTICAL	UCMR4 CYANATOXINS-AM3-SE6 LABORATORY TESTING	290.00 50.00	340.00
09/20/2018	98122	00307 FAIRWAY EQUIPMENT & SUPPLY	MMD - GENERAL SUPPLIES FOR SHOP PARTS FOR CLAIRIFIER #4	251.20 243.18	494.38
09/20/2018	98123	02656 FASTENAL COMPANY	PPE: BLDG A VENDING MACHINE RESTOCK PPE: SAFETY GLOVES AND SAFETY GLASSES PPE: BLDG S VENDING MACHINE RESTOCK FASTENERS FOR STOCK PPE: FOF VENDING MACHINE RESTOCK FASTENERS FOR CLAIRIFIER 4 MODIFICATIONS FASTENERS FOR DIGESTER & ISOLATION VALVE PPE: BLDG S VENDING MACHINE RESTOCK PPE: BLDG A PPE VENDING MACHINE RESTOCK	308.63 159.91 102.53 64.83 53.17 51.37 49.10 14.97 6.41	810.92
09/20/2018	98124	08784 JASMIN GONZALEZ	UB Refund Cst #00040544	100.00	100.00
09/20/2018	98125	00368 HACH COMPANY	PORTABLE CHLORINE CALIBRATION SYSTEM	509.11	509.11
09/20/2018	98126	00368 HACH COMPANY	CASE FOR PORTABLE CHLORINE CALIBRATION S	61.18	61.18
09/20/2018	98127	03149 HDS WHITE CAP CONST SUPPLY	EARPLUGS & HARD HAT	110.65	110.65

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09/20/2018	98128	08480 HEADWORKS INTERNATIONAL	CONTINUOS HNGES CUSTOM CUT TO 84" FOR H	2,757.31	2,757.31
09/20/2018	98129	06732 HIRERIGHT, INC.	EMPLOYMENT BACKGROUND SCREENING SERVICES	166.77	166.77
09/20/2018	98130	07652 HUNT & SONS, INC.	DIESEL FUEL #2 COMBUSTIBLE LIQUID 8-31-1	3,807.35	3,807.35
09/20/2018	98131	06931 IWATER, INC	7 ADDITIONAL INFRAMAP FIELD LICENSES	20,993.00	20,993.00
09/20/2018	98132	07481 J.N. ABBOTT DISTRIBUTOR, INC.	LUBRICANTS FOR CO-GEN	5,248.77	5,248.77
09/20/2018	98133	07848 JARVIS, FAY & GIBSON, LLP	GENERAL COUNSEL SVCS - AUGUST 2018	3,282.50	3,282.50
09/20/2018	98134	00468 CORP KAMAN INDUSTRIAL TECH	REPAIR MATERIAL FOR CLARIFIER #4	917.70	917.70
09/20/2018	98135	06166 KBA	COPIER FOD/ENGR/MAINT 8/01/18 - 8/31/18	485.95	485.95
09/20/2018	98136	07193 LAI & ASSOCIATES	FIELD DENSITY TESTING - 6694 AMADOR PLAZ	1,061.05	
			FIELD DENSITY TESTING - 4752 MAHOGANY ST	835.02	
			FIELD DENSITY TESTING - 7401 BROOKDALE C	768.21	
			FIELD DENSITY TESTING - 8318 MULBERRY PL	768.21	3,432.49
09/20/2018	98137	03127 LUHDORFF & SCALMANINI	PROFESSIONAL SERVICES - DLD & COMMERCE C	533.40	533.40
09/20/2018	98138	07264 MANPOWERGROUP US INC.	M. ZAKLAN: WE 08/26/18	427.37	427.37
09/20/2018	98139	05897 MERIT RESOURCE GROUP	A. MCCAFFERY: WE 08/26/18	1,311.00	1,311.00
09/20/2018	98140	04231 MSC INDUSTRIAL SUPPLY CO	PPE: SAFETY GLASSES BLDG S STOCK	30.92	30.92
09/20/2018	98141	04796 NAPA AUTO PARTS	FLEET FILTERS FOR STOCK	38.61	
			FLEET SUPPLIES	13.79	52.40
09/20/2018	98142	03987 OLIN CHLOR ALKALI PRODUCTS	WWTP 8-29-18 4936.000 SDG 105004 BACTICI	3,499.78	
			WWTP 4906.000 SDG 105004 BACTICIDE 8-29-	3,478.51	
			WWTP-WATER RECLAMATION 4936.000 SDG 1050	3,203.46	10,181.75
09/20/2018	98143	00620 P G & E	MISC PUMP STNS; COMM CIR ELECTRICITY - A	27,037.17	
			PUMP STATION R200B ELECTRIC - SEPT 2018	6,954.12	
			DISTRICT OFFICE ELECTRICITY - AUG 2018	5,396.12	

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			FSL AERATORS; LAB HVAC; FLEET - AUG 2018	1,135.77	
			DO UTILITY BLDG. ELECTRICITY - AUG 2018	101.77	40,624.95
09/20/2018	98144	04211 PLATT ELECTRIC SUPPLY	BLOWER #2 PARTS	5,615.45	
			NEW LIGHT POLE FOR WWTP FRONT GATE	1,347.50	
			TESTER FOR TODD S/INDUCTANCE TESTERS FOR	416.05	
			MCC M1 HARMONIC FILTER DC CONTRACTOR	287.40	
			PUMP ALTERNATING RELAY FOR FUEL SKID REL	246.84	7,913.24
09/20/2018	98145	00663 PLEASANTON GARBAGE SVC IN	WWTP GARBAGE SERVICE AUG '18	5,148.81	5,148.81
09/20/2018	98146	04951 PLEASANTON TRUCKING	HAULING TO FOD YARD	269.33	269.33
09/20/2018	98147	01195 POWERSTRIDE BATTERY CO., IN	TRUCK #105 BATTERY	91.86	91.86
09/20/2018	98148	05475 PRESIDIO SYSTEMS, INC.	CCTV WORK FOR DEV PROJ - THE BOULEVARD,	3,008.00	3,008.00
09/20/2018	98149	07727 PURE HEALTH SOLUTIONS, INC.	WWTP BLDG T FILTERED WATER SEP '18	66.03	
			FOD FILTERED WATER UNIT SEP '18	66.02	
			DO FILTER WATER UNIT AUG '18	65.55	197.60
09/20/2018	98150	07412 PURETEC INDUSTRIAL WATER	DI WATER MAINTENANCE	132.30	132.30
09/20/2018	98151	04105 R & B COMPANY	AIR RELIEF COMBO VALVES FOR CLARIFIERS 1	3,185.07	
			16-A002 MATERIAL FOR WATER METER RELOCAT	228.44	
			16-A002 MATERIAL FOR WATER METER RELOCAT	83.49	3,497.00
09/20/2018	98152	02905 ROBERT A BOTHMAN INC	RTND MTR# 64833114	315.55	315.55
09/20/2018	98153	06345 RON DUPRATT FORD	DIV 42 ENG VEHICLE - 2018 F150 SUPERCAB	29,000.00	
			STOCK CABIN AIR FILTERS VEHICLE #122 & 1	58.18	29,058.18
09/20/2018	98154	05841 SABAH INTERNATIONAL, INC.	SEMI-ANNUAL FIRE ALARM SYSTEM INSPECTION	577.50	577.50
09/20/2018	98155	08691 SAFERACK, LLC	16-R014 BAND SCREEN STAIRS & PLATFORM	6,497.83	6,497.83
09/20/2018	98156	08024 SAFETY COMPLIANCE MANAGEI	GRP TRAINING: CONFINED SPACE TRAINING (1,885.00	1,885.00
09/20/2018	98157	08339 SAN FRANCISCO ELEVATOR INC	ELEVATOR MAINTENANCE JULY	475.00	

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			ELEVATOR MAINTENANCE - SEPTEMBER	475.00	950.00
09/20/2018	98158	02125 SEEVER & SONS TIRE	VEHICLE #115 TIRES	649.22	649.22
09/20/2018	98159	02015 SHERWIN-WILLIAMS CO	PAINT SUPPLIES (HOSE COVER)	73.42	73.42
09/20/2018	98160	08010 SLOAN SAKAI YEUNG & WONG L	LABOR RELATED LEGAL FEES (08/18)	5,421.15	
			LABOR RELATED LEGAL FEES (08/18)	813.23	6,234.38
09/20/2018	98161	02444 DEPT LA 1368 STAPLES ADVANT.	OFFICE SUPPLIES - REPORT COVERS	59.31	59.31
09/20/2018	98162	00829 T & T VALVE & INSTRUMENTS IN	REPLACEMENT CHECK VALVE FOR ORT PUMP	787.44	787.44
09/20/2018	98163	01806 U.S. BANK EQUIPMENT FINANCE	COPIER LEASE LAB/CUST SVC/ EXEC - 9/1/18	947.20	947.20
09/20/2018	98164	07290 V. W. HOUSEN & ASSOCIATES, IN	15-W017 TO NO. OC-4 7/1/18 TO 7/30/18	1,910.97	
			15-W017 TO NO. OC-3 7/1/18 - 7/31/18	1,076.40	2,987.37
09/20/2018	98165	00912 OCC SERVICES VALLEY CARE H	KOZANDA - RESPIRATOR MEDICAL EVALUATION	146.00	
			LEONARDO - RESPIRATOR MEDICAL EVALUATION	146.00	
			LEWIS - RESPIRATOR MEDICAL EVALUATION &	146.00	
			BAGAKIS - RESPIRATOR MEDICAL EVALUATION	146.00	
			M. BARCELLOS - RESPIRATOR MEDICAL EVAL &	146.00	
			K. BAXTER - RESPIRATOR MEDICAL EVAL & AU	146.00	
			B. BROUH - RESPIRATOR MEDICAL EVAL & AU	146.00	
			J. CARSON RESPIRATOR MEDICAL EVAL & AUDI	146.00	
			L. FULLER - RESPIRATOR MEDICAL EVAL & AU	146.00	
			A. GARCIA - RESPIRATOR MEDICAL EVAL & AU	146.00	
			E. GUTIERREZ - RESPIRATOR MEDICAL EVAL &	146.00	
			S. HALLIDAY - RESPIRATOR MEDICAL EVAL &	146.00	
			D. HIGARES - RESPIRATOR MEDICAL EVAL & A	146.00	
			M. BARCELLOS - HEP B VACCINE	65.00	
			M. JOHNSTON - AUDIOGRAM	40.00	
			LANTIN - AUDIOGRAM	40.00	

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			BAGAKIS - AUDIOGRAM	40.00	
			B. BROUH - AUDIOGRAM	40.00	
			R. FREITAS - AUDIOGRAM	40.00	
			S. HALLIDAY - AUDIOGRAM	40.00	2,203.00
09/20/2018	98166	00912 OCC SERVICES VALLEY CARE H	M. DELA ROSA - RESPIRATOR MEDICAL EVAL	146.00	146.00
09/20/2018	98167	00920 VASCO ROAD LANDFILL	WWTP SOLIDS/GRIT:AUG '18	547.99	547.99
09/20/2018	98168	00924 VERIZON WIRELESS	CELL PHN SVC AND EQUPTMNT CHARGES 8/4/1	4,688.92	4,688.92
09/20/2018	98169	00933 VWR INTERNATIONAL, INC.	STANDARD SOLUTIONS AND LAB SUPPLIES	532.90	532.90
09/20/2018	98170	04061 WAXIE SANITARY SUPPLY	JANITORIAL SUPPLIES	55.46	
			JANITORIAL SUPPLIES	32.06	87.52
09/20/2018	98171	00957 WEST YOST & ASSOCIATES	16-S001 TO NO. 2 WW COLL MSTR PLAN PROF	8,832.88	8,832.88
09/20/2018	98172	08783 TERRI WIRGLER	REFUND 115 TULIP CT	562.00	562.00
09/20/2018	98173	08785 JANICE WORMAN	UB Refund Cst #00040544	150.00	150.00
09/20/2018	98174	00987 ATTN: ACCOUNTING ZONE 7 WA	AUG 2018 CONNECTION FEES	1,676,390.50	1,676,390.50
09/24/2018	9242018	03718 HR SIMPLIFIED	IRS 125 2018 DCA/FSA/POS	1,841.96	1,841.96
09/27/2018	98175	07632 138 REALTY COMPANY	REFUND FOR 5870 SHADOW HILL DR	145.85	145.85
09/27/2018	98176	01719 A & M PRINTING, INC.	PRINTING: 2018 ANNUAL REPORT	998.91	998.91
09/27/2018	98177	07554 AIRGAS USA, LLC	PROPANE FOR FORKLIFTS	197.50	197.50
09/27/2018	98178	06552 BILLING SOLUTIONS INC. AMERI	AQUAHAWK PORTAL MONTHLY LICENSING & MAIN	2,421.00	2,421.00
09/27/2018	98179	06199 AMERICAN SERVICES OF CA, INC	PRJ #596: DSRSD BLDG H FOAM ROOF	21,889.00	
			PRJ #550 DSRSD ROOT INSTALL BLDG K	9,505.00	
			PRJ #552: DSRSD BLDG E FOAM INSTALL	5,198.00	36,592.00
09/27/2018	98180	00622 AT&T	C3 - TELE SVCS 8/13/18 - 9/12/18	659.25	659.25
09/27/2018	98181	00622 AT&T	LAWWMA PS PHONE & DSL SEP '18	424.76	424.76

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09/27/2018	98182	03049 BABBITT BEARING CO, INC	PRESSURIZATION PUMP BACKING PLATE REPAIR	1,638.75	1,638.75
09/27/2018	98183	08690 BC MCCOSCER CONSTRUCTION	RTND MTR #63832493	1,283.55	1,283.55
09/27/2018	98184	08803 RACHEL BROTT	REFUND FOR 4576 MIRANO CT	71.01	71.01
09/27/2018	98185	08428 CAL ENGINEERING & GEOLOGY,	15-P018 TO NO. OC-2 BILLING THROUGH 8/31	6,761.50	6,761.50
09/27/2018	98186	01085 CALPERS LONG-TERM CARE PR	LONG-TERM CARE: PAYMENT	68.12	68.12
09/27/2018	98187	00136 CDW GOVERNMENT INC.	VMWARE 3YR RENEWAL	46,869.64	
			NETAPP FAS2650 1YR MAINTENANCE RENEWAL	4,824.74	
			AIRWATCH RENEWAL 9/2018-9/2019	3,696.61	55,390.99
09/27/2018	98188	08795 NGAI CHEUNG	REFUND FOR 4272 KELTON ST	137.35	137.35
09/27/2018	98189	01167 CITY OF DUBLIN	ENCROACHMENT PERMIT - 6694 AMADOR PLAZA	583.00	583.00
09/27/2018	98190	00157 CITY OF PLEASANTON	WWTP WATER BILL 7-6-18 THRU 9-6-18	262.32	
			FOD WATER BILL 7-5-18 THRU 9-4-18	252.62	
			FOD IRRIGATION WATER BILL 7-5-18 THRU 9-	224.47	
			DERWA WATER BILL 7-5-18 THRU 9-4-18	173.71	
			LAWWMA WATER BILL 7-4-18 THRU 9-4-18	150.91	1,064.03
09/27/2018	98191	04820 COASTAL IGNITION & CONTROL	SPARK PLUGS FOR CO-GEN	527.16	527.16
09/27/2018	98192	08798 FRANK DAFFIN	REFUND FOR 4530 SANDYFORD CT	36.45	36.45
09/27/2018	98193	00237 EBMUD MAIL REMITTANCE DER	DERWA - AUG. 2018	1,028,591.84	1,028,591.84
09/27/2018	98194	08797 NITIN DESAI	REFUND FOR 4186 FONT CT	41.65	41.65
09/27/2018	98195	00253 DOWNEY BRAND LLP	LAWWMA: ENVIRONMENTAL LAW COMPLIANCE THR	115.50	115.50
09/27/2018	98196	00855 BAY AREA NEWS GROUP CIR. E/	SUBSCRIPTION-EAST BAY TIMES 52 WEEKS	510.83	510.83
09/27/2018	98197	02656 FASTENAL COMPANY	PPE: BLDG S VENDING MACHINE RESTOCK	385.15	
			PPE: FOF VENDING MACHINE RESTOCK	161.18	
			PPE: BLDG A PPE VENDING MACHINE RESTOCK	146.35	

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			SUPPLIES FOR SHOP	130.27	822.95
09/27/2018	98198	00314 FEDEX	HR SHIPPING CHARGES 09/06/2018	27.89	27.89
09/27/2018	98199	02914 STATE OF CALIFORNIA FRANCHI	FRANCHISE TAX BOARD: PAYMENT	150.00	150.00
09/27/2018	98200	08790 JANELLE FREIHAMMER	REFUND FOR 8525 BANDON DR	64.93	64.93
09/27/2018	98201	07137 GOODYEAR COMMERCIAL TIRE	TIRES FOR VEHICLE #75	537.91	537.91
09/27/2018	98202	03149 HDS WHITE CAP CONST SUPPLY	LASER LEVEL FOR FACILITY & MAINTENANCE	327.74	327.74
09/27/2018	98203	07652 HUNT & SONS, INC.	FUEL: 1209 DIESEL 360 87 OCTANE	5,219.18	5,219.18
09/27/2018	98204	00417 IDEXX DISTRIBUTION, INC	LAB CHEMICALS AND SUPPLIES	4,046.35	4,046.35
09/27/2018	98205	06074 INSIGHT PUBLIC SECTOR	MICROSOFT ENTERPRISE AGREEMENT 9/1/18-8/	57,979.90	57,979.90
09/27/2018	98206	06061 JACKSON LEWIS LLP	GENERAL LEGAL FEES (08/18)	105.00	105.00
09/27/2018	98207	00468 CORP KAMAN INDUSTRIAL TECH	17-P004 SPLIT NYLON SPROCKETS	1,693.05	1,693.05
09/27/2018	98208	04873 KIMBALL MIDWEST	BID BASED CLEANER FOR ELECTRICAL WORK	156.34	156.34
09/27/2018	98209	07614 MAHLER CONSULTING SERVICE	AUG 16-31 DEVEOPMENT PROJECT INSPECTION	13,140.00	13,140.00
09/27/2018	98210	07264 MANPOWERGROUP US INC.	M. ZAKLAN: WE 09/02/18	507.50	
			M. ZAKLAN: WE 09/09/18	200.33	707.83
09/27/2018	98211	05897 MERIT RESOURCE GROUP	A. MCCAFFERY: WE 09/02/18	1,552.50	
			A. MCCAFFERY: WE 09/09/18	1,069.50	2,622.00
09/27/2018	98212	08791 RENE MOFFET	REFUND FOR 7674 FREDERIKSEN CT	195.70	195.70
09/27/2018	98213	04231 MSC INDUSTRIAL SUPPLY CO	PIPE THREAD SEALANT REPLACEMENTS FOR MIS	544.60	
			SAND BLASTER PARTS	311.13	
			SHOP VAC & PARTS	120.02	975.75
09/27/2018	98214	07726 MUNICIPAL RESOURCE GROUP,	PROFESSIONAL SERVICES	1,076.30	1,076.30
09/27/2018	98215	04796 NAPA AUTO PARTS	PARTS WASHER FLUID	435.86	

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			ALTERNATOR 500E	157.77	
			FLEET FILTERS FOR STOCK	83.41	
			PARTS FOR VEHICLE #16	17.60	694.64
09/27/2018	98216	06596 NATIONAL PLANT SERVICES, INC	15-P018 WORK ORDER FOR AUGUST 15, 2018	2,900.00	2,900.00
09/27/2018	98217	08789 NATIONAL QUARTERS LLC	REFUND FOR 7284 BRIGHTON DR	98.26	98.26
09/27/2018	98218	08792 NATIONAL REAL ESTATE	REFUND FOR 7432 IONE CT	136.62	136.62
09/27/2018	98219	03987 OLIN CHLOR ALKALI PRODUCTS	WWTP 4934.000 BACTICIDE 9-6-18	3,498.37	3,498.37
09/27/2018	98220	03987 OLIN CHLOR ALKALI PRODUCTS	WWTP 4884.000 BACTICIDE 9-5-18	3,462.92	
			WWTP 4,622.000 BACTICIDE 9-14-18	3,277.15	6,740.07
09/27/2018	98221	00620 P G & E	MISC PUMP STNS; RESERVOIRS; TO'S ELEC -	75,507.76	
			LAWWMA PS FEEDER B - SEPT 2018	44,203.90	
			LAWWMA PS FEEDER A - SEPT 2018	33,657.84	
			LAWWMA PIPELINE & LIVERMORE LINE - 09/18	497.79	
			DUBLIN LIFT STN (NEW LS1) ELECTRICITY -	222.53	
			RESERVOIR 3A ELECTRICITY - AUG 2018	57.98	154,147.80
09/27/2018	98222	08356 PACE SUPPLY	MISC SUPPLIES	468.49	468.49
09/27/2018	98223	08793 KARTHIKEYAN PALANISAMY	REFUND FOR 7513 MARSHALL CANYON DR	62.46	62.46
09/27/2018	98224	08800 AMANDA PEREZ	REFUND FOR 6191 SHADOW HILL DR	182.13	182.13
09/27/2018	98225	02467 PETERSON POWER SYSTEMS IN	PARTS FOR COGEN	1,272.92	1,272.92
09/27/2018	98226	04951 PLEASANTON TRUCKING	16-A002 HAULING CUTBACK, SAND, AND AGGRE	268.65	268.65
09/27/2018	98227	01195 POWERSTRIDE BATTERY CO., IN	4B/403G BATTERY	175.99	
			VEHICLE #86 BATTERY	90.86	
			TRUCK #59 BATTERY	85.21	
			VEHICLE #62 BATTERY	78.94	431.00
09/27/2018	98228	05543 PREFERRED BENEFIT INSURAN	OCTOBER 2018 - DENTAL	23,832.20	23,832.20

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09/27/2018	98229	04105 R & B COMPANY	MISC SUPPLIES	6,675.18	
			HYDRANT ORDER - PART 2	4,618.52	
			07-3203 GAS ISOLATION VALVE	3,499.08	
			MISC SUPPLIES	3,217.96	
			MISC PARTS	2,423.17	
			MISC SUPPLIES	2,292.07	
			MISC SUPPLIES	1,308.82	
			16-A002 MATERIAL FOR WATER METER RELOCAT	44.63	
			16-A002 MATERIAL FOR WATER METER RELOCAT	23.49	24,102.92
09/27/2018	98230	08682 RAFTELIS FINANCIAL CONSULTA	PROF SVCS 8/1/18-8/31/18-WATER RATE STUD	6,727.50	6,727.50
09/27/2018	98231	02308 RGW CONSTRUCTION INC	REFUND FOR METER #60661159	579.85	579.85
09/27/2018	98232	06345 RON DUPRATT FORD	PARTS FOR VEHICLE #122	167.79	167.79
09/27/2018	98233	08802 ELEANOR SANTA ELENA	REFUND FOR 3562 CAPOTERRA WAY	107.91	107.91
09/27/2018	98234	02056 SAVIOR PLUMBING INC.	16-A002 METERS & BACKFLOWS RELOCATIONS	13,600.00	
			16-A002 METERS & BACKFLOWS RELOCATIONS	620.00	14,220.00
09/27/2018	98235	08801 NIKITA SHAH	REFUND FOR 4335 FITZWILLIAM ST	44.09	44.09
09/27/2018	98236	02698 SHAMROCK OFFICE SOLUTIONS	OVERAGE USAGE COLOR COPIES 07/01/18 - 09	2,007.92	2,007.92
09/27/2018	98237	02015 SHERWIN-WILLIAMS CO	GREEN PAINT FOR FOD WALL	97.76	
			PAINT FOR FOD WALLS	78.49	
			PAINT SCREEN	24.71	200.96
09/27/2018	98238	06258 SIERRA PROPERTY MANAGEME	REFUND FOR 3035 HASTINGS WAY	136.57	136.57
09/27/2018	98239	08796 SILVERCREEK PROPERTY MGM	REFUND FOR 2220 VALENTANO DR	183.90	183.90
09/27/2018	98240	00825 SWRCB	TODD MILLISON CERT #39827 RENEWAL	150.00	150.00
09/27/2018	98241	08786 TECHNIQUE DATA SYSTEMS	TECHNIQUE DATA SYSTEMS	399.00	399.00
09/27/2018	98242	05824 TJC AND ASSOCIATES, INC.	17-A007 TO NO. 4 PERIOD ENDING 8/31/18	1,018.50	1,018.50

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09/27/2018	98243	08794 TRUMARK HOMES	REFUND FOR 7946 REGIONAL CMN	72.95	72.95
09/27/2018	98244	01222 IRS UNITED STATES TREASURY	GARNISHMENT - IRS: PAYMENT	420.50	420.50
09/27/2018	98245	00556 UNITED WAY OF THE BAY AREA	UNITED WAY: PAYMENT	207.40	207.40
09/27/2018	98246	00912 OCC SERVICES VALLEY CARE H	T. JOHNSON - DOT MEDICAL EXAM	85.00	85.00
09/27/2018	98247	06004 VANGUARD CLEANING SYSTEM	WWTP SEPT '18 JANITORIAL SERVICES	3,045.00	
			DO SEPT '18 JANITORIAL SERVICES	2,675.00	
			FOF SEPT '18 JANITORIAL SERVICES	1,895.00	
			LAWWMA SEPT '18 JANITORIAL SERVICE	275.00	7,890.00
09/27/2018	98248	08561 VERIZON CONNECT	GPS TRACKING SYSTEM AUG '18	1,301.95	1,301.95
09/27/2018	98249	00933 VWR INTERNATIONAL, INC.	STANDARD SOLUTIONS AND LAB SUPPLIES	666.97	
			STANDARD SOLUTIONS AND LAB SUPPLIES	532.90	
			STANDARD SOLUTIONS AND LAB SUPPLIES	463.90	
			HYDROGEN SULFIDE DETECTOR TOOL	84.42	
			HYDROGEN SULFIDE DETECTOR TOOL	78.73	
			STANDARD SOLUTIONS AND LAB SUPPLIES	57.82	1,884.74
09/27/2018	98250	04489 WATER ENVIRONMENT FEDERA	DMC - FY19 WATER ENVIRONMENT FEDERATION	320.00	320.00
09/27/2018	98251	02884 WEST VALLEY CONSTRUCTION	18-W019 - PP#1 AUG. 2018	131,062.00	131,062.00
09/27/2018	98252	02884 WEST VALLEY CONSTRUCTION	RTND MTR# 67801764	2,500.00	2,500.00
09/27/2018	98253	08804 LIGANG WU	REFUND FOR 207 ARDEN CT	308.88	308.88
09/27/2018	98254	08799 CECELIA YU	REFUND FOR 4817 SWINFORD CT	84.62	84.62
09/27/2018	98255	00987 ATTN: ACCOUNTING ZONE 7 WA	TREATED WATER SERVICE FOR 8-1-18 TO 8-31	1,330,320.46	1,330,320.46
09/27/2018	98256	01013 BARRETT BUSINESS SERVICES	A. GEHMLICH: WE 09/09/18	326.40	
			J. HAYES: WE 09/09/18	286.31	
			J. CRIST: W/E 9/2/18	943.80	
			S. NEVILLE: W/E 9/7/18	858.00	

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			A. MARTINEZ: W/E 9/2/18	858.00	
			V. GUTIERREZ: W/E 9/2/18	858.00	
			A. MARTINEZ: W/E 9/9/18	858.00	
			T. MAYO-CORALLO: W/E 9/9/18	832.00	
			V. GUTIERREZ: W/E 9/9/18	754.00	
			S. MONTAGUE: W/E 9/02/18	682.50	
			S. MONTAGUE: W/E 9/09/18	663.00	
			T. MAYO-CORALLO: W/E 9/2/18	624.00	
			S. NEVILLE: W/E 9/9/18	572.00	
			N. POON: WE 09/02/18	437.76	
			N. POON: WE 09/09/18	437.76	
			A. GEHMLICH: WE 09/02/18	435.20	10,426.73
09/27/2018	98257	01013 BARRETT BUSINESS SERVICES	P. MULLEN: WE 09/09/18	813.64	
			P. MULLEN: WE 09/02/18	154.98	968.62
09/27/2018	98258	06176 BAY VALVE SERVICE & ENG'G LL	ACTUATOR FOR DIGESTER # SLUDGE VALVE AND	8,463.71	8,463.71
09/27/2018	98259	03614 CAROLLO ENGINEERS INC.	07-3203 TO NO. 2 8/1/18 TO 8/31/18	22,079.00	22,079.00
09/27/2018	98260	05875 BRETT CASTELLO	CASTELLO REIMB EXP AT 2018 LUCITY ACT CO	164.85	164.85
09/27/2018	98261	07323 RENEE COLLINS	COLLINS REIMB EXP AT 2018 COMMUNITIY LIV	1,791.58	1,791.58
09/27/2018	98262	00228 STEVE DELIGHT	DELIGHT REIMB EXP AT 2018 LUCITY ACT 09/	706.53	706.53
09/27/2018	98263	04691 INC. EQUIFAX INFORMATION SVI	FTC REQUIRED IDENTITY VERIFICATION	553.54	553.54
09/27/2018	98264	04424 GRAYBAR ELECTRIC COMPANY	CONDUIT, FITTINGS, & WIRING COMPONENTS F	439.00	439.00
09/27/2018	98265	08121 INSITUFORM TECHNOLOGIES, L	16-S021- 12-P003 PP6 FINAL 11/01/2017 -	567,817.18	567,817.18
09/27/2018	98266	00439 IUOE LOCAL 39	LOCAL 39 UNION DUES: PAYMENT	4,991.24	4,991.24
09/27/2018	98267	01115 AARON JOHNSON	JOHNSON REIMB EXP AT 2018 LUCITY ACT 09/	187.00	187.00
09/27/2018	98268	00485 KOFF & ASSOCIATES INC.	CLASSIFICATION STUDY	130.00	130.00

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09/27/2018	98269	00525 RAQUEL MADARANG	MADARANG REIMB EXP AT 2018 LUCITY ACT CO	224.00	224.00
09/27/2018	98270	01416 MANCO	RAS #1 FLOW METER TUBE	8,082.35	8,082.35
09/27/2018	98271	06964 RYAN PENDERGRAFT	PENDERGRAFT REIMB EXP AT BACWA WORKSHOP	8.00	8.00
09/27/2018	98272	00843 THE COVELLO GROUP INC	16-R014 TO NO. 1 7/27/18 TO 8/23/18 07-3203 TO NO. OC-9 7/27/18 TO 8/23/18 18-P012 AND 17-P004 TO NO. OC-11 7/27/18 16-P028 TO NO. OC-10 7/27/18 TO 8/23/18 16-S021 TO NO. OC-8 6/29/18 TO 8/23/18	31,005.00 29,334.61 3,810.00 1,365.00 1,290.00	66,804.61
09/27/2018	98273	05026 UNIVAR USA INC.	FY19 - 12.5% SODIUM HYPOCHLORITE FOR FOD	536.42	536.42
09/27/2018	98274	05305 GEORGIAN VONHEEDER-LEOPOLD	VONHEEDER-LEOPOLD REIMB EXP AT 2018 CASA	527.64	527.64
09/27/2018	98275	06643 WEIR TECHNICAL SERVICES	MANAGEMENT SERVICES - AUGUST 2018	11,813.32	11,813.32
09/27/2018	98276	00985 ZASIO ENTERPRISES INC.	2018 ZASIO - ANNUAL MAINTENANCE & SUPPORT	9,130.00	9,130.00
10/01/2018	1962	00494 PERS	RETIREMENT: PAYMENT	101,696.80	101,696.80
10/01/2018	8132	05511 DISBURSEMENT UNIT CALIFORNIA	CHILD SUPPORT GARNISHMENT: PAYMENT	699.23	699.23
10/01/2018	10012018	03718 HR SIMPLIFIED	IRS 125 2018 POS	572.55	572.55
10/01/2018	607100118	01098 BANK ONE NATIONWIDE RETIRE	NATIONAL DEFERRED COMPENSATION: PAYMENT	52,396.24	52,396.24
10/01/2018	608100118	01098 BANK ONE NATIONWIDE RETIRE	NATIONAL DEFERRED COMPENSATION: PAYMENT	20.00	20.00
10/02/2018	25209379	00558 IRS - PAYROLL TAXES	FEDERAL WITHHOLDING TAXES: PAYMENT	136,952.05	136,952.05
10/02/2018	64795531	00558 IRS - PAYROLL TAXES	FEDERAL WITHHOLDING TAXES: PAYMENT	271.78	271.78
10/02/2018	775034176	00559 EDD - PAYROLL	CALIFORNIA STATE TAXES: PAYMENT	40.00	40.00
10/02/2018	837409600	00559 EDD - PAYROLL	CALIFORNIA STATE TAXES: PAYMENT	30,587.99	30,587.99
10/03/2018	98277	01013 BARRETT BUSINESS SERVICES	P. MULLEN: WE 09/16/18	1,046.12	1,046.12
10/03/2018	98278	01013 BARRETT BUSINESS SERVICES	T. MAYO-CORALLO: W/E 9/16/18	832.00	

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			S. MONTAGUE: W/E 9/16/18	624.00	
			N. POON: WE 09/16/18	437.76	
			A. GEHMLICH: WE 09/16/18	435.20	
			A. MARTINEZ: W/E 9/16/18	286.00	2,614.96
10/03/2018	98279	03614 CAROLLO ENGINEERS INC.	15-P018 TO OC-15 AUGUST 2018	4,375.02	4,375.02
10/03/2018	98280	04424 GRAYBAR ELECTRIC COMPANY	FOD SAMPLE PUMP ELECTRICAL PARTS	103.00	103.00
10/03/2018	98281	03810 HALOGEN SOFTWARE, INC.	PERFORMANCE MGMT / ELMS / HOSTING SOFTWA	11,272.63	11,272.63
10/03/2018	98282	00386 HDR ENGINEERING INC.	TO1 SECONDARY CLARIFIER FIELD TESTING	24,902.40	24,902.40
10/03/2018	98283	01242 INFO SEND, INC	UB BILLING PRINTING/MAILING SERVICES SEP	207.94	207.94
10/03/2018	98284	05040 DAN LOPEZ	LOPEZ REIMB EXP AT 2018 LUCITY ACT 09/10	204.00	204.00
10/03/2018	98285	00805 SUE STEPHENSON	STEPHENSON REIMB EXP AT ACWA MEETING 09/	6.40	6.40
10/03/2018	98286	05026 UNIVAR USA INC.	SODIUM HYPOCHLORITE 12.5% - ORDER NO. 52	406.41	406.41
10/03/2018	98287	02880 WUNDERLICH-MALEC SYSTEMS	05-3103 T.O. OC-2 AUGUST 2018	1,472.50	1,472.50
10/03/2018	98288	08340 AIR FILTER SUPPLY, INC.	STOCK FOR SPARE PARTS	972.61	972.61
10/03/2018	98289	02120 ALAMEDA COUNTY CLERK	17-P004 ENVIRONMENTAL DECLARATION / NOTI	50.00	50.00
10/03/2018	98290	06349 ARCSINE ENGINEERING	16-A002 TO OC-3 8/1/18 TO 8/31/18	11,498.41	
			16-A005 T.O. 1 AUGUST 2018	4,399.50	
			17-A007 T.O. NO. 2 AMENDMENT 1 FOR AUGU	3,467.46	19,365.37
10/03/2018	98291	06211 ASSOCIATED SERVICES CO.	COFFEE SERVICE FOR OPS DIV SEP '18	640.87	640.87
10/03/2018	98292	07138 CALIFORNIA WATER TECHNOLO	WWTP FERROUS CHLORIDE 9-15-18 42400.00	5,162.86	5,162.86
10/03/2018	98293	00105 DEPT 34261 CAL-STEAM	FAUCET FOR EXEC KITCHEN	238.17	238.17
10/03/2018	98294	07773 CONSTRUCTION TESTING SVCS	18-W019 TASK ORDER NO OC-2 COMPACTION TE	2,143.32	2,143.32
10/03/2018	98295	00014 GSA COUNTY OF ALAMEDA	FY 2019 FUELING - FOD/INSP/CFRS - AUGUST	3,785.17	3,785.17

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10/03/2018	98296	05839 EUROFINS EATON ANALYTICAL	1 LABORATORY TESTING	290.00	290.00
10/03/2018	98297	02656 FASTENAL COMPANY	BOLLARD COVER	191.11	191.11
10/03/2018	98298	00313 FASTSIGNS	OFFICE NAME PLATE	100.46	100.46
10/03/2018	98299	07137 GOODYEAR COMMERCIAL TIRE	TIRES FOR VEHICLE #45	634.01	634.01
10/03/2018	98300	00368 HACH COMPANY	MISC SUPPLIES	330.43	
			MISC SUPPLIES	73.60	404.03
10/03/2018	98301	08782 HAYES BACKFLOW TESTING/RE	16-A002 BACKFLOW TESTING FOR DEVICES MOV	390.00	390.00
10/03/2018	98302	08475 HF & H CONSULTANTS, LLC	2018 REGIONAL CRF STUDY-HF&H CONSULTANT	4,005.00	4,005.00
10/03/2018	98303	07017 HYDROSCIENCE ENGINEERS, IN	TO NO. 2 CW PROGRAM ADMIN ASSISTANCE THR	400.00	400.00
10/03/2018	98304	06074 INSIGHT PUBLIC SECTOR	QTY (1) EPSON POWERLITE PRO G7400U PROJE	3,744.00	3,744.00
10/03/2018	98305	07481 J.N. ABBOTT DISTRIBUTOR, INC.	OIL FOR COGEN AND FUEL SKID	3,569.91	3,569.91
10/03/2018	98306	00451 JM SQUARED ASSOCIATES INC.	INFLUENT PUMP #3 WEAR RINGS	6,288.43	6,288.43
10/03/2018	98307	00468 CORP KAMAN INDUSTRIAL TECH	BELTS FOR COGEN WALL FANS	34.79	34.79
10/03/2018	98308	07614 MAHLER CONSULTING SERVICE	TO OC-6 DEVELOPMENT PROJECT INSPECTION S	9,855.00	9,855.00
10/03/2018	98309	02166 MAZE & ASSOCIATES	FYE2018 AUDIT - JUNE (WORK IN SEPT)	13,664.00	
			LAWWMA AUDIT SVCS - JUNE 2018	4,936.00	18,600.00
10/03/2018	98310	05897 MERIT RESOURCE GROUP	A. MCCAFFERY: WE 09/16/18	1,311.00	1,311.00
10/03/2018	98311	08559 MICHAEL BAKER INT'L. INC.	17-W003 TO NO. 1 PERIOD ENDING 9/2/18	50,078.16	50,078.16
10/03/2018	98312	06383 MR. ROOTER PLUMBING	MR ROOTER PLUMBING	835.33	835.33
10/03/2018	98313	04231 MSC INDUSTRIAL SUPPLY CO	AA & AAA BATTERIES, PIPE WRENCH & CORDLE	110.95	
			CORDLESS BLOWER W/BATTERY PACK	58.00	168.95
10/03/2018	98314	00584 NBS GOVT FINANCE GROUP	FY 18/19 DV STANDBY CHARGE ASSMT	9,216.64	9,216.64
10/03/2018	98315	08424 NORCAL MOLECULAR LLC	INFLUENT PUMP IMPELLAR COATING	5,360.20	5,360.20

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10/03/2018	98316	03987 OLIN CHLOR ALKALI PRODUCTS	4920.000 BACTICIDE 9-19-18	3,488.44	3,488.44
10/03/2018	98317	08356 PACE SUPPLY	MISC SUPPLIES FOR FLUSHING	337.67	
			MISC SUPPLIES	218.79	
			PAX SYSTEM SUPPLIES	18.59	575.05
10/03/2018	98318	07723 PLATINUM PIPELINE INC	RTND MTR# 60919152	1,006.15	1,006.15
10/03/2018	98319	04211 PLATT ELECTRIC SUPPLY	LEVEL TRANSMITTER FOR SEWER SIPHON	1,547.11	
			REPLACE DAMAGED HAND HOLE COVERS AT PS30	496.54	2,043.65
10/03/2018	98320	01195 POWERSTRIDE BATTERY CO., IN	TRUCK #117 BATTERIES	181.73	181.73
10/03/2018	98321	04105 R & B COMPANY	MISC HYDRANT PARTS	1,245.45	
			MISC PARTS - BLOW OFF	1,136.20	
			MISC PARTS - BFV REPAIR	710.13	
			CONCRETE UTILITY BOX	270.94	3,362.72
10/03/2018	98322	06345 RON DUPRATT FORD	VEHICLE PARTS	206.68	206.68
10/03/2018	98323	06650 TOKAY SOFTWARE	TOKAY WEB TEST ENTRIES AUGUST 2018	340.00	340.00
10/03/2018	98324	01470 TRI-VALLEY HOSE	514E PARTS	146.82	146.82
10/03/2018	98325	01806 U.S. BANK EQUIPMENT FINANCE	COPIER LEASE MAINT/ENGIN/FOD OCT. 2018	428.26	428.26
10/03/2018	98326	00903 UNITED RENTALS, INC.	REPAIRS CLARIFIER #4	752.28	752.28
10/03/2018	98327	00912 OCC SERVICES VALLEY CARE H	PRE-EMPLOYMENT PHYSICAL/DRUG SCREEN - MA	168.00	
			BLOOD BORNE PATHOGEN - HEP B VACCINATION	65.00	
			B. JOHNSON - AUDIOGRAM	40.00	273.00
10/03/2018	98328	00920 VASCO ROAD LANDFILL	UNLOADING OF WWTP SOLIDS/GRIT:SEP '18 9-	703.45	703.45
10/03/2018	98329	00933 VWR INTERNATIONAL, INC.	STANDARD SOLUTIONS AND LAB SUPPLIES	308.21	
			STANDARD SOLUTIONS AND LAB SUPPLIES	289.88	
			STANDARD SOLUTIONS AND LAB SUPPLIES	204.88	
			STANDARD SOLUTIONS AND LAB SUPPLIES	78.49	881.46

apCkHistDesc

Printed on: 10/08/2018 10:23AM

Check History Description Listing

Dublin San Ramon Services District

From: 9/7/2018

To: 10/7/2018

Bank code: apbank

Date	Check #	Vendor	Description	Amount Paid	Check Total
10/03/2018	98330	08773 WALLER INC	RTND MTR #61306929	1,443.82	1,443.82
10/03/2018	98331	08778 WATTCO	VEHICLE #125 LIGHT BAR	577.68	577.68
10/03/2018	98332	00957 WEST YOST & ASSOCIATES	16-R014 TO OC-15 2018 WIIN GRANT FUNDING 16-R014 TO OC-16 CW STATE REVOLVING FUND	15,717.50 4,422.77	20,140.27
393 checks in this report					Total Checks: 8,081,591.25



TITLE: Approve Planning Services Agreement with GH PacVest, LLC for the Grand View Project

RECOMMENDATION:

Staff recommends the Board of Directors approve, by Resolution, a Planning Services Agreement with GH PacVest, LLC for water supply and facilities planning for the Grand View Project.

SUMMARY:

GH PacVest, LLC is in the pre-application stage with the City of Dublin for the Grand View Project (Project). The Project is located on approximately 191 acres northeast of Fallon Road and Interstate 580. This project is in the conceptual planning stage and currently includes up to 3,622,000 square feet of general commercial and campus office space, some open space, a community park, and a limited number of medium-high density residential units. The proposed Project's location and conceptual plan are included as Attachment 1.

As the water supplier for the Project, DSRSD is required to prepare a water supply assessment in accordance with the 2001 Senate Bill 610 and, if the project should contain more than 500 residential units, a written verification of water supply availability in accordance with the 2001 Senate Bill 221. The District's current Urban Water Management Plan will provide the foundational information to fulfill the requirements of these two statutes. Due to the size of the Project, staff has determined that a water and wastewater facilities study is also required to ensure that the water distribution and wastewater collection systems are sized adequately to meet the needs of the Project. Both the water supply assessment and the water and wastewater facilities study will provide supplemental information for the City of Dublin's California Environmental Quality Act documentation for the General and Specific Plan Amendments for the Project.

District Code Section 2.30, Planning Services Agreements, provides for planning services agreements between property owners and the District whereby the District conducts planning studies related to the feasibility for, and extent of, providing facilities and services to the owner's property, and the owner compensates the District for the cost of planning studies, including the District's cost for consultants, staff, and legal counsel. GH PacVest, LLC has requested to enter into a planning services agreement (Attachment 2) with the District for the preparation of the above described studies. The estimated total costs to be incurred and reimbursed under the agreement are \$93,725 for both the water supply assessment and the water and wastewater facilities study.

Staff requests the Board approve the attached standard form Planning Services Agreement (Exhibit A to Resolution) with GH PacVest, LLC to complete the water supply assessment and the water and wastewater facilities study for the Grand View Project.

Originating Department: Engineering Services	Contact: R. Biagtan	Legal Review: Not Required
Cost: \$0	Funding Source: N/A	
Attachments: <input type="checkbox"/> None <input type="checkbox"/> Staff Report <input checked="" type="checkbox"/> Resolution <input type="checkbox"/> Ordinance <input type="checkbox"/> Task Order <input type="checkbox"/> Proclamation <input checked="" type="checkbox"/> Other (see list on right)	Attachment 1 – Proposed Project Map and Land Use Plan Attachment 2 – Request to Enter Into a Planning Services Agreement	

MARTIN W. INDERBITZEN
Attorney at Law

August 22, 2018

Rhodora N. Biagtan
Principal Engineer-Supervisory
Dublin San Ramon Services District
7051 Dublin Boulevard
Dublin, CA 94568

Re: Request to enter into a Planning Services Agreement

Dear Rhodora,

I represent GH PacVest, LLC, the owner of 191+/- acres of property within the DSRSD service area at the northeast quadrant of Interstate 580 and Fallon Road (Please see the attached exhibit). The owner is in the "Pre-Application" review stage with the City of Dublin for a project called "Grand View" that will provide up to 3,622,000 sf of General Commercial, Campus Office, Open Space and Community Park and a limited amount of Medium High Density Residential uses.

I am writing to you as a follow up to the meeting we had at the District offices on August 15, 2018 wherein we discussed the necessary planning assistance that Grand View will need from DSRSD. Accordingly, I am requesting that you take the necessary steps to put a Planning Services Agreement in place between DSRSD and GH PacVest, LLC.

We look forward to working with you as we move through the planning, entitlement and environmental review period of this project. Please do not hesitate to contact me if you need anything else from us at this time.

Very truly yours,



MARTIN W. INDERBITZEN, Attorney

Cc. Matthew Kozina,
Yang Zhang

RESOLUTION NO. _____

RESOLUTION OF THE BOARD OF DIRECTORS OF DUBLIN SAN RAMON SERVICES DISTRICT APPROVING A PLANNING SERVICES AGREEMENT WITH GH PACVEST, LLC FOR THE GRAND VIEW PROJECT

WHEREAS, GH PacVest, LLC is the property owner and developer for the proposed Grand View Project (Project) in Dublin; and

WHEREAS, GH PacVest, LLC is in pre-application stage with the City of Dublin (City); and

WHEREAS, a water supply assessment in accordance with the 2001 Senate Bill 610 is required for the Project; and

WHEREAS, the District has determined that a project-specific water and sewer facilities study is required to ensure that water and sewer facilities are sized sufficiently to meet the needs of the Project; and

WHEREAS, the District Engineer has determined in accordance District Code Chapter 2.30, Planning Services Agreements, that a Planning Services Agreement (Agreement) with GH PacVest, LLC is necessary for the District to complete the water supply assessment and the water and wastewater facilities study for the Grand View Project.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF DUBLIN SAN RAMON SERVICES DISTRICT, a public agency located in the Counties of Alameda and Contra Costa, California, as follows:

That a Planning Services Agreement by and between Dublin San Ramon Services District and GH PacVest, LLC (Exhibit A), is hereby approved, and the General Manager and the District Secretary are hereby authorized and directed to execute said Agreement for and on behalf of the District.

ADOPTED by the Board of Directors of Dublin San Ramon Services District, a public agency in the State of California, Counties of Alameda and Contra Costa, at its regular meeting held on the 16th day of October, 2018, and passed by the following vote:

AYES:

NOES:

ABSENT:

Georgean M. Vonheeder-Leopold, President

ATTEST: _____
Nicole Genzale, District Secretary

**DUBLIN SAN RAMON SERVICES DISTRICT
PLANNING SERVICE AGREEMENT**

THIS AGREEMENT, entered into this _____ day of _____, 20____, by and between the DUBLIN SAN RAMON SERVICES DISTRICT, a public agency ("District") and GH PacVest, LLC ("Owner");

W I T N E S S E T H:

WHEREAS, Owner desires to obtain Facilities and Services from District for Owner's Property hereinafter described; and

WHEREAS, determination of availability of Facilities and Services requires conducting studies, collecting data, and the performance of other services such as annexation processing as hereinafter provided; and

WHEREAS, Owner desires that District conduct, or cause to be conducted, pursuant to District's regulations hereinafter referenced, such studies and other services, at Owner's cost and expense.

NOW, THEREFORE, the parties hereto agree as follows:

1. **AUTHORITY.** This agreement is entered into pursuant to the provisions of Chapter 2.30 (Planning Agreements) of Title 2 of the District Code of Dublin San Ramon Services District ("District Code"). This agreement was approved by District's Board of Directors pursuant to Resolution No.

_____, adopted _____, 20____.

2. **DEFINITIONS.** As used in this Agreement, the following words and terms have the meaning respectively ascribed thereto:

(a) **Consultant or Consultants** - any person, partnership, association, corporation or other business or professional entity who or which enters into an agreement with the District for the performance of services pursuant to this Agreement.

(b) **District** - (defined hereinabove)

(c) **District (or District's) Expenses** - costs and expenses incurred by District

either directly or indirectly on behalf of Owner pursuant to this Agreement including, without limitation, salaries (including benefits) and overhead allocated to District's employees in processing the application for this Agreement and in performing services pursuant to, and administering, this Agreement.

(d) Facilities and Services - any public facility or service which may be provided or furnished by District to or for Owner's Property.

(e) Owner - GH PacVest, LLC, owner of the Property and developer of the Project.

(f) Planning Expenses - the sum of District's Expenses, payments made to Consultants by District and an administrative charge payable to District of fifteen percent (15%) of such payments made to Consultants.

(g) Planning Deposit – a sum, to be paid concurrently with the execution of any task order to be executed pursuant to this agreement, equal to the amount of the task order plus an additional 15% for the anticipated District staffing costs as a component of total Planning Expenses.

(h) Project – Owner's proposed Project to which this agreement pertains, generally described as follows:

191+/- acres of up to 3,622,000 sf of General Commercial, Campus Office, Open Space and Community Park and a limited amount of Medium High Density Residential uses.

(i) Property - The Property to which the services herein provided pertain, generally described as follows:

APN #s: 985-0027-002, 985-0027-004, 985-0027-005, 905-001-006-03, generally located at the northeast quadrant of Interstate 580 and Fallon Road, in the City of Dublin, CA.

A plat showing the general location of the property is attached hereto, marked Exhibit "A", and by this reference incorporated herein.

3. SERVICES. District shall conduct through staff or cause to be conducted by or through Consultants, activities or studies to determine the feasibility of, and requirements for, providing Facilities and Services to the Property for the Project. Such studies and activities shall generally include, but are not limited to, attending meetings and conferring with engineers and other experts engaged as Consultants hereunder, representatives of other governmental agencies which do, or may have, approval authority over the Project, and other persons or agencies serving as sources of information or providing other services regarding the Project. District is hereby

authorized, subject to the terms and conditions hereof, to enter into contracts or subcontracts with Consultants for the performance of professional services (including, but not limited to, engineering consulting services), collection of data and information, and performance of other activities necessary or appropriate to provide information for the aforementioned determination of feasibility. Specific tasks to be performed hereunder shall be described with more particularity in task orders pursuant to the provisions of paragraph 4.

4. TASK ORDERS. Services to be performed, by or for District hereunder shall be authorized by written task order approved in advance of the performance thereof in accordance with this paragraph. Each such task order shall include a description of the services to be performed, the estimate of Planning Expenses to be incurred, and the time of performance of services thereunder, and such other matters as the parties deem appropriate for the accomplishment of each such task. To the extent not modified by express terms or conditions of a task order, all other terms and conditions of this agreement shall be deemed incorporated in each such task order.

All task orders shall be subject to approval as follows:

- (i) District's General Manager, or authorized designee, may approve task orders issued hereunder for the expenditure of Planning Expenses; provided, that the aggregate amount of such additional expenditures so approved shall not exceed One Hundred Seventy-Five Thousand Dollars (\$175,000); and
- (ii) All other task orders issued hereunder shall be subject to approval of District's Board of Directors, evidenced by motion duly made and carried.

5. FUNDING; DEPOSITS. All Planning Expenses to be incurred hereunder shall be paid by Owner. District hereby acknowledges receipt of the sum of three thousand two hundred five dollars (\$3,205) paid by Owner pursuant to the provisions of Section 2.30.050 of the District Code as the Administrative Fee for processing the application for this agreement. Concurrently with the execution of any task order, Owner shall pay the Planning Deposit in an amount equal to the

estimated Planning Expenses payable under said task order, plus an additional 15% for the anticipated District staffing costs as a component of total Planning Expenses. From time to time during the term of this agreement, upon demand of District, Owner shall deposit further sums corresponding to estimated amounts of Planning Expenses for the performance of further services under any task order (if additional funding shall be deemed necessary) and/or succeeding task orders. Funds remaining on deposit upon the completion of services described in a task order shall, if further tasks are to be accomplished, be retained by District and credited toward the expenditure of funds under a succeeding task order or orders. Any deposited funds remaining with District upon completion of services hereunder and after payment of all of Planning Expenses, shall be returned to Owner.

6. EXPENDITURE LIMITATIONS. No task order shall be approved which would provide for the expenditure of funds in advance of the deposit of Planning Expenses estimated to be made thereunder or which would provide for the expenditure of funds in excess of deposited funds then in the possession of District. No services shall be performed pursuant to a task order approved hereunder which would cause Planning Expenses to exceed funds on deposit for such purpose.

7. ACCOUNTABILITY. District shall periodically provide Owner with written statements of receipts of deposits and disbursements for Planning Expenses made therefrom. Funds deposited with District hereunder may be commingled with other funds of District, but shall be accounted for separately. Funds deposited pursuant hereto shall not accrue interest and District shall not be obligated to pay interest thereon to Owner. District shall not be responsible or accountable for the use or expenditure of funds after payment has been made by District to a Consultant or Consultants pursuant hereto. District's obligation for the administration of funds deposited by Owner shall be limited solely to the retention and use thereof by District for payment of the Planning Expenses relating to services performed by District and to the disbursement of funds to others for payment of the Planning Expenses relating to services performed by Consultants.

8. COOPERATION. Owner shall furnish District with current factual information

regarding the Project and Property necessary for utility planning purposes including, without limitation, Owner's estimated requirements for water, recycled water, wastewater collection, transmission or treatment, and other needs pertaining to Facilities and Services proposed to be furnished by District. Owner shall provide copies of all prior studies, maps, or other documentary material (including, without limitation, information retained on computer disks, magnetic tape recordings, or other electronic information retention devices) in the possession, or under the control, of Owner pertaining to the Project and deemed necessary or convenient by District for the performance of services hereunder.

9. NON-ASSIGNABILITY. Owner shall not subcontract, assign, sell, mortgage, hypothecate or otherwise transfer Owner's interests or obligations in this agreement in any manner, without the express prior written consent of District. Nothing herein contained shall be deemed to prohibit District from subcontracting or assigning duties and obligations hereunder pursuant to a task order or task orders.

10. STATUS. The parties hereunder shall be deemed, and are, independent contractors, and neither shall be deemed to be an officer, employee or agent of the other.

11. CONSULTANTS. District shall not be responsible or liable for the acts, or omissions to act, of Consultants retained or employed by District pursuant to task orders issued hereunder, and such Consultants shall be deemed independent contractors with respect to District.

12. TITLE TO DOCUMENTS. All documents, plans, drawings, studies, reports, photographs, computer disks, electronic tapes, renderings, and other papers ("Documents", as used hereinafter shall include all such physical or tangible matters), or copies thereof, as finally rendered and prepared by or for District pursuant hereto or pursuant to a task order shall, upon final preparation, become the property of District. Notwithstanding the foregoing, District shall provide Owner copies of, or access to, all such Documents; provided, that provision of such copies or access shall be subject to copyrights, requests for confidentiality, or proprietary interests asserted by the provider thereof.

13. TERMINATION. Either party may terminate this agreement, or any task order issued

hereunder, without cause by giving written notice thereof to the other party not less than ten (10) days prior to the effective date of termination, which date shall be included in said notice. In the event of such termination, District shall discharge all outstanding obligations incurred, or to be incurred, by District to the effective date of termination. Such outstanding obligations shall include payment of all the Planning Expenses for services and reimbursement of expenses provided and incurred to the effective date of termination. In ascertaining services actually rendered to such date, consideration shall be given both to completed work and work in process of completion. Upon satisfaction of all such outstanding obligations from funds deposited by Owner pursuant hereto, District shall remit to Owner such balance remaining, if any. In the event District requires sums in addition to funds on deposit with District as of the effective date of termination, upon demand of District, Owner shall promptly remit to District such additional funds as may be required by District to satisfy all such outstanding obligations.

Nothing herein contained shall be deemed a limitation upon the right of District to terminate this agreement for cause, or otherwise to exercise such rights or pursue such remedies as may accrue to District hereunder.

14. TERM. The estimated time for completion of services to be rendered hereunder is 12 months, upon the completion of which services the term hereof shall expire. Notwithstanding the foregoing, the term of this agreement shall continue for such period of time as may be necessary or appropriate for the completion of all services hereunder and the satisfaction of all Planning Expenses.

15. NOTICES. Written notices required or convenient hereunder shall be delivered personally or by depositing the same with the United States Postal Service, first class (or equivalent) postage prepaid and addressed,

in the case of Owner to:

GH PacVest, LLC
Attn: Development Department
3000 Executive Parkway, STE 375
San Ramon, CA 94853

and in the case of District to: General Manager
Dublin San Ramon Services District
7051 Dublin Boulevard
Dublin, CA 94568

16. ATTORNEY FEES. In the event of litigation between the parties herein, the prevailing party shall be entitled to attorney fees and cost.

17. PARAGRAPH HEADINGS. Paragraph headings as used herein are for convenience, only, and shall not be deemed to be a part of any paragraph headed thereby and shall not be construed to change the meaning thereof.

IN WITNESS WHEREOF, the parties hereto have executed this agreement as of the date first hereinabove written.

DUBLIN SAN RAMON SERVICES DISTRICT
a public agency of the State of California

By _____
Daniel McIntyre
General Manager

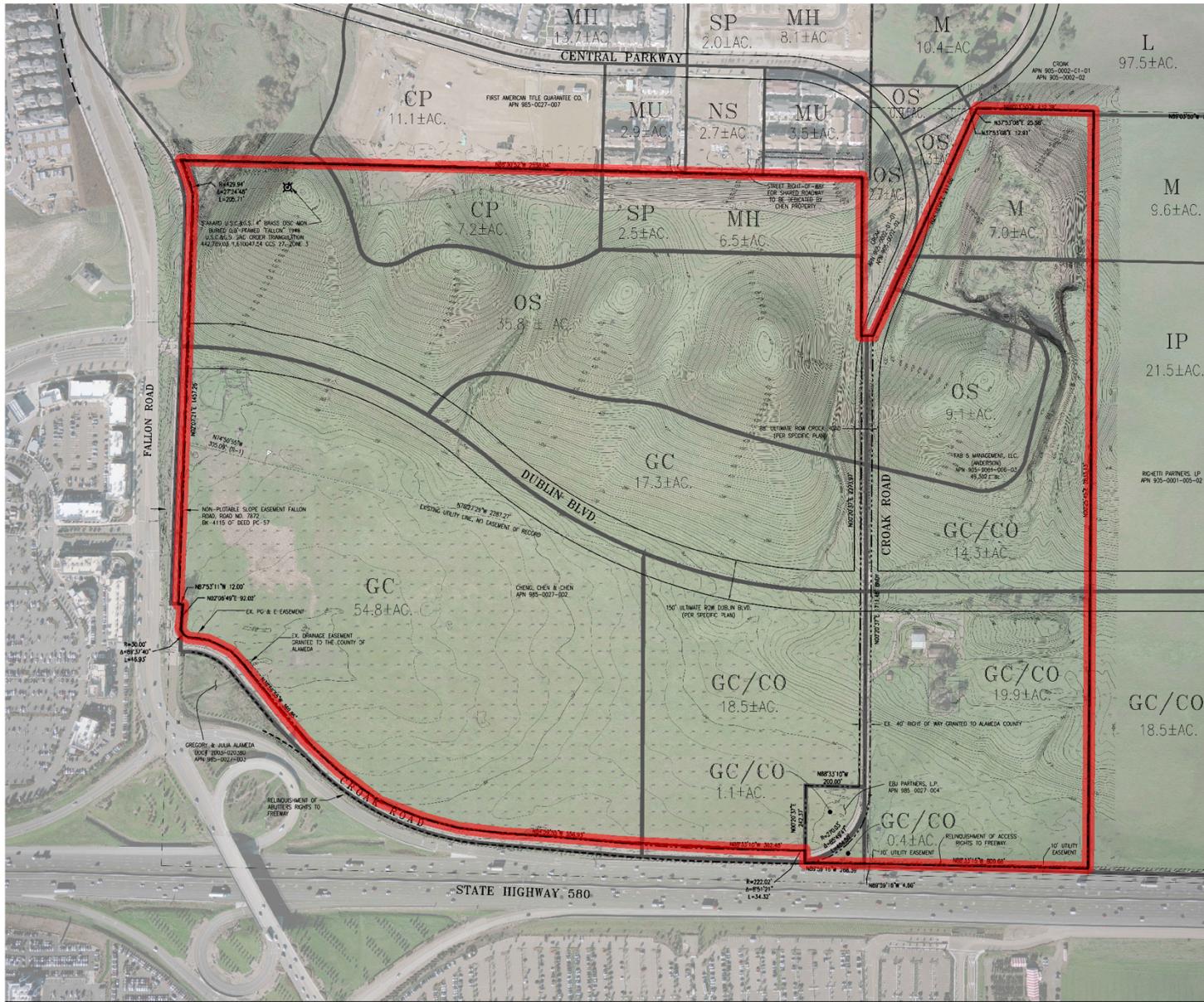
Attest:

Nicole Genzale, District Secretary

GH PacVest LLC

By _____
Haiyang He
President

Exhibit A



GH PACVEST, LLC



GRAND VIEW

DUBLIN, CA

PROJECT BOUNDARY



SHEET 1 OF 1

CITY OF DUBLIN, CALIFORNIA

MACKAY & SOMPS

<p style="text-align: center;">MADDOX & SONS IS NOT RESPONSIBLE FOR THE ACCURACY OR COMPLETENESS OF REPRODUCTIONS OF THIS DOCUMENT THAT ARE GENERATED BY OTHERS FROM ELECTRONIC MEDIA</p>			
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1990 PROSPECTIVE STUDY OF THE CHINESE POPULATION



TITLE: Approve Master Agreement for Consulting Services with Psomas, DBA Covello, and Authorize Execution of Task Order No. 1 for the Primary Sedimentation Expansion and Improvements Project (CIP 17-P004)

RECOMMENDATION:

Staff recommends the Board of Directors approve, by Resolution, a Master Agreement for Consulting Services with Psomas, DBA Covello; and authorize, by Motion, execution of Task Order No. 1 in an amount not to exceed \$1,381,000 for construction management of the Primary Sedimentation Expansion and Improvements Project (CIP 17-P004).

SUMMARY:

The Primary Sedimentation Expansion and Improvements Project (Project) is currently at 90% design and is scheduled to go out to bid in January 2019. The Project will be constructed over a two-year period and will require close coordination with operations and maintenance staff in order to maintain existing quality effluent while constructing and modifying the existing primary sedimentation basins and grit tanks. A construction management firm is recommended in order to keep clear communication, provide inspection services, maintain good records during construction, and coordinate between the contractor, the designers, and District staff.

Staff sent a Request for Proposals (RFP) for primary sedimentation and grit tank evaluation construction management services to seven construction management firms and posted it to eBidboard. Proposals were received from three firms: Covello, Tanner Pacific, Inc., and 4Leaf, Inc. After a thorough review of each proposal, staff selected Covello. The Covello team was selected based on the depth and breadth of their experience on similar projects, past experience working with District operations and maintenance staff, and their knowledge of the existing primary sedimentation basins and grit tanks. In addition to being highly qualified, Covello also provided the lowest fee schedule in comparison to the other firms.

Staff recommends the Board approve a Master Agreement for Consulting Services and Task Order No. 1 with Psomas, DBA Covello, for construction management and inspection services in an amount not to exceed \$1,381,000.

Originating Department: Engineering Services	Contact: J. Yee	Legal Review: Not Required
Cost: \$1,381,000	Funding Source: Regional Wastewater Expansion (Fund 320) – 85% Regional Wastewater Replacement (Fund 310) – 15%	
Attachments: <input type="checkbox"/> None <input type="checkbox"/> Staff Report <input checked="" type="checkbox"/> Resolution <input type="checkbox"/> Ordinance <input checked="" type="checkbox"/> Task Order <input type="checkbox"/> Proclamation <input type="checkbox"/> Other (see list on right)		54 of 116

Psomas, DBA Covello

Task Order No. 1 to Agreement No. _____ dated _____, 2018

Agreement Expiry Date: 12/31/2021

Issue Date: 10/17/2018

Project Name and Number: Primary Sedimentation Expansion and Improvements (CIP 17-P004)

Task Title: Construction Management and Inspection Services

Project Manager Name and Signature: Jackie Yee _____

Source of Funds: Regional Wastewater Expansion (Fund 320) - 85%
Regional Wastewater Replacement (Fund 310) - 15%

Account Number: 17-P004.conmgt.cip

Authorization Amount: \$1,381,000.00

Original PO Amount: \$0.00

Increase PO Amount: \$0.00

New PO Amount: \$1,381,000.00

Purchase Order Number: TBD

Return Purchase Order to: Evita Schnupp

Compensation Method: Time and materials as per Agreement

Completion Date: 12/31/2021

Insurance Requirements: As per Agreement; no special requirements

Work Product: See Attachment "A"

Digital Drawings, if applicable: Digital files shall be in AutoCAD 2010 or higher drawing format. Drawing units shall be decimal with a precision of 0.00. Angles shall be in decimal degrees with a precision of 0. All objects and entities in layers shall be colored by layer. All layers shall be named in English. Abbreviations are acceptable. All submitted map drawings shall use the Global Coordinate system of USA, California, NAD 83 California State Planes, Zone III, U. S. foot.

Scope of Work: See Attachment "A"

Economic Disclosure: Not Required

Recommended by: Judy Zavadil (_____)

Accepted by: _____ _____
Chris Davenport, Principal / Vice President
Psomas Date

Authorized by: _____ _____
Daniel McIntyre, General Manager
Dublin San Ramon Services District Date

SECTION 4

Scope of Work

**DUBLIN SAN RAMON SERVICES DISTRICT
PRIMARY SEDIMENTATION EXPANSION AND IMPROVEMENTS PROJECT (CIP 17-P004)
CONSTRUCTION MANAGEMENT SERVICES - COVELLO A PSOMAS COMPANY**

(NOTE: The Scope of Work is truncated to comply with the RFP three (3) page limit for this Section.)

I. PRE-CONSTRUCTION PHASE

- a. Covello A Psomas Company (Covello) will attend, coordinate and lead the meeting. Covello will take notes and distribute to attendees. The Design Consultant (DC) and other key stakeholders should attend the meeting.
- b. Covello will take digital photographs of the Project prior to start of construction.

II. CONSTRUCTION PHASE

1. Construction Administration

- a. Project Coordination: Covello will act as the project coordinator and the point of contact for all communications with the Contractor.
- b. Document Tracking System: Covello will establish, implement and maintain a web based system (Procore), which will maintain and track all correspondence, submittals, and requests for information.
- c. Construction Administration Services: Covello will receive all correspondence from the Contractor and address all inquiries from the Contractor and construction related correspondence. The DC will be responsible for answering all technical questions requiring design input.

2. Meetings

- a. Covello will prepare the agenda for the weekly progress meetings and other construction meetings.
- b. Covello will facilitate and prepare records of discussions for the progress meetings.

3. Scheduling

- a. Covello will review Contractor's initial Baseline Schedule submittal. Covello will provide written comments.
- b. Covello will review the schedule updates to track the progress of the work, and detect any potential delays. Covello will provide written comments on the reviewed schedule updates.
- c. Covello will review the Contractor's requests for Contract time extensions.

4. Submittals

- a. Covello will receive the submittals from the Contractor and check the submittals for general conformity with the Contract Requirements.
- b. Covello will route the submittal to the DC, and where appropriate the District for review and route the reviewed submittal back to the Contractor. Covello will review comments on the submittals to determine if additional follow-up with the Contractor is warranted and to identify any scope changes.
- c. Covello will maintain a log and tracking system for submittals.
- d. DC to review all design related submittals and all submittals for temporary facilities.

5. Clarification Process

- a. Covello will receive all requests for information (RFIs) from the Contractor and determine if the request is valid; if not, Covello will return the RFI to the Contractor.
- b. Covello will provide a response to the Contractor for administrative and general RFIs. All technical RFIs will be forwarded to the DC and/or District as appropriate for review and response.
- c. The DC is responsible for reviewing and responding to the RFIs. Covello will review DC's response prior to returning to the Contractor to verify clarity and content.
- d. The DC is responsible for preparing Design Clarifications to address technical issues that require modifying the Project Documents.

6. Change Order Preparation, Negotiation & Processing

- a. The DC will prepare design details for change requests.
- b. Covello will issue the change request to the Contractor.
- c. Covello will prepare an independent check estimate and/or verify the acceptability of the Contractor's cost proposal for each change request. The DC's input may be requested.
- d. In the event the Contractor encounters a time sensitive problem where time is not available to negotiate a settlement, Covello will issue a Field Order. All work done under a Field Order will be completed on a time and material basis.
- e. Covello will provide recommendations to the District on the Change Order negotiation and will negotiate Change Orders with the Contractor.
- f. Covello will prepare Change Orders for execution by the District and Contractor.

7. Progress Payment

- a. Covello will review the initial cost breakdown prepared by the Contractor.
- b. Covello will verify the quantity and acceptability of stored materials and the Contractor's construction progress as it relates to the progress billing procedure.
- c. Covello will perform the administration, preparation and processing of the monthly Progress Payments.

8. Certified Payroll

- a. Contractor is responsible for uploading certified payrolls to the Department Industrial Relations (DIR) site. Covello will assist the District to confirm this is being done.

9. State Revolving Fund (SRF) Loan Coordination – Not Applicable to this Project.

10. Reporting and District Board Meetings

- a. Covello will prepare project reports as requested by the District.
- b. Covello will attend District Board Meetings when requested and assist the District's Staff.

11. Field Quality Control

- a. Covello will provide field inspection/observation services to monitor compliance with the Contract Documents.
- b. Covello will prepare inspection reports that document observed field activities, field crews, contractor equipment, and field problems.
- c. No allowance is included in the budget for overtime inspection.
- d. Covello will provide and maintain digital photographs of field activities for status monitoring.
- e. Materials Testing and Special Inspections: Covello will contract with a separate firm to furnish the materials testing and periodic Special Inspections required by the Contract Documents.
- f. Coatings: Covello will retain a specialty subconsultant for inspecting the special coatings and linings.
- g. No provision has been included in the Scope of Work or budget for hazardous materials.

12. Record Documents

- a. Covello will monitor the Contractor's Record Documents to determine if they are being maintained by the Contractor and are in substantial conformance with Covello's information.
- b. Covello will submit its record drawings along with the Contractor's to the DC at the end of the

Project with the expectation that the DC will return them after the CADD as-builing work is completed.

13. System Outages

- a. Covello will coordinate the System Outage Requests (SORs) for any shutdowns and tie-ins.
- b. Covello will review the Contractor's initial SOR and forward to the District's Operations Manager.

14. Storm Water Pollution Prevention Plan (SWPPP)

- a. The Contractor shall be responsible for the Project SWPPP development.
- b. Covello will monitor the Contractor's performance relative to the SWPPP and the Project BMPs.

15. Testing and Training

- a. The Scope and Budget do not include Covello's participation in factory witness testing.
- b. Covello will coordinate the Contractor's testing and training activities.
- c. Covello will support the Contractor, DC and the District on the development of the Start-up Plan.

16. Corrective Work Item List and Substantial Completion

- a. Covello will prepare the Corrective Work Item list(s) with input from the District and DC.
- b. Covello will prepare the Substantial Completion Certificate for execution by the District and the Contractor.
- c. Any uncompleted corrective work list items will be moved to the punchlist once the Project has reached Substantial Completion.

17. Means and Methods of Construction

- a. Covello will not have responsibility for directing the means and methods of construction.

18. Safety

- a. Neither the professional activities of Covello nor the presence of Covello's employees shall relieve the Contractor of their obligations and responsibilities including, but not limited to, District regulations and any health or safety precautions required by any regulatory agencies. District shall provide in Contract Documents that Covello shall be named as additional insureds in general liability insurance provided by the Contractor, and that Covello shall be named as indemnitees under the obligation of Contractor to defend and indemnify District, to the same extent as the obligation pertains to District.

19. Dispute Resolution

- a. Dispute resolution requiring extraordinary efforts or services beyond those listed in this Scope of Work, causing Covello to exceed our Budget or Contract period or requiring dispute resolution services using third parties or special processes, are not included in this Scope of Work.

III. POST CONSTRUCTION PHASE

1. Final Inspection and Punchlist

- a. Covello will have primary responsibility for conducting the final inspection and issuing punchlist(s).
- b. Covello will prepare the list of outstanding deficiencies.
- c. Covello will have primary responsibility for verifying that the punchlist work is complete.

2. Project Closeout

- a. Covello will prepare and submit a final Construction Report to the District.
- b. Covello will turnover project documentation to the District at the end of the Project.
- c. Covello will retain all issue files at the end of the Project.
- d. Covello shall have full and complete access available to all files created by Covello during the Project for up to ten (10) years after the completion of the Project.

RESOLUTION NO. _____

RESOLUTION OF THE BOARD OF DIRECTORS OF DUBLIN SAN RAMON SERVICES DISTRICT APPROVING
MASTER AGREEMENT FOR CONSULTING SERVICES WITH PSOMAS, DBA COVELLO, FOR CONSTRUCTION
MANAGEMENT SERVICES OF THE PRIMARY SEDIMENTATION EXPANSION AND IMPROVEMENTS PROJECT
(CIP 17-P004)

WHEREAS, the District desires to obtain professional consulting services for construction management of Primary Sedimentation Expansion and Improvements (CIP 17-P004) (Project) and solicited a Request for Proposals in accordance with the District Purchasing policy; and

WHEREAS, the District received three construction management proposals from Covello, a Psomas Company, Tanner Pacific, Inc., and 4Leaf, Inc.; and

WHEREAS, District staff has evaluated professional consulting services proposals, and has recommended the selection of Covello to provide construction management services related to the Project; and

WHEREAS, Covello was selected based on their depth and breadth of their experience on similar projects, past experience working with District operations and maintenance staff and their knowledge of the existing primary sedimentation basins and grit tanks.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF DUBLIN SAN RAMON SERVICES DISTRICT, a public agency located in the Counties of Alameda and Contra Costa, California, as follows:

That certain "Master Agreement for Consulting Services" (Exhibit A) by and between the Dublin San Ramon Services District and Psomas, DBA Covello, is hereby approved, and the General Manager and District Secretary are hereby authorized and directed to execute, and to attest thereto, respectively, said agreement for and on behalf of Dublin San Ramon Services District.

ADOPTED by the Board of Directors of Dublin San Ramon Services District, a public agency in the State of California, Counties of Alameda and Contra Costa, at its regular meeting held on the 16th day of October, 2018, and passed by the following vote:

AYES:

NOES:

ABSENT:

Georgean M. Vonheeder-Leopold, President

ATTEST: _____
Nicole Genzale, District Secretary

**MASTER AGREEMENT for CONSULTING SERVICES
WITH
PSOMAS, DBA COVELLO**

THIS AGREEMENT, made and entered into this _____ day of _____, 20__ by and between DUBLIN SAN RAMON SERVICES DISTRICT, a public agency in the counties of Alameda and Contra Costa, California ("District") and Psomas, DBA Covello ("Consultant"), 1660 Olympic Boulevard, Suite 300, Walnut Creek, CA 94596, (925) 933-2300;

WHEREAS, District requires professional construction management consulting services; and

WHEREAS, Consultant's principals are duly licensed construction management in the State of California and Consultant represents that it is experienced in performing, and uniquely qualified to perform, the professional construction management consulting services; and

WHEREAS, District desires to engage Consultant for such services; and

NOW, THEREFORE, the parties hereto agree as follows:

1. **SERVICES**. Consultant shall perform assignments in accordance with the terms and conditions of this Agreement and written Task Orders issued from time to time by District to Consultant and accepted by Consultant. Each such Task Order shall include, but not be limited to: (i) a description of the services to be performed by Consultant, and the key personnel to be assigned by Consultant to the performance of the specific Task (who shall not be replaced without the prior written approval of the District, which shall not be unreasonably withheld); (ii) the time of performance for providing such services; (iii) maximum compensation payable for providing such services, provided that such compensation shall be payable pursuant to Paragraph 2 hereof unless otherwise expressly provided in the Task Order; (iv) District's source of funding; and (v) such other provisions as the parties deem appropriate or necessary to accomplish the purpose of the Task Order. To the extent not expressly modified by Task Order, all other terms and conditions of this Agreement shall be deemed incorporated in each Task Order.

2. **COMPENSATION**. District shall compensate Consultant for all services performed by Consultant pursuant to Paragraph 1 in an amount equal to Consultant's hourly rates of charge for Consultant's personnel times the number of hours, or portions thereof, of services correspondingly performed by said personnel. Said rates of charge are set forth in Exhibit "A" hereof, attached hereto, and by reference incorporated herein. Said rates may be adjusted, from time to time, upon written approval of the District.

District shall reimburse Consultant for other expenses directly incurred in performing services hereunder, if any, described in Exhibit "A."

Compensation and reimbursement of expenses shall be payable by District within thirty (30)

Compensation and reimbursement of expenses shall be payable by District within thirty (30) days upon receipt of billing by Consultant. Billing by Consultant to District shall not be more often than monthly for services corresponding to each Task Order. The billing shall include an itemized statement briefly describing the services rendered and costs incurred and the authorized amount remaining.

3. RECORDS. Consultant shall keep and maintain accurate records of all time expended and costs and expenses incurred relating to services to be performed by Consultant hereunder. Said records shall be available to District for review and copying during regular business hours at Consultant's place of business, or as otherwise agreed upon by the parties.

4. NON-ASSIGNABILITY. Consultant shall not subcontract, assign, sell, mortgage, hypothecate or otherwise transfer its interest or obligations in this agreement or any Task Order issued hereunder in any manner, without the express prior written consent of District, which consent shall not be unreasonably withheld. Unless specifically stated to the contrary in any written consent to an assignment, no assignment will release or discharge the assignor from any duty or responsibility under this Agreement. Nothing contained in this paragraph shall prevent Consultant, upon District's written consent, from employing such independent consultants, associates, and subcontractors as may be necessary to assist in the performance of the services hereunder. Nothing herein shall be construed to give any rights or benefits to anyone other than District and Consultant.

5. STATUS. In the performance of services hereunder, Consultant shall be, and is, an independent contractor, and shall not be deemed to be an employee or agent of District. All services provided pursuant to this Agreement shall be authorized by Task Order issued by the District's General Manager or his or her designated representative and signed by the Consultant.

6. PERIOD OF SERVICE. Unless extended by Task Order, this Master Agreement shall expire on December 31, 2021.

7. PERFORMANCE STANDARDS. In performing services hereunder, Consultant shall adhere to the standards generally prevailing for the performance of expert technical and consulting services similar to those to be performed by Consultant hereunder, shall exercise the same degree of care, skill, and diligence in the performance of the Services as is ordinarily provided by a professional under similar circumstances, and shall, at no cost to District, re-perform services which fail to satisfy the foregoing standard of care. All drawings and specifications requiring certification by a Professional Engineer shall bear the stamp and signature of a registered engineer in the State of California.

Any costs incurred by the District (including but not limited to additional design costs, construction costs, and construction management costs, to the extent that any such costs are recoverable under California law) and used to correct deficiencies caused by Consultant's negligent errors and omissions or willful misconduct shall be borne solely by the Consultant. The District is relying upon the Consultant's qualifications concerning the services furnished hereunder and, therefore, the fact that the District has accepted or approved the Consultant's

work shall in no way relieve the Consultant of these responsibilities.

8. **TERMINATION.** Either party may terminate this Agreement without cause by giving the other party written notice thereof not less than sixty (60) days in advance of the effective date of termination, which date shall be included in said notice.

In the event of such termination, District shall compensate Consultant for services rendered to the date of termination, as the case may be, calculated in accordance with the provisions of Paragraph 2. In ascertaining services actually rendered to the date of termination, consideration shall be given both to work completed and work in process of completion. Nothing herein contained shall be deemed a limitation upon the exercise of the right of District to terminate this Agreement for cause, or otherwise to exercise such legal or equitable rights, and to seek such remedies as may accrue to District, or to authorize Consultant to terminate this Agreement for cause.

9. **TITLE TO, POSSESSION OF, AND RELIANCE UPON DOCUMENTS.** All documents, work products, plans, specifications, negatives, drawings, computer disks, electronic tapes, renderings, data reports, files, estimates and other such papers, information and materials (collectively, "materials"), or copies thereof (except proprietary computer software purchased or developed by Consultant) obtained or prepared by Consultant pursuant to the terms of this Agreement, shall become the property of District. District and Consultant shall, from time to time pursuant to Task Orders, specify which materials Consultant shall deliver to District ("Deliverables"). Deliverables are intended to, and may, be relied upon by District, or others designated by District, where appropriate, for those purposes for which District requested their preparation, or for use in connection with planning-level activities including, without limitation, the preparation of environmental documentation pursuant to the California Environmental Quality Act ("CEQA") or the National Environmental Policy Act ("NEPA") or similar statutes. Consultant will not be responsible for use of Deliverables, or portions thereof, for any purpose other than those specified in the preceding sentence.

Materials not delivered to District ("Non-Deliverables") shall be retained by Consultant, but Consultant shall provide District access to such Non-Deliverables at all reasonable times upon District's request. District may make and retain copies of all Non-Deliverables, at District's expense, for information and reference. Unless otherwise specified in writing by Consultant, use thereof for any purpose other than the purpose for which the Non-Deliverables were prepared, or for use in connection with planning-level activities including, without limitation, the preparation of environmental documentation pursuant to CEQA or NEPA or similar statutes, shall be at the user's sole risk.

10. **COMPLIANCE WITH LAWS.** In performance of this Agreement, Consultant shall exercise due professional care in compliance with all applicable federal, state and local laws, rules, regulations, orders, codes, criteria and standards. Consultant shall procure all permits, certificates, and licenses necessary to allow Consultant to perform the Services specified herein. Consultant shall not be responsible for procuring permits, certificates, and licenses required for any construction unless such responsibilities are specifically assigned to Consultant under a Task Order.

Consultant shall comply at all times with California Occupational Safety and Health Act

(“OSHA”) regulations regarding necessary safety equipment or procedures and shall take all necessary precautions for safe operation of its work, and the protection of its personnel and the public from injury and damage from such work.

11. NON-DISCLOSURE OF PROPRIETARY INFORMATION. Consultant shall consider and treat all drawings, reports, studies, design calculations, specifications, and other documents and information provided to Consultant by District in furtherance of this Agreement to be the District’s proprietary information, unless said information is available from public sources other than District. Consultant shall not publish or disclose District’s proprietary information for any purpose other than in the performance of services hereunder without the prior written authorization of District or in response to legal process. Nothing herein contained shall be deemed to abrogate compliance with the California Public Records Act (Government Code Section 6250, et seq.); provided that District shall determine and advise Consultant which documents, if any, are required to be disclosed under said Act.

12. INSURANCE. Consultant shall procure and maintain for the duration of this Agreement, and any Task Orders issued hereunder, insurance against claims for injuries to persons or damages to property which may arise from or in connection with the performance of the work hereunder by the Consultant, its agents, representatives, or employees.

Minimum Scope and Limit of Insurance. Coverage shall be at least as broad as:

A. Commercial General Liability (CGL): Insurance Services Office Form CG 00 01 covering CGL on an “occurrence” basis, including products and completed operations, property damage, bodily injury and personal & advertising injury with limits no less than \$1,000,000 per occurrence. If a general aggregate limit applies, either the general aggregate limit shall apply separately to this project/location (ISO CG 25 03 or 25 04) or the general aggregate limit shall be twice the required occurrence limit.

B. Automobile Liability: Insurance Services Office Form Number CA 0001 covering, Code 1 (any auto), or if Consultant has no owned autos, Code 8 (hired) and 9 (non-owned), with limit no less than \$1,000,000 per accident for bodily injury and property damage.

C. Workers’ Compensation insurance as required by the State of California, with Statutory Limits, and Employer’s Liability Insurance with limit of no less than \$1,000,000 per accident for bodily injury or disease. *(Not required if consultant provides written verification it has no employees.)*

D. Professional Liability (Errors and Omissions) Insurance appropriate to the Consultant’s profession, with limit no less than \$2,000,000 per occurrence or claim, \$2,000,000 aggregate.

If the Consultant maintains broader coverage and/or higher limits than the minimums shown above, the District requires and shall be entitled to broader coverage and/or the higher limits maintained by the Consultant. Any available insurance proceeds in excess of the specified minimum limits of insurance and coverage shall be available to the District.

Other Insurance Provisions. The insurance policies are to contain, or be endorsed to contain,

the following provisions:

A. Additional Insured Status: The District, its officers, officials, employees, and volunteers are to be covered as additional insureds on the CGL policy with respect to liability arising out of work or operations performed by or on behalf of the Consultant including materials, parts, or equipment furnished in connection with such work or operations. General liability coverage can be provided in the form of an endorsement to the Consultant's insurance (at least as broad as ISO Form CG 20 10 11 85 or both CG 20 10, CG 20 26, CG 20 33, or CG 20 38; and CG 20 37 forms if later revisions used).

B. Primary Coverage: For any claims related to this contract, the Consultant's insurance coverage shall be primary insurance primary coverage at least as broad as ISO CG 20 01 04 13 as respects the District, its officers, officials, employees, and volunteers. Any insurance or self-insurance maintained by the District, its officers, officials, employees, or volunteers shall be excess of the Consultant's insurance and shall not contribute with it.

C. Notice of Cancellation: Each insurance policy required above shall state that coverage shall not be canceled, except with notice to the District.

D. Waiver of Subrogation: Consultant hereby grants to District a waiver of any right to subrogation which any insurer of said Consultant may acquire against the District by virtue of the payment of any loss under such insurance. Consultant agrees to obtain any endorsement that may be necessary to affect this waiver of subrogation, but this provision applies regardless of whether or not the District has received a waiver of subrogation endorsement from the insurer.

E. Self-Insured Retentions: Self-insured retentions must be declared to and approved by the District. The District may require the Consultant to provide proof of ability to pay losses and related investigations, claim administration, and defense expenses within the retention. The policy language shall provide, or be endorsed to provide, that the self-insured retention may be satisfied by either the named insured or District.

F. Acceptability of Insurers: Insurance is to be placed with insurers authorized to conduct business in the state with a current A.M. Best's rating of no less than A:VII, unless otherwise acceptable to the District.

G. Claims Made Policies: If any of the required policies provide coverage on a claims-made basis:

i. The Retroactive Date must be shown and must be before the date of the contract or the beginning of contract work.

ii. Insurance must be maintained and evidence of insurance must be provided *for at least five (5) years after completion of the contract of work.*

iii. If coverage is canceled or non-renewed, and not *replaced with another claims-made policy form with a Retroactive Date* prior to the contract effective date, the Consultant must purchase "extended reporting" coverage for a minimum of *five (5) years after completion of contract work.*

H. Verification of Coverage: Consultant shall furnish the District with original Certificates of Insurance including all required and amendatory endorsements (or copies of

the applicable policy language effecting coverage required by this clause) and a copy of the Declarations and Endorsement Page of the CGL policy listing all policy endorsements to District before work begins. However, failure to obtain the required documents prior to the work beginning shall not waive the Consultant's obligation to provide them. The District reserves the right to require complete, certified copies of all required insurance policies, including endorsements required by these specifications, at any time.

I. Subcontractors: Consultant shall require and verify that all subcontractors maintain insurance meeting all the requirements stated herein, and Consultant shall ensure that District is an additional insured on insurance required from subcontractors.

J. Special Risks or Circumstances: District reserves the right to modify these requirements, including limits, based on the nature of the risk, prior experience, insurer, coverage, or other special circumstances.

13. INDEMNIFICATION. Consultant shall hold harmless, indemnify and defend District, its governing Board of Directors, other boards, commissions, committees, officers, officials, employees, volunteers, and agents (collectively, "Indemnities") from and against all claims for liability, losses, damages, expenses, costs (including, without limitation, costs and fees of litigation) of every nature, kind and description, which may be brought against or suffered or sustained by Indemnities, to the extent caused in whole or in part by the negligence, intentional tortuous acts or omissions, or willful misconduct of Consultant, its officers, employees or agents, in the performance of any services or work pursuant to this Agreement or any Task Order issued hereunder. Consultant's duty to indemnify and save harmless shall include the duty to defend as set forth in California Civil Code Section 2778; provided, that nothing herein contained shall be construed to require Consultant to indemnify Indemnities against any responsibility or liability in contravention of California Civil Code Section 2782.

A. In the event Consultant provides a defense pursuant to this Paragraph and such action or other claim is resolved by a final judicial determination, which includes a finding that there was no negligence on the part of Consultant, its officers, employees or agents, District shall refund to Consultant all defense costs, judgments and/or amounts paid by Consultant on behalf of Indemnities.

B. In the event Consultant provides a defense pursuant to this Paragraph and such action or other claim is resolved by a final judicial determination which includes a finding as to the respective negligence of Consultant, its officers, employees or agents and any Indemnities(s), then District shall be responsible to pay that portion of the judgment attributed to Indemnities(s), and shall refund to Consultant a pro rata share of any defense costs expended on behalf of Indemnities.

C. In the event Consultant provides a defense pursuant to this Paragraph and such action or other claim is finally resolved by any other means than those stated in Paragraphs 13(a) and 13(b), or in the event Consultant fails to provide a defense to Indemnities, Consultant and District shall meet and confer in an attempt to reach a mutual agreement regarding the apportionment of costs (including attorneys' fees), judgments and/or amounts paid by Consultant and/or Indemnities. In the event Consultant and District are unable to reach agreement regarding such an apportionment, said dispute shall be

submitted to arbitration in accordance with the Construction Industry Arbitration Rules of the American Arbitration Association in effect on the date a demand for arbitration is submitted. The arbitration panel shall award the prevailing party its costs (including attorneys' fees) incurred in the arbitration.

14. **COVENANT AGAINST CONTINGENCY FEES.** Consultant hereby warrants that Consultant has not employed or retained any company or person, other than a *bona fide* employee working for Consultant, to solicit or secure this Agreement, and Consultant has not paid or agreed to pay any company or person, other than a *bona fide* employee, any fee, commission, percentage, brokerage fees, gifts or any other consideration, contingent upon or resulting from the award or formation of this Agreement. For breach or violation of this warranty, District shall have the right to annul this Agreement without liability or at District's discretion, to deduct from the Agreement price or consideration or otherwise recover the full amount of such fee, commission, percentage, brokerage fees, gifts or contingent fee.

15. **ECONOMIC DISCLOSURE.** Upon District's determination that the services provided through this Agreement involve making, or participation in making, decisions which may foreseeably have a material effect on a financial interest, Consultant and/or any of its employees identified by District shall prepare and file an Economic Disclosure Statement(s) consistent with District's local conflict of interest code and the Political Reform Act.

16. **PARAGRAPH HEADINGS.** Paragraph headings as used herein are for convenience only and shall not be deemed to be a part of any such paragraph and shall not be construed to change the meaning thereof.

17. **WAIVER.** A waiver by either District or Consultant of any breach of this Agreement shall not be binding upon the waiving party unless such waiver is in writing. In the event of a written waiver, such a waiver shall not affect the waiving party's rights with respect to any other or further breach.

18. **SURVIVABILITY.** The invalidity, illegality, or unenforceability of any provision of this Agreement, or the occurrence of any event rendering any portion or provision of this Agreement void, shall in no way affect the validity or enforceability of any other portion or provision of this Agreement. Any void provision shall be deemed severed from this Agreement and the balance of this Agreement shall be construed and enforced as if this Agreement did not contain the particular portion or provision held to be void.

19. **INTEGRATION AND MODIFICATION.** This Agreement, together with the Compensation Schedule setting forth Consultant's rates and charges and compensable expenses, attached hereto as Exhibit "A," is adopted by District and Consultant as a complete and exclusive statement of the terms of this Agreement between District and Consultant, except to the extent revised and/or implemented through issuance of Task Orders hereunder. This Agreement supersedes all prior agreements, contracts, proposals, representations, negotiations, letters, or other communications between the District and

Consultant, whether written or oral.

20. AMENDMENTS. This Agreement may be amended or supplemented by the parties by written agreement approved and executed in the same manner as this Agreement.

21. SUCCESSORS AND ASSIGNS. This agreement shall be binding upon the respective successors, executors, administrators, assigns, and legal representatives to the parties.

22. GOVERNING LAW. This Agreement shall be governed by, and construed in accordance with, the laws of the State of California.

23. **DISPUTE RESOLUTION.** The parties agree to first submit any dispute arising out of or in connection with this Agreement to a mutually acceptable professional mediator and to negotiate in good faith toward an agreement with respect to the dispute. Either party within 30 days of providing written notice may initiate mediation. Either party within 60 days of having participated in the first mediation session may provide notice of termination of mediation and thereafter proceed with whatever remedies it may choose in law or in equity.

24. NOTICES. All notices to be given hereunder shall be written, and shall be sent by certified or registered mail, postage prepaid, addressed as follows:

To District: General Manager
Dublin San Ramon Services District
7051 Dublin Boulevard
Dublin, CA 94568

To Consultant: Chris Davenport
Psomas
1660 Olympic Boulevard, Suite 300
Walnut Creek, CA 94596

IN WITNESS WHEREOF, the parties hereto have executed this Agreement the date and year first written.

DUBLIN SAN RAMON SERVICES DISTRICT, a public agency

By _____
Daniel McIntyre, General Manager

Attest:

Nicole Genzale, District Secretary

PSOMAS

Chris Davenport, Principal/Vice President

Exhibit A
to Master Agreement for Consulting Services

Consultant Billing Rates

FEE ESTIMATE

Cost Proposal

We developed our cost proposal using the current available information and our experience on past treatment plant projects. We note that we are using our new 'corporate' billing rates which become effective January 1, 2019. These rates will only apply to this and all future contracts. Our rates for all current DSRSD agreements will remain unchanged.

Staffing Assumptions

The Primary Sedimentation Expansion and Improvements Project is located in the heart of the existing operational treatment plant site. When the field work starts, we anticipate that the Contractor will generate questions daily, if not hourly. Our staffing approach at this phase is to have Covello personnel on site to be the point of contact for the Contractor. If Covello personnel is not on site, we find that Contractors go directly to the Plant Staff. Therefore, the best approach to avoid adding another demand on the Plant Staff's already limited time is to have Covello's personnel on site at all times. This is the most efficient way to convey information in the most consistent and expeditious manner.

As stated in our approach, Chris Davenport will start the Project off and be the Project lead through the early submittal process, Contractor mobilization and start of actual field work. Then we envision his involvement will scale back in the summer of 2019. He will remain active but primarily in a supporting role. He will still assist with SOR development, sequence discussions, and change order issues.

Andy Deal is committed on other projects through July 2019. His listed hours reflect his limited availability during the first five (5) months of the Project. Upon fulfilling his other project commitments he'll turn his full attention to the Primary Project. We want him to finish what he started for our other clients, which is the same commitment we make to you.

During most of the Project, especially during peak workload, we list a full-time inspector. However, if the Contractor does not continually work through the wetweather season or has other extended periods of no field activity, we will work to find another project for the inspector.

We have a good understanding of the work required for this Project, however the final details have not been worked out. And because the details are not finalized, our subconsultants were not able to furnish an actual cost proposal for their portions of the work. Therefore, we included allowance amounts estimated using our recent plant project experience.

Our budget is a maximum limit, not a billing goal. We work diligently to finish the Project under the authorized budget. We accomplish this by budgeting to cover a conservative and demanding scenario. Our professional approach and integrity eliminate the need for additional budget authorizations (under normal circumstances). We know DSRSD as well as other clients appreciate this approach and our track record supports our commitment to finish under budget. We promote open and transparent discussions to establish a scope and budget that meets our mutual interests and optimally serves the Project. We encourage DSRSD to ask questions about our fee schedule and scope.



DUBLIN SAN RAMON SERVICES DISTRICT
PRIMARY SEDIMENTATION EXPANSION AND IMPROVEMENTS PROJECT (CIP 17-P004)
Covello A PSOMAS Company
Construction Management Proposed Budget

		Hours	Construction																								Closeout		
			1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24			
Covello Direct Labor Hours Total		NTP																										1	2
Principal/Project Manager	C.Davenport	984	80	80	80	80	32	32	32	32	32	32	32	32	32	32	32	32	32	32	32	32	32	32	32	24	16	16	
Construction Manager	A.Deal	3,168	8				40	160	160	160	160	160	160	160	160	160	160	160	160	160	160	160	160	160	160	80	80	80	
Office/Field Engineer	TBD	416			64	64	32																	32	32	64	64		
Inspector	TBD	3,568	80	80	160	160	160	160	160	160	160	160	160	160	160	160	160	160	160	160	160	160	120	120	120	32	16		
Administrative Assistant	TBD	112	8	4	4	4	4	4	4	4	4	4	4	4	4	4	4	4	4	4	4	4	4	4	4	4	4	8	

* note 3

* note 3

Covello Direct Labor	Hours	Rate	Amount
Principal/Project Manager	C.Davenport	984	\$ 228
Construction Manager	A.Deal	3,168	\$ 135
Office/Field Engineer	TBD	416	\$ 120
Inspector	TBD	3,568	\$ 155
Administrative Assistant	TBD	112	\$ 95
Subtotal Covello Labor			\$ 1,265,632

Subconsultants		
Materials Testing	Allowance	\$ 50,000
Coatings - BACC	Allowance	\$ 30,000
Markup on Consultants	5%	\$ 4,000
Subtotal Subconsultants		\$ 84,000

Other Direct Costs		
3% Escalation* note 3	Budget	\$ 23,600
Copier and Supplies, \$300/month	Allowance	\$ 7,200
Subtotal Other Direct Costs		\$ 30,800

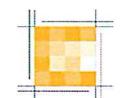
Total \$ 1,380,432

11.1%

Based on Construction Bid Cost of \$12.45 million

Notes:

1. Covello's rates include all office expenses for home office telephone, facsimile, computers, in-house reproduction, travel in the Bay Area in personal vehicles.
2. Covello proposes to use the Bldg D office for CM staff.
3. Covello annually adjusts salaries in January for the following fiscal year and so our proposal includes budget amount for 3% rate escalation.*
4. Extraordinary expenses, such as travel outside of the Bay Area and outside reproduction are invoiced at cost.
5. Covello charges for one-way Bay Area travel for work involving less than eight hours billed in one day.
6. Subconsultants are invoiced at cost plus 5%.



COVELLO
A PSOMAS COMPANY



TITLE: Approve Fund Limit Increase to the Local Wastewater Expansion (Fund 220) for Fiscal Year Ending 2019

RECOMMENDATION:

Staff recommends the Board of Directors approve, by Resolution, an increase to the fund limit of the Local Wastewater Expansion (Fund 220) for fiscal year ending 2019 by \$213,110, a change from \$0 to \$213,110.

SUMMARY:

The Local Wastewater Expansion (Fund 220) for fiscal year ending (FY) 2019 is currently set at \$0, as local wastewater expansion projects were not expected to be active for this fiscal year during budget preparation. However, several ongoing projects, which are partially funded by Fund 220, have experienced changes in schedule. With the extension of these projects into FYE 2019, the fund limit for Fund 220 for FYE 2019 will be exceeded.

In the table below, ongoing projects continuing (or carried over) into FYE 2019 are listed. Their anticipated impact on Fund 220 during FYE 2019 are shown—a total of \$213,220, which matches with the savings in the prior fiscal year. Overall budgets for these projects have been approved under the 10-year Capital Improvements Program and no project budget increases are requested.

CIP Project	Project	220 Split	FY18 Fund 220 Budget	FY18 Fund 220 Expenditures	FY19 Adjustment Needed
Corporation Yard and Administrative Facilities	16-A005	5%	\$ 12,500	\$ 4,143	\$ 8,357
Field Operations Facility Security Systems Improvements	18-A001	5%	\$ 2,500	\$ -	\$ 2,500
Wastewater Collection System Master Plan Update and Connection Fee Study	16-S001	75%	\$ 513,750	\$ 315,347	\$ 198,403
Dougherty Road Utilities	15-W004	5%	\$ 5,580	\$ 1,730	\$ 3,850
Total			\$ 534,330	\$ 321,220	\$ 213,110

The Wastewater Collection System Master Plan Project (CIP 16-S001) (Project) presents the greatest impact to the fund limit. The Project began in FYE 2018 and is still underway. This Project was budgeted for \$513,750 in FYE 2017. The project was anticipated to be completed in FYE 2018. However, completion of the Project has been delayed due to the detailed work required and the inclusion of the Local Capacity Fee Study in the scope. The Project is now scheduled for completion in FYE 2019 within the approved budget.

Staff requests a Fund 220 limit increase of \$213,110 for FYE 2019.

Originating Department: Engineering Services	Contact: S. Kolodzie	Legal Review: Not Required
Cost: \$213,110	Funding Source: Local Wastewater Expansion (Fund 220)	
Attachments: <input type="checkbox"/> None <input type="checkbox"/> Staff Report <input checked="" type="checkbox"/> Resolution <input type="checkbox"/> Ordinance <input type="checkbox"/> Task Order <input type="checkbox"/> Proclamation <input type="checkbox"/> Other (see list on right)	72 of 116	

RESOLUTION NO. _____

RESOLUTION OF THE BOARD OF DIRECTORS OF DUBLIN SAN RAMON SERVICES DISTRICT APPROVING AN INCREASE TO THE LOCAL WASTEWATER EXPANSION FUND LIMIT (FUND 220) FOR THE CAPITAL IMPROVEMENT PROGRAM BUDGET FOR FISCAL YEAR ENDING 2019

WHEREAS, the Board of Directors adopted the current Capital Improvement Program (CIP) Two-Year Budget for Fiscal Years Ending (FYEs) 2018 and 2019 on June 6, 2017, authorizing project and fund budgets for FYEs 2018 and 2019 to meet the District's capital infrastructure needs; and

WHEREAS, the Local Wastewater Expansion (Fund 220) expenditures for several projects were less than planned in FYE 2018 and greater than planned in FYE 2019; and

WHEREAS, staff recommends an increase to the Local Wastewater Expansion (Fund 220) fund limit for FYE 2019 by \$213,110, a change from \$0 to \$213,110.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF DUBLIN SAN RAMON SERVICES DISTRICT, a public agency located in the Counties of Alameda and Contra Costa, California, as follows:

1. The fund limit for the Local Wastewater Expansion (Fund 220) for FYE 2019 is hereby increased by \$213,110, a change from \$0 to \$213,110; and

2. This approved increase to the Fund Limit to the Local Wastewater Expansion (Fund 220) shall be incorporated into the Capital Improvement Program Two Year Budget for FYEs 2018 and 2019.

ADOPTED by the Board of Directors of Dublin San Ramon Services District, a public agency in the State of California, Counties of Alameda and Contra Costa, at its regular meeting held on the 16th day of October, 2018, and passed by the following vote:

AYES:

NOES:

ABSENT:

Georgean M. Vonheeder-Leopold, President

ATTEST: _____
Nicole Genzale, District Secretary



TITLE: Approve DERWA Recycled Water Plant – Phase 2 Project (CIP 16-R014) Budget Adjustments for Fiscal Years Ending 2018 and 2019

RECOMMENDATION:

Staff recommends the Board of Directors approve, by Resolution, the following fund limit and budget adjustments for fiscal years ending 2018 and 2019:

- 1) An increase to the Water Expansion (Fund 620) fund limit
- 2) A decrease to the Regional Wastewater Replacement (Fund 310) fund limit
- 3) An increase to the project budget for the DERWA Recycled Water Plant – Phase 2 Project (CIP 16-R014) by \$515,000 from \$18,831,000 to \$19,346,000 to cover the cost of replacing the three existing VFDs at Pump Station R1 at the same time two new VFDs are added for the Project
- 4) A decrease to the project budget for the Pump Stations VFD Replacements Project (CIP 13-S004) by \$515,000 from \$2,045,477 to \$1,530,477 in acknowledgement that the planned replacement of the three existing VFDs at PSR1 will be completed as part of the DERWA Recycled Water Plant – Phase 2 Project (CIP 16-R014)

SUMMARY:

On December 6, 2016, the Board of Directors awarded a \$13.149 million base bid contract to C. Overaa & Co. (Overaa) to construct the DERWA Recycled Water Plant – Phase 2 Project (CIP 16-R014) (DERWA RWP Project). The DERWA RWP Project includes the addition of two new pumps with variable frequency drives (VFDs) to Pump Station R1, which currently has three existing pumps and VFDs. The three existing VFDs were budgeted separately for replacement through the Pump Stations VFD Replacements Project (CIP 13-S004).

During the pre-construction project review, staff determined that replacing the three existing VFDs concurrently with the installation of the two new VFDs would result in greater operational reliability for the expanded Recycled Water Plant. By replacing the three existing VFDs at the same time that the two new VFDs are added, all five VFDs are ensured to be the same, installed uniformly and under warranty by one general contractor. All five VFDs would have the same operations and maintenance requirements, including stocking of the same replacement parts.

On December 7, 2017, the Board of Directors authorized staff to implement a construction contract change order to the DERWA RWP Project to include the replacement of the existing VFDs. The cost of the change order was estimated to be \$515,000, so by the same resolution, the Board of Directors also approved an increase to the construction change order contingency for the DERWA RWP Project from \$900,000 to \$1.415 million.

In late February 2018, the DERWA RWP Project was awarded \$2.5 million in a principal forgiveness loan through the California State Water Resources Control Board's Clean Water State Revolving Fund and the Environmental Protection Agency's Green Project Reserve. To streamline financial reporting and ensure compliance with the state's reporting requirements for the state loan, staff recommends that the Board of Directors authorize a transfer of funds between the two subject projects. Thus, all project costs are consolidated under the DERWA RWP Project.

While there is zero net impact to the total Capital Improvement Program budget for fiscal years ending 2018-2019, the subject projects are budgeted in two separate Capital Improvement Program Funds. DERWA RWP Project is budgeted in the Water Expansion (Fund 620). The VFD Replacements Project is budgeted in the Regional Wastewater Replacement (Fund 310), with an offsetting reimbursement from DERWA for the cost of replacing the existing DERWA VFDs. This also necessitates a request that the Board of Directors increase the Water Expansion (Fund 620) fund limit and decrease the Regional Wastewater Replacement (Fund 310) fund limit.

Originating Department: Engineering Services	Contact: R. Mutobe	Legal Review: Not Required
Cost: \$0	Funding Source: N/A	
Attachments: <input type="checkbox"/> None <input type="checkbox"/> Staff Report <input checked="" type="checkbox"/> Resolution <input type="checkbox"/> Ordinance <input type="checkbox"/> Task Order <input type="checkbox"/> Proclamation <input type="checkbox"/> Other (see list on right)		74 of 116

RESOLUTION NO. _____

RESOLUTION OF THE BOARD OF DIRECTORS OF DUBLIN SAN RAMON SERVICES DISTRICT APPROVING AN INCREASE TO THE WATER EXPANSION FUND LIMIT (FUND 620) AND A DECREASE TO THE REGIONAL WASTEWATER REPLACEMENT FUND LIMIT (FUND 310) FOR THE CAPITAL IMPROVEMENT PROGRAM TWO-YEAR BUDGET FOR FISCAL YEARS ENDING 2018 AND 2019 AND APPROVING AN INCREASE TO THE DERWA RECYCLED WATER PLANT – PHASE 2 PROJECT (CIP 16-R014) BUDGET BY \$515,000 AND A DECREASE TO THE PUMP STATION VFD REPLACEMENTS PROJECT (CIP 13-S004) BY \$515,000 TO REPLACE THE VARIABLE FREQUENCY DRIVES AT PUMP STATION R1 (PSR1)

WHEREAS, the DSRSD Board of Directors adopted the current Capital Improvement Program (CIP) Two-Year Budget for Fiscal Years Ending (FYEs) 2018 and 2019 on June 6, 2017, authorizing project and fund budgets for FYEs 2018 and 2019 to meet the District's capital infrastructure needs; and

WHEREAS, on December 6, 2016, the DSRSD Board of Directors awarded the construction contract agreement for the DERWA Recycled Water Plant – Phase 2 Project (CIP 16-R014) (DERWA RWP Project) for the base bid amount of \$13,149,000 with C. Overaa & Co.; and

WHEREAS, at the time of award the DSRSD Board of Directors authorized the General Manager to approve change orders up to approximately 7% of the total construction contract base bid amount not to exceed \$900,000; and

WHEREAS, the Pump Station VFD (variable frequency drive) Replacements Project (CIP 13-S004) (VFD Replacements Project) was appropriated \$515,000 for the replacement of three existing VFDs at Pump Station R1 (PSR1); and

WHEREAS, the DERWA RWP Project includes the addition of two new pumps with VFDs to PSR1; and

WHEREAS, replacing the three existing VFDs concurrently with the installation of the two new VFDs provides greater operational reliability for the expanded recycled water treatment facilities, standardizes operations and maintenance requirements, including stocking of the same replacement parts, and ensures consistent installation and warranty under one general contractor; and

WHEREAS, on December 5, 2017, the DSRSD Board of Directors approved Resolution No. 63-17 authorizing staff to implement a change order to the DERWA RWP Project to replace the VFDs at PSR1 and increasing the Project's change order contingency by \$515,000 to \$1.415 million total; and

WHEREAS, in February 2018, the DERWA RWP Project was awarded \$2.5 million in a principal forgiveness loan through the California State Water Resources Control Board Clean Water State Revolving Fund and the Environmental Protection Agency's Green Project Reserve; and

WHEREAS, the District wishes to capture all costs associated with the DERWA RWP Project under that CIP project, to streamline financial reporting and ensure compliance with the state's

Res. No. _____

reporting requirements for project funding; and

WHEREAS, the replacement of the existing three existing VFDs were budgeted in the Regional Wastewater Replacement (Fund 310), with reimbursement from DERWA; and

WHEREAS, the inclusion of the replacement of the three existing VFDs into the DERWA RWP Project requires a decrease in the budget for the VFD Replacement Project and the Regional Wastewater Replacement (Fund 310) fund limit; and

WHEREAS, the inclusion of the replacement of the three existing VFDs into the DERWA RWP Project, which is budgeted under the Water Expansion (Fund 620), requires an increase in the DERWA RWP Project budget and the Water Expansion (Fund 620) fund limit.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF DUBLIN SAN RAMON SERVICES DISTRICT, a public agency located in the Counties of Alameda and Contra Costa, California, that the following is hereby approved and incorporated into the CIP Two-Year Budget for Fiscal Years Ending 2018 and 2019 in accordance with the project description sheets (Exhibit A):

1. The fund limit for the Water Expansion (Fund 620) is hereby increased by \$515,000, from \$6,223,152 to \$6,738,152.

2. The fund limit for the Regional Wastewater Replacement (Fund 310) is hereby decreased by \$515,000, from \$5,126,225 to \$4,611,225.

3. The project budget for the DERWA Recycled Water Plant – Phase 2 Project (CIP 16-R014) is increased by \$515,000, from \$18,831,000 to \$19,346,000.

4. The project budget for the Pump Stations VFD Replacements Project (CIP 13-S004) is hereby decreased by \$515,000, from \$2,045,477 to \$1,530,477.

ADOPTED by the Board of Directors of Dublin San Ramon Services District, a public agency in the State of California, Counties of Alameda and Contra Costa, at its regular meeting held on the 16th day of October, 2018, and passed by the following vote:

AYES:

NOES:

ABSENT:

Georgean M. Vonheeder-Leopold, President

ATTEST: _____
Nicole Genzale, District Secretary

DSRSD CIP 10-Year Plan for FYEs 2018 through 2027**CATEGORY: WATER SYSTEM****Water Expansion (Fund 620)****CIP No. 16-R014 DERWA Recycled Water Plant - Phase 2****Funding Allocation:** 100% 620**Project Manager:** Robyn Mutobe**Status:** Continuing Project**Project Summary:**

This DERWA project will expand the DERWA Water Recycling Plant from its design capacity of 9.7 mgd to 16.5 mgd. The project will add a new sand screen and ballasted flocculating clarifier and additional tertiary influent pumps, ultraviolet disinfection modules, and Pump Station R1 pumps. DSRSD will be responsible for the design and construction of the facility expansion. Per the Agreement for the Sale of Recycled Water by DERWA to DSRSD and EBMUD and the DERWA Pleasanton Agreement, cost of the project will be funded in the same proportion as allocation of future incremental capacity rights.

CEQA: CEQA Addendum to 1996 Dublin San Ramon Valley Recycled Water Program EIR**Reference:** San Ramon Valley Recycled Water Facilities, July 1996; Dublin Recycled Water Expansion Project, Title XVI Feasibility Study, Draft DERWA Recycled Water Treatment Facilities Plan, July 2015.**Fund Allocation Basis:** Project in support of future water customers.**10-Year Cash Flow and Estimated Project Cost:**

Prior	FYE 18	FYE 19	FYE 20	FYE 21	FYE 22	FYE 23	FYE 24	FYE 25	FYE 26	FYE 27	Future
10,517,843	7,985,000	843,157	0	0	0	0	0	0	0	0	0

Total Estimated Project Cost **\$19,346,000** **DSRSD Net Cost: \$8,662,260**

Current Adopted Budget \$18,831,000

Increase/(Decrease) \$515,000 Other Funding: DERWA project; cost share based on facility capacity allocation: DSRSD 46%, EBMUD 27%, Pleasanton 27%. Expected reimbursement of \$10,168,740



DSRSD CIP 10-Year Plan for FYEs 2018 through 2027

CATEGORY: RESOURCE RECOVERY FACILITIES

Regional Wastewater Replacement (Fund 310)

CIP No. 13-S004 Pump Stations VFD Replacements

Funding Allocation: 100% 310

Project Manager: Rudy Portugal

Status: Continuing Project

Project Summary:

The project will replace 17 Robicon brand variable frequency drives (VFD) which are used to control pump speed and flow at District facilities. The existing VFDs are currently functioning; however, Robicon went out of business several years ago and no other company picked up support of their product line. Replacement parts cannot be found and there is no technical support. Some of the pumps that are using these VFDs are very important and the District cannot have them out of service. The most important pumps that have these VFDs are the influent pumps, the effluent pumps, and the recycled water pump station PSR1. The recycled pump station is a DERWA facility and the cost for that replacement will be reimbursed to the District.

CEQA: Categorical Exemption [CEQA Guideline 15302]

Reference:

Fund Allocation Basis: Project is required to replace or rehabilitate existing regional wastewater fund assets.

10-Year Cash Flow and Estimated Project Cost:

Prior	FYE 18	FYE 19	FYE 20	FYE 21	FYE 22	FYE 23	FYE 24	FYE 25	FYE 26	FYE 27	Future
272,477	490,700	22,300	745,000	0	0	0	0	0	0	0	0

Total Estimated Project Cost \$1,530,477 DSRSD Net Cost: \$1,534,108

Current Adopted Budget \$2,045,477 Other Funding: DERWA pays for PSR1 portion which is 25% of the cost Increase/(Decrease) (\$515,000) of the project





TITLE: Receive Update on Operations Department Activities

RECOMMENDATION:

Staff recommends the Board of Directors receive an update on Operations Department Activities.

SUMMARY:

The Operations Department staff from its six divisions (Field Operations, Plant Operations, Mechanical Maintenance, Electrical & Automation, Laboratory & Technical Services, and Operations Support Services) will provide an update on some of the important activities, milestones, and achievements during the first quarter of fiscal year ending 2019.

Originating Department: Operations	Contact: J. Carson	Legal Review: Not Required
Cost: \$0	Funding Source: N/A	
Attachments: <input type="checkbox"/> None <input type="checkbox"/> Staff Report <input type="checkbox"/> Resolution <input type="checkbox"/> Ordinance <input type="checkbox"/> Task Order <input type="checkbox"/> Proclamation <input checked="" type="checkbox"/> Other (see list on right)	Attachment 1 – Operations presentation	

OPERATIONS DEPARTMENT

FYE 2019 FIRST QUARTER HIGHLIGHTS

October 16, 2018 Board Meeting

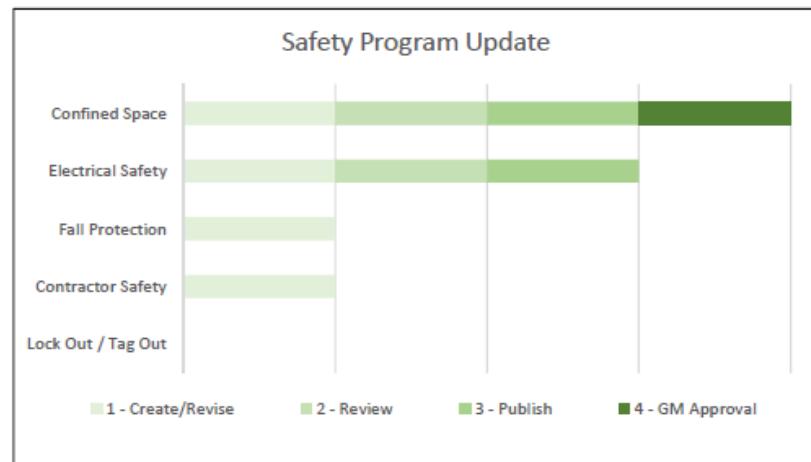
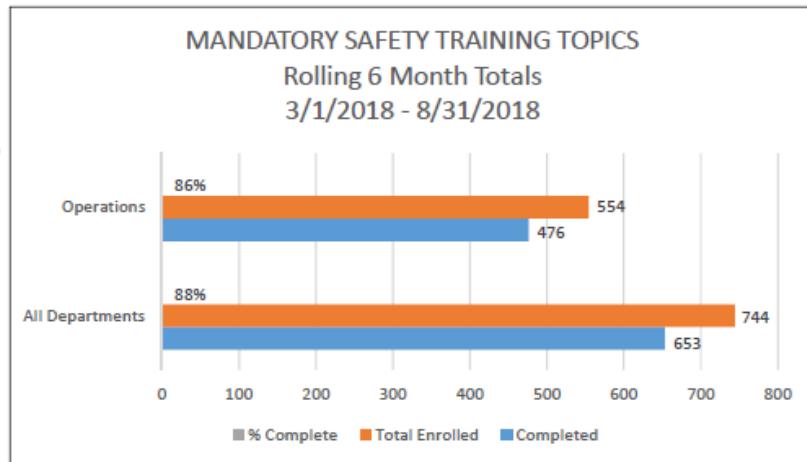


**Dublin San Ramon
Services District**

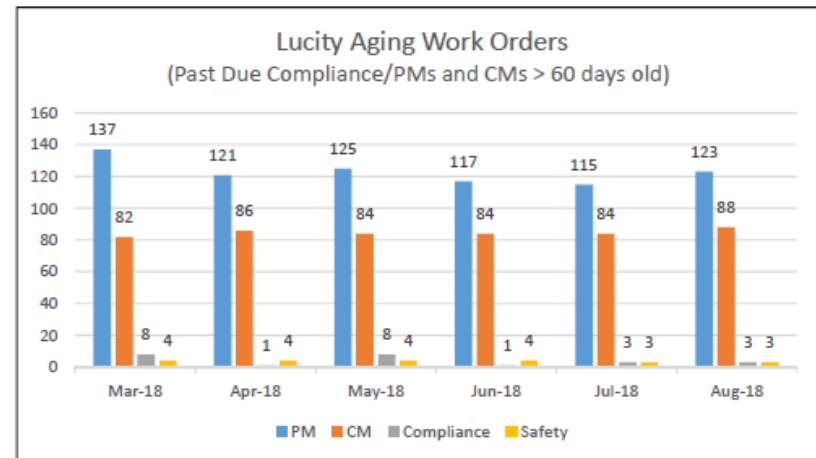
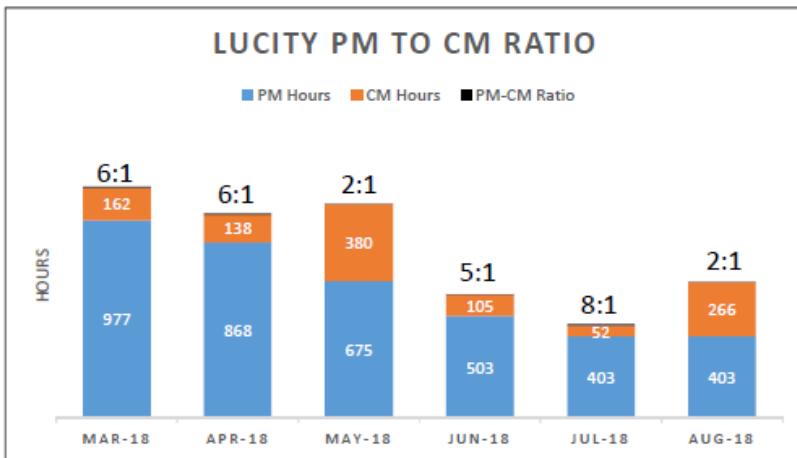
Water, wastewater, recycled water

Operations Department Metrics for August 2018

Safety

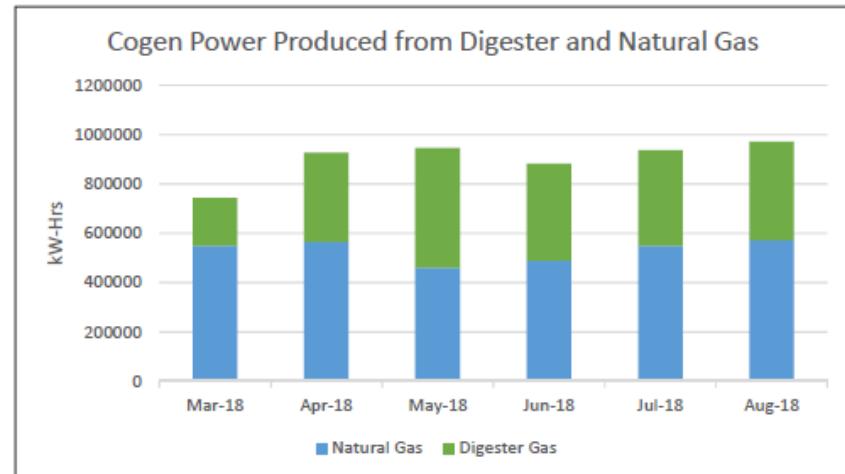
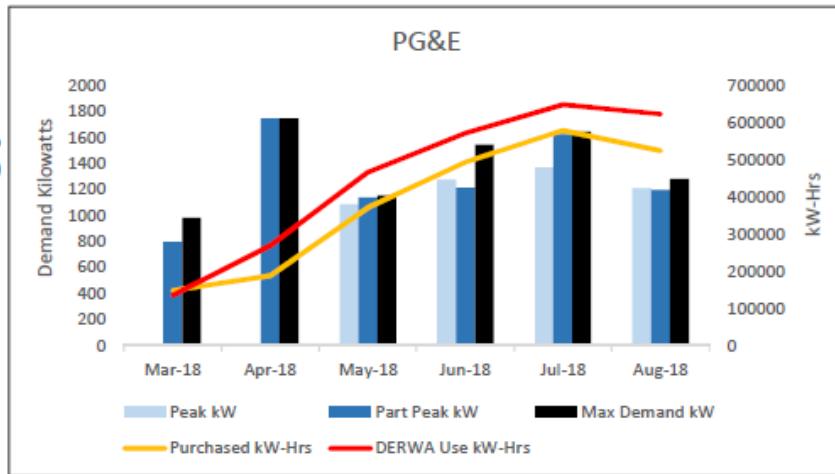


CMMS

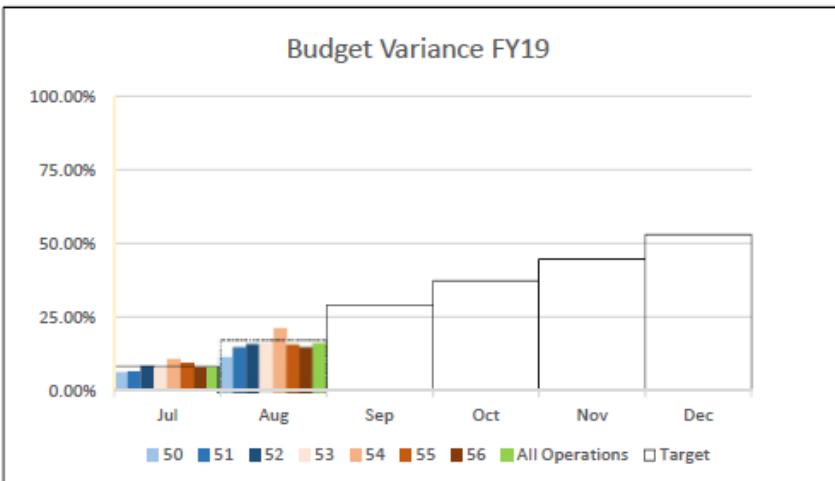


Operations Department Metrics for August 2018

Energy



Finance



Capital Outlay Purchase Status

Div	Asset description	FY19 Budget	PO #	PO Amount	Spent	Budget Balance
51	CCTV Equipment for truck #82 (midcycle carryover from FYE18 + addtl \$)	\$225,000				\$225,000
51	Ford F-150 for additional FOF staff (midcycle adj)	\$45,000				\$45,000
52	Replace Secondary Tank Drainage Pump	\$70,000				\$70,000
52	Ammonia Phosphorus Online Analyzers (1 per yr)	\$40,000				\$40,000
53	Cap Water Pump	\$22,000	01008828	\$26,204		\$22,000
53	Primary Scum Pumps (3 x \$20,000/each)	\$60,000				\$60,000
53	Golf utility cart for new mechanic (added/approved 7/17/18 BOD)	\$13,600	01009709	\$13,595	\$13,595	\$5
53	Thickened Sludge Pump 1 (added 7/17)	\$19,200	01009372	\$18,742	\$18,742	\$458
53	Building H Roof (Grk Building) (added 7/17/18)	\$25,000	01009452	\$21,889	\$21,889	\$3,111
53	Replacement Heat Exchangers Cogen (added 7/17/18)	\$120,000		\$30,606	\$32,275	\$87,725
53	Aeration Control Valve Actuator Assemblies (10) (added 7/17/18)	\$150,000	various	\$132,913	\$146,249	\$3,751
54	Ford F-250 for additional senior electrician (midcycle adj)	\$50,000	01009670	\$44,965		\$50,000
54	Spare Cogen Circuit Breaker	\$30,000				\$30,000
		\$869,800		\$288,914	\$232,750	\$637,050

OPERATIONS SUPPORT SERVICES

Safety | Security | Emergency Preparedness | Administration | Asset Management

■ ASSET MANAGEMENT

- New Lucity ID Tags at the WWTP
 - Completed DAFT (52 new tags)
 - Secondary's and Actiflo in progress
- Lucity Mobile App
 - Create Work Request/Work Order
 - Equipment Information
 - Equipment O&M
- DEMO

DAFT SOUTH PIT SUMP PUMP 1
MOTOR



30-616-5830-MTR-01

Electrical, Instrumentation, and SCADA



WWTP Aeration Basins Air Flow Control Valves



Secondary Clarifier #4 Low Level Float Switch Replacement

Electrical, Instrumentation, and SCADA

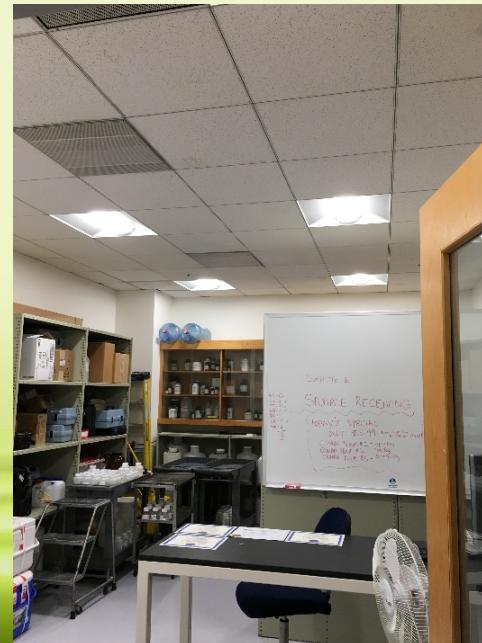
WWTP and DERWA SCADA Upgrades



Electrical, Instrumentation, and SCADA

■ Ongoing and New Projects

- FSL programmable logic controller (PLC) upgrade and remaining FSL valve actuators upgrade
- FOD heat detectors installation (complete)
- WWTP SCADA servers upgrade and new web servers
- SLSS PLC upgrade
- LED lighting upgrades



Plant Operations

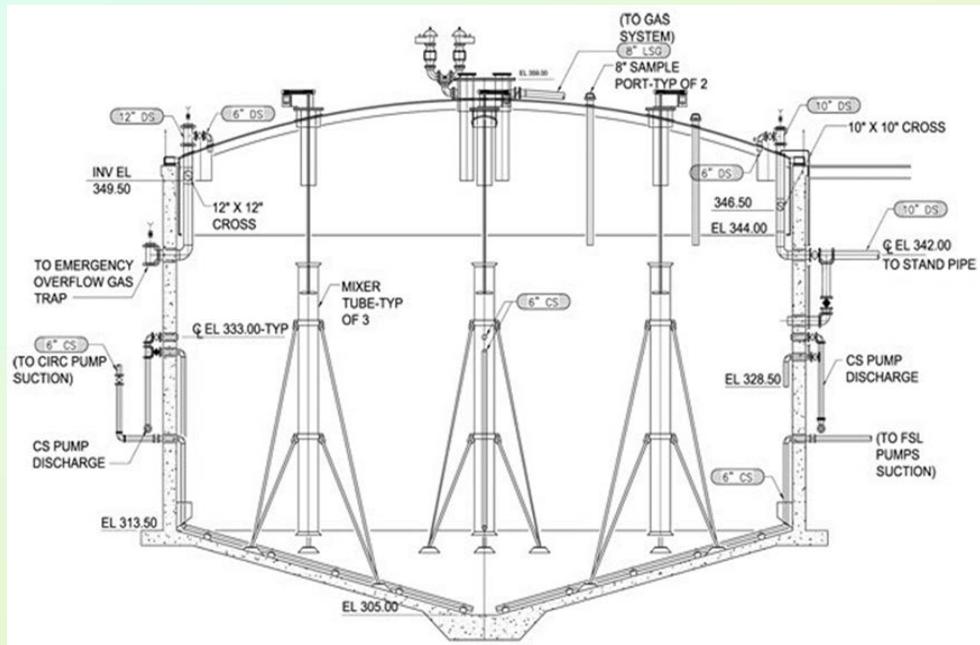
Wastewater Treatment



- Completed “dozens” of shutdowns to tie-in Digester 4 and new FOG receiving station.
- Completed harvesting 8,526,689 gallons or 36,561 cubic yards of sludge for FSL#1
- Took Secondary Clarifiers 1 thru #4 out of service



Digester #4

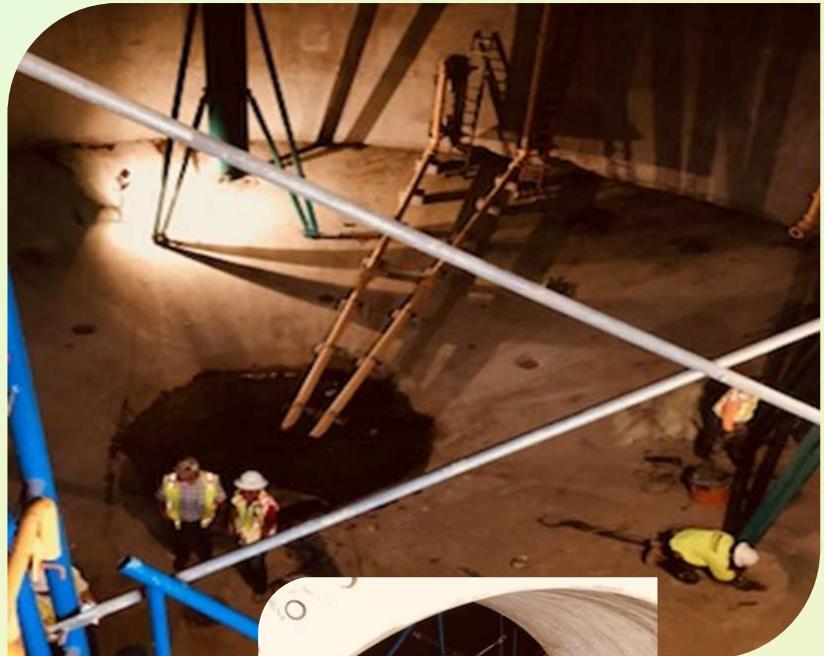
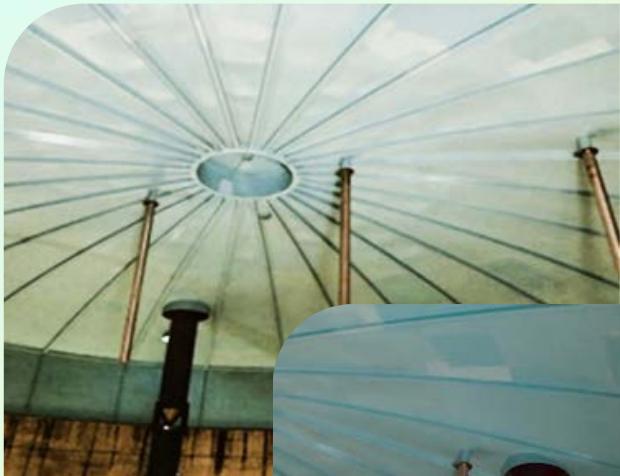


70 feet diameter
37.5 ft side wall height
33 ft side wall depth

1,000,000 gallon capacity
15,000 gallon FOG Tank



Digester #4



Plant Operations

DERWA

- Start-Up – Testing/training upgraded ultraviolet disinfection system
- Start-Up – Testing/training - Actiflo
- Start up – testing/training of new PSR1 Recycled Water Pumps
- Creating work orders for new DERWA equipment
- Creating work orders for new regulatory requirements
- Last 12 months recycled 43.2 % of flow
 - May - 58%
 - June - 77%
 - July - 80%
 - August - 75%
 - September – 50%
- Looking for geese chasers!!!!



Plant Operations

LAVWMA



- Conducting run test on overhauled Pumps 6, 8 and 10
- EBDA reporting good results on bacti sampling
- Plant Operators (mainly Kevin Lewis) completed about 40 PM work order per month in addition to all of the activities not on a PM work order
- Preparation for wet weather season 91 of 116

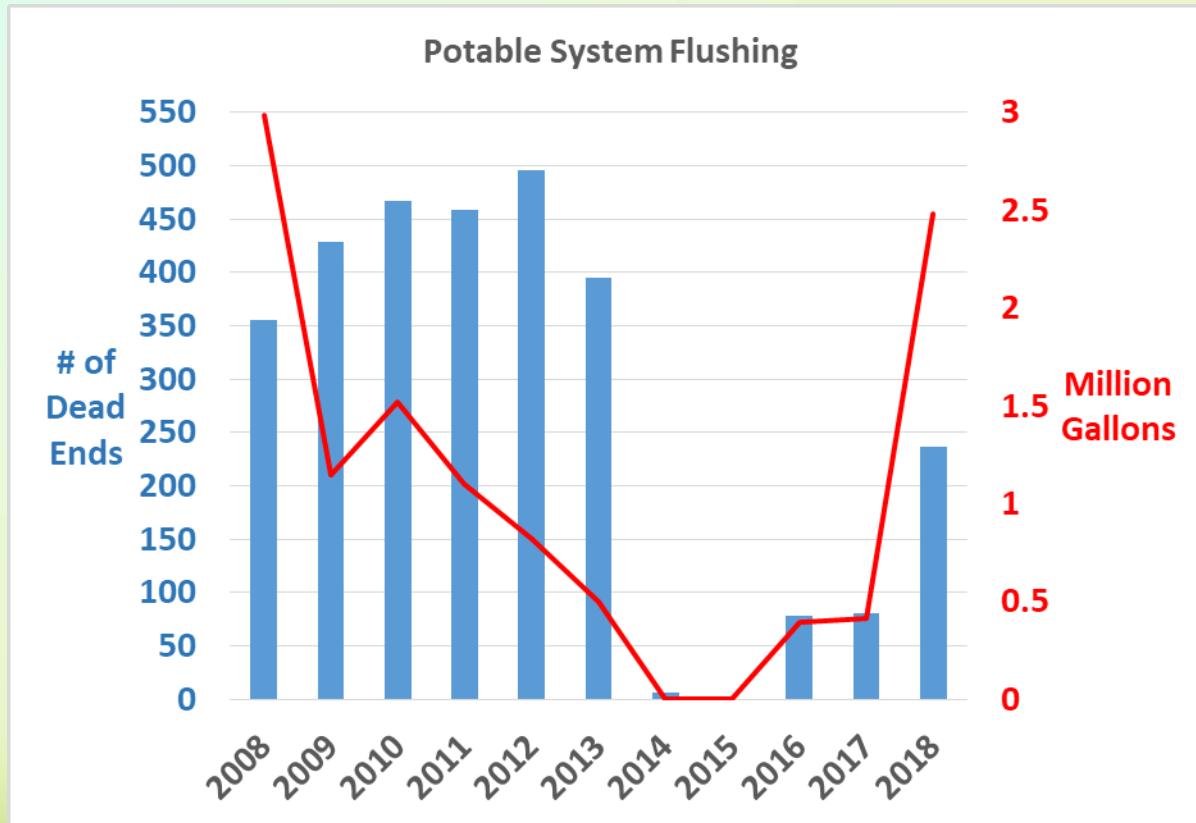
Field Operations

Operational Improvements

- Optimized potable water system operating profile to decrease water age
- Matched recycled water system operating profile to WWTP and Tassajara Tank cycles
- Reinstated potable system flushing program...with a couple twists

Field Operations

Preventative Maintenance



- 41% complete on annual dead end flushing
- All flushed water sent to plant for recycling!

Field Operations

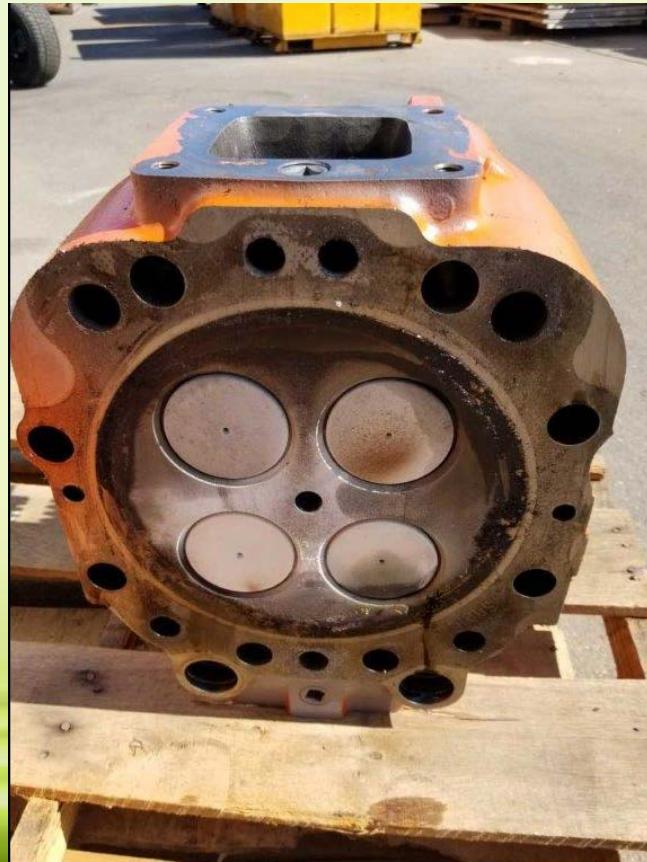
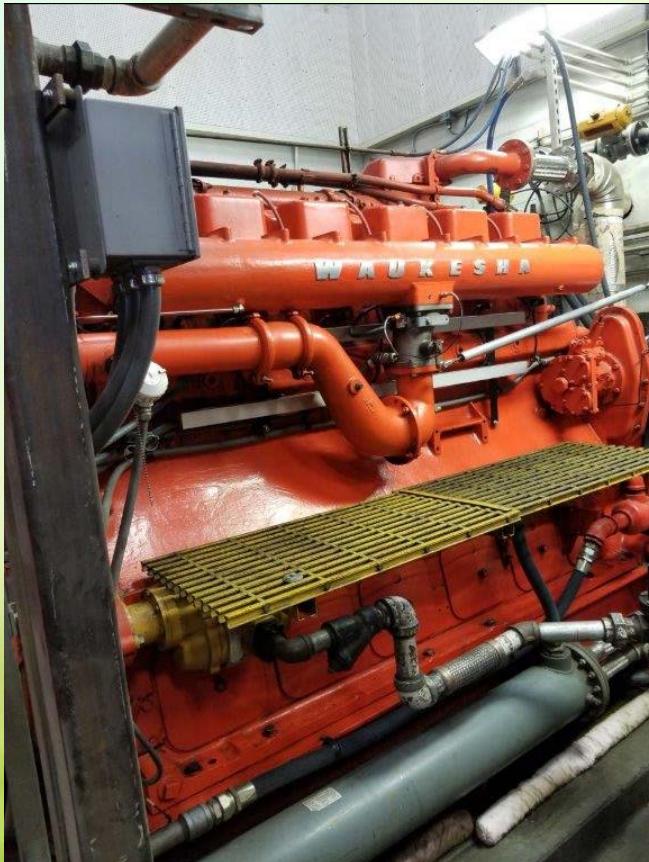
Reactive Repairs



Mechanical

Cogen Engine #1

Cylinder head was failing; Mechanical staff caught it early and had it fixed within a few hours, got the engine running and back on line before PG&E peak demand charges kicked-in.

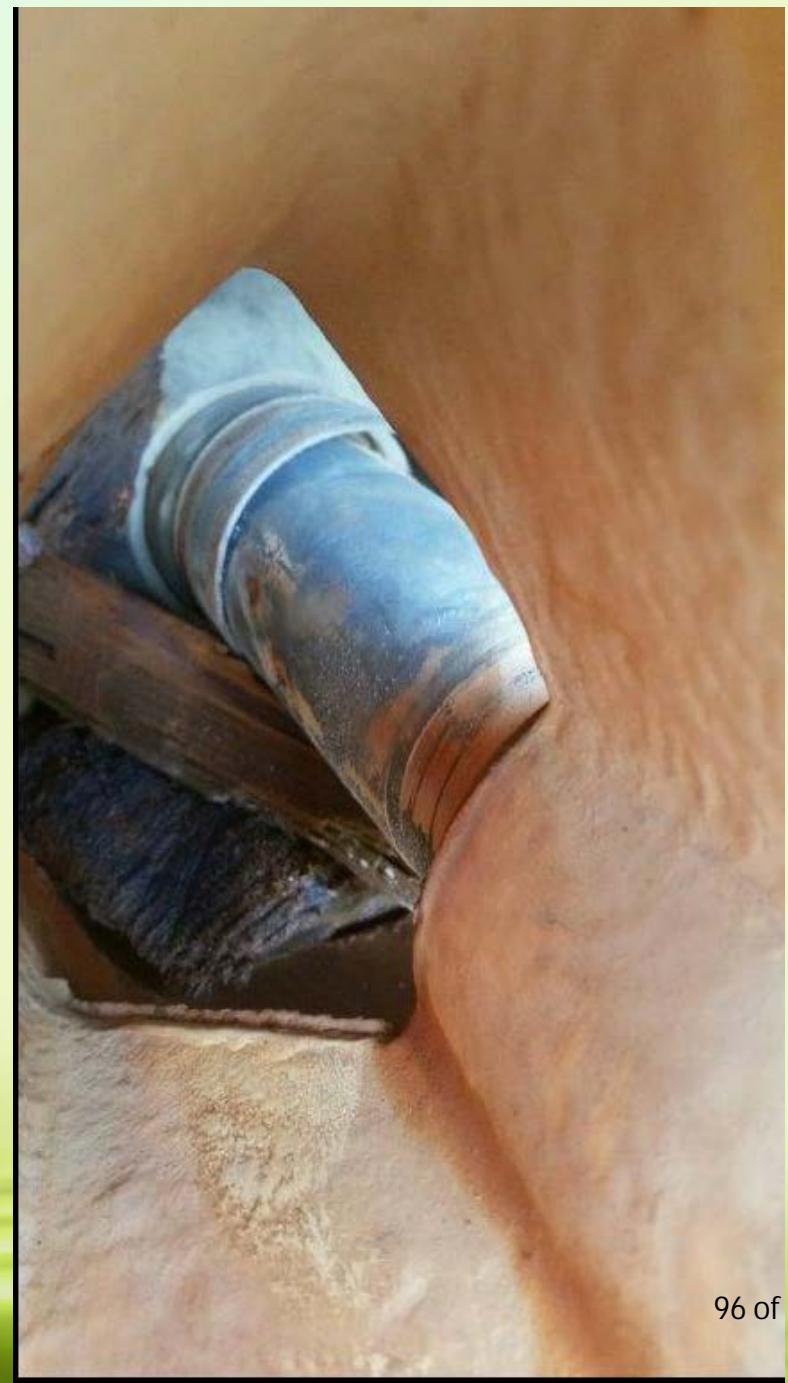


Mechanical

PS R200B – Pump #2

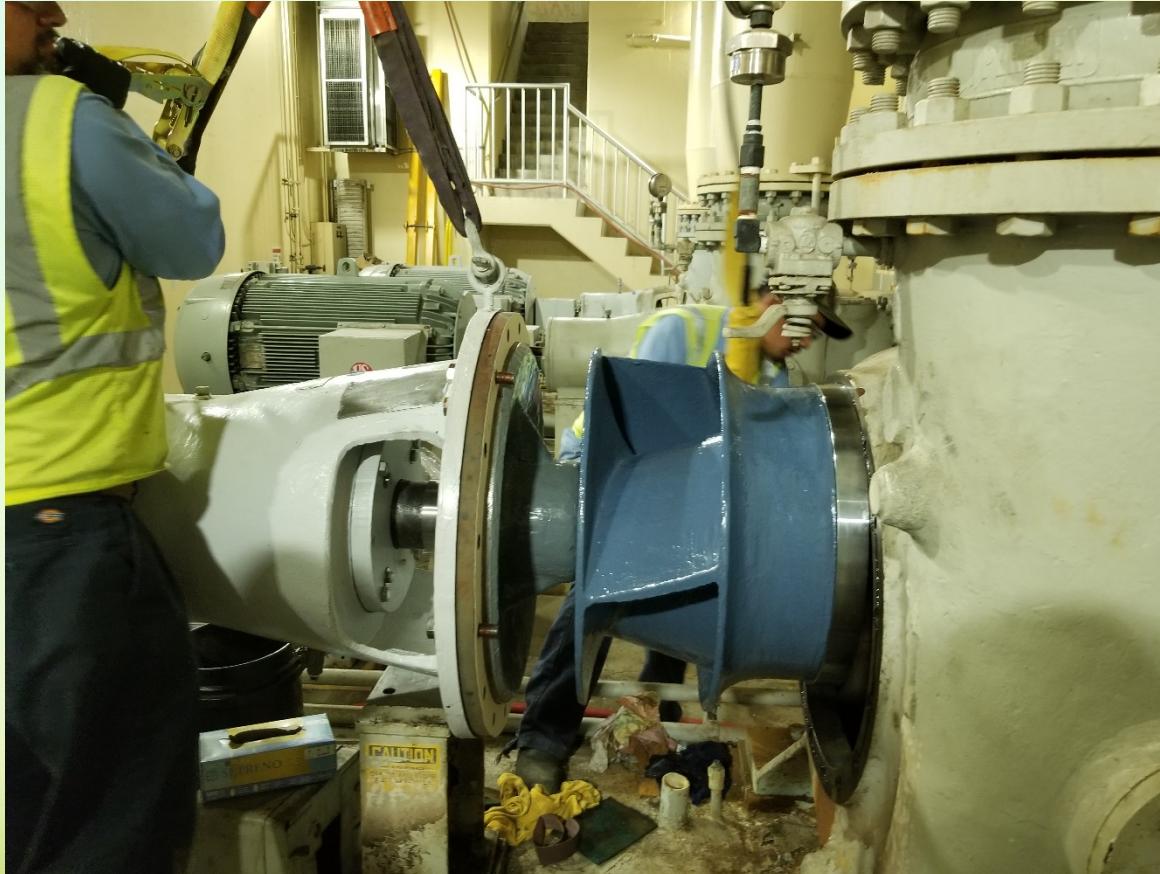
Piece of wood lodged into the pump impeller causing severe damage.

Motor and pump were removed, rebuilt, and installed back into service by Mechanical staff.



Mechanical

Influent Pump #3 Rehabilitation



Pump rebuilt and modernized from a packing pump to split mechanical seal design, with impeller coating done in-house.

Mechanical

Water Meter Transmitter Armor Mounting

New meters required a fragile plastic transmitter to be mounted to the unit. Solution was to make a secure yet serviceable enclosure.



Mechanical

Aeration Actuator/Valve Replacement



Maintenance and Electrical staff installed upgraded actuators and valves on two aeration basins.

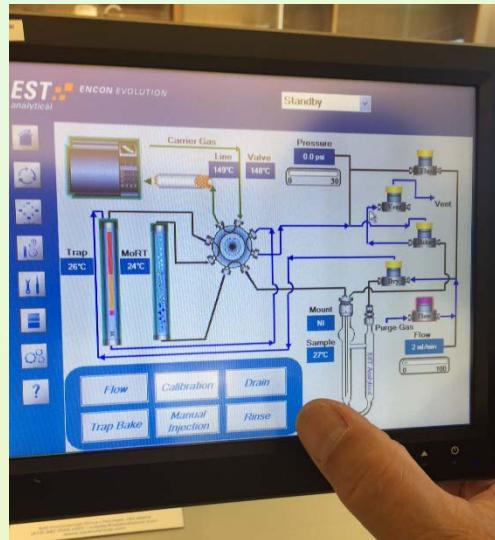
LABORATORY & ENVIRONMENTAL COMPLIANCE

Lab

- LIMS
 - Sample Receiving
 - Data Management
 - Reporting
- GeoTracker
- TNI Standard
- Certification
- Special Projects
 - UCMR4,
 - 2° Clarifiers
 - DERWA Well
 - Actiflo
 - Lead in Schools

EC

- Revised Local Limits
- Digester 4 FOG delivery
- New haulers & restaurants
- SSOs



New Purge and
Trap System



TITLE: Receive Presentation on the Water-Wise Gardening Workshop

RECOMMENDATION:

Staff recommends the Board of Directors receive a presentation on the Water-Wise Gardening Workshop.

SUMMARY:

On August 18, 2018, DSRSD and Zone 7 Water Agency hosted a Water-Wise Gardening Workshop in the Dublin Library's Community Room. Fifty-one adults attended the two-hour workshop and learned about sheet mulching and rebates; how to plant attractive, sustainable gardens; and how to reduce their water use with drought tolerant plantings.

Attendees received goodie bags with a low flow hose nozzle, a food/grease scraper, a DSRSD logo pen, and a cell phone screen cleaner. Also, attendees were entered into a raffle for a copy of the *Plants and Landscapes for Summer-Dry Climates of the San Francisco Bay Region* book produced by the East Bay Municipal Utility District several years ago.

Originating Department: Office of the General Manager	Contact: S. Stephenson	Legal Review: Not Required
Cost: \$0	Funding Source: N/A	
Attachments: <input type="checkbox"/> None <input type="checkbox"/> Staff Report <input type="checkbox"/> Resolution <input type="checkbox"/> Ordinance <input type="checkbox"/> Task Order <input type="checkbox"/> Proclamation <input checked="" type="checkbox"/> Other (see list on right)	Attachment 1 – Summary Activity Report on Water-Wise Gardening Workshop	



Event Water-Wise Gardening Workshop

Date Saturday, August 18, 2018

Audience District Service Area Residents

Description

DSRSD and Zone 7 Water Agency hosted a free Water Wise Gardening Workshop on Saturday, August 18, from 2:00 p.m. to 4:00 p.m. at the Dublin Library, Community Room. This fun and informative workshop was taught by water conservation experts and focused on how to create a beautiful, water-conserving landscape that can lower your water bills and save a precious resource.

Fifty-one adults attended the two hour workshop (56 customer's registered for the workshop, 14 customers from the waiting list were invited on 8/16/18 [of which 10 attended], and 10 walk-ins were accommodated). A reminder email was sent to all registrants on 8/16/18.

Communications Specialist II Lea Blevins welcomed the attendees and gave a brief overview of the District and where our water comes from. Zone 7 Water Agency Water Conservation Coordinator Robyn Navarra presented information on the Tri-Valley Water-Wise Gardening website and Zone 7 rebates from 2:15 p.m. – 2:35. Ecofolia Design Intern Laura Cornett presented “Reduce Landscape Water Use with Sheet Mulching” from 2:35 p.m. - 3:00 p.m., which demonstrated how to lose your thirsty lawn and turn it into an attractive, more sustainable garden with sheet mulching and efficient irrigation. Lastly, Armstrong Garden Center Manager David Roth taught participants which plants are best for water-wise gardening from 3:10 p.m. to 3:35 p.m. A ten minute break was taken mid-workshop and cookies were served.

For attendees who pre-registered DSRSD supplied goodie bags containing: a low flow hose nozzle, a food/grease scraper, a DSRSD logo pen and a DSRSD screen cleaner (for cell phones) with a FOG message. Pre-registered attendees were also entered into a raffle for a copy of a fabulous reference book donated and published by EBMUD, *Plants and Landscapes for Summer-Dry Climates of the San Francisco Bay Region* and drought tolerant plants supplied by Armstrong Garden Center and Ecofolia.

Publicity

The workshop was publicized through the DSRSD website homepage slide show; a large poster at the Dublin Library; flyers placed at strategic locations (Dublin City Hall, San Ramon City Hall, Dublin Senior Center, San Ramon Senior Center, Shannon Center, DV Community Center, San Ramon Recreation Center, San Ramon Library, DV Library, Dublin Library, Armstrong Garden Center, and to EcoFolia for distribution); a news



release distributed on 7/12/18 (Attachment #1); and a post on Nextdoor on 7/12/18 (Attachment #2). A Nextdoor reminder post on 8/9/18 upped the attendee count from 25 to 60 in a single day. The 60 registrants were asked how they found out about the workshop: 30 – Nextdoor, 13 – no response, 7 – newspaper, 3 – flyer (library), 2 – neighbor, 2 – KKIQ, 2 – website and 1 – CWA.

The flyer was also posted on the Zone 7 website and the KKIQ website. A *Helping Your Hometown* 1-minute radio announcement advertising the Workshop was aired 42 times on KKIQ during the week of August 6 – August 12. The PSA has a promotional value of \$2,500: <..\..\..\..\Community-Relations\Community Events - ONE TIME\Water-Wise Gardening Workshop 08-18-18\KKIQ Helping Your Hometown week of 8-3-18.mp3>

A Workshop survey (Attachment #3) was given to all attendees at registration. Eleven surveys were completed, (21.5 percent of attendees - see Attachment #4).

Materials Distributed

- How to Sign Up for AquaHawk Fliers
- Sheet Mulch It Fliers
- Sunset's, *Easy Waterwise Gardening* Magazines
- Bay Nature's, *Gardening for Wildlife with Native Plants* Magazines
- National Geographic's, *Water for Tomorrow (Volume One)* Magazines
- Wise Water Use Outdoor Booklets
- Recipe Cards for Household Cleaners

Relation to DSRD Standards

- Provide exceptional customer service.
- Comply with state water-use efficiency mandates and local water-use efficiency goals.
- Make it easy to understand DSRD roles, values, standards, proposed investments, and decisions.
- Identify, maintain and highlight key messages related to long-term planning, water reliability, efficiency, and water quality/public health.



Lessons Learned

- Twenty-five registered attendees were no shows. Reminder email was sent on 8/16/18.
- Get local water-wise gardening photos from Robyn Navarra for future presentations.
- Have a hand clicker for slideshow ease.
- Bring extension cords for laptop power and HDMI cable.
- Put down tarp/plastic for table(s) with plant displays.

Photos

(On the next page)



Left: Communications Specialist II Lea Blevins gives a brief overview of the District at the Water-Wise Gardening Workshop held on Saturday, August 18, 2018 at the Dublin Library.

Right: Ecofolia Design Intern Laura Cornett answers sheet mulching questions at the Water-Wise Gardening Workshop held on Saturday, August 18, 2018 at the Dublin Library.



Right: Zone 7 Water Agency Water Conservation Coordinator Robyn Navarra explains the Tri-Valley Water-Wise Gardening website and how to create your own “plant list” at the Water-Wise Gardening Workshop held on Saturday, August 18, 2018 at the Dublin Library. The workshop was sponsored by Zone 7 and DSRSD.



Left: Armstrong Garden Center (Dublin) Manager David Roth names and describes the watering needs of a variety of drought-tolerant plants at the Water-Wise Gardening Workshop held on Saturday, August 18, 2018 at the Dublin



Above and Below: Fifty-One customers attended the Water-Wise Gardening Workshop sponsored by Zone 7 Water Agency and DSRSD on Saturday, August 18, 2018 at the Dublin Library.





TITLE: Receive Update on the Electronic Content Management System Initiative

RECOMMENDATION:

Staff recommends the Board of Directors receive an update on the Electronic Content Management System (ECMS) initiative.

SUMMARY:

The District's electronic content management system, OnBase, is a powerful enterprise information platform that facilitates electronic records creation, storage, search, retrieval, retention management, and workflow process improvements. OnBase provides a myriad of features, tools, and efficiencies to advance how the District manages content and accomplishes its daily work.

Staff will provide an update to the Board describing current initiative status, achievements, and goals. This long-term initiative is coordinated by the Executive Services and Information Technology Services divisions and is fully budgeted in the Operating budget.

The ECMS initiative supports Strategic Plan Goal #7 - Aggressively develop an electronic records management program.

Originating Department: Office of the General Manager	Contact: N. Genzale	Legal Review: Not Required
Cost: \$0	Funding Source: N/A	
Attachments: <input type="checkbox"/> None <input type="checkbox"/> Staff Report <input type="checkbox"/> Resolution <input type="checkbox"/> Ordinance <input type="checkbox"/> Task Order <input type="checkbox"/> Proclamation <input checked="" type="checkbox"/> Other (see list on right)	Attachment 1 – ECMS presentation slides	

Enterprise Content Management System



1

Strategic goal #7

Aggressively develop an electronic records management program

October 16, 2018 Board Meeting

Document Statistics

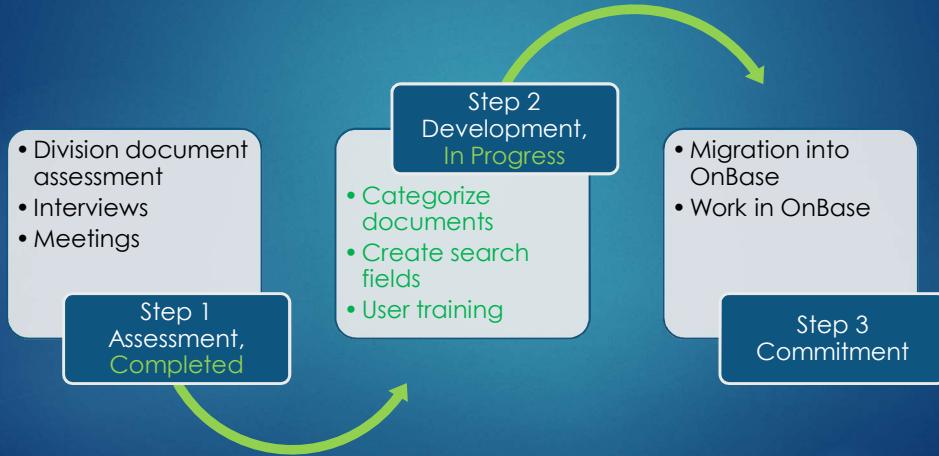
- ▶ Our physical records database has an inventory of 47,588 files (file folders) and 3,314 boxes
- ▶ Our network drive has 466,820 files in 58,260 folders, growing about 37% per year
- ▶ Our division assessment identified 648 document types
- ▶ Staff has imported 204,719 documents into OnBase to date



2

Project Plan

3



ECMS Achievements

4

- ▶ Three OnBase upgrades, from version 14 to 17
- ▶ OnBase training documentation
- ▶ New employee orientation to OnBase
- ▶ Content achievements
- ▶ Automated business process achievements



Content Achievements

5

- ▶ Division documents in system:
 - ▶ Accounting – financial reporting
 - ▶ Engineering – Capital Improvement Program (CIP), record drawings
 - ▶ Operations – regulatory reporting
 - ▶ Executive Services – agenda packets, executed Board documents
- ▶ Division assessments to identify documents, design categories, and analyze workflows



Automated Business Process Achievements

6

- ▶ Accounting Approval workflow
- ▶ Public Records Act (PRA) Request workflow
- ▶ Agenda Management module



OnBase Agenda

File Home Meeting

Save Meeting Delete Meeting Generate Document... Add Meeting Document Meeting Agenda Numbering Agenda Item Numbering Auto Outline Numbering Actions

Generate Agenda Item Packets Packet Export Agenda To Go & Voting Client... Publish Unpublish Create Minutes View New Agenda Item Copy Agenda Item Copy Multiple Items To... Supporting Document Generate Agenda Item Packet Agenda Minutes View

Dashboard Regular Meeting - 9/12/2018

Meeting Agenda

BUSINESS:

- 1.- CALL TO ORDER
- 2.- PLEDGE TO THE FLAG
- 3.- ROLL CALL/ROLL CALL
- 4.- SPECIAL ANNOUNCEMENTS/ACTIVITIES
- 5.- PUBLIC COMMENT
- 6.- REPORTS
 - 6.A.- Reports by Staff
 - 6.B.- Joint Powers Authority and Committee Reports
 - DSRSD/Central Contra Costa Sanitary District Liaison - September 4, 2018
 - 6.C.- Agenda Management (consider order of items)
- 7.- CONSENT CALENDAR
- 8.- T.A. - 8/21/2018 Draft Minutes
 - 9/18/2018 8/21/2018 DRAFT MINUTES
 - ✓ T.B. - Accept the Following Regular and Recurring Reports
 - ✗ T.C. - Revise Casting District Ballots Policy
 - ✓ T.D. - Revise Fraud in the Workplace Policy
- 8.- BOARD BUSINESS
 - 8.A.- ECMS Update
 - ✓ 8.B.- Unveiling of the Second Annual Report
 - ✓ 8.C.- Presentation on Zone 7's 2018 Water Supply Evaluation Update
 - 8.D.- Zone 7 Water Rates
 - ✓ 8.E.- Recycled Water Update
 - ✓ 8.F.- Adopt Revised Risk Management Policy
 - ✓ 8.G.- Approve Health Insurance Contribution for Calendar Year 2019 For Board of Directors
- 9.- BOARD MEMBER ITEMS
- 10.- CLOSED SESSION
 - ✓ 10.A. - General Manager Performance Evaluation
- 11.- REPORT FROM CLOSED SESSION
- 12.- ADJOURNMENT

Board Meeting - Meeting Information

Meeting Documents Meeting Detail Attendance

Type	Name	Date Stored	Published
Agenda Document	9/18/2018	9/10/2018 4:18 PM	No

Item Information

Pending Agenda Items Details

Accept the Following Regular and Recurring Reports Approved ✓

Agenda Item Title

Accept the Following Regular and Recurring Reports: Warrant List

Originating Department

Administrative Services

Department Contact

H. Chen

Agenda Section

BOARD Consent Calendar

Special Requests

Meeting Date

September 18, 2018

Calendar Year

2018

Meeting Type

Board Meeting

Submitter

CHEN

Department

Accounting

System Notification

1

Additional Reviewer

ATWOOD

Agenda Item

File Agenda Item Agenda Item Tasks

Task Queues + Return to Executive Services Remove Item from Workflow Sync Attachment Keywords

6 - Approved Items

Agenda Item

Owner Group: Administrative Services Target Meeting: 9/18/2018 - Regular Meeting Agenda Item Type: Agenda Item Meeting Type: Board Meeting

Item Information District Secretary

REMEMBER TO CHOOSE A TARGET MEETING DATE FROM THE PULLDOWN ABOVE

Agenda Item* Accept the Following Regular and Recurring Reports

Agenda Item Title* Accept the Following Regular and Recurring Reports: Warrant List

Originating Department* Administrative Services

Department Contact* H. Chen

Agenda Section* BOARD Consent Calendar

Recommended Action

Accept by Motion

Supporting Documents History Workflow History

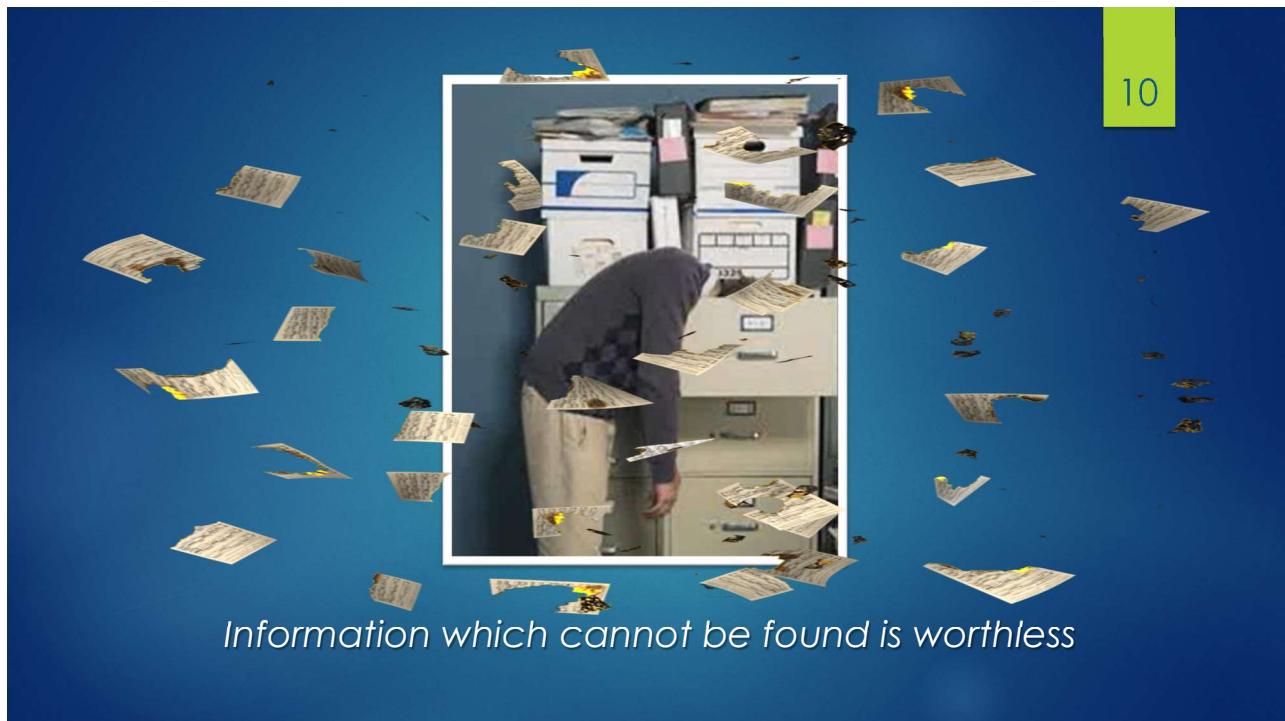
User	Time	Event
Nicole Genzale	9/11/2018 8:51 AM	Item Approved
Dan McIntyre	9/11/2018 7:40 AM	Sent for Executive Services for review.
Carol Atwood	9/10/2018 9:52 AM	Submitter sent the Write up to the GM for review.
Herman Chen	9/10/2018 8:56 AM	Sent to an Additional Reviewer: ATWOOD
Herman Chen	9/10/2018 8:43 AM	Write up was created and sent to the Submitter for review.

Future Goals



9

- ▶ Divisions shared goals:
 - ▶ Approve keywords and retention
 - ▶ Create standard operating procedures (SOPs) for OnBase
 - ▶ Develop keywords for additional global documents:
 - ▶ Standard operating procedures
 - ▶ Contracts/agreements
 - ▶ Presentations
 - ▶ Records Management and Document Retention modules
 - ▶ PRA workflow improvements
 - ▶ ITS OnBase application development



10

Information which cannot be found is worthless



TITLE: Approve District Sponsorship of the Dougherty Valley High School Robotics Club

RECOMMENDATION:

Director Howard recommends the Board of Directors approve, by Motion, sponsorship of the Dougherty Valley High School Robotics Club in an amount of at least \$500.

SUMMARY:

The Dougherty Valley High School Robotics Club (“Club”) recently contacted the District requesting club sponsorship. Dougherty Valley High School is located in San Ramon, within the District’s service area. Formed in 2009, the Club has more than 100 members. The Club assists students in acquiring skills in mechanical engineering, computer science, leadership, event organization, and teamwork – skills needed to run District facilities, and develop future strategies and tools to perform daily work and mitigate hazards. The team strives to instill students with a thorough understanding of STEM (Science, Technology, Engineering, and Math) and a passion for engineering.

Club funds are used to register for robotic competitions, purchase new parts and tools, host tournaments, and provide supervision. The Club’s sponsorship levels and sponsor benefits are described in Attachment 1. Additional Club and sponsorship information is available at: <http://www.dvhsrobotics.com/sponsors.html>.

Per the District Participation in Charitable Events and Community Service Activities policy (Attachment 2), participation in appropriate charitable activities must be sponsored by at least one member of the Board of Directors and presented to the Board for approval.

Originating Department: Board of Directors	Contact: Director P. Howard	Legal Review: Not Required
Cost: Minimum \$500	Funding Source: 900.10.10.000.2.270	
Attachments: <input type="checkbox"/> None <input type="checkbox"/> Staff Report <input type="checkbox"/> Resolution <input type="checkbox"/> Ordinance <input type="checkbox"/> Task Order <input type="checkbox"/> Proclamation <input checked="" type="checkbox"/> Other (see list on right)	<p>Attachment 1 – DVHS Robotics Club Sponsorship Packages</p> <p>Attachment 2 – District Participation in Charitable Events and Community Service Activities policy</p>	

SPONSORSHIP PACKAGES

Why invest?

We strive to expand our presence both on campus and in the robotics community where, we have already sent multiple teams to State and Worlds. We desperately need extra funding to for our team to continue to participate this year.

What we use the money for:

- ❖ Registering for VEX, entering competitions
- ❖ Purchasing new parts and tools
- ❖ Supporting more robots to allow for more teams and club members
- ❖ Hosting the DVHS robotics tournament





Policy

Policy No.: P200-18-2	Type of Policy: General
Policy Title: District Participation in Charitable Events and Community Service Activities	
Policy Description: Establishes criteria for District participation in charitable events and community service activities	
Approval Date: 8/19/2014	Last Review Date: 2018
Approval Resolution No.: 50-14	Next Review Date: 2022
Rescinded Resolution No.: 39-06	Rescinded Resolution Date: 9/5/2006

It is the policy of the Board of Directors of Dublin San Ramon Services District:

That the District participate in only those charitable events and community service activities, or projects which are determined to be in the interests of the communities served by the District, in view of its water, wastewater, and recycled water enterprise responsibilities, as well as its environmental stewardship role. Expenditures or commitments of resources by the District (including staff time) shall serve a District purpose, such as furthering its mission, providing publicity for District initiatives, enhancing outreach to the community, or increasing goodwill.

Participation in any such activity must be sponsored by at least one member of the Board of Directors and presented to the Board for approval, or is pre-authorized by the Board by virtue of being included in this policy and/or included in an approved Operating Budget. At a minimum, any such event shall bear some reasonable connection between it and the mission of the District, which connection shall be stated in the proposal.

The events and activities that are pre-authorized hereby are the following:

1. An event or activity that is directly or indirectly tied to the District or to matters within the jurisdiction of the District, including local, regional, and state events such as a job fair, science fair, a charitable fundraiser sponsored by an utility focused organization such as CASA, ACWA, WEF, etc.;
2. An event or activity that will provide an identifiable and reasonable return to the District in the form of publicity, outreach, or goodwill, in exchange for the District's expenditure of resources (funds, time, facilities, equipment, etc.);
3. Disaster relief assistance to other water or wastewater utilities that results in increasing District staff's knowledge for disaster planning, training, and communications, or that may result in commitments by other utilities to assist the District in the event of a disaster within the District's service area;

Policy No.: P200-18-2	Policy Title: District Participation in Charitable Events and Community Service Activities
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4. An event that offers the District the opportunity to distribute District messages related to its mission to the service area (e.g., Day on the Glen Festival, St. Patrick's Day Parade);
5. Use of facilities (as governed by the District Code) by organizations, such as, but not limited to charitable groups, sports organizations, professional organizations, service organizations, scouting organizations;
6. Other charitable fundraising activities that involve raising donations, and include, but are not limited to, the annual United Way fundraising campaign and Daffodil Days (on behalf of the American Cancer Society). Charities must meet IRS rules for non-profit, charitable organizations. To the extent possible, these charities shall benefit the residents of the District's Service Area;
7. Individual charitable or community service activities in which employees voluntarily participate and promote. Any time spent in these efforts must be the employee's time and not during time he or she is paid as a District employee. Individual employees may use District resources on a limited basis to promote legitimate charities in the following ways, without prior approval by the General Manager:
 - Post email messages about the charity in the public folders on Outlook, and/or send information to a limited number of co-workers – the message should make it clear that this is an individual effort, not a District-sponsored activity;
 - Place brochures, fliers, candy for sale, etc. in common employee areas at the District, such as lunchrooms; and,
 - Share information about the activity in a manner that does not interfere with the individual's work or the work of other employees.
8. Individual charitable or community service activities that use additional District resources, such as those listed below, require prior approval from the General Manager or his/her designee:
 - Sending information about the charity by email to "Everyone" or a large number of employees;
 - Spending more than minimal work time organizing or publicizing the charity or activity; and,
 - Arranging for representatives of the charity to present information to employees at a brown-bag session.

The General Manager hereby authorized and directed to implement this policy, and to present to the Board any proposals that are not pre-authorized by this policy.

Policy is current and no changes need to be adopted by the Board of Directors. <u>Status Quo Chronology:</u>	
Date Adopted:	
August 19, 2014	
Reviewed by Committee or Board:	Date:
Board	August 21, 2018