

# AGENDA

## NOTICE OF REGULAR MEETING

**TIME:** 6 p.m.  
**PLACE:** Shannon Community Center, Ambrose Hall  
11600 Shannon Avenue, Dublin, CA 94568

**DATE:** Tuesday, September 17, 2019

**Our mission is to protect public health and the environment by providing reliable and sustainable water, recycled water, and wastewater services in a safe, efficient, and fiscally responsible manner.**

1. CALL TO ORDER
2. PLEDGE TO THE FLAG
3. ROLL CALL – Members: Duarte, Halket, Johnson, Misheloff, Vonheeder-Leopold
4. SPECIAL ANNOUNCEMENTS/ACTIVITIES
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 – September 4, 2019
  - 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 3, 2019  
**Recommended Action:** Approve by Motion
  - 7.B. Accept Regular and Recurring Reports: Warrant List and Employee Reimbursements Greater than \$100  
**Recommended Action:** Accept by Motion

8. BOARD BUSINESS

- 8.A. Approve Continuation of Emergency Action Procurement by General Manager for Repair of the District Office and Find that the Need for the District Office Flooding Emergency Still Exists

**Recommended Action:** Approve by Motion

- 8.B. Approve Continuation of Emergency Action Procurement by General Manager for Repair of the Jeffrey G. Hansen Water Recycling Plant and Find that the Need for the Electrical Power Supply Failure Emergency Still Exists

**Recommended Action:** Approve by Motion

- 8.C. Receive Report on the HomeServe Agreement and Provide Direction

**Recommended Action:** Receive Report and Provide Direction

9. BOARD MEMBER ITEMS

- Submittal of Written Reports for Day of Service Events 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 DSRSD Field Operations Facility at 7035 Commerce Circle, Pleasanton, 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 3, 2019**

1. CALL TO ORDER

A regular meeting of the Board of Directors was called to order at 6 p.m. by President Misheloff.

2. PLEDGE TO THE FLAG

3. ROLL CALL

Boardmembers present at start of meeting:

President Madelyne A. (Maddi) Misheloff, Vice President Edward R. Duarte, Director Ann Marie Johnson, Director Richard M. Halket, and Director Georgean M. Vonheeder-Leopold.

District staff present: Dan McIntyre, General Manager; Michelle Gallardo, Human Resources & Risk Supervisor; Judy Zavadil, Engineering Services Manager/District Engineer; Jeff Carson, Operations Manager; Carl P.A. Nelson, General Counsel; and Nicole Genzale, Executive Services Supervisor/District Secretary.

4. SPECIAL ANNOUNCEMENTS/ACTIVITIES

New Employee Introductions:

Steven Anderson, Operator-in-Training  
Derrick Pearson, Operator-in-Training

5. PUBLIC COMMENT (MEETING OPEN TO THE PUBLIC) – 6:04 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 A DSRSD/Central Contra Costa Sanitary District (Central San) Liaison Committee meeting will be held tomorrow, September 4, at Central San in Martinez.
- Correspondence to and from the Board on an Item not on the Agenda

Date	Format	From	To	Subject	Response
August 2019	Letter	Zone 7 Water Agency Director Sarah Palmer	President Misheloff	Candidacy Information for Association of California Water Agencies Election	N/A
8/20/19	Letter	Michele Levine, Government Finance Officers Association	President Misheloff	Certificate of Achievement for 2018 Comprehensive Annual Financial Report	N/A

6.B. Joint Powers Authority and Committee Reports  
LAVWMA – August 21, 2019

President Misheloff invited comments on recent JPA activities. Directors felt the available staff reports adequately covered the many matters considered at the JPA meeting and made a few comments about some of the JPA activities.

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

7. CLOSED SESSION

At 6:07 p.m. the Board went into Closed Session.

7A. Conference with Legal Counsel – Anticipated Litigation  
Significant Exposure to Litigation Pursuant to Government Code Section 54956.9(d)(2):  
Two Potential Cases

Engineering Services Manager Zavadil exited Closed Session Item 7.A at 6:15 p.m.

8. REPORT FROM CLOSED SESSION

At 6:21 p.m. the Board came out of Closed Session. President Misheloff announced that there was no reportable action.

9. CONSENT CALENDAR

Director Vonheeder-Leopold MOVED for approval of the items on the Consent Calendar. Vice President Duarte SECONDED the MOTION, which CARRIED with FIVE AYES.

9.A. Regular Meeting Minutes of August 6, 2019 – Approved

9.B. Accept Regular and Recurring Report: Warrant List – Approved

10. BOARD BUSINESS

10.A. Approve Continuation of Emergency Action Procurement by General Manager for Repair of the District Office and Find that the Need for the District Office Flooding Emergency Still Exists

Engineering Services Manager Zavadil reviewed the item for the Board and described some of the planned repairs and renovations.

Director Johnson MOVED to Approve Continuation of Emergency Action Procurement by General Manager for Repair of the District Office and Find that the Need for the District Office Flooding Emergency Still Exists. Director Halket SECONDED the MOTION, which CARRIED with FIVE AYES.

- 10.B. Approve Continuation of Emergency Action Procurement by General Manager for Repair of the Jeffrey G. Hansen Water Recycling Plant and Find that the Need for the Electrical Power Supply Failure Emergency Still Exists

Operations Manager Carson reviewed the item for the Board.

Director Vonheeder-Leopold MOVED to Approve Continuation of Emergency Action Procurement by General Manager for Repair of the Jeffrey G. Hansen Water Recycling Plant and Find that the Need for the Electrical Power Supply Failure Emergency Still Exists. Vice President Duarte SECONDED the MOTION, which CARRIED with FIVE AYES.

- 10.C. Discuss Candidates' Statement Costs Policy and Provide Direction

Executive Services Supervisor/District Secretary Genzale reviewed the item for the Board. She further explained the May 2020 deadline for adopting a revised policy, as the policy accompanies the Board's June 2020 resolution to consolidate its November 2020 area-based election with Alameda and Contra Costa Counties.

Director Vonheeder-Leopold stated she objected to the statement in the background information included in the Summary and Recommendation "...the Board determined that the public interest best be served by transitioning to an area-based election system ...", as she does not believe this transition was in the best interest of the District's constituents, however, she did agree that taking this course of action "...avoiding the risks and costs of defending a CVRA lawsuit." was in the public's best interest.

The Board determined the candidate's statement cost should be equal for candidates in all divisions, regardless if the division represents one or two counties. The Board directed staff to prepare a revised policy for the Board's approval specifying that candidates who file a candidate statement will be required to pay a deposit of \$250 to the first, and, perhaps only county his/her division represents, and \$0 to the second county, if the division represents both counties. The District would coordinate with both counties to ensure candidates are charged correctly per the revised policy, and would be responsible for any remaining costs charged by the counties.

- 10.D. Adopt Revised Day of Service Policy and Rescind Resolution No. 52-16

Executive Services Supervisor/District Secretary Genzale reviewed the item for the Board.

Director Vonheeder-Leopold advised that she serves on the Alameda LAFCO (Local Agency Formation Commission) Board of Directors and is compensated by LAFCO for her service. The Board directed staff to add language to the policy clarifying that the District would not pay duplicative day of service compensation to Directors for activities, such as serving on the LAFCO Board of Directors, paid to the Director by another agency. The Board also discussed and agreed with the acceptable written report options, and requested staff clarify language regarding neighborhood meetings hosted at the wastewater treatment plant.

Director Halket MOVED to adopt Resolution No. 36-19, Revising the Day of Service Policy, and stated staff has authority to make necessary revisions prohibiting duplicative day of service compensation for activities paid for by another agency, such as LAFCO, and

Rescinding Resolution No. 52-16. Vice President Duarte SECONDED the MOTION, which CARRIED with FIVE AYES.

10.E. Discuss Day of Service Compensation and Provide Direction

General Manager McIntyre reviewed the item for the Board.

The Board agreed the day of service compensation should be reasonably increased after being at a reduced rate for eight years, and noted the new amount would help to attract qualified Board candidates. The Board also discussed and compared DSRSD's current day of service rate to current rates at neighboring water and sanitation agencies, and noted that DSRSD is the only agency that handles both water and wastewater lines of service.

General Counsel Nelson advised that should the Board direct staff to proceed with preparation of an ordinance to formally consider an increase, a public hearing with appropriate public noticing would be required ahead of such consideration. The new day of service compensation would become effective 60 days after adoption of said ordinance.

Director Vonheeder-Leopold MOVED to Direct Staff to Present an Ordinance to Propose an Increase in Compensation Paid to Directors and Set Compensation at \$200 per Day of Service. Vice President Duarte SECONDED the MOTION. Director Vonheeder-Leopold stated she intended the proposed increase would remain "flat" going forward, without the allowable 5% increase each year, thereafter. The Board took no action on the motion.

Director Halket made a substitute motion, and MOVED to Direct Staff to Present an Ordinance to Propose an Increase in Compensation Paid to Directors and Set Compensation at \$185 per Day of Service. Director Johnson SECONDED the MOTION, which FAILED with TWO AYES (Duarte, Halket), TWO NOES (Misheloff, Vonheeder-Leopold), and ONE ABSTENTION (Johnson).

President Misheloff MOVED to Direct Staff to Present an Ordinance to Propose an Increase in Compensation Paid to Directors and Set Compensation at \$195 per Day of Service. Director Halket SECONDED the MOTION, which CARRIED with FOUR AYES, and ONE ABSTENTION (Johnson).

10.F. Receive and Review Progress Report on the Strategic Plan for Fiscal Years Ending 2018 and 2019

General Manager McIntyre reviewed the item for the Board. The Board inquired about the District's ability to respond to emergencies and maintain business continuity (Strategic Goal #5) given displacement from the District Office (primary administrative offices and emergency command center location). Mr. McIntyre reported the necessary information technology "backbone" already exists and was proven successful in supporting operations for the emergency relocation to the Field Operations Facility, in Pleasanton, when the District Office flood occurred last November. One current drawback is the District's increased distance, and separation by freeway, from the cities of Dublin and San Ramon should a larger-scale emergency occur. The Board did not have further questions.

11. BOARDMEMBER ITEMS

- Submittal of Written Reports for Day of Service Events Attended by Directors

President Misheloff submitted a written report to Executive Services Supervisor/District Secretary Genzale. She reported that she attended the annual California Association of Sanitation Agencies (CASA) conference August 21–23, 2019 in San Diego. She summarized the activities and discussions at the conference.

Director Vonheeder-Leopold submitted written reports to Executive Services Supervisor/District Secretary Genzale. She reported that she attended the CASA Board of Directors teleconference meeting on August 8, the California Special Districts Association Alameda Chapter Executive Committee meeting on August 14 at the Castro Valley Sanitation District in Castro Valley, and the CASA annual conference August 21–23, 2019 in San Diego. She summarized the activities and discussions at the meetings. Based on sessions she attended at the CASA conference, she requested the following:

- Staff provide the Board with information regarding per- and polyfluoroalkyl substances (PFAS) pollutants
- Staff explore obtaining recycled water supply from breweries and storm water.

General Manager McIntyre stated staff plans to present information regarding PFAS to the Board this fall, and reported that storm water has been researched, but staff will look into the possible brewery supply alternative.

Director Johnson submitted a written report to Executive Services Supervisor/District Secretary Genzale. She reported that she attended the LAVWMA Board meeting on August 21, 2019. She summarized the activities and discussions at the meeting.

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

12. CLOSED SESSION

At 7:21 p.m. the Board went into Closed Session.

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

13. REPORT FROM CLOSED SESSION

At 7:33 p.m. the Board came out of Closed Session. President Misheloff announced that there was no reportable action.

14. ADJOURNMENT

President Misheloff adjourned the meeting at 7:33 p.m.

Submitted by,

Nicole Genzale, CMC  
Executive Services Supervisor/District Secretary



**TITLE:** Accept Regular and Recurring Reports: Warrant List and Employee Reimbursements Greater than \$100

**RECOMMENDATION:**

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

**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 reports presented this month for acceptance are noted below and are submitted as part of Attachment 1:

Ref Item A: Warrant List

For the period of 8/16/19 to 9/6/19, 249 accounts payable checks were issued totaling \$3,929,158.20.

Ref Item E: Employee Reimbursements Greater than \$100

Per Government Code §53065.5, special districts shall, at least annually, disclose any reimbursement paid by the District within the immediately preceding fiscal year of at least one hundred dollars (\$100) for each individual charge for services or product received. For fiscal year ending (FYE) 2019, reimbursements over \$100 totaled \$43,916.61 for 62 District employees.

The following report is scheduled to be presented in August for acceptance, but has been excluded:

Ref Item F: Utility Billing Adjustments

Per Utility Billing Adjustments policy (P400-17-4), a report will be presented to the Board if total credits provided in any fiscal year exceeds \$25,000. For FYE 2019, credits totaled \$3,792.03. Therefore, the annual Utility Billing Adjustments report has not been prepared.

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	
		8 of 55



## 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 2019	Yes	October 2019
B	District Financial Reports <sup>1</sup>	Quarterly	Board Direction	May 2019		November 2019
C	Strategic Plan Progress Report <sup>2</sup>	Annually – Fiscal Year	Resolution 24-17	September 2019		September 2020
D	Outstanding Receivables Report	Annually – Fiscal Year	District Code 1.50.050	July 2019		July 2020
E	Employee Reimbursements greater than \$100 <sup>3</sup>	Annually – Fiscal Year	CA Government Code 53065.5	August 2018	Yes	August 2020
F	Utility Billing Adjustments <sup>4</sup>	Annually – Fiscal Year	Utility Billing Adjustment Policy	August 2018	No - Total credits below \$25,000	August 2020
G	Annual Rate Stabilization Fund Transfer Calculation	Annually – After Audit	Financial Reserves Policy	January 2019		December 2019
H	“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
I	Capital Outlay Budget Adjustments			July 2018		
J	Capital Project Budget Adjustments			April 2019		
K	Unexpected Asset Replacements			June 2019		

For the fiscal year ending 2020, the totals for these reports are as follows:

Category	YTD	This Meeting	Total
Capital Outlay Budget Adjustments	\$0	\$0	\$0
Capital Project Budget Adjustments	\$0	\$0	\$0
Unexpected Asset Replacements	\$43,415	\$0	\$43,415

<sup>1</sup> Financial reporting changed from monthly to quarterly reporting.

<sup>2</sup> Presented to Board as separate agenda item.

<sup>3</sup> Reimbursements also reported monthly in the Warrant List (Item A).

<sup>4</sup> Per Utility Billing Adjustments policy, a report will be presented to the Board if total credits in any fiscal year exceed \$25,000.

apCkHistDesc

## Check History Description Listing

Page: 1

Printed on: 09/06/2019 10:27AM

Dublin San Ramon Services District

From: 8/16/2019 To: 9/6/2019

Bank code: apbank

Date	Check #	Vendor	Description	Amount Paid	Check Total
08/19/2019	8171	05511 DISBURSEMENT UNIT CALIFORNIA	CHILD SUPPORT GARNISHMENT: PAYMENT	699.23	699.23
08/19/2019	1001384706	00494 PERS	RETIREMENT: PAYMENT	105,267.27	105,267.27
08/20/2019	34712127	00558 IRS - PAYROLL TAXES	FEDERAL WITHHOLDING TAXES: PAYMENT	148,476.90	148,476.90
08/20/2019	494759104	00559 EDD - PAYROLL	CALIFORNIA STATE TAXES: PAYMENT	31,037.52	31,037.52
08/22/2019	101603	03460 ACCO ENGINEERED SYSTEMS II	TROUBLESHOOT SERVER RM UNIT DOWN	637.99	
			TROUBLESHOOT BLDG K UNIT NOT RUNNING	495.00	1,132.99
08/22/2019	101604	09040 ANDERSON PACIFIC ENGINEERING	17-P004 - PP#4 07/01/19-07/31/19	392,369.00	392,369.00
08/22/2019	101605	01013 BARRETT BUSINESS SERVICES	P. MULLEN: WE 07/28/19	1,831.33	
			P. MULLEN: WE 1/20/19 (FY19)	1,363.94	3,195.27
08/22/2019	101606	01013 BARRETT BUSINESS SERVICES	K. YAN: W/E 7/28/19	1,463.00	
			M. JOHNSTON: W/E 7/28/19	1,383.20	
			K. BECK: W/E 7/28/19	1,064.00	
			D. DELLACQUA: W/E 7/28/19	1,024.10	
			K. RAMOS: W/E 7/28/19	877.80	
			B. YENOKIDA: W/E 7/28/19	851.20	
			L. GOSS: W/E 7/28/19	851.20	
			T. AMARO: W/E 7/28/19	851.20	
			S. MONTAGUE: W/E 08/11/19	663.00	
			E. VILLAMOR: W/E 7/28/19	585.20	
			A. GEHMLICH: WE 07/28/19	512.00	
			N. POON: WE 07/28/19	486.40	
			M. ZAKLAN: WE 07/28/19	486.40	
			B. VASSAR: W/E 7/28/19	292.60	
			S. MONTAGUE: W/E 07/28/19	292.50	11,683.80
08/22/2019	101607	07954 BENEFIT COORDINATORS CORP	8/19 - EE LIFE & DISABILITY INSURANCE PR	11,585.95	11,585.95

## Check History Description Listing

Dublin San Ramon Services District

From: 8/16/2019

To: 9/6/2019

Bank code: apbank

Date	Check #	Vendor	Description	Amount Paid	Check Total
08/22/2019	101608	04691 INC. EQUIFAX INFORMATION SV	FTC RED FLAG RULES ANNUAL COMPLIANCE AS	599.06	599.06
08/22/2019	101609	00937 GRAINGER, INC.	BIOHAZARD LABELS FOR LAB	21.13	
			ELECTRIAL EXTENSION CORDS FOR INSTRUMENT	20.94	
			BIOHAZARD LABELS FOR LAB	9.05	51.12
08/22/2019	101610	04424 GRAYBAR ELECTRIC COMPANY	WIRE TO INSTALL FOR DIGESTER MIXER MOTOR	1,427.64	
			MATERIAL FOR BUILDING A GOLF CART CHARGE	680.21	
			SUPPLIES TO POWER CUBICLES FOR DISPLACE	491.82	2,599.67
08/22/2019	101611	06791 HYLAND SOFTWARE, INC.	HYLAND - PROFESSIONAL SERVICES 6/23/19 T	1,505.00	
			HYLAND - PROFESSIONAL SERVICES 7/14/19	430.00	1,935.00
08/22/2019	101612	01242 INFOSEND, INC	6-15-19 DIST 7 BILLS	3,413.07	
			7-16-19 PAST DUE STMTS	385.57	3,798.64
08/22/2019	101613	00473 KEMIRA WATER SOLUTIONS INC	20810.801 KG FERROUS CHLORIDE DELV 7-25-	7,762.32	7,762.32
08/22/2019	101614	04594 MCCAMPBELL ANALYTICAL INC	SUBCONTRACTED SAMPLE ANALYSES	403.20	403.20
08/22/2019	101615	01293 PK SAFETY SUPPLY	GAS DETECTION MONITOR CHARGING DOCKS	835.76	
			GAS DETECTION MONITOR PARTS - PROBES	270.94	
			GAS DETECTION MONITOR FILTERS	17.48	
			CREDIT FOR RETURNS	-819.38	304.80
08/22/2019	101616	02470 SHRED-IT USA LLC	SHREDDING SERVICE - SERVICE DATE 07/10/1	243.78	243.78
08/22/2019	101617	05026 UNIVAR USA INC.	4000.00 GL SOD HYPO DELV 8-1-19	2,937.51	
			3650.00 GL SOD HYPO DELV 7-25-19	2,680.48	5,617.99
08/22/2019	101618	00019 A-1 ENTERPRISES	JULY 15 THRU JULY 26-19 LAVWMA: WEEKLY S	394.00	
			*FY19 6-14 THRU 6-28-19 LAVMA BI-MONTHL	394.00	788.00
08/22/2019	101619	07554 AIRGAS USA, LLC	WELDING SUPPLIES: ARGON	427.79	
			CYLINDER RENTAL: ACETYLENE, ARGON, OXYGE	175.00	
			AIRGAS CYLINDER RENTAL, LARGE NITROGEN	75.02	677.81

Bank code: apbank

Date	Check #	Vendor	Description	Amount Paid	Check Total
08/22/2019	101620	03597 ALAMEDA CTY ENVIRONMENTAL	TO#4 HMBP FEE	834.00	
			TURNOUT #2 HMBP FEE	834.00	
			TURNOUT #1 HMBP FEE	834.00	
			PS 20B HMBP FEE	834.00	3,336.00
08/22/2019	101621	02158 AMADOR VALLEY INDUSTRIES	DO GARBAGE SVC - FOR 3YD BIN 1/WK & 3YD	751.67	751.67
08/22/2019	101622	06552 SOLUTIONS INC. AMERICAN COI	AQUAHAWK CUSTOMER PORTAL MAINTENANCE 09/	2,421.00	2,421.00
08/22/2019	101623	03049 BABBITT BEARING CO, INC	SLUDGE PUMP RBUILT ROTOR	1,419.51	
			SLUDGE PUMP PACKING SLEEVE UPGRADE TO CE	754.63	2,174.14
08/22/2019	101624	07810 C/O CATHERINE CURTIS BAYWO	MEMBERSHIP: BAYWORK SIGNATORY FEE 2019-2	8,500.00	8,500.00
08/22/2019	101625	07902 BECK'S SHOES	T. LEONARDO - SAFETY SHOES	200.00	200.00
08/22/2019	101626	02576 BLACK & VEATCH CORPORATIOI	16-P028 AND 18-P010 T.O. 1 BILLED THRU J	31,779.42	31,779.42
08/22/2019	101627	00091 & JUDSON BOLD, POLISNER, MA	MONTHLY LEGAL SERVICES - JULY 2019	9,792.00	9,792.00
08/22/2019	101628	08188 BUCKLES-SMITH ELECTRIC CO	REPLACEMENT VARIABLE FREQUENCY DRIVES FO	10,730.00	10,730.00
08/22/2019	101629	01289 BURLINGAME ENGINEERS INC	(4QTY) BOLTED FLANGED FITTING 2" SOCKET	1,880.99	1,880.99
08/22/2019	101630	05404 CALIFORNIA FIRST AID & SAFET	*19 WWTP FIRST AID KIT RESTOCK	145.96	145.96
08/22/2019	101631	07173 CALIFORNIA HEALTH & RESCUE	DIV 56 PO: CONFINED SPACE RESCUE TRAINI	1,785.00	1,785.00
08/22/2019	101632	03000 CALIFORNIA-NEVADA SECTION-/	KHAW - CROSS CONNECTION SPECIALIST CERT	80.00	80.00
08/22/2019	101633	08447 CHEMTRADE CHEMICALS US LL	3947.413 GAL ALUM SULFATE DELV 8-1-19	3,282.30	
			3871.951 GAL ALUM SULFATE DELV 7-29-19	3,219.55	
			3776.724 GAL ALUM SULFATE DELV 7-31-19	3,140.38	9,642.23
08/22/2019	101634	09158 CLAREMONT EAP	EE ASSISTANCE: SEPTEMBER 2019 CHARGES	393.25	393.25
08/22/2019	101635	04376 CONVERGINT TECHNOLOGIES L	CIP 18-A001 FOF SECURITY PROJECT PROGRES	22,439.96	22,439.96
08/22/2019	101636	00214 CWEA	ONLINE JOB POSTING - LABORATORY TECHNICI	290.00	290.00

## Check History Description Listing

Dublin San Ramon Services District

From: 8/16/2019 To: 9/6/2019

Bank code: apbank

Date	Check #	Vendor	Description	Amount Paid	Check Total
08/22/2019	101637	09076 D. W. NICHOLSON	DERWA EMERGENCY REPAIR: 06T001, 3200A CA	3,528.13	3,528.13
08/22/2019	101638	07870 E.H. WACHS	TRUCK #112 PART	879.13	879.13
08/22/2019	101639	00280 ECOWATER SYSTEMS	OPS LAB WATER SOFTNER EXCHANGE TANKS SER	217.20	
			OPS LAB WATER SOFTNER EXCHANGE TANKS SER	217.20	
			RO TANKS (QTY 2) EXCHANGE ON A QTRLY BAS	21.00	
			RO TANKS (QTY 2) EXCHANGE ON A QTRLY BAS	21.00	476.40
08/22/2019	101640	00307 FAIRWAY EQUIPMENT & SUPPLY	DERWA: PLUMBING PARTS/MATLS FOR HYPO LIN	2,159.38	2,159.38
08/22/2019	101641	02656 FASTENAL COMPANY	PPE: FOF VENDING MACHINE	448.56	
			PPE: BLDG S VENDING MACHINE	286.33	
			PPE: BLDG A VENDING MACHINE	215.18	
			PPE: BLDG S VENDING MACHINE	25.93	976.00
08/22/2019	101642	00314 FEDEX	SHIPPING CHARGES 07/31 (HR) & 07/11 (ENG	42.57	
			EXPRESS SHIPPING - 8/1/19	12.03	54.60
08/22/2019	101643	08697 GLASDON, INC.	DIV56 PO: LIFE RING EQUIPMENT	5,512.80	5,512.80
08/22/2019	101644	07137 GOODYEAR COMMERCIAL TIRE	TIRES	2,267.18	
			CREDIT FOR 4 TIRES RETURNED ORIGINAL INV	-514.61	1,752.57
08/22/2019	101645	03149 HDS WHITE CAP CONST SUPPLY	SAFETY VESTS	43.68	43.68
08/22/2019	101646	06732 HIRERIGHT, INC.	EMPLOYMENT BACKGROUND SCREENING (OIT & C	424.56	424.56
08/22/2019	101647	00417 IDEXX DISTRIBUTION, INC	LABORATORY SUPPLIES AND CHEMICALS	334.44	334.44
08/22/2019	101648	03127 LUHDORFF & SCALMANINI INC.	GROUNDWATER MONITORING SPRING 2019	1,007.00	1,007.00
08/22/2019	101649	05407 MALLORY SAFETY & SUPPLY LL	TRAINING: FALL PROTECTION AUTHORIZED PER	5,407.88	5,407.88
08/22/2019	101650	00536 MC MASTER-CARR SUPPLY CO.	COMPRESSED AIR PARTS HINGES FOR PRIMARY	332.81	
			PARTS FOR REPAIRS	242.81	575.62
08/22/2019	101651	02287 MOUNTAIN CASCADE INC.	UB Refund Cst #00078659	1,911.83	1,911.83

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08/22/2019	101652	04796 NAPA AUTO PARTS	407G PARTS	106.51	
			FLEET STOCK	95.97	202.48
08/22/2019	101653	03535 ORO LOMA SANITARY DISTRICT	PERMIT FEE FOR SWDP NO. SDP-2017235 EXPO	921.00	921.00
08/22/2019	101654	00620 P G & E	PUMP STATION R200B ELECTRIC - AUG 2019	11,582.00	
			FSL AERATORS; LAB HVAC; FLEET - JUL 2019	1,269.14	12,851.14
08/22/2019	101655	08356 PACE SUPPLY	REPAIR PART	6.38	6.38
08/22/2019	101656	09098 PATRIOT PEST MANAGEMENT	PEST CONTROL: MONTHLY SERVICE WWTP & FOF	491.00	
			PEST CONTROL: MONTHLY SERVICE WWTP & FOF	145.00	636.00
08/22/2019	101657	02617 POLYDYNE INC	2300 LB CLARIFLOC A-210P DELV 7-30-19	3,078.12	
			2300 CLARIFLOC A-210P DELV 7-26-19	3,078.12	6,156.24
08/22/2019	101658	01195 POWERSTRIDE BATTERY CO., IN	#316 BATTERIES - 6	717.14	717.14
08/22/2019	101659	08572 PRECISION METAL	METALS FOR BLDG A OVERHANG	3,625.00	3,625.00
08/22/2019	101660	09023 QUENCH USA, INC.	WWTP WATER FILTRATION SERVICE FOR AUG 20	131.10	
			WATER FILTRATION SERVICE FOR DO - AUG 20	65.55	196.65
08/22/2019	101661	04105 R & B COMPANY	15-P018 R17 VAULT	5,824.12	
			6X4 & 6X6 HYD EXTENSION W/ BO	711.49	
			4W CONNECTIONS TO CRITICAL 3W SYSTEMS	338.68	
			MISC REPAIR PARTS	308.09	7,182.38
08/22/2019	101662	00058 READYREFRESH	LAB BOTTLED WATER SERVICE - JUL 2019	68.64	
			FOF BOTTLED WATER SERVICE - JUL 2019	34.67	
			BLDG T BOTTLED WATER SERVICE - JUN 2019	9.82	
			BLDG T BOTTLED WATER SERVICE - JUL 2019	9.82	
			LAVWMA BOTTLED WATER SERVICE - JUL 2019	8.73	
			LAVWMA BOTTLED WATER SERVICE - AUG 2019	8.73	140.41
08/22/2019	101663	02316 RECORDS CONTROL SERVICES	PHYSICAL RECORDS INVENTORY & IMPROVEMENT	1,207.12	1,207.12

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08/22/2019	101664	08339 SAN FRANCISCO ELEVATOR INC	ELEVATOR MAINT JULY 2019	492.00	
			ELEV MAINT 8-1-19	492.00	984.00
08/22/2019	101665	07431 SANCO PIPELINE INC	MTR 77822381 RTN	1,870.20	1,870.20
08/22/2019	101666	02698 SHAMROCK OFFICE SOLUTIONS	FREIGHT FOR TONER - EQUIP# 10811/SERIAL#	11.47	11.47
08/22/2019	101667	02015 SHERWIN-WILLIAMS CO	PAINT FOR BULDING A	207.52	207.52
08/22/2019	101668	00786 SNAP-ON INDUSTRIAL	REPLACEMENT TOOLS - FLEET	126.80	126.80
08/22/2019	101669	00825 SWRCB - ATTN: ACCT OFFICE	ELAP CERTIFICATION RENEWAL FEE 2019	9,549.00	9,549.00
08/22/2019	101670	08023 ATTN: TOM MAJIC THE BACKFLO	BACKFLOW TESTING FOR DISTRICT ON 8/12 -	1,650.00	
			BACKFLOW TESTING FOR DISTRICT ON 8/12 -	825.00	2,475.00
08/22/2019	101671	07941 TRI POINTE HOMES INC	UB Refund Cst #00082395	2,000.00	2,000.00
08/22/2019	101672	01470 TRI-VALLEY HOSE	HOSE REEL PARTS FOR VEHICLE #55	302.02	302.02
08/22/2019	101673	01806 U.S. BANK EQUIPMENT FINANCE	COPIER LEASE LAB/CUST SVC/EXEC - 08/01/1	1,680.26	1,680.26
08/22/2019	101674	00896 USA NORTH 811	CA STATE FEE FOR REGULATORY COSTS	3,031.36	3,031.36
08/22/2019	101675	06004 VANGUARD CLEANING SYSTEM	WWTP JANITORIAL SERVICE AUGUST '19	3,045.00	
			FOF JANITORIAL SERVICE AUGUST '19	2,845.00	
			LAVWMA JANITORIAL SERVICE AUGUST '19	495.00	
			LAVWMA JULY CLEANING INCREASE FROM \$275	220.00	6,605.00
08/22/2019	101676	00924 VERIZON WIRELESS	CELL PHN SVC AND EQUPTMNT CHARGES 07/04/	5,224.26	5,224.26
08/22/2019	101677	09066 VICTOR VALLEY WASTEWATER	16-P028 FREIGHT CHARGES FOR HEAT EXCHANG	715.90	715.90
08/22/2019	101678	00928 VINCENT ELEC MOTOR CO., INC	UPGRADE HEAT LOOP MOTORS FROM 7.5HP~	1,466.63	1,466.63
08/22/2019	101679	00933 VWR INTERNATIONAL, INC.	LABORATORY SUPPLIES AND CHEMICALS	1,377.44	
			LABORATORY SUPPLIES AND CHEMICALS	294.42	
			LABORATORY SUPPLIES AND CHEMICALS	115.76	
			LABORATORY SUPPLIES AND CHEMICALS	61.84	1,849.46

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08/22/2019	101680	08778 WATTCO EQUIPMENT INC.	TRUCK #55 LIGHTING	1,459.09	1,459.09
08/22/2019	101681	03508 XYLEM WATER SOLUTIONS USA	2 BATCH SHIPMENTS: 1ST BATCH SOME BROKEN	11,209.05	11,209.05
08/29/2019	101682	05729 ACME RIGGING & SUPPLY CO.	REPLACEMENT SLING FOR SHOP	1,188.60	
			WIRE ROPE FOR DREDGE	1,101.24	
			SLINGS FOR SHOP	216.27	
			REPLACEMENT SLING FOR SHOP	122.56	2,628.67
08/29/2019	101683	06930 ACCOUNTING UNIT ALAMEDA CA	PICTOMETRY AERIAL IMAGERY JULY 1, 2019 D	1,200.00	1,200.00
08/29/2019	101684	09003 AMERICAN METALS	STEEL FOR PROJECTS	595.93	595.93
08/29/2019	101685	00622 AT&T	C3 - TELE SVCS 07/13/19-08/12/19	747.77	747.77
08/29/2019	101686	08684 BIOGAS ENGINEERING	16-P028 T.O. 1 7/31/19 SERVICES	2,386.56	2,386.56
08/29/2019	101687	07825 C & R TRUCKING INC.	HAULING BULK MATERIAL FOR REPAIRS - 8/9/	2,371.32	2,371.32
08/29/2019	101688	01085 CALPERS LONG-TERM CARE PR	LONG-TERM CARE: PAYMENT	68.12	68.12
08/29/2019	101689	00105 DEPT 34261 CAL-STEAM	MISC PARTS FOR FOF SHOP	825.52	825.52
08/29/2019	101690	00118 CALTEST ANALYTICAL LAB	SUBCONTRACTED SAMPLE ANALYSES	336.30	336.30
08/29/2019	101691	08447 CHEMTRADE CHEMICALS US LL	4,146.850 ALUM SULFATE DELV 8-7-19	3,448.13	
			4049.827 GAL ALUM SULFATE DELV 8-9-19	3,367.46	
			3902.495 GAL ALUM SULFATE DELV 8-5-19	3,244.95	10,060.54
08/29/2019	101693	00166 COLE-PARMER	TOTE MIXER BRACKET	612.89	
			LABORATORY SUPPLIES	51.61	664.50
08/29/2019	101694	08926 CORT	DOFLOOD: FOF CUBICLE RENTAL JULY 2019	4,159.68	4,159.68
08/29/2019	101695	00202 CREATIVE SUPPORTS INC.	ERGO DESK CHAIR FOR N. GENZALE	429.19	
			ERGO KEYBOARD TRAY FOR K. PRUITT	356.90	786.09
08/29/2019	101696	00208 % ALLIANT INSURANCE SVCS, C	DEDUCTIBLE RECOVERY	2,685.33	
			DEDUCTIBLE RECOVERY	275.10	



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			DEDUCTIBLE RECOVERY	147.70	3,108.13
08/29/2019	101697	00232 DELUXE BUSINESS FORMS & SL	(5000) LASER BOTTOM CHECKS	856.10	856.10
08/29/2019	101698	05839 EUROFINIS EATON ANALYTICAL I	SAMPLE ANALYSES	540.00	540.00
08/29/2019	101699	05495 EWING IRRIGATION & LANDSCAI	DROUGHT GARDEN PARTS	267.44	267.44
08/29/2019	101700	00307 FAIRWAY EQUIPMENT & SUPPLY	WATER DEPT PIPE FITTINGS	816.67	816.67
08/29/2019	101701	02914 STATE OF CALIFORNIA FRANCHI	FRANCHISE TAX BOARD: PAYMENT	150.00	150.00
08/29/2019	101702	06860 GLOBAL INDUSTRIAL	PPE: FALL PROTECTION CONNECTORS	176.60	176.60
08/29/2019	101703	00368 HACH COMPANY	ANALYZERS	18,810.78	18,810.78
08/29/2019	101704	00394 HILTI, INC.	SHOP TOOLS	1,133.49	1,133.49
08/29/2019	101705	07017 HYDROSCIENCE ENGINEERS, IN	TO NO. 1 CW ADMIN ASSISTANCE - PROF SERV	6,685.16	6,685.16
08/29/2019	101706	07523 ID ARCHITECTURE	LABORATORY LIGHTING & REMODELING	952.50	
			LABORATORY LIGHTING & REMODELING	125.00	1,077.50
08/29/2019	101707	08477 ID WHOLESALER	SECURITY: ACCESS ID BADGES	1,857.25	1,857.25
08/29/2019	101708	08927 JACOBS	AIR COMPLIANCE TRACKING TOOL - PROGRESS	9,586.50	9,586.50
08/29/2019	101709	00468 CORP KAMAN INDUSTRIAL TECH	INFLUENT PUMP SEAL	101.57	101.57
08/29/2019	101710	00486 APPARATUS REPAIR INC KOFFLI	EM PART	1,661.62	1,661.62
08/29/2019	101711	05407 MALLORY SAFETY & SUPPLY LL	PPE: FALL PROTECTION EQUIPMENT	192.55	192.55
08/29/2019	101712	03978 MICROTECH SCIENTIFIC	LABORATORY SUPPLIES	629.29	629.29
08/29/2019	101713	04231 MSC INDUSTRIAL SUPPLY CO	4 WATER BACK UP SYSTEM PARTS	337.45	337.45
08/29/2019	101714	04796 NAPA AUTO PARTS	STOCK ORDER FOR FLEET	147.47	147.47
08/29/2019	101715	00595 NEWARK ELECTRONICS	WIRE FOR FSL MODBUS	2,099.38	2,099.38
08/29/2019	101716	00620 P G & E	MISC PUMP STATIONS, COMMERCE CIR ELEC &	34,346.55	
			LAVWMA PS FEEDER A - AUG 2019	31,330.54	

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			LAVWMA PS FEEDER B - AUG 2019	21,515.19	
			LAVWMA PIPELINE & LIVERMORE LINE - AUG 2	613.16	
			RESERVOIR 3A ELECTRICITY - JUL 2019	60.67	87,866.11
08/29/2019	101717	09123 PEARSON PROPERTIES	Refund 1621 N Terracina Dr	203.01	203.01
08/29/2019	101718	04211 PLATT ELECTRIC SUPPLY	SHOP STOCK MATERIAL	690.46	
			SHOP STOCK MATERIAL	690.46	
			HEATERS FOR NEW 10HP HEAT LOOP PUMP MOTO	312.67	1,693.59
08/29/2019	101719	09023 QUENCH USA, INC.	WATER FILTRATION SERVICE FOR FOF, BLDG T	196.65	196.65
08/29/2019	101720	04105 R & B COMPANY	MISC REPAIR PARTS	1,153.68	
			MANHOLE HOOK 5/8 X 36" (QTY. 6)	406.41	1,560.09
08/29/2019	101721	07208 REGIONAL GOVERNMENT SERV	WCWD SUPERVISOR/MGR ACADEMY & EFFECTIVE	1,225.00	1,225.00
08/29/2019	101722	07707 RICE LAKE WEIGHING SYSTEMS	LABORATORY SUPPLIES AND CALIBRATION SERV	330.00	330.00
08/29/2019	101723	08010 SLOAN SAKAI YEUNG & WONG L	LABOR RELATED LEGAL FEES (07/19)	1,377.08	1,377.08
08/29/2019	101724	01298 SMITH DENISON CONSTRUCTIO	MTR 85063160 RTND	1,725.75	1,725.75
08/29/2019	101725	08774 STONERIDGE CHRYSLER	TRUCK #79 MIRRORS	689.59	
			TRUCK #79	45.19	734.78
08/29/2019	101726	07941 TRI POINTE HOMES INC	MTR 77822382 RTND	1,713.19	1,713.19
08/29/2019	101727	01222 IRS UNITED STATES TREASURY	GARNISHMENT - IRS: PAYMENT	420.50	420.50
08/29/2019	101728	00556 UNITED WAY OF THE BAY AREA	UNITED WAY: PAYMENT	175.07	175.07
08/29/2019	101729	06004 VANGUARD CLEANING SYSTEM	DEEP CLEANING IN SAFETY SUPERVISOR OFFIC	375.00	375.00
08/29/2019	101730	00920 VASCO ROAD LANDFILL	UNLOADING OF WWTP SOLIDS/GRIT 8-2 THRU 8	679.79	679.79
08/29/2019	101731	00933 VWR INTERNATIONAL, INC.	LABORATORY SUPPLIES AND CHEMICALS	669.31	
			LABORATORY SUPPLIES AND CHEMICALS	131.62	
			LABORATORY SUPPLIES AND CHEMICALS	37.67	

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			LABORATORY SUPPLIES AND CHEMICALS	36.96	875.56
08/29/2019	101732	08423 WATERTALENT LLC	MIKE MAESTAS WEEK ENDED 07/28/19	5,400.00	5,400.00
08/29/2019	101733	03508 XYLEM WATER SOLUTIONS USA	DERWA UV BULBS	96,664.40	96,664.40
08/29/2019	101734	00987 ATTN: ACCOUNTING ZONE 7 WA	TREATED WATER SERVICE JULY 2019	1,396,219.59	1,396,219.59
08/29/2019	101735	01013 BARRETT BUSINESS SERVICES	K. YAN: W/E 8/4/19	1,463.00	
			K. RAMOS: W/E 8/4/19	1,463.00	
			T. AMARO: W/E 8/4/19	1,024.10	
			D. DELLACQUA: W/E 8/4/19	997.50	
			M. JOHNSTON: W/E 8/4/19	877.80	
			B. YENOKIDA: W/E 8/4/19	851.20	
			K. BECK: W/E 8/4/19	851.20	
			E. VILLAMOR: W/E 8/4/19	585.20	
			A. GEHMLICH: WE 8/4/19	512.00	
			M. ZAKLAN: WE 8/4/19	486.40	
			L. GOSS: W/E 8/4/19	425.60	
			N. POON: WE 08/04/19	294.40	
			B. VASSAR: W/E 8/4/19	292.60	10,124.00
08/29/2019	101736	01013 BARRETT BUSINESS SERVICES	P. MULLEN: WE 08/04/19	1,114.72	1,114.72
08/29/2019	101737	03614 CAROLLO ENGINEERS INC.	16-R014 T.O. 1 7/1/19 TO 7/31/19	18,689.75	
			16-S034 T.O. OC-2 7/1/19 TO 7/31/19	1,260.00	19,949.75
08/29/2019	101738	00299 ENVIRONMENTAL RESOURCE A	PROFICIENCY TESTING SAMPLE AND STANDARD	250.09	250.09
08/29/2019	101739	00937 GRAINGER, INC.	HYDRATION STICKS MAINTENANCE DEPT	316.80	
			SPLICES FOR VIBRATION SENSOR ON PUMP #2	12.48	329.28
08/29/2019	101740	04424 GRAYBAR ELECTRIC COMPANY	FUSES FOR LAB EXHAUST FANS	103.79	
			FSL PROJECT	50.52	154.31
08/29/2019	101741	08268 DIANE GRIFFIN	D. GRIFFIN REIMB EXP FOR RIBBONS FOR MEM	28.82	28.82

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08/29/2019	101742	03853 ICMA	ICMA 457 DEFERRED COMPENSATION: PAYMENT	52,974.23	
			ICMA 457 DEFERRED COMPENSATION: PAYMENT	40.00	53,014.23
08/29/2019	101743	00439 IUOE LOCAL 39	LOCAL 39 UNION DUES: PAYMENT	4,640.27	4,640.27
08/29/2019	101744	00485 KOFF & ASSOCIATES INC.	CLASSIFICATION STUDY	2,340.00	2,340.00
08/29/2019	101745	05026 UNIVAR USA INC.	4400.00 GL SOD HYPO DELV 8-6-19	3,231.27	
			4699.40 GL SOD HYPO DELV 8-3-19	3,158.94	
			4000.00 GL SOD HYPO DELV 8-2-19	2,937.51	9,327.72
08/29/2019	101746	05127 VISION SERVICE PLAN - CA (VSF	SEPTEMBER 2019 - VISION	2,938.44	2,938.44
08/30/2019	2066	00494 PERS	RETIREMENT: PAYMENT	105,162.82	105,162.82
08/30/2019	8173	05511 DISBURSEMENT UNIT CALIFORN	CHILD SUPPORT GARNISHMENT: PAYMENT	699.23	699.23
09/03/2019	83754060	00558 IRS - PAYROLL TAXES	FEDERAL WITHHOLDING TAXES: PAYMENT	147,163.87	147,163.87
09/03/2019	429334976	00559 EDD - PAYROLL	CALIFORNIA STATE TAXES: PAYMENT	31,356.94	31,356.94
09/04/2019	514537408	00559 EDD - PAYROLL	CALIFORNIA STATE TAXES: PAYMENT	40.00	40.00
09/04/2019	702164514	00558 IRS - PAYROLL TAXES	FEDERAL WITHHOLDING TAXES: PAYMENT	475.49	475.49
09/05/2019	101747	01719 A & M PRINTING, INC.	BUSINESS CARDS - GALVES	38.24	38.24
09/05/2019	101748	00991 ACCU STANDARD, INC.	LABORATORY SUPPLIES AND STANDARD SOLUTIO	119.26	119.26
09/05/2019	101749	00008 ACME FIRE EXTINGUISHER	WWTP (2) HALON FIRE EXTINGUISHERS	1,175.25	
			WWTP FIRE EXTINGUISHER ANNUAL RECHARGE	83.00	1,258.25
09/05/2019	101750	09257 DAN ACOSTA	REFUND FOR 3733 STONEHENGE WAY	255.17	255.17
09/05/2019	101751	01954 ANDERSON'S UNIFORMS	UNIFORMS - SILVA	261.93	
			UNIFORM ITEMS FOR TODD MILLISON	146.12	
			REPLACEMENT UNIFORM ITEMS FOR A. ORTEGA	117.72	525.77
09/05/2019	101752	06211 ASSOCIATED SERVICES CO.	MONTHLY BEVERAGE DELIVERY SERVICE FOR DO	406.97	406.97

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09/05/2019	101753	09235 LISA BYRD	REFUND FOR 11373 RAMPART DR	52.93	52.93
09/05/2019	101754	07173 CALIFORNIA HEALTH & RESCUE	DIV 56 PO: CONFINED SPACE RESCUE TRAINI	1,785.00	1,785.00
09/05/2019	101755	00105 DEPT 34261 CAL-STEAM	METER PARTS	49.41	49.41
09/05/2019	101756	08447 CHEMTRADE CHEMICALS US LL	3934.836 GAL ALUM SULFATE DELV 8-16-19	3,271.84	9,681.05
			3918.665 GAL ALUM SULFATE DELV 8-14-19	3,258.39	
			3789.301 GL ALUM SULFATE DELV 8-12-19	3,150.82	
09/05/2019	101757	01167 CITY OF DUBLIN	16-A004 FEES FOR MASTER PLAN REVIEW	43,625.00	43,625.00
09/05/2019	101758	01167 CITY OF DUBLIN	LANDSCAPE SERVICES FOR DSRSD - JUNE 2019	11,164.09	11,164.09
09/05/2019	101759	09211 CITY SERVICE CONTRACTING	MTR 77822380 RTN	1,931.90	1,931.90
09/05/2019	101760	09044 COX CONSTRUCTION CO	UB Refund Cst #00082142	2,000.00	2,000.00
09/05/2019	101761	09245 EDUARDO DE ROBBIO	REFUND FOR 5615 CEDAR CREST TER	144.10	144.10
09/05/2019	101762	00241 DGS OFS SVC REVOLVING FUNE	NATURAL GAS SERVICE @WWTP - JUL 2019	30,558.26	30,558.26
09/05/2019	101763	09250 JAMES DYE	REFUND FOR 524 DELDRIN CT	112.06	112.06
09/05/2019	101764	07101 EDWARDS & SONS AUTOMOTIVE	REPAIRS TO VEHICLE LIFTS IN FLEET	885.20	885.20
09/05/2019	101765	09231 KENNETH ER	REFUND FOR 7779 SUNWOOD DR	52.65	52.65
09/05/2019	101766	00307 FAIRWAY EQUIPMENT & SUPPLY	PARTS	1,187.62	1,187.62
09/05/2019	101767	09256 BETH FARLOW	REFUND FOR 2817 WILLOW BEND WAY	78.08	78.08
09/05/2019	101768	02656 FASTENAL COMPANY	3/4" LONG PATTERN CHROME COMBINATION WRE	19.86	19.86
09/05/2019	101769	03900 GARTON TRACTOR INC	PERIODIC BILLING FROM 8/27/19 TO 9/23/19	6,364.63	6,364.63
09/05/2019	101770	09237 RAJINDER GOYAL	REFUND FOR 5831 CADENCE AVE	105.68	105.68
09/05/2019	101771	09247 ENE-KATHRYN HARTNAGEL	REFUND FOR 6023 HILLBROOK PL	43.57	43.57
09/05/2019	101772	03149 HDS WHITE CAP CONST SUPPLY	CUTOFF SAW FOR SHOP	1,079.26	1,683.22
			EXTREME HEAT BOTTLED WATER	603.96	

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09/05/2019	101773	08687 HILBERS INC	MTR 83655928 RTND	2,486.77	2,486.77
09/05/2019	101774	09239 ZHIJIE HU	REFUND FOR 5383 IRON HORSE PKWY	102.93	102.93
09/05/2019	101775	07652 HUNT & SONS, INC.	87 OCTANE FUEL	1,713.62	1,713.62
09/05/2019	101776	09101 KEVIN HUNT	DROUHGHT GARDEN PERGOLA SUPPLIES	950.07	950.07
09/05/2019	101777	07481 J.N. ABBOTT DISTRIBUTOR, INC.	COGEN LUBE OIL, GREASE FOR PLANT, GREASE	6,463.02	6,463.02
09/05/2019	101778	09242 NICK JACOBSON	REFUND FOR 3971 SCOTTFIELD ST	7.47	7.47
09/05/2019	101779	01225 KAESER COMPRESSORS, INC	HEAT EXCHANGER FOR DAFT AIR COMPRESSOR	4,791.18	4,791.18
09/05/2019	101780	00468 CORP KAMAN INDUSTRIAL TECH	COGEN AIR HANDLER BEARING	354.22	
			INFLUENT PUMP SEAL	73.23	427.45
09/05/2019	101781	09241 RAMA KARANAM	REFUND FOR 4362 SUNSET VIEW DR	30.54	30.54
09/05/2019	101782	04873 KIMBALL MIDWEST	DIELECTRIC GREASE	28.39	28.39
09/05/2019	101783	09249 TOM KORTIZIJA	REFUND FOR 3377 SLEEPING MEADOW WAY	176.33	176.33
09/05/2019	101784	09238 KHUSHWINDER KUMAR	REFUND FOR 7620 ARBOR CREEK CIR	77.30	77.30
09/05/2019	101785	09248 SAURAV LAHIRI	REFUND FOR 3518 CINNAMON RIDGE RD	79.75	79.75
09/05/2019	101786	09253 DANIEL LAHL	REFUND FOR 2257 ROSEMOUNT LN	98.64	98.64
09/05/2019	101787	09254 PATRICK LAYNE	REFUND FOR 126 WYCLIFFE CT	104.55	104.55
09/05/2019	101788	03958 LIVERMORE AUTO GROUP	VEHICLE #29 BRAKE PARTS	742.32	
			VEHICLE #29 BRAKE PARTS	699.28	
			VEHICLE #89 BRAKE PARTS	54.77	
			CREDIT FOR BRAKE PARTS VEHICLE #89	-54.77	
			CREDIT FOR TRUCK #89 PARTS	-100.00	1,341.60
09/05/2019	101789	09232 MATEL REALTORS	REFUND FOR 7772 MILLBROOK AVE	213.45	213.45
09/05/2019	101790	00536 MC MASTER-CARR SUPPLY CO.	TUBING FOR RES 1A PAX SYSTEM	121.36	

Bank code: apbank

Date	Check #	Vendor	Description	Amount Paid	Check Total
			BRACKETS FOR POLYMER MIXER LIFT	16.42	137.78
09/05/2019	101791	09236 MELISSA MCNAMARA	REFUND FOR 5766 BARLEY RD	52.65	52.65
09/05/2019	101792	08559 MICHAEL BAKER INT'L. INC.	17-W003 T.O. 1 7/1/19 THROUGH 7/28/19	15,370.89	15,370.89
09/05/2019	101793	09244 TAKASHI MIYAZAKI	REFUND FOR 4190 MAGELLAN CT	103.82	103.82
09/05/2019	101794	04231 MSC INDUSTRIAL SUPPLY CO	WELDING & SHOP SUPPLIES & TOOLS FOR MECH	667.98	
			TOOL BATTERIES FOR FACILITIES	364.41	
			FABRICATION SUPPLIES	356.44	
			MISC PARTS 5 ORDERED 1 SHIPPED	235.89	
			FSL MITER CABLE	159.55	
			DRILL FOR FLEET	144.20	1,928.47
09/05/2019	101795	04796 NAPA AUTO PARTS	BRAKE WORK & MISC	292.57	
			CREDIT (RETURN) ITEMS NOT NEEDED	-261.12	31.45
09/05/2019	101796	00620 P G & E	DUBLIN LIFT STN (NEW LS1) ELECTRICITY -	264.78	264.78
09/05/2019	101797	09098 PATRIOT PEST MANAGEMENT	WWTP MONTHLY SERVICE PLUS HEAVY ANT TREA	491.00	491.00
09/05/2019	101798	04211 PLATT ELECTRIC SUPPLY	INFRARED WINDOWS USED FOR ENERGIZED ELEC	3,212.22	3,212.22
09/05/2019	101799	04211 PLATT ELECTRIC SUPPLY	SECURITY CAMERAS FOR FOF	2,335.95	2,335.95
09/05/2019	101800	02617 POLYDYNE INC	4,600 LB CLARIFLOC A-21P DELV 8-13-19	6,156.24	6,156.24
09/05/2019	101801	01195 POWERSTRIDE BATTERY CO., IN	STOCK ORDER & PART FOR VEHICLE #78	485.61	485.61
09/05/2019	101802	05543 PREFERRED BENEFIT INSURANCE	SEPTEMBER 2019 - DENTAL	24,211.30	24,211.30
09/05/2019	101803	09240 RAJAN PURI	REFUND FOR 2210 CENTRAL PKWY	109.51	109.51
09/05/2019	101804	04105 R & B COMPANY	HYD BREAK OFF CHECK VALVE	1,802.63	
			MISC REPAIR PARTS	419.52	2,222.15
09/05/2019	101805	09255 SRINIVASAN RENGANATHAN	REFUND FOR 2116 ARLINGTON WAY	8.00	8.00
09/05/2019	101806	00708 RESTEK CORP - % FULTON BANI	LABORATORY SUPPLIES AND STANDARD SOLUTIO	155.86	155.86

Bank code: apbank

Date	Check #	Vendor	Description	Amount Paid	Check Total
09/05/2019	101807	08869 RESTORATION MANAGEMENT C	DISTRICT OFFICE FLOOD REMEDIATION	371,563.31	
			DISTRICT OFFICE FLOOD REMEDIATION	207,824.43	579,387.74
09/05/2019	101808	08024 SAFETY COMPLIANCE MANAGEI	IH TESTING: FOR LAB & PLANT OPS	2,930.00	2,930.00
09/05/2019	101809	04698 SAMPLE TRAPS, LLC	LABORATORY SUPPLIES	295.63	295.63
09/05/2019	101810	09243 DINA SANTOS	REFUND FOR 4737 FAWN WAY	61.76	61.76
09/05/2019	101811	00751 SCBA SAFETY CHECK, INC.	SCBA AIR REFILLS	127.17	127.17
09/05/2019	101812	02125 SEEVER & SONS TIRE	TRUCK #122 & #123 TIRES	1,206.13	1,206.13
09/05/2019	101813	09251 GREGORY SHELLEY	REFUND FOR 9804 BELLADONNA DR	71.09	71.09
09/05/2019	101814	02444 DEPT LA 1368 STAPLES ADVANT	OFFICE SUPPLIES RESTOCK	357.24	
			LAMINATING POUCHES - MENU SIZE	20.29	377.53
09/05/2019	101815	09252 ENRICA SUSON	REFUND FOR 2209 WATERMILL RD	204.15	204.15
09/05/2019	101816	07420 SWENSON PROPERTY MANAGE	REFUND FOR 504 CROCUS HILL CT	203.61	203.61
09/05/2019	101817	06240 SWINERTON BUILDERS	19-A005 T.O. 1 PRE-CONSTRUCTION 7/1/19 -	8,567.00	8,567.00
09/05/2019	101818	00857 THOMAS AND ASSOCIATES	CHLORINE CONTACT TANK EAST DRAIN PUMP	22,609.23	
			EPS 1 WET WELL DRAIN PUMP	22,609.23	45,218.46
09/05/2019	101819	00912 OCC SERVICES VALLEY CARE H	PRE-EMPLOYMENT PHYSICAL - S. ANDERSEN	382.00	
			PRE-EMPLOYMENT PHYSICAL - D. PEARSON	382.00	
			E. PADILLA: 7/30/19 PHYSICAL: RESP, PFT	154.00	
			A. ORTEGA: 8/7/19 PHYSICAL: RESP, PFT, A	154.00	
			JASON MILLER 8/6/19 PHYSICAL RESP, PFT,	154.00	
			M. MCGRATH: 7/31/19 PHYSICAL-RESP, PFT,	154.00	
			D. MARTIN: 7/22/19 PFT, PHYSICAL, AUDIOM	154.00	
			J. MAINES: 8/1/19 PHYSICAL: RESP, PFT, A	154.00	
			I. LOPEZ: 7/16/19 PHYSICAL: RESP, PFT, A	154.00	
			K. LEWIS: 7/25/19 PHYSICAL: RESP, AUDIOM	154.00	



## Check History Description Listing

Dublin San Ramon Services District

From: 8/16/2019 To: 9/6/2019

Bank code: apbank

Date	Check #	Vendor	Description	Amount Paid	Check Total
			D. LEONARDO: 7/29/19 PHYSICAL: RESP, PFT	154.00	
			R. LAWRENCE: 7/24/19 PHYSICAL: RESP, PFT	154.00	
			S. KOZANDA: 7/24/19 PHYSICAL: RESP, PFT,	154.00	
			F. KELLY: 8/8/19 PHYSICAL: RESP, PFT, AU	154.00	
			T. JOHNSON: 8/8/19 PHYSICAL: RESP, PFT,	154.00	
			J. HOLGUIN: 8/14/19 PHYSICAL: RESP, PFT,	154.00	
			D. HIGARES: 7/19/19 PHYSICAL: RESP, PFT,	154.00	
			J. HENDRYX: 7/25/19 PHYSICAL: RESP, PFT,	154.00	
			S. HALLIDAY: 8/2/19 PHYSICAL: RESP, PFT,	154.00	
			E. GUTIERREZ: 7/24/19 PHYSICAL: RESP, PF	154.00	
			A. GARCIA: 7/17/19 PHYSICAL: RESP, PFT,	154.00	
			L. FULLER: 8/5/19 PHYSICAL: RESP, PFT, A	154.00	
			R. FREITAS: 7/30/19 PHYSICAL: RESP, PFT,	154.00	
			A. CASTRO: 8/5/19 PHYSICAL: RESP, PFT, A	154.00	
			K. BAXTER: 7/29/19 PHYSICAL: RESP, PFT,	154.00	
			M. BARCELLOS: 8/13/19 PHYSICAL: RESP, PF	154.00	
			R. BAKER: 8/9/19 PHYSICAL: RESP, PFT, AU	154.00	
			D. BAILEY: 8/13/19 PHYSICAL: RESP, PFT,	154.00	
			J. BAGAKIS: 7/30/19 PHYSICAL: RESP, PFT,	154.00	
			D. PETTINICHIP: 7/31/19 PHYSICAL: RESP,	154.00	
			S. QUINLAN: 7/18/19 PHYSICAL: RESP, PFT,	154.00	
			J. RAMOS: 7/26/19 PHYSICAL: RESP, PFT, A	154.00	
			S. ROBERSON: 7/23/19 PHYSICAL: RESP, PFT	154.00	
			S. SARGIOTTO: 8/7/19 PHYSICAL: RESP, PFT	154.00	
			S. TRAN: 7/23/19 PHYSICAL: RESP, PFT, AU	154.00	
			H. BIRDSELL 7/26/19 PHYSICAL / PFT	106.00	
			J. RODRIGUEZ: 7-19-19 PHYSICAL: RESP & P	106.00	
			C. SANCHEZ: 7/17/19 PHYSICAL: RESP & PFT	106.00	
			C. THACH DALLABETTA 7/15/19 PHYSICAL: RE	106.00	

Bank code: apbank

Date	Check #	Vendor	Description	Amount Paid	Check Total
			D. TO PHYSICAL: RESP & PFT 7/16/19	106.00	
			S. HALLIDAY PHYSICAL: DOT (BUNDLED) 7/2/	100.00	
			K. BAXTER - PHYSICAL: DOT (BUNDLED) 7-18	100.00	
			E. GUTIERREZ 7-24-19 PHYSICAL: DOT (BUND	100.00	
			BLOOD BORNE PATHOGEN - HEP B VACCINATION	65.00	
			PRE-EMPLOYMENT PHYSICAL - D. PEARSON	60.00	
			V. SEVILLA: NO SHOW 8-14-19	50.00	
			E. PARIERA: 7/31/19 AUDIOMETRIC TESTING	48.00	
			8/6/19 JERRY MILLER: AUDIOMETRIC 8-6-19	48.00	
			JASON MILLER: 8/13/19 AUDIOMETRIC TESTIN	48.00	
			W. LOHMAN: 7/18/19 AUDIOMETRIC TESTING	48.00	
			T. LEONARDO 7/16/19 AUDIOMETRIC TESTING	48.00	
			L. LANTIN: 7/23/19 AUDIOMETRIC TESTING	48.00	
			M. JOHNSTON: 8/1/19 AUDIOMETRIC TESTING	48.00	
			B. JOHNSON: 8/12/19 AUDIOMETRIC TESTING	48.00	
			J. BERTACCHI: 7/22/19 AUDIOMETRIC TESTIN	48.00	
			M. ATENDIDO: 7/18/19 AUDIOMETRIC TESTING	48.00	
			J. SANCHEZ: 7/16/19 AUDIOMETRIC TESTING	48.00	
			T. STODDARD: 8/1/19 AUDIOMETRIC TESTING	48.00	
			R. THOMPSON: 7/17/19 AUDIOMETRIC TESTING	48.00	7,475.00
09/05/2019	101820	06004 VANGUARD CLEANING SYSTEM	DEEP CLEANING JEFF CARSON'S OFFICE 8-7-1	350.00	350.00
09/05/2019	101821	09233 RAFAEL VAQUERANO	REFUND FOR 8089 ELGIN LN	119.07	119.07
09/05/2019	101822	09246 HIMA BINDHU VENKATA RAMAN	REFUND FOR 3669 RIMINI LN	79.75	79.75
09/05/2019	101823	09234 IVAN YEE	REFUND FOR 8379 CYPRESS CT	210.00	210.00
09/05/2019	101824	00987 ATTN: ACCOUNTING ZONE 7 WA	12-W016 7/1/18 TO 6/30/19 CONTRACT O&M	30,516.54	30,516.54
09/05/2019	101825	03460 ACCO ENGINEERED SYSTEMS II	DERWA JULY MAINTENANCE AGREEMENT	540.00	540.00
09/05/2019	101826	01013 BARRETT BUSINESS SERVICES	K. RAMOS: W/E 8/11/19	1,443.05	

Bank code: apbank

Date	Check #	Vendor	Description	Amount Paid	Check Total
			K. YAN: W/E 8/11/19	1,150.45	
			K. BECK: W/E 8/11/19	1,064.00	
			M. JOHNSTON: W/E 8/11/19	877.80	
			T. AMARO: W/E 8/11/19	851.20	
			D. DELLACQUA: W/E 8/11/19	851.20	
			B. YENOKIDA: W/E 8/11/19	851.20	
			L. GOSS: W/E 8/11/19	638.40	
			A. GEHMLICH: WE 08/11/19	486.40	
			N. POON: WE 08/11/19	486.40	
			M. ZAKLAN: WE 08/11/19	473.60	
			S. MONTAGUE: W/E 08/4/19	468.00	
			B. VASSAR: W/E 8/11/19	292.60	
			D. DELLACQUA: W/E 8/18/19	212.80	10,147.10
09/05/2019	101827	01013 BARRETT BUSINESS SERVICES	P. MULLEN: WE 08/11/19	796.23	796.23
09/05/2019	101828	06176 BAY VALVE SERVICE & ENG'G LL	CONTRACTOR AND MOTOR FOR ML/WAS ACTUATOR	1,988.86	1,988.86
09/05/2019	101829	08775 LEA BLEVINS	L. BLEVINS REIMB EXP @ CASA 2019 SAN DIE	130.12	
			L. BLEVINS REIMB EXP @ NEXTDOOR MEETING	3.00	133.12
09/05/2019	101830	03614 CAROLLO ENGINEERS INC.	16-W009 T.O. 1 7/1/19 TO 7/31/19	7,978.50	7,978.50
09/05/2019	101831	00335 LEVI FULLER	L. FULLER REIMB EXP @ SPEAKER FOR SYMPSO	176.64	176.64
09/05/2019	101832	03146 MICHELLE GALLARDO	M. GALLARDO REIMB EXP @ CSRMA SAN DIEGO	289.70	289.70
09/05/2019	101833	00937 GRAINGER, INC.	EYEWASH STATION, WALL MOUNT FOR FERRIC A	1,422.27	
			CASTERS FOR SHOP PRE-FAB CARTS	121.06	
			REPLACE BROKEN BUCKET	20.55	1,563.88
09/05/2019	101834	03602 SPENCER HALLIDAY	S. HALLIDAY REIMB EXP FOR D3 DISTRIBUTIO	120.00	120.00
09/05/2019	101835	00473 KEMIRA WATER SOLUTIONS INC	49180.001 LB FERROUS CHLORIDE DELV 8-14-	8,317.46	8,317.46
09/05/2019	101836	09287 JUSTIN LANKFORD	J. LANKFORD CERT. REIMB FOR CWEA MECHANI	185.00	185.00

## Check History Description Listing

Dublin San Ramon Services District

From: 8/16/2019

To: 9/6/2019

Bank code: apbank

Date	Check #	Vendor	Description	Amount Paid	Check Total
09/05/2019	101837	02076 NORTHERN TOOL & EQUIPMENT	HOSE REEL FOR TRUCK #55	359.43	359.43
09/05/2019	101838	09288 DERRICK PEARSON	D. PEARSON REIMB EXP FOR OIT-I CERTIFICA	95.00	95.00
09/05/2019	101839	07775 VANGARD CONCEPT OFFICES	OFFICE FURNITURE FOR LAB	3,583.02	3,583.02
09/05/2019	101840	05305 GEORGEAN VONHEEDER-LEOP	G. VONHEEDER REIMB EXP JUNE 2019	106.22	106.22
09/05/2019	101841	06643 WEIR TECHNICAL SERVICES	MANAGEMENT SERVICES - JULY 2019	6,681.20	6,681.20
09/05/2019	101842	00957 WEST YOST & ASSOCIATES	07-3203 T.O. OC-18 7/1/19 TO 8/9/19	6,362.49	6,362.49

249 checks in this report

**Total Checks: 3,929,158.20**

Dublin San Ramon Services District  
Employee Reimbursements Over \$100  
July 1, 2018 - June 30, 2019

Employee	Invoice Date	Invoice Description	Amount	Check Date	Check #
ATWOOD, CAROL	8/30/2018	ATWOOD REIMB EXP THRU W/E 08/25/2018	128.47	8/30/2018	97836
ATWOOD, CAROL	12/12/2018	ATWOOD REIMB EXP AT 2018 CALPERLA TRAINING 12/05	119.93	12/13/2018	99033
ATWOOD, CAROL	4/1/2019	ATWOOD REIMB EXP FOR CPA LIC. RENEWAL APPL. FEE	120.00	4/4/2019	100172
<b>ATWOOD, CAROL Total</b>			<b>368.40</b>		
BAHLOUL, AOMAR	6/27/2019	A. BAHLOUL REIMB EXP @ CISCO CONFERENCE SAN DI	248.88	6/27/2019	101089
<b>BAHLOUL, AOMAR Total</b>			<b>248.88</b>		
BAILEY, MAYETTE	1/11/2019	BAILEY REIMB EXP AT CSMFO CONFERENCE 01/08/19-01	334.49	1/31/2019	99532
BAILEY, MAYETTE	2/7/2019	BAILEY REIMB EXP AT CSMFO CONF 01/08 - 01/11/2019	334.49	2/7/2019	99547
BAILEY, MAYETTE	5/15/2019	BAILEY REIMB EXP AT CALPERS 3/05/19 & FINANCE MEE	238.81	5/16/2019	100564
BAILEY, MAYETTE	5/31/2019	M. BAILEY TUITION REIMB 1/25/19-5/31/19	5,250.00	6/6/2019	100858
<b>BAILEY, MAYETTE Total</b>			<b>6,157.79</b>		
BAXTER, KENNY	2/7/2019	BAXTER REIMB EXP FOR WATER DIST GRADE 3 CERT AN	190.00	2/7/2019	99550
<b>BAXTER, KENNY Total</b>			<b>190.00</b>		
BIAGTAN, RHODORA	11/27/2018	BIAGTAN REIMB EXP FOR INTERVIEW PANEL 10/29/2018	100.00	11/29/2018	98899
BIAGTAN, RHODORA	1/7/2019	BIAGTAN REIMB EXP FOR MILEAGE W/E 11/16/2018	100.36	1/10/2019	99260
<b>BIAGTAN, RHODORA Total</b>			<b>200.36</b>		
BLEVINS, LEA	1/16/2019	BLEVINS REIMB EXP AT CAPIO ACADEMY 01/07/2019	133.01	1/17/2019	99322
BLEVINS, LEA	3/21/2019	BLEVINS REIMB EXP AT WATEREUSE MARCH 2019	147.11	3/28/2019	100107
BLEVINS, LEA	4/15/2019	BLEVINS REIMB EXP AT CAPIO APRIL 2019	188.66	4/18/2019	100299
<b>BLEVINS, LEA Total</b>			<b>468.78</b>		
BROOKS, ROBERT M.	10/16/2018	BROOKS COMPUTER LOAN	1,500.00	10/18/2018	98340
<b>BROOKS, ROBERT M. Total</b>			<b>1,500.00</b>		
CARSON, JEFF	1/17/2019	CARSON REIMB MILEAGE DECEMBER 2018	131.24	1/17/2019	99323
CARSON, JEFF	5/29/2019	J. CARSON REIMB MILEAGE EXP FOR MAR. 2019	103.60	6/13/2019	100937
CARSON, JEFF	6/3/2019	J. CARSON REIMB FOR MILEAGE MAY 2019	110.54	6/20/2019	100946
<b>CARSON, JEFF Total</b>			<b>345.38</b>		
CASTELLO, BRETT	9/27/2018	CASTELLO REIMB EXP AT 2018 LUCITY ACT CONFERENC	164.85	9/27/2018	98260
<b>CASTELLO, BRETT Total</b>			<b>164.85</b>		
CASTRO, AARON	9/7/2018	CASTRO COMPUTER LOAN	1,369.54	9/13/2018	98068
<b>CASTRO, AARON Total</b>			<b>1,369.54</b>		
CHANG, JOYCE	6/20/2019	J. CHANG REIMB EXP @ CREATIVEPRO WEEK SEATTLE	3,507.68	6/27/2019	101093
<b>CHANG, JOYCE Total</b>			<b>3,507.68</b>		
CHEN, HERMAN	12/21/2018	CHEN REIMB EXP AT 2018 CALPERLA 12/4 - 12/7/2018	882.45	1/3/2019	99180
<b>CHEN, HERMAN Total</b>			<b>882.45</b>		
CHIU, VIVIAN	11/6/2018	CHIU REIMB EXP AT CSDA SECRETARY CLERK CONF 10/	125.00	11/8/2018	98628
<b>CHIU, VIVIAN Total</b>			<b>125.00</b>		
COLLINS, RENEE	9/27/2018	COLLINS REIMB EXP AT 2018 COMMUNITIY LIVE CONF. 0	1,791.58	9/27/2018	98261
COLLINS, RENEE	5/3/2019	R. COLLINS REIMB CLAIM FOR TEAM BUILDING APR 2019	145.11	5/9/2019	100552
<b>COLLINS, RENEE Total</b>			<b>1936.69</b>		
DELIGHT, STEVE	9/27/2018	DELIGHT REIMB EXP AT 2018 LUCITY ACT 09/10 - 09/14/01	706.53	9/27/2018	98262
<b>DELIGHT, STEVE Total</b>			<b>706.53</b>		
DUENAS, BONIFACIO	2/20/2019	DUENAS REIMB EXP AT GIS VERSION 10.6 WORKSHOP 0	335.38	2/21/2019	99783
<b>DUENAS, BONIFACIO Total</b>			<b>335.38</b>		
GALLARDO, MICHELLE	12/19/2018	GALLARDO REIMB EXP AT 2018 CALPERLA 12/4 - 12/7/201	107.91	12/20/2018	99150
<b>GALLARDO, MICHELLE Total</b>			<b>107.91</b>		
GALVES, PATRICIA	6/20/2019	P. GALVES REIMB EXP FOR TEAM BUILDING ON 6/19/19	102.46	6/27/2019	101094
<b>GALVES, PATRICIA Total</b>			<b>102.46</b>		
GARCIA, ANNA	1/17/2019	GARCIA REIMB CERTIFICATE FOR WWTP OPERATOR 5	110.00	1/17/2019	99324
<b>GARCIA, ANNA Total</b>			<b>110.00</b>		
GRASHUIS, SIMONE	2/26/2019	GRASHUIS - DO FLOOD PERSONAL PROPERTY LOSS RE	120.00	2/28/2019	99805
<b>GRASHUIS, SIMONE Total</b>			<b>120.00</b>		
GRIFFIN, DIANE	3/19/2019	GRIFFIN REIMB EXP AT CWEA CONFERENCE MONTEREY	230.96	3/21/2019	100024
<b>GRIFFIN, DIANE Total</b>			<b>230.96</b>		
HATTRUP, JOSEPH	10/22/2018	HATTRUP REIMB EXP @ BACKFLOW COURSE/EXAM	417.20	10/25/2018	98429
<b>HATTRUP, JOSEPH Total</b>			<b>417.20</b>		
HENDRYX, JEREMY	1/15/2019	HENDRYX CERTIFICATE REIMBURSEMENT WWTP OPS 2	105.00	1/17/2019	99325
HENDRYX, JEREMY	3/27/2019	HENDRYX REIMB FOR CERT COLLECTION SYSTEM MAIN	200.00	4/4/2019	100181
<b>HENDRYX, JEREMY Total</b>			<b>305.00</b>		
HOLGUIN, JESSE	1/31/2019	HOLGUIN REIMB FOR SAFETY SHOES 2019	200.00	1/31/2019	99538
<b>HOLGUIN, JESSE Total</b>			<b>200.00</b>		
JOHNSON, AARON	9/27/2018	JOHNSON REIMB EXP AT 2018 LUCITY ACT 09/10 - 09/14/2	187.00	9/27/2018	98267

Dublin San Ramon Services District  
Employee Reimbursements Over \$100  
July 1, 2018 - June 30, 2019

Employee	Invoice Date	Invoice Description	Amount	Check Date	Check #
<b>JOHNSON, AARON Total</b>			<b>187.00</b>		
JOHNSON, ANN MARIE	6/26/2019	ANN MARIE JOHNSON REIMB EXP FOR MAY	293.21	6/27/2019	101100
<b>JOHNSON, ANN MARIE Total</b>			<b>293.21</b>		
JOHNSTON, MARK	4/24/2019	M JOHNSTON REMIB EXP @ CWEA 04/2019 CONFERENC	221.00	5/2/2019	100450
JOHNSTON, MARK	5/20/2019	JOHNSTON COMPUTER LOAN	545.16	5/23/2019	100699
<b>JOHNSTON, MARK Total</b>			<b>766.16</b>		
KHAW, FLORENCE	3/26/2019	KHAW EXP REIMB - MEAL&MILEAGE FOR BACKFLOW 03/	101.18	4/4/2019	100184
<b>KHAW, FLORENCE Total</b>			<b>101.18</b>		
KOEHLER, SAMANTHA	12/19/2018	KOEHLER REIMB EXP AT 2018 CALPERLA 12/4 - 12/7/2018	107.91	12/20/2018	99158
<b>KOEHLER, SAMANTHA Total</b>			<b>107.91</b>		
KOZANDA, STEPHAN	12/5/2018	KOZANDA REIMB SAFETY SHOE EXPENSE	116.91	12/6/2018	98928
KOZANDA, STEPHAN	6/27/2019	S. KOZANDA REIMB EXP @ ADVANCED WATER TREATME	349.60	7/3/2019	101117
<b>KOZANDA, STEPHAN Total</b>			<b>466.51</b>		
KUEFNER, ERIK	12/17/2018	KUEFNER REIMB EXP FOR CWEA INSP GRADE 3 CERTIFI	285.00	12/20/2018	99161
KUEFNER, ERIK	4/19/2019	KUEFNER REIMB EXP FOR CWEA ANNUAL CONFERENCE	1,208.72	4/25/2019	100437
<b>KUEFNER, ERIK Total</b>			<b>1,493.72</b>		
LATHI, GEMMA	4/10/2019	LATHI REIMB EXP FOR OPS QTRLY MEETING BREAKFAS	136.59	4/18/2019	100303
<b>LATHI, GEMMA Total</b>			<b>136.59</b>		
LEONARDO, DANIEL	7/8/2019	D. LEONARDO REIMB EXP @ DENVER ACE19 CONFEREN	301.40	7/18/2019	101246
<b>LEONARDO, DANIEL Total</b>			<b>301.40</b>		
LEWIS, KEVIN	12/5/2018	LEWIS REIMB SAFETY SHOE EXPENSE	207.58	12/6/2018	98929
<b>LEWIS, KEVIN Total</b>			<b>207.58</b>		
LOPEZ, DAN	10/1/2018	LOPEZ REIMB EXP AT 2018 LUCITY ACT 09/10 - 09/14/2018	204.00	10/3/2018	98284
<b>LOPEZ, DAN Total</b>			<b>204.00</b>		
MACARAEG, ROPER	6/3/2019	R. MACARAEG REIMB EXP FOR MILEAGE AND FOOD 4/29	113.43	6/6/2019	100868
<b>MACARAEG, ROPER Total</b>			<b>113.43</b>		
MADARANG, RAQUEL	9/27/2018	MADARANG REIMB EXP AT 2018 LUCITY ACT CONF 09/10	224.00	9/27/2018	98269
<b>MADARANG, RAQUEL Total</b>			<b>224.00</b>		
MARTIN, DANIEL	7/8/2019	D. MARTIN REIMB EXP @ DENVER AWWA ACE CONFERE	246.40	7/18/2019	101295
<b>MARTIN, DANIEL Total</b>			<b>246.40</b>		
MARTIN, LORI	7/19/2018	MARTIN REIMB EXP FOR 2017 EE RECOGNITION EVENT	1,400.00	7/19/2018	97406
MARTIN, LORI	10/9/2018	MARTIN REIMB EXP FOR GE MEETING 10/10/2018	550.00	10/18/2018	98346
MARTIN, LORI	11/20/2018	MARTIN REIMB EXP FOR 2018 HOLIDAY LUNCHEON 12/05	517.90	11/21/2018	98808
MARTIN, LORI	5/15/2019	L. MARTIN REIMB EXP FOR 2018 EMPLOYEE RECOGNITI	3,100.00	5/23/2019	100701
<b>MARTIN, LORI Total</b>			<b>5,567.90</b>		
MCINTYRE, DANIEL	8/21/2018	MCINTYRE REIMB EXP AT CASA CONFERENCE AUG. 7 - 8	179.91	8/23/2018	97763
MCINTYRE, DANIEL	9/13/2018	MCINTYRE REIMB EXP FOR AUGUST 2018 MILEAGE	119.57	9/13/2018	98072
MCINTYRE, DANIEL	10/9/2018	MCINTYRE REIMB EXP FOR SEPTEMBER 2018 MILEAGE	113.25	10/18/2018	98347
MCINTYRE, DANIEL	12/5/2018	MCINTYRE REIMB EXP AT ACWA NOV. 2018	388.13	12/6/2018	98931
MCINTYRE, DANIEL	2/26/2019	MCINTYRE REIMB EXP FOR JAN 2019 :	120.53	3/7/2019	99896
MCINTYRE, DANIEL	3/13/2019	MCINTYRE MILEAGE REIMB FOR FEB 2019	113.43	3/21/2019	100029
MCINTYRE, DANIEL	4/15/2019	MCINTYRE MILEAGE REIMB FOR MAR 2019	134.27	4/18/2019	100305
MCINTYRE, DANIEL	5/14/2019	MCINTYRE MILEAGE REIMB FOR APR 2019	163.35	5/16/2019	100572
MCINTYRE, DANIEL	5/29/2019	D. MCINTYRE REIMB EXP @ ACWA CONFERENCE 5/06/19	335.16	6/6/2019	100870
MCINTYRE, DANIEL	6/10/2019	D. MCINTYRE MILEAGE REIMB FOR MAY 2019 & EXP @ A	145.66	6/20/2019	100954
<b>MCINTYRE, DANIEL Total</b>			<b>1813.26</b>		
MOHAN, KAPIL	3/18/2019	MOHAN REIMB EXP AT CWEA CONFERENCE MONTEREY	685.92	3/21/2019	100030
<b>MOHAN, KAPIL Total</b>			<b>685.92</b>		
MUTOBE, ROBYN	4/25/2019	MUTOBE - DO FLOOD PERSONAL PROPERTY LOSS REIM	486.00	4/25/2019	100438
<b>MUTOBE, ROBYN Total</b>			<b>486.00</b>		
NARCISO, MARA	11/6/2018	NARCISO REIMB EXP AT CSDA SECRETARY CLERK CONF	125.00	11/8/2018	98634
<b>NARCISO, MARA Total</b>			<b>125.00</b>		
NEWBERRY, KE	3/22/2019	K. BIAN REIMB EXP @ CALPERS SACRAMENTO 03/05/19	147.57	3/28/2019	100115
<b>NEWBERRY, KE Total</b>			<b>147.57</b>		
OLSON, STEFANIE	11/27/2018	OLSON COMPUTER LOAN	787.07	11/29/2018	98910
OLSON, STEFANIE	12/6/2018	OLSON REIMB EXP AT ADVANCED EXCEL WORKSHOP 11	110.58	12/13/2018	99042
OLSON, STEFANIE	2/26/2019	OLSON - DO FLOOD PERSONAL PROPERTY LOSS REIMB	160.00	2/28/2019	99813
<b>OLSON, STEFANIE Total</b>			<b>1057.65</b>		
PADILLA, EDWARD	5/23/2019	E. PADILLA REIMB EXP @ CRWA EXPO 4/22/19-4/25/19	246.73	6/6/2019	100872
<b>PADILLA, EDWARD Total</b>			<b>246.73</b>		
PENAFLO, JONATHAN	11/26/2018	PENAFLO REIMB EXP FOR DO FLOOD RELOCATION	408.24	11/29/2018	98911

Dublin San Ramon Services District  
Employee Reimbursements Over \$100  
July 1, 2018 - June 30, 2019

Employee	Invoice Date	Invoice Description	Amount	Check Date	Check #
<b>PENAFLO, JONATHAN Total</b>			<b>408.24</b>		
PENDERGRAFT, RYAN	8/16/2018	PENDERGRAFT REIMB EXP FOR ENGINEERING TRAINING	730.31	8/16/2018	97689
PENDERGRAFT, RYAN	1/9/2019	PENDERGRAFT REIMB FEE EXP FOR PE CIVIL WATER RE	350.00	1/10/2019	99269
<b>PENDERGRAFT, RYAN Total</b>			<b>1080.31</b>		
PORTUGAL, RUDY	9/7/2018	PORTUGAL COMPUTER LOAN	1,499.99	9/13/2018	98074
<b>PORTUGAL, RUDY Total</b>			<b>1,499.99</b>		
ROBLES, RAY	5/28/2019	R. ROBLES REIMB EXP @ CRWA EXPO 04/22-04/25/19	324.92	5/30/2019	100771
<b>ROBLES, RAY Total</b>			<b>324.92</b>		
SALAZAR, LORRENE	3/8/2019	SALAZAR REIMB AT NUTS & BOLTS WORKSHOP 2/14/19	135.99	3/14/2019	100014
<b>SALAZAR, LORRENE Total</b>			<b>135.99</b>		
SANCHEZ, JOSHUA	12/17/2018	SANCHEZ REIMB EXP FOR WATER DIST OPERATOR EXA	115.54	12/20/2018	99168
SANCHEZ, JOSHUA	12/17/2018	SANCHEZ REIMB EXP FOR WATER DIST. D1 CERT	133.90	12/20/2018	99168
<b>SANCHEZ, JOSHUA Total</b>			<b>249.44</b>		
SEVILLA, VIRGILITO	12/17/2018	SEVILLA REIMB EXP FOR SAFETY SHOES	166.05	12/20/2018	99169
<b>SEVILLA, VIRGILITO Total</b>			<b>166.05</b>		
STEPHENSON, SUE	12/12/2018	STEPHENSON REIMB EXP AT ACWA 11/27 - 11/30/2018	104.06	12/13/2018	99043
STEPHENSON, SUE	4/17/2019	S. STEPHENSON REIMB EXP FOR ELECTD WOMEN'S LU	138.00	5/2/2019	100452
<b>STEPHENSON, SUE Total</b>			<b>242.06</b>		
THOMPSON, ROBERT	2/12/2019	THOMPSON REIMB EXP FOR WORK BOOTS 2019	216.45	2/14/2019	99673
<b>THOMPSON, ROBERT Total</b>			<b>216.45</b>		
TO, DUC-TRI (TROY)	3/18/2019	TO'S REIMB EXP AT CWEA CONFERENCE MONTEREY 2/1	203.24	3/21/2019	100033
<b>TO, DUC-TRI (TROY) Total</b>			<b>203.24</b>		
TRAN, SINZEE	9/19/2018	TRAN REIMB EXP CWEA MBRSH/SAFETY SHOES	384.60	10/25/2018	98436
<b>TRAN, SINZEE Total</b>			<b>384.60</b>		
TREPPA, BOB	10/25/2018	TREPPA REIMB EXP AT MISAC CONF. 09/30/2018 - 10/03/2	190.28	10/25/2018	98437
<b>TREPPA, BOB Total</b>			<b>190.28</b>		
VADEN, KAREN	12/3/2018	REFUND FOR 11613 REGIO CT	261.03	12/6/2018	98934
<b>VADEN, KAREN Total</b>			<b>261.03</b>		
VALDEZ, JESSIE	11/7/2018	VALDEZ REIMB EXP AT 2018 APA YEAR END PAYROLL CL	195.08	11/8/2018	98636
VALDEZ, JESSIE	2/26/2019	VALDEZ - DO FLOOD PERSONAL PROPERTY LOSS REIM	324.50	2/28/2019	99815
<b>VALDEZ, JESSIE Total</b>			<b>519.58</b>		
VONHEEDER-LEOPOLD, GEORG	9/26/2018	VONHEEDER-LEOPOLD REIMB EXP AT 2018 CASA 08/08/2	527.64	9/27/2018	98274
VONHEEDER-LEOPOLD, GEORG	11/6/2018	VONHEEDER REIMB EXP AT 2018 CASA 9/23 - 9/25/2018	475.04	11/8/2018	98637
VONHEEDER-LEOPOLD, GEORG	11/9/2018	VONHEEDER REIMB EXP AT 2018 CSDA 9/25 - 9/27/2018	927.28	11/15/2018	98714
VONHEEDER-LEOPOLD, GEORG	3/21/2019	VONHEEDER REIMB EXP AT 2018 CASA 1/23 - 1/25/2019	731.20	3/28/2019	100117
<b>VONHEEDER-LEOPOLD, GEORG Total</b>			<b>2661.16</b>		
ZAVADIL, JUDY	7/10/2018	ZAVADIL - CIVIL ENG LICENSE RENEWAL REIMB	115.00	7/12/2018	97336
ZAVADIL, JUDY	5/17/2019	J. ZAVADIL REIMB EXP @ 2019 ACWA SPRING CONFEREN	177.91	5/23/2019	100711
<b>ZAVADIL, JUDY Total</b>			<b>292.91</b>		
<b>Grand Total</b>			<b>\$ 43,916.61</b>		



**TITLE:** Approve Continuation of Emergency Action Procurement by General Manager for Repair of the District Office and Find that the Need for the District Office Flooding Emergency Still Exists

**RECOMMENDATION:**

Staff recommends the Board of Directors approve, by Motion, a continuation of the Emergency Action as declared in Board Resolution No. 53-18 and find that there exists a need for continuing the District Office flooding emergency which the Board last confirmed on September 3, 2019.

**SUMMARY:**

On Sunday, November 11, 2018, the District Office flooded due to a leak in the fire service line. The General Manager, as the District's Emergency Manager per the District's Emergency Response Plan policy, immediately proclaimed a District State of Emergency to reduce potential further property damage due to water exposure and to minimize the time to restore core business operations.

The District Office is closed for restoration and repair. Staff is requesting the Board of Directors find that there still exists a need for continuing the State of Emergency reflected by Board Resolution No. 53-18. Expedited action, including the emergency procurement of equipment, furnishings, services, supplies, and repairs, is necessary to bring about re-occupancy of the District Office by staff at the earliest opportunity, in order to restore normal operations and core services. Delay in restoration and repair will have an unacceptable adverse impact on the services provided by the District.

Further detail on the emergency and the current state of restoration is reflected in the attached staff report.

Originating Department: Engineering Services	Contact: J. Ching	Legal Review: Not Required
Cost: \$0	Funding Source: Insurance Claim	
Attachments: <input type="checkbox"/> None <input checked="" type="checkbox"/> Staff Report <input type="checkbox"/> Resolution <input type="checkbox"/> Ordinance <input type="checkbox"/> Task Order <input type="checkbox"/> Proclamation <input type="checkbox"/> Other (see list on right)	32 of 55	



# STAFF REPORT



District Board of Directors  
September 17, 2019

## **Approve Continuation of Emergency Action Procurement by General Manager for Repair of the District Office and Find that the Need for the District Office Flooding Emergency Still Exists**

### **BACKGROUND**

On Sunday, November 11, 2018, the District Office flooded due to a leak in the fire service line. The General Manager, as the District's Emergency Manager per the District's Emergency Response Plan policy, immediately proclaimed a District State of Emergency to reduce potential further property damage due to water exposure and to minimize the time to restore core business operations. As the Emergency Manager, the General Manager is charged with managing all emergency operations and making decisions to allocate resources and expend funds as necessary to meet the needs of the emergency.

Per the District's Purchasing policy, in case of an emergency and in accordance with Public Contract Code Section 22050, the General Manager may let contracts for any amount without giving notice for bids for repair or replacement of a public facility, take any directly related and immediate action required by that emergency, and procure the necessary equipment, services, and supplies for those purposes. On November 20, 2018, the Board of Directors adopted Resolution No. 53-18 approving emergency action procurement by the General Manager for restoration of the District Office. Per the Public Contract Code, at every regularly scheduled meeting after the initial emergency action, the Board is to review and determine by a four-fifths vote, that there is a need to continue the emergency action.

### **DISCUSSION**

#### RESTORATION AND RENOVATION UPDATE

Because the District Office is over 27 years old and much of the building systems and furnishing are original, staff recommended completing a building renovation along with the flood restoration work. On February 14, 2019, the Board approved an amendment to the Capital Improvement Program (CIP) to add the District Office Renovation Project (CIP 19-A005). In parallel, the District was in the midst of finalizing the design of a Boardroom renovation project, Board Meeting Audio/Video Improvements (CIP 16-A004). As a result of this timing, the District combined the flood restoration and the CIP renovation projects into one design and construction project. The restoration of the building will be paid for through an insurance claim, and the renovation work will be paid for through the CIP projects.

Through the emergency action procurement, the District can complete the work using an expedited design-build process. The District executed a task order with ID Architecture for architectural drawings and to provide an overall design and specification package for review by the City of Dublin. The District also issued a task order with Sausal Corporation for design-build services which included preparing mechanical, electrical, plumbing and safety system engineering drawings and specifications for the restoration and renovation work.

The District applied for a building permit on June 26, 2019. To address comments received from the City of Dublin, a revised set of drawings and specifications was submitted on July 31, 2019. The building permit was issued on August 23, 2019.

Sausal's not-to exceed cost estimate for the flood restoration work and the District CIP projects is \$4,060,700, including a \$250,000 contingency. The combined remaining budget of the CIP projects after design is approximately \$2,563,000. Staff is working closely with the insurance adjuster to segregate the costs between restoration and renovation work and anticipates the insurance reimbursement will cover the gap between the construction cost and the remaining budget. The insurance adjuster should provide the amount covered by insurance by the end of September. Construction is expected to be completed by February 2020.

#### NEED FOR CONTINUING EMERGENCY

The District Office is closed until further notice. Displaced District Office staff are now assigned to the Field Operations Facility. District administrative operations and customer service have been hampered in the following ways:

- The Board's customary meeting place for Board meetings is unavailable for use, inconveniencing the public who might wish to attend Board meetings;
- Customer service functions related to "in-person" bill payment have been suspended, because the Field Operations Facility where the Customer Services & Billing Division has been temporarily relocated to cannot accommodate in-person payment of water and sewer bills. Thus, one form of payment (in-person) is not available to the District's customers;
- There is minimal meeting space for staff for internal meetings, to meet with developer representatives and contractors, and to confer with other agency personnel;
- Natural work efficiencies are degraded with the Engineering Department, the Administrative Services Department, the Executive Services Division, and the Communications Division working in ad hoc work spaces at the Field Operations Facility;
- Many supervisory staff have lost use of their individual offices for confidential meetings pertaining to performance management, coaching, and recruiting; and
- Through relocation of some District staff to the Field Operations Facility Training Room, space for large group training activities has been lost. Moreover, meeting space for regional meetings has been lost (neither the Boardroom nor the Field Operations Facility Training Room are available).

Based on the above consequences of the District Office being closed for restoration and repair, staff is requesting the Board of Directors find that there still exists a need for continuing the State of Emergency reflected by Board Resolution No. 53-18. Expedited action, including the emergency procurement of equipment, furnishings, services, supplies, and repairs, is necessary to bring about re-occupancy of the District Office by staff at the earliest opportunity, in order to restore normal operations and core services. Delay in restoration and repair will have an unacceptable adverse impact on the services provided by the District.

#### **RECOMMENDATION**

Staff recommends the Board of Directors approve, by Motion, a continuation of the State of Emergency as declared by Board Resolution No. 53-18 and find that there exists a need for continuing the District Office flooding emergency which the Board confirmed at the previous regularly scheduled meeting on September 3, 2019. A four-fifths vote by the Board of Directors is required to continue the State of Emergency.



**TITLE:** Approve Continuation of Emergency Action Procurement by General Manager for Repair of the Jeffrey G. Hansen Water Recycling Plant and Find that the Need for the Electrical Power Supply Failure Emergency Still Exists

**RECOMMENDATION:**

Staff recommends the Board of Directors approve, by Motion, a continuation of the Emergency Action as declared in Board Resolution No. 16-19 and find that there exists a need for continuing the electrical power supply failure emergency at the Jeffrey G. Hansen Water Recycling Plant which the Board last confirmed on September 3, 2019.

**SUMMARY:**

On Sunday, April 7, 2019, a catastrophic power supply failure occurred at the Jeffrey G. Hansen Water Recycling Plant due to a ground fault in the external electrical bus ducting connection the main transformer to switchgear in Building M (also known as west cable bus duct). This loss of power primarily affected the Effluent Pumps (EPS2), the Tertiary Influent Pumps (TIPS), the recycled water ballasted flocculation and sand filters, and supervisory control and data acquisition (SCADA) equipment in Building M, reducing production output from the water recycling plant by approximately 80 percent.

At a special Board meeting on April 16, 2019, the DERWA Board of Directors authorized emergency actions and expenditures necessary to make all repairs, up to \$1,000,000. The west cable bus duct repair is complete. Phase 2 is to repair the east cable bus duct, which was constructed the same way as the west cable bus duct, to prevent possible similar damage in the future.

The Phase 2 status is as follows:

- Staff received the submittal from DW Nicholson for the MP Husky cable bus duct.
- DW Nicholson has released the transformer termination enclosure for production by the manufacturer Industrial Electric Mfg. with estimated delivery in early November 2019.
- DW Nicholson completed the installation of the conduits in the trench this week. The conduits have been encased in red dyed concrete.
- Asphalt and concrete pours to return the area to “as found” condition is scheduled for next week.
- The duct bank termination enclosure is now installed and all conduit penetrations completed. This conduit will provide power during the November work.

To date, District staff has logged 571.5 hours of labor for this emergency. Purchase orders in the amount of \$706,584 have been issued to date, of which \$342,496 have been spent to date. These will be DERWA costs allocated to the DERWA partners. Attachment 1 provides the cost summary in detail.

A four-fifths vote is necessary to extend the emergency.

Originating Department: Operations	Contact: J. Carson	Legal Review: Not Required
Cost: \$706,584 expenses + \$101,338 staff labor	Funding Source: Water Replacement (Fund 610)	
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 Expenses to Date	
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VENDOR	DESCRIPTION	PO AMOUNT	PAID TO DATE
TJC AND ASSOCIATES, INC.	DERWA Recycled Water Treatment Facility Repair: Task Order No. 1 to Agreement dated 5/16/19 for Structural and Electrical Engineering Support for Emergency Bus Duct Replacement	\$17,260.00	\$3,653.79
HART HIGH-VOLTAGE	TESTING OF XFMR-6, REPLACEMENT OF THE MED VOLTAGE FUSES IN MVS-6A & B & OIL SAMPLE TESTING; TAX & FREIGHT NOT INCLUDED	\$4,854.60	\$4,854.60
D. W. NICHOLSON	DERWA EMERGENCY REPAIR: 06T001, 3200A CABLE-BUS SYSTEM INSTALLATION (WEST CABLE BUS)	\$100,217.00	\$84,673.52
D. W. NICHOLSON	REPLACE THE EXISTING BUS DUCT INTERCONNECT BETWN XFMR-7 AND DPN (EAST CABLE BUS)	\$213,496.00	\$0.00
D. W. NICHOLSON	INSTALL NEW DUCT BANK AND FEEDER FROM SWITCHGEAR SG-1 TO BLDG N	\$121,439.00	\$0.00
PETERSON POWER SYSTEMS INC	RENTAL GENERATOR FOR THE DERWA EMERGENCY	\$245,770.40	\$245,767.05
<b>TOTALS</b>		<b>\$703,037.00</b>	<b>\$338,948.96</b>

In addition, invoices related to the DERWA emergency have been paid under existing blanket purchase orders.

VENDOR	DESCRIPTION	INVOICE AMOUNT	PAID TO DATE
PLATT ELECTRIC SUPPLY	DERWA EMERGENCY PARTS AND MATERIALS	\$1,492.02	\$1,492.02
AMERICAN METALS	DERWA EMERGENCY PARTS AND MATERIALS	\$199.02	\$199.02
MAAS BROTHERS POWDER COAT INC.	BLDG M EMERGENCY SWITCHGEAR PROJECT	\$250.00	\$250.00
RICHERT LUMBER	CRIBBING FOR EMERGENCY GENERATOR	\$415.03	\$415.03
GRAINGER, INC.	HEATER FOR OUTDOOR XFMR ENCLOSURE & INFARED INSPECTION WINDOW	\$1,191.27	\$1,191.27
<b>TOTALS</b>		<b>\$3,547.34</b>	<b>\$3,547.34</b>

<b>\$706,584.34</b>	<b>\$342,496.30</b>
<b>Total Cost to Date</b>	<b>Actual Spent</b>
<b>Not including labor</b>	

Staff labor hours logged in to date: **571.5 hours** **\$101,338.13**

**LABOR HOURS**

Employee	Position	Rate	Hours	Total
ATENDIDO, MAURICE	SENIOR ELECTRICAL ENGINEER-SUPERVISORY	\$244.86	22	\$5,386.92
BAKER, RUSSELL	SENIOR MECHANIC-CRANE CERTIFIED	\$179.16	1	\$179.16
CARSON, JEFFREY	OPERATIONS MANAGER	\$186.02	70	\$13,021.40
CASTRO, AARON	PROCESS LEAD OPERATOR IV	\$168.38	4	\$673.52
FREITAS, RONALD	FLEET MECHANIC	\$153.97	5	\$769.85
FULLER, LEVI	WASTEWATER TREATMENT PLANT OPERATIONS SUPERVISOR	\$267.24	27.5	\$7,349.10
HENDRYX, JEREMY	WATER/WASTEWATER SYSTEMS OPERATOR IV	\$156.05	4	\$624.20
JOHNSON, BRIAN	ELECTRICIAN II	\$161.39	189	\$30,502.71
LANKFORD, JUSTIN	MECHANIC I	\$144.47	2	\$288.94
LEONARDO, DANIEL	WATER/WASTEWATER SYSTEMS LEAD OPERATOR	\$208.12	4	\$832.48
LOHMAN, WILLIAM	ELECTRICIAN II	\$161.39	2	\$322.78
LOPEZ, DANIEL	ASSOCIATE CIVIL ENGINEER - SUBJECT MATTER EXPERT	\$145.58	13	\$1,892.54
LOPEZ, ISIDRO	MECHANIC II	\$158.89	2	\$317.78
	WATER/WASTEWATER SYSTEMS OPERATIONS & MAINTENANCE SUPERVISOR			
MARTIN, DANIEL		\$260.08	3	\$780.24
PARIERA, ERVIN	SENIOR ELECTRICIAN	\$177.53	152	\$26,984.56
PETTINICHIO, DAN	WATER/WASTEWATER SYSTEMS OPERATOR IV	\$156.05	4	\$624.20
PEZZONI, CHRISTOPHER	MECHANIC I	\$144.47	1.5	\$216.71
RAMOS, JOSE	ELECTRICIAN II	\$161.39	2	\$322.78
STODDARD, TODD	ELECTRICIAN II	\$161.39	63.5	\$10,248.27
<b>Grand Total</b>			<b>571.5</b>	<b>\$101,338.13</b>



**TITLE:** Receive Report on the HomeServe Agreement and Provide Direction

## **RECOMMENDATION:**

Staff recommends the Board of Directors receive a report on the HomeServe agreement and direct staff to discontinue the contractual relationship with HomeServe.

## **SUMMARY:**

On May 7, 2013, the Board authorized the District to enter into an agreement with HomeServe USA. HomeServe partners with utilities to offer private insurance for a variety of things, including the repair of water and sewer service lines that are the customer's responsibility. HomeServe currently provides approximately 2,945 coverage policies to 1,800 of the District's customers. The agreement with HomeServe is currently up for renewal.

HomeServe is granted the non-transferable right to use the District's logo in its marketing materials, and lists DSRSD as a partner. Since this "implied endorsement" yields better results for the company, it provides a financial incentive to the District of 10% of its sales. As these funds are non-ratepayer revenues, they can be utilized to fund such programs as the District's Low Income Assistance (LIA) Program.

There are a number of reasons to continue the agreement:

- Educates the District's customers on District versus homeowner responsibilities in regards to water and sewer line repair
- Serves approximately 1,800 of the District's customers, with 525 repairs completed over the past six years (for context, DSRSD has 25,671 potable water accounts and 23,558 residential sewer accounts)
- Provides approximately \$22,000 in non-ratepayer revenues for programs such as the LIA Program

There are a number of reasons to discontinue the agreement:

- DSRSD may be considered responsible for the repair work, due to the implied endorsement, if the customer is not satisfied. HomeServe marketing states that HomeServe and the District are partners.
- Requires additional staff time, to answer homeowner questions and to prepare the address database. Up to three weeks of staff time has been incurred each year to service this agreement. With an increase in potable water customers alone of 33.5% since 2013, these efforts take Utility Billing and Information Technology Services staff time away from the District's core business.
- The program has accomplished one of its objectives of introducing HomeServe and its services to the District's customers. Now established, HomeServe could offer its services directly, similar to other private companies.
- Provides non-transferable right to use the District's logo to a private business, which is discouraged in some areas of government due to the implied liability associated with our "seal of approval."
- The funding to the LIA Program from the contract is modest. The separate cell phone tower revenue is sufficient to fund the LIA Program without support from this insurance program.

It should be noted that HomeServe can continue to offer utility service line repair insurance to property owners without the District's endorsement.

Staff recommends, based on the above, to not renew the agreement with HomeServe. The contract requires a 90-day notice of termination if the Board concurs with the staff recommendation.

<b>Originating Department: Administrative Services</b>			<b>Contact: C. Atwood</b>	<b>Legal Review: Not Required</b>
<b>Cost: \$22,000 lost revenue per year</b>			<b>Funding Source: Local Wastewater Enterprise (Fund 200) – 10%</b>	
			<b>Water Enterprise (Fund 600) – 50%</b>	
			<b>Administrative Overhead (Fund 900) – 40%</b>	
<b>Attachments:</b> <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)			<b>Attachment 1 – HomeServe Partnership Overview</b>	
			37 of 55	



Customer Satisfaction and Engagement Solution

# Trusted by leading cities, municipal and utility partners



## Global experience with a local presence

- World leader in emergency repair solutions
  - Over 4 million customers
  - Over 6.7 million service contracts
  - Over 422,000 repair jobs completed in 2018, saving customers over **\$181 million** in repair costs

## Success in managing long-term partnerships

- Over 700 partnership programs in North America
- Industry leading renewal rates above 80%
  - Demonstrates consumer interest and value of plans

## Best-in-class service delivery

- Unique contractor network management
- Servicing customers every 63 seconds including weekends/holidays
- **98% customer satisfaction**
- Accredited and A+ rated by the BBB

# Homeowners are unprepared and expect solutions from the city/utility

78%

of homeowners surveyed believe the utility provider should educate them on repairs and preventative measures



59%

of homeowners surveyed have had a home repair emergency in the past year



40%

4 out of 10 Americans can't afford a \$400 emergency expense (and would have to sell something or take out a loan to cover it).\*



2017 IPSOS Survey of HomeServe policyholders and non-policyholders

\*Federal Reserve Report on the Economic Well-Being of U.S. Households, 2017

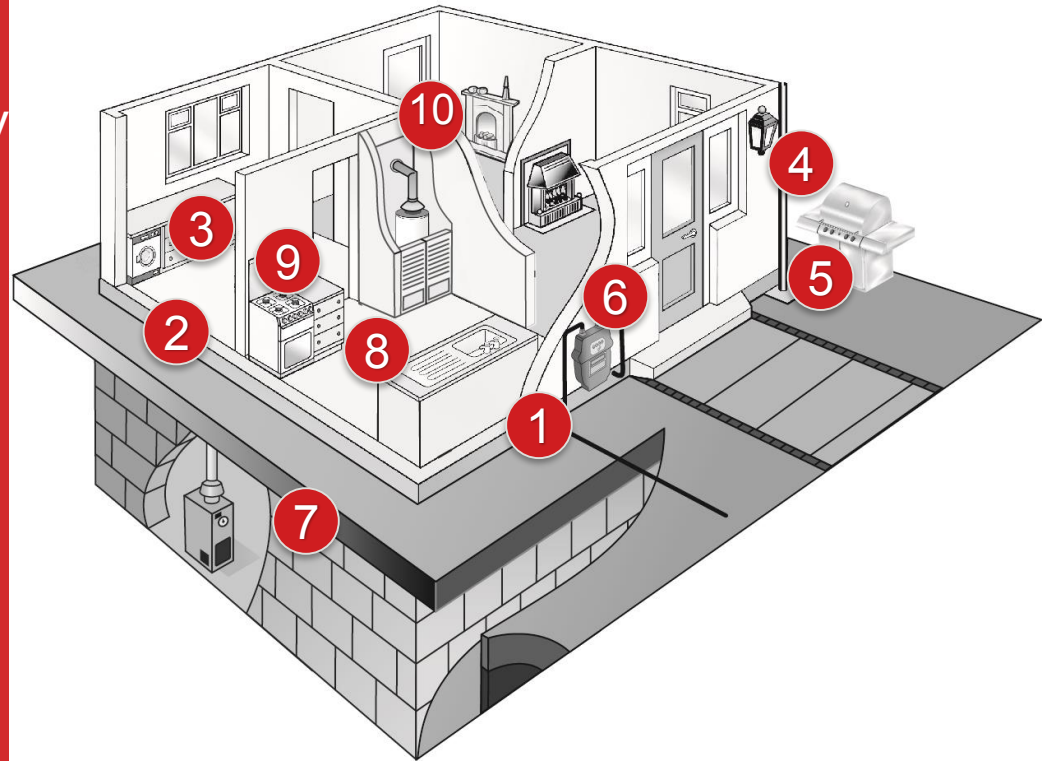


# Solutions we offer

## HomeServe Plans

- |                           |                                 |
|---------------------------|---------------------------------|
| 1. Water Service Line     | 8. Kitchen & Laundry Appliances |
| 2. Sewer Line             | 9. Interior Electrical Wiring   |
| 3. Plumbing & Drainage    | 10. Water Heater                |
| 4. Exterior Electrical    |                                 |
| 5. Interior Gas Fuel Line |                                 |
| 6. Surge Protection       |                                 |
| 7. HVAC Equipment         |                                 |

- No deductibles
- No “call-out” fees
- No hidden charges
- No pre-inspections
- No forms to fill out



HomeServe Plans range from  
\$5 - \$15 per month

# Core product features



Toll-free emergency number members can call 24 hours a day, 365 days a year



Locally-based, fully-licensed, qualified and vetted contractors dispatched to the customer's emergency



No deductibles, no call-out fees or forms to fill in at the completion of the job



Quality control measures to ensure exceptional customer experience



Guaranteed repairs



No pre-inspection before joining

# HomeServe program components

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Full complement of high-value, affordable repair service plans

Customized, educational marketing from highly-experienced, in-house team

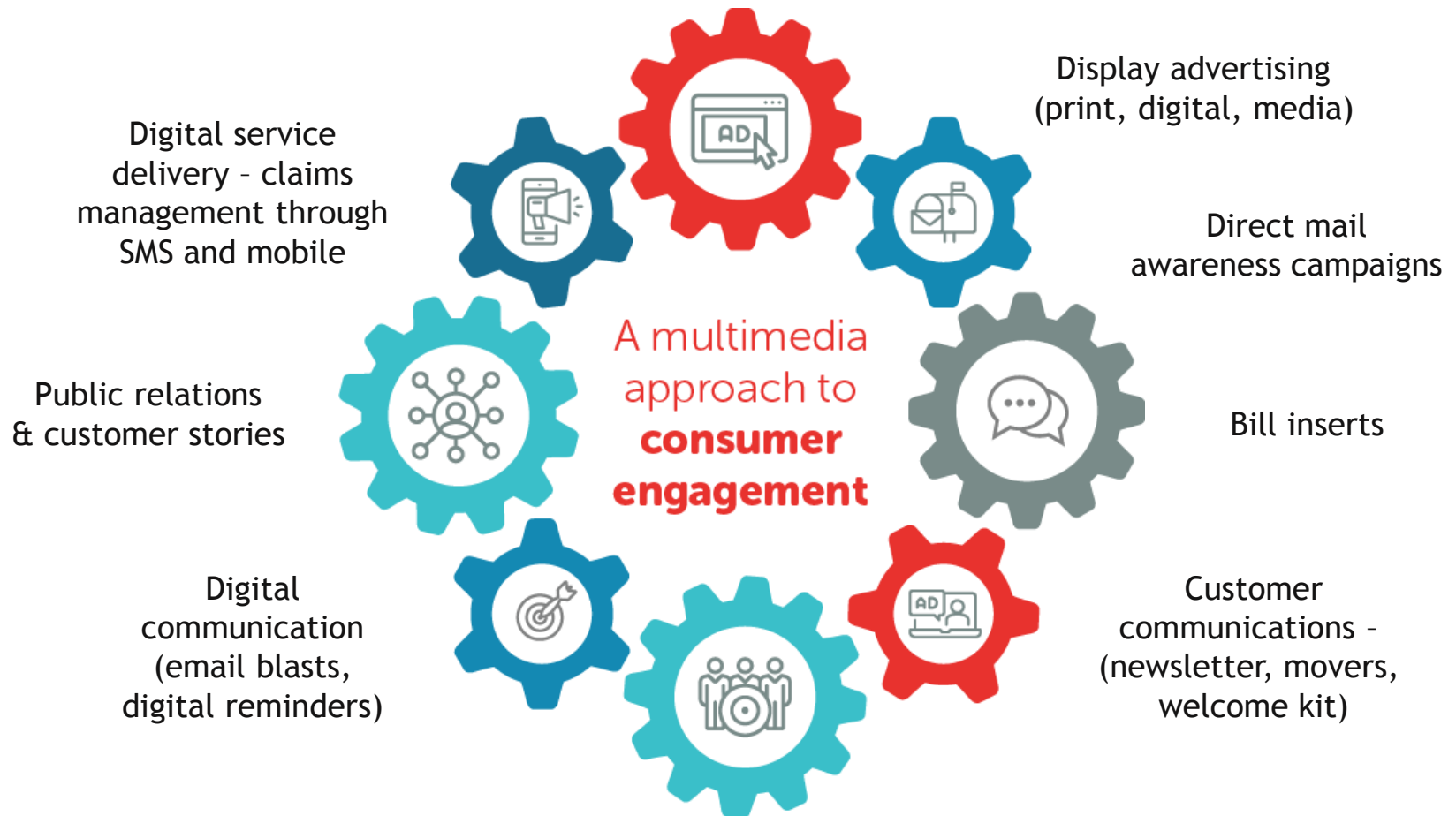
Award-winning 500-seat contact center with “WOW” customer engagement philosophy

Unparalleled local contractor recruitment, management and supervision

Simple and straightforward claims process

Exceptional post-service customer satisfaction across multiple metrics

# Leader in educational marketing



# We hire and manage local, highly vetted contractors

**73 person team manages the contractor network**



## **98% Contractor Satisfaction**

- ✓ We pay fast - 30 days
- ✓ Local contact to quickly answer questions & resolve issues
- ✓ Multiple job deployment and invoicing options

## **Contractor Management**

- ✓ Regional Operations Managers operate locally to ensure work is performed to our high standards
- ✓ Conduct on site inspections as a quality assurance check
- ✓ Routine performance reviews utilizing Contractor Scorecard / KPI's - CSAT, Service Performance and Cost

## **Contractor Communication**

- ✓ Quarterly newsletter highlighting top performing contractors based on CSAT surveys & letters
- ✓ Quarterly round table sessions with top contractors in each region
- ✓ New Contractor portal provides one central location for training, communication and score card/survey reporting

# Contractor Deployment App

An app that improves visibility and allows for a seamless customer experience

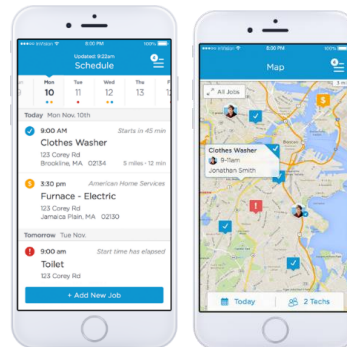
## Benefits to the customer:

- Confirmation of the appointment date/time.
- Real time tracking and ETA of the technician.
- Photo and name of technician before they arrive.
- One-touch call to service provider.
- Ability to provide instant feedback on services provided through a one-question survey.

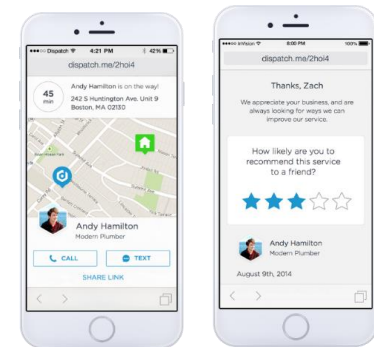
Contractor  
Desktop



Technician  
App



Homeowner  
Experience



# World-class customer service

## In-house contact center

- Live Repair Management Specialist Support 24/7/365
- Flagship in-house call center in Chattanooga, TN with 500+ specialists
- Call handling capabilities in 300 languages
- Intensive new hire and ongoing training programs
- Comprehensive quality assurance program
- Customer Advocacy Team
- All employee bonuses tied to customer satisfaction scores

### New contact center facility in Chattanooga, TN



Contact Center Statistic	Last 12 Months
Inbound calls	2.5 Million
Average handle time (inbound)	436 seconds
Average handle time (repair)	361 seconds
Average speed of call answer	27 seconds



# Exceptional customer service to satisfy every customer

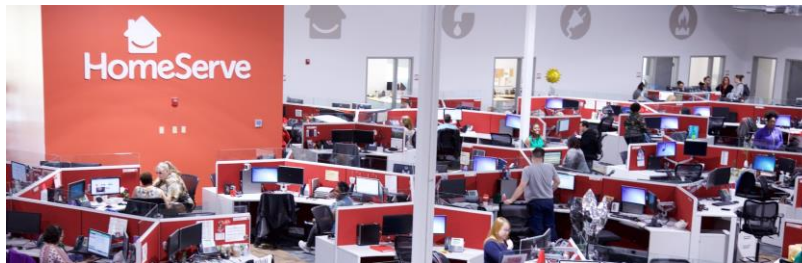
500-seat call center in Chattanooga

Significant investment in technology to enhance customer experience

Answered over 2.5 million calls in last 12 months

Manage over 1,400 rigorously-vetted independent contractors in network

Maintain overall satisfaction rating over 4.7 of 5 stars





# Innovative call center technology

Advanced speech analytics in our call center enhances  
the customer experience



**Rant & Rave** - Performs real-time analytics on calls to determine customer satisfaction level, and where it is trending in order to ensure that our agents are providing the best possible customer service to your customers



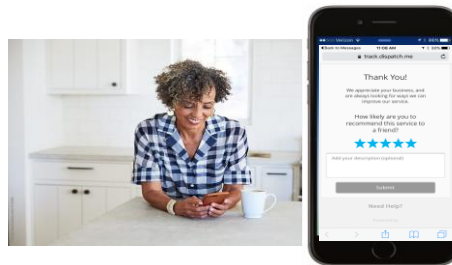
**Call Miner** - Enables analysis of customer service calls based on individual words, patterns, tone of voice, extended silences and many other data points provides insight on various aspects of the customer interface

# Outstanding customer satisfaction scores

## Post-Service Satisfaction Surveys

Immediately after the claim is completed customers respond to satisfaction survey for instant feedback.

HomeServe has a **4.7 out of 5 Stars\*** customer satisfaction rating.



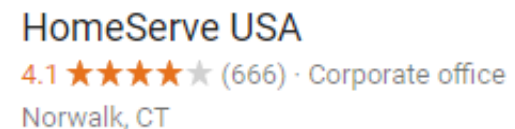
## Independently Verified

HomeServe is accredited with the Better Business Bureau with a rating of A+.



## Google Reviews

Independent customer reviews rating our service level from 1 to 5. As of March 2019, HomeServe has a 4.1 rating.



# Corporate Social Responsibility

Visible presence in the community has become a key differentiator

*JD Power 2018 Electric Utility Business Customer Satisfaction Study found that among the highest-ranking utilities, 75% of customers say their utility supports the economic development of the local community.*

Source:  
<https://assets.documentcloud.org/documents/5684151/2019-Utilities-Outlook-JD-Power.pdf>



The HomeServe Cares Foundation is a four-pillar Corporate Social Responsibility program and includes pro-bono repair jobs for disadvantaged homeowners, grant funding for community-based projects, employment assistance for veterans transitioning from the military into skilled trades, and employee charitable giving and volunteerism.



# Why HomeServe?

- HomeServe is the only provider with a full complement of water and energy products, offering homeowners coverage for a wide range of household repair emergencies.
- HomeServe delivers stellar participation results through expert marketing, resulting in non-core revenue
- HomeServe “WOWs” customers with exceptional service.
- HomeServe’s incomparable local contractor management results in consistently achieving 98% post-service satisfaction.
- HomeServe is dedicated to serving our partner communities.
- HomeServe programs are proven to dramatically increase customer satisfaction.
- **AND ALL AT NO COST TO THE YOU!**



## Customer Promise

### **Before a customer joins**

We'll make it clear what they're buying and what it will do for them

### **When a customer joins**

We'll tell them how much they're paying, what that buys them and how to make a claim

### **When a customer becomes a member**

We'll make life easy for them

### **When a customer makes a claim**

We'll solve their problem quickly and easily-their emergency is our emergency

### **If a customer's not happy**

We'll listen, apologize and make things right wherever we can, as soon as we can



# Dublin San Ramon Services District Case Study

## Programs Performance

- ✓ Over 1,800 customers are covered
- ✓ Customers maintain 2,945 coverage policies
- ✓ Maintain 84% customer retention
- ✓ Reached 10% penetration rate among eligible customers
- ✓ Delivered \$96,600+ in commission payments
- ✓ Completed over 525 repairs, saving customers over \$318,600 in repair costs

Many Dublin San Ramon Services District customers were unaware of their responsibility for the water service line on their property. When problems occurred, customers also were not typically prepared for the repair expenses or aware of reputable contractors to call for help.

Dublin San Ramon Services District was seeking a proactive solution to address this customer need, and do so with limited expense or effort.

Dublin San Ramon Services District partnered with HomeServe in 2013 to offer water service line protection plans to its customers as a turnkey solution.

## Partnership Benefits

- Addresses customer needs
- Increases satisfaction with utility
- Enables the utility to focus on its core business while offering a valuable new service
- Generates bottom-line revenue

# What are DSRSD customers saying?

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*“Home Emergency Insurance Solutions is a great service.”*

*“The contractor that came out to handle our issue was very thorough and very pleasant and it was a good experience.”*

*“Prompt, efficient service. Thank you.”*

*“Easy to schedule and on time.”*

*“My problem was taken care of in a very timely manner. The plumber came when he was supposed to and everything was done quickly.”*

*“It was very easy, getting in touch with someone at HomeServe. We were able to get fast, courteous and wonderful service from the plumber who came to our house. All in all it was a great experience, thank you.”*



Thank you.

