



CARMEL AREA WASTEWATER DISTRICT

Regular Board Meeting

3945 Rio Road, Carmel, CA 93923

July 29, 2021
Thursday
9:00AM



Carmel Area Wastewater District

P.O. Box 221428 Carmel California 93922 ❖ (831) 624-1248 ❖ FAX (831) 624-0811

Barbara Buikema
General Manager
Ed Waggoner
Operations Superintendent
Robert R. Wellington
Legal Counsel

Board of Directors
Gregory D'Ambrosio
Michael K. Rachel
Robert Siegfried
Charlotte F. Townsend
Ken White

COVID-19 Public Meeting Procedures

As per the Governor's Executive Order #N-08-21 (June 11, 2021) the following will be in effect until September 30, 2021.

- CAWD will not make a physical location available from which members of the public may observe and offer public comment.
- All CAWD public meetings shall take place via teleconferencing and shall be posted on the District website (www.cawd.org) and allow members of the public to attend and address the meeting electronically.
- The District will give advance notice of all teleconference meeting as prescribed by the Brown Act
- The public may listen to the meeting by logging on to the District website and clicking on the Virtual Webinar.
- Public comment may be submitted 24 hours prior to the meeting by clicking on the "Public Comment Form" listed directly beneath the Virtual Webinar on our website. If received within 24 hours of the meeting we will ensure that a response is given at the meeting. All participants have access during the meeting to be recognized and utilize the platform to speak. Please use the virtual "raised hand" to be acknowledged.
- The District is requesting that the public submit comments at least 24 hours in advance of the scheduled meeting to enable staff to post all comment on the District web site. Any comment received after this time will be posted after the Board meeting.
- The teleconference Board meeting will require that all voting is done by roll call
- The teleconference Board meeting will require that speakers identify themselves prior to addressing other attendees in order to facilitate the flow of the meeting and minimize confusion.
- The District advises that the public refer to our website periodically for updates regarding the District and Board activity.



CARMEL AREA WASTEWATER DISTRICT REGULAR BOARD MEETING MINUTES

Thursday, 9:00 a.m., June 24, 2021

Teleconference Webinar

(See California Executive Order N-08-21 during Covid-19 Pandemic)

CALL TO ORDER - ROLL CALL - The meeting was called to order at 9:03 a.m.

Present: Directors: Greg D' Ambrosio, Robert Siegfried, Charlotte Townsend, Michael Rachel, and President Ken White

Absent: None

A quorum was present.

Others: Barbara Buikema, General Manager, Carmel Area Wastewater District (CAWD or District)

Rachél Lather, District Engineer, CAWD

Patrick Treanor, Plant Engineer, CAWD

Ed Waggoner, Plant Superintendent, CAWD

Kevin Young, Operations Supervisor, CAWD

Chris Foley, Maintenance Superintendent, CAWD

Daryl Lauer, Collections Superintendent, CAWD

Domine Barringer, Administrative Assistant/Board Clerk, CAWD

Kristina Pacheco, Administrative Assistant/Board Clerk, CAWD

Rob Wellington, Wellington Law Offices, CAWD Legal Counsel

Leo Laska, Vice President, Pebble Beach Community Services District (PBCSD)

Mike Niccum, General Manager, PBCSD

Nancy Kay Johnson, PBCSD

Jeff Reese, Founder & Chief Technical Officer (CTO), Exceedio

1. Public Comments:

There were 3 written comments submitted before the meeting:

- Alvarez Technology Group, Inc. requested a chance to become CAWD's Internet Technology (IT) and Cyber Security provider.
- Margaret Robbins wrote of her disappointment with the District for not supporting Carmel River Floodplain Restoration and Environmental Enhancement (CRFREE) moving forward at the last Board of Supervisors meeting.

(The District is in favor of this project moving forward.)

- Larry Levine expressed his desire for the District to not litigate against the CRFREE project.

(Mr. Levine was contacted by the General Manager and was advised that the District is not considering litigation and is in full support of CRFREE.)

The complete submitted comments are located on CAWD's website:

<https://www.cawd.org/2021-06-24-board-of-directors-meeting>.

2. Agenda Changes:

No agenda changes were announced.

- 3.** The staff report for sewer rates for Fiscal Year (FY) 2021-22 was given by Barbara Buikema. A public hearing was opened at 9:06 a.m. No Prop 218 ballots were received; clarification of an effective date was given by staff to the Board; and it was advised by Counsel to have a summary of the ordinance published in the Pine Cone in lieu of the total ordinance. After a brief discussion, the public hearing was closed at 9:13 a.m. The Board then voted on the rates as follows:

Board Action

A motion to approve was made by Director Siegfried and seconded by Director D'Ambrosio. After a Roll Call vote, the Board unanimously approved the 2021-22 Fiscal Year sewer service charges.

The Board also came to a consensus to have a summary of the ordinance published in the Pine Cone in lieu of the full text.

- 4.** An update of CAWD's Network Security Preparedness was given by Chris Foley and a presentation was provided by Jeff Reese from the District's Information Technology (IT) contractor, Exceedio Inc.

CONSENT CALENDAR: APPROVAL OF MINUTES, FINANCIAL STATEMENTS AND MONTHLY REPORTS

The Consent Agenda consists of routine items for which Board approval can be taken with a single motion and vote.

Board Action

After brief discussion, a motion to receive and approve was made by Director Townsend and seconded by Director Siegfried. After a Roll Call vote, the Board unanimously received and approved the following Consent Calendar/Agenda items:

- 5.** May 27, 2021, Regular Board Meeting Minutes
- 6.** Bank Statement Review by Hayashi Wayland for May 2021
- 7.** Schedule of Cash Receipts & Disbursements for May 2021
- 8.** Register of Disbursements - Carmel Area Wastewater District for May 2021
- 9.** Register of Disbursements – CAWD/PBCSD Reclamation Project for May 2021
- 10.** Financial Statements and Supplementary Schedules for May 2021
- 11.** Collection System Superintendent's Report for May, April & March 2021
- 12.** Safety and Regulatory Compliance Report for May 2021
- 13.** Treatment Facility Operations Report for May, April & March 2021
- 14.** Laboratory/Environmental Compliance Report for May 2021
- 15.** Capital Projects Report/Implementation Plan
- 16.** Project Summaries
- 17.** Plant Operations Report for May 2021
- 18.** Maintenance Projects Report for May 2021
- 19.** Principal Engineer Monthly Report of General Engineering for May 2021

ACTION ITEMS BEFORE THE BOARD

Action Items consist of business which requires a vote by the Board. These items are acted upon in the following sequence: (1) Staff Report (2) Board Questions to Staff (3) Public Comments, and (4) Board Discussion and Action.

RESOLUTIONS

- 20. Resolution No. 2021-27;** Report by General Manager, Barbara Buikema

Board Action

A motion to approve the resolution was made by Director D'Ambrosio and seconded by Director Rachel. Following a Roll Call vote, the Board unanimously passed Resolution 2021-27, certifying compliance with state law with respect to the levying of general and special taxes, assessments and property related fees and charges.

- 21. Resolution No. 2021-28;** Report by Barbara Buikema

Board Action

A motion to approve the resolution was made by Director Rachel and seconded by Director Siegfried. Following a Roll Call vote, the Board unanimously passed Resolution 2021-28, determining the Fiscal Year 2021-22 tax proceeds appropriation limitation for the District.

- 22. Resolution No. 2021-29;** Report by Barbara Buikema

Board Action

After extensive discussion, a motion to approve the resolution was made by President White and seconded by Director Rachel. Following a Roll Call vote, the Board unanimously passed Resolution 2021-29, adopting the Budget for the Fiscal Year 2021-22.

- 23. Resolution No. 2021-30;** Report by Barbara Buikema

Board Action

A motion to approve the resolution was made by Director D'Ambrosio and seconded by Director Siegfried. Following a Roll Call vote, the Board unanimously passed Resolution 2021-30, designating employee classification titles for the District and providing for the number of employment positions with monthly salary ranges effective July 1, 2021.

- 24. Resolution No. 2021-31;** Report by Barbara Buikema

Board Action

A motion to approve the resolution was made by Director Siegfried and seconded by Director Rachel. Following a Roll Call vote, the Board passed Resolution 2021-31 (with one abstention), approving a contribution of \$1 million to the "Defend Our Managed

Retreat Restricted Reserve” as part of the budget process for Fiscal Year 2021-22.

- 25.** Resolution No. 2021-32; Report by Barbara Buikema

Board Action

A motion to approve the resolution was made by Director Rachel and seconded by Director D’Ambrosio. Following a Roll Call vote, the Board unanimously passed Resolution 2021-32, authorizing the contract with Beth Ingram for Human Resources services in an amount not to exceed \$65,000.

- 26.** Resolution No. 2021-33; Report by Barbara Buikema

Board Action

A motion to approve the resolution was made by Director Siegfried and seconded by Director Rachel. Following a Roll Call vote, the Board unanimously passed Resolution 2021-33, authorizing a contract with Applied Marine Sciences for Central Coast Long-Term Environmental Assessment Network (CCLEAN) program management for \$482,874 for the first year and \$494,072 for the second year.

- 27.** Resolution No. 2021-34; Report by Principal Engineer, Rachél Lather

Board Action

After brief discussion, a motion to approve the resolution was made by Director Siegfried and seconded by President White. Following a Roll Call vote, the Board unanimously passed Resolution 2021-34, authorizing the rejection of all bids for the 2021 Pipeline Spot Repairs Project #21-01, returning the bid documents and inviting new bidding for the project and then returning to the Board on August 26, 2021, with a contract award recommendation.

- 28.** Resolution No. 2021-35; Report by Plant Engineer, Patrick Treanor

Board Action

A motion to approve the resolution was made by Director Rachel and seconded by Director D’Ambrosio. Following a Roll Call vote, the Board unanimously passed Resolution 2021-35, authorizing the invitation of bids for the construction of Project #18-26 – Reverse Osmosis (RO) Pretreatment Acid Tanks & Containment “Sulfuric Acid and Citric Acid Storage and Feed Systems Project”.

- 29.** Resolution No. 2021-36; Report by Patrick Treanor

Board Action

A motion to approve the resolution was made by Director Siegfried and seconded by President White. Following a Roll Call vote, the Board unanimously passed Resolution 2021-36, authorizing a minor services contract with Trussell Technologies Inc. for \$63,000 for a Microfiltration/Reverse Osmosis (MF/RO) Performance Review and Brine Dilution Modelling.

COMMUNICATIONS

30. General Manager Report - oral report

- A. The Carmel River Floodplain Restoration & Environmental Enhancement (CRFREE) was approved by the Board of Supervisors of Monterey County on June 15, 2021, despite the District's objection due to an absence of a contract between the County and the District for the Mitigation Pipeline Undergrounding Project tied to it. Also, on June 23, 2021, the Coastal Commission notified the District that they may move forward with their project under the District's existing permit.
- B. A public meeting for Project #19-13, the Upper Rancho Canada Pipe Relocation Project, will be held on June 30, 2021 at 6:00 pm.

After extensive discussion on the lack of a contract between the District and the County for the CRFREE Mitigation Pipeline Undergrounding Project, the Board agreed to meet with Supervisor Mary Adams to voice the concerns of the District and then create and send a letter to the County Board of Supervisors expressing the District's position and the desire to have a contract in place so that the District may move forward with its project and to aid in the completion of the entire CRFREE project.

INFORMATION/DISCUSSION ITEMS

31. PBCSD May 28, 2021, Board meeting report given by General Manager, Barbara Buikema.

32. Announcements on subjects of interest to the Board made by members of the Board or Staff

- General Manager for PBCSD mentioned that their Board meeting for tomorrow would be in person with the option for attending remotely.
- Director Siegfried reported on his attendance of the California Extreme Precipitation Symposium.
- Director Townsend is scheduled to attend the June 25, 2021, PBCSD Board meeting and President White is scheduled to attend the July 30, 2021, PBCSD Board meeting.
- Director Townsend is scheduled to attend the July 20, 2021, Special Districts Association of Monterey County meeting.
- President White and Director Townsend are scheduled to attend the Reclamation Management Committee meeting on November 9, 2021.

33. **CLOSED SESSION:** *As permitted by Government Code Section 54956 et seq., the Board of Directors may adjourn to a Closed Session to consider specific matters dealing with litigation, certain personnel matters, real property negotiations, or to confer with the District's Meyers-Milias-Brown representative.*

The Board adjourned to closed session at 10:44 a.m. and convened in closed session at 10:52 a.m. The Board came out of closed session at 11:42 a.m. and Legal Counsel announced that in the closed session the Board had taken up the two matters of performance evaluation and one matter of potential litigation, as listed on the meeting agenda. The matters were discussed, and information was received by the Board Members; no reportable action was taken.

34. ADJOURNMENT

There being no further business to come before the Board, the President adjourned the meeting at 11:43 a.m. The next Regular Meeting will be held at 9:00 a.m., Thursday, July 29, 2021, or an alternate acceptable date, via teleconference webinar.

As Reported To:

Domine Barringer, Secretary to the Board

APPROVED:

Ken White, President



HAYASHI | WAYLAND

INDEPENDENT ACCOUNTANTS' REPORT

July 21, 2021

To the Board of Directors
Carmel Area Wastewater District

We have performed the procedures enumerated below, which were agreed to by Carmel Area Wastewater District (CAWD), solely to assist you in connection with a determination as to whether there were differences in the Company's recorded cash disbursements and recorded cash receipts for the month of June 2021. CAWD is responsible for its cash disbursements and cash receipts records. This agreed-upon procedures engagement was conducted in accordance with attestation standards established by the American Institute of Certified Public Accountants. The sufficiency of these procedures is solely the responsibility of those parties specified in this report. Consequently, we make no representation regarding the sufficiency of the procedures described below either for the purpose for which this report has been requested or for any other purpose.

We have completed our review of your bank reconciliations for the Monterey County checking account, the Chase Bank O&M account and the Chase Bank payroll account. This service is limited in scope and is neither designed nor intended to deter or discover fraud, embezzlements or any other irregularities.

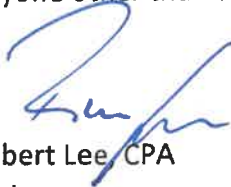
The procedures we performed and the associated findings are as follows:

- (1) We reviewed individual checks (or electronic images of individual checks or substitute checks). This procedure did not reveal any differences.
- (2) We examined the signatures on each check and compared them to a copy of the signature card on file with your bank to determine if the correct authorized people have signed the checks (we are not handwriting or forgery experts). This procedure did not reveal any differences.
- (3) We examined the payee on the check and matched it to the payee name appearing in your cash disbursements journal. This procedure did not reveal any differences.
- (4) We matched interbank account transfers. This procedure did not reveal any differences.



We were not engaged to and did not conduct an audit, the objective of which would be the expression of an opinion on the cash disbursements records or cash receipts records, accordingly, we do not express such an opinion. Had we performed additional procedures, other matters might have come to our attention that would have been reported to you.

This report is intended solely for the information and use of the Board of Directors of Carmel Area Wastewater District, and is not intended to be and should not be used by anyone other than these specified parties.



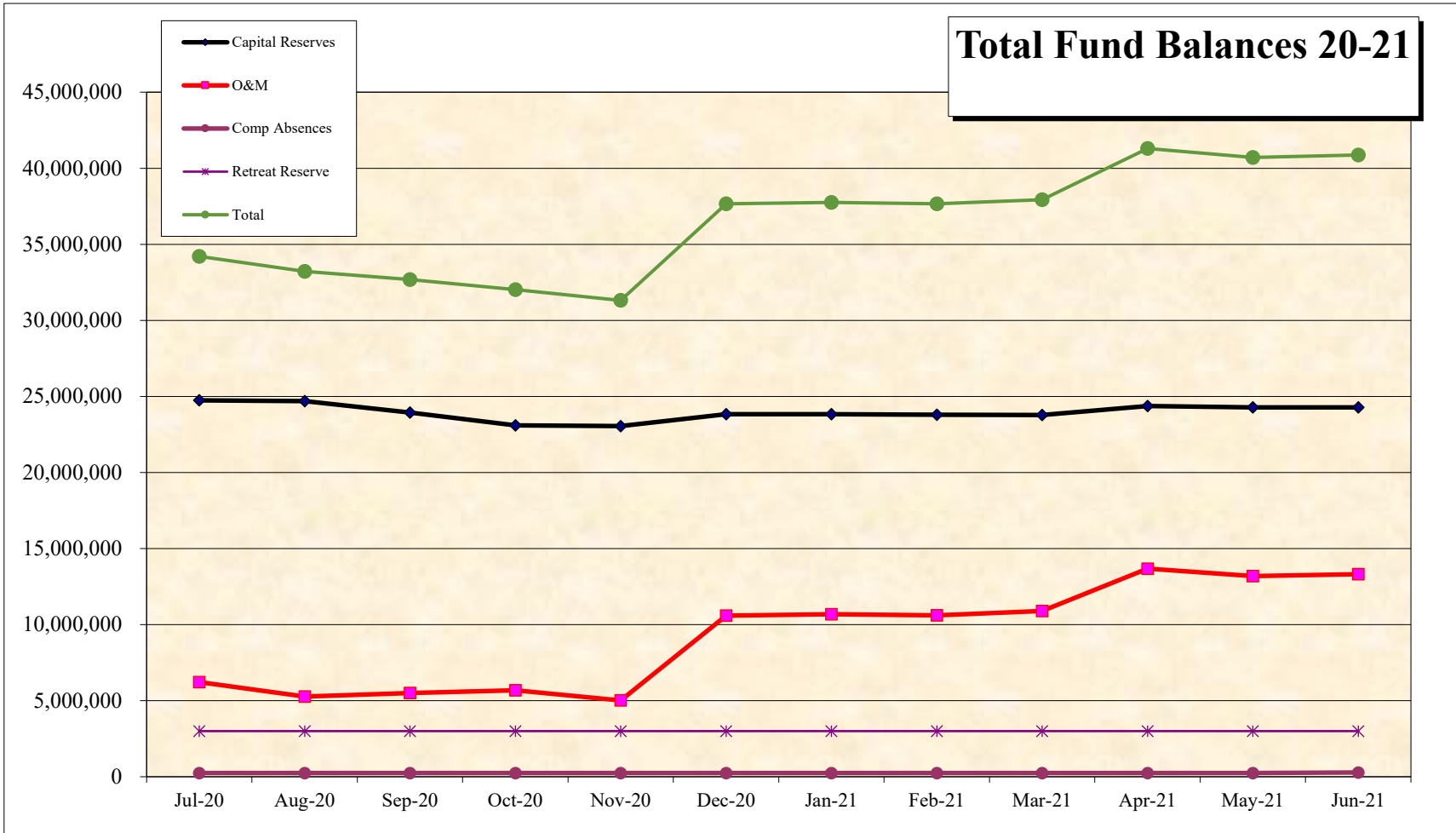
Robert Lee, CPA
Partner
Hayashi Wayland

Cc: Mr. Ken White, President

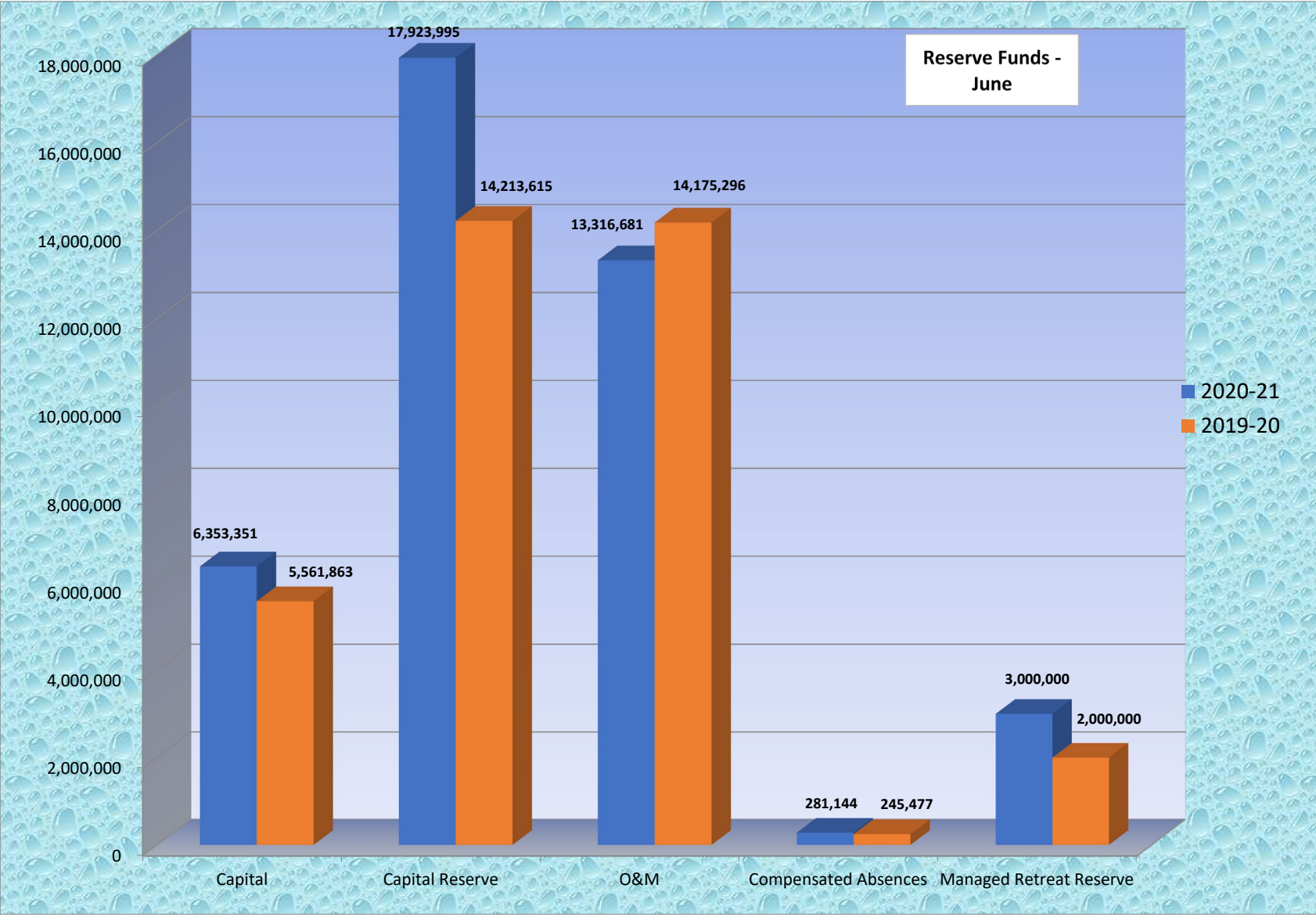


Carmel Area Wastewater District
Schedule of Cash Receipts and Disbursements - JUNE 2021

	Capital Fund	Capital Improvement Reserve	General O & M Fund	Compensated Accruals Reserve	Defend or Managed Retreat Reserve	COUNTY Total Fund Balance	Chase Bank O & M Balance	Chase Bank PR Balance	L.A.I.F. Balance
BALANCE BEGINNING OF MONTH	\$6,404,577	\$17,879,359	\$13,184,007	\$245,477	\$3,000,000	\$40,713,420	\$781,273	\$122,555	\$1,194,892
Receipts:									
User Fees			117,115				100		
Property Taxes		44,636							
PBCSD Treatment Fees							115,000		
Reclamation O & M reimbursement							66,699		
Reclamation capital billing							5,659		
Permits							3,445		
PBCSD capital billing									
Other misc. revenue							15,833		
Interest income									
Connection Fees							10,369		
CCLEAN receipts									
CRFree Project grant funds									
CSRMA PLP ins. dividend									
Corona Road deposit							8,400		
Void checks-replace lost check									
Total Receipts	0	44,636	117,115	0	0	161,751	225,505	0	0
Fund Transfers:									
Transfers to Chase Bank O&M							(225,000)	225,000	
Transfers to Chase Bank PR									
Adjust compensated accruals at year end			(35,667)	35,667					
Intra-fund transfers for capital expenditures	(51,226)		51,226						
Rebalance Capital and O&M Reserves									
Total Transfers	(51,226)	0	15,559	35,667	0	0	(225,000)	225,000	0
Disbursements:									
Operations and capital							352,097		
Payroll & payroll taxes								222,428	
Employee Dental reimbursements							3,399		
CALPERS EFT							34,845		
CAWD SAM pension EFT							0		
CAWD pension loans EFT							587		
Home Depot EFT							167		
US Bank EFT							0		
Deferred comp contributions EFT							12,566	0	
PEHP contributions EFT							3,163	0	
Bank/ADP fees							0	518	
Highlands Bond Debt Service Payment									
Annual County admin billing fee									
Unfunded CALPERS liability									
GASB 68 report fee & SSA 218 fee									
Total Disbursements	0	0	0	0	0	0	406,824	222,945	0
BALANCE END OF MONTH	6,353,351	17,923,995	13,316,681	281,144	3,000,000	40,875,171	374,954	124,609	1,194,892



Capital Reserve + O&M + O&M Reserve + Compensated Absences Reserve = Total Fund held in County



Carmel Area Wastewater District
Disbursements
Jun-21

Date	Check	Vendor	Description	Amount
06/01/21	1612	Acme Analytical Solutions	Phenylarsine Oxide, Potassium Iodate Solution, Acetic Acid and Potassium Iodide Crystals	579.59
06/01/21	1613	American Fidelity Assurance Company	Flex accounts	111.53
06/01/21	1614	Applied Marine Sciences	CCLEAN expenses	30,047.36
06/01/21	1615	AT&T Mobility	Final payment for old cell service bill	7.34
06/01/21	1616	AT&T	New bills for Plant fiber, router, IP card and voice routing	1,008.00
06/01/21	1617	Barbara Buikema	Reimbursement for office supplies and board meeting food	8.38
06/01/21	1618	Bay Area Barricade Service	Collection safety supplies	2,268.24
06/01/21	1619	Beck's Shoes	Employee work boots	222.87
06/01/21	1620	Bryan Mailey Electric, Inc.	Filtrate pump, install coastal flooding level sensor, concrete mix and pea pebbles	6,257.51
06/01/21	1621	Buckles-Smith Electric	Ethernet parts	830.59
06/01/21	1622	Cintas Corporation	Laundry service	699.72
06/01/21	1623	Crane Works	Annual crane and hoist inspections	1,907.70
06/01/21	1624	Culligan Water	C&I Exchange service for lab	17.35
06/01/21	1625	CWEA	Employee annual membership	192.00
06/01/21	1626	Department of Consumer Affairs	Employee license	180.00
06/01/21	1627	Direct TV	Monthly service	88.99
06/01/21	1628	Edges Electrical	AC Hour Meter	130.56
06/01/21	1629	Equitable Financial Life Insurance	Life insurance, long-term and short-term disability premiums	2,610.93
06/01/21	1630	Evantec Corporation	Lab supplies	849.91
06/01/21	1631	Exceedio	Windows server licensing upgrade on two SCADA servers	2,195.95
06/01/21	1632	Fastenal Company	Operating supplies	531.49
06/01/21	1633	Frisch Engineering	SCADA and PLC engineering	9,060.00
06/01/21	1634	Got.Net	Domain parking	24.20
06/01/21	1635	Gregory Ange	Dental	181.07
06/01/21	1636	Harrington Industrial Plastics	Clear PVC hose, adapters and drive magnet assembly	1,243.53
06/01/21	1637	ICONIX Waterworks	Collection sewer supplies	3,334.11
06/01/21	1638	Image Source	Plant copier quarterly billing	102.66
06/01/21	1639	Jack Doheny Companies	Freight	25.00
06/01/21	1640	James Grover	Dental	140.00
06/01/21	1641	Johnson Marigot Consulting	CRFREE Mitigation Pipeline Undergrounding project #19-21	22,858.75
06/01/21	1642	Karla Cristi	Dental	347.00
06/01/21	1643	Kennedy/Jenks Consultants	CRFREE Mitigation Pipeline Undergrounding project #19-21 and Elec/Mech Rehab & Sludge Holdg Tank Project #18-01 (CAPITAL \$6,102.50)	60,662.30
06/01/21	1644	McMaster-Carr	Operating supplies	94.93
06/01/21	1645	Michael Rachel	Dental	364.00
06/01/21	1646	Monterey Bay Analytical Services	Final effluent sample analysis	453.00
06/01/21	1647	Patelco Credit Union	Health savings accounts contributions	5,203.69
06/01/21	1648	Pacific Gas & Electric	Co-gen billing	491.79
06/01/21	1649	Pure Water	Monthly service	149.75
06/01/21	1650	R&B a Core & Main Company	DeZurik Model PEC EDD Plug Valve	8,280.81
06/01/21	1651	Rachel Lather-Hidalgo	Reimbursement for office supplies	49.04

Carmel Area Wastewater District
Disbursements
Jun-21

Date	Check	Vendor	Description	Amount
06/01/21	1652	Scarborough Lumber & Building	Collection supplies	99.92
06/01/21	1653	Sherwin Williams Company	Paint and supplies	79.59
06/01/21	1654	Streamline	Website maintenance	400.00
06/01/21	1655	Tesco Controls	Bi-annual flow meter calibrations	175.29
06/01/21	1656	Toro Petroleum	Unleaded gas and diesel	8,392.90
06/01/21	1657	Vision Service Plan	Vision insurance premium	616.00
06/01/21	1658	Winsupply of Monterey County	Pretreatment operating supplies	1,958.29
06/01/21	1659	YSI, a Xylem brane	Autotitrator Unit (CAPITAL)	11,318.17
06/04/21	1660	Allied Fluid Products	Gaskets	62.17
06/04/21	1661	American Fidelity Assurance Company	Flex accounts	111.53
06/04/21	1662	AT&T CALNET 3	Plant and admin alarms	78.34
06/04/21	1663	California Dept. of Tax and Fee Admin.	Use tax for invoice which didn't include sales tax	19.74
06/04/21	1664	Carmel Marina Corporation	Admin garbage	61.99
06/04/21	1665	Carmel Pine Cone	Notice to bid for the Elec/Mech Rehab & Sludge Holdg Tank Project #18-01 (CAPITAL)	156.00
06/04/21	1666	Cole-Parmer	Precision pump tubing	600.88
06/04/21	1667	Conte's Generator Service	Automatic transfer switches	5,966.89
06/04/21	1668	D & D Compressor	Pneumatic non detergent oil	37.41
06/04/21	1669	Edges Electrical	Electrical supplies	275.86
06/04/21	1670	Fastenal Company	Operating supplies	4,000.37
06/04/21	1671	Fisher Scientific	Lab supplies	176.73
06/04/21	1672	Grainger	N-95 masks	540.22
06/04/21	1673	Granite Rock Company	Base rock and sand	590.39
06/04/21	1674	Kennedy/Jenks Consultants	Stormwater Permit Compliance Project #20-02	1,855.00
06/04/21	1675	Liberty Composting	Sludge hauling	5,550.48
06/04/21	1676	McMaster-Carr	Operating supplies	241.81
06/04/21	1677	Murphy Austin Adams Schoenfeld LLP	Legal services-Monterey County option agreement-CRFREE Mitigation Pipeline Undergrounding Project #19-21	2,674.00
06/04/21	1678	Peninsula Welding & Medical Supply	Non-liquid cylinders rent	103.20
06/04/21	1679	Rachel Lather-Hidalgo	Dental	86.40
06/04/21	1680	Smitty's Janitorial	Monthly service	1,110.00
06/04/21	1681	SRT Consultants	Carmel Meadows Gravity Sewer Project #19-03 final design (CAPITAL)	19,746.55
06/04/21	1682	Town & Country Gardening	Monthly service	650.00
06/04/21	1683	Wellington Law Offices	District legal services	5,327.00
06/16/21	1684	AT&T Mobility	Cell and mobile device service	676.50
06/16/21	1685	AT&T CALNET 3	Plant fiber	617.66
06/16/21	1686	AT&T	Admin alarm	45.17
06/16/21	1687	AT&T	Voice routing line	55.39
06/16/21	1688	Beth Ingram	HR services	4,612.50

Carmel Area Wastewater District
Disbursements
Jun-21

Date	Check	Vendor	Description	Amount
06/16/21	1689	Bryan Mailey Electric, Inc.	Clean switchgear, install level sensor, CDC control panel, wire grease PLC cabinet and electrical supplies	9,174.44
06/16/21	1690	Cal-Am Water	Monthly service	1,889.64
06/16/21	1691	CAL FIRE	Easement clearing crew	226.78
06/16/21	1692	Calcon Systems	Annual SCADA software support	6,579.34
06/16/21	1693	Carmel Marina Corporation	Plant rolloffs	1,381.74
06/16/21	1694	CAWD/PBSCD Reclamation Project	Reimbursement for tertiary lab PG&E	482.74
06/16/21	1695	Christian Schmidt	Dental	1,645.40
06/16/21	1696	Cintas Corporation	Laundry service	720.11
06/16/21	1697	Clark Pest Control	Plant service	279.00
06/16/21	1698	Comcast	Pump stations internet	537.35
06/16/21	1699	Denise Duffy & Associates	Hatton Canyon Pipeline Bursting Project #18-17 (CAPITAL)	5,128.95
06/16/21	1700	Edges Electrical	Electrical supplies	804.72
06/16/21	1701	Fanny Mui	Work boots and dental (\$272.40)	497.40
06/16/21	1702	Grainger	First aid supplies	79.98
06/16/21	1703	Hach Company	Lab supplies	381.65
06/16/21	1704	Hayashi & Wayland Accounting	Bank reconciliation oversight	375.00
06/16/21	1705	ICON Cloud Solutions	Telephone service	596.53
06/16/21	1706	Monterey Bay Analytical Services	Final effluent and storm drain water sample analysis	813.00
06/16/21	1707	Monterey Regional Waste Management Dist.	Hazardous material disposal	174.00
06/16/21	1708	NorCal Kenworth	Kenworth transmission repair	9,796.28
06/16/21	1709	Pacific Gas & Electric	Monthly service	28,389.73
06/16/21	1710	Quill LLC	Office supplies	37.94
06/16/21	1711	Raymond DeOcampo	Dental	363.00
06/16/21	1712	Rincon Consultants	Upper Rancho Canada Pipe Relocation Project #19-13 (CAPITAL)	3,789.59
06/16/21	1713	SRT Consultants	Carmel Meadows Gravity Sewer Project #19-03 final design (CAPITAL)	4,984.35
06/16/21	1714	Univar Solutions USA Inc.	Sodium hypochlorite and bisulfate	10,508.87
06/16/21	1715	Wine Country Balance	Annual lab balance calibration	400.00
06/17/21	1716	Allied Fluid Products	Iron flange and gasket	135.56
06/17/21	1717	Atlas Copco	Air filter	51.10
06/17/21	1718	Biobot Analytics	Influent sample testing	1,450.00
06/17/21	1719	Buckles-Smith Electric	Controller PLC cards 2MB and 3MB, digital input and terminal block	14,036.80
06/17/21	1720	Cintas Corporation	Laundry service	338.54
06/17/21	1721	FGL Environmental	Inorganic sample analysis	831.00
06/17/21	1722	FKC Co., LTD	Cyclo reducer storage package	500.00
06/17/21	1723	Grainger	Steel socket bits	39.09
06/17/21	1724	Hach Company	Operating supplies	735.50
06/17/21	1725	Idexx Laboratories	Lab supplies	1,742.85
06/17/21	1726	Monterey Auto Supply	Fuel and oil filters and oil	84.40
06/17/21	1727	Motion Industries	Back pressure valves	2,631.59
				355,495.94

CAWD/PBCSD Reclamation Project

Disbursements

Jun-21

Date	Check	Vendor	Description	Amount
06/01/21	282	Acme Analytical Solutions	Phenylarsine Oxide, Potassium Iodate Solution, Acetic Acid and Potassium Iodide Crystals	2,412.31
06/01/21	283	Brenntag Pacific	Ammonium hydroxide	3,714.79
06/01/21	284	Carmel Area Wastewater District	50% of the new YSI Autotitrator Basic Unit (CAPITAL)	5,659.08
06/01/21	285	Crane Works, Inc.	Annual crane and hoist inspections	572.31
06/01/21	286	Ferguson Enterprises	4" duo check wafer valve	777.44
06/01/21	287	Fisher Scientific	Lab supplies	186.20
06/01/21	288	Harrington Industrial Plastics	Drive magnet assemblies and housing for motors	1,793.59
06/01/21	289	Myron L Company	TAG2020 equipment calibration	353.80
06/01/21	290	Pebble Beach Company	COP interest expense	319.97
06/01/21	291	Professional Water Technologies	Spectraguard360-275G antiscalent	5,194.63
06/01/21	292	Tesco Controls	Bi-annual flow meter calibrations	876.45
06/01/21	293	Thatcher Company of California	Ferric chloride, citric acid and sulfuric acid	13,594.23
06/01/21	294	Thermo Electron North America	Lab supplies	2,446.88
06/01/21	295	USA Blue Book	Lab supplies	683.30
06/04/21	296	Allied Fluid Products	Gaskets	62.17
06/04/21	297	Bay Power, Inc.	Reconditioned GE CB 3p 480v LG Functions	4,864.19
06/04/21	298	Edges Electrical	Electrical supplies	182.76
06/04/21	299	Kaeser Compressors	Compressor filters and synthetic oil	563.22
06/04/21	300	Pebble Beach Company	Bond principal and interest, letter of credit fees current and past and project rep costs	255,728.92
06/07/21	301	Monterey County Clerk	Notice of Exemption fee for the Sulfuric Acid Tank Project #18-26 (CAPITAL)	50.00
06/16/21	302	Bryan Mailey Electric	Lab hot plate repair	105.00
06/16/21	303	Cal-Am Water	Hydrant Meter K monthly service	2,453.17
06/16/21	304	Carmel Area Wastewater District	O&M, aeration and secondary PG&E reimbursements, chemicals	66,699.12
06/16/21	305	Grainger	Safety gloves and aprons	253.51
06/16/21	306	Harrington Industrial Plastics	Pressure gauge and guard	154.06
06/16/21	307	Pebble Beach Community Services District	Capital and O&M reimbursement	86,597.50
06/16/21	308	Pacific Gas & Electric	Tertiary monthly service	14,919.41
06/16/21	309	USA Blue Book	Adhesive backed vertical rules	77.97
06/16/21	310	Wine Country Balance	Annual lab balance calibration	400.00
06/17/21	311	Atlas Copco	Air filters	51.09
06/17/21	312	ATS	Two 3600lb totes of PHOS 58	9,292.85
06/17/21	313	Idexx Laboratories	Lab supplies	1,742.84
				482,782.76



**Financial Statements
and
Supplementary Schedules**

June 2021

July 29, 2021

Carmel Area Wastewater District

Balance Sheet

June 2021

ASSETS

Current Assets			
Cash			
Cash	42,580,999.70		
TOTAL Cash	42,580,999.70	42,580,999.70	
Other Current Assets			
Other Current Assets	210,082.75		
TOTAL Other Current Assets	210,082.75	210,082.75	
TOTAL Current Assets		42,791,082.45	
Fixed Assets			
Land			
Land	308,059.76		
TOTAL Land	308,059.76	308,059.76	
Treatment Structures			
Treatment Structures	70,370,643.74		
TOTAL Treatment Structures	70,370,643.74	70,370,643.74	
Treatment Equipment			
Treatment Equipment	8,658,126.21		
TOTAL Treatment Equipment	8,658,126.21	8,658,126.21	
Collection Structures			
Collection Structures	1,238,843.71		
TOTAL Collection Structures	1,238,843.71	1,238,843.71	
Collection Equipment			
Collection Equipment	1,047,801.66		
TOTAL Collection Equipment	1,047,801.66	1,047,801.66	
Sewers			
		11,119,419.83	
Disposal Facilities			
Disposal Facilities	1,643,890.85		
TOTAL Disposal Facilities	1,643,890.85	1,643,890.85	
Other Fixed Assets			
Other Fixed Assets	4,478,694.65		
TOTAL Other Fixed Assets	4,478,694.65	4,478,694.65	
Capital Improvement Projects			
Capital Improvement Projects	4,383,198.99		
TOTAL Capital Improvement Projects	4,383,198.99	4,383,198.99	
Accumulated depreciation			
		(53,738,397.63)	
TOTAL Fixed Assets		49,510,281.77	
Other Assets			
Other Assets		1,108,201.79	
TOTAL Other Assets		1,108,201.79	
TOTAL ASSETS		93,409,566.01	

Carmel Area Wastewater District
Budgeted Income Statement
Year-to-Date Variance, June 2021 - current month, Consolidated by account

	<i>12 Months Ended June 30, 2021</i>	<i>12 Months Ended June 30, 2021 Budget</i>	<i>Variance Fav/<Unf></i>	<i>% Var</i>
Income				
Revenue	11,004,443.04	10,314,456.00	689,987.04	6.7 %
TOTAL Income	<u>11,004,443.04</u>	<u>10,314,456.00</u>	<u>689,987.04</u>	6.7 %
Adjustments				
Discounts	434.21	0.00	434.21	
TOTAL Adjustments	<u>434.21</u>	<u>0.00</u>	<u>434.21</u>	
*****	<u>11,004,877.25</u>	<u>10,314,456.00</u>	<u>690,421.25</u>	6.7 %
***** OPERATING INCOME	<u>11,004,877.25</u>	<u>10,314,456.00</u>	<u>690,421.25</u>	6.7 %
Operating Expenses				
Salaries and Payroll Taxes				
Salaries and Payroll Taxes	3,494,472.77	3,420,953.00	(73,519.77)	-2.1 %
TOTAL Salaries and Payroll Taxes	<u>3,494,472.77</u>	<u>3,420,953.00</u>	<u>(73,519.77)</u>	-2.1 %
Employee Benefits				
Employee Benefits	1,465,304.56	791,150.00	(674,154.56)	-85.2 %
TOTAL Employee Benefits	<u>1,465,304.56</u>	<u>791,150.00</u>	<u>(674,154.56)</u>	-85.2 %
Director's Expenses				
Director's Expenses	19,712.53	37,300.00	17,587.47	47.2 %
TOTAL Director's Expenses	<u>19,712.53</u>	<u>37,300.00</u>	<u>17,587.47</u>	47.2 %
Truck and Auto Expenses				
Truck and Auto Expenses	77,518.49	79,002.00	1,483.51	1.9 %
TOTAL Truck and Auto Expenses	<u>77,518.49</u>	<u>79,002.00</u>	<u>1,483.51</u>	1.9 %
General and Administrative				
General and Administrative	362,096.75	782,066.00	419,969.25	53.7 %
TOTAL General and Administrative	<u>362,096.75</u>	<u>782,066.00</u>	<u>419,969.25</u>	53.7 %
Office Expense				
Office Expense	32,708.16	62,950.00	30,241.84	48.0 %
TOTAL Office Expense	<u>32,708.16</u>	<u>62,950.00</u>	<u>30,241.84</u>	48.0 %
Operating Supplies				
Operating Supplies	357,641.15	419,982.00	62,340.85	14.8 %
TOTAL Operating Supplies	<u>357,641.15</u>	<u>419,982.00</u>	<u>62,340.85</u>	14.8 %
Contract Services				
Contract Services	804,511.57	1,278,655.00	474,143.43	37.1 %
TOTAL Contract Services	<u>804,511.57</u>	<u>1,278,655.00</u>	<u>474,143.43</u>	37.1 %

Carmel Area Wastewater District
Budgeted Income Statement
Year-to-Date Variance, June 2021 - current month, Consolidated by account

	<i>12 Months Ended June 30, 2021</i>	<i>12 Months Ended June 30, 2021 Budget</i>	<i>Variance Fav/<Unf></i>	<i>% Var</i>
Repairs and Maintenance				
Repairs and Maintenance	425,888.62	602,650.00	176,761.38	29.3 %
TOTAL Repairs and Maintenance	425,888.62	602,650.00	176,761.38	29.3 %
Utilities				
Utilities	352,460.37	490,772.00	138,311.63	28.2 %
TOTAL Utilities	352,460.37	490,772.00	138,311.63	28.2 %
Travel and Meetings				
Travel and Meetings	9,170.13	79,700.00	70,529.87	88.5 %
TOTAL Travel and Meetings	9,170.13	79,700.00	70,529.87	88.5 %
Permits and Fees				
Permits and Fees	67,675.50	87,612.00	19,936.50	22.8 %
TOTAL Permits and Fees	67,675.50	87,612.00	19,936.50	22.8 %
Memberships and Subscriptions				
Memberships and Subscriptions	35,896.40	52,819.00	16,922.60	32.0 %
TOTAL Memberships and Subscriptions	35,896.40	52,819.00	16,922.60	32.0 %
Safety				
Safety	104,136.85	205,315.00	101,178.15	49.3 %
TOTAL Safety	104,136.85	205,315.00	101,178.15	49.3 %
Other Expenses				
Other Expense	33,382.08	48,700.00	15,317.92	31.5 %
TOTAL Other Expenses	33,382.08	48,700.00	15,317.92	31.5 %
Depreciation and Amortization				
Depreciation and Amortization	2,669,000.00	2,673,860.00	4,860.00	0.2 %
TOTAL Depreciation and Amortization	2,669,000.00	2,673,860.00	4,860.00	0.2 %
TOTAL Operating Expenses	10,311,575.93	11,113,486.00	801,910.07	7.2 %
***** OPERATING INCOME (LOSS)	693,301.32	(799,030.00)	1,492,331.32	186.8 %
Non-op Income, Expense, Gain or Loss				
Other Income or Gain				
Other Income, Gain, Expense and Loss	3,937,763.90	3,701,203.50	236,560.40	6.4 %
TOTAL Other Income or Gain	3,937,763.90	3,701,203.50	236,560.40	6.4 %
TOTAL Non-op Income, Expense, Gain or Loss	3,937,763.90	3,701,203.50	236,560.40	6.4 %
***** NET INCOME (LOSS)	4,631,065.22	2,902,173.50	1,728,891.72	59.6 %

Carmel Area Wastewater District
Budgeted Operating Expenses-Maintenance
*Year-to-Date Variance, June 2021 - current month, Consolidated by
account, Department 4*

	<i>12 Months Ended June 30, 2021</i>	<i>12 Months Ended June 30, 2021 Budget</i>	<i>Variance Fav/<Unf></i>	<i>% Var</i>
*****	0.00	0.00	0.00	
***** OPERATING INCOME	0.00	0.00	0.00	
Operating Expenses				
Salaries and Payroll Taxes				
<i>Salaries and Payroll Taxes</i>	483,107.10	572,065.00	88,957.90	15.6 %
TOTAL Salaries and Payroll Taxes	483,107.10	572,065.00	88,957.90	15.6 %
Employee Benefits				
<i>Employee Benefits</i>	270,363.16	157,161.00	(113,202.16)	-72.0 %
TOTAL Employee Benefits	270,363.16	157,161.00	(113,202.16)	-72.0 %
Truck and Auto Expenses				
<i>Truck and Auto Expenses</i>	2,906.08	21,070.00	18,163.92	86.2 %
TOTAL Truck and Auto Expenses	2,906.08	21,070.00	18,163.92	86.2 %
General and Administrative				
<i>General and Administrative</i>	16,703.07	75,000.00	58,296.93	77.7 %
TOTAL General and Administrative	16,703.07	75,000.00	58,296.93	77.7 %
Office Expense				
<i>Office Expense</i>	1,827.11	6,250.00	4,422.89	70.8 %
TOTAL Office Expense	1,827.11	6,250.00	4,422.89	70.8 %
Operating Supplies				
<i>Operating Supplies</i>	45,869.58	51,100.00	5,230.42	10.2 %
TOTAL Operating Supplies	45,869.58	51,100.00	5,230.42	10.2 %
Contract Services				
<i>Contract Services</i>	353,438.89	631,400.00	277,961.11	44.0 %
TOTAL Contract Services	353,438.89	631,400.00	277,961.11	44.0 %
Repairs and Maintenance				
<i>Repairs and Maintenance</i>	230,468.80	303,900.00	73,431.20	24.2 %
TOTAL Repairs and Maintenance	230,468.80	303,900.00	73,431.20	24.2 %
Utilities				
<i>Utilities</i>	5,284.71	4,600.00	(684.71)	-14.9 %
TOTAL Utilities	5,284.71	4,600.00	(684.71)	-14.9 %
Travel and Meetings				
<i>Travel and Meetings</i>	3,804.62	9,400.00	5,595.38	59.5 %

Carmel Area Wastewater District
Budgeted Operating Expenses-Maintenance
Year-to-Date Variance, June 2021 - current month, Consolidated by
account, Department 4

	<i>12 Months Ended June 30, 2021</i>	<i>12 Months Ended June 30, 2021 Budget</i>	<i>Variance Fav/<Unf></i>	<i>% Var</i>
TOTAL Travel and Meetings	3,804.62	9,400.00	5,595.38	59.5 %
Permits and Fees				
<i>Permits and Fees</i>	4,444.00	6,500.00	2,056.00	31.6 %
TOTAL Permits and Fees	4,444.00	6,500.00	2,056.00	31.6 %
Memberships and Subscriptions				
<i>Memberships and Subscriptions</i>	3,962.30	4,200.00	237.70	5.7 %
TOTAL Memberships and Subscriptions	3,962.30	4,200.00	237.70	5.7 %
Safety				
<i>Safety</i>	35,066.39	89,350.00	54,283.61	60.8 %
TOTAL Safety	35,066.39	89,350.00	54,283.61	60.8 %
Other Expenses				
<i>Other Expense</i>	1,804.60	5,000.00	3,195.40	63.9 %
TOTAL Other Expenses	1,804.60	5,000.00	3,195.40	63.9 %
TOTAL Operating Expenses	1,459,050.41	1,936,996.00	477,945.59	24.7 %
***** OPERATING INCOME (LOSS)	(1,459,050.41)	(1,936,996.00)	477,945.59	24.7 %
***** NET INCOME (LOSS)	(1,459,050.41)	(1,936,996.00)	477,945.59	24.7 %
***** NET INCOME (LOSS)	(1,459,050.41)	(1,936,996.00)	477,945.59	24.7 %

Carmel Area Wastewater District
Budgeted Operating Expenses-Collections
*Year-to-Date Variance, June 2021 - current month, Consolidated by
account, Department 5*

	<i>12 Months Ended June 30, 2021</i>	<i>12 Months Ended June 30, 2021 Budget</i>	<i>Variance Fav/<Unf></i>	<i>% Var</i>
*****	0.00	0.00	0.00	
***** OPERATING INCOME	0.00	0.00	0.00	
Operating Expenses				
Salaries and Payroll Taxes				
<i>Salaries and Payroll Taxes</i>	622,044.44	605,566.00	(16,478.44)	-2.7 %
TOTAL Salaries and Payroll Taxes	622,044.44	605,566.00	(16,478.44)	-2.7 %
Employee Benefits				
<i>Employee Benefits</i>	345,319.53	178,582.00	(166,737.53)	-93.4 %
TOTAL Employee Benefits	345,319.53	178,582.00	(166,737.53)	-93.4 %
Truck and Auto Expenses				
<i>Truck and Auto Expenses</i>	72,812.17	55,960.00	(16,852.17)	-30.1 %
TOTAL Truck and Auto Expenses	72,812.17	55,960.00	(16,852.17)	-30.1 %
General and Administrative				
<i>General and Administrative</i>	81,071.58	41,000.00	(40,071.58)	-97.7 %
TOTAL General and Administrative	81,071.58	41,000.00	(40,071.58)	-97.7 %
Office Expense				
<i>Office Expense</i>	6,319.92	9,100.00	2,780.08	30.6 %
TOTAL Office Expense	6,319.92	9,100.00	2,780.08	30.6 %
Operating Supplies				
<i>Operating Supplies</i>	40,197.73	31,000.00	(9,197.73)	-29.7 %
TOTAL Operating Supplies	40,197.73	31,000.00	(9,197.73)	-29.7 %
Contract Services				
<i>Contract Services</i>	138,268.61	175,550.00	37,281.39	21.2 %
TOTAL Contract Services	138,268.61	175,550.00	37,281.39	21.2 %
Repairs and Maintenance				
<i>Repairs and Maintenance</i>	134,239.65	212,000.00	77,760.35	36.7 %
TOTAL Repairs and Maintenance	134,239.65	212,000.00	77,760.35	36.7 %
Utilities				
<i>Utilities</i>	40,431.07	39,650.00	(781.07)	-2.0 %
TOTAL Utilities	40,431.07	39,650.00	(781.07)	-2.0 %
Travel and Meetings				
<i>Travel and Meetings</i>	1,167.98	19,155.00	17,987.02	93.9 %

Carmel Area Wastewater District
Budgeted Operating Expenses-Collections
Year-to-Date Variance, June 2021 - current month, Consolidated by
account, Department 5

	<i>12 Months Ended June 30, 2021</i>	<i>12 Months Ended June 30, 2021 Budget</i>	<i>Variance Fav/<Unf></i>	<i>% Var</i>
TOTAL Travel and Meetings	1,167.98	19,155.00	17,987.02	93.9 %
Permits and Fees				
Permits and Fees	6,038.00	5,950.00	(88.00)	-1.5 %
TOTAL Permits and Fees	6,038.00	5,950.00	(88.00)	-1.5 %
Memberships and Subscriptions				
Memberships and Subscriptions	3,592.89	3,020.00	(572.89)	-19.0 %
TOTAL Memberships and Subscriptions	3,592.89	3,020.00	(572.89)	-19.0 %
Safety				
Safety	18,265.62	63,135.00	44,869.38	71.1 %
TOTAL Safety	18,265.62	63,135.00	44,869.38	71.1 %
Other Expenses				
Other Expense	3,611.00	200.00	(3,411.00)	-1705.5 %
TOTAL Other Expenses	3,611.00	200.00	(3,411.00)	-1705.5 %
Depreciation and Amortization				
Depreciation and Amortization	335,000.00	335,000.00	0.00	
TOTAL Depreciation and Amortization	335,000.00	335,000.00	0.00	
TOTAL Operating Expenses	1,848,380.19	1,774,868.00	(73,512.19)	-4.1 %
***** OPERATING INCOME (LOSS)	(1,848,380.19)	(1,774,868.00)	(73,512.19)	-4.1 %
***** NET INCOME (LOSS)	(1,848,380.19)	(1,774,868.00)	(73,512.19)	-4.1 %
***** NET INCOME (LOSS)	(1,848,380.19)	(1,774,868.00)	(73,512.19)	-4.1 %

Carmel Area Wastewater District
Budgeted Operating Expenses-Treatment
*Year-to-Date Variance, June 2021 - current month, Consolidated by
account, Department 6*

	<i>12 Months Ended June 30, 2021</i>	<i>12 Months Ended June 30, 2021 Budget</i>	<i>Variance Fav/<Unf></i>	<i>% Var</i>
*****	0.00	0.00	0.00	
***** OPERATING INCOME	0.00	0.00	0.00	
Operating Expenses				
Salaries and Payroll Taxes				
<i>Salaries and Payroll Taxes</i>	1,180,460.84	1,120,591.00	(59,869.84)	-5.3 %
TOTAL Salaries and Payroll Taxes	1,180,460.84	1,120,591.00	(59,869.84)	-5.3 %
Employee Benefits				
<i>Employee Benefits</i>	577,216.25	325,586.00	(251,630.25)	-77.3 %
TOTAL Employee Benefits	577,216.25	325,586.00	(251,630.25)	-77.3 %
Truck and Auto Expenses				
<i>Truck and Auto Expenses</i>	1,459.26	442.00	(1,017.26)	-230.1 %
TOTAL Truck and Auto Expenses	1,459.26	442.00	(1,017.26)	-230.1 %
General and Administrative				
<i>General and Administrative</i>	155,657.27	406,916.00	251,258.73	61.7 %
TOTAL General and Administrative	155,657.27	406,916.00	251,258.73	61.7 %
Office Expense				
<i>Office Expense</i>	11,384.87	25,300.00	13,915.13	55.0 %
TOTAL Office Expense	11,384.87	25,300.00	13,915.13	55.0 %
Operating Supplies				
<i>Operating Supplies</i>	261,006.64	323,582.00	62,575.36	19.3 %
TOTAL Operating Supplies	261,006.64	323,582.00	62,575.36	19.3 %
Contract Services				
<i>Contract Services</i>	225,260.82	351,955.00	126,694.18	36.0 %
TOTAL Contract Services	225,260.82	351,955.00	126,694.18	36.0 %
Repairs and Maintenance				
<i>Repairs and Maintenance</i>	36,788.68	69,450.00	32,661.32	47.0 %
TOTAL Repairs and Maintenance	36,788.68	69,450.00	32,661.32	47.0 %
Utilities				
<i>Utilities</i>	247,488.29	424,707.00	177,218.71	41.7 %
TOTAL Utilities	247,488.29	424,707.00	177,218.71	41.7 %
Travel and Meetings				
<i>Travel and Meetings</i>	2,182.07	29,445.00	27,262.93	92.6 %

Carmel Area Wastewater District
Budgeted Operating Expenses-Treatment
Year-to-Date Variance, June 2021 - current month, Consolidated by
account, Department 6

	<i>12 Months Ended June 30, 2021</i>	<i>12 Months Ended June 30, 2021 Budget</i>	<i>Variance Fav/<Unf></i>	<i>% Var</i>
TOTAL Travel and Meetings	2,182.07	29,445.00	27,262.93	92.6 %
Permits and Fees				
<i>Permits and Fees</i>	32,696.50	40,962.00	8,265.50	20.2 %
TOTAL Permits and Fees	32,696.50	40,962.00	8,265.50	20.2 %
Memberships and Subscriptions				
<i>Memberships and Subscriptions</i>	3,456.03	6,900.00	3,443.97	49.9 %
TOTAL Memberships and Subscriptions	3,456.03	6,900.00	3,443.97	49.9 %
Safety				
<i>Safety</i>	49,112.81	50,000.00	887.19	1.8 %
TOTAL Safety	49,112.81	50,000.00	887.19	1.8 %
Other Expenses				
<i>Other Expense</i>	0.00	7,000.00	7,000.00	100.0 %
TOTAL Other Expenses	0.00	7,000.00	7,000.00	100.0 %
Depreciation and Amortization				
<i>Depreciation and Amortization</i>	2,300,000.00	2,300,000.00	0.00	
TOTAL Depreciation and Amortization	2,300,000.00	2,300,000.00	0.00	
TOTAL Operating Expenses	5,084,170.33	5,482,836.00	398,665.67	7.3 %
***** OPERATING INCOME (LOSS)	(5,084,170.33)	(5,482,836.00)	398,665.67	7.3 %
***** NET INCOME (LOSS)	(5,084,170.33)	(5,482,836.00)	398,665.67	7.3 %
***** NET INCOME (LOSS)	(5,084,170.33)	(5,482,836.00)	398,665.67	7.3 %

Carmel Area Wastewater District
Budgeted Operating Expenses-Admin.
*Year-to-Date Variance, June 2021 - current month, Consolidated by
account, Department 7*

	<i>12 Months Ended June 30, 2021</i>	<i>12 Months Ended June 30, 2021 Budget</i>	<i>Variance Fav/<Unf></i>	<i>% Var</i>
*****	0.00	0.00	0.00	
***** OPERATING INCOME	0.00	0.00	0.00	
Operating Expenses				
Salaries and Payroll Taxes				
<i>Salaries and Payroll Taxes</i>	657,780.89	588,619.00	(69,161.89)	-11.7 %
TOTAL Salaries and Payroll Taxes	657,780.89	588,619.00	(69,161.89)	-11.7 %
Employee Benefits				
<i>Employee Benefits</i>	272,405.62	129,821.00	(142,584.62)	-109.8 %
TOTAL Employee Benefits	272,405.62	129,821.00	(142,584.62)	-109.8 %
Director's Expenses				
<i>Director's Expenses</i>	18,962.53	36,300.00	17,337.47	47.8 %
TOTAL Director's Expenses	18,962.53	36,300.00	17,337.47	47.8 %
Truck and Auto Expenses				
<i>Truck and Auto Expenses</i>	340.98	1,530.00	1,189.02	77.7 %
TOTAL Truck and Auto Expenses	340.98	1,530.00	1,189.02	77.7 %
General and Administrative				
<i>General and Administrative</i>	93,302.78	259,150.00	165,847.22	64.0 %
TOTAL General and Administrative	93,302.78	259,150.00	165,847.22	64.0 %
Office Expense				
<i>Office Expense</i>	13,146.67	22,300.00	9,153.33	41.0 %
TOTAL Office Expense	13,146.67	22,300.00	9,153.33	41.0 %
Operating Supplies				
<i>Operating Supplies</i>	446.33	1,800.00	1,353.67	75.2 %
TOTAL Operating Supplies	446.33	1,800.00	1,353.67	75.2 %
Contract Services				
<i>Contract Services</i>	81,215.29	119,750.00	38,534.71	32.2 %
TOTAL Contract Services	81,215.29	119,750.00	38,534.71	32.2 %
Repairs and Maintenance				
<i>Repairs and Maintenance</i>	11,574.51	5,000.00	(6,574.51)	-131.5 %
TOTAL Repairs and Maintenance	11,574.51	5,000.00	(6,574.51)	-131.5 %
Utilities				
<i>Utilities</i>	21,038.30	21,815.00	776.70	3.6 %

Carmel Area Wastewater District
Budgeted Operating Expenses-Admin.
Year-to-Date Variance, June 2021 - current month, Consolidated by
account, Department 7

	<i>12 Months Ended June 30, 2021</i>	<i>12 Months Ended June 30, 2021 Budget</i>	<i>Variance Fav/<Unf></i>	<i>% Var</i>
TOTAL Utilities	21,038.30	21,815.00	776.70	3.6 %
Travel and Meetings				
<i>Travel and Meetings</i>	2,015.46	21,700.00	19,684.54	90.7 %
TOTAL Travel and Meetings	2,015.46	21,700.00	19,684.54	90.7 %
Permits and Fees				
<i>Permits and Fees</i>	17,397.00	22,000.00	4,603.00	20.9 %
TOTAL Permits and Fees	17,397.00	22,000.00	4,603.00	20.9 %
Memberships and Subscriptions				
<i>Memberships and Subscriptions</i>	24,885.18	38,699.00	13,813.82	35.7 %
TOTAL Memberships and Subscriptions	24,885.18	38,699.00	13,813.82	35.7 %
Safety				
<i>Safety</i>	1,692.03	1,830.00	137.97	7.5 %
TOTAL Safety	1,692.03	1,830.00	137.97	7.5 %
Other Expenses				
<i>Other Expense</i>	27,966.48	36,500.00	8,533.52	23.4 %
TOTAL Other Expenses	27,966.48	36,500.00	8,533.52	23.4 %
Depreciation and Amortization				
<i>Depreciation and Amortization</i>	34,000.00	38,860.00	4,860.00	12.5 %
TOTAL Depreciation and Amortization	34,000.00	38,860.00	4,860.00	12.5 %
TOTAL Operating Expenses	1,278,170.05	1,345,674.00	67,503.95	5.0 %
***** OPERATING INCOME (LOSS)	(1,278,170.05)	(1,345,674.00)	67,503.95	5.0 %
***** NET INCOME (LOSS)	(1,278,170.05)	(1,345,674.00)	67,503.95	5.0 %
***** NET INCOME (LOSS)	(1,278,170.05)	(1,345,674.00)	67,503.95	5.0 %

Carmel Area Wastewater District
Budgeted Operating Expenses-Reclamation
*Year-to-Date Variance, June 2021 - current month, Consolidated by
account, Department 8*

	<i>12 Months Ended June 30, 2021</i>	<i>12 Months Ended June 30, 2021 Budget</i>	<i>Variance Fav/<Unf></i>	<i>% Var</i>
*****	0.00	0.00	0.00	
***** OPERATING INCOME	0.00	0.00	0.00	
Operating Expenses				
Salaries and Payroll Taxes				
<i>Salaries and Payroll Taxes</i>	548,353.82	526,845.00	(21,508.82)	-4.1 %
TOTAL Salaries and Payroll Taxes	548,353.82	526,845.00	(21,508.82)	-4.1 %
Director's Expenses				
<i>Director's Expenses</i>	750.00	1,000.00	250.00	25.0 %
TOTAL Director's Expenses	750.00	1,000.00	250.00	25.0 %
General and Administrative				
<i>General and Administrative</i>	15,362.05	0.00	(15,362.05)	
TOTAL General and Administrative	15,362.05	0.00	(15,362.05)	
Office Expense				
<i>Office Expense</i>	29.59	0.00	(29.59)	
TOTAL Office Expense	29.59	0.00	(29.59)	
Operating Supplies				
<i>Operating Supplies</i>	10,120.87	8,500.00	(1,620.87)	-19.1 %
TOTAL Operating Supplies	10,120.87	8,500.00	(1,620.87)	-19.1 %
Contract Services				
<i>Contract Services</i>	5,177.96	0.00	(5,177.96)	
TOTAL Contract Services	5,177.96	0.00	(5,177.96)	
Repairs and Maintenance				
<i>Repairs and Maintenance</i>	6,857.72	4,300.00	(2,557.72)	-59.5 %
TOTAL Repairs and Maintenance	6,857.72	4,300.00	(2,557.72)	-59.5 %
Utilities				
<i>Utilities</i>	38,218.00	0.00	(38,218.00)	
TOTAL Utilities	38,218.00	0.00	(38,218.00)	
Safety				
<i>Safety</i>	0.00	1,000.00	1,000.00	100.0 %
TOTAL Safety	0.00	1,000.00	1,000.00	100.0 %
TOTAL Operating Expenses	624,870.01	541,645.00	(83,225.01)	-15.4 %

Carmel Area Wastewater District
Budgeted Operating Expenses-Reclamation
*Year-to-Date Variance, June 2021 - current month, Consolidated by
account, Department 8*

	<i>12 Months Ended June 30, 2021</i>	<i>12 Months Ended June 30, 2021 Budget</i>	<i>Variance Fav/<Unf></i>	<i>% Var</i>
***** OPERATING INCOME (LOSS)	(624,870.01)	(541,645.00)	(83,225.01)	-15.4 %
***** NET INCOME (LOSS)	(624,870.01)	(541,645.00)	(83,225.01)	-15.4 %
***** NET INCOME (LOSS)	(624,870.01)	(541,645.00)	(83,225.01)	-15.4 %

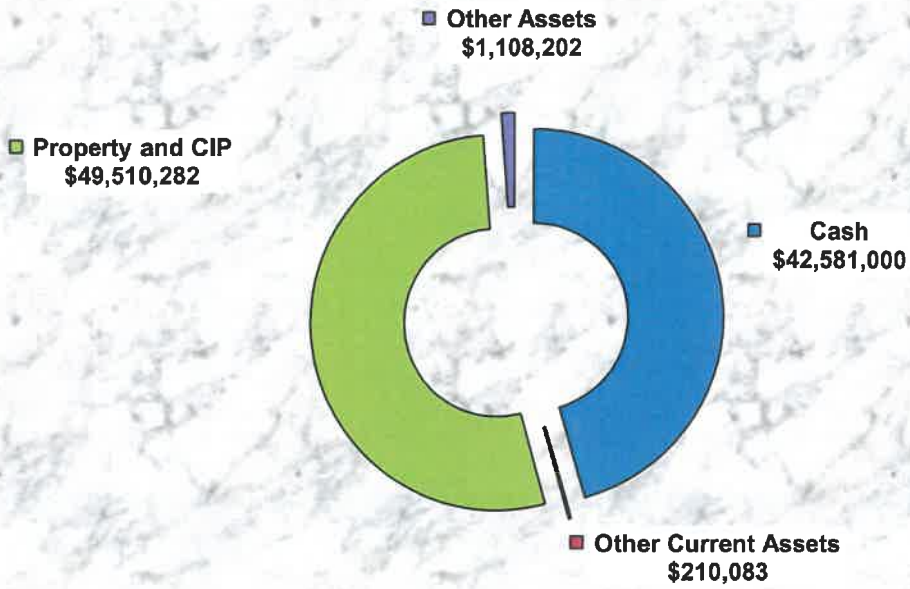
Carmel Area Wastewater District
Budgeted Income Stmt.-Waste to Energy
Year-to-Date Variance, June 2021 - current month, Consolidated by
account, Department 9

	<i>12 Months Ended June 30, 2021</i>	<i>12 Months Ended June 30, 2021 Budget</i>	<i>Variance Fav/<Unf></i>	<i>% Var</i>
Income				
Revenue	4,923.95	8,500.00	(3,576.05)	-42.1 %
TOTAL Income	<u>4,923.95</u>	<u>8,500.00</u>	<u>(3,576.05)</u>	-42.1 %
*****	<u>4,923.95</u>	<u>8,500.00</u>	<u>(3,576.05)</u>	-42.1 %
***** OPERATING INCOME	<u>4,923.95</u>	<u>8,500.00</u>	<u>(3,576.05)</u>	-42.1 %
Operating Expenses				
Salaries and Payroll Taxes				
Salaries and Payroll Taxes	1,746.45	5,383.00	3,636.55	67.6 %
TOTAL Salaries and Payroll Taxes	<u>1,746.45</u>	<u>5,383.00</u>	<u>3,636.55</u>	67.6 %
Operating Supplies				
Operating Supplies	0.00	2,500.00	2,500.00	100.0 %
TOTAL Operating Supplies	<u>0.00</u>	<u>2,500.00</u>	<u>2,500.00</u>	100.0 %
Repairs and Maintenance				
Repairs and Maintenance	4,959.01	3,500.00	(1,459.01)	-41.7 %
TOTAL Repairs and Maintenance	<u>4,959.01</u>	<u>3,500.00</u>	<u>(1,459.01)</u>	-41.7 %
Permits and Fees				
Permits and Fees	7,100.00	12,200.00	5,100.00	41.8 %
TOTAL Permits and Fees	<u>7,100.00</u>	<u>12,200.00</u>	<u>5,100.00</u>	41.8 %
TOTAL Operating Expenses	<u>13,805.46</u>	<u>23,583.00</u>	<u>9,777.54</u>	41.5 %
***** OPERATING INCOME (LOSS)	<u>(8,881.51)</u>	<u>(15,083.00)</u>	<u>6,201.49</u>	41.1 %
***** NET INCOME (LOSS)	<u>(8,881.51)</u>	<u>(15,083.00)</u>	<u>6,201.49</u>	41.1 %
***** NET INCOME (LOSS)	<u>(8,881.51)</u>	<u>(15,083.00)</u>	<u>6,201.49</u>	41.1 %

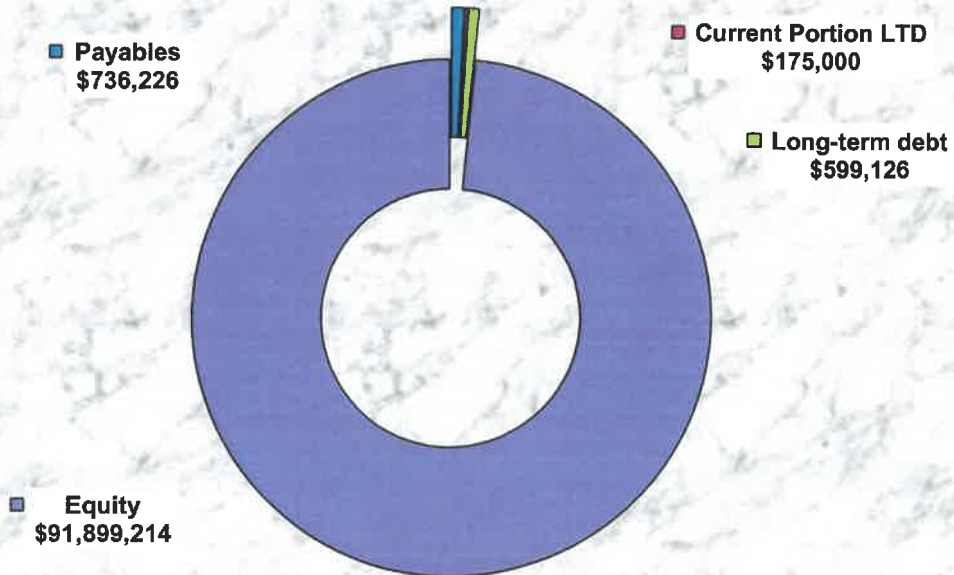
Carmel Area Wastewater District
Budgeted Income Stmt.-Brine Disposal
Year-to-Date Variance, June 2021 - current month, Consolidated by
account, Department 10

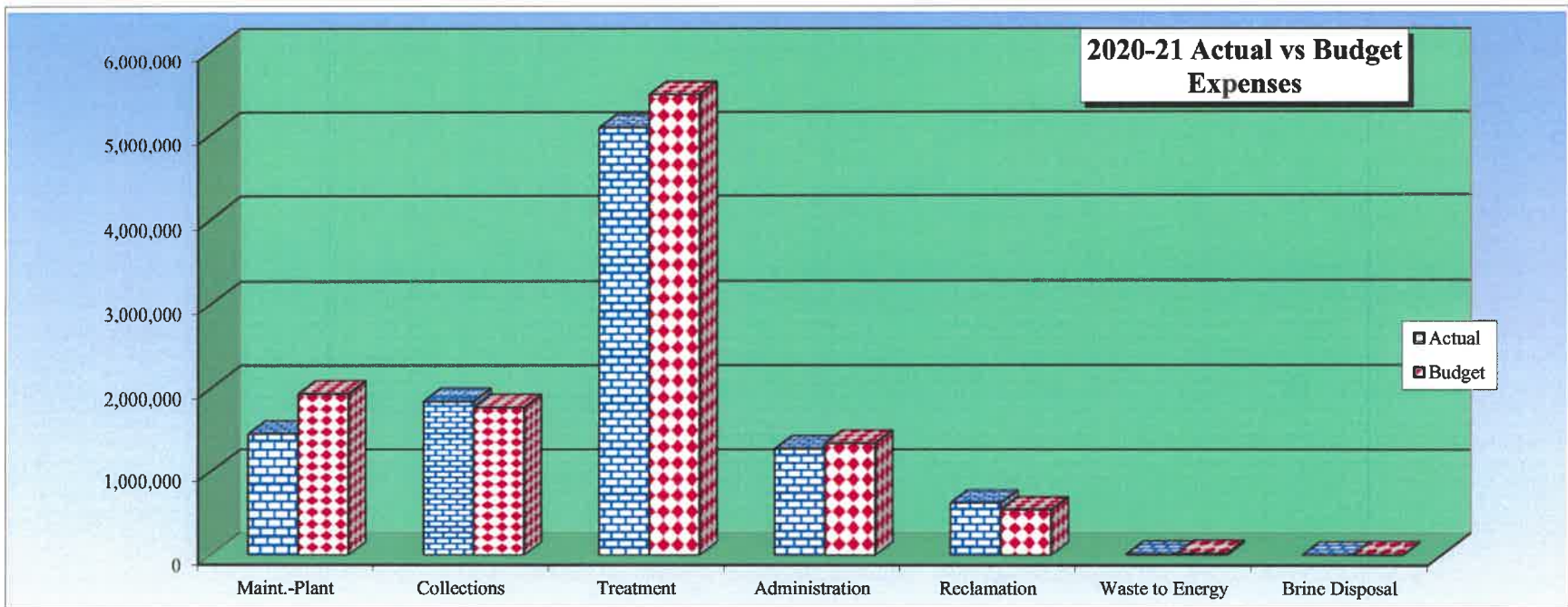
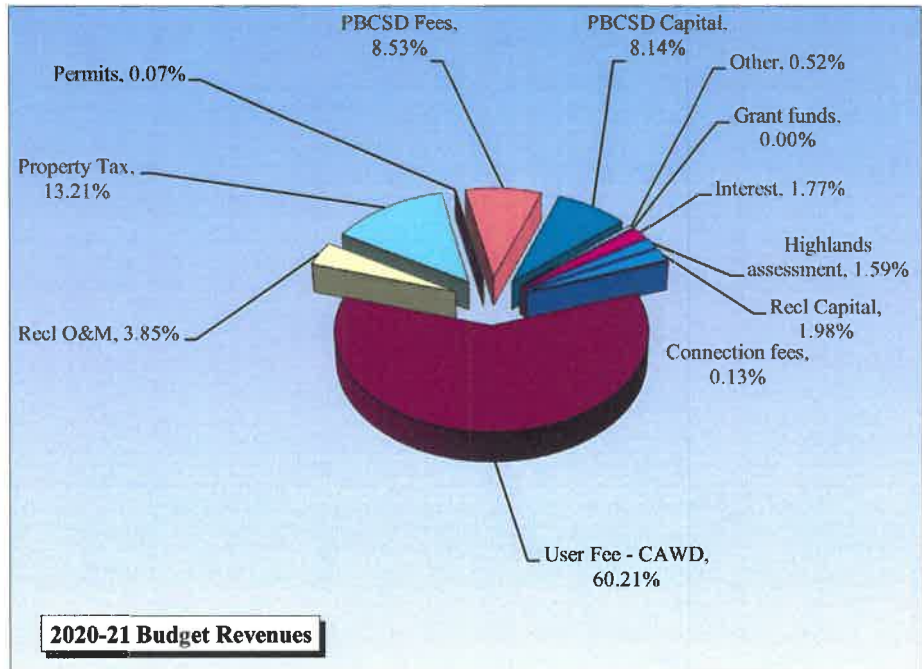
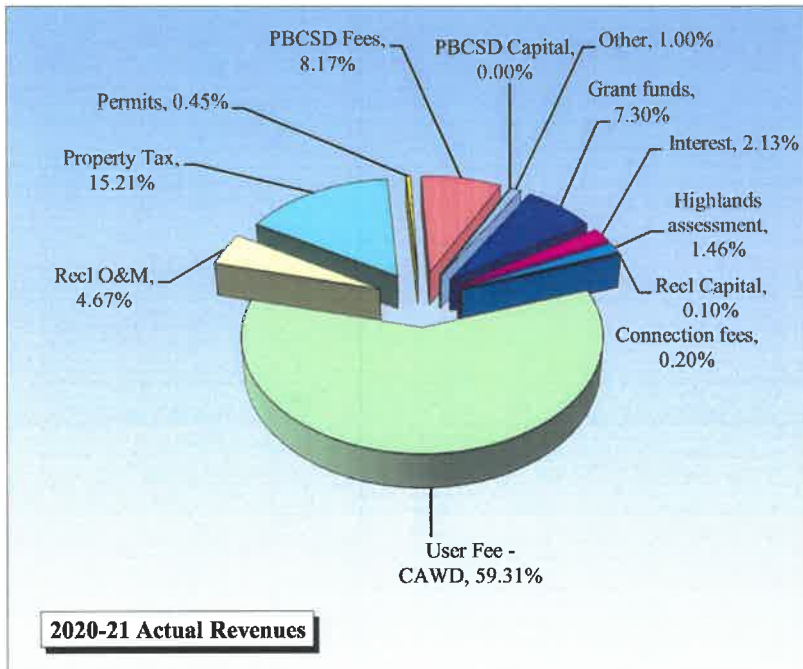
	<i>12 Months Ended June 30, 2021</i>	<i>12 Months Ended June 30, 2021 Budget</i>	<i>Variance Fav/<Unf></i>	<i>% Var</i>
Income				
Revenue	86,488.40	65,000.00	21,488.40	33.1 %
TOTAL Income	<u>86,488.40</u>	<u>65,000.00</u>	<u>21,488.40</u>	33.1 %
*****	<u>86,488.40</u>	<u>65,000.00</u>	<u>21,488.40</u>	33.1 %
***** OPERATING INCOME	<u>86,488.40</u>	<u>65,000.00</u>	<u>21,488.40</u>	33.1 %
Operating Expenses				
Salaries and Payroll Taxes				
Salaries and Payroll Taxes	979.23	1,884.00	904.77	48.0 %
TOTAL Salaries and Payroll Taxes	<u>979.23</u>	<u>1,884.00</u>	<u>904.77</u>	48.0 %
Operating Supplies				
Operating Supplies	0.00	1,500.00	1,500.00	100.0 %
TOTAL Operating Supplies	<u>0.00</u>	<u>1,500.00</u>	<u>1,500.00</u>	100.0 %
Contract Services				
Contract Services	1,150.00	0.00	(1,150.00)	
TOTAL Contract Services	<u>1,150.00</u>	<u>0.00</u>	<u>(1,150.00)</u>	
Repairs and Maintenance				
Repairs and Maintenance	1,000.25	4,500.00	3,499.75	77.8 %
TOTAL Repairs and Maintenance	<u>1,000.25</u>	<u>4,500.00</u>	<u>3,499.75</u>	77.8 %
TOTAL Operating Expenses	<u>3,129.48</u>	<u>7,884.00</u>	<u>4,754.52</u>	60.3 %
***** OPERATING INCOME (LOSS)	<u>83,358.92</u>	<u>57,116.00</u>	<u>26,242.92</u>	45.9 %
***** NET INCOME (LOSS)	<u>83,358.92</u>	<u>57,116.00</u>	<u>26,242.92</u>	45.9 %
***** NET INCOME (LOSS)	<u>83,358.92</u>	<u>57,116.00</u>	<u>26,242.92</u>	45.9 %

Assets - June 30, 2021

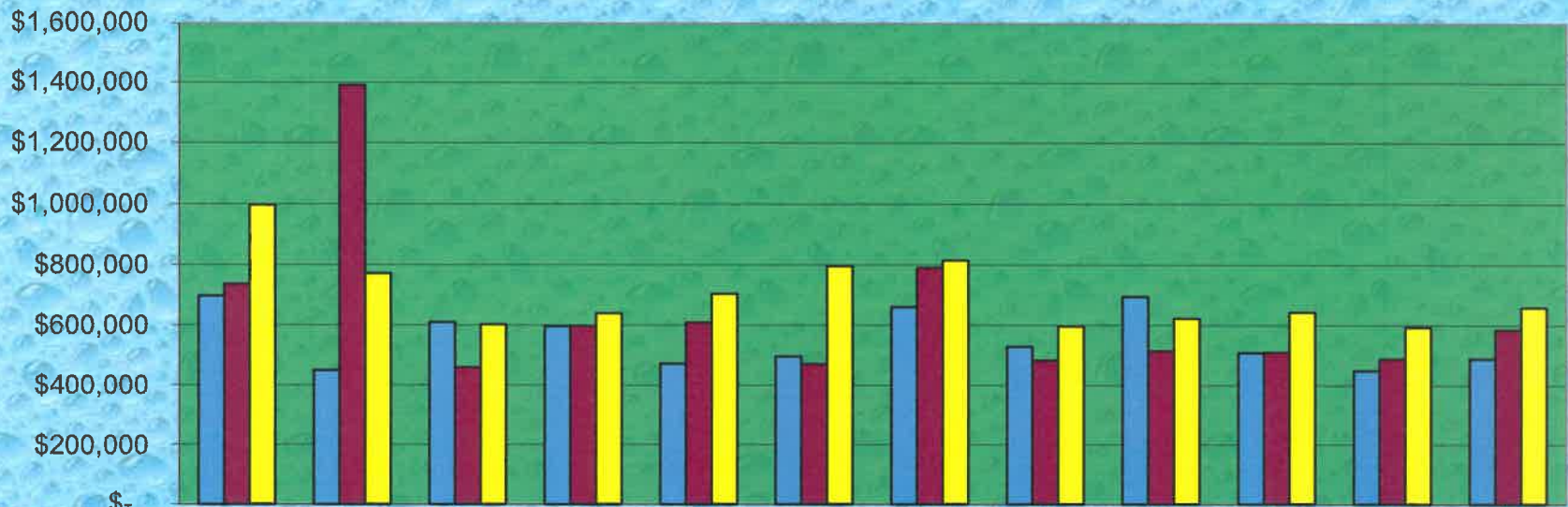


Liabilities - June 30, 2021





Operating Expenses



	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
■ FY 19-20	\$697,777	\$450,055	\$610,701	\$596,377	\$472,541	\$496,491	\$660,547	\$529,803	\$695,630	\$509,826	\$449,697	\$490,139
■ FY 20-21	\$736,364	\$1,391,16	\$459,665	\$597,145	\$609,524	\$472,000	\$790,837	\$484,440	\$516,146	\$510,708	\$489,386	\$585,140
■ CY Budget	\$997,134	\$771,376	\$601,855	\$640,410	\$705,305	\$795,767	\$815,635	\$596,255	\$623,125	\$644,030	\$593,455	\$660,140

**Carmel Area Wastewater District
Capital Expenditures
2020-21**

	BEG BAL	JUN	CURRENT YTD	CUMULATIVE TOTAL	ANNUAL BUDGET	BUDGET SPENT
<u>CAPITAL PURCHASES</u>						
<u>Admin</u>						
		0	0	0	0	NA
		0	0	0	0	NA
<u>Collections</u>						
New Camera Head-unbudgeted		0	10,386	10,386	0	NA
Jet Truck Water Pump-unbudgeted		0	30,145	30,145	0	NA
Portable Diesel Generator		0	77,156	77,156	80,000	96.45%
Ford F-350 with Royal Crane Body		0	81,814	81,814	80,000	102.27%
Flygt Impeller Pump-Highlands-unbudgeted		0	21,393	21,393	0	NA
<u>Treatment</u>						
2013 Keystone trailer-unbudgeted		0	18,371	18,371	0	NA
500 kw Portable Generator		0	301,789	301,789	450,000	67.06%
Cyclo Reducer-Screw press-unbudgeted		0	11,460	11,460	0	NA
Effluent 75hp VFD-unbudgeted		0	10,365	10,365	0	NA
Polymer Feed System (RECL 50%)		0	19,528	19,528	22,500	86.79%
Use Tax for Aeration Baffle Systems-prior year		0	3,947	3,947	0	NA
Autotitrator Unit (RECL 50%)		(153)	11,165	11,165	38,965	28.65%
Ops Building Basement Bathroom-unbudgeted		8,245	8,245	8,245	0	NA
RECL share		0	(15,423)	(15,423)	(30,733)	50.18%
PBCSD share (1/3 of cost)		(2,697)	(123,149)	(123,149)	(160,244)	76.85%
		5,394	467,192	467,192	480,488	97.23%

Total Capital Purchases 20-21

**Carmel Area Wastewater District
Capital Expenditures
2020-21**

	BEG BAL	JUN	CURRENT YTD	CUMULATIVE TOTAL	ANNUAL BUDGET	BUDGET SPENT
<u>CIP PROJECTS</u>						
<u>Administration</u>						
Admin. Building Modifications-COVID-19	0	0	62,824	62,824	75,000	83.77%
<u>Collections</u>						
Construction of new Gravity Sewer Line-Carmel Meadows	226,536	7,582	138,015	364,551	185,445	74.42%
Hatton Canyon Pipeline Bursting	271,186	0	1,093,314	1,364,500	1,450,000	75.40%
Pump Stations-SCADA	456,569	0	5,230	461,799	0	NA
Upper Rancho Canada Pipe Relocation	62,991	20,112	109,596	172,587	1,760,000	6.23%
Rio Road CIPP Lining Project	129,163	0	680,268	809,431	1,340,000	50.77%
Carmel Valley Manor Sewer-unbudgeted	0	0	180	180	0	NA
Scenic Rd Pipe Burst-Ocn/Bay	0	80,276	80,276	80,276	200,000	40.14%
Bay/Scenic Pump Station Rehab	0	6,727	6,727	6,727	100,000	6.73%
<u>Treatment</u>						
RECL share		0	0	0	0	NA
PBCSD share (1/3 of cost)		0	0	0	0	NA
<i>Total CIP Projects 20-21</i>	1,146,445	114,697	2,176,430	3,322,875	5,110,445	42.59%

**Carmel Area Wastewater District
Capital Expenditures
2020-21**

	BEG BAL	JUN	CURRENT YTD	CUMULATIVE TOTAL	ANNUAL BUDGET	BUDGET SPENT
<u>LONG TERM CIP PROJECTS</u>						
<u>Treatment</u>						
Microturbine/Gas Conditioning System	20,781	0	34,334	55,115	45,000	76.30%
Elec/Mech Rehab & Sludge Holding Tank Project (RECL 4%)	869,871	7,835	26,800	896,671	906,000	2.96%
WWTP Perimeter Tree Planting	2,897	0	0	2,897	27,000	NA
Standby Power Reliability Project	19,202	0	55,621	74,823	35,000	158.92%
Critical Process Flood Adaptations (RECL 15%)	21,788	0	0	21,788	20,000	NA
Aeration Basin Improvements	0	0	9,030	9,030	87,000	10.38%
RECL share		(313)	(1,072)	(1,072)	(36,240)	2.96%
PBCSD share (1/3 of cost)		(2,507)	(41,571)	(41,571)	(361,253)	11.51%
<i>Total Long Term CIP Projects 20-21</i>	934,539	5,015	83,142	1,017,681	722,507	11.51%
Total Capital (net of RECL and PBCSD)	2,080,984	125,106	2,726,764	4,807,748	6,313,440	43.19%

**Carmel Area Wastewater District
Variance Analysis
2020-21**

**YTD Actual/
YTD Budget
Variance**

Maintenance - Plant

Employee Benefits	-72.00%	CALPERS unfunded liability payments unbudgeted.
Utilities	-14.90%	Cell service underbudgeted.

Collections

Employee Benefits	-93.40%	CALPERS unfunded liability payments unbudgeted.
Truck and Auto Expenses	-30.10%	Gasoline, repair parts and vehicle accessories underbudgeted.
General and Administrative	-97.70%	Insurance and engineering underbudgeted.
Operating Supplies	-29.70%	Electrical supplies underbudgeted.
Memberships and Subscriptions	-19.00%	Publications and reference works underbudgeted, small dollar amounts.
Other Expense	-1705.50%	Recruiting unbudgeted, small dollar amounts.

Treatment

Salaries and Payroll Taxes	-5.30%	Slightly underbudgeted.
Employee Benefits	-77.30%	CALPERS unfunded liability payments unbudgeted.
Truck and Auto Expenses	-230.10%	Insurance underbudgeted, small dollar amounts.

Administration

Salaries and Payroll Taxes	-11.70%	Underbudgeted.
Employee Benefits	-109.80%	CALPERS unfunded liability payments unbudgeted.
Repairs and Maintenance	-131.50%	General repairs unbudgeted and building underbudgeted, small dollar amounts.

Waste to Energy

Repairs and Maintenance	-41.70%	Underbudgeted, small dollar amounts.
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Brine Disposal

Contract Services	NA	Lab analysis unbudgeted, small dollar amounts.
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District Obligations:

1) 2004 Highlands Project Bond Proceeds \$3,057,165 - Balance \$760,000

**Carmel Area Wastewater District
2020-21 Resolutions Amending the Budget**

Resolution #	Description	Budgeted	Amendment	Spent To Date
2020-47	A Resolution Approving the Contract Amendment for an Amount not to exceed \$22,900 for the Annexation Services Contract with Denise Duffy & Associates, Inc. to include extra work performed during the environmental review and Local Agency Formation Commission (LAFCO) application services for the 2020 Sphere of Influence and Annexation Project & Authorize the General Manager to sign the Contract Amendment #19-09	\$ -	\$ 22,900	\$ 22,849
2020-49	A Resolution approving the payment of CalPERS Classic Unfunded Accrued Liability in an amount not to exceed \$725,000 and CALPERS Public Employees' Pension Reform Act (PEPRA) Unfunded Accrued Liability in an Amount not to exceed \$56,674 with funds from District Reserves	\$ -	\$ 725,000	\$ 725,000
2020-60	A Resolution Authorizing the General Manager to enter into a contract with Downtown Ford for the purchase of a Ford F350 Utility truck with a box mount crane in the amount not to exceed \$82,507.30	\$ 80,000	\$ 2,507	\$ 81,814
2020-73	A Resolution ratifying the amended contract amount and approving the actions of the General Manager in approving said amendment with Graniterock in an amount not to exceed \$23,139.82 for additional work completed during wetland basin grading for the Hatton Canyon Pipeline Replacement Project #18-17	\$ 29,880	\$ 23,140	\$ 53,020
2021-10	A Resolution authorizing an amendment to the annexation services contract with SRT Consultants for the Carmel Meadows Project, #19-03 in an amount not to exceed \$60,000.	\$ 255,445	\$ 60,000	\$ 211,528
2021-14	A Resolution authorizing an amendment to the contract with Johnson Marigot Consulting in an amount not to exceed \$59,800 to provide additional regulatory support services for the Carmel River Floodplain Restoration and Environmental Enhancement (CRFREE) Mitigation Pipeline Undergrounding Project #19-21.	\$ 168,815	\$ 59,800	\$ 216,401
2021-21	A Resolution authorizing the General Manager to execute an amended contract with Kennedy Jenks Consultants in an amount not to exceed \$26,810 to provide additional engineering design services for the Elec/Mech Rehab and Sludge Holding Tank Replacement Project #18-01.	\$ 2,935,000	\$ 26,810	\$ 896,671
Total To Date		<u>\$ 3,469,140</u>	<u>\$ 976,831</u>	<u>\$ 2,263,956</u>

STAFF REPORT

TO: Board of Directors
 FROM: Daryl Lauer, Collection Superintendent
 DATE: July 29, 2021
 SUBJECT: Monthly Collections Report – June



RECOMMENDATION

Receive Report- Informational only; no action required.

Permits Issued

Sewer Lateral Permits issued in June	19
Total Fees	\$3,025.00

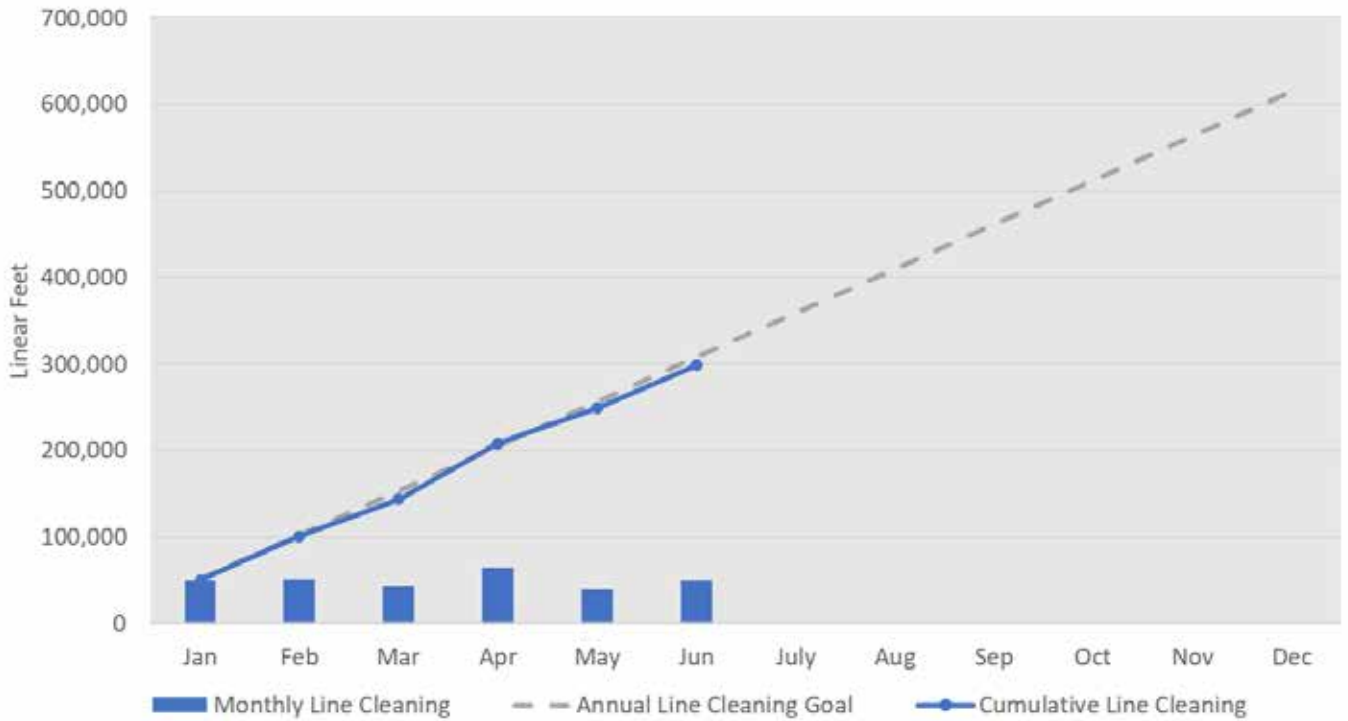
Maintenance

Attached is a map of the areas cleaned and Closed-Circuit Television (CCTV) inspected in the past three months. There was 49,997 feet of sewer lines cleaned, 13,404 feet of CCTV inspections, and 205 manhole inspections performed during the month of June.

Recent Line Cleaning Summary

Cleaning period	Footage Cleaned	Percentage Cleaned	Size of Pipe Cleaned
June	49,997 ft.	12.16%	6 – 12 inches
May	40,477 ft.	9.84%	6 - 12 inches
April	64,466 ft.	15.67%	6 – 15 inches

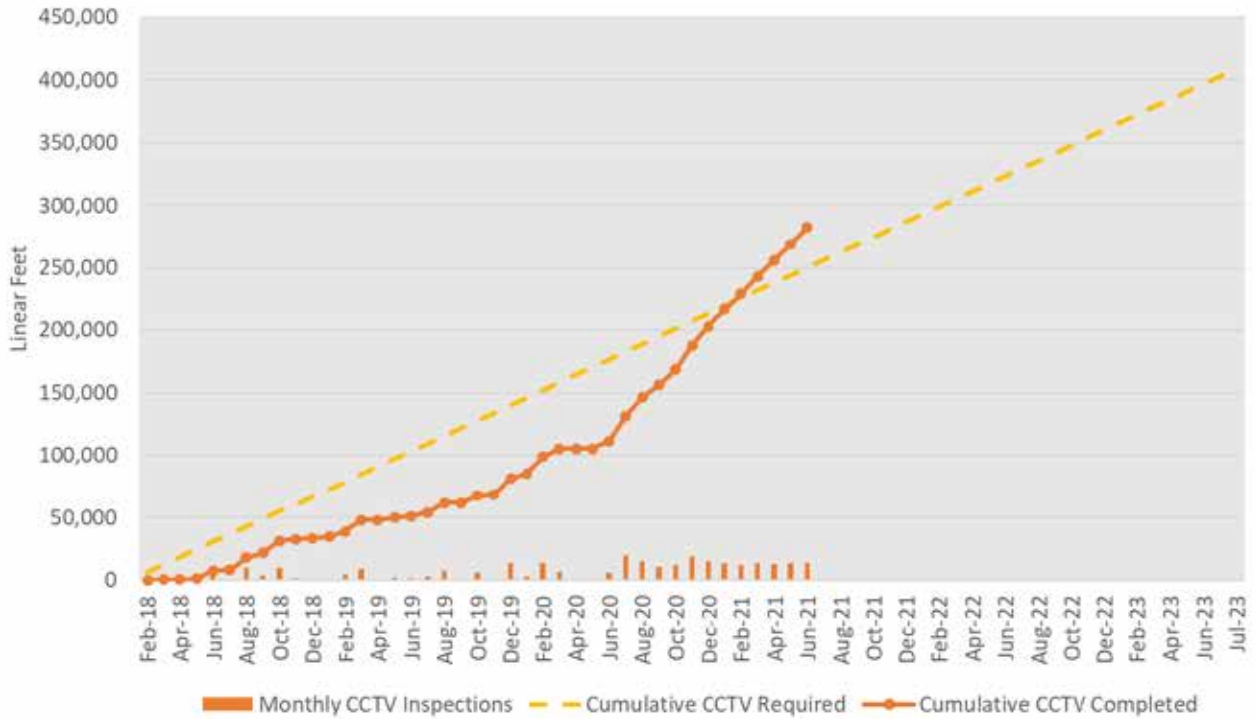
Annual Line Cleaning Graph



Line Cleaning Table

Total Target Amount (Linear Feet)	Cumulative Complete (Linear Feet)	Remaining (Linear Feet)
615,000 (in 2021)	298,774	316,226

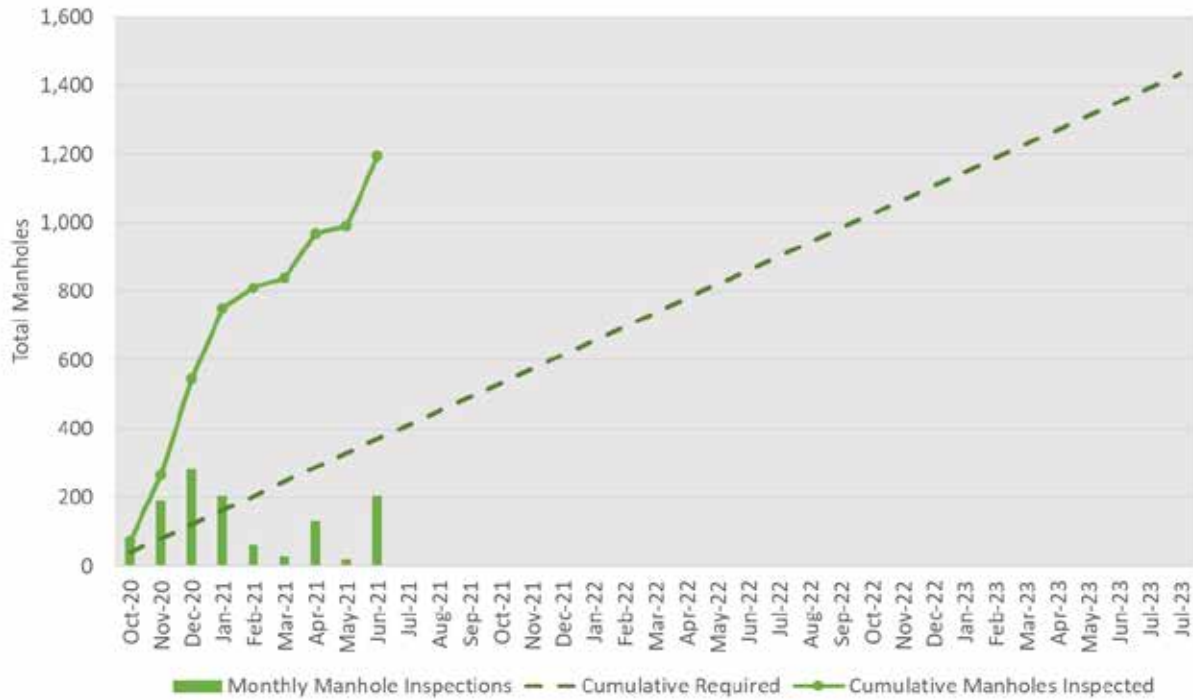
CCTV Progress Graph (River Watch Settlement Agreement Target)



CCTV Table

Total Required amount (Linear Feet)	Cumulative Complete (Linear Feet)	Remaining (Linear Feet)
408,672	282,338	126,334

Manhole Inspection Progress Graph (Riverwatch Settlement Agreement Target)



Manhole Inspection Table

Total Required Amount (Manholes)	Actual Complete (Manholes)	Remaining (Manholes)
1434	1195	239

Construction Activities

- N/A

Staff Development

- Staff completed several online safety trainings and in person tail gate training.
- Staff completed in person OERP (Overflow Emergency Response Plan) and SSO (Sanitary Sewer Overflow) spill estimation training in June.

General comments

- Staff continues to practice social distancing with other staff and contractors, driving to locations throughout the District in separate vehicles. Staff is educated on the best practices of PPE and personal hygiene. Staff has been cleaning and sanitizing buildings, equipment, and vehicles daily as part of their routine duties.

Service Calls Responded to by Crew

Date	Time	Callout	Resolution
6/11/2021	11:29 AM	Swimming Pool Discharge	Staff noticed excessive flow in sewer main line while performing routine maintenance. Staff tracked down the flow to Carmel High's swimming pool. The school district was draining the pool to make repairs. Collections staff notified Source Control department for water testing and permitting for the discharge.
6/15/2021	3:00 PM	Power Fail	Power outage at Calle La Cruz & Ribera pump stations. Power company had to replace the transformer in the underground vault. Staff monitored station until power was restored.
6/21/2021	2:02 PM	Pump Fail to Start	Pump failed to start at Hacienda pump station. Staff pulled the #1 pump to inspect and found rags bound up in the impeller. Staff removed the rags and returned the pump to service.
6/22/2021	1:45 PM	Odor Complaint	Called by main office to the Crossroads shopping area for an odor complaint. The caller did not give an exact location of the smell. Staff checked several manholes in the area and found no problems or odor.
6/22/2021	2:32 PM	Lateral Overflow	Called by homeowner for a lateral overflow. Staff cleaned District main line and found no problems in District's line. Staff informed homeowner to call a plumber of their choice.

USA Location Requests – 144

Plumbing permit inspections – 20

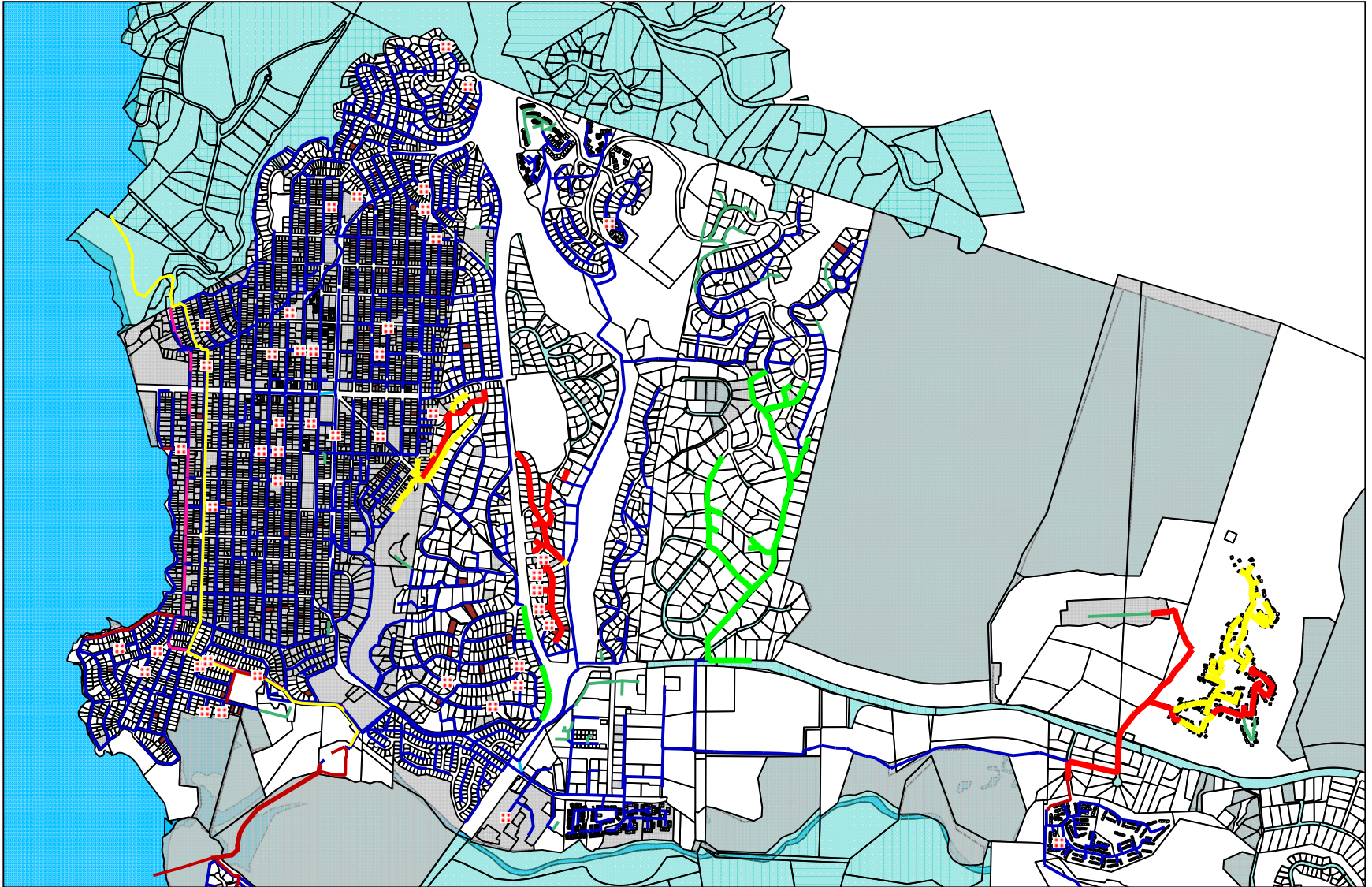
Private Sewer Lateral Compliance Certificates Issued – 22

FUNDING

N/A

June (Red) 13,404 feet
May (Yellow) 13,452 feet
April (Green) 12,623 feet

Monthly CCTV Map



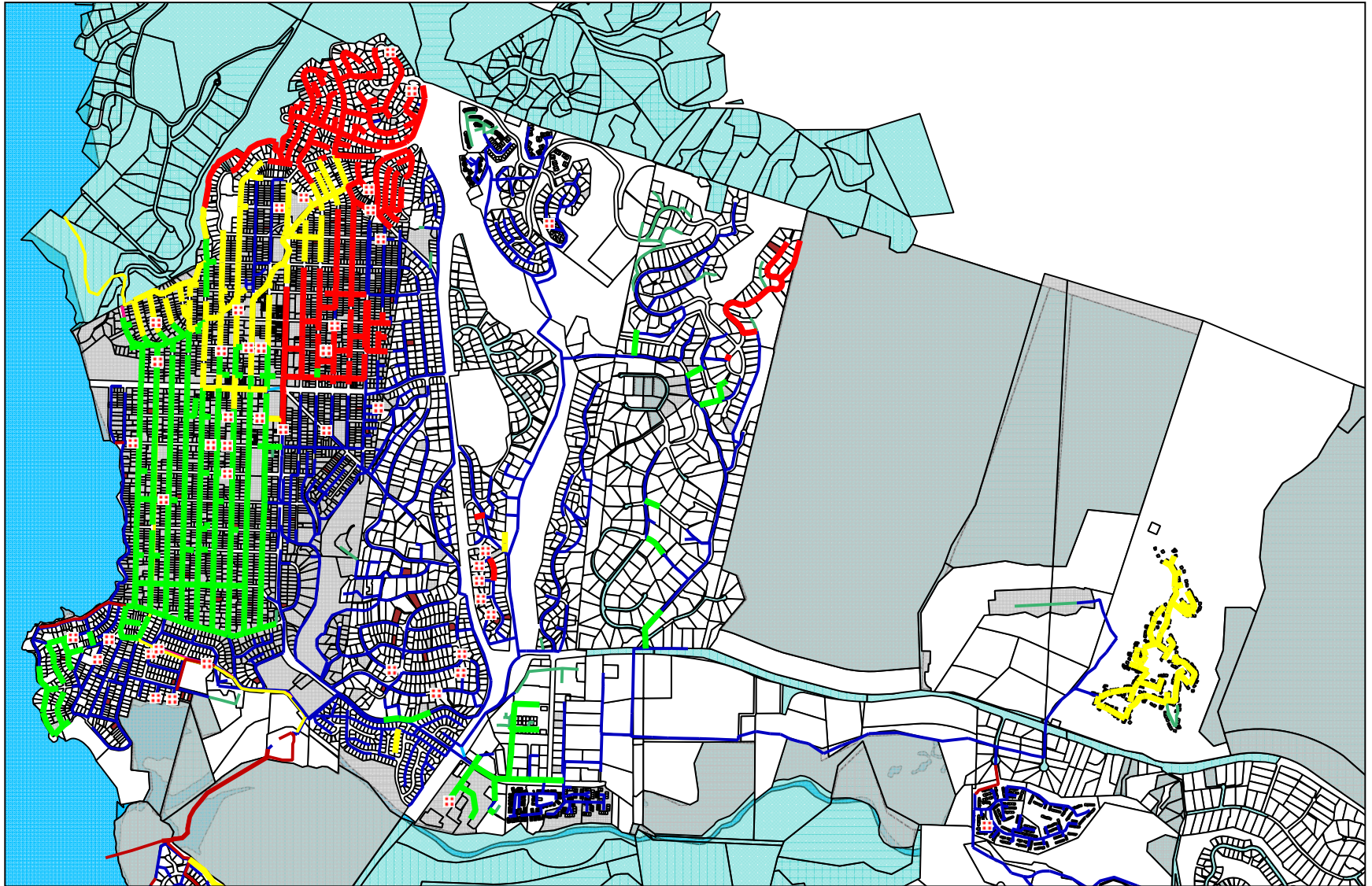
RedZone[®]
ROBOTICS

7/6/2021



June (Red) 49,997 feet
May (Yellow) 40,477 feet
April (Green) 64,466 feet

Monthly Cleaning Map



RedZone
ROBOTICS

7/6/2021



STAFF REPORT

To: Board of Directors

From: Mark Dias, Safety and
Regulatory Compliance Administrator

Date: July 29, 2021

Subject: Monthly Safety Report (for June 2021)



RECOMMENDATION

Receive Report- Informational only; no action required

DISCUSSION

Safety & Training

- **June 10- Back Safety tailgate training.** Mark Dias, Safety and Compliance Administrator (S/C Admin Dias) presented different techniques to help prevent back injuries. Back injuries account for one of every five workplace injuries. Reminders and examples were given for proper lifting techniques. Emphasis was placed on planning the lift ahead of time to see if there is a more ergonomic way to complete the lift (shorter lift, straighter lift, leveraged lift, etc.). Planning also includes asking for help which is always strongly encouraged.
- **June 23- COVID-19 self-screening training.** On June 17th California Occupational Safety and Health Administration (Cal/OSHA) issued updated guidelines that were generally consistent with the Governor's amended order, which lifted many of the COVID-19 protocols. S/C Admin Dias informed staff about the changes for vaccinated employees regarding masking, distancing, lunch breaks & vehicles. For unvaccinated employees, all original requirements remain unchanged.

The policy for morning screenings and temperature checks was also updated. Moving forward, vaccinated employees will no longer be screened in the morning. Unvaccinated employees will still be screened and have their temperature taken immediately upon arriving. However, it was emphasized that self-screening remains very important for each and every employee before arriving to work - especially because cold and flu symptoms overlap with many COVID-19 symptoms. A self-screening handout (self-questionnaire) was reviewed and given to each employee.

Ongoing Safety Improvements

During June, Maintenance Superintendent Chris Foley and S/C Admin Dias continued to implement safety improvements and seek input from the operations crew and the Safety Committee. Activities during June included:

- **Sulfuric acid transfers.** The June Safety Report discussed the response to a near miss incident for tote-to-tote transfers for sulfuric acid. During the investigation an additional hazard was noted. Specifically, because the heavy-duty sulfuric acid totes are opaque, the operators cannot see the rising acid level in the stationary tote as it is refilled. The operators had to climb up onto the containment system and essentially lean onto the tote to be able to see down through the four-inch cap opening on the top. They also had to lean over the tote with one hand and use the other hand to open and close the fill valve. A new rolling platform ladder was quickly purchased and placed into use in June. The ladder height was carefully selected to allow the operators to be able to see down into the tote while maintaining safe separation (via a railing on the ladder) from the tote. They also now have two hands available to turn valves, signal the forklift operator, and climb back down the ladder.

Tours and Outreach

- **Tours.** Tours remain on hold per current District policies. Discussions will begin to review this policy in anticipation of tour requests once schools reopen in the fall.

Injuries; First Aid Incidents; Workers Compensation Claims

There were no first aid injuries or Workers Compensation claims in June. The most recent tracking matrix for 2021 is below.

	Work Related Injuries and Illnesses for 2021 Reporting Year				
TYPE	New Incidents (Month)	Total Incidents (Year)	Total Days Away from Work (Year)	Total Days of Job Restriction (Year)	Cumulative days lost (Year)
OSHA Injuries	0	0	0	0	0
OSHA Illnesses	0	0	0	0	0
Other WC Claims	0	1	0	0	0
First Aid (non-OSHA)	0	0	0	0	0

FUNDING

N/A- Informational item only

Wastewater Treatment Facility Operations Report

Report for: June 2021	HYDRAULIC LOADINGS					2021 YEAR-TO-DATE	
	Total Monthly, MG	Avg. Daily, MGD	Min Daily, MGD	Max Daily, MGD	% of Total	MG	acre-feet
CAWD Flow	24.294	0.810	0.714	0.857	68.935	147.70	453.07
PBCSD Flow	10.948	0.365	0.340	0.394	31.065	68.32	209.56
Total Plant Flow	35.242	1.175	1.054	1.251	100.00	216.02	662.63
Tertiary Flow	31.322	1.044	0.880	1.133	88.877	166.64	511.18
Ocean Discharge	4.088	0.136	0.107	0.157	11.600	54.31	166.61
Potable Water	0.000	0.000	0.000	0.000	0.000	0.000	0.000

TERTIARY PROCESS HISTORY

Total Annual Reclamation Production (2021)	166.65MG (511.19acre-ft.)
Total Lifetime Reclamation Production (94-21)	8.71 BG (26.72 K acre-ft.)
12 Month Rolling Total Reclamation Production	345.84 MG (1061.37 acre-ft.)

ELECTRICAL COSTS

Monthly Totals	Jun'21 kWh	Price per kWh	Jun '21	May'21	Apr'21	Mar'21
Secondary	85,103.00	\$ 0.235	\$ 19,997.41	\$ 15,341.63	\$ 15,009.94	\$ 16,198.02
Blowers	52,166.96	\$ 0.218	\$ 11,369.49	\$ 9,129.95	\$ 8,495.11	\$ 8,318.61
CAWD Total	137,269.96		\$ 31,366.90	\$ 24,471.58	\$ 23,505.05	\$ 24,516.63
Tertiary	96,550.40	\$ 0.213	\$ 20,558.60	\$ 14,919.41	\$ 15,428.62	\$ 9,180.31
MF/RO	94,512.00	\$ 0.238	\$ 22,509.89	\$ 20,237.92	\$ 19,675.11	\$ 8,129.10
Reclaim Total	191,062.40		\$ 43,068.49	\$ 35,157.33	\$ 35,103.73	\$ 17,309.41
Adjusted Monthly Totals (1)	CAWD Total	\$	19,083.15	Reclamation Total	\$	55,352.24

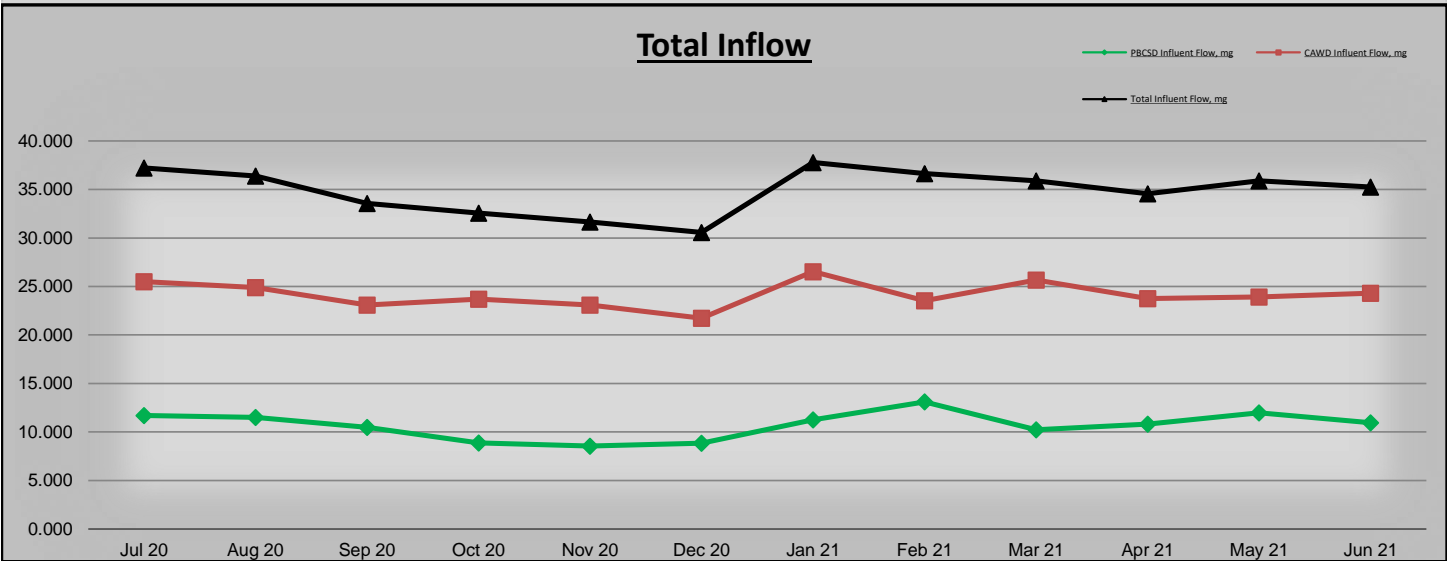
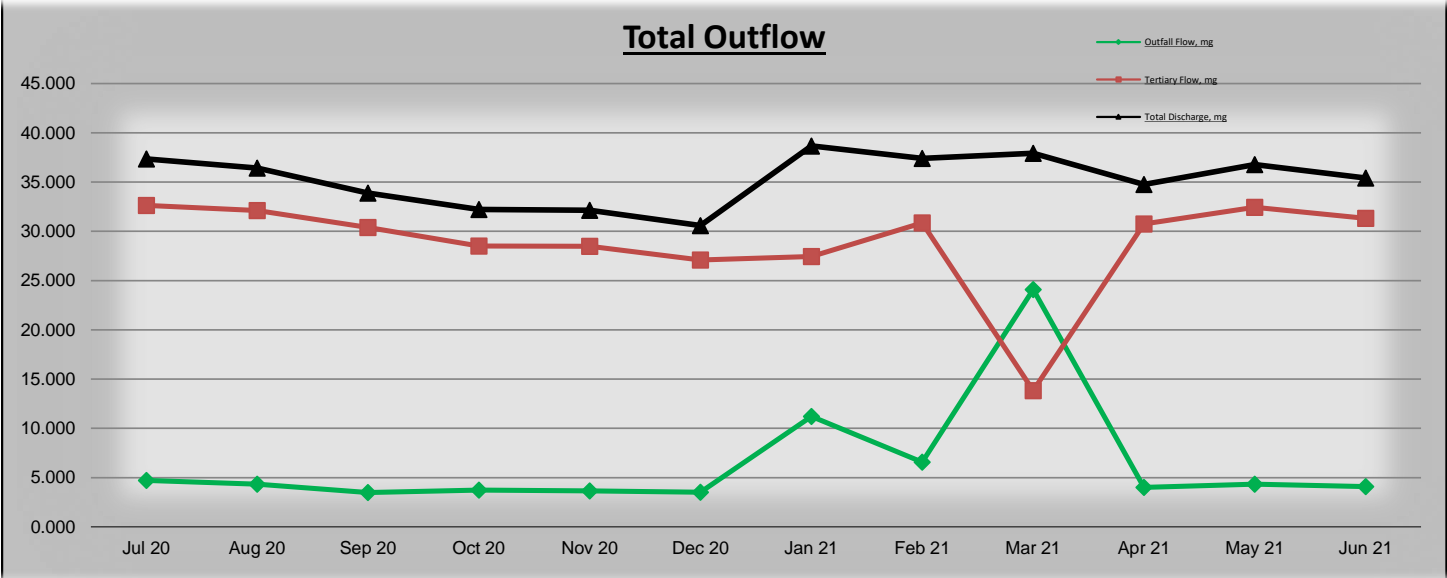
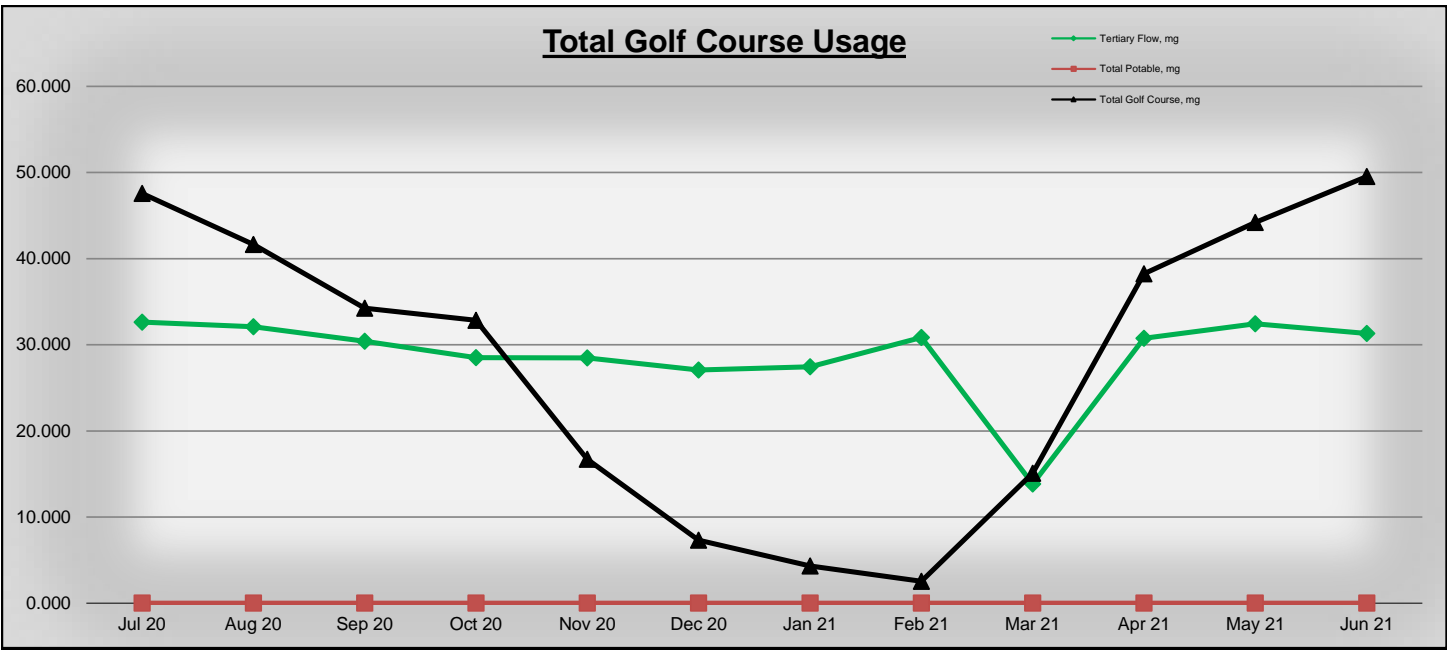
kW-h Per Acre Foot

	2020				2021			
	1 QTR	2 QTR	3 QTR	4 QTR	1 QTR	2 QTR	3 QTR	4 QTR
CAWD	2064.85	1445.00	1434.66	1583.65	1453.87	1327.64	N/A	N/A
Reclamation	1920.96	1852.00	1878.67	1943.44	1984.84	1939.79	N/A	N/A

MICROTURBINE SUMMARY

Month	Jun '21 kW-h	May '21	Apr '21	Mar '21	Accumulated Totals
Production, kW-h	31,493	31,196	31,694	29,055	1,072,278.00

(1) Cost adjustment for Reclamation percentage for Secondary power costs and CAWD's percentage for Tertiary's power costs due to the Lab's power usage.



Wastewater Treatment Facility Operations Report

	HYDRAULIC LOADINGS					2021 YEAR-TO-DATE	
Report for: May 2021	Total Monthly, MG	Avg. Daily, MGD	Min Daily, MGD	Max Daily, MGD	% of Total	MG	acre-feet
CAWD Flow	23.914	0.772	0.694	0.885	66.633	123.41	378.55
PBCSD Flow	11.975	0.386	0.367	0.425	33.367	57.37	175.97
Total Plant Flow	35.889	1.158	1.061	1.310	100.00	180.78	554.52
Tertiary Flow	32.439	1.046	0.928	1.211	90.387	135.32	415.10
Ocean Discharge	4.343	0.140	0.104	0.179	12.101	50.23	154.07
Potable Water	0.000	0.000	0.000	0.000	0.000	0.000	0.000

TERTIARY PROCESS HISTORY

Total Annual Reclamation Production (2021)	135.33MG (415.11acre-ft.)
Total Lifetime Reclamation Production (94-21)	8.67 BG (26.62 K acre-ft.)
12 Month Rolling Total Reclamation Production	345.21 MG (1059.44 acre-ft.)

ELECTRICAL COSTS

Monthly Totals	May'21 kWh	Price per kWh	May'21	Apr'21	Mar'21	Feb'21
Secondary	90,407.00	\$ 0.170	\$ 15,341.63	\$ 15,009.94	\$ 16,198.02	\$ 15,090.53
Blowers	55,435.44	\$ 0.165	\$ 9,129.95	\$ 8,495.11	\$ 8,318.61	\$ 7,945.21
CAWD Total	145,842.44		\$ 24,471.58	\$ 23,505.05	\$ 24,516.63	\$ 23,035.74
Tertiary	91,942.36	\$ 0.162	\$ 14,919.41	\$ 15,428.62	\$ 9,180.31	\$ 14,362.85
MF/RO	99,474.00	\$ 0.203	\$ 20,237.92	\$ 19,675.11	\$ 8,129.10	\$ 15,433.92
Reclaim Total	191,416.36		\$ 35,157.33	\$ 35,103.73	\$ 17,309.41	\$ 29,796.77
Adjusted Monthly Totals (1)	CAWD Total		\$ 14,983.99	Reclamation Total		\$ 44,644.92

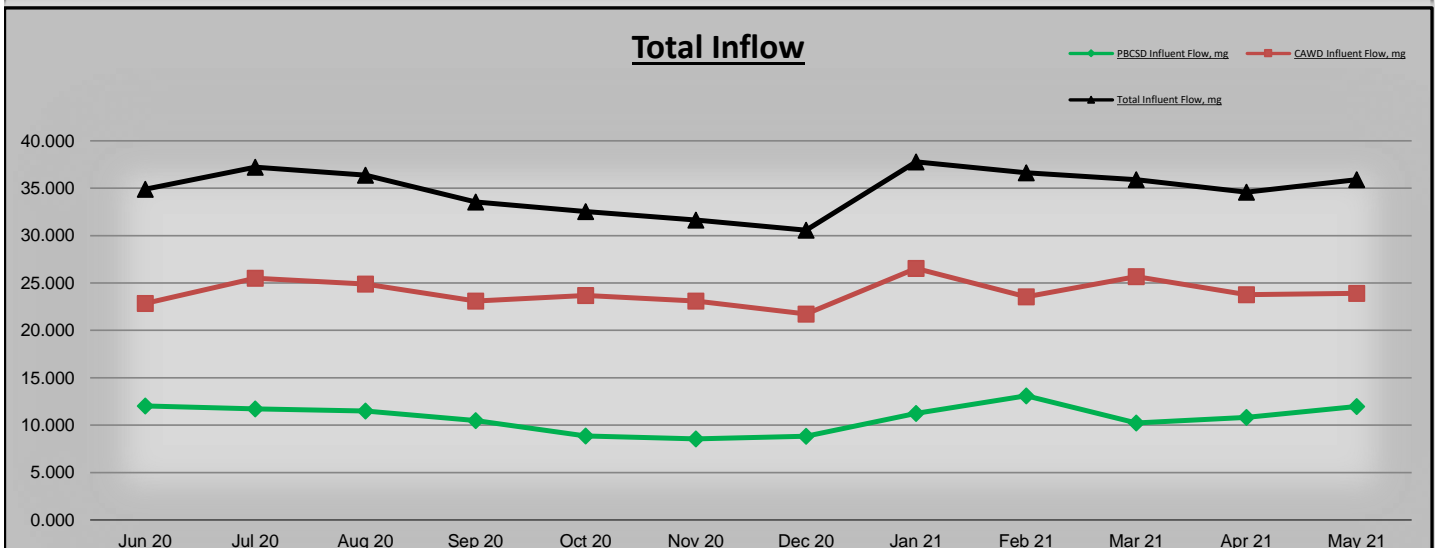
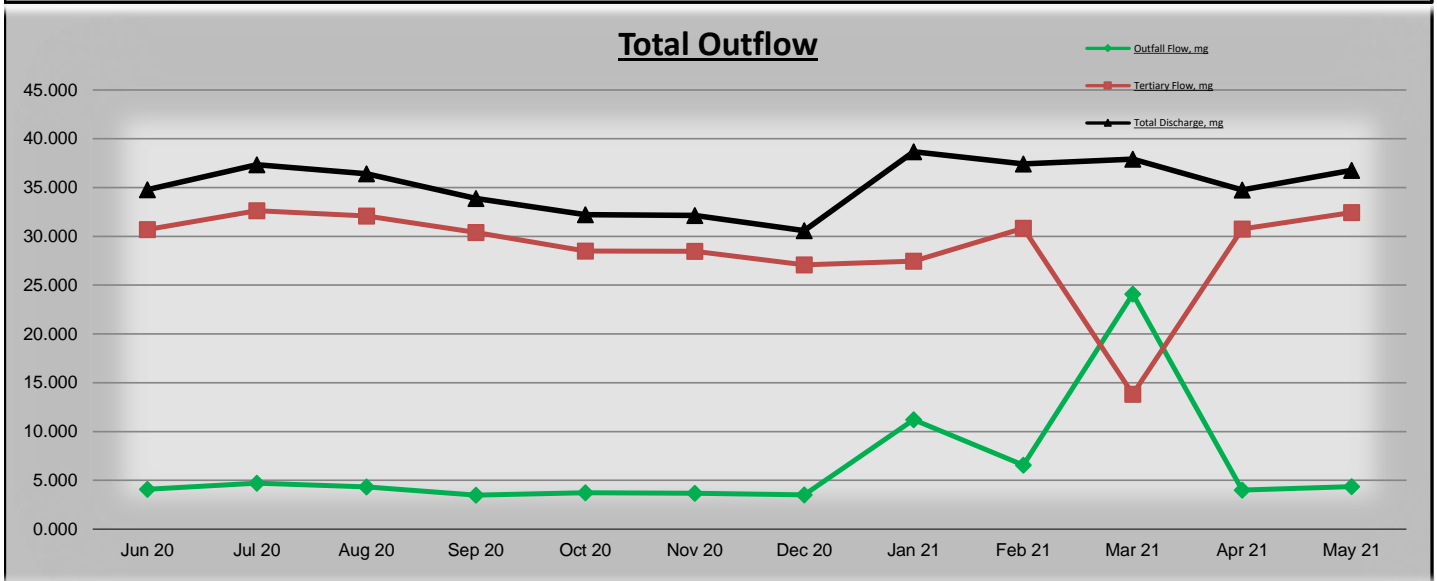
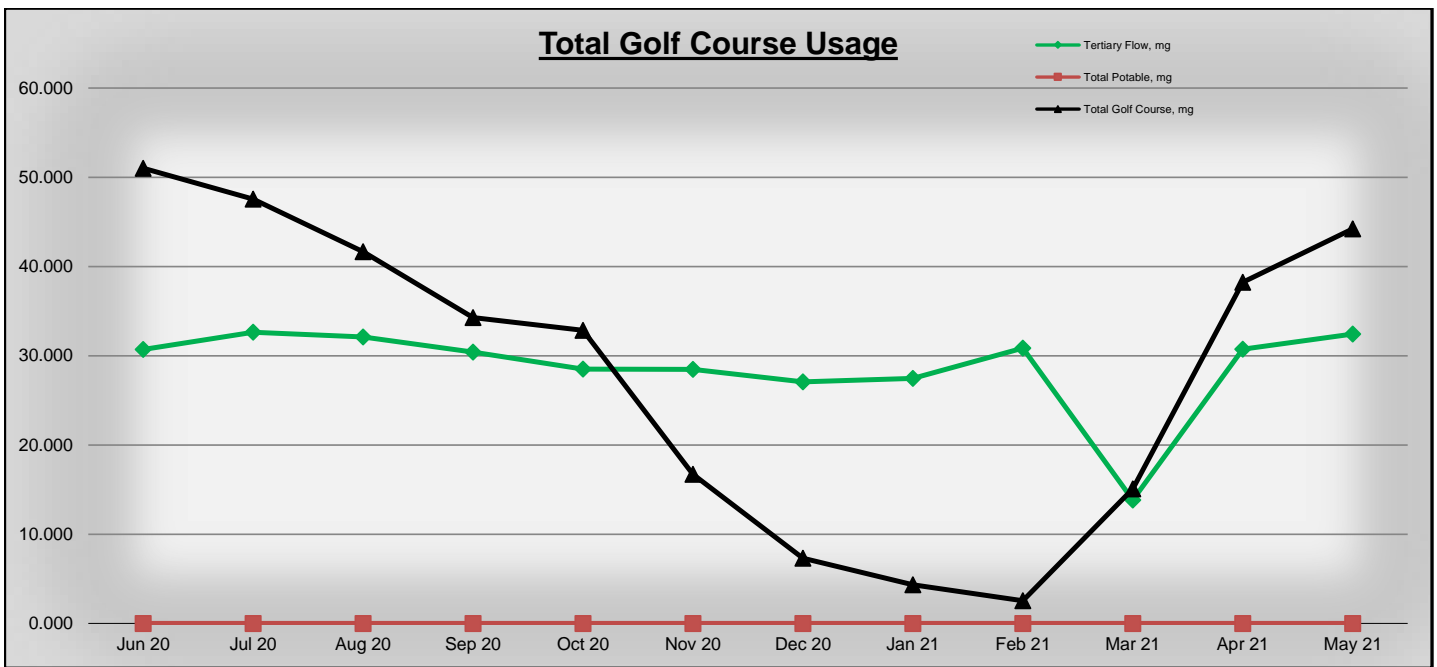
kW-h Per Acre Foot

	2020				2021			
	1 QTR	2 QTR	3 QTR	4 QTR	1 QTR	2 QTR	3 QTR	4 QTR
CAWD	2064.85	1445.00	1434.66	1583.65	1453.87	N/A	N/A	N/A
Reclamation	1920.96	1852.00	1878.67	1943.44	1984.84	N/A	N/A	N/A

MICROTURBINE SUMMARY

Month	May '21 kW-h	Apr '21	Mar '21	Feb '21	Accumulated Totals
Production,kW-h	31,196	31,694	29,055	22,833	1,040,785.00

(1) Cost adjustment for Reclamation percentage for Secondary power costs and CAWD's percentage for Tertiary's power costs due to the Lab's power usage.



Wastewater Treatment Facility Operations Report

	HYDRAULIC LOADINGS					2021 YEAR-TO-DATE	
Report for: April 2021	Total Monthly, MG	Avg. Daily, MGD	Min Daily, MGD	Max Daily, MGD	% of Total	MG	acre-feet
CAWD Flow	23.755	0.791	0.739	0.837	68.714	99.49	305.20
PBCSD Flow	10.816	0.361	0.304	0.414	31.286	45.39	139.24
Total Plant Flow	34.571	1.152	1.043	1.251	100.00	144.89	444.44
Tertiary Flow	30.749	1.025	0.830	1.142	88.944	102.88	315.59
Ocean Discharge	4.008	0.134	0.097	0.204	11.594	45.88	140.75
Potable Water	0.000	0.000	0.000	0.000	0.000	0.000	0.000

TERTIARY PROCESS HISTORY

Total Annual Reclamation Production (2021)	102.89MG (315.60acre-ft.)
Total Lifetime Reclamation Production (94-21)	8.64 BG (26.52 K acre-ft.)
12 Month Rolling Total Reclamation Production	345.51 MG (1060.38 acre-ft.)

ELECTRICAL COSTS

Monthly Totals	Apr'21 kWh	Price per kWh	Apr'21	Mar'21	Feb'21	Jan'21
Secondary	95,956.00	\$ 0.156	\$ 15,009.94	\$ 16,198.02	\$ 15,090.53	\$ 18,806.56
Blowers	51,405.60	\$ 0.165	\$ 8,495.11	\$ 8,318.61	\$ 7,945.21	\$ 7,150.70
CAWD Total	147,361.60		\$ 23,505.05	\$ 24,516.63	\$ 23,035.74	\$ 25,957.26
Tertiary	94,481.40	\$ 0.163	\$ 15,428.62	\$ 9,180.31	\$ 14,362.85	\$ 12,382.80
MF/RO	85,400.00	\$ 0.230	\$ 19,675.11	\$ 8,129.10	\$ 15,433.92	\$ 15,204.40
Reclaim Total	179,881.40		\$ 35,103.73	\$ 17,309.41	\$ 29,796.77	\$ 27,587.20
Adjusted Monthly Totals (1)	CAWD Total		\$ 14,513.85	Reclamation Total		\$ 44,094.93

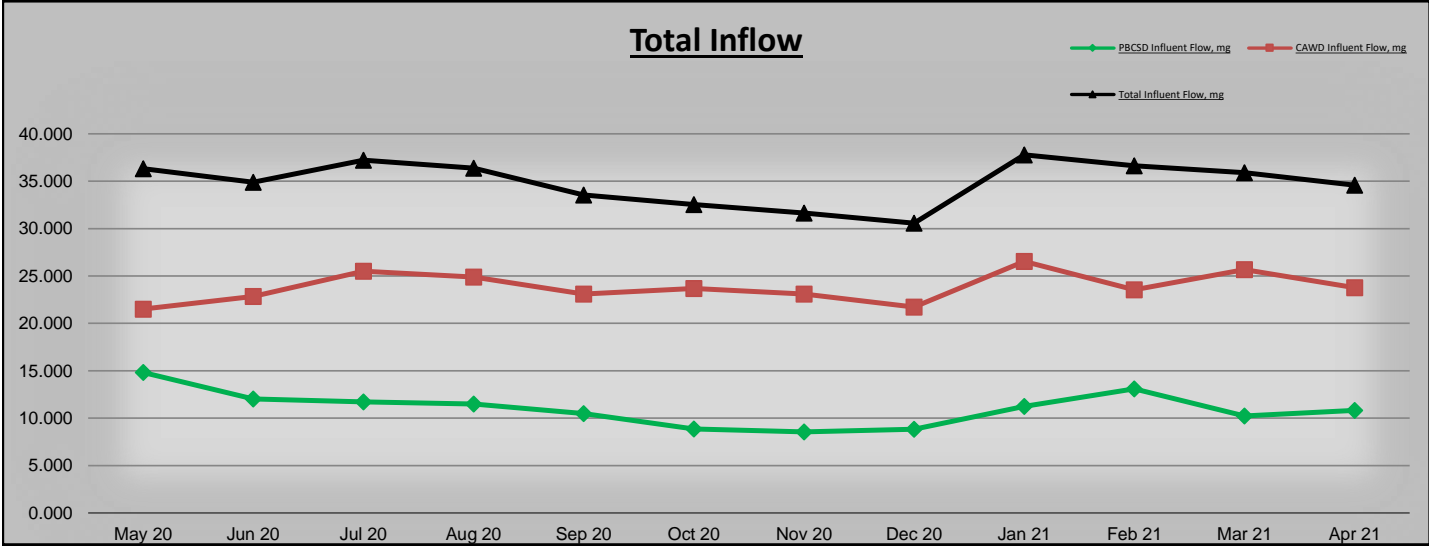
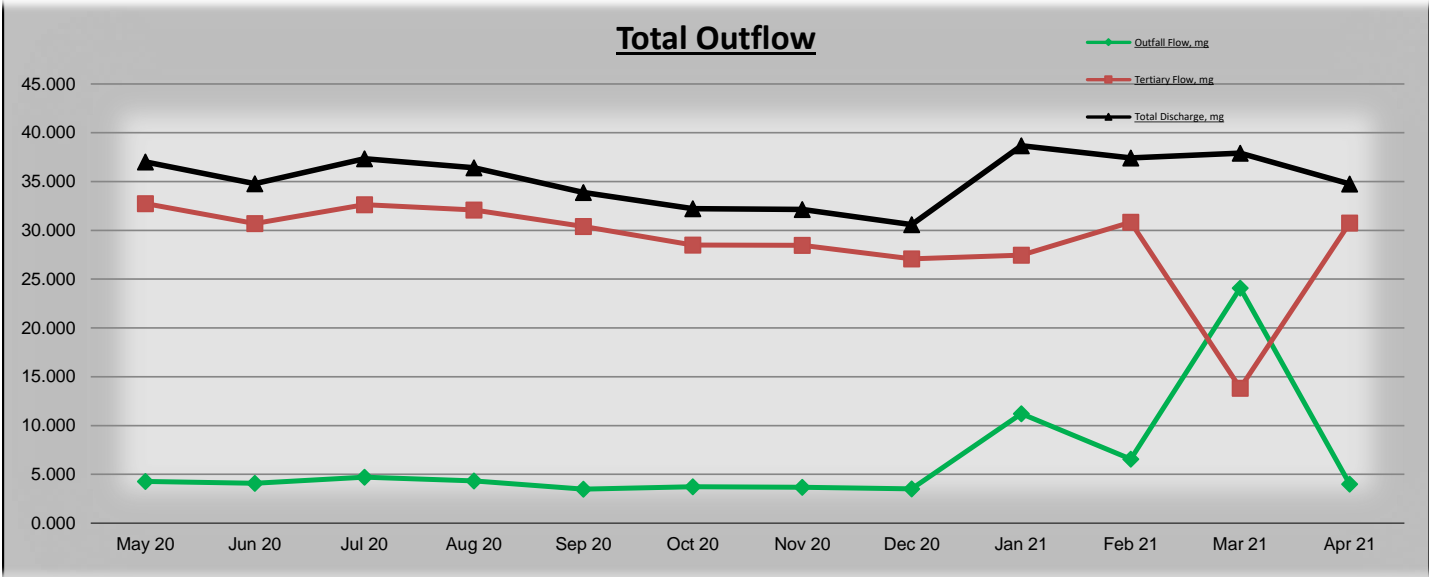
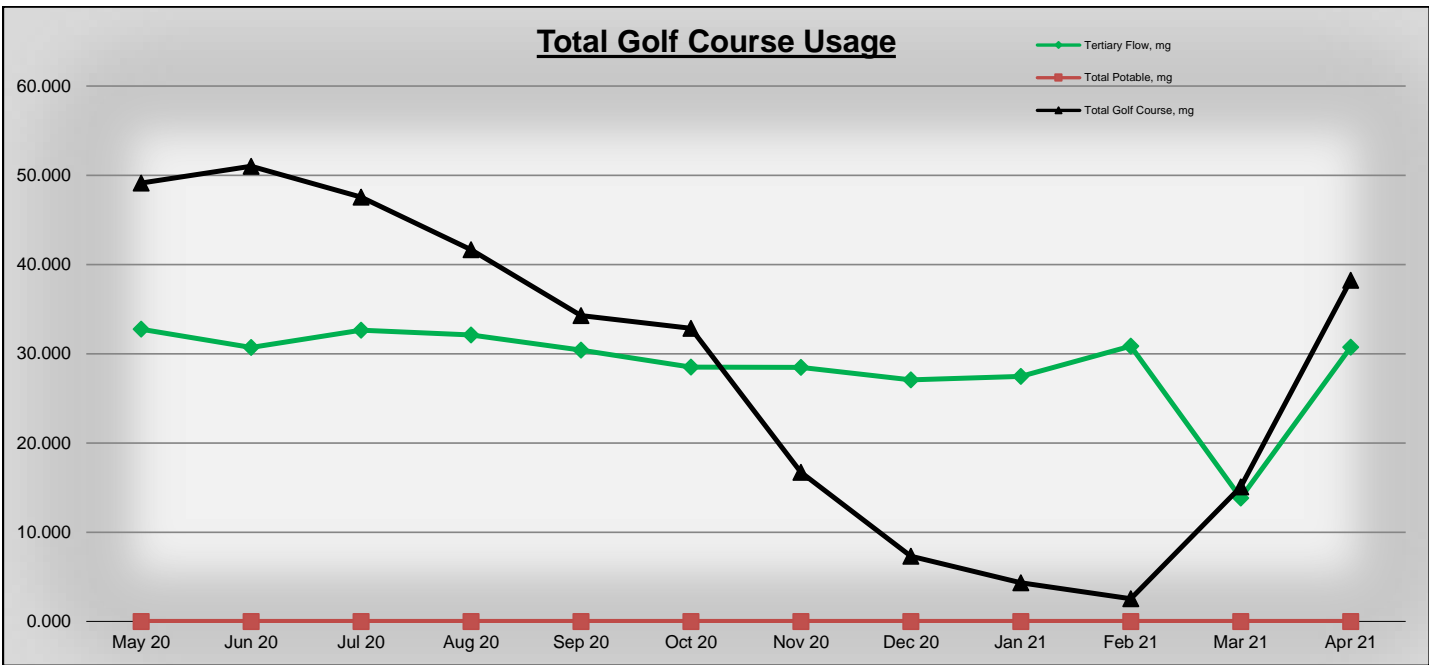
kW-h Per Acre Foot

	2020				2021			
	1 QTR	2 QTR	3 QTR	4 QTR	1 QTR	2 QTR	3 QTR	4 QTR
CAWD	2064.85	1445.00	1434.66	1583.65	1453.87	N/A	N/A	N/A
Reclamation	1920.96	1852.00	1878.67	1943.44	1984.84	N/A	N/A	N/A

MICROTURBINE SUMMARY

Month	Apr '21 kW-h	Mar '21	Feb '21	Jan '21	Accumulated Totals
Production,kW-h	31,694	29,055	22,833	21,019	1,009,589.00

(1) Cost adjustment for Reclamation percentage for Secondary power costs and CAWD's percentage for Tertiary's power costs due to the Lab's power usage.



STAFF REPORT



To: Board of Directors

From: Ray De Ocampo - Laboratory/Environmental Compliance Supervisor

Date: July 29, 2021

Subject: Monthly Report – June 2021

RECOMMENDATION

Receive Report - Informational only; No action required.

DISCUSSION

LABORATORY REPORT

- Biobot Analytics continues to provide COVID-19 analysis for Carmel Area Wastewater District (CAWD) composite samples of the Influent Pump Station. Biobot samples are available upon request and can also be viewed on the Carmel Area Wastewater District (CAWD) website: https://www.cawd.org/biobot-analytics-weekly-reports-of-concentration-levels-sars-cov-2#/body_file-e72defec-6488-4185-b5f3-ab45b2fe531e .
- On June 7, 2021, CAWD Operations and Maintenance staff had a planned shutdown of Pacific Gas & Electric (PG&E) power to the facility. When the work was completed, and power was restored back to the facility, the Influent composite sampler would not start. The Maintenance staff determined the problem to be the power supply, so a new power supply was ordered. A temporary sampler was set up to maintain the requirements of the National Pollutant Discharge Elimination System (NPDES) permit for it to be flow proportional. Maintenance staff completed the repair on June 28, 2021, and the sampler is now operational.
- On June 16, 2021, the Plant Superintendent requested lab staff to sample and analyze the Equalization Tank (EQ Tk.) for a two-week period, three days a week (Mon., Wed., Fri.) for Biochemical Oxygen Demand, Total Suspended Solids, and Ammonia Nitrogen analysis. The results will be submitted to the Plant Superintendent when completed in July.

- On June 21, 2021, the Operations Superintendent requested daily analysis of the Reverse Osmosis Permeate water for Coliform analysis. The sampling and analysis would be for a two-week period. The analysis was completed on June 28, 2021, earlier than expected. The results were negative for coliform bacteria present in the RO Permeate flow stream. The Operations Superintendent gave approval for analysis to end early.
- On June 23, 2021, staff was reviewing May 2021 permit data results to submit in the Central Coast Regional Water Quality Board (CCRWQB) monthly report. Staff failed to collect an Oil and Grease sample on May 13, 2021. Staff reviewed documents for sampling that day and discovered no sample was collected. Staff notified the Plant Superintendent of the incident and immediate notification was made to the Regional Board Inspector Mr. Peter von Langen who was out of the office. The secondary contact was Mr. Harvey Packard (CCRWQB) and after his review of the incident Mr. Packard determined there were no violations of the Waste Discharger Requirements Order NO. R3-2014-0012.

ENVIRONMENTAL COMPLIANCE REPORT

- On June 2, 2021, a follow up inspection at Aabha Indian Cuisine was performed and the grease trap was clean and compliant.
- On June 8, 2021, a follow up inspection at Mountain Mike's Pizza was performed and the grease trap was clean and compliant.
- A new business, Dutch Door Donuts, is starting in the Carmel Plaza. Staff has been working with the contractor to have plans submitted to the CAWD District Engineer for review.
- On June 9, 2021, Collections staff notified Source Control that they found the Carmel Unified School District discharging pool water into the sewer system. Source Control staff collected a sample from the pool water and tested for pH and chlorine residual. The results were pH=7.3 and chlorine residual was zero, the results were sent to the Operations Superintendent and Collections. Mr. Bob Gruber was contacted to complete a Special Discharge Permit application and pay a permit fee of \$150.00. Mr. Gruber will complete the application and have the business office submit payment.

Restaurant Inspection Table

Restaurant	Compliant	Reason for Non-Compliance	Comments
The Pocket	Yes		
The Links Club	Yes		
Highlands Inn	Yes		
Mission Ranch	Yes		
Aabha Indian Cuisine	Yes		Follow up inspection, grease trap compliant and clean.
Akaoni	Yes		
Anton & Michel	Yes		
Sushi Heaven	Yes		
Pangea Grill	Yes		
Hanagasa Japanese Restaurant	Yes		
Basil Seasonal Dining	Yes		
Carmel Belle	Yes		
Patisserie Boisseriere	Yes		
Grasings	Yes		
Tommy Wok	Yes		
Village Gem	Yes		
Toro	Yes		
AW Schucks	Yes		
Katy's Place	Yes		
Rise and Roam	Yes		
Seventh and Dolores	Yes		
Edwin's Kaona	Yes		Plumbing part leaking was being repaired.
Brophy's Tavern	Yes		
Cantinetta de Luca	Yes		
Carmel Bistro Giovanni	Yes		
The Catch	Yes		
Portabella	Yes		
Dametra	Yes		
Flying Fish Grill	Yes		
La Playa Hotel	Yes		
L 'escargot	Yes		
Little Swiss Café	Yes		

Restaurant Inspection Table Continued

Restaurant	Compliant	Reason for Non-Compliance	Comments
Mission Bistro	No	Excessive Grease	1 st Notice of Violation fine issued, a follow up inspection will be scheduled.
Mountain Mike's	Yes		Follow up inspection, grease trap compliant and clean.
The TreeHouse Café	No	Excessive Grease	1 st Notice of Violation fine issued, a follow up inspection will be scheduled.
The Tuck Box	Yes		
Alvarado Street Brewery	Yes		

Grocery Store/Delicatessen Inspection Table

Grocery Store/Delicatessen	Compliant	Reason for Non-Compliance	Comments
None			

Restaurant Compliance Table

% Compliance	Maintenance	Mechanical
April 2021	100	100
May 2021	89	100
June 2021	94	100

FUNDING – N/A – Informational item only

Project Number	GL	Task Name	Manager	Start	Finish	Current FY Budget	Cumulative Budget	Status	2020		2021		2022	
									H1	H2	H1	H2	H1	H2
		Projects Implementation Plan Schedule												
		Treatment Plant Projects												
18-01	1620.000	Elec/Mech Rehab and Sludge Holding Tank Replacement Project	Treanor	4/30/18	7/25/23	\$5,000,000	\$10,946,671	Award/Contracting	Mech Rehab and Sludge Holding Tank Replacement Project					
18-05	5858.004	PLC/SCADA Programming	Foley	10/8/18	7/30/21	\$200,000	\$473,297	SCADA Screens 80% Complete	SCADA Programming					
18-11	1611.000	Microturbine Integration Project	Treanor/Foley	6/4/19	6/30/22	\$150,000	\$205,114	Purchasing Standby Gas Compressor	Microturbine Integration Project					
19-01	1630.000	Onsite Flood Mitigations	Waggoner	7/1/19	6/30/22	\$0	\$21,788	Converting to O&M Procedures	Onsite Flood Mitigations					
18-28	1626.000	Perimeter Tree Plan and Implementation	Treanor	7/1/19	6/30/26	\$60,000	\$237,897	Determining Tree Types / Final Landscape Plan for Interior	Perimeter Tree Plan and Implementation					
21-01	5982.004	WWTP Eucalyptus Pruning	Treanor	7/1/20	2/1/22	\$130,000	\$150,376	Pending Bidding for Work in Non-Nesting Season	WWTP Eucalyptus Pruning					
19-21	1993.000	Carmel River FREE Mitigation	Treanor	6/1/20	11/30/22	\$0	\$0	Design/CEQA/ Developing Funding Agreement	Carmel River FREE Mitigation					
21-03	5500.006	Cathodic Protection Testing	Treanor	7/1/20	6/30/22	\$30,000	\$30,000	Pre-Design of Upgrades	Cathodic Protection Testing					
19-19	1634.000	Aeration Basin Improvements	Waggoner	7/1/20	6/30/21	\$0	\$9,030	Materials Onsite Pending Installation in June	Aeration Basin Improvements					
		Perimeter Fencing	Foley	7/1/21	6/29/22	\$200,000	\$200,000	Inactive	Perimeter Fencing					
		Treatment Plant Studies & O&M Manuals	Treanor	5/1/20	3/1/22				Treatment Plant Studies & O&M Manuals					
	5500.006	Coastal Hazards Monitoring Plan	Treanor	5/1/20	4/30/21	\$75,000	\$1,050,000	Draft Submitted to Coastal Commission	Coastal Hazards Monitoring Plan					
	5500.006	Long Term SLR Planning	Treanor	5/3/21	3/1/22	\$100,000	\$1,400,000	Inactive	Long Term SLR Planning					
		Reclamation Projects												
18-26	14777	RO Pretreatment Acid Tanks and Containment	Treanor	1/1/19	7/29/22	\$370,000	\$438,743	Bid Phase	RO Pretreatment Acid Tanks and Containment					
		SCADA Migration	Foley	7/1/21	6/30/22	\$140,000	\$140,000	Inactive	SCADA Migration					
		Reclamation Studies	Treanor	7/2/18	6/30/22				Reclamation Studies					
	69200	Trussell MF/RO Performance Review	Treanor	7/2/18	6/30/22	\$32,000	\$115,000	In Study Phase	Trussell MF/RO Performance Review					
	69200	Trussell Brine Dilution Study	Treanor	7/1/21	6/30/22	\$31,000	\$115,000	Contracting	Trussell Brine Dilution Study					
		Reclamation 15-Year Asset Management Assessment	Treanor	7/1/21	6/1/22	\$50,000	\$50,000	Inactive	Reclamation 15-Year Asset Management Assessment					
		Collections Projects												
19-02		Pretreatment Ordinance	Lather	11/15/19	5/14/21	\$0	\$0	Under Committee Review	Pretreatment Ordinance					
19-03	1586.000	Carmel Meadows Sewer Replacement	Lather	8/1/19	1/19/23	\$150,000	\$2,014,551	In Design / CEQA	Carmel Meadows Sewer Replacement					
19-13	1625.000	Upper Rancho Canada Pipe Relocation	Lather	7/1/19	10/29/21	\$1,760,000	\$1,912,475	In Construction	Upper Rancho Canada Pipe Relocation					
19-08	1632.000	Carmel Valley Manor Pipeline and Pump Station	Lather	7/3/18	12/10/21	\$0	\$0	Design by Owner Construction Planned Upon Completion of Annexation	Carmel Valley Manor Pipeline and Pump Station					
20-07	1636.000	Bay/Scenic Pump Station Rehabilitation	Lather	12/31/20	6/30/23	\$250,000	\$756,726	In Design	Bay/Scenic Pump Station Rehabilitation					
20-08	1635.000	Scenic Rd Pipe Bursting - Ocean to Bay	Lather	2/5/21	6/30/22	\$1,200,000	\$1,200,000	In Design	Scenic Rd Pipe Bursting - Ocean to Bay					

Project Number	GL	Task Name	Manager	Start	Finish	Current FY Budget	Cumulative Budget	Status	2020		2021		2022	
									H1	H2	H1	H2	H1	H2
21-02	6130.005	2021 Pipeline Spot Repairs	Lather	7/1/21	7/1/22	\$75,000	\$75,000	Re-Bid						
21-06	6140.005	Manhole Rehabilitation	Lather	7/1/21	7/1/22	\$150,000	\$150,000	Design In House						
21-05	1637.000	Pescadero Creek Area Pipe Rehab	Lather	7/1/21	6/30/23	\$450,000	\$1,700,000	Planning						
		Sewer Rehab-Mission & San Carlos From Ocean to 2nd	Lather	7/1/21	6/30/23	\$250,000	\$962,500	Inactive						
20-05		River Watch Agreement	Lather	2/21/20	2/21/24	\$0	\$0	Work In Progress						
20-06		Collections 20-Year CIP	Lather	7/1/20	7/1/40	\$0	\$29,489,616	Work In Progress						
		Assessment Districts/Annexations	Lather	8/2/18	3/1/23									
19-09	5500.005	2020 Sphere of Influence Amendment and Annexation Proposal	Lather	3/15/19	7/30/21	\$0	\$50,000	Pending Recording By CA State						
18-21	1631.000	Corona Road Assessment District	Lather	8/2/18	12/2/22	\$0	\$0	In Preliminary Design						
19-05		Riley Ranch Annexation/Connection	Lather	8/2/18	9/2/21	\$0	\$0	Pending Annexation						
19-04	2510.000	Carmel Highlands Sewer Collection System Expansion – Yankee Point and Otter Cove	Lather	3/1/21	3/1/23	\$0	\$0	In Study Phase						



Photo: Existing Headworks Motor Control Center to Be Replaced in Project

Project Number:		18-01
Project Name:		WWTP – Elec/Mech Rehab & Sludge Holding Tank Replacement Project
Project Location:		Wastewater Treatment Plant
Project Manager:		Treanor
Status:		Award/Contracting
Project Description:		This Project is a multi-area project at the WWTP aimed at mitigating risk of failure in the Influent Pump Station, Headworks, 3W/Chlorine Analyzer Building, Effluent Building and Sludge Storage Tank. Most of the work involves replacing aged electrical and mechanical equipment in existing buildings.
Department:		Treatment
Financial:	Cumulative Budget:	Cumulative Spent:
	\$10,946,671	\$896,671
Financial:	FY Budget:	FY Spent:
	\$5,000,000	\$0
Reclamation Share:	Estimated at 4% of project cost. Actual share TBD based on Construction Costs.	
Other Entities:	Pebble Beach Community Services District, CAWD/PBCSD Reclamation Project	
Permits Required:	Coastal Commission Notification	
Challenges:	Electrical Cutover Coordination	
Schedule:	<ul style="list-style-type: none"> Construction anticipated for FY21/22 into FY22/23 	
Consultants:	Design: Kennedy/Jenks Consultants Construction Management: Currie Engineers	
Contractor:	Clark Bros.	

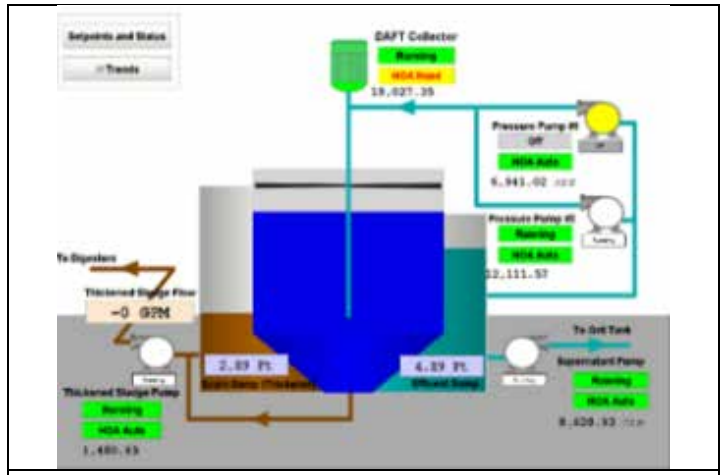


Photo: DAFT SCADA Overview

Project Number:		18-05
Project Name:		Programmable Logic Controller (PLC) and Supervisory Control and Data Acquisition (SCADA) Programming Project
Project Location:		Wastewater Treatment Plant
Project Manager:		Foley
Status:		SCADA Screens 80% complete
Project Description:		During the Phase 1 project a new SCADA software package from Inductive Automation was installed to parallel the existing system. This project includes the migration of the remaining SCADA screens from the legacy system to the new system. The PLC code is also being updated to the CAWD standards that are being developed during this project. This project is necessary to replace obsolete software and hardware so that the automated controls, alarms, and reporting remain accurate and reliable.
Department:		Treatment
Financial:	Cumulative Budget:	Cumulative Spent:
	\$473,297	\$273,297
Financial:	FY Budget:	FY Spent:
	\$200,000	\$0
Reclamation Share:	Partial Reclamation	
Schedule:	<ul style="list-style-type: none"> Existing SCADA to be migrated in FY 20/21. 	
Consultants:	Frisch Engineering	



Photo: Existing Gas Conditioning System

Project Number:		18-11	
Project Name:		Microturbine Integration Project	
Project Location:		Wastewater Treatment Plant	
Project Manager:		Treanor/Foley	
Status:		Purchasing Standby Gas Compressor	
Project Description:		Overhaul of existing gas conditioning system and controls for the microturbines. The existing gas conditioning system has been having repeated mechanical failures which reduces the amount of time the Microturbines are in service. Significant overhaul of controls is needed to integrate the new 65kW turbine. CAWD is looking into a new gas conditioning system in case the existing system is not sufficient to treat the gas after the larger 65kW turbine is placed in service.	
Department:		Treatment	
Financial:	Cumulative Budget:	Cumulative Spent:	
	\$205,114	\$55,114	
Financial:	FY Budget:	FY Spent:	
	\$150,000	\$0	
Reclamation Share:		N/A	
Other Entities:		N/A	
Permits Required:		Air Board Permit	
Challenges:		Complexity of System	
Schedule:		· Ongoing	
Consultants:		Frisch Engineering (programming)	
Contractor:		N/A	

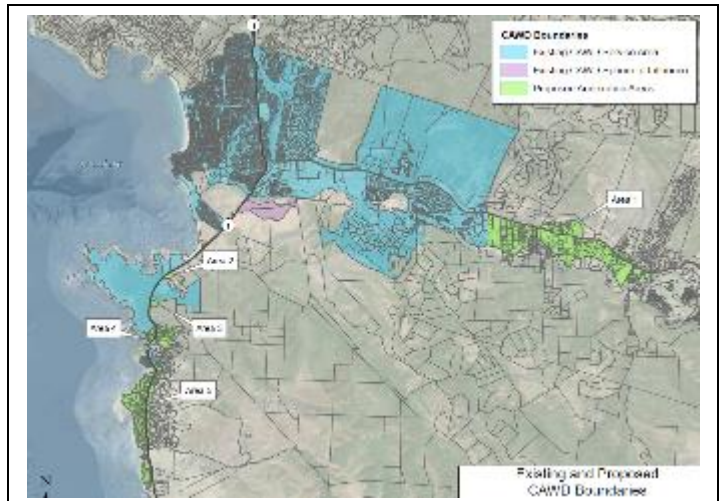


Photo: Areas of Potential Annexation

Project Number:		18-21, 19-04, 19-05, 19-09	
Project Name:		2021 CAWD Sphere of Influence (SOI) Amendment & Annexation Proposal	
Project Location:		Collection System	
Project Manager:		Lathér	
Status:		Pending Recording by CA State	
Project Description:		The project will provide access for homes and businesses currently on septic systems and add approximately 350 connections to the District at build-out. Interested areas include Corona Road, Riley Ranch, Carmel Valley Manor and Yankee Point & Otter Cove.	
Department:		Collections	
Financial:	Cumulative Budget:	Cumulative Spent:	
	\$105,000 (55K+50K)	\$51,767	
Financial:	FY Budget:	FY Spent:	
	\$0	\$26,527	
** No Budget included for Annexation b/c costs will be recouped through annexation fees.			
Permits Required:		Environmental Review, LAFCO Annexation Approval	
Challenges:		#18-21 Working with homeowner groups to form a Corona Road Assessment District to pay for infrastructure that is needed to connect to our sewer system. Funds from homeowner in the amount of \$67K received by CAWD.	
Schedule:		LAFCO annexation hearing on 3-22-21. Approved with zero protests.	
Consultant:		Denise Duffy & Associates	



Photo: Existing totes used for Sulfuric Acid storage and Feed

Project Number:	18-26	
Project Name:	RO Pretreatment Acid Tanks and Containment	
Project Location:	Reclamation – MF/RO	
Project Manager:	Treanor	
Status:	Bid Phase	
Project Description:	Code compliance upgrades for existing acid chemical storage and feed system used by Reclamation for enhancing RO recovery. Project includes code compliant secondary containment and separation of dissimilar chemicals.	
Department:	Treatment	
Financial:	Cumulative Budget:	Cumulative Spent:
	\$438,743	\$68,743
Financial:	FY Budget:	FY Spent:
	\$370,000	\$0
Reclamation Share:	100%	
Other Entities:	Reclamation Project	
Permits Required:	Coastal Commission Notification	
Challenges:	N/A	
Schedule:	<ul style="list-style-type: none"> • Bid Summer 2021 • Construction 2021/2022 	
Consultants:	Trussell Technologies, Inc	
Contractor:	TBD	



Photo: Eucalyptus trees on South Side of Treatment Plant

Project Number:	18-28	
Project Name:	Perimeter Tree Plan and Implementation	
Project Location:	Wastewater Treatment Plant	
Project Manager:	Treanor	
Status:	Determining Tree Types / Final Landscape Plan for Interior	
Project Description:	Planning and landscaping around the treatment plant. This will include looking into possibly replacing the non-native eucalyptus trees around the perimeter of the treatment plant with native tree species. The project will start with a study and a plan to determine costs, sequencing schedule, and visual impacts. The eucalyptus trees around the plant have ongoing maintenance costs which may be offset in the long term with different type of tree screening. Purpose is to improve security around plant perimeter.	
Department:	Treatment	
Financial:	Cumulative Budget:	Cumulative Spent:
	\$237,897	\$2,897
Financial:	FY Budget:	FY Spent:
	\$60,000	\$0
Reclamation:	N/A	
Other Entities:	N/A	
Permits Required:	Currently unknown (In Study Phase)	
Challenges:	Time it will take for new trees to grow up that will fully screen treatment plant from view	
Schedule:	<ul style="list-style-type: none"> • Study to occur in 2021 	
Consultants:	Scott Hall Landscape Design	
Contractor:	TBD	



Photo: Old Flood Door in Headworks Basement

Project Number:	19-01	
Project Name:	Critical Process Minor Onsite Flood Mitigations	
Project Location:	Wastewater Treatment Plant	
Project Manager:	Waggoner	
Status:	Converting to O&M Procedures	
Project Description:	There are a few areas of the WWTP that may be vulnerable to inundation during a 100-year river flooding event. Although the actual impact to the process in the event of inundation of these areas may be minor, it would be prudent to mitigate any possible impacts of flooding on the treatment process. Staff are working on procedures and housekeeping practices to keep the site prepped for flooding.	
Department:	Treatment	
Financial:	Cumulative Budget:	Cumulative Spent:
	\$21,788	\$21,788
Financial:	FY Budget:	FY Spent:
	\$0	\$0
Reclamation Share:	15% Reclamation	
Other Entities:	Reclamation Project	
Permits Required:	Coastal Commission Notification	
Challenges:	N/A	
Schedule:	<ul style="list-style-type: none"> · Planning performed in 2019 · Modifications in 2021 	
Consultants:	N/A	
Contractor:	TBD	

PRE-TREATMENT ORDINANCE
2020-XX



CARMEL AREA WASTEWATER DISTRICT

Project Number:	19-02	
Project Name:	Pretreatment Ordinance	
Project Location:	Pretreatment/Collections	
Project Manager:	Lathér/De Ocampo/Waggoner	
Status:	Under Committee Review	
Project Description:	Prepare a Pre-Treatment Ordinance that is in compliance with the current standard of practice and the State Water Resources requirements.	
Department:	Treatment	
Financial:	Cumulative Budget:	Cumulative Spent:
	\$0	\$0
Financial:	FY Budget:	FY Spent:
	\$0	\$0
Reclamation Share:	N/A	
Other Entities:	N/A	
Permits Required:	N/A	
Challenges:	None	
Schedule:	<ul style="list-style-type: none"> · Committee review of Ordinance 	
Consultants:	None	
Contractor:	None	



Photo: View gravity pipe in Carmel easement

Project Number: 19-03		
Project Name: Carmel Meadows Sewer Replacement		
Project Location: Collection System		
Project Manager: Lathér		
Status: In Design / CEQA		
Project Description: The project will replace 1,300 feet of Ductile Iron Pipe (DIP) on an aerial span and eight manholes by constructing a small pump station at the end of Mariposa Drive. This project is located on an easement parallel to Ribera Road and was originally installed in the early 1960's.		
Department: Collections		
Financial:	Cumulative Budget:	Cumulative Spent:
	\$2,014,551	\$364,551
Financial:	FY Budget:	FY Spent:
	\$150,000	\$0
Permits Required: Coastal Permit and Environmental Review		
Challenges: Redirecting the sewer to the pump station without requiring booster pumps for individual houses.		
Schedule: Design FY20/21. Construct FY21/22.		
Consultants: SRT Consultants		
Contractor: TBD		



Photo: Entrance to Carmel Valley Manor

Project Number: 19-08		
Project Name: Carmel Valley Manor Pipeline and Pump Station		
Project Location: Collection System		
Project Manager: Lathér		
Status: Design by Owner – Construction Planned upon Completion of Annexation		
Project Description: Sewer extension project to be completed by the owners of Carmel Valley Manor to connect to CAWD's sewer system.		
Department: Collections		
Financial:	Cumulative Budget:	Cumulative Spent:
	\$0	\$180
Financial:	FY Budget:	FY Spent:
	\$0	\$180
Reclamation Share:		0%
Other Entities:		
Permits Required: County Encroachment Permit, Environmental Review in process		
Challenges: Funding, Repayment Agreement, LAFCO annexation		
Schedule: 3-22-21 LAFCO hearing. Approved without Protest		
Consultants: MNS and Rincon are working for Carmel Valley Manor to permit and design the project.		
Contractor: N/A		

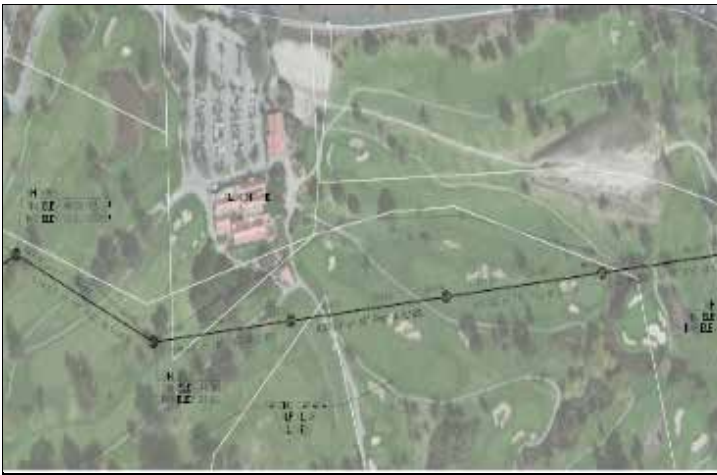


Photo: View of proposed sewer line realignment

Project Number:	19-13								
Project Name:	Upper Rancho Cañada Pipe Relocation								
Project Location:	Collection System								
Project Manager:	Lathér								
Status:	In Construction								
Project Description:	This project relocates an existing sewer trunk line that serves the eastern most assets of the District and is located within the proposed County Park at Rancho Cañada. The trunk line varies in size from a 12-inch to 8-inch diameter and is made of Truss pipe material that was installed in the early 1970's. The pipe is damaged in many locations, has capacity issues, and was identified as a priority in the Asset Management Plan.								
Department:	Collection								
Financial:	<table border="1"> <tr> <td>Cumulative Budget:</td> <td>Cumulative Spent:</td> </tr> <tr> <td>\$1,912,586</td> <td>\$172,586</td> </tr> <tr> <td>FY Budget:</td> <td>FY Spent:</td> </tr> <tr> <td>\$1,760,000</td> <td>\$0</td> </tr> </table>	Cumulative Budget:	Cumulative Spent:	\$1,912,586	\$172,586	FY Budget:	FY Spent:	\$1,760,000	\$0
Cumulative Budget:	Cumulative Spent:								
\$1,912,586	\$172,586								
FY Budget:	FY Spent:								
\$1,760,000	\$0								
Other Entities:	Monterey Regional Park District								
Permits Required:	Environmental Review								
Challenges:	Providing a design that allows CAWD access to assets and is acceptable to the Park District.								
Schedule:	Design FY 19/20. Construct FY 20/21.								
Consultants:	MNS Engineering Rincon Environmental								



Photo: Existing air diffuser system

Project Number:	19-19	
Project Name:	WWTP – Aeration Basin Improvements	
Project Location:	Wastewater Treatment Plant	
Project Manager:	Waggoner	
Status:	Materials Onsite Pending Installation in Sept/Oct 2021	
Project Description:	The Aeration Basins 4A & 4B need to have additional diffusers installed to ensure the proper air (oxygen) transfer into the wastewater to support the aerobic microorganisms in the basins.	
Department:	Treatment	
Financial:	Cumulative Budget:	Cumulative Spent:
	\$9,030	\$9,030
	FY Budget:	FY Spent:
	\$0	\$0
Reclamation Share:	Estimated at 0% of project cost.	
Other Entities:	N/A	
Permits Required:	N/A	
Challenges:	Weather conditions and Scheduling	
Schedule:	<ul style="list-style-type: none"> Design is complete Materials ordered and received Construction anticipated for Fall 2021 	
Consultants:	N/A	
Contractor:	TBD	



Photo: Carmel River Floodplain Restoration and Environmental Enhancement (CRFREE)

Project Number: 19-21		
Project Name: Carmel River FREE Mitigation		
Project Location: Carmel River Lagoon		
Project Manager: Treanor		
Status: Design/CEQA/Developing Funding Agreement		
Project Description: The CRFREE Project intends to create a new river channel in the Carmel River lagoon floodplain which will significantly impact existing wastewater pipelines that cross the lagoon. To fully mitigate impacts from CRFREE the pipelines which are currently crossing over a portion of the lagoon are proposed to be installed underground using Horizontal Directional Drilling construction methods.		
Department: Engineering		
Financial:	Coastal Conservancy Grant Budget: \$750,000	Cumulative Spent: \$480,141 FY Spent: \$0
** Project is being funded by CRFREE initiated grants		
Reclamation Share: 0%		
Other Entities: Monterey County		
Permits Required: Coastal Commission, CA Fish and Wildlife, Army Corp of Engineers, Regional Water Quality Control Board (RWQCB)		
Challenges: Construction near Environmentally Sensitive Habitat and obtaining new Easement from State Parks		
Schedule: <ul style="list-style-type: none"> Design and CEQA anticipated completion Summer 2021 Construction anticipated in Summer 2022 		
Consultants: Design: Kennedy Jenks and Staheli Trenchless CEQA: Johnson Marigot		
Contractor: Pending		



Photo: River Watch logo

Project Number: 20-05		
Project Name: River Watch Agreement		
Project Location: Collection System		
Project Manager: Lathér		
Status: Work in Progress		
Project Description: Work with Collections to provide data that is needed to satisfy the milestones in the agreement with River Watch.		
Department: Collections		
Financial:	Cumulative Budget: N/A	Cumulative Spent: N/A
	FY Budget: N/A	FY Spent: N/A
Reclamation Share:		0%
Other Entities:		River Watch
Permits Required:		none
Challenges:		CCTV scheduling deadlines. The Board agreed to increase staffing by 1 FTE to assist us in meeting the required schedule. New employee started 11-20-20. Received 1 yr. extension from River Watch due to COVID-19.
Schedule:		Due date June 2023
Consultants:		
Contractor:		N/A

Photo: LT Capital Schedule

Project Number: 20-06		
Project Name: Collections 20-Year CIP		
Project Location: Collection System		
Project Manager: Lathér		
Status: Work in Progress		
Project Description: Utilize updated sewer line inspection information and flow modeling to develop a 20-year Construction Improvement Plan		
Department: Collections		
Projection of Total Capital Costs-20Yr \$60,000,000	Construction Costs: \$50,000,000	Administration Costs: \$10,000,000 (20% engineering, legal, admin)
Financial:	Cumulative 15YR Budget: EST \$30M	Cumulative Spent: N/A
	FY Budget: N/A	FY Spent: N/A
Reclamation Share:	0%	
Other Entities:	River Watch	
Permits Required:	none	
Challenges:	Need all pipeline CCTV results to be completed to develop plan.	
Schedule:	2020 - 2040	
Consultants:	West Yost	
Contractor:	N/A	



Photo: Looking at Pump Station Exterior

Project Number: 20-07		
Project Name: Bay/Scenic Pump Station Rehabilitation		
Project Location: Collection System		
Project Manager: Lathér		
Status: In Design		
Project Description: Remodel the interior of the pump station and update SCADA panel to remove from areas prone to flooding.		
Department: Collections		
Financial:	Cumulative Budget: \$756,726	Cumulative Spent: \$6,726
	FY Budget: \$250,000	FY Spent: \$0
Reclamation Share:	0%	
Other Entities:	Carmel-by-the-Sea, Coastal Commission	
Permits Required:	Exemptions from CEQA & Coastal Commission	
Challenges:	Traffic Control	
Schedule:	Design 2021, Construct 2022	
Consultants:	SRT	
Contractor:	Pending	



Photo: Pipe Bursting Limits on Scenic

Project Number:			20-08
Project Name:			Scenic Rd Pipe Bursting - Ocean to Bay
Project Location:			Collection System
Project Manager:			Lathér
Status:			In Design
Project Description:			Replace approximately 4,950 linear feet of existing 6-inch clay pipe with a new 8-inch (HDPE) Includes manhole rehabilitation.
Department:			Collections
Financial:	Cumulative Budget:	Cumulative Spent:	\$14,883
	\$1,214,883		
Financial:	FY Budget:	FY Spent:	\$0
	\$1,200,000		
Reclamation Share:		0%	
Other Entities:		Carmel-by-the-Sea, Coastal	
Permits Required:		Exemptions from CEQA & Coastal Commission	
Challenges:		Traffic Control & poorly mapped Underground Utilities	
Schedule:		Design 2021, Construct 2022	
Consultants:		Pending	
Contractor:		MNS	



Photo: WWTP Aerial Showing Eucalyptus Trees Around Perimeter

Project Number:			21-01
Project Name:			WWTP Eucalyptus Pruning
Project Location:			Wastewater Treatment Plant
Project Manager:			Treanor
Status:			Pending Bidding for Work in Non-Nesting Season
Project Description:			Trim Eucalyptus Trees around WWTP to control overgrowth of trees and mitigate spread of non-native tree.
Department:			Treatment
Financial:	Cumulative Budget:	Cumulative Spent:	
	\$150,376	\$20,376	
Financial:	FY Budget:	FY Spent:	\$0
	\$130,000		
Reclamation Share:		0%	
Other Entities:		N/A	
Permits Required:		Coastal Commission Notification, County Tree Cutting Permit	
Challenges:			
Schedule:		Tree Trimming anticipated during non-nesting season (fall-winter 21/22)	
Consultants:		Burlson Consulting (Environmental Monitoring) Frank Ono (Arborist)	
Contractor:		TBD	



Photo: Sewer Line Repair

Project Number: 21-02		
Project Name: 2021 Pipeline Spot Repairs		
Project Location: Collection System		
Project Manager: Lathér		
Status: Re-bid		
Project Description: Repairs to damaged sections of pipe at various locations throughout the District as noted in sewer video inspections		
Department: Collections		
Financial: O&M	Cumulative Budget:	Cumulative Spent:
	\$75,000 (FY21-22)	\$0
	FY Budget:	FY Spent:
	\$75,000 (FY21-22)	\$0
Reclamation Share:	0%	
Other Entities:	N/A	
Permits Required:	none	
Challenges:	Traffic control in area of town, depth of repair.	
Schedule:	Complete by December 2021	
Consultants:	N/A	
Contractor:	N/A	



Photo: Impressed Current Rectifier

Project Number: 21-03		
Project Name: Cathodic Protection Testing		
Project Location: Treatment Plant		
Project Manager: Treanor		
Status: Pre-Design of Upgrades		
Project Description: Testing and evaluation of existing 50-year old impressed current cathodic protection system for WWTP Ocean Outfall, and improvements design.		
Department: Treatment		
Financial:	Cumulative Budget:	Cumulative Spent:
	\$36,936	\$6,936
	FY Budget:	FY Spent:
	\$30,000	\$0
Reclamation Share:	0%	
Other Entities:	N/A	
Permits Required:	None	
Challenges:	None	
Schedule:	Complete by Mid 2022	
Consultants:	Trident Corrosion Engineering	
Contractor:	N/A	

STAFF REPORT



To: Board of Directors

From: Ed Waggoner
Operations Superintendent

Date: July 29, 2021

Subject: Monthly Operations Report – June 2021

RECOMMENDATION

Receive Report- Informational only; no action required.

DISCUSSION

Plant Operation

Treatment Plant:

- The treatment plant operations staff has continued finishing up projects and concentrating on Preventative Maintenance Work Orders during the month of June. This includes the implementation of the Operations Flood Preparation Standard Operating Procedures from the Plant Engineer.
- (Project 18-05) Programmable Logic Controller/Supervisory Control and Data Acquisition (PLC/SCADA) Operations staff has been meeting and working with Maintenance and Frisch Engineering on the upgrades and programming of the PLC/SCADA System.
- Staff completed the Main Switch Gear Motor Control Center cleaning with the Maintenance Department on June 7 at 12:00 am. to minimize plant shut down time.

Reclamation:

- Staff has continued preventative maintenance work on pumps, motors, and any equipment that needs maintenance for the Microfiltration and Reverse Osmosis Systems.
- Staff completed Clean-in-Place (CIP) cleans on Microfiltration Cells 1, 2 and 3. All cells cleaned successfully with Trans Membrane Pressures (TMPs) pressures ranging between 4.0 to 8.7 pounds per square inch (psi).

- Staff completed Clean-in-Place cleaning on the following Reverse Osmosis Train and stage in June: Train C, stage two.
- On June 18 Operations received for review the semi-annual Membrane Filtration (MF) and Reverse Osmosis (RO) Operational and Recommendations Report from Trussell Technologies.

Training:

- Staff is continuing to complete online training at the treatment facility from Target Solutions as Carmel Area Wastewater District (CAWD) implements its new safety policies for the Exposure Control Plan updates for the COVID-19 virus.
- Staff continues to participate in scheduled tailgate safety meetings with Collections leading the way by holding the meetings in the truck bays so social distancing can be practiced.
- On June 16, the Operation Superintendent attended a Zoom Meeting on Managing Peak Wet Weather Flows.
- On June 30, the Operations Superintendent and other staff members attended teams training from Pacific Gas and Electric (PG&E) on Public Safety Power Shutoff (PSPS)

Capital Improvement:

- Staff continues working with Plant Engineer, Patrick Treanor (CAWD), on Project #18-01, the Electrical/Mechanical Rehabilitation and Sludge Holding Tank Replacement Project for the following areas: Influent Pump Station, Headworks, Blower Building, Chlorination/Dechlorination Building, Effluent Building, Digester No. 1, Digester No. 1 Control Building and Dewatering Building.

Meetings Attended

- A June 2 meeting with Canada Woods Water Company on possible sewer connection to new main sewer pipeline from the Carmel Valley Manor Project.
- A June 8 Reclamation Oversight Committee Zoom meeting with Golf Course Superintendents for strategy of irrigation on the golf courses for the month of June.
- A June 10 Zoom meeting with CAWD Managers on Carmel Area Wastewater District Human Resources demonstration for Automatic Data Processing (ADP) software.
- A June 28 meeting with Trussell Technologies and other Reclamation Stakeholders to Review Membrane Filtration (MF) and Reverse Osmosis (RO) Operational and Recommendations Report.

Discharge Permit Violations

- There were no Reclamation Permit 93-72 discharge violations for the month of May 2021.
- There were no Violations of the National Pollutant Discharge Elimination System (NPDES) Number CA0047996, Order No. R3-2014-0012 within the month of May 2021.
- Staff has received no feedback from Central Coast Regional Water Quality Control Board on the submitted Toxicity Reduction Evaluation (TRE) Work Plan for Order No. RCA0047996 as set forth in Section V.2.a. Toxic Reduction Requirements on November 11, 2020. This plan is currently under review by the Central Coast Executive Officer to be certified for future use if needed.

FUNDING

N/A-Informational item only

STAFF REPORT



To: Board of Directors
From: Chris Foley, Maintenance Superintendent
Date: July 29, 2021
Subject: Monthly Maintenance Report – June 2021

RECOMMENDATION

Receive Report- Informational only; no action required.

DISCUSSION

Maintenance Projects in Progress/Completed

- Update 3: A minor leak was discovered on an 8” pipe connection during the spot coating maintenance in the contact channel basement pipe gallery. Staff removed the 8” pipe connection and installed a permanent patch using a specialized epoxy coating and carbon fiber wrap.



- The treatment plant waste gas burner pilot does not consistently light. Operation and maintenance staff are working with the plant engineer to analyze the problem and apply a permanent solution to ensure the pilot is reliable.

- The new 100-kilowatt generator has been tested at Calle La Cruz and Highlands pumpstation. A setting change is required to adjust the voltage for Calle La Cruz and is scheduled to be completed by Quinn Caterpillar. The portable generator provides a backup for the station generators and can be connected quickly via a plug on connection.
- The stationary generator natural gas fuel valve at Calle La Cruz failed. A new valve was installed, and the generator is back in operation. Staff is predicting a high probability of failure of this valve at Highlands too since they are a similar vintage, so the Highlands valve will be replaced.
- Bryan Mailey Electric installed a new Variable Frequency Drive (VFD) for the dewatering filtrate pump. This will provide better control of the filtrate flow back to the plant's primary process which directly affects water quality. The VFD is installed and ready for programming and startup.

Upcoming Maintenance Projects

- The treatment plant front gate access controller will be replaced along with new security cameras that will improve plant security and monitoring. The current access controller runs on Windows 7 and is a security vulnerability. The new gate access controller will eliminate the security vulnerability and integrate with the new security cameras.
- Bryan Mailey Electric will be installing VFD control for a sand filter reject pump and tertiary clarifier polymer mixer. VFD control will improve the process and consistency of the reject water flow. The polymer mixer is currently offline since at full speed it breaks up the suspended material, so the addition of the VFD will allow staff to place the mixer back online at a reduced speed which will improve the polymer mixing and tertiary clarifier process.
- Update: This work is scheduled for late July. The automatic transfer switch (ATS) for Hacienda pump station arrived. It will replace the obsolete existing ATS with Carmel Area Wastewater District's standard Onan model. The generator will not be replaced at this time.

Staff Development

- The internal Cyber Security Incident Response Team (CSIRT) is working on response plans and training on the network. Once the plans are complete a drill will be held for each plan. Staff has already made improvements by updating Mission Alarm logins to stronger passwords and requested an external vulnerability scan of the pump stations.

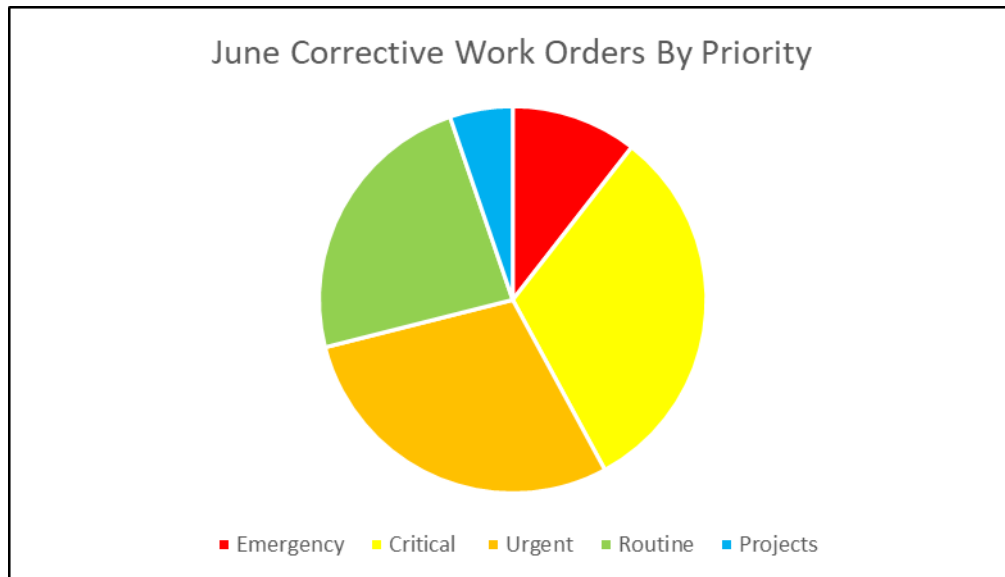
- Maintenance staff have been assigned Project Management Fundamentals class through ed2go online. This will prepare them for the upcoming in-house class that will be provided by the plant engineer. The goal is to apply a consistent methodology to all projects even minor operations and maintenance projects.

Work Order Metrics

Preventive Maintenance

Total Work Orders Generated	425
Total Work Orders Closed/Done	367
Total Work Orders Still Open	58
Percentage of Work Orders Completed	86.35%

Corrective Maintenance



Emergency	4
Critical	12
Urgent	11
Routine	9
Projects	2

FUNDING

N/A- Informational item only

STAFF REPORT



To: Board of Directors
From: Rachél Lather, Principal Engineer
Date: July 29, 2021
Subject: General Engineering

RECOMMENDATION

Receive Report- Informational only; no action required.

DISCUSSION

This report is provided to update the Board on current engineering activities during the month of June 2021.

General Engineering

The Principal Engineer continues to work on projects related to the 2021 Annexation, including Yankee Point, Carmel Valley Manor and Corona Road. The project kick-off meeting for the Corona Road project occurred on June 18, 2021. The engineer, Monterey Bay Engineers, has started surveying the project site and an update letter was sent to homeowners.

Carmel Valley Manor (CVM) is continuing to work on their project to connect to the Carmel Area Wastewater District (CAWD & District) and plan to start construction in the summer 2021. They have submitted 100% plans and specifications for review by staff. They are working on the easement agreement for the pump station located on the Quail Lodge property, working with our attorneys to develop a repayment plan with CAWD for future connections to the pipeline, and have been working with the Principal Engineer to calculate their connection fee and repayment fee. There has been a great deal of interest by owners adjacent to this project and connecting to the sewer.

The Yankee Point/Spindrifft study is being conducted by MNS Engineers. A draft report has been presented to CAWD staff for review. We have sent the report to Mr. Keig and have tentatively set a meeting with all parties on July 27, 2021.

The Upper Rancho Cañada pipeline replacement project has been awarded to Graniterock and construction is planned to commence in mid-July. A meeting to inform residents about the project was conducted on June 30, 2021, at 6 p.m.

The Pretreatment Ordinance was reviewed by committee members (President White and Director D'Ambrosio) on June 10, 2021. The ordinance will be updated and presented to the Board in August 2021, after a final review by District Counsel.

Meetings

The Principal Engineer continues to attend meetings and actively participate in the review and comments of the proposed updated Sanitary Sewer System Waste Discharge Regulation for collections systems.

On June 2, 2021, the Principal Engineer met with Cañada Woods Water Company regarding a possible sewer connection to the new pipeline being constructed by the Carmel Valley Manor. A follow up meeting with the Carmel Valley Manor engineer and the Cañada Woods representatives was conducted on July 1, 2021. Because Cañada Woods Water operates under the Public Utilities Commission (PUC) regulations, they would connect as a satellite agency and would not have to annex to the District. In order to do this, they would have to amend their development permit with the County. In addition, this would require approval by CAWD's Board and an agreement similar to the one CAWD has with Pebble Beach Community Services District for sewage treatment.

FUNDING

N/A- Informational item only

Resolutions

STAFF REPORT



To: Board of Directors

From: Ed Waggoner, Operations Superintendent

Date: July 29, 2021

Subject: Award of contract for Purchase of Micro Filtration (MF) Modules

RECOMMENDATION

It is recommended that the Board of Directors adopt a resolution approving a capital expenditure on behalf of the CAWD/PBCSD (Pebble Beach Community Service District) Reclamation Project for 2021-2022 to purchase 160 Micro Filtration (MF) modules and provide technical support services to install the modules into MF cells; and direct the General Manager to execute a contract with Scinor Water America, LLC for an amount not to exceed \$132,700.

DISCUSSION

Through recent discussion with staff, the Technical Advisory Committee (TAC) and Trussell Technologies, it has been recommended to start the process of ordering replacement MF modules as it can take up to 10 weeks to acquire said membranes. The MF modules were replaced in the fall of 2018 and have close to 3 years of operation. In the fall of 2018, all three MF Cells modules were replaced with the following types of modules: Cell #1 - Evoqua/Memcor S10V/N 160 modules, Cell #2 - Evoqua/Memcor older S10V/N (Carter Lake used Modules) 160 modules, Cell #3 - Scinor SMT600-S26 160 modules.

Staff is requesting the replacement project be approved at this time even though the current elements are working within operating parameters. Historically, the modules in all 3 Micro Filtration Cells failed quickly once fouling of the Modules cannot be reversed with CIP (clean-in-place) protocol. Staff concerns are directed to MF Cell #2 which has the older Carter Lake used modules. Normal life of the Carter Lake modules has been about 14 months (Note CAWD no longer has any Carter Lake modules in storage).

The Scinor SMT600-S26 UF (Ultrafiltration) module directly replaces the Carter Lake S10V/N and can be stored indoors for 4+ years.

Staff has chosen to utilize Scinor Water America, LLC to supply the 160 modules to replace the S10V/N modules for two reasons. First, staff replaced MF Cell #3 with the SMT600-S26 UF modules in the fall of 2018 and have had no major problems with their performance over this period. Second, staff has 165 SMT600-S26 UF modules in storage for MF Cell #2. This new order of SMT600-S26 UF modules will provide replacement of the Evoqua/Memcor S10V/N modules in MF Cell #1.

Normally each MF Cell requires 160 modules for full replacement. The extra five modules will be used as replacements in Cell #3 as staff will be removing and analyzing them to gather data on their remaining life expectancy.

Under normal policies and protocol CAWD staff would present this item first to the Technical Advisory Committee (TAC) and the Reclamation Management Committee (RMC) for recommendation and then submit to the CAWD Board of Directors for final approval. Historically, the TAC and the RMC do not meet during the summer months. To get approval to proceed with this purchase request, CAWD staff requested letters of support from David Heuck, Pebble Beach Company, Joe Huston, Independent Reclaimed Water Users Group (IRWUG)/Northern California Golf Association (NCGA) and JJ West IRWUG/Monterey Peninsula County Club (MPCC) financial guarantors, and RMC Board Members. The letters/emails of support are attached.

FUNDING

The CAWD/PBCSD Reclamation Project 2021-2022 Budget includes line-item account number 67510 (MF modules) up to \$132,700.00.

Attachments: (RMC committee member & current valid price quote)

IRWUG/MPCC funding "Approval email"

Pebble Beach Company "Approval email"

IRWUG/NCGA funding "Approval email"

Scinor Water America Quotation 20210209-8 and an "email" of current price Quote.

From: [Reitz, Brent](#)
To: [Ed Waggoner](#)
Cc: [Barbara Buikema](#)
Subject: FW: Requested email acknowledgment for CAWD to purchase BUDGETED MF Filters
Date: Wednesday, July 7, 2021 4:35:44 PM
Attachments: [image002.jpg](#)

Ed: One of Three.

br

Brent Reitz
831-277-7897 cell
Director of Energy & Water Conservation
Pebble Beach Company

From: JJ West <jjwest@mpccpb.org>
Sent: Wednesday, July 07, 2021 3:51 PM
To: Reitz, Brent <reitzb@pebblebeach.com>; Heuck, David <heuckd@pebblebeach.com>; Joe Huston (jhuston@ncga.org) <jhuston@ncga.org>
Subject: RE: Requested email acknowledgment for CAWD to purchase BUDGETED MF Filters

Brent,

Thanks for the email and I approve the purchase on behalf of MPCC. Can you please forward this to Ed?



JJ West
General Manager
Monterey Peninsula Country Club

3000 Club Road
Pebble Beach, CA 93953
T: 831.333.2200
F: 831.655.3049
www.mpccpb.org

From: Reitz, Brent <reitzb@pebblebeach.com>
Sent: Wednesday, July 7, 2021 1:59 PM
To: Heuck, David <heuckd@pebblebeach.com>; JJ West <jjwest@mpccpb.org>; Joe Huston (jhuston@ncga.org) <jhuston@ncga.org>
Subject: Requested email acknowledgment for CAWD to purchase BUDGETED MF Filters

Fellows: CAWD evidently has an internal policy requiring Ed Waggoner to have some kind of “back-up approval by the financial backers” for RMC purchases over \$35K

As you know we have an approved budget line item in this year’s budget of \$132,700.

Per the attached quote, you will see CAWD intends to spend \$132,700.

Ed has asked for a brief “Approval Email” so he can submit his Quote to the CAWD Board in a timely

fashion.

To this end, I'm requesting you each reply with a short email prior to **JULY 26**, granting your approval to spend the budgeted funds for 160 NEW MF Filters.

Feel free to reach out with any further questions.

Thanks,
br

Brent Reitz

Director of Energy & Water Conservation

Pebble Beach Company

Project Liaison - Reclamation Management Committee

P: (831) 625 8498

Cell : (831) 277 7897

www.pebblebeach.com

From: [Reitz, Brent](#)
To: [Ed Waggoner](#)
Cc: [Barbara Buikema](#)
Subject: FW: Requested email acknowledgment for CAWD to purchase BUDGETED MF Filters
Date: Wednesday, July 7, 2021 4:36:56 PM
Attachments: [image001.jpg](#)

Ed: Two of Three...Joe's has not come yet, but I'm confident he will approve as well.
Cheers,
br

Brent Reitz
831-277-7897 cell
Director of Energy & Water Conservation
Pebble Beach Company

From: Heuck, David <heuckd@pebblebeach.com>
Sent: Wednesday, July 07, 2021 3:52 PM
To: JJ West <jjwest@mpccpb.org>; Reitz, Brent <reitzb@pebblebeach.com>; Joe Huston <jhuston@ncga.org>
Subject: RE: Requested email acknowledgment for CAWD to purchase BUDGETED MF Filters

[approved](#)

From: JJ West <jjwest@mpccpb.org>
Sent: Wednesday, July 7, 2021 3:51 PM
To: Reitz, Brent <reitzb@pebblebeach.com>; Heuck, David <heuckd@pebblebeach.com>; Joe Huston <jhuston@ncga.org>
Subject: RE: Requested email acknowledgment for CAWD to purchase BUDGETED MF Filters

Brent,

Thanks for the email and I approve the purchase on behalf of MPCC. Can you please forward this to Ed?



JJ West
General Manager
Monterey Peninsula Country Club

3000 Club Road
Pebble Beach, CA 93953
T: 831.333.2200
F: 831.655.3049
www.mpccpb.org

From: Reitz, Brent <reitzb@pebblebeach.com>
Sent: Wednesday, July 7, 2021 1:59 PM

To: Heuck, David <heuckd@pebblebeach.com>; JJ West <jjwest@mpccpb.org>; Joe Huston (jhuston@ncga.org) <jhuston@ncga.org>

Subject: Requested email acknowledgment for CAWD to purchase BUDGETED MF Filters

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Ed has asked for a brief “Approval Email” so he can submit his Quote to the CAWD Board in a timely fashion.

To this end, I’m requesting you each reply with a short email prior to **JULY 26**, granting your approval to spend the budgeted funds for 160 NEW MF Filters.

Feel free to reach out with any further questions.

Thanks,
br

Brent Reitz

Director of Energy & Water Conservation

Pebble Beach Company

Project Liaison - Reclamation Management Committee

P: (831) 625 8498

Cell : (831) 277 7897

www.pebblebeach.com

From: [Reitz, Brent](#)
To: [Ed Waggoner](#)
Cc: [Barbara Buikema](#)
Subject: FW: Requested email acknowledgment for CAWD to purchase BUDGETED MF Filters
Date: Wednesday, July 7, 2021 5:55:27 PM

Ed: Three of Three.

Let me know if you need any more help.

Cheers,

br

Brent Reitz
831-277-7897 cell
Director of Energy & Water Conservation
Pebble Beach Company

From: Joe Huston <jhuston@ncga.org>
Sent: Wednesday, July 07, 2021 5:49 PM
To: Reitz, Brent <reitzb@pebblebeach.com>
Cc: Heuck, David <heuckd@pebblebeach.com>; JJ West <jjwest@mpccpb.org>
Subject: Re: Requested email acknowledgment for CAWD to purchase BUDGETED MF Filters

Approved

On Wed, Jul 7, 2021 at 1:58 PM Reitz, Brent <reitzb@pebblebeach.com> wrote:

Fellows: CAWD evidently has an internal policy requiring Ed Waggoner to have some kind of “back-up approval by the financial backers” for RMC purchases over \$35K
As you know we have an approved budget line item in this year’s budget of \$132,700.
Per the attached quote, you will see CAWD intends to spend \$132,700.
Ed has asked for a brief “Approval Email” so he can submit in a timely fashion.
To this end, I’m requesting you each reply with a short email prior to **JULY 26**, granting your approval to spend the budgeted funds for 160 NEW MF Filters.
Feel free to reach out with any further questions.

Thanks,

br

Brent Reitz

Director of Energy & Water Conservation
Pebble Beach Company
Project Liaison - Reclamation Management Committee
P: (831) 625 8498
Cell : (831) 277 7897
www.pebblebeach.com



QUOTE

16 Mallard Cove
 Centerport, NY 11721
 800.774.1385
 info@scinor.com
www.scinor.com
 Prepared by: Tom Poschmann

DATE	2/9/2021
QUOTE #	20210209-8
VALID UNTIL	8/8/2021

CUSTOMER

Carmel Area Wastewater District
 Attn: Edward Waggoner
 PO Box 221428
 Carmel, CA 93922
 831-624-1248

	TAXED	QUANTITY	UNIT PRICE	AMOUNT
SMT600-S26 Modules		160	\$750.00	\$120,000.00
Freight		1	\$3,400.00	\$3,400.00
<i>Sales Tax Included at 7.75%</i>				
<i>Shipping Included - DDP Terms Duty Included</i>				
5 Year (60 month) Prorated Warranty				
Prices in US Dollars				

COMMERCIAL TERMS

Lead time - 60 days from order date
Payment terms - 100% 30 days after delivery

Please see attached for complete Terms & Conditions of Sale

Subtotal	\$123,400.00
Taxable	120,000.00
Tax rate	7.750%
Tax due	9,300.00
Other	-

TOTAL \$ 132,700.00

If you have any questions about this price quote, please contact
 Tom Poschmann tom.poschmann@scinor.com

From: [Tom Poschmann](#)
To: [Ed Waggoner](#)
Cc: [Karla Cristi](#)
Subject: RE: Budget Quote for 2021-2022 Budget Year
Date: Tuesday, July 6, 2021 9:13:28 AM
Attachments: [image001.png](#)

Hi Ed.

Yes. Our February quote is still valid.

Tom

From: Ed Waggoner <waggoner@cawd.org>
Sent: Tuesday, July 06, 2021 12:01 PM
To: Tom Poschmann <tom.poschmann@scinor.com>
Cc: Karla Cristi <kcristi@cawd.org>
Subject: RE: Budget Quote for 2021-2022 Budget Year

Good Morning Tom,

Starting paperwork to go to Carmel Area Wastewater District Board at the end of the July for approval to purchase 160 Submerged Ultrafiltration Modules (SMT600-S26). Just checking to make sure the Budget Quote from 2/9/2021 is still good.

Best Regards,

Ed Waggoner

From: Tom Poschmann <tom.poschmann@scinor.com>
Sent: Tuesday, February 9, 2021 2:47 PM
To: Ed Waggoner <waggoner@cawd.org>
Cc: Kevin Young <Young@cawd.org>
Subject: RE: Budget Quote for 2021-2022 Budget Year

Here is your quote Ed.

We appreciate your business. Hope you all are well. Tom

From: Ed Waggoner <waggoner@cawd.org>
Sent: Tuesday, February 09, 2021 3:31 PM
To: Tom Poschmann <tom.poschmann@scinor.com>
Cc: Kevin Young <Young@cawd.org>

Subject: Budget Quote for 2021-2022 Budget Year

Good Afternoon Tom,

Hope this finds you doing well?

I need to receive a Budget Quote for the next Budget Year starting in July 1, 2021 for 160 Submerged Ultrafiltration Modules (SMT600-S26). Please include shipping and sales tax at 7.75%.

Best Regards,

Ed Waggoner

Edward Waggoner

Operations Superintendent

Carmel Area Wastewater District

Phone (831) 624-1249, ext. 291

waggoner@cawd.org



RESOLUTION NO. 2021-37

A RESOLUTION APPROVING A CAPITAL EXPENDITURE FOR THE CARMEL AREA WASTEWATER DISTRICT (CAWD)/PEBBLE BEACH COMMUNITY SPECIAL DISTRICT (PBCSD) RECLAMATION PROJECT TO PURCHASE 160 MICROFILTRATION (MF) MODULES AND PROVIDE TECHNICAL SUPPORT FOR INSTALLATION WITH SCINOR WATER AMERICA, LLC., IN AN AMOUNT NOT TO EXCEED \$132,700

-oOo-

WHEREAS, staff is recommending the purchase of 160 replacement Microfiltration (MF) modules because of the lengthy lead time required ; and

WHEREAS, staff is requesting this project be approved now even though the current elements are within working operating parameters as they have historically failed quickly; and

WHEREAS, staff is recommending the contract include installation support for said MF modules; and

WHEREAS, the Reclamation Management Committee (RMC) is not scheduled to meet at this time and Reclamation items approved by the RMC are brought to the CAWD Board, as appropriate, for their approval and any applicable resolution. In lieu of approval from the RMC, which is not in session in the summer months; CAWD staff obtained email approval individually from the RMC committee members, which includes the Pebble Beach Company, the Monterey Peninsula Country Club, and the Northern California Golf Association (NCGA).

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Carmel Area Wastewater District that it does hereby authorize the General Manager to sign a contract to:

1. Execute a contract for purchase with Scinor Water America, LLC for 160 Microfiltration modules in an amount not to exceed \$132,700, and

2. Authorize the additional purchase of technical support services to complete the installation of the MF modules.

PASSED AND ADOPTED at a regular meeting of the Board of Directors of the Carmel Area Wastewater District duly held on July 29, 2021, by the following vote:

AYES: BOARD MEMBERS:

NOES: BOARD MEMBERS:

ABSENT: BOARD MEMBERS:

ABSTAIN: BOARD MEMBERS:

President of the Board

ATTEST:

Secretary of the Board

STAFF REPORT



To: Board of Directors

From: Chris Foley, Maintenance Superintendent

Date: July 29, 2021

Subject: 2021-22 Service Contract with Bryan Mailey Electric

RECOMMENDATION

It is recommended that the Board of Directors adopt a sole source resolution authorizing the General Manager to enter a minor services contract with Bryan Mailey Electric in an amount not to exceed \$141,000 for the fiscal year 2021-22 for contract electrical maintenance work.

DISCUSSION

The District has had a very successful relationship with Bryan Mailey Electric performing maintenance items and small projects. There is always electrical maintenance and small upgrades to be completed but not enough to justify a fulltime internal position. A service contract is the best solution so that the work is consistent and efficient.

Planned items for fiscal year 2021-2022.

- Electrical Preventative and Predictive maintenance for pump stations, reclamation and treatment plant.
- Removal and investigation of obsolete equipment and wiring in support of Electrical and Mechanical Rehabilitation Capital Project.
- Reclamation Variable Frequency Drive replacements.
- Investigation and documentation of Programmable Logic Controller wiring in support of Supervisory Control and Data Acquisition Reclamation Capital Project.
- Troubleshooting and repair of electrical equipment in pump stations and the treatment plant.
- Installation of security cameras.

This approach has provided significant savings by leveraging our internal engineering and project management to coordinate electrical work. Staff would like to continue this approach so that the District can continue to maintain and replace its assets in the most efficient manner and with the highest quality.

Qualified industrial electrical firms are still difficult to find and there is an overall lack of skilled industrial electricians in the Monterey Bay area. Bryan's hourly rate is less than other firms and he has the required availability. The hourly rate has not increased for fiscal year 2021-2022 and still is the lowest bid for time and material for the District.

The District is also able to provide most of the material which results in significant cost savings by avoiding the contractor markup.

By utilizing a "not to exceed" time and material contract, staff can issue one contract while still managing the budget through the District work order and purchase order system.

Electrical project bids will continue to be publicly advertised if they exceed the \$15,000 public bidding threshold.

FUNDING

The 2021-22 \$100,000 Treatment Plant O&M budget

The 2021-22 \$21,000 Reclamation O&M Budget

The 2021-22 \$20,000 Collections O&M Budget

RESOLUTION NO. 2021-38

A RESOLUTION AUTHORIZING THE GENERAL MANAGER TO ENTER INTO A MINOR SERVICES CONTRACT WITH MAILEY ELECTRIC FOR ELECTRICAL SERVICES IN FISCAL YEAR 2021-22 IN AN AMOUNT NOT TO EXCEED \$141,000

-oOo-

WHEREAS, the District requires the services of a qualified electrician on an ongoing basis for various projects at the treatment plant facility and the pump stations; and

WHEREAS, the District has vetted various local electrical firms and has determined that Mailey Electric has the necessary expertise, and the District is well satisfied with their work to date; and

WHEREAS, staff has determined the District would be better served by a "not to exceed" contract which contains defined insurance requirements, permitting and payment requirements; and

WHEREAS, the benefit of having an electrical firm on contract will increase efficiency and ensure that we are able to schedule work involving electrical needs in advance.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Carmel Area Wastewater District, which is convinced by the staff report on July 29, 2021, that this proposal has merit and hereby authorizes the General Manager to enter into a contract with Mailey Electric for fiscal year 2021-22 in an amount not to exceed \$141,000.

PASSED AND ADOPTED at a regular meeting of the Board of Directors of the Carmel Area Wastewater District duly held on July 29, 2021, by the following vote:

AYES: BOARD MEMBERS:

NOES: BOARD MEMBERS:

ABSENT: BOARD MEMBERS:

ABTAIN: BOARD MEMBERS:

President of the Board

ATTEST:

Secretary to the Board

STAFF REPORT



To: Board of Directors

From: Patrick Treanor, Plant Engineer

Date: July 29, 2021

Subject: Project #18-01 Wastewater Treatment Plant (WWTP) Elec/Mech Rehab and Sludge Holding Tank Replacement Project – Construction Contract Award – Clark Bros. Inc.

RECOMMENDATION

After review of the bid proposals, staff recommends that the Board of Directors:

- Adopt a resolution awarding a contract for construction of the Elec/Mech Rehab and Sludge Holding Tank Replacement Project in the amount of \$7,291,500 to the lowest responsive and responsible bidder – Clark Bros. Inc. (CBI).
- Authorize the General Manager to sign and execute a contract with CBI to construct the project per the bid documents.
- Assign the General Manager authority to execute change orders during construction not to exceed \$400,000 (5.5% of contract amount).

DISCUSSION

The board approved Resolution No. 2021-22 on April 29, 2021, authorizing solicitation of bids for Project #18-01. Sealed bids were opened on June 29, 2021, at the District office.

During the bid period nine (9) general contractors obtained plans and specifications. After the scheduled pre-bid site visit was held it became apparent that many of the prospective bidders that obtained plans would not be bidding. The feedback given from the contractors who did not pursue bidding was that they were too busy and/or did not have adequate resources available.

Nonetheless, three (3) bidders saw the project as a good fit, and each put in a good effort developing competitive bids. Table 1 contains the bid results, and Photo 1 was taken during the public bid opening, which was conducted on the front stoop of the Carmel Area Wastewater District's (CAWD) Administration Building. The engineer's estimate was \$7,900,000 and all the bids were in the same ballpark.

The lowest bid was from Clark Bros. Inc. located out of Fresno, CA. Their bid and qualifications were reviewed and found to be in conformance with the requirements.

Table 1: Elec/Mech Rehab and Sludge Holding Tank Replacement Project Bids

BIDDER	BID AMOUNT
Clark Bros	\$7,291,500
Mountain Cascade	\$8,837,750
Anderson Pacific	\$7,897,500

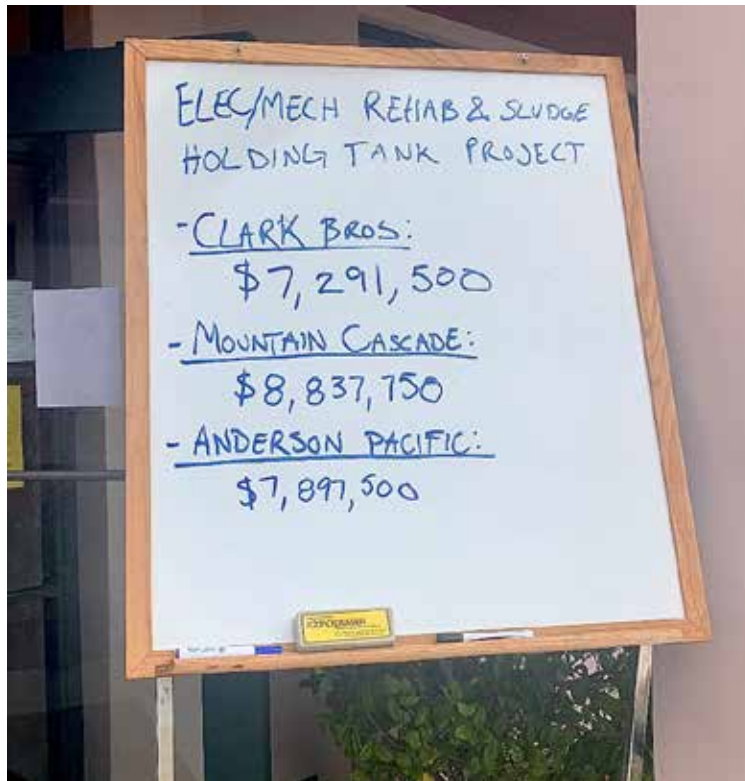


Photo 1: The public bid opening was conducted on the front stoop of the CAWD Administration Building.

FUNDING

The CAWD Treatment Plant Long Term Capital Budget includes \$8,600,000 split between FY21/22 and FY22/23 for construction of Project #18-01.

RESOLUTION NO. 21-39

A RESOLUTION ACCEPTING THE LOWEST RESPONSIBLE AND RESPONSIVE BID FOR THE “WASTEWATER TREATMENT PLANT (WWTP) ELEC/MECH REHAB AND SLUDGE HOLDING TANK REPLACEMENT PROJECT” (PROJECT #18-01), AWARDED CONSTRUCTION CONTRACT, AND AUTHORIZING A CHANGE ORDER ALLOWANCE

-oOo-

WHEREAS, the District Wastewater Treatment Plant (WWTP) requires ongoing investments to repair and maintain the facility in good working order to continue to meet service levels for treatment of wastewater; and

WHEREAS, the Board of Directors authorized solicitations of bids for said project in Resolution No. 2021-22; and

WHEREAS, Clark Bros. Inc. submitted the lowest responsible and responsive bid of \$7,291,500.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Carmel Area Wastewater District, as follows:

1. That the Board accepts the bid of the lowest responsible and responsive bidder (i.e. Clark Bros. Inc.) and awards the contract for the “WWTP Elec/Mech Rehab and Sludge Holding Tank Replacement Project” to said bidder at the bid price of \$7,291,500.
2. That the Board authorizes and directs the General Manager to execute a written contract with the successful bidder and commence construction of the project.

3. That the Board authorizes the General Manager to execute change orders during construction up to a cumulative amount not to exceed \$400,000.

PASSED AND ADOPTED at a regular meeting of the Board of Directors of the Carmel Area Wastewater District duly held on July 29, 2021 by the following vote:

AYES: BOARD MEMBERS:

NOES: BOARD MEMBERS:

ABSENT: BOARD MEMBERS:

ABSTAIN: BOARD MEMBERS:

President of the Board

ATTEST:

Secretary to the Board

STAFF REPORT



To: Board of Directors

From: Patrick Treanor, Plant Engineer

Date: July 29, 2021

Subject: Project #18-01 – Construction Management Services – Wastewater Treatment Plant (WWTP) Elec/Mech Rehab and Sludge Holding Tank Replacement Project – Currie Engineers

RECOMMENDATION

It is recommended that the Board of Directors adopt a resolution authorizing the General Manger to execute a Professional Services Agreement with Currie Engineers to provide Construction Management Services for the WWTP Elec/Mech Rehab and Sludge Holding Tank Replacement Project in an amount not exceed \$549,122.

DISCUSSION

Carmel Area Wastewater District (CAWD) is poised to invest significant funds towards rehabilitation of multiple areas of the WWTP as part of Project #18-01. Given the size and complexity of Project #18-01 it is prudent to have sufficient resources dedicated to the project for quality assurance and quality control during construction. Having a dedicated outside construction manager will adequately fill the need for: continuous inspection, field quality control, documenting daily progress, risk mitigation, ongoing coordination, and generally being a champion of the project construction on a day-to-day basis.

This role is needed in addition to the District Staff (i.e. Plant Engineer) who will also be intimately involved in the project management on a daily basis providing additional quality control for submittals and requests for information, in addition to performing field inspections and conflict resolution.

The proposal from Currie Engineers is attached and includes a complete suite of services for Construction Management by a qualified engineer at a very competitive hourly rate.

FUNDING

The treatment plant Long Term Capital Budget includes \$1,250,000 split equally between FY21/22 and FY22/23 for construction management by Currie Engineers and engineering services during construction by Kennedy Jenks.

Attachment:

- Proposal – Currie Engineers



July 9, 2021

Mr. Patrick Treanor
Plant Engineer
Carmel Area Wastewater District
3945 Rio Rd
Carmel, CA 93922

Subject: Carmel Area Wastewater District
WWTP Elec/Mech Rehab and Sludge Tank Replacement Project - Proposal for
Construction Management Services

Dear Mr. Treanor,

I am pleased to submit this proposal to Carmel Area Wastewater District for providing Construction Management consulting services. This proposal includes 3,120 hours of work through the course of construction of the above named project (550 calendar days). The total proposed fee also includes special inspection and coatings inspection to be performed by subconsultants. The commencement date for the first year of services is dependent on approval of the Task Order but is anticipated for August 2021.

The following documents have been attached to this proposal letter:

1. Exhibit A: Scope of Services
 - a. Attachment A1: Description of Services
 - b. Attachment A2: Company Experience
2. Exhibit B: Hourly Rates and Budget
 - a. Attachment B1: Level of Effort
 - b. Attachment B2: Subconsultants
3. Exhibit C: Consultant Qualifications
4. Appendix A: Other Relevant Project Experience
5. Appendix B: Special Inspection Proposal

Total proposed hours:	Three Thousand One Hundred Twenty (3,120)
Total proposed fee:	\$549,122.00

Thank you for the opportunity. I look forward to working with you on this project. Please feel free to call or email me if you have any questions or if you would like to discuss the details of the proposal.

Sincerely,

Evan Currie, PE
Currie Engineers



CURRIE ENGINEERS

Proposal for Construction Management
and Observation Services

BACKGROUND

CURRIE ENGINEERS

Currie Engineers was established in March 2018 as a professional corporation providing engineering and construction project management services.

GENERAL INFORMATION

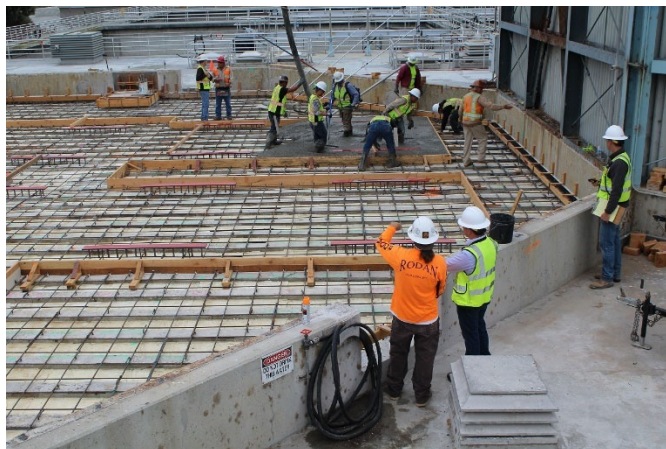
Name, address, and contact numbers:

Currie Engineers
274 Redwood Shores Pkwy #236
Redwood City, CA 94065

Main: (650) 339-7150
Fax: (650) 332-4812

Consultant contact information:

Evan Currie
Cell: (925) 360-7156
Email: evan@currieengineers.com



Evan Currie is the sole owner of the company and is authorized to negotiate contract terms and make binding agreements on behalf of Currie Engineers.

SERVICES

Currie Engineers is a professional services company providing project and construction management consulting for clean water and potable water agencies.

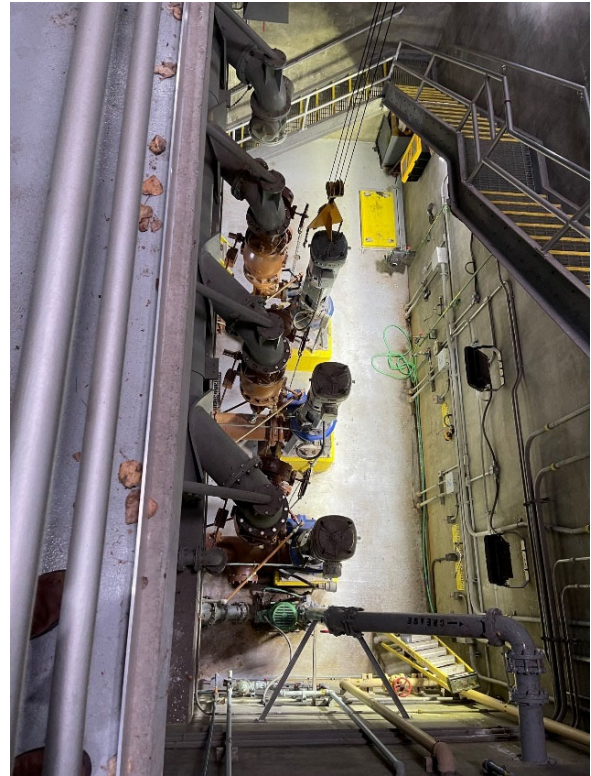
OFFICE LOCATIONS

Work for this project will be conducted from a temporary office at the job site in Carmel, CA.

OVERVIEW

The existing CAWD wastewater treatment plant provides tertiary treatment for wastewater from its 15,500 customers. On average during dry weather 90% of the treated water is reclaimed and sent to the Pebble Beach area. The District recently completed Phase 1 of its wastewater treatment plant rehabilitation. The WWTP Elec/Mech Rehab and Sludge Tank Replacement Project continues this rehabilitation which will replace aging mechanical and electrical components and make modifications to existing systems necessary to operation of the facility.

This project presents several key challenges, and would benefit from the services of a construction manager. Detailed constraints were provided in the specifications that will help with the planning and execution of the work. A detailed sequence for electrical work is also proposed in the specifications. The sequence and constraints will help with evaluation of the contractor's proposed schedule and will mitigate risks of delay and additional cost associated with sequencing this work.



Mr. Currie is familiar with the project and will be able to provide effective services immediately after award.

MANAGING DESIGN AND CONSTRUCTION COST AND SCHEDULE

Delivering projects within budget and on schedule is a high priority to Carmel Area Wastewater District and Currie Engineers. Diligent tracking of the scheduled and project costs allow the District to monitor the project budget and progress. Mr. Currie has effectively negotiated with designers, contractors, and other consultants to work within project budgets. Independent estimation and negotiation skills facilitate this process and will be used to mitigate excessive design and construction costs. Costs for changes during construction will be similarly negotiated, and independent cost estimations will be made when appropriate.

The progress toward these milestones will be monitored and reported through frequent meetings with the contractor and District staff involved in the project. Contractors will be required to submit a baseline schedule and schedule updates that conform with the project specifications. These updates will be sent to and discussed with CAWD management. Progress reports on work completed can be prepared monthly as needed.

CONSTRUCTION AND PROJECT MANAGEMENT SERVICES

The services in this Exhibit are expected to be included in the scope of work provided by Currie Engineers, but all services provided are at the discretion of the district:

CONSTRUCTION MANAGEMENT SERVICES DURING CONSTRUCTION

- Conduct daily construction observation and create field observation reports.
- Coordinate and issue design clarifications.
- Assist with contract change orders and provide recommendation for owner's action on potential change orders.
- Maintain notes and documents to support Owner and Design Engineer during potential claim proceedings.
- Conduct and document periodic progress meetings with the project team
- Document management.
- Submittal pre-review.
- Routine correspondence and coordination with the Owner, Contractor, Design Engineer, and others.
- Document preconstruction conditions with the Contractor using photographs and video.
- Review baseline schedules and monthly schedule updates.
- Issue Field Orders and Field Directives as needed to direct the contractor to proceed with extra work.
- Review the Contractor's Schedule of Values.
- Review periodic progress payment requests.
- Review upcoming work schedules and System Outage Requests (SORs) for coordination with District operations.
- Coordinate startup and training activities.
- Regular review of as-built documents.
- As needed, prepare monthly progress reports with narrative and photographic documentation of major work items completed and work to be done in the upcoming month.

Additional details and explanation for each of the items above are included the "Scope of Services Detail" section.

CONSTRUCTION MANAGEMENT SERVICES

The descriptions below provide further detail on the construction and project management services listed in the previous section:

- Daily observations
 - Currie Engineers will be on site daily to observe the progress of the work and discuss field items with the Contractor. Construction activities will be observed and documented in observation reports.
- Facilitate pre-construction meetings
 - An agenda for the preconstruction meeting will be distributed before the meeting to provide time for attendees to review. Mr. Currie will conduct the preconstruction meeting and take notes of discussions. Meeting minutes will be sent to attendees for review and comment. The preconstruction meeting will provide an introduction to the project team and a project overview, highlight some important specification requirements, review project sequence and constraints, and describe lines of communication. A preconstruction site walk will follow.
- Facilitate construction progress meetings
 - Mr. Currie will prepare and print agendas for each meeting and will conduct the meetings in person. Minutes will be taken and electronically distributed for comment. Agendas are written to be efficient and respect the time of attendees. Agendas includes a safety moment that is discussed with the group at the beginning of each meeting.
- Submittal and shop drawing review
 - Submittals will be promptly reviewed for completeness and general conformance with specification requirements. Submittal responses by design consultants will be reviewed by Currie Engineers for constructability and changes to Contract requirements.
- Respond to Requests for Information (RFI)
 - RFIs will be reviewed expeditiously by Currie Engineers for clarity and completeness. If appropriate Mr. Currie will respond directly to the RFI with a CM Clarification Letter or a Request for Quote. If the RFI requires the attention of the District or design consultant, the RFI will be forwarded for review.
- Schedule specialty structural, geotechnical and coatings inspections as needed
 - Currie Engineers will assist with identification of construction activities that require special inspection. Testing will be coordinated with the design consultant or special inspection company.
- Prepare monthly progress reports with narrative and photographic documentation of major work items completed and work to be pursued in the upcoming month.
 - Mr. Currie will prepare monthly progress reports for review by CAWD management. Any comments or requested revisions will be made in a timely manner.
- Document management
 - Currie Engineers will assist with organizing and tracking documents related to administration of the project.

- Routine correspondence and coordination with the Owner, Contractor, Design Engineer, and others.
 - A timely response will be provided for project-related correspondence. Relevant project-related correspondence will be documented and filed.
- Document preconstruction conditions with the Contractor using photographs and video.
 - Currie Engineers will conduct a preconstruction walk with the Contractor and provide independent documentation of preconstruction conditions.
- Review baseline schedules and monthly schedule updates.
 - Currie Engineers will review the baseline schedule. This review can include meetings during schedule development to help with timely submittal of an acceptable baseline schedule. Contractors are also required to submit monthly schedule updates which will be reviewed by Currie Engineers.
- Issue Field Orders as needed.
 - Currie Engineers will create and send Field Directives or Field Orders to direct the Contractor to proceed with work that the Contractor contends is not included in the Contract scope or to proceed with extra work without an agreed-upon price.
- Review the Contractor's Schedule of Values.
 - Currie Engineers will provide a detailed review of the Schedule of Values provided by the Contractor.
- Review periodic progress payment requests.
 - Currie Engineers will review payment requests to verify the progress of the work to date and materials on hand. The review will also verify withholdings including retention and check for mathematical errors. After review, the payment request will be sent for review and signature by the District.
- Review upcoming work schedules and System Outage Requests (SORs) for coordination with District operations.
 - SORs will be reviewed with the owner and Currie Engineers will assist with coordination to confirm that the shutdown requirements are clear to both the Owner and the Contractor. We will work with both parties to identify potential means to reduce the impact on normal owner operations and provide appropriate contingency plans.
- Coordinate startup and training activities.
 - Currie Engineers will assist with planning and coordination of startup activities. This will include reviewing the startup plan and schedule with the Owner and working closely with the Owner and the Contractor to ensure new systems are ready and personnel are prepared for operation before equipment is put into service.
- Periodic review of as-built documents.
 - The Contractor is required to maintain record drawings on the jobsite. Currie Engineers would recommend periodic review of these documents with the Contractor.

ATTACHMENT A2: COMPANY EXPERIENCE

Currie Engineers has provided services for a variety of work in construction project management since April 2018. That experience is described in detail in this section. Additional project experience for the project team can be found in Appendix A.

CLEAN WATER PROJECTS

NUTRIENT OPTIMIZATION PROJECT

Oro Loma Sanitary District

Currie Engineers provided construction management services for this \$21 million project, which involved construction of a new 1.9 MG Aeration Basin and a new blower building. Three existing aeration basins were converted from mechanical aeration to fine bubble diffusion. A new local outfall pump station was constructed, and piping was installed connecting the discharge from the pump station to existing unused outfall pipes. The new outfall flow is metered and monitored for dechlorination, so a new sodium bisulfite storage and metering facility was installed. The project required significant mechanical and electrical modifications for the new facilities.

Completion Date: October 2020

Jimmy Dang

Project Manager / District Engineer

Office Phone: (510) 481-6981

Mobile Phone: (510) 755-7596

2655 Grant Ave

San Lorenzo, CA 94580

HAYWARD EFFLUENT PUMP STATION MCC REPLACEMENT

East Bay Dischargers Authority

Currie Engineers provided construction management services for this \$2.5 million project, which consisted of removal of an existing motor control center (MCC) and the installation of a new modular MCC. The new MCC included an integrated programmable automation controller and a new automatic transfer switch connected to an existing standby generator and a utility service that was modified for this project. The project also included installation of a new utility transformer, construction of an energy dissipater structure, and site improvements including site grading and paving.

Completion Date: December 2020

Howard Cin

O&M Manager

Office Phone: (510) 278-5910

Mobile Phone: (510) 362-2501

2651 Grant Ave

San Lorenzo, CA 94580

SIDESTREAM TREATMENT

Oro Loma Sanitary District

Mr. Currie provided construction management services this project. The project included conversion of an existing elutriation tank into a new process to treat the wastewater sidestreams at Oro Loma Sanitary District. This involved cleaning and coating the inside of the tank, installation of fine bubble diffusers, and relocation of an existing aeration blower. New structural supports were installed for the relocated blower. Piping was installed and modified to divert the belt filter press filtrate to the new process, and to connect the blower to the aeration piping. A new perforated launder was installed for the process effluent to contain the biological media.

Completion Date: October 2020

Jimmy Dang

Project Manager / District Engineer

Office Phone: (510) 481-6981

2655 Grant Ave

Mobile Phone: (510) 755-7596

San Lorenzo, CA 94580

OTHER COMMITMENTS

Evan Currie is not currently committed to any other projects.

During the course of the project, it is anticipated that Mr. Currie will be spending some time working on the following other projects.

Oro Loma Sanitary District
Consolidated Operations Building
Construction Management

Daily construction observation and project administration will be provided. At times when Mr. Currie cannot be present on the job site, a capable project engineer will be on site. Only one other Currie Engineers employee will be assigned to this project to ensure that the District and the Contractor are familiar with the CM team, and that the team remains familiar with the Project.

CLAIMS

Neither Evan Currie nor Currie Engineers have been involved in any claims or litigation in the last ten (10) years.

EXHIBIT B: HOURLY RATES AND BUDGET

PROPOSED RATES AND BUDGET RECOMMENDATION

Table 1 - The following hourly rates are proposed for CAWD's FY2021-2022:

Name	Role	Hourly Rate
Evan Currie	Project / Construction Manager	\$146.00
TBD	Project Engineer	\$134.00

Table 2 – The following hourly rates are proposed for CAWD's FY2022-2023:

Name	Role	Hourly Rate
Evan Currie	Project / Construction Manager	\$149.00
TBD	Project Engineer	\$137.00

Notes:

1. Currie Engineers has provided additional detail on the anticipated quantity of hours for work in FY2021-2023 in Attachment B.1. The hours shown in Attachment B.1 are an approximation of the amount of work to be performed based on Currie Engineers' understanding of the level of effort CAWD is currently seeking for Construction Management services. The scope of services to be provided will be at the discretion of the District.
2. The hourly rates above include expenses such as standard software, internal printing and photocopying, and travel to and from the jobsite.

Additional Expenses

Expenses not included in the total proposed budget above will be added at cost plus ten percent (10%). Other expenses include items such as: special and proprietary software; equipment rental; third party printing; travel and subsistence for attendance at factory testing, meetings, etc. located outside of the immediate project area; additional subconsultants; and special fees related to the Project.

ATTACHMENT B1: LEVEL OF EFFORT

HOURLY BREAKDOWN AND BUDGET RECOMMENDATIONS

The level of effort below is an approximation of the hours anticipated for each task for the project, with an anticipated start date in August 2021. The actual scope of work to be provided will be at the discretion of the District.

Service	Qty	Unit	Hr/Unit	Hours	Amount
Document management	78	WK	1.8	136.5	\$ 19,997.25
Submittal pre-review	90	EA	0.7	58.5	\$ 8,570.25
Routine correspondence	78	WK	2.0	156	\$ 22,854.00
Preconstruction meeting	1	EA	2.0	2	\$ 293.00
Preconstruction photos	1	EA	2.0	2	\$ 293.00
Periodic construction meetings	78	EA	1.5	117	\$ 17,140.50
Special construction meetings	6	EA	1.5	9	\$ 1,318.50
Baseline schedule review	1	EA	9.0	9	\$ 1,318.50
Monthly schedule update review	16	EA	1.8	28	\$ 4,102.00
RFIs	40	EA	0.8	30	\$ 4,395.00
Review PCOs and issue Work Directives	40	EA	1.3	50	\$ 7,325.00
Write Contract Change Orders	16	EA	1.5	24	\$ 3,516.00
Schedule of values	1	EA	6.0	6	\$ 879.00
Progress payment requests	18	EA	0.8	13.5	\$ 1,977.75
System Outage Requests (SORs)	12	EA	2.0	24	\$ 3,516.00
Coordinate special inspections	16	EA	1.0	16	\$ 2,344.00
Coordinate startup and training	4	EA	10.0	40	\$ 5,860.00
Review of as-built documents	78	WK	0.8	58.5	\$ 8,570.25
Daily observations	390	EA	5.0	1950	\$ 285,675.00
Review Contractor progress reports	78	WK	1.0	78	\$ 11,427.00
Daily observation reports	390	EA	0.8	312	\$ 45,708.00
				3120	\$ 457,080.00

Budget Recommendation:

Construction Management services	\$ 457,080.00
Local accommodations	\$ 35,000.00
Special Inspections	\$ 47,042.00
Coatings Inspections	\$ 10,000.00

Total Proposed Budget: \$ 549,122.00

Expenses not included in the total proposed budget above will be added at cost plus ten percent (10%). Other expenses include items such as: special and proprietary software; equipment rental; third party printing; travel and subsistence for attendance at factory testing, meetings, etc. located outside of the immediate project area; additional subconsultants; and special fees related to the Project.

SUBCONSULTANT PROPOSALS AND BUDGET RECOMMENDATIONS

Special Inspection

The specifications for the Project require that special inspections be provided. Ninyo and Moore are being proposed to provide special inspection and materials testing. The attached proposal was prepared by Ninyo and Moore based on their understanding of the project's needs. The actual scope of work to be provided will be at the discretion of the District.

Coatings Inspection

Third-party coatings inspection is allowed but not specifically required by the contract documents. An allowance is included in this proposal but can be removed at the District's discretion.



EVAN CURRIE

CURRIE ENGINEERS

PROFESSIONAL SUMMARY

Mr. Currie has worked in the engineering profession with an emphasis in construction since 2010. His construction experience includes pipelines, water and wastewater treatment facilities, recycled water treatment facilities, concrete structures and building renovations for public agencies. He is properly licensed to practice engineering in the State of California.

EXPERIENCE

CURRIE ENGINEERS

APRIL 2018 – PRESENT

Construction Project Management Consultant

TANNER PACIFIC

APRIL 2016 – APRIL 2018

Construction Manager

THE COVELLO GROUP

JULY 2010 – APRIL 2018

Project Engineer and Construction Manager

EDUCATION

Bachelor of Science

Civil Engineering

California Polytechnic State University

RELEVANT PROJECT EXPERIENCE

The projects and descriptions in this section were included in the Background section of the proposal and are again listed here for convenience. Additional project experience can be found in Appendix A.

REGISTRATIONS

Civil Engineer

State of California #C81300

STAGE 1 INFLUENT SCREENING

Silicon Valley Clean Water

Mr. Currie provided construction management services this \$2.8 million project for construction of a new primary screening structure and the installation of two new automatic bar screens. The screening structure was built on sixteen 109-ft long piles. Modifications were made to the existing influent lift station piping and influent mix box to connect the new structure. Keeping the work on track required thorough troubleshooting of problems with existing facilities that prevented the contractor from connecting new piping to existing influent piping and mixing structure. Shutdowns and bypasses required coordination with plant O&M staff and the City of Redwood City. *Completion Date: February 12, 2016*

ASSOCIATIONS

American Society of Civil Engineers

California Water Environment Association

CONTACT

Currie Engineers

274 Redwood Shores Pkwy #236
Redwood City, CA 94065

O: (650) 339-7150

C: (925) 360-7156

F: (650) 332-4812

E: evan@currieengineers.com

WET SIDE REDUNDANT POWER IMPROVEMENTS

Silicon Valley Clean Water

Mr. Currie provided construction management services for this \$3.7 million project, which involved the installation and testing of two new 2 MW diesel standby generators, subbase fuel tanks, 1 MW load bank, cable tray installation and structural modifications to existing facilities. Mr. Currie also provided assistance with design and project management services, which involved management and participation in the planning and design process, and procurement of pre-purchased equipment. Procurement effort included assisting with specification of equipment, negotiation of procurement costs, establishment of services to be provided by the supplier, facilitation of factory and site acceptance testing, and scheduling pre- and post-delivery inspections. Mr. Currie was also responsible for planning, preparation, and oversight of startup services for the new generators. This successful startup required coordinating acceptance, installation, and testing of the new equipment with the supplier, Authority, and the installation contractor.

Completion Date: June 9, 2017

POWER RELIABILITY IMPROVEMENTS PROJECT

Silicon Valley Clean Water

Mr. Currie provided project engineering services for this \$10.9 million project, which involved the replacement of a 12kV primary switchgear, enhancements to cogeneration system equipment, replacement of four motor control centers, replacement of existing power distribution switchboards with new, and replacement of existing standby generators. This scope was completed in an active wastewater treatment plant that needed to maintain operations at all times. Cutover of existing plant process and electrical equipment to the new electrical systems was a critical concern, and required working closely with the contractor, plant staff, PG&E, and others. The project also required a substantial sequencing effort to limit interruptions to normal plant operation, and to mitigate additional costs and delays to the project.

Completion Date: March 12, 2014

SITE STABILIZATION, GRADING AND DRAINAGE

Silicon Valley Clean Water

Mr. Currie provided construction management services for this \$4.2 million project, which included soil stabilization of a previously drained ornamental pond for future construction work. The work included lime treatment of existing Bay Mud soil and import of fill material, installation of storm drain basins and piping; installation of utility corridors and pipe crossings; paving of new roadways and electrical and street lighting installation.

Completion Date: 3/9/2018

CONTROL BUILDING HVAC IMPROVEMENTS PROJECT

Silicon Valley Clean Water

Mr. Currie provided prebid construction project management services for this estimated \$750,000 project. Mr. Currie assisted with planning and development of the scope and design of the project. This involved coordination and negotiation with vendors and design consultants to prepare for bidding of the project.

Project Dates: TBD

PROFESSIONAL REFERENCES

JIMMY DANG

ORO LOMA SANITARY DISTRICT
DISTRICT ENGINEER
PHONE: (510) 481-6981
EMAIL: jdang@oroloma.org

MANUEL TALLEDO-GARCIA

ORO LOMA SANITARY DISTRICT
OPERATIONS MANAGER
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EMAIL: manuel@oroloma.org

HOWARD CIN

EAST BAY DISCHARGERS AUTHORITY
O&M MANAGER
PHONE: (510) 362-2501
EMAIL: mhamamoto@svcw.org

TODD BEECHER

BEECHER ENGINEERING
PRESIDENT
PHONE: (209) 785-8300
EMAIL: todd@beecherengineering.com

JOE COVELLO

THE COVELLO GROUP (FORMERLY)
RETIRED
PHONE: (925) 766-1126
EMAIL: jcovello@covellogroup.com

APPENDIX A: OTHER RELEVANT PROJECT EXPERIENCE

FORCE MAIN LEAK REPAIR AT INFLUENT LIFT STATION

Silicon Valley Clean Water

Mr. Currie served as the construction manager for this project. Work included the repair of an existing 60-inch force main that required construction of welded steel bypass piping with a support structure to divert flow upstream of the leak to Primary Sedimentation Tanks. A 48-inch pipe was required for diverting the main influent and an 18-inch pipe was required for a separate, smaller influent line. Connection of the bypass piping required close coordination with SVCW staff to control the main influent flow while a hot tap of the pipe was performed. To make the repair a fabricated steel repair coupling was installed on the outside of the pipe and anchored to the wall of the Influent Lift Station. The coupling was then filled with a hydrophobic polyurethane product to seal the leak.

Project Dates: 2014-2015

DUAL MEDIA FILTER MODIFICATIONS

Silicon Valley Clean Water

Mr. Currie provided project engineering services for this project involving converting six existing filters for use as dedicated recycled water filters. The project included extensive structural modifications, new piping, new conduit, and some control system changes to provide the required filtration prior to tank storage of the recycled water and required close coordination with plant operations and maintenance staff during a complicated start-up process.

Project Dates: 2010-2014

BILGE PIT PIPING MANIFOLD AND FLOW REROUTING

Silicon Valley Clean Water

Mr. Currie served as Project Engineer for this project consisting of installation of submersible pumps for the Bilge Pit and Primary Sedimentation Drain Pumping system along with all associated piping, valves, fittings, electrical, instrumentation and structural work. Additionally, storm water piping in the Influent Lift Station area was replaced. The Bilge Pit work took place under rigorous operational constraints that required the Bilge Pit to remain operational at all times. There was heavy coordination with Facility Operations during multiple short period night-time shutdowns.

Project Dates: 2011-2012

GREASE RECEIVING STATION

Silicon Valley Clean Water

Mr. Currie provided Engineering services for this project which consisted of the demolition of facilities at an existing grease receiving station, cleaning and rehabilitation of the existing grease receiving tank. Work included construction of an improved grease receiving station, as well as a new parking area for trucks, new tipping pit, new pumps, and new odor control unit and associated piping, electrical and structural modifications. This work also included the construction of a temporary grease receiving station until the improved receiving station was commissioned and available to receive grease delivery from off-site haulers.

Project Dates: 2011-2012

NATURAL GAS TO FACILITY

Silicon Valley Clean Water

Mr. Currie provided Engineering services for this project consisting of the installation of multiple 3-inch and 4-inch HDPE natural gas line piping throughout the facility. Work also included trenching and placement of piping around critical existing electrical utilities.

Project Dates: 2012

SOLIDS PROCESS AUTOMATION PROJECT

Silicon Valley Clean Water

Mr. Currie provided project engineering services for this \$11.2 million project which involved replacing equipment, modifying existing facilities, upgrading electrical systems and adding automation capabilities for the primary sedimentation, gravity sludge thickening, digestion, and dewatering process. All of this work was performed while maintaining active facility processes through extensive coordination with operational staff and the use of detailed system outage requests (SORs).

Project Dates: 2011-2013

MAINTENANCE SHOP RECONFIGURATION

Silicon Valley Clean Water

Mr. Currie provided construction management services for the design and construction of a pre-engineered metal building expansion. The project included retaining wall installation, site work including utilities, grading and paving, foundation work, structural work, mechanical, plumbing, and electrical work, interior finishes and painting.

Project Dates: 2014-2015

FIXED FILM REACTOR DEMOLITION

Silicon Valley Clean Water

Mr. Currie provided Engineering services for the removal of FFR media, distributor arm, siding, ventilation and odor control equipment. All structural steel framework was protected in place. The project included disposal of media with lead concentrations that were non-hazardous but that restricted disposal of the media to sites that accepted contaminated materials.

Project Dates: 2012

PLANT CONTROL / ADMINISTRATION BUILDING

Silicon Valley Clean Water

Mr. Currie provided Engineering support services on this \$6 million project. The project included the removal of equipment, decking, steel framing, elevator, stairs and ramp to existing lab, and portions of paved ramps, stairs, parking lots, and curbs. The conduit and piping was maintained and facility utilities, data systems, and life-safety systems was not interrupted. The project also included the construction of a two-story steel-framed structure on existing primary deck. First level consisted of mechanical and equipment spaces and unenclosed space. Second level consisted of administration facilities occupancy. Facility complied with CBC requirements for an essential facility for structural and non-structural design and anchorage. The construction also included a 3-level vertical circulation tower consisting of stair, elevator, and lobbies with foundation on concrete piles and a second 3-stop elevator, hoist-way, machine room and associated access at location of existing elevator. The project provided utilities for fire protection, chilled water, natural gas, domestic water, recycled water, electrical power, telephone and data. There was successful coordination for the transfer of owner data and SCADA systems.

Project Dates: 2012

RECYCLED WATER PIPELINE

Silicon Valley Clean Water

Mr. Currie provided Engineering services for this project that installed 12-inch steel piping and accessories for the transmission of recycled water throughout the facility. Work included the installation of seismic bracing and pipe supports in overhead locations around critical process equipment. The project also required coordination and testing of new piping and connections to existing services.

Project Dates: 2011

GLENWOOD PUMP STATION

City of Redwood City

Mr. Currie provided Engineering support services for this improvement project, which consisted of the construction of a pre-engineered building to house the existing potable water pump station. The project included a concrete foundation, installation of mechanical and electrical equipment, traffic control, materials testing, dewatering, excavation and bypass pumping. This project also required close coordination with the contractor, SFPUC and the City to perform the work while maintaining a bypass of SFPUC's Hetch Hetchy system on a 24/7 basis. Additionally, there was close coordination with PG&E for an electrical service upgrade to the facility.

Project Dates: 2010

PUMP STATION & RESERVOIR 4A

Dublin San Ramon Services District

Mr. Currie provided Engineering support services on this \$2.2 million project which constructed a new 800 gpm pump station with three vertical pumps and a new 0.74 million gallon welded steel reservoir, as well as site work, inlet/outlet piping and all necessary appurtenant facilities.

Project Dates: 2008

WATER TREATMENT PLANT EXPANSION

Modesto Irrigation District

Mr. Currie provided Engineering support services on the District's \$58 million 34 mgd low pressure membrane water treatment plant expansion project. This project is adding a new parallel treatment process to the existing conventional side. The new processes include Siemens low-pressure membranes, Ozonia Ozone disinfection system, a new Leopold Dissolved Air Flotation thickener (DAF) and new SCADA system. The plant will provide an alternative quality drinking water supply for Modesto area residents, supplementing the City's groundwater supply.

Project Dates: 2010

EXTERIOR LEVEE SEGMENT III

Silicon Valley Clean Water

Mr. Currie provided Engineering support services for a portion of this project which included tracking productivity during installation of approximately 2000LF of vinyl sheet piles along the levee surrounding the SVCW Property. This levee improvement created a sea wall to satisfies a FEMA mandate set to increase levee stability and freeboard throughout the Country.

Project Dates: 2010

NEWARK BRACKISH WATER DESALINATION FACILITY EXPANSION

Silicon Valley Clean Water

Mr. Currie provided Office/Field Engineering support services for this \$8 million project. The project expanded the existing water treatment plant by adding two reverse osmosis skids which doubled the plant's treatment process. In addition this project expanded the existing electrical equipment, modified the existing chemical systems and site, installed a second de-carbonation tower, a new blended product water pump station using four new vertical turbine pumps and installed additional instrumentation and programming.

Project Dates: 2009

WELLFIELD DEMINERALIZATION

Zone 7 Water Agency

Mr. Currie provided Engineering support services on this \$24 million project, which constructed the Mocho Groundwater Demineralization Plant. The new reverse osmosis (RO) membrane demineralization plant is capable of producing 6.1 mgd of permeate. The work included constructing a building with cartridge filters, RO membrane feed pumps, RO membrane skids, decarbonation towers, chlorine contact basin, high service pumps, concentrate disposal pumps, chemical feed systems, membrane clean-in-place system, electrical room, storage room, control room and a water quality station.

Project Dates: 2008

VETERANS MEMORIAL BUILDING

Town of Danville

Mr. Currie provided Engineering support services for this project. Work included protecting and restoring the two-story portion of an existing building, and removing and replacing the existing community hall. Work also included additions with a larger community hall, event kitchen, and support spaces as well as a senior service wing to the east of the community hall. New terraces and a new courtyard were also developed around the building. Mr. Currie was responsible for inspection and office work. The construction site was in a busy area of downtown Danville, and required frequent contact with nearby businesses to mitigate the impacts of construction.

Project Dates: 2010



RESOLUTION NO. 2021-40

A RESOLUTION AUTHORIZING THE GENERAL MANAGER TO EXECUTE A PROFESSIONAL SERVICES AGREEMENT IN AN AMOUNT NOT TO EXCEED \$549,122 FOR CONSTRUCTION MANAGEMENT SERVICES FOR THE “WWTP ELEC/MECH REHAB AND SLUDGE HOLDING TANK REPLACEMENT PROJECT” (PROJECT #18-01) – CURRIE ENGINEERS

-oOo-

WHEREAS, the WWTP Elec/Mech Rehab and Sludge Holding Tank Replacement Project would benefit from the services of an outside Construction Manager dedicated to providing field quality assurance and quality control; and

WHEREAS, Currie Engineers has submitted an acceptable proposal and is well qualified to provide construction management services at a competitive rate;

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Carmel Area Wastewater District that it does hereby authorize the General Manager to enter into a professional services agreement, with a not to exceed amount of \$549,122, with Currie Engineers for Construction Management Services for the WWTP Elec/Mech Rehab and Sludge Holding Tank Replacement Project.

PASSED AND ADOPTED at a regular meeting of the Board of Directors of the Carmel Area Wastewater District duly held on July 29, 2021, by the following vote:

AYES: BOARD MEMBERS:

NOES: BOARD MEMBERS:

ABSENT: BOARD MEMBERS:

ABSTAIN: BOARD MEMBERS:

President of the Board

ATTEST:

Secretary of the Board

STAFF REPORT



To: Board of Directors

From: Patrick Treanor, Plant Engineer

Date: July 29, 2021

Subject: Project #18-01 – Engineering Services During Construction (ESDC) – Wastewater Treatment Plant (WWTP) Elec/Mech Rehab and Sludge Holding Tank Replacement Project – Kennedy Jenks

RECOMMENDATION

It is recommended that the Board of Directors adopt a resolution authorizing the General Manger to execute a Professional Services Agreement Amendment with Kennedy Jenks to provide additional engineering services during construction for the WWTP Elec/Mech Rehab and Sludge Holding Tank Replacement Project in an amount not exceed \$700,801.

DISCUSSION

Kennedy Jenks has been the design engineer for Project #18-01 and has performed well in producing the design and bid documents for the project. The engineer's estimate was well developed as the bids received came in near the engineer's estimate. For the construction phase of the project the design engineer is typically employed for office engineering to review equipment and material shop drawings for conformance with the design specifications and to respond to requests for information and issue design clarifications.

Involvement in construction meetings and occasional site visits is also included in their scope, as well as an electrical coordination study and installation of arc flash labeling in the field by the electrical engineer, Beecher Engineering. Furthermore, the scope includes a new Operations and Maintenance Manual for documenting how the new systems should be operated and maintained by District Staff.

FUNDING

The treatment plant Long Term Capital Budget includes \$1,250,000 split equally between FY21/22 and FY22/23 for engineering services during construction by Kennedy Jenks and construction management by Currie Engineers.

Attachment:

- Contract Amendment Scope and Fee Proposal – Kennedy Jenks

**Carmel Area Wastewater District and Kennedy/Jenks
Consultants, Inc.
Contract Amendment 3**

K/J Project No. 1868014*00

AMENDMENT NO. 3 TO AGREEMENT FOR CONSULTING SERVICES
BETWEEN KENNEDY/JENKS CONSULTANTS, INC.
AND THE CARMEL AREA WASTEWATER DISTRICT
FOR THE PHASE 2 WWTP REHABILITATION PROJECT

THIS AMENDMENT NO. 3 is made and entered into on this 14th day of July, 2021 to the Agreement for Consulting Services dated August 2, 2018, hereinafter referred to as "AGREEMENT", between Kennedy/Jenks Consultants, Inc., a California corporation, hereinafter referred to as "CONSULTANT", and the Carmel Area Wastewater District hereinafter referred to as "DISTRICT", for the Phase 2 WWTP Rehabilitation Project, hereinafter referred to as "PROJECT".

RECITALS:

WHEREAS, DISTRICT is authorizing CONSULTANT to perform additional or amended services as set forth herein; and

WHEREAS, DISTRICT and CONSULTANT agree to revise the PROJECT as follows:

NOW, THEREFORE, DISTRICT and CONSULTANT agree to amend the AGREEMENT as follows:

Scope of Services: The Scope of Services in the AGREEMENT is amended as follows:

Delete general list and task descriptions in original contract and replace with specific task descriptions in this Amendment 3 as follows:

"Phase 6: Office Engineering Services During Construction (ESDC)"

Kennedy/Jenks will provide Office Engineering Services during Construction (ESDC) in accordance with the estimated construction schedule. The overall duration of services will span approximately 20 months as follows:

- ESDC Services (approximately 18 months) – Fall of 2021 through Spring of 2023
- Project Close-out and Acceptance (approximately 2 months) – Spring 2023

The scope, schedule and budget agreement for the CAWD Phase 2 WWTP Rehabilitation Engineering Services during Construction (ESDC) is as follows:

Task 6.1 RFI - Respond to Contractors RFI and Issue Clarifications:

Respond to Contractor requests for information (RFIs), including issuing clarifications. Budget assumes 100 RFIs/clarifications from the Contractor. The anticipated level of effort for the office engineering staff per RFI is 4 hours.

Carmel Area Wastewater District and Kennedy/Jenks Consultants, Inc. Contract Amendment 3

Task 6.2 Review and Respond to Shop Drawing Submittals:

Review and respond to Contractor shop drawings. Budget assumes 275 submittals (including resubmittals) from the Contractor. The anticipated level of effort for the office engineering staff per Submittal is 5 hours.

Task 6.3 Change Management:

Review and evaluation of contract change order requests, including issuing clarifications. Budget assumes 8 change orders at 12 hours each.

Task 6.4 Disciplines Site Visits/Meetings:

Design engineering disciplines field visits to assess construction quality and construction meeting attendance. Budget assumes 36 site visits or meetings by an individual at 6 hours each. Hours may be used for additional attendees, agendas, or minutes as requested by CAWD.

Beecher Engineering to witness the factory and field testing for major electrical equipment where called for in the Construction Contract Documents.

Task 6.5 Startup Assistance:

Kennedy/Jenks will assist the CAWD during startup to aid in troubleshooting start-up issues.

Task 6.6 Document Tracking (eadocs):

Setup and maintenance of document tracking system for: Contractor Submittals and Responses, RFI and Responses, Correspondences, Meeting Minutes, Inspection Reports, Construction Photos, etc. ProjectWise CM (formerly Eadocs) will be used as Document Management System. At the completion of the project, the master set of project files will be indexed and turned over to the CAWD. The master set of the project files will be submitted electronically.

Task 6.7 Electrical Model Update, Studies, and Witness Testing:

This work would include plant-wide power system modeling, short circuit studies, coordination studies and arc flash hazard studies. Arc flash hazard labels will be produced by Beecher Engineering. Beecher Engineering will assist the Contractor in the field for the application of the arc flash hazard labeling on both new and existing power system equipment.

Task 6.8 Record Drawings:

Prepare record drawings based on Contractor and Construction Manager redline markups during construction. Record drawing preparation assumes about 1.25 hours per record drawing.

Carmel Area Wastewater District and Kennedy/Jenks Consultants, Inc. Contract Amendment 3

Task 6.9 Electronic O&M Manual:

Update the electronic O&M Manual for the Project facility changes and additions. The following chapters are expected to be updated:

1. Influent System
2. Headworks
3. Solids Digestion System

Task 7.1 Project Management:

Kennedy/Jenks will provide project management services to manage project costs, meet the project schedule requirements, collaborate with the CAWD on project progress, and maintain effective communication. Kennedy/Jenks will provide monthly invoices to the CAWD that includes hourly expenditures separated into each budget task. A project file will be maintained, including copies of correspondence, reports, minutes of meetings, and memoranda. Budget includes 20 months of project management and an internal combined kickoff and concept and criteria review meeting. The Health and Safety Plan will be updated for the construction phase services.

Assumptions:

- Construction period from Notice to Proceed to construction completion and acceptance is 20 months.
- Cost for the ProjectWise CM Document Management System is included in the fee.
- The number of RFIs and Submittals were prepared with the assumptions that CAWD/CM will address many questions in the field and reject any obvious submittals that are not in compliance with the contract documents.

Project Deliverables:

- Responses to RFI clarifications and submittal reviews
- Site visit notes
- Electronic O&M Manual updates
- Record drawings in electronic PDF
- Monthly Invoices.

Schedule: CONSULTANT is authorized to proceed with the modified Scope of Services effective on the date of this Amendment.

**Carmel Area Wastewater District and Kennedy/Jenks
Consultants, Inc.
Contract Amendment 3**

Compensation: Compensation for the services provided under this Amendment shall be calculated on the same basis as in the AGREEMENT, except with the updated schedule of charges included below and Todd Beecher's new billing rate of \$210/hour. Compensation for the services performed under this Amendment is \$700,801, which increases the total compensation under the AGREEMENT to \$1,641,766.

All other terms and conditions of the AGREEMENT and any amendments thereto remain unchanged.

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

KENNEDY/JENKS CONSULTANTS, INC.

CARMEL AREA WASTEWATER DISTRICT

Signature: Ronald Walz Digitally signed by Ronald Walz
Date: 2021.07.14 14:40:54 -04'00'

Signature: _____

Printed Name: Ronald Walz

Printed Name: _____

Title: Principal

Title: _____

Date: July 14, 2021

Date: _____

Client/Address: Carmel Area Wastewater District
 3945 Rio Road
 Carmel, CA 93922

Contract/Proposal Date: July 2021

Custom Schedule of Charges

Date: January 1, 2020

PERSONNEL COMPENSATION

Classification	Hourly Rate
Engineer-Scientist-Specialist 1.....	\$130
Engineer-Scientist-Specialist 2.....	\$165
Engineer-Scientist-Specialist 3.....	\$185
Engineer-Scientist-Specialist 4.....	\$200
Engineer-Scientist-Specialist 5.....	\$220
Engineer-Scientist-Specialist 6.....	\$245
Engineer-Scientist-Specialist 7.....	\$270
Engineer-Scientist-Specialist 8.....	\$290
Engineer-Scientist-Specialist 9.....	\$305
CAD-Technician	\$120
Senior CAD-Technician	\$140
CAD-Designer	\$155
Senior CAD-Designer	\$175
Project Administrator	\$130
Administrative Assistant.....	\$110
Aide.....	\$85

No Associated Project Cost charge will be added to the Personnel Compensation.

Direct Expenses

Reimbursement for direct expenses, as listed below, incurred in connection with the work, will be at cost plus ten percent for items such as:

- a. Maps, photographs, 3rd party reproductions, 3rd party printing, equipment rental, and special supplies related to the work.
- b. Consultants, soils engineers, surveyors, contractors, and other outside services.
- c. Rented vehicles, local public transportation and taxis, travel and subsistence.
- d. Project specific telecommunications and delivery charges.
- e. Special fees, insurance, permits, and licenses applicable to the work.
- f. Outside computer processing, computation, and proprietary programs purchased for the work.

Reimbursement for vehicles used in connection with the work will be at the federally approved mileage rates or at a negotiated monthly rate.

If prevailing wage rates apply, the above billing rates will be adjusted as appropriate.

Overtime for non-exempt employees will be billed at one and a half times the Hourly Rates specified above.

Rates for professional staff for legal proceedings or as expert witnesses will be at rates one and one-half times the Hourly Rates specified above.

Excise and gross receipts taxes, if any, will be added as a direct expense.

The foregoing Schedule of Charges is incorporated into the agreement for the services provided, effective January 1, 2020 through December 31, 2023. After December 31, 2023, invoices will reflect the Schedule of Charges currently in effect.

Fee Estimate

CLIENT Name: Carmel Area Wastewater District
 PROJECT Description: WWTP Rehabilitation Phase 2 - ESDC
 Proposal/Job Number: KJ B10681077.03 Date: 7/14/2021

January 1, 2020 Rates (Special)	Senior Advisors		PM/PE		Engineering Team							Total	Labor	Electrical Engineer	Geotech	Sub-Markup	ODCs	Total Labor	Total Subs	Total Expenses	Total Labor + Subs + Expenses	
	Independent Reviewer: Ervin	Client Manager Kennedy	Principle in Charge: Walz	PM/PE: Lazarakis	Building Mechanical: Harris	Process Mechanical: Syiem	Structural: Salter	Structural: Pritchett	Coordinator: Mohammad Fard	CAD - Leipzig	Proj Admin			Elec/Inst Engineer: Beecher Engineering \$210/hr	Piles Testing: Geotechnical Consultants (GTC)							
Classification:	\$270	\$305	\$290	\$220	\$270	\$200	\$220	\$200	\$185	\$155	\$130	Hours	Fees	Fees	Fees	5%	Fees				Fees	
ESDC Tasks																						
6.1 - RFI/Clarifications (100 @ 4 hrs each)			24	124	24	24	24	48	36	12		316	\$68,920	\$17,640	\$2,500	\$1,007		\$68,920	\$21,147	\$0	\$90,067	
6.2 - Submittals (275 @ 5 hrs each)			40	480	120	81	32	200	168			1121	\$243,920	\$53,340	\$2,500	\$2,792		\$243,920	\$58,632	\$0	\$302,552	
6.3 - Change Management (8 @ 12 hrs each)			8	44				8		16		76	\$16,080	\$4,200		\$210		\$16,080	\$4,410	\$0	\$20,490	
6.4 - Site Visits, Meetings, and Witness Testing (36 Site Visits or Meetings @ 6 hrs each)			24	44				4				72	\$17,440	\$30,240	\$5,000	\$1,762	\$5,000	\$17,440	\$37,002	\$5,000	\$59,442	
6.5 - Startup Assistance	4		8	24	8							44	\$10,840			\$0		\$10,840	\$0	\$0	\$10,840	
6.6 - Document Tracking				80								80	\$17,600			\$0	\$17,063	\$17,600	\$0	\$17,063	\$34,663	
6.7 - Electrical Model Update and Studies												0	\$0	\$48,300		\$2,415		\$0	\$50,715	\$0	\$50,715	
6.8 - Record Drawings (176 Drawings @ 1.25 hour each)				12					20	164		196	\$31,760	\$5,040		\$252		\$31,760	\$5,292	\$0	\$37,052	
6.9 - Electronic O&M Manual				60					200			260	\$50,200			\$0		\$50,200	\$0	\$0	\$50,200	
7.1 - Project Management and Kickoff/CCR (20 Months)	4	4	100	48	1			1	2		16	176	\$44,780			\$0		\$44,780	\$0	\$0	\$44,780	
ESDC - Subtotal	8	4	204	916	153	105	56	261	426	192	16	2341	\$501,540	\$158,760	\$10,000	\$8,438	\$22,063	\$501,540	\$177,198	\$22,063	\$700,801	
All Tasks Total	8	4	204	916	153	105	56	261	426	192	16	2341	\$501,540	\$158,760	\$10,000	\$8,438	\$22,063	\$501,540	\$177,198	\$22,063	\$700,801	

RESOLUTION NO. 2021-41

A RESOLUTION AUTHORIZING THE GENERAL MANAGER TO EXECUTE A PROFESSIONAL SERVICES AGREEMENT IN AN AMOUNT NOT TO EXCEED \$700,801 FOR ENGINEERING SERVICES DURING CONSTRUCTION FOR THE WWTP ELEC/MECH REHAB AND SLUDGE HOLDING TANK REPLACEMENT PROJECT” (PROJECT #18-01) – KENNEDY JENKS

-oOo-

WHEREAS, additional engineering services are required during construction of the Wastewater Treatment Plant (WWTP) Elec/Mech Rehab and Sludge Holding Tank Replacement Project to ensure conformance of the project with design intent; and

WHEREAS, Kennedy Jenks (the project design engineer) has submitted an acceptable proposal and is qualified to provide further engineering services for this project during the construction phase;

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Carmel Area Wastewater District that it does hereby authorize the General Manager to enter into a professional services agreement, with a not to exceed amount of \$700,801, with Kennedy Jenks for Engineering Services During Construction for the WWTP Elec/Mech Rehab and Sludge Holding Tank Replacement Project.

PASSED AND ADOPTED at a regular meeting of the Board of Directors of the Carmel Area Wastewater District duly held on July 29, 2021, by the following vote:

AYES: BOARD MEMBERS:

NOES: BOARD MEMBERS:

ABSENT: BOARD MEMBERS:

ABSTAIN: BOARD MEMBERS:

President of the Board

ATTEST:

Secretary of the Board

STAFF REPORT



To: Board of Directors

From: Patrick Treanor, Plant Engineer

Date: July 29, 2021

Subject: Project #19-21 – Carmel River Floodplain Restoration & Environmental Enhancement (CRFREE) Mitigation Pipeline Undergrounding Project - Budget Amendment for Regulatory and Environmental Consulting Services – Johnson Marigot Consulting

RECOMMENDATION

It is recommended that the Board of Directors approve a resolution to authorize a budget amendment for additional regulatory and environmental consulting services by Johnson Marigot Consulting for the CRFREE Mitigation Pipeline Undergrounding Project in the amount of \$40,000.

DISCUSSION

Project #19-21 is near the 90% design stage and permit applications are nearly approved by the Army Corps of Engineers, and Regional Water Quality Control Board. The Coastal Commission has allowed this work to be authorized under the existing permit for the wastewater treatment plant. The California Environmental Quality Act (CEQA) Draft Mitigated Negative Declaration has been circulated for public comment. The hearing to adopt the Mitigated Negative Declaration is scheduled for the August Carmel Area Wastewater District (CAWD) board meeting.

Additional work has been identified, beyond Johnson Marigot's original scope, to finalize necessary biological reports to obtain the final permits, and to finalize the CEQA document.

FUNDING

This work is being funded by the California Coastal Conservancy grant for undergrounding the lagoon crossing (grant amount is \$750,000). The additional budget amendment can be covered by the approved grant amount. It is not anticipated that this will cause the project work to exceed the grant amount of \$750,000. The Johnson Marigot contract budget for regulatory and environmental services is currently \$228,615 and this \$40,000 amendment brings their total contract amount to \$268,615.



Mr. Patrick Treanor
Plant Engineer
Carmel Area Wastewater District
P.O. Box 221428
Carmel, California 93922

June 10, 2021

**Regarding: CRFREE Mitigation Pipeline Undergrounding Project (2020-002)
Contract Change Order No. 2 for Environmental Consulting Services -
Supplemental Project Entitlement Budget**

Dear Mr. Treanor:

Thank you for the opportunity for Johnson Marigot Consulting, LLC (JMC) to provide additional environmental consulting service for Carmel Area Wastewater District's (CAWD's) Carmel River Floodplain Restoration and Enhancement Project (CRFREE) Mitigation Pipeline Undergrounding Project (project). I have enclosed a change order request for additional budget in support of project entitlement. This change order request includes a task list and budget status, the executed consulting agreement, rate sheet, and a new statement of work for the following task: Regulatory Support (existing task).

I am available to meet with you, or with other members of your team to discuss any details or questions you may have. Please contact me at (415) 500-1231 at your earliest convenience.

Respectfully,

A handwritten signature in black ink, appearing to read "Lauren Bingham". The signature is fluid and cursive, with the first and last names being the most prominent.

Lauren Bingham
Johnson Marigot Consulting, LLC

Enclosure 1. Budget Status - June 2021
Enclosure 2: Contract Change Order No. 2

CRFREE Mitigation Pipeline Budget Status

Task Number	Task Name	Original Contract Task Budget	Billable	Remaining	Completed	Status	CCO2 Additional Budget Requested
1	Regulatory Support	\$60,000.00	\$46,517.50	\$13,482.50	78%	ONGOING	\$40,000.00
2	Wetland Delineation	\$7,425.00	\$11,229.65	-\$3,804.65	151%	COMPLETE	
3	Special Status Plant Survey	\$9,850.00	\$7,029.27	\$2,820.73	71%	ONGOING	--
4	Native Tree Survey Report	\$7,300.00	\$127.50	\$7,172.50	2%	ONGOING	--
5	CEQA MND - Grassetti Environmental	\$26,290.00	\$15,732.20	\$10,557.80	60%	ONGOING	--
6.1	Cultural Report - Pacific Legacy	\$20,500.00	\$19,862.34	\$637.66	97%	COMPLETE	--
6.2	Monitoring Plan - Pacific Legacy	\$13,000.00	\$7,011.25	\$5,988.75	54%	ONGOING	--
7	CEQA Biological Resource Analysis	\$9,000.00	\$24,770.00	-\$15,770.00	275%	COMPLETE	
8	Hydrology and WQ Support - ENGEO	\$11,000.00	\$12,862.90	-\$1,862.90	117%	COMPLETE	
9	USACE Pre-construction Notification	\$10,000.00	\$14,030.00	-\$4,030.00	140%	COMPLETE	
10	USFWS/NMFS Biological Assessment	\$10,000.00	\$16,441.25	-\$6,441.25	164%	COMPLETE	
11	RWQCB 401 WQ Certification	\$11,250.00	\$9,095.00	\$2,155.00	81%	ONGOING	--
12	CDFW Streambed Alteration Agreement	\$9,750.00	\$9,713.95	\$36.05	100%	COMPLETE	
13	Coastal Zone Development Permit	\$8,250.00	\$12,286.05	-\$4,036.05	149%	COMPLETE	
14	Revegetation Plan	\$15,000.00	\$13,852.50	\$1,147.50	92%	ONGOING	--
OVERALL TOTALS		\$228,615.00	\$220,561.35	\$8,053.65			\$40,000.00

JMC FINANCIAL & ACCOUNTING INFORMATION			
JMC Project Number & Task Code	(Original, CO#, etc.)	Scope	Value
2020-002	Original	As-needed Environmental Services: <i>1. Regulatory Support</i> <i>2. Wetland Delineation</i> <i>3. Special Status Plant Survey and Report</i> <i>4. Native Tree Survey Report</i> <i>5. Mitigated Negative Declaration</i> <i>6.1 Cultural Resource Consultation and Report</i> <i>7. Biological Resource Report</i> <i>8. Hydrology and Rater Quality Support (Optional Task)</i> <i>9. Pre-Construction Notification – Section 404 of Clean Water Act (CWA)</i> <i>10. Biological Assessment</i> <i>11. 401 Certification Application – Section 401 of CWA</i> <i>12. Section 1602 Streambed Alteration Agreement Application</i> <i>13. Coastal Zone Development Permit Application</i> <i>14. Revegetation Plan</i>	\$168,815.00
2020-002	CO1	As-needed Environmental Services: <i>1. Regulatory Support</i> <i>3. Special Status Plant Survey and Report</i> <i>4. Native Tree Survey Report</i> <i>6.2. Cultural Resource Treatment Plan</i> <i>11. 401 Certification Application – Section 401 of CWA</i> <i>12. Section 1602 Streambed Alteration Agreement Application</i>	\$59,800.00
2020-002	CO1	As-needed Environmental Services: <i>1. Regulatory Support</i>	\$40,000.00

CLIENT:
Carmel Area Wastewater District

CONSULTANT:
Johnson Marigot Consulting, LLC



Lauren Bingham
June 10, 2021

DATE:

Statement of Work: AS- NEEDED Environmental Services

Services provided below are to be conducted on an hourly-rate basis and at the direction of CAWD (Client). Estimates for each of the below tasks assumes project engineering support to be provided by the Client. Electronic copies for each deliverable will be provided to the Client upon completion. Hard or electronic copies of each deliverable will be provided to relevant agencies, based on individual agency requirements. Each task estimate is based on an average rate for Johnson Marigot Consulting, LLC (Company) staff of \$165/hour.

Description of Services

1. Regulatory Support

This is an ongoing task needing supplemental budget to address agency information requests and mapping needs for project entitlement. Service may include the following: management of California Environmental Quality Act document revisions and response to comments; managing project Clean Water Act and Rivers and Harbors Act permitting and associated consultations and permitting under the National Historic Preservation Act, Endangered Species Act, and Coastal Zone Management Act; coordination with federal (U.S. Army Corps of Engineers, U.S. Fish and Wildlife Service, National Marine Fisheries Service) and state (California Department of Fish and Wildlife, Regional Water Quality Control Board, California Coastal Commission) natural resource regulatory agencies to obtain project authorizations; coordination with project stakeholders, including, but not limited to, Caltrans, California State Parks, Monterey County, and the State Lands Commission. Mapping in support of botanical surveys and agency information requests. Supplemental agency coordination, including attendance of agency meetings (including minutes) and supplemental written documents and/or memorandums.

Previously Approved: \$60,000

Cost Estimate (Additional Funds): \$ 40,000

+ Expenses

Compensation

This cost estimate is provided is valid for a term of 60 days. In the event that this agreement is not executed by both parties prior to 60 days, the cost estimate may Change. The work described above is partially advisory in nature, and therefore some work products are produced based on information that is outside of the control of the Company; for this reason, the cost estimate is intended to provide a general estimate of the expected costs, based on hourly rates, and is not intended to provide a guarantee of actual costs. Invoices will be provided on a monthly basis and will reflect actual hours worked during the billing cycle. Invoices are to be paid within 30-days of receipt by Client.

Expenses will be invoiced to Client at actual incurred costs and may include expenses such as document production and reproduction, vehicle mileage (calculated at IRS standard), GPS unit rental, and other consumables related to field evaluations.

Signatures

the “Company”

Johnson Marigot Consulting, LLC



By: _____
Lauren Bingham, Project Manager

Date: June 10, 2021

Address:

433 Visitacion Ave
Brisbane, CA 94005
(415) 500-1231

“Client”

Carmel Area Wastewater District

By: _____
Signature

Date: _____

Address:

P.O. Box 221428
Carmel, California 93922

RESOLUTION NO. 2021-42

A RESOLUTION AUTHORIZING THE GENERAL MANAGER TO EXECUTE AN AMENDED CONTRACT WITH JOHNSON MARIGOT CONSULTING IN AN AMOUNT NOT TO EXCEED \$40,000 TO PROVIDE ADDITIONAL REGULATORY SUPPORT SERVICES FOR THE “CARMEL RIVER FLOODPLAIN RESTORATION & ENVIRONMENTAL ENHANCEMENT (CRFREE) MITIGATION PIPELINE UNDERGROUNDING PROJECT” (PROJECT #19-21)

-oOo-

WHEREAS, the District requires additional professional services from Johnson Marigot Consulting for the CRFREE Mitigation Pipeline Undergrounding Project; and

WHEREAS, Johnson Marigot has performed adequately under the existing contract previously authorized by the Board and has demonstrated expertise in the field of services required;

WHEREAS, the funding source for this work is the Coastal Conservancy Grant and sufficient funds are available in the grant to cover the additional work;

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Carmel Area Wastewater District that it does hereby authorize the General Manager to enter into an amended professional services agreement to increase the prior contract amount by \$40,000, with Johnson Marigot Consulting for additional services for the “CRFREE Mitigation Pipeline Undergrounding Project”.

PASSED AND ADOPTED at a regular meeting of the Board of Directors of the Carmel Area Wastewater District duly held on July 29, 2021, by the following vote:

AYES: BOARD MEMBERS:
NOES: BOARD MEMBERS:
ABSENT: BOARD MEMBERS:
ABSTAIN: BOARD MEMBERS:

President of the Board

ATTEST:

Secretary of the Board

STAFF REPORT



To: Board of Directors

From: Patrick Treanor, Plant Engineer

Date: July 29, 2021

Subject: Project #21-01 – Wastewater Treatment Plant (WWTP) Eucalyptus Pruning
– Authorization to Invite Bids

RECOMMENDATION

It is recommended that the Board of Directors authorize the General Manager to Invite Bids for Project #21-01 – Eucalyptus Pruning.

DISCUSSION

On April 29th, 2021, Carmel Area Wastewater District (CAWD) adopted the Mitigated Negative Declaration for pruning the eucalyptus around the treatment plant. The work will include pruning a total of approximately ninety (90) full grown eucalyptus trees surrounding the WWTP. Many of the existing trees have grown to be much higher than they need to be to screen the existing facility. Existing eucalyptus trees around the WWTP range from about 75 to 90 feet tall. CAWD plans to prune the trees to 42 feet tall along the Southern boundary of the WWTP, and 52 feet tall along the westerly side of the northern property line. Where eucalyptus trees are spreading new seedlings, new eucalyptus trees would be removed as part of the work to avoid propagation of this non-native species.

The estimated cost for the tree work is \$80,000. Biological monitoring will also need to be provided during the work and is anticipated to cost an estimated additional \$30,000.

FUNDING

Costs for this work are included in the FY21/22 Operation & Maintenance (O&M) Budget, Maintenance – Plant, “Plant tree trimming” Account #5982.004 (budget \$130,000).

RESOLUTION NO. 2021-43

A RESOLUTION AUTHORIZING THE GENERAL MANAGER TO INVITE BIDS FOR
“WASTEWATER TREATMENT PLANT (WWTP) EUCALYPTUS PRUNING” (PROJECT #21-01)

-oOo-

WHEREAS, the eucalyptus trees surrounding the Wastewater Treatment Plant have become overgrown and falling branches pose a danger to infrastructure and employees; and

WHEREAS, environmental impacts will be mitigated in accordance with the adopted California Environmental Quality Act (CEQA) Mitigated Negative Declaration (SCH# 2021010383).

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Carmel Area Wastewater District (CAWD):

1. The General Manager is hereby authorized to invite bids for the work entitled “WWTP Eucalyptus Pruning” .
2. That the Secretary of the Board of Directors of the District is hereby directed to publish a notice requesting bids for the aforesaid project once a week for two (2) consecutive weeks in a newspaper of general circulation published in the District. Said publications shall not be less than five (5) days apart and the first publication shall be at least ten (10) days before the date fixed for the opening of bids. Said notice shall refer to the plans and specifications on file in the office of the District Secretary.

3. Sealed proposals or bids shall be delivered to the Secretary of the Board of the Carmel Area Wastewater District on or before the time and date specified in the published notice, at the office of the District, 3945 Rio Road, Carmel, California, 93922, said time being not less than ten (10) days from the time of the first publication of the notice. Bids will be publicly opened and examined on said date and hour by the District Secretary and will be referred to and considered by the Carmel Area Wastewater District Board at its next regular meeting following the opening of the bids at the district office located at 3945 Rio Road, Carmel, California.

PASSED AND ADOPTED at a regular meeting of the Board of Directors of the Carmel Area Wastewater District duly held on July 29, 2021, by the following vote:

AYES: BOARD MEMBERS:

NOES: BOARD MEMBERS:

ABSENT: BOARD MEMBERS:

ABSTAIN: BOARD MEMBERS:

President of the Board

ATTEST:

Secretary of the Board

STAFF REPORT



To: Board of Directors
From: Daryl Lauer, Collections Superintendent
Date: July 29, 2021
Subject: Proposed Plumbing Permit/Inspection Fee Revision

RECOMMENDATION

It is recommended that the Board of Directors adopt a resolution authorizing a revision of the Carmel Area Wastewater District's (District) Permit/Inspection to a three-tiered fee schedule effective August 1, 2021, as follows:

Tier 1	On property inspection	One visit	\$120
Tier 2	Street opening / encroachment	Two visits	\$240
Tier 3	New development / connection	Multi visits & review of plans	\$1,700 (Retainer)

DISCUSSION

Staff restructured the District's Permit/Inspection to a three-tiered fee schedule in 2018 to accurately capture the cost of performing the service. The proposed increase in fees would capture the cost of living adjustment (COLA) of 1.1% plus other commodity/vendor increases. Note, it has been the District's practice to round the fee to the nearest \$5.00 increment .

A brief history of the District's Permit Inspection fee is it was established in June 1971 under Ordinance No. 54 as an amount of \$25. In April 1985, it was increased to \$75 under Ordinance No. 85-1. Ordinance No. 85-1 specifically provides for modification of the fee by resolution, without the necessity of amending the ordinance. Resolution 2014-08 in March 2014 provided for a fee increase to \$100. Resolution 2014-08 in June 2018 was restructured to a three-tier fee schedule to better capture all costs. Tier 1 was \$110, Tier 2 was \$225, and Tier 3 was \$1700. Resolution 2020-48 in July 2020 was adopted increasing Tier 1 to \$115, Tier 2 to \$235 and Tier 3 to \$1,700.

Estimated cost of service delivery:

I. Tier 1 Permit/Inspection service:

Collection Labor (30 min – 50% Superintendent/50% staff)	\$ 50.75
Admin Labor (20 min)	\$ 39.91
Truck	\$ 19.00
Other (fuel, infrastructure, computer network, power, office supplies)	<u>\$ 10.00</u>
Total	\$ 119.66

The proposed Tier 1 encompasses 45-47% of the permits written. Collection Department labor includes one site visit by either the Superintendent or one of his staff members.

Recommended Fee FY 21-22: \$120 (or 4.35% increase)

II. Tier 2 Permit/Inspection service:

Collection Labor (90 min)	\$ 152.27
Admin Labor (20 min)	\$ 39.91
Truck	\$ 38.00
Other (fuel, computer network, power, office supplies)	<u>\$ 10.00</u>
Total	\$ 240.18

The proposed Tier 2 permit includes any that require an incursion into the public right-of-way. It provides for two site visits by staff. Historical records indicate that approximately 50% of the permits written will fall into this category.

Recommended Fee FY 21-22: \$240 (or 2.13% increase)

III. Tier 3 Permit/Inspection service:

Collection Labor (90 min)	\$ 152.27
Admin Labor (20 min)	\$ 39.91
Accountant Labor (30 min)	\$ 54.81
Truck	\$ 38.00
Other (fuel, computer network, power, office supplies)	\$ 10.00
Engineer planning/review hourly rate (estimate 10 hrs.)	<u>\$ 1,582.47</u>
Total	\$ 1,877.46

The Tier 3 permit fee typically represents 5% or less of total permits issued. This category is intended to capture new connections or jobs that present unique situations and require engineering assistance. It has long been our policy that all new connections or permits involving significant construction are referred to the District Principal Engineer. The ten-hour estimate is based on our historical records from prior new connections and other unique jobs.

The District will track hours in the ICOMM system and at the end of the job will either refund any excess or, if necessary, bill for any shortage. During year 2019, 2020 and 2021 there has not been any plan reviews that have exceeded the previous fee of \$1,700.

Recommended Fee FY 21-22: \$1,700

Labor costs are based on average compensation and benefits of the current staff. Truck cost was derived from the average cost in the rental market to use a truck for a ½ hour minimum.

A comparison of the District’s Permit/Inspection fee with other local agencies on the Monterey Peninsula is as follows:

CAWD Tier 1 proposed	\$120
PBCSD	\$150
Marina	\$109
Monterey	\$128
Pacific Grove	\$138
Seaside	\$260

FISCAL IMPACT

Using FY 2021 as a representative or “typical” year, there were 346 permits issued.

The FY2021 revenue received from plumbing permits was \$67,165. Under the proposed increase of \$5.00 per permit, over roughly 300 permits, would result in an additional \$1,500 in revenue in FY 2021-2022.

RESOLUTION NO. 2021-44

A RESOLUTION REVISING THE FEE FOR THE PLUMBING PERMIT/INSPECTION AS ADOPTED BY ORDINANCE NO. 85-1 COMMENCING APRIL 1, 1985

-oOo-

WHEREAS, Ordinance No. 54 established a Permit Inspection fee of twenty-five dollars (\$25.00) and Ordinance No. 85-1 increased the fee to seventy-five dollars (\$75.00); and

WHEREAS,; Ordinance No. 85-1 allows the modification of the fee by resolution of the Board, so long as the fee does not exceed the reasonable cost of providing the service.

WHEREAS, the staff has reviewed the permit/inspection fee process as part of a routine annual process to ensure that the fee does not exceed the reasonable cost of providing service and recommends a change to the rate structure as follows:

Tier One	On property inspection	\$ 120
Tier Two	Requires street opening/encroachment	\$ 240
Tier Three	New development/connection retainer	\$1,700

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Carmel Area Wastewater District that based upon the revised information now presented to it, the District's Plumbing Permit/Inspection fee as established by Ordinance No. 85-1, is hereby revised to a charge of: Tier One \$120, Tier Two \$240, and Tier Three a \$1,700 retainer, commencing August 1, 2021, and continuing until revised by further action of the Board.

PASSED AND ADOPTED at a regular meeting of the Board of Directors of the Carmel Area Wastewater District duly held on July 29, 2021, by the following vote:

AYES: BOARD MEMBERS:
NOES: BOARD MEMBERS
ABSENT: BOARD MEMBERS:
ABSTAIN: BOARD MEMBERS:

President of the Board

ATTEST:

Secretary to the Board

STAFF REPORT



To: Board of Directors
From: Rachél Lather, Principal Engineer
Date: July 29, 2021
Subject: Upper Rancho Cañada Sewer Relocation
Project #19-13

RECOMMENDATION

It is recommended that the Board of Directors authorize the General Manager to amend the contract with MNS Engineers, Inc. to provide easement acquisition support and redesign services in the amount of \$10,965.

DISCUSSION

The upper Rancho Cañada sewer is located within the Palo Corona Regional Park and has been included in the Carmel Area Wastewater District (CAWD) Collections Department's five-year Capital Improvement Plan for sewer line replacement. This sewer line portion that is proposed to be replaced includes pipe that varies in size from 8 to 12 inches in diameter and was constructed in the late 1960's to early 1970's. In addition, a subdivision is proposed downstream of the project site that will require relocating the sewer trunk line through the subdivision and the Monterey Peninsula Regional Park District (MPRPD) has plans to develop the existing golf course into a park.

The design and environmental permitting of the project was completed and in December 2020, CAWD advertised bidding. In anticipation of construction to occur in early 2021, an engineering contract for design services during construction was approved with MNS Engineers, Inc. (MNS) on January 28, 2021.

Throughout the design process CAWD staff actively met with the MPRPD General Manager, Rafael Payan, and his staff to discuss the preferred timing for construction; including how to mitigate the additional needs at the park and developing a revised easement agreement to encompass the areas of pipeline that will be placed outside of the existing easement. It was anticipated at that time that the agreement would be brought to the Board in time to move forward with construction in March 2021.

Unfortunately, that did not happen, and additional effort was needed to finalize the easement negotiations, which included more CAWD staff time to obtain the appropriate title report of the property and multiple plan revisions so more costs were incurred by MNS in the amount of \$10,965. Because of the unknowns regarding the level of effort needed to finalize the easement negotiations, we are requesting that the Board approve the amendment after the work has been completed.

FUNDING

The 2021/2022 budget for this project is \$1,760,000.

Attachment 1: MNS Amended Proposal \$10,965

Attachment 2: Resolution 2021-06 Authorizing Contract with MNS \$18,820



811 El Capitan Way Suite 130, San Luis Obispo, CA 93401
Ph. (805) 778-0326 / F. (805) 787-0437

July 7, 2021

Ms. Rachél Lather, M.S., P.E.
Carmel Area Wastewater District
3945 Rio Road
Carmel-By-The-Sea CA 93923

Subject: Proposal for Professional Engineering Services – Upper Rancho Canada Sewer Relocation Project, Easement Acquisition Support and Redesign Amendment

Dear Ms. Lather:

Thank you for the opportunity to submit this amendment request for additional budget for the Upper Rancho Canada Sewer Relocation Project (Project) for the Carmel Area Wastewater District (District).

Project Understanding

MNS completed the design for the Upper Rancho Canada Sewer Main Replacement Project (Project) in December 2020, which will replace/relocate approximately 4,100 linear feet of existing 8- and 10-inch diameter gravity sewer main. The Project was successfully bid in January 2020. Subsequent to the Project bid, MNS provided a variety of support services to assist in easement acquisition and make revisions to the Project designs based on additional information resulting from the easement acquisition process. A key finding of the easement acquisition process was the discovery of a previously unknown parcel with separate ownership from the Palo Corona Regional Park, owned by the Santa Lucia Conservancy (SLC).

Additional services provided during this period, not covered under the existing Project scope included:

- Obtaining a title report for the SLC property
- Preparation and subsequent revisions of temporary and construction easement documents for the SLC property
- Revisions to temporary and construction easement documents for the Palo Corona Regional Park property
- Updating plans to avoid environmentally sensitive habitat, incorporating additional constraints within Palo Corona Regional Park, and adjusting the design based on the findings of the SLC title report

The Project is anticipated to advance to construction in early June 2021 based on the revised plans.

Project Scope

MNS proposes to invoice additional services provided as detailed in the following tasks.

Task 1 – Project Management, QA/QC, and Meetings

Over the course of the redesign and easement acquisition, MNS facilitated and led meetings and conference calls as required to move the project forward and ensure the District and other stakeholders were informed and in concurrence with the progress of the Project.

Task 2 – Project Site Survey and Utility Research

2.2 Boundary Retracement and Legal Description Preparation: MNS originally assumed the replacement of the sewer main required acquisition of a single temporary and permanent easement across MPRPD property. Identification of the additional SLC property resulted in the procurement of a title report for the SLC property as a basis for acquisition of temporary and permanent easements for the construction of the Project and future maintenance on the additional

July 7, 2021

Page 2 of 2

property. MNS also made multiple revisions to the easement documents as requested by the District, and to accommodate alignment revisions to avoid environmentally sensitive habitat.

Task 4 – Detailed Design

MNS revised design plans as required to address changes to private property access agreements, property limitations, alignment modifications, and other requested changes. The revised plans will be used as a basis for negotiating a change order with the selected contractor prior to the start of work. Revised electronic plans were provided to the District.

Compensation

MNS proposes to perform the additional base services described herein for a fee of **\$10,965**. A breakdown by task is provided in the following table. A detailed fee proposal spreadsheet is provided as an attachment. All fees are in accordance with the MNS Standard Fee Schedule, included as an attachment.

Task	Fee
Task 1 – Project Management, QA/QC, and Meetings	\$4,640
Task 2 – Project Site Survey and Utility Research	\$2,925
Task 4 – Detailed Design	\$3,400
Subtotal	\$10,965

Closing

Thank you for the opportunity to submit this amendment proposal. We are excited and look forward to continuing to support the District through the construction phase of the Project. Please feel free to contact me with any questions you may have at 805.592.2074 or npanofsky@mnsengineers.com. Thank you for your consideration.

Sincerely,

MNS Engineers, Inc.



Nick Panofsky, PE
Lead Engineer

Attachments:

Standard Fee Schedule

Detailed Fee Spreadsheet



2021 STANDARD SCHEDULE OF FEES

PROJECT/PROGRAM MANAGEMENT

Principal-In-Charge.....	\$280
Senior Project/Program Manager.....	255
Project/Program Manager.....	225
Assistant Project/Program Manager.....	185
Senior Project Coordinator.....	155
Project Coordinator.....	125

ENGINEERING

Principal Engineer.....	\$240
Lead Engineer.....	215
Supervising Engineer.....	200
Senior Project Engineer.....	190
Project Engineer.....	170
Associate Engineer.....	155
Assistant Engineer.....	140

SURVEYING

Principal Surveyor.....	\$235
Lead Surveyor.....	225
Senior Survey Project Manager.....	205
Supervising Surveyor.....	200
Senior Project Surveyor.....	180
Project Surveyor.....	160
Senior Land Title Analyst.....	155
Associate Project Surveyor.....	150
Assistant Project Surveyor.....	130
Party Chief (PW).....	155
Chainperson (PW).....	135
One-Person Survey Crew (PW).....	185

CONSTRUCTION MANAGEMENT

Principal Construction Manager.....	\$255
Senior Construction Manager.....	235
Senior Resident Engineer.....	225
Resident Engineer.....	210
Structure Representative.....	195
Construction Manager.....	185
Assistant Resident Engineer.....	175
Sr. Construction Inspector (PW).....	165
Construction Inspector (PW).....	156
Office Administrator.....	105

TECHNICAL SUPPORT

CADD Manager.....	\$175
Supervising Technician.....	145
Senior Technician.....	135
Engineering Technician.....	105

ADMINISTRATIVE SUPPORT

Senior Management Analyst.....	\$160
Management Analyst.....	135
IT Technician.....	120
Graphics/Visualization Specialist.....	100
Administrative Assistant.....	80

GOVERNMENT SERVICES

City Engineer.....	\$215
Deputy City Engineer.....	195
Assistant City Engineer.....	180
Plan Check Engineer.....	170
Permit Engineer.....	150
City Inspector.....	135
Senior City Inspector (PW).....	165
City Inspector (PW).....	156
Principal Stormwater Specialist.....	155
Senior Stormwater Specialist.....	140
Stormwater Specialist.....	125
Stormwater Technician.....	115
Building Official.....	175
Senior Building Inspector.....	150
Building Inspector.....	135
Planning Director.....	185
Senior City Planner.....	160
Assistant Planner.....	145
Senior Grant Writer.....	160
Grant Writer.....	135
Associate Grant Writer.....	105
Assistant Grant Writer.....	85

DIRECT EXPENSES

Use of outside consultants as well as copies, blueprints, survey stakes, monuments, computer plots, telephone, travel (out of area) and all similar charges directly connected with the work will be charged at cost plus fifteen percent (15%). Mileage will be charged at the current federal mileage reimbursement rate. Expert Witness services will be charged at three (3) times listed rate.

PREVAILING WAGE RATES

Rates shown with Prevailing Wage "(PW)" annotation are used for field work on projects subject to federal or state prevailing wage law and are subject to increases per DIR.

ANNUAL ESCALATION

Standard fee rates provided for each classification are subject to an annual escalation increase of 3.0% starting January 1, 2022.

OVERTIME

Overtime for non-exempt employees will be charged at 1.5 x hourly rate; overtime for exempt employees and other classification will be charged at 1 x hourly rate.

Carmel Area Wastewater District
 Rancho Canada Sewer Replacement - Amendment No. 3



		PM	ENGINEERING		SURVE	Total Resource Hours	Total Hours*Rates	Reimbursable Expenses	MNS Engineers	Reimbursable Expense Costs	Summary	Total MNS Resource Costs	Total Subconsultant Costs & All Reimbursable Expenses With 15% Markup	Total
		Lead Engineer - NP	Lead Engineer - TH	Project Engineer - JD	Principal Surveyor - SS									
	2021 Rate	\$215	\$215	\$170	\$235									
1 – Project Management, QA/QC, and Meetings	Task 1													
1.1 Project Management	Task 1.1	8				8	\$1,720			\$0		\$1,720	\$0	\$1,720
1.2 QA/QC	Task 1.2		2			2	\$430			\$0		\$430	\$0	\$430
1.3 Design Meetings	Task 1.3	10		2		12	\$2,490			\$0		\$2,490	\$0	\$2,490
Task 1 Subtotal		18	2	2	0	22	\$4,640		\$0	\$0		\$4,640		\$4,640
2 – Project Site Survey	Task 2													
2.1 Aerial and Design Grade Surveys	Task 2.1					0	\$0			\$0		\$0	\$0	\$0
2.2 Boundary Retracement and Legal Descriptions Preparation	Task 2.2				10	10	\$2,350	\$500	\$500	\$500		\$2,350	\$575	\$2,925
Task 2 Subtotal		0	0	0	10	10	2,350	\$500	\$500	\$500		\$2,925		\$2,925
4 – Detailed Design	Task 4													
4.4 Final Design	Task 4.4			20		20	\$3,400			\$0		\$3,400	\$0	\$3,400
Task 4 Subtotal		0	0	20	0	20	3,400	\$0	\$0	\$0		\$3,400		\$3,400
Sub-Total	Hours	18	2	22	10	52	\$10,390	\$500	\$500	\$500		\$10,390	\$575	\$10,965
	Cost	\$3,870	\$430	\$3,740	\$2,350									

RESOLUTION 2021-06

A RESOLUTION AUTHORIZING THE GENERAL MANAGER TO ENTER INTO A
CONTRACT WITH MNS ENGINEERS TO PROVIDE DESIGN SERVICES
FOR THE UPPER RANCHO CAÑADA SEWER REPLACEMENT PROJECT-#19-13

WHEREAS, the District approved the 2020/2021 budget that included funding for the Upper Rancho Cañada Sewer Replacement Project consulting work;

WHEREAS, the District received a proposal from MNS Engineers for professional engineering services to provide construction engineering services for the Rancho Canada Sewer Replacement Project;

WHEREAS, in order to proceed with construction engineering services, the District must execute a contract with MNS Engineers for the project as summarized in their proposal dated November 25, 2020 in the amount of \$18,820.

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of Carmel Area Wastewater District, hereby authorizes the General Manager to enter into a contract with MNS Engineers to provide construction engineering services for replacement and relocation of a sewer pipeline in Palo Corona Regional Park.

PASSED AND ADOPTED at a regular meeting of the Board of Directors of the Carmel Area Wastewater District duly held on January 28, 2021.

AYES: BOARD MEMBERS: PRESIDENT WHITE, DIRECTORS: D'AMBROSIO, TOWNSEND, RACHEL AND SIEGFRIED

NOES: BOARD MEMBERS:

ABSENT: BOARD MEMBERS:

ABSTAIN: BOARD MEMBERS:



President of the Board

ATTEST:



Secretary to the Board

RESOLUTION 2021-45

A RESOLUTION AUTHORIZING THE GENERAL MANAGER TO AMEND A CONTRACT WITH MNS ENGINEERS, INC. TO PROVIDE EASEMENT ACQUISITION SUPPORT AND REDESIGN SERVICES FOR THE UPPER RANCHO CAÑADA PIPE RELOCATION PROJECT-#19-13

WHEREAS, the District approved the 2020/2021 budget that included funding for the Upper Rancho Cañada Pipe Relocation Project consulting work;

WHEREAS, the District approved a contract with MNS Engineers, Inc. for professional engineering services to provide construction engineering services for the Rancho Canada Sewer Pipe Relocation Project in the amount of \$18,820;

WHEREAS, in order to proceed with construction, the District needed additional services from MNS Engineers, Inc. for the project as summarized in their proposal dated May 20, 2021, for easement acquisition support and redesign of the project plans based on the results of easement negotiations.

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of Carmel Area Wastewater District, hereby authorizes the General Manager to amend a contract with MNS Engineers, Inc. to provide easement acquisition support and redesign services for replacement and relocation of a sewer pipeline in Palo Corona Regional Park in the amount of \$10,965 for a total not to exceed contract amount of \$29,785.

PASSED AND ADOPTED at a regular meeting of the Board of Directors of the Carmel Area Wastewater District duly held on July 29, 2021.

AYES: BOARD MEMBERS:
NOES: BOARD MEMBERS:
ABSENT: BOARD MEMBERS:
ABSTAIN: BOARD MEMBERS:

President of the Board

ATTEST:

Secretary to the Board

STAFF REPORT



To: Board of Directors

From: Barbara Buikema, General Manager

Date: July 29, 2021

Subject: Real Estate Services Contract

RECOMMENDATION

It is recommended that the Board of Directors adopt a resolution authorizing the General Manager to enter into a contract with Mahoney & Associates for commercial real estate services in an amount not to exceed \$75,000.

DISCUSSION

The Carmel Area Wastewater District (District) has been given notice by the Coastal Commission that we must be prepared to move our treatment facilities within 30 years. Currently, staff believes there are three possible outcomes: (1) Move to land near the mouth of the Carmel Valley, (2) Join Monterey 1 Water (M1W), or (3) stay at our current location because sea level rise does not materialize. There may be additional options uncovered over time, but this is our starting point for analysis.

Staff is recommending that the District consider property availability now for moving the plant to the mouth of Carmel Valley. The arguments for pursuing property options at this time include:

- Availability of a suitable tract of land will drive our decision-making process. If there is nothing available, then we will focus on connecting to M1W. If there is land available, then our options widen.
- A preliminary cost estimate of moving the plant to Carmel Valley or joining M1W indicate that the costs are very close. Close enough that we cannot jettison one in favor of the other at this time. Purchasing property now allows us to keep both options open.
- Currently we are earning less than 1% on our funds at Monterey County Treasury.

While that earnings number will fluctuate, staff is arguing that purchasing property now is a solid investment for whatever decision we make regarding the District's future. If we do not move the plant to the mouth of Carmel Valley, we can still sell the property at some future date. Because there is so little open land available for commercial use, we feel confident that the land can be sold if necessary.


- It is difficult to put a price tag on "local control". The cost estimate provided by engineering staff does not include this intangible. However, if the costs of options 1 and 2 above are indeed very close than we should look at "local control" as one of the determining factors. The cost analysis done today will, of course, change and tighten over time.
- The final option, to stay at our current location is not realistic if only because the Coastal Commission has mandated that over the next 28 years, we show evidence of solid planning to move the facility. Staff recognizes that not all board members support the notion of sea level rise; however, we are in a position where we must, as a condition of our Coastal permit, report on our planning progress. Reviewing land options certainly qualifies as part of that planning process.

The Board authorized the formation of an ad hoc committee to review this proposal and met with Directors White and Siegfried on June 18th along with Patrick Treanor, Ed Waggoner, and Barbara Buikema. We invited Peter Baird, Managing Partner with Mahoney & Associates, to speak with the committee. The consensus was that Mr. Baird is very well qualified and has the requisite skills and connections in the community to assist us in locating potential property. The committee authorized bringing a contract for Mahoney & Associates to the full Board for approval.

FINANCIAL

The proposed services are quoted at \$300/hr. In consultation with Mahoney & Associates we are estimating 250 hours or not to exceed \$75,000. Further, we are assuming that the contract will require funding for title reports and other exploratory documents as part of the search process.

The funds are available in the Capital Reserves for this project. Although there was no provision specifically made for real estate in the budget, during committee meetings a portion of the discussion centered on the need to determine up front if there is a suitable location available for our needs. The discussion also focused on allocation of our reserve funds for current needs and long-term needs – a property purchase now, it was agreed upon, is a reasonable and prudent use of funds in planning for the community's future.



MAHONEY & ASSOCIATES

COMMERCIAL REAL ESTATE

June 29, 2021

Ms. Barbara Buikema
General Manager
Carmel Area Wastewater District

Via Email: Buikema@cawd.org

RE: Real Estate Services to Locate New Treatment Facility Site

Dear Barbara:

Thank you for your email noting sites of interest, as well as the recent opportunity to meet with members of the staff and board to discuss your real estate requirements.

To summarize, the Carmel Area Wastewater District is in need of relocating its present wastewater treatment facility, currently located on the Carmel River adjacent to the Mission Fields area of Carmel. Whereas deadlines imposed on the district are allowing ample advance time to carry out this objective, the district is electing to initiate a search at this time. Among the reasons behind this approach include putting existing funds to use, and ensuring that a compatible site can in fact be identified and acquired sooner than later since land costs will escalate and development standards are projected to become more constraining over time. The board has asked our interest in locating a compatible property on the district's behalf.

Given the nature of this assignment I have recommended an approach whereby we would be compensated hourly for our efforts, at the rate of \$300/hour, billed monthly. At such time a property is located, any commissions paid by the Seller would be credited against our hourly fees on a 50% basis. By way of example, if we are paid hourly fees totaling \$7,000 by the wastewater district, and a sale commission of \$20,000 is generated to our office, \$3,500 of the amount the district has paid us to date would be reimbursed to the district.

As we are aware, you have provided me with a list of properties identified by the district as being of interest. Our objective will be to confidentially work through the list, contacting the owners to determine if they are willing Sellers, and if so, at what price and terms. As is customary in such situations we do not divulge or identify our client. Our billings will be made monthly, and it is agreed that either party has the right to terminate this agreement at any time.

Barbara, I presume this business arrangement would need to be advanced to your board for approval, and that a more formal agreement may be required for both of us to sign. Whatever the case, I am prepared to initiate these efforts immediately.

Best,



Peter Baird
Managing Partner, Mahoney & Associates

MAHONEY & ASSOCIATES

501 Abrego, Monterey, CA 93940 • Phone: 831.646.1919 • Fax: 831.646.1115

RESOLUTION NO. 2021-46

A RESOLUTION AUTHORIZING THE GENERAL MANAGER TO ENTER INTO A CONTRACT WITH MAHONEY & ASSOCIATES FOR REAL ESTATE SERVICES IN AN AMOUNT NOT TO EXCEED \$75,000

-oOo-

WHEREAS, the Board acknowledges the requirement for the Carmel Area Wastewater District (District) to analyze alternatives to move the treatment plant due to sea level rise as directed in our current Coastal Commission permit; and

WHEREAS, the Board acknowledges that one possible outcome is moving the facility into the Carmel Valley area which will require professional real estate services to analyze potential land acquisition; and

WHEREAS, the Board further acknowledges that this is the beginning of a long term analysis of options for the District's future. While this is not intended to lock the District into any location at this time, the Board's position is that the purchase of real estate is a reasonable and prudent move of public funds in planning the District's future.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Carmel Area Wastewater District that it does hereby authorize the General Manager to enter into a contract with Mahoney & Associates for real estate services in an amount not to exceed \$75,000.

PASSED AND ADOPTED at a regular meeting of the Board of Directors of the Carmel Area Wastewater District duly held on July 29, 2021, by the following vote:

AYES: BOARD MEMBERS:
NOES: BOARD MEMBERS:
ABSENT: BOARD MEMBERS:
ABSTAIN: BOARD MEMBERS:

President of the Board

ATTEST:

Secretary of the Board

Other Items & Information/Discussion

STAFF REPORT



To: Board of Directors
From: Barbara Buikema, General Manager
Date: July 29, 2021
Subject: 2020-21 Annual Reimbursement Report

RECOMMENDATION

It is recommended that the Board of Directors pass a motion to accept the Reimbursement Report for fiscal year 2020-21

DISCUSSION

In accordance with Government Code § 53065.5:

Each special district, as defined by subdivision (a) of Section 56036, 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. "Individual charge" includes, but is not limited to, one meal, lodging for one day, transportation, or registration fees paid to any employee or member of the governing body of the District. The disclosure requirement is fulfilled by including the reimbursement information in a document published or printed at least annually by a date determined by that District and shall be made available for public inspection.

The District will post this report on its web site under the Financial tab.

FINANCIAL

No impact – this information is currently reported on the monthly Disbursement Report. This report represents a compilation of fiscal year reimbursements over \$100.

**Carmel Area Wastewater District
2020-21 Annual Reimbursement Report Over \$100**

Date	Check	Vendor	Description	Amount
02/11/21	1180	Andrew Millington	Reimburse for vaccon diesel fuel	211.98
11/02/20	35646	Charles DayEngel	Employee certificate renewal	150.00
09/15/20	35470	Christopher Dixon	Certificate renewal	150.00
01/28/21	1128	Christopher Foley	Reimbursement for COVID tests	360.00
09/01/20	35421	Daryl Lauer	Vehicle fuel reimbursement	124.25
10/14/20	35590	Edward Waggoner	Employee certificate renewal	110.00
06/16/21	1701	Fanny Mui	Work boots	225.00
02/11/21	1198	Gregory Ange	CWEA membership	192.00
01/28/21	1138	Gregory Ange	Reimbursement for COVID tests and expenses	669.66
02/01/21	1167	Karla Cristi	Reimbursement for COVID test	155.00
12/29/20	1026	Kevin Young	Certificate renewal	150.00
11/16/20	35753	Kevin Young	CWEA annual membership	192.00
09/01/20	35436	Kristina Pacheco	Office supplies	107.38
10/01/20	35548	Mark Napier	Mechanical Technologist Grade I exam	175.00
09/15/20	35494	Michael Garrison	Certificate renewal	150.00
10/14/20	35602	Michael Hooks	CWEA annual membership dues and employee certificate renewal	308.00
01/28/21	1143	Michael Skinkle	Reimbursement for COVID tests	335.00
07/01/20	35223	Rachel Lather-Hidalgo	Printer ink and paper	100.79
08/21/20	35395	Raymond DeOcampo	CWEA annual membership and LA-3 certificate renewal	293.00
09/21/20	35518	Robert Bowman	Mechanical Tech GR I test fee	175.00
02/03/21	1175	Robert Bowman	Vacation buy back	1,523.49
04/14/21	1458	Robert Siegfried	Replace returned Director fees (re-issue)	1,431.43
				7,288.98

STAFF REPORT



To: Board of Directors

From: Barbara Buikema, General Manager

Date: July 29, 2021

Subject: Selection of Topics for Fall 2021 CAWD Connections Newsletter

RECOMMENDATION

Staff is requesting Board input for topics to the Carmel Area Wastewater District's CAWD & District) Fall 2021 newsletter.

DISCUSSION

The Fall issue is our two-page issue. Suggested topics for this issue include:

- Start of the Elec/Mech Rehab & Sludge Holding Tank Replacement Project at the plant.
- CRFREE & Undergrounding of the outfall pipeline
- Coming out of COVID-19 – success of achieving limited staff downtime; Biobot testing & managing the rate increase
- Updating of the Pretreatment Ordinance
- Managing the Eucalyptus trees – trimming, etc.
- Microorganism of the Month
- Sidebar – Six Sigma training has started at CAWD
- Sidebar – Rachél Lather & California Water Environmental Association Past President
- Budget graphs
- Sidebar – if you see something, say something. Contact CAWD first.

FISCAL IMPACT

The 2021-22 Budget provides \$34,000 for two newsletters and a Prop 218 Notice – this includes consultant services for design and writing, printing, postage, and delivery. The Fall 2021 issue is the first of the two issues planned and is included in the approved newsletter budget.

STAFF REPORT



To: Board of Directors

From: Barbara Buikema, General Manager

Date: June 29, 2021

Subject: Pebble Beach Community Services District – Regular Board Meeting June 25, 2021

DISCUSSION

Agenda items from the June 25, 2021 meeting that are of specific interest to this District:

- Total cash balance at the end of May 2021 was \$29.0M; of that amount \$20.5M was designated for Capital Acquisition and Outlay Reserves. Property taxes comprise roughly 85% of District revenues with user fees making up 12%.
- The Board approved the 2021-22 final Budget of \$20,390,000 in total revenues and expenditures excluding carry-over/reserve appropriations. The sewer user fees increased 9.0% or \$2.20/month from \$24.50 to \$26.70. The estimated annual revenue generated by the proposed fees is \$1,265,000. The budget includes \$5,337,000 for wastewater expenditures, excluding the carry-over amount from the prior year. The \$4,072,000 difference between the budgeted expenditures and the user fee revenue is financed from property tax (\$2,445,000), capital outlay reserve (\$1,455,000) and investment and other revenue (\$172,000).
- The Board approved a Cost-of-Living (COLA) salary adjustment of 1.8% effective July 1, 2021. The Board's policy has been to use the average of the change of December and February in the Consumer Price Index for the San Francisco-Oakland-San Jose region.
- Forest Lake Reservoir held 75 MG (million gallons) of recycled water or 65% of permitted capacity. Current storage volume is 6% below the historic average of 80 MG.

- Total irrigation water demand for the 2021 calendar year through May was 320 AF (acre feet). Total demand for the calendar year is 26% above the 5-year average of 254 AF through May. The month of May reflected a net storage decrease of approximately 13 million gallons. By comparison, a net storage decrease of approximately 18 million gallons occurred in May of last year.
- Average daily wastewater flow of 386,000 gallons per day (GPD) was measured in May at the PBCSD-Carmel gate. This represents 33% of the total flow at the CAWD treatment facility. The measured PBCSD flow was 12% below the five-year average of 438,000 GPD for the month of May; the CAWD total flow was 8% below the five-year average of 1,257,000 GPD for April.
- The four alternative source water projects are online and currently producing a combined total of 74,000 GPD. Total production for the 2021 calendar year through mid-May is approximately 4.9 million gallons.
- The Board approved a resolution approving a Project Assignment with E2 Consulting Engineers to provide services for Forest Lake Reservoir Emergency Action Plan in an amount not to exceed \$50K.
- The Board approved an amendment to the agreement with the Wallace Group for the Wastewater Collection System Assessment Project increasing the budget by an amount not to exceed \$50K. The District requires additional engineering services to complete the review of the digital data submitted from the contract to integrate the changes in the District GIS system and to identify the scope of the next Sewer Line Improvement Project.
- Average daily wastewater flows measured in million gallons per day (MG) show:

MONTH	TOTAL	CAWD FLOW	PBCSD FLOW	PBCSD
July - 20	37.211	25.504	11.707	31.461%
Aug - 20	36.386	24.877	11.509	31.630%
Sept - 20	33.559	23.082	10.477	31.220%
Oct - 20	32.551	23.689	8.862	27.225%
Nov-20	31.644	23.089	8.555	27.035%
Dec-20	30.572	21.732	8.840	28.915%
Jan - 21	37.781	26.537	11.244	29.761%
Feb - 21	36.638	23.536	13.102	35.761%
Mar - 21	35.896	25.666	10.230	28.499%
Apr - 21	34.571	23.755	10.816	31.286%
May - 21	35.889	23.914	11.975	33.367%
Total	382.698	265.381	117.317	30.655%

STAFF REPORT



To: Board of Directors

From: Patrick Treanor, Plant Engineer

Date: July 29, 2021

Subject: Wastewater Treatment Plant (WWTP) Electricity Use Update

RECOMMENDATION

Receive Report- Informational only; no action required.

DISCUSSION

The following abbreviations are used in this report:

- *kW* – Kilowatt – an instantaneous measure of electrical power
- *kwh*–kilowatt-hour a measure of electrical power used in one hour
- *kwh/month* – electrical power used for all hours in a month
- *Hp* – Horsepower – a measure of mechanical power (comparable to kW)

Electricity Usage

This report is a 6-month recurring update on ongoing electricity usage reduction efforts at the WWTP. The last report was provided in January 2021 and covered electricity usage from July 2020 thru December 2020. This report covers electricity usage from January 2021 thru June 2021.

Overall, as of this reporting period, Carmel Area Wastewater District (CAWD) is now realizing a steady reduction of power consumption as compared to prior to Phase 1. For the current reporting period the WWTP averaged 174,138 kwh/month power usage compared to the pre-Phase 1 baseline of 178,426 kwh/month (a difference of 4,288 kwh/month).

In February 2021, one of two remaining Mixed Liquor Return (MLR) pumps was turned off. This resulted in an immediate reduction of power usage of more than 5,000 kwh/month. One of the MLR pumps was kept on during this period for further testing as to the effect it might have on the secondary effluent quality. On July 9th, 2021 (after the current reporting period) this last MLR pump was turned off. This will provide an additional reduction of power consumption of more than 5,000 kwh/month (however the effect of turning off this last remaining pump will not be seen in the data until the next report). The MLR pumps were not running prior to Phase 1 and turning them off again makes a substantial difference. By the next reporting period the power usage should be reduced by another 5,000 to 7,000 kwh/month, bringing usage well below pre-Phase 1 levels.

This reporting period, Operations Staff also lowered the return activated sludge (RAS) rate which lowered electricity use by another 1,000 kwh/month over the current period.

There was a nominal increase in blower power usage over the current period that can be attributed to running the older less efficient Turbplex blower for one month and ongoing programming changes to the aeration system that are still in progress. However, the nominal increase in blower power use was greatly outweighed by decreases related to turning off just one MLR pump.

See attached **Figure 1 – 18-Month Power Usage with Pre-Phase 1 Baseline**

The focus for power savings will now be on improvements to the 3W Pump Station and Influent Pump Station being conducted under *Project #18-01 Elec/Mech Rehab and Sludge Holding Tank Replacement Project*. Modest efficiency improvements to these pump stations are anticipated, but the total energy reduction is not anticipated to exceed an additional 10,000 kwh/month. The fruits of this will likely not be seen until 2023 as construction of the project is anticipated to take 1.5 years.

Electricity Cost Context

The annual cost of the electricity use for the Secondary WWTP including the Blower is approximately \$330,000 per year. Now that the last MLR Pump has been turned off, CAWD should be saving about \$15,000 per year in electricity charges moving forward.

Attachment:

- Figure 1 – 18-Month Power Usage with Pre-Phase 1 Baseline

Figure 1 – 18-Month Power Usage with Pre-Phase 1 Baseline

