



NORTH SAN MATEO COUNTY SANITATION DISTRICT

a subsidiary of the City of Daly City

333 – 90TH STREET, DALY CITY, CALIFORNIA 94015-1895

(650) 991-8127



REGULAR MEETING – BOARD OF DIRECTORS

Monday, September 09, 2013 - 6:45 PM
City Hall Council Chambers – 2nd Floor
333 – 90th Street, Daly City, CA 94015

AGENDA

Persons with disabilities who require auxiliary aids or services in attending or participating in this meeting should call the office of the City Clerk at 991-8078. *We will need **FIVE (5) WORKING DAYS BEFORE ANY FUTURE MEETINGS** to make any necessary accommodations.*

CALL TO ORDER:

ROLL CALL:

APPROVAL OF AGENDA:

CONSENT AGENDA

All items listed on the Consent Agenda are considered to be routine and may be approved by one roll call vote of the Board of Directors. There shall be no separate discussion of the matters on the Consent Agenda unless requested by a member of the Board. If discussion is required, that item will be removed from the Consent Agenda and will be considered separately at the end of the Agenda.

Minutes:

1. Regular Meeting of August 12, 2013

Action Items:

2. Sewer Service Charge Appeals – FY 2013/14

END OF CONSENT AGENDA

PUBLIC APPEARANCES/ORAL COMMUNICATIONS:

***“AVAILABILITY OF PUBLIC RECORDS.** All public records relating to an open session item on this agenda, which are not exempt from disclosure pursuant to the California Public Records Act, that are distributed to a majority of the legislative body will be available for public inspection at the City Clerk’s Office, City Hall located at 333 90th Street, Daly City, CA during normal business hours, at the same time that the public records are distributed or made available to the legislative body.”*

NOTE: Speakers are limited to two minutes, unless modified by the Mayor. The Council cannot take action on any matter raised under this item

NEW BUSINESS:

3. Retirement of Mark Pappas

Staff:

Martel

Recommended Action:

Present Resolution

4. Participation in Service Line Warranty Program For Sewer Lateral Repairs

Staff:

Martel

Sweetland

Recommended Action:

Adopt Resolution

5. Acceptance of Sole Source Bid for the Replacement Purchase of Three Sewage Lift Station Portable Emergency Generators

Staff:

Sweetland

DeBono

Recommended Action:

Adopt Resolution

6. Acceptance of Sole Source Bid for the Replacement Purchase of Two Final Effluent Pumps at the Wastewater Treatment Plant

Staff:

Sweetland

DeBono

Recommended Action:

Adopt Resolution

7. Acceptance of Sole Source Bid for the Purchase of Two Cake Pumps at the Wastewater Treatment Plant

Staff:

Sweetland

DeBono

Recommended Action:

Adopt Resolution

8. Acceptance of Bid for the Replacement Purchase of a New Vac-Con Combination Sewer/Storm Cleaner Unit

Staff:

Sweetland

Piccolotti

Recommended Action:

Adopt Resolution

REPORTS:

9. Board of Directors
10. Staff

ADJOURNMENT:

REGULAR MEETING - BOARD OF DIRECTORS

MINUTES

August 12, 2013

The Board of Directors of the North San Mateo County Sanitation District convened in a Regular Meeting on August 12, 2013, in the City Council Chamber, City Hall, 333 - 90th Street, Daly City, California.

The meeting was called to order by Chair Buenaventura at 6:46 p.m.

ROLL CALL:

Present: Canepa, Guingona, Klatt, Torres, Buenaventura

Staff Present: General Manager Patricia Martel, District Counsel Rose Zimmerman, and Director of Water and Wastewater Resources Patrick Sweetland as Recording Secretary.

APPROVAL OF AGENDA:

Motion was made, seconded (Torres/Klatt) and unanimously approved.

CONSENT AGENDA:

Minutes of the Regular Meeting of July 22, 2013

Motion was made, seconded (Torres/Guingona) and unanimously carried to adopt the Consent Agenda, with Director Torres and Guingona abstaining from the minutes.

NEW BUSINESS:

1. **Award of Contract for Application of Protective Coating/Liner in Headworks Building #1 and Primary Sedimentation Basins**

Director of Water and Wastewater Resources Patrick Sweetland recommended that the Board accept both bids received, waive any minor inconsistencies, and award contract to the lowest responsible bidder Redwood Painting Company Inc. of Pittsburgh, CA in the amount of \$555,600. Should the contractor not provide executed contract documents in a timely manner, staff also requested authorization to execute a contract with the second bidder Jeffco Painting and Coating of Vallejo, CA in the amount of \$608,420. Both contractors have successfully provided services to the District in the past. The application of an elastomeric polyurethane coating has been successfully used to coat chlorine coated basin #2, contaminant area of the sodium bisulfite tank and gravity thickener tank #1. Both vendors are authorized dealers in Northern California licensed to apply the product.

Motion was made, seconded (Klatt/Guingona) to and unanimously carried on a roll call vote to adopt Resolution #13-SD-15, "Award of Contract for Application of Protective Coating/Liner in Headworks Building #1 and Primary Sedimentation Basins".

REPORTS:

10. **Board of Directors**

a. **COHRA – Sewer Lateral Warranty Program**

Board Member Carol Klatt reported on the August 14, 2013 meeting of the Council of Homeowners and Residence Association when a representative of the National League of Cities, Mike Cundoff, provided a presentation on the Service Line Warranty Program for private sewer lateral maintenance. The program warrants sewer laterals for up to \$4,000 on private property with an additional \$4,000 coverage out into the public right of way. The warranty program was recently approved for solicitation in California by the Department of Insurance. General Manager Pat Martel noted the interest in the program addresses concerns raised by homeowners over the responsibility to maintain their private lateral all the way from the point of connection at the public sewer main back to their residence. Formal adoption of the program is slated for Board action September 9, 2013, and Board Member Klatt noted the District was foregoing its eligibility to receive any royalties and instead passing along the savings to residents of a monthly fee of \$9.25.

11. **Staff**

None.

ADJOURNMENT:

Motion was made, seconded (Torres/Klatt) and unanimously carried to adjourn the Regular Meeting at 6:55 p.m.



North San Mateo County Sanitation District

a subsidiary of the City of Daly City

Meeting Date: September 9, 2013

Subject: Participation in Service Line Warranty Program for Sewer Lateral Repairs

Recommended Action

Authorize the General Manager to enter into a Program Participation Agreement with Utility Service Partners, Inc. of Canonsburg, PA to initiate a Service Line Warranty Program for sanitary sewer repair.

Background

The Service Line Warranty Program is under the auspices of the National League of Cities (NLC) and administered by Utility Service Partners, Inc. At the August 8, 2013 meeting of the Council of Homeowners and Residents Association, Mike Conduff of the NLC provided a presentation of the program that was favorably received by community representatives.

Discussion

Under District Code Section 1.16.080, all sewer laterals shall be maintained by the owner of property and this requirement extends from the point of connection at the public sewer main all the way to the residence. This requirement has come as a surprise to many homeowners not familiar with the full breadth of their property owner responsibility. Additionally, sewer lateral repairs are not typically covered by homeowners insurance absent a specific policy rider, so repair costs can be expensive.

Since last fall, staff has been in contact with the NLC about initiating a warranty program option on behalf of the community. Just recently, the California Department of Insurance authorized marketing of the warranty program within the state. In addition to Daly City, San Diego and Palo Alto are expected to offer the program to their residents this fall.

The Service Line Warranty Program provides for external repairs or replacement of the underground sewer lateral from the public main to the point of entry to the home, just outside the building foundation. Warranty coverage includes up to \$4,000 per occurrence plus \$4,000 for public street repair in the right of way. There are no long term contracts, and no life time or annual coverage caps. The Service Line Warranty Program provides an optional and voluntary coverage to interested homeowners who see a benefit from their participation.

With the approval to participate in the program, local residents receive a solicitation letter incorporating the City/District seal as part of the program roll out. There is no telemarketing or other sales calls, save for a follow up reminder letter sent out 15 days later. Solicitation letters are sent out during the fall and spring of each year. Interested residents can sign up by calling the toll-free phone number, mailing back the consumer reply in a return envelope, or sign up on line using their Web page. Coverage becomes effective 30 days after sign up. The cost per residence is \$9.25 as the District is foregoing its eligibility for royalties (\$0.50 for each sign up) in order to pass along the savings to residents. Individuals who pay their annual fees up front receive a 10 percent (10%) discount.

Repairs under the program are performed by local plumbing contractors recruited by Utility Service Partners who are familiar with local codes, specifications and permit requirements. In addition to infusing the local economy, local contractors adhering to established customer service standards help sustain the program's customer satisfaction rating at 96%. Utility Service Partners have an A+ rating from the Better Business Bureau, and manages a Call Center in Canonsburg, PA staffed 24 hours a day, seven days a week, 365 days a year. Standard operating procedure is that a customer will receive a return call from a local contractor within two hours after calling in a claim for service. From its experience to date, four years since the program began serving 150 cities throughout the country, Utility Service Partners report that 99.9% of all claims filed fall within the coverage limit. Claim denials represent only 2.11% of all claims filed during calendar year 2012.

Fiscal Impact

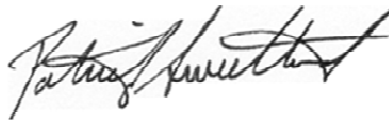
None. There is no cost for the District to participate, and there is no District liability. The program helps educate the community about an owner's responsibility to properly maintain their sanitary sewer lateral, and provides a cost effective means to avoid the risks associated with expensive repairs.

Staff is available to provide any additional information desired by the Chair or Members of the Board of Directors.

Respectfully submitted,



Patricia Martel
General Manager



Patrick Sweetland
Director of Water and Wastewater Resources



North San Mateo County Sanitation District

a subsidiary of the City of Daly City

Meeting Date: September 9, 2013

Subject: Acceptance of Sole Source Bid For The Replacement Purchase of Three Sewage Lift Station Portable Emergency Generators

Recommended Action

Acceptance of sole source bid from authorized vendor and authorization to purchase three in-kind replacement emergency generators in the amount of \$255,027.

Background

Sanitation District Resolution 13-SD-06, adopted April 22, 2013, appropriate \$255,000 from Sanitation Fund Balance to purchase replacement emergency generators at El Portal, Belcrest, and Skyline Lift Stations as they no longer meet California Air Resources Board emission standards.

Discussion

The Department of Water and Wastewater Resources is desirous of standardizing its equipment inventory for operational efficiency. The Belcrest and Skyline emergency generators are a Cummins powered Onan generator while El Portal is a Komatsu powered Multi-Quip generator. It is staff recommendation to replace all three generators with 150kW Onan units powered by a Tier 4 Cummins diesel engine with an automatic transfer switch. Staff solicited a bid from Cummins West of San Leandro, CA, the Northern California authorized vendor. With the Board's acceptance, Cummins West will provide \$12,000 trade-in value for the three existing generators.

Fiscal Impact

Sufficient funds in the amount of \$255,027, as augmented by the Sanitation Fund Balance Transfer, to cover purchase, delivery, installation, start-up and training are available in Sanitation Capital Fund 87-920-802, Lift Station Improvements.

Staff is available to provide any additional information desired by the Chair and Members of the Board of Directors.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "George DeBono".

George DeBono
P&E Maintenance Supervisor

A handwritten signature in black ink, appearing to read "Patrick Sweetland".

Patrick Sweetland
Director of Water and Wastewater Resources



North San Mateo County Sanitation District
a subsidiary of the City of Daly City

Meeting Date: September 9, 2013

Subject: Acceptance of Sole Source Bid for the Replacement Purchase of Two Final Effluent Pumps at the Wastewater Treatment Plant

Recommended Action

Acceptance of sole source bid from authorized vendor and authorization to purchase two in-kind final effluent pumps in the amount of \$99,846.

Background

Board Resolution 13-SD-06, adopted April 22, 2013, appropriated \$82,000 from Sanitation Fund Balance to address in part the unexpected failure of Final Effluent Pumps # 1 and #5. Pump #1 was repaired and is scheduled for reinstallation. Pump #5 was found to be beyond repair due to excessive wear and related damage.

During rain events, the operation of the final effluent pumps provide critical treatment reliability by discharging treated effluent through the District's force main to the Submarine Outfall Box at Fort Funston and thereby freeing up available capacity for stormwater flows through the Vista Grande Tunnel.

Discussion

Staff is replacing two Fairbanks Morse pumps, Final Effluent Pumps #5 and #6, which were originally purchased in 1977, with two new Fairbanks Morse pumps to match the other pumps within the wastewater treatment plant. Dahl-Beck Electric, located in Richmond, CA, is the exclusive Northern California distributor of JM Squared Associates Production products, who, in turn, are the sole authorized Fairbanks Morse agent for Northern California. Total work scope involved with the replacement and installation of the two pumps include application of epoxy paint, installation of existing pump bases, freight and delivery is \$133,097.61. Upon receipt of final order, staff anticipated delivery and installation of the new pumps within 21 weeks.

Fiscal Impact

With the earlier appropriation from Sanitation Fund Balance, sufficient funds are available in Sanitation Capital Fund 87-920-806, Plant Process Improvements to complete the full scope of installation.

Staff is available to provide any additional information desired by the Chair or Members of the Board of Directors.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "George DeBono".

George DeBono
P&E Maintenance Supervisor

A handwritten signature in black ink, appearing to read "Patrick Sweetland".

Patrick Sweetland
Director of Water and Wastewater Resources



North San Mateo County Sanitation District

a subsidiary of the City of Daly City

Meeting Date: September 9, 2013

Subject: Acceptance of Sole Source Bid for the Purchase of Two Cake Pumps at the Wastewater Treatment Plant

Recommended Action

Acceptance of sole source bid from authorized vendor and authorization to purchase two in-kind cake pump replacements from Schwing Bio-Set of Somerset, WI, in the amount of \$292,899.

Background

The cake pump is an integral part of the wastewater treatment process. The unit moves the bio-solids from the dewatering centrifuge to the cake storage hopper, where it is stored until it is hauled away to the landfill or land spreading operations.

Discussion

The Wastewater Treatment Plant currently operates with a single cake pump. This unit was purchased in 2004 and is nearing the end of its useful service life. When corrective maintenance service is required, the unit is taken off line. This in turn stops the solids from being dewatered and could cause a backup of solids in the plant if the repair is not performed in a timely manner. A new cake pump will provide the necessary reliability to limit any possibilities of a Wastewater Treatment Plant upset due to aging infrastructure which may lead to regulatory peril of the District's discharge permit. The second pump will provide new system redundancy as an available standby option in the event a major repair to the first pump is required.

It is staff's recommendation to purchase two in kind replacement cake pumps manufactured by Schwing Bio-Set to facilitate the ease of operation, parts procurement, repair, and maintenance. The purchase would also include the hydraulic power unit and the screw auger feed, which are necessary sub-components of the cake pump.

Fiscal Impact

Working with Schwing Bio-Set, staff procured a quote for \$292,899 for the purchase of a two cake pumps, the hydraulic power unit and the screw auger accessory. This quote includes start up and training. Sufficient funds are available in Sanitation Capital Fund 87-920-982, Additional Cake Pump, to complete the full scope of the purchase.

Staff is available to provide any additional information desired by the Chair or Members of the Board of Directors.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "George DeBono".

George DeBono
P&E Maintenance Supervisor

A handwritten signature in black ink, appearing to read "Patrick Sweetland".

Patrick Sweetland
Director of Water and Wastewater Resources



North San Mateo County Sanitation District

a subsidiary of the City of Daly City

Meeting Date: September 9, 2013

**Subject: Acceptance of Bid for the Replacement Purchase of a New Vac-Con
Combination Sewer/Storm Cleaner Unit**

Recommended Action

Acceptance of piggy-back bid from authorized vendor and authorization of the purchase of a new Vac-Con combination cleaner in the amount of \$307,991 from Municipal Maintenance Equipment of Sacramento, CA.

Background

This purchase request was also put out to bid through the Houston Galveston Area Cooperative for standard equipment purchases. However, the piggy-back bid from Municipal Maintenance Equipment (MME) of Northern California, for a like unit purchased by the City of Burlingame, is \$307,991.00, which is \$3,335.50 less than the bid through the cooperative.

Houston Galveston Area Cooperative -	\$311,326.50
Municipal Maintenance Equipment -	\$307,991.00

Municipal Maintenance Equipment is the only factory authorized Vac-Con Distributor in Northern California. Staff has successfully worked with MME in the past on several purchases and maintenance of equipment establishing a strong record of performance.

Discussion

Vac-Con units are critical to the maintenance program of the District's Collection System. An average of 150 miles of sanitary sewer lines are flushed and cleaned annually with pipe sizes ranging from six to fifteen inches in diameter. The Vac-Con is also used in construction and repair as it possesses vacuum-excavation capabilities, which allows crews to safely access pipe failures while safely negotiating around other utilities. The unit also has the capability to assist in storm drain maintenance activities.

Staff is replacing the existing Vac-Con VE7097R as part of the programmed vehicle replacement authorized under the capital budget. The current unit is a 2001 Vac-Con on an International Chassis that has depreciated beyond its continuous operating lifespan. The vehicle will be transferred to Public Works as a reserve unit in keeping with past practice. In an effort to minimize sanitary sewer overflows and in keeping with state and regional mandates, the new unit will be put into service along with another existing Vac-Con unit and they will work in tandem in the operation and maintenance of the wastewater collection system, performing vital cleaning activities of the sanitary sewer system. As stated, MME is the sole authorized factory representative in Northern California. The proposed unit is consistent with the other equipment that exists in the current fleet, which, have performed efficiently and effectively throughout the service life.

Fiscal Impact

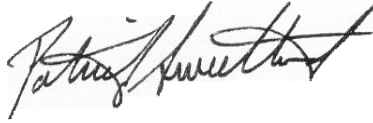
Sufficient funds are available in Sanitation Capital Fund 87-920-803, Vehicle Upgrades.

Staff is available to provide any additional information desired by the Chair or Members of the Board of Directors.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'Thomas Piccolotti', with a stylized, cursive script.

Thomas Piccolotti
C&D System Manager

A handwritten signature in black ink, appearing to read 'Patrick Sweetland', with a stylized, cursive script.

Patrick Sweetland
Director of Water and Wastewater Resources