



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, February 22, 2016 - 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 December 14, 2015

Action Items:

2. Sewer Service Charge Appeals - FY 2015/16

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 Chair. The District cannot take action on any matter raised under this item.

NEW BUSINESS:

3. Award of Construction Contract for Junipero Serra Boulevard, Bruno Avenue and Serramonte Boulevard Sewer Main Improvements

Staff:

Sweetland/Yip

Recommended Action:

Adopt Resolution

4. Award of Construction Contract for El Camino Real/D Street, First Avenue and Second Avenue Sewer Main Improvements

Staff:

Sweetland/Yip

Recommended Action:

Adopt Resolution

REPORTS:

5. Board of Directors
6. Staff

ADJOURNMENT:

REGULAR MEETING - BOARD OF DIRECTORS

MINUTES

December 14, 2015

The Board of Directors of the North San Mateo County Sanitation District convened in a Regular Meeting on December 8, 2014, in the City Council Chamber, City Hall, 333 - 90th Street, Daly City, California.

The meeting was called to order by Board Member Torres at 7:05 p.m.

ROLL CALL:

Present: Christensen, Canepa, Guingona, Buenaventura & Torres

Staff Present: General Manager Patricia Martel, District Counsel Rose Zimmerman, Assistant City Manager Julie Thuy Underwood, Director of Finance Lawrence Chiu, Director of Water and Wastewater Resources Patrick Sweetland, and Office Assistant II Emelyn Ponce as Recording Secretary.

APPROVAL OF AGENDA:

Motion was made, seconded (Canepa/Christensen) and unanimously approved.

CONSENT AGENDA:

1. **Minutes of the Regular Meeting of October 26, 2015**
2. **Sewer Service Charge Appeals – FY 2015/16**
3. **Revenue and Expenditures Summary Report – August 2015**

Motion was made, seconded (Buenaventura, Christensen) and unanimously carried to adopt the Consent Agenda.

REORGANIZATION OF BOARD OF DIRECTORS

4 . Election of Chair

Motion was made, seconded (Buenaventura, Canepa) and unanimously carried to elect Sal Torres as Chair.

5 . Election of Vice Chair

Motion was made, seconded (Buenaventura/Torres) and carried (Board Member Christensen abstaining) to elect David Canepa as Vice Chair.

NEW BUSINESS:

6. Presentation of FY 2014/15 Annual Financial Statements

Director of Finance Lawrence Chiu presented the Board with Annual Financial Statements for the year ending June 30, 2015, which included the financial position, results of operations and changes in cash of the District.

Motion was made, seconded (Christensen, Guingona) and unanimously carried to accept the District's Annual Financial Statements.

REPORTS:

7. Board of Directors

None

8. Staff

Vista Grande Drainage Basin Community Update Meeting

Director of Water and Wastewater Resources Patrick Sweetland informed the Board of a project update on the Vista Grande Drainage Basin Improvement Project at a community meeting conducted November 12, 2015. The proposed project consists of dry weather recirculation, rehabilitated overflow, constructed treatments wetland and Lake Management plan for Lake Merced. A draft EIR/EIS is scheduled for release in December, 2015.

ADJOURNMENT:

Motion was made, seconded (Buenaventura/Guingona) and unanimously carried to adjourn the Regular Meeting at 7:23 p.m.



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

Meeting Date: February 22, 2016

Subject: SEWER SERVICE CHARGE APPEALS - FISCAL YEAR 2015-16

Recommended Action

Based on staff review, I recommend that the sewer service charge be revised and based on annual water consumption or average yearly consumption excluding the base period.

Daly City Water

Hung K. Tran Parcel #004-391-010	Rebecca & Rosa Garza Parcel #102-460-060	Lita Balestreri Parcel #006-034-270
Paul Lei Parcel #004-192-390	Alex Ho Parcel #003-012-090	Richard Merlo Parcel #006-393-100
Victor Aiello Parcel #006-445-160	Gary Gee Parcel #003-417-330	Yunbai Wu Parcel #002-121-410
Zheng H. Tang Parcel #002-392-250	Lola Vildavskaia Parcel #002-084-340	Richard MacDougall Parcel #002-061-040
Cynthia Yee Parcel #091-181-050	Jose Tronco Parcel #003-142-150	Yacoub Jack S. Sahouria Parcel #004-154-390

California Water Service

Michelle Chin Parcel #006-121-380	John Labadie Parcel #006-174-090	Lamberto Alaba Parcel #006-335-250
Ken Wei Parcel #006-133-090	Tom Hazard Parcel #006-082-180	Linda Hall Parcel #006-323-150

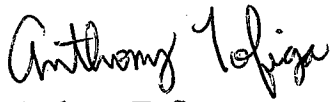
North San Mateo County Sanitation District Agenda Report
Sewer Service Charge Appeals - Fiscal Year 2015-16
Meeting Date: February 22, 2016
Page 2 of 2

Recommended Denial

Kyle Wong	Cecille & Nicomedes Pasco
Parcel #091-601-510	Parcel #100-620-150

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

Respectfully submitted,



Anthony Tofiga
Utility Billing Supervisor



Lawrence Chiu
Director of Finance and
Administrative Services

Attachment: Sewer Service Charge Appeals

cc: District General Manager
City Attorney
Department of Water and Wastewater Resources

SEWER SERVICE CHARGE APPEAL
BOARD MEETING DATE 2/22/16

PARCEL NO.	004-391-010	2015-16
CUSTOMER NAME	HUNG K. TRAN	
SERVICE ADDRESS	341 LOWELL ST., DALY CITY	

CREDIT BASED ON ACTUAL ANNUAL USAGE

WATER USAGE:

		BASE PERIOD	35
		2 MONTHS PRIOR	29
2 MONTHS AFTER	16	4 MONTHS PRIOR	18
4 MONTHS AFTER	16	6 MONTHS PRIOR	12
		8 MONTHS PRIOR	14
		10 MONTHS PRIOR	16
		ACTUAL ANNUAL USAGE	124
		BASE PERIOD ANNUALIZED	210
		ANNUAL CREDIT IN UNITS	
		(MUST BE OVER 15 UNITS)	86
		PERCENTAGE CHANGE	
		(MUST BE OVER 10%)	69%
		ANNUAL CREDIT IN DOLLARS	\$538.36
		(N.S.M.C. \$6.26 per unit)	

REASON FOR APPEAL

DURING THE BASE PERIOD, THE TRANS HAD A TOILET LEAK. WHEN IT WAS DISCOVERED AND FIXED, THE USAGE RETURNED TO NORMAL.

STAFF RECOMMENDATION TO BOARD

GRANT ADJUSTMENT - BASED ON ACTUAL ANNUAL CONSUMPTION.

NORTH SAN MATEO COUNTY SANITATION DISTRICT
SEWER SERVICE CHARGE APPEAL
BOARD MEETING DATE 2/22/16

PARCEL NO.	102-460-060	2015-16
CUSTOMER NAME	REBECCA & ROSA GARZA	
SERVICE ADDRESS	192 TREEVIEW DR., DALY CITY	

CREDIT BASED ON ACTUAL ANNUAL USAGE

WATER USAGE:

		BASE PERIOD	34
		2 MONTHS PRIOR	15
2 MONTHS AFTER	16	4 MONTHS PRIOR	15
4 MONTHS AFTER	14	6 MONTHS PRIOR	16
		8 MONTHS PRIOR	15
		10 MONTHS PRIOR	17
		ACTUAL ANNUAL USAGE	112
		BASE PERIOD ANNUALIZED	204
		ANNUAL CREDIT IN UNITS	
		(MUST BE OVER 15 UNITS)	92
		PERCENTAGE CHANGE	
		(MUST BE OVER 10%)	82%
		ANNUAL CREDIT IN DOLLARS	\$575.92
		(N.S.M.C. \$6.26 per unit)	

REASON FOR APPEAL

DURING THE BASE PERIOD, THE GARZAS HAD AN INCREASE IN WATER USAGE.
IT HAS SINCE STOPPED, AND THE USAGE HAS RETURNED TO NORMAL.

STAFF RECOMMENDATION TO BOARD

GRANT ADJUSTMENT - BASED ON ACTUAL ANNUAL CONSUMPTION.

NORTH SAN MATEO COUNTY SANITATION DISTRICT
SEWER SERVICE CHARGE APPEAL
BOARD MEETING DATE 2/22/16

PARCEL NO. 006-034-270 2015-16
CUSTOMER NAME LITA BALESTRERI
SERVICE ADDRESS 21 OAKMONT DR., DALY CITY

CREDIT BASED ON ACTUAL ANNUAL USAGE

WATER USAGE:

		BASE PERIOD	16
		2 MONTHS PRIOR	10
2 MONTHS AFTER	13	4 MONTHS PRIOR	4
		6 MONTHS PRIOR	5
		8 MONTHS PRIOR	4
		10 MONTHS PRIOR	4
		ACTUAL ANNUAL USAGE	43
		BASE PERIOD ANNUALIZED	96
		ANNUAL CREDIT IN UNITS	
		(MUST BE OVER 15 UNITS)	53
		PERCENTAGE CHANGE	
		(MUST BE OVER 10%)	123%
		ANNUAL CREDIT IN DOLLARS	\$331.78

(N.S.M.C.S.D. \$6.26 per unit)

REASON FOR APPEAL

DURING THE BASE PERIOD, MRS. BALESTRERI'S TENANT HAD A TOILET LEAK.
IT WAS LATER REPAIRED AND THE USAGE DROPPED.

STAFF RECOMMENDATION TO BOARD

GRANT ADJUSTMENT - BASED ON ACTUAL ANNUAL CONSUMPTION.

NORTH SAN MATEO COUNTY SANITATION DISTRICT
SEWER SERVICE CHARGE APPEAL
BOARD MEETING DATE 2/22/16

PARCEL NO. 004-192-390 2015-16
CUSTOMER NAME PAUL LEI
SERVICE ADDRESS 112 PEORIA ST., DALY CITY

CREDIT BASED ON ACTUAL ANNUAL USAGE

WATER USAGE:

		BASE PERIOD	24
		2 MONTHS PRIOR	14
2 MONTHS AFTER	13	4 MONTHS PRIOR	13
4 MONTHS AFTER	12	6 MONTHS PRIOR	11
		8 MONTHS PRIOR	12
		10 MONTHS PRIOR	13
		ACTUAL ANNUAL USAGE	87
		BASE PERIOD ANNUALIZED	144
		ANNUAL CREDIT IN UNITS	
		(MUST BE OVER 15 UNITS)	57
		PERCENTAGE CHANGE	
		(MUST BE OVER 10%)	66%
		ANNUAL CREDIT IN DOLLARS	\$356.82

(N.S.M.C.S.D. \$6.26 per unit)

REASON FOR APPEAL

DURING THE BASE PERIOD, MR. LEI HAD A TOILET LEAK. IT WAS REPAIRED AND THE USAGE DROPPED.

STAFF RECOMMENDATION TO BOARD

GRANT ADJUSTMENT - BASED ON ACTUAL ANNUAL CONSUMPTION.

NORTH SAN MATEO COUNTY SANITATION DISTRICT
SEWER SERVICE CHARGE APPEAL
BOARD MEETING DATE 2/22/16

PARCEL NO. 003-012-090 2015-16
CUSTOMER NAME ALEX HO
SERVICE ADDRESS 27 GUADALUPE AVE., DALY CITY

CREDIT BASED ON ACTUAL ANNUAL USAGE

WATER USAGE:

		BASE PERIOD	25
		2 MONTHS PRIOR	2
2 MONTHS AFTER	9	4 MONTHS PRIOR	0
4 MONTHS AFTER	9	6 MONTHS PRIOR	1
		8 MONTHS PRIOR	3
		10 MONTHS PRIOR	0
		ACTUAL ANNUAL USAGE	31
		BASE PERIOD ANNUALIZED	150
		ANNUAL CREDIT IN UNITS	
		(MUST BE OVER 15 UNITS)	119
		PERCENTAGE CHANGE	
		(MUST BE OVER 10%)	384%
		ANNUAL CREDIT IN DOLLARS	\$744.94

(N.S.M.C.S.D. \$6.26 per unit)

REASON FOR APPEAL

DURING THE BASE PERIOD, MR. HO HAD HIS KITCHEN REMODELED.
IT WAS PREVIOUSLY AN UNOCCUPIED BUILDING.

STAFF RECOMMENDATION TO BOARD

GRANT ADJUSTMENT - BASED ON ACTUAL ANNUAL CONSUMPTION.

NORTH SAN MATEO COUNTY SANITATION DISTRICT
SEWER SERVICE CHARGE APPEAL
BOARD MEETING DATE 2/22/16

PARCEL NO. 006-393-100 2015-16
CUSTOMER NAME RICHARD MERLO
SERVICE ADDRESS 313 2ND AVE., DALY CITY

CREDIT BASED ON ACTUAL ANNUAL USAGE

WATER USAGE:

		BASE PERIOD	33
		2 MONTHS PRIOR	35
2 MONTHS AFTER	29	4 MONTHS PRIOR	32
4 MONTHS AFTER	25	6 MONTHS PRIOR	27
		8 MONTHS PRIOR	23
		10 MONTHS PRIOR	25
		ACTUAL ANNUAL USAGE	175
		BASE PERIOD ANNUALIZED	198
		ANNUAL CREDIT IN UNITS	
		(MUST BE OVER 15 UNITS)	23
		PERCENTAGE CHANGE	
		(MUST BE OVER 10%)	13%
		ANNUAL CREDIT IN DOLLARS	\$143.98

(N.S.M.C.S.D. \$6.26 per unit)

REASON FOR APPEAL

DURING THE BASE PERIOD, THE MERLOS HAD A BROKEN PIPE.
WHEN REPAIRS WERE MADE, THE USAGE DROPPED.

STAFF RECOMMENDATION TO BOARD

GRANT ADJUSTMENT BASED ON ACTUAL ANNUAL CONSUMPTION.

NORTH SAN MATEO COUNTY SANITATION DISTRICT
SEWER SERVICE CHARGE APPEAL
BOARD MEETING DATE 2/22/16

PARCEL NO. 006-445-160 2015-16
CUSTOMER NAME VICTOR AIELLO
SERVICE ADDRESS 4 ROYCE WAY, DALY CITY

CREDIT BASED ON ACTUAL ANNUAL USAGE

WATER USAGE:

		BASE PERIOD	24
		2 MONTHS PRIOR	8
2 MONTHS AFTER	12	4 MONTHS PRIOR	11
4 MONTHS AFTER	22	6 MONTHS PRIOR	9
		8 MONTHS PRIOR	2
		10 MONTHS PRIOR	5
		ACTUAL ANNUAL USAGE	59
		BASE PERIOD ANNUALIZED	144
		ANNUAL CREDIT IN UNITS	
		(MUST BE OVER 15 UNITS)	85
		PERCENTAGE CHANGE	
		(MUST BE OVER 10%)	144%
		ANNUAL CREDIT IN DOLLARS	\$532.10

(N.S.M.C.S.D. \$6.26 per unit)

REASON FOR APPEAL

DURING THE BASE PERIOD, MR. AIELLO HAD AN UNEXPECTED LOSS OF WATER.
THE USAGE HAS SINCE DROPPED.

STAFF RECOMMENDATION TO BOARD

GRANT ADJUSTMENT - BASED ON ACTUAL ANNUAL CONSUMPTION.

NORTH SAN MATEO COUNTY SANITATION DISTRICT
SEWER SERVICE CHARGE APPEAL
BOARD MEETING DATE 2/22/16

PARCEL NO. 003-417-330 2015-16
CUSTOMER NAME GARY GEE
SERVICE ADDRESS 419 FORD ST., DALY CITY

CREDIT BASED ON ACTUAL ANNUAL USAGE

WATER USAGE:

		BASE PERIOD	50
		2 MONTHS PRIOR	42
2 MONTHS AFTER	48	4 MONTHS PRIOR	31
4 MONTHS AFTER	36	6 MONTHS PRIOR	23
		8 MONTHS PRIOR	22
		10 MONTHS PRIOR	7
		ACTUAL ANNUAL USAGE	175
		BASE PERIOD ANNUALIZED	300
		ANNUAL CREDIT IN UNITS	
		(MUST BE OVER 15 UNITS)	125
		PERCENTAGE CHANGE	
		(MUST BE OVER 10%)	71%
		ANNUAL CREDIT IN DOLLARS	\$782.50

(N.S.M.C.S.D. \$6.26 per unit)

REASON FOR APPEAL

DURING THE BASE PERIOD, MR. GEE'S WATER HEATER AND TOILET BOTH
LEAKED. WHEN REPAIRED, THE USAGE DROPPED.

STAFF RECOMMENDATION TO BOARD

GRANT ADJUSTMENT - BASED ON ACTUAL ANNUAL CONSUMPTION.

NORTH SAN MATEO COUNTY SANITATION DISTRICT
SEWER SERVICE CHARGE APPEAL
BOARD MEETING DATE 2/22/16

PARCEL NO. 002-121-410 2015-16
CUSTOMER NAME YUNBAI WU
SERVICE ADDRESS 53 DORCHESTER DR., DALY CITY

CREDIT BASED ON ACTUAL ANNUAL USAGE

WATER USAGE:

		BASE PERIOD	20
		2 MONTHS PRIOR	17
2 MONTHS AFTER	18	4 MONTHS PRIOR	12
4 MONTHS AFTER	15	6 MONTHS PRIOR	3
		8 MONTHS PRIOR	6
		10 MONTHS PRIOR	0
		ACTUAL ANNUAL USAGE	58
		BASE PERIOD ANNUALIZED	120
		ANNUAL CREDIT IN UNITS	
		(MUST BE OVER 15 UNITS)	62
		PERCENTAGE CHANGE	
		(MUST BE OVER 10%)	107%
		ANNUAL CREDIT IN DOLLARS	\$388.12

(N.S.M.C.S.D. \$6.26 per unit)

REASON FOR APPEAL

DURING THE BASE PERIOD, MRS. WU HAD A LEAKING TOILET.
IT WAS FIXED AND THE USAGE DROPPED.

STAFF RECOMMENDATION TO BOARD

GRANT ADJUSTMENT - BASED ON ACTUAL ANNUAL CONSUMPTION.

NORTH SAN MATEO COUNTY SANITATION DISTRICT
SEWER SERVICE CHARGE APPEAL
BOARD MEETING DATE 2/22/16

PARCEL NO. 002-392-250 2015-16
CUSTOMER NAME ZHENG H. TANG
SERVICE ADDRESS 268 WOODROW ST., DALY CITY

CREDIT BASED ON ACTUAL ANNUAL USAGE

WATER USAGE:

		BASE PERIOD	36
		2 MONTHS PRIOR	20
2 MONTHS AFTER	16	4 MONTHS PRIOR	14
4 MONTHS AFTER	11	6 MONTHS PRIOR	10
		8 MONTHS PRIOR	13
		10 MONTHS PRIOR	17
		ACTUAL ANNUAL USAGE	110
		BASE PERIOD ANNUALIZED	216
		ANNUAL CREDIT IN UNITS	
		(MUST BE OVER 15 UNITS)	106
		PERCENTAGE CHANGE	
		(MUST BE OVER 10%)	96%
		ANNUAL CREDIT IN DOLLARS	\$663.56
		(N.S.M.C.S.D. \$6.26 per unit)	

REASON FOR APPEAL

DURING THE BASE PERIOD, MR. TANG HAD A RUNNING TOILET.
WHEN IT WAS REPAIRED, THE USAGE RETURNED TO NORMAL.

STAFF RECOMMENDATION TO BOARD

GRANT ADJUSTMENT - BASED ON ACTUAL ANNUAL CONSUMPTION.

NORTH SAN MATEO COUNTY SANITATION DISTRICT
SEWER SERVICE CHARGE APPEAL
BOARD MEETING DATE 2/22/16

PARCEL NO. 002-084-340 2015-16
CUSTOMER NAME LOLA VILDAVSKAIA
SERVICE ADDRESS 36 GARDEN GROVE DR., DALY CITY

CREDIT BASED ON ACTUAL ANNUAL USAGE

WATER USAGE:

		BASE PERIOD	56
		2 MONTHS PRIOR	13
2 MONTHS AFTER	16	4 MONTHS PRIOR	8
4 MONTHS AFTER	7	6 MONTHS PRIOR	10
		8 MONTHS PRIOR	9
		10 MONTHS PRIOR	8
		ACTUAL ANNUAL USAGE	104
		BASE PERIOD ANNUALIZED	336
		ANNUAL CREDIT IN UNITS	
		(MUST BE OVER 15 UNITS)	232
		PERCENTAGE CHANGE	
		(MUST BE OVER 10%)	223%
		ANNUAL CREDIT IN DOLLARS	\$1,452.32

(N.S.M.C.S.D. \$6.26 per unit)

REASON FOR APPEAL

DURING THE BASE PERIOD, MRS. VILDAVSKAIA HAD A
TOILET LEAK. IT WAS REPAIRED AND THE USAGE DROPPED.

STAFF RECOMMENDATION TO BOARD

GRANT ADJUSTMENT - BASED ON ACTUAL ANNUAL CONSUMPTION.

NORTH SAN MATEO COUNTY SANITATION DISTRICT
SEWER SERVICE CHARGE APPEAL 2015-2016
BOARD MEETING 2/22/16

PARCEL NO: 002-061-040
CUSTOMER NAME: RICHARD MACDOUGALL
SERVICE ADDRESS: 83 WESTDALE AVE., DALY CITY

CREDIT BASED ON AVERAGE ANNUAL CONSUMPTION

ACTUAL BASE PERIOD USAGE	22	AVERAGE BIMONTHLY USAGE	15
		2 MONTHS PRIOR	8
		4 MONTHS PRIOR	17
		6 MONTHS PRIOR	27
		8 MONTHS PRIOR	12
2 MONTHS AFTER	14	10 MONTHS PRIOR	11
4 MONTHS AFTER	14		
		AVERAGE ANNUAL USAGE	90
		ACTUAL BASE PERIOD ANNUALIZED	132
		ANNUAL CREDIT IN UNITS (Must be over 15 units)	42
		PERCENTAGE CHANGE (Must be over 10%)	32%
		ANNUAL CREDIT IN DOLLARS	\$262.92

SANITATION CHARGE IS \$ 6.26
PER UNIT

REASON FOR APPEAL

DURING THE BASE PERIOD, MR. MACDOUGALL HAD A WATER LEAK IN HIS IRRIGATION SYSTEM. IT WAS LATER REPAIRED AND THE USAGE DROPPED.

STAFF RECOMMENDATION TO BOARD

GRANT ADJUSTMENT - BASED ON AVERAGE ANNUAL CONSUMPTION.

NORTH SAN MATEO COUNTY SANITATION DISTRICT
SEWER SERVICE CHARGE APPEAL
BOARD MEETING DATE 2/22/16

PARCEL NO. 091-181-050 2015-16
CUSTOMER NAME CYNTHIA YEE
SERVICE ADDRESS 48 CANTERBURY AVE., DALY CITY

CREDIT BASED ON ACTUAL ANNUAL USAGE

WATER USAGE:

		BASE PERIOD	56
		2 MONTHS PRIOR	43
2 MONTHS AFTER	27	4 MONTHS PRIOR	32
4 MONTHS AFTER	29	6 MONTHS PRIOR	32
		8 MONTHS PRIOR	39
		10 MONTHS PRIOR	27
		ACTUAL ANNUAL USAGE	229
		BASE PERIOD ANNUALIZED	336
		ANNUAL CREDIT IN UNITS	
		(MUST BE OVER 15 UNITS)	107
		PERCENTAGE CHANGE	
		(MUST BE OVER 10%)	47%
		ANNUAL CREDIT IN DOLLARS	\$669.82

(N.S.M.C.S.D. \$6.26 per unit)

REASON FOR APPEAL

DURING THE BASE PERIOD, MS. YEE HAD A TOILET LEAK.
IT WAS FIXED AND THE USAGE RETURNED TO NORMAL.

STAFF RECOMMENDATION TO BOARD

GRANT ADJUSTMENT - BASED ON ACTUAL ANNUAL CONSUMPTION.

NORTH SAN MATEO COUNTY SANITATION DISTRICT
SEWER SERVICE CHARGE APPEAL
BOARD MEETING DATE 2/22/16

PARCEL NO. 003-142-150 2015-16
CUSTOMER NAME JOSE TRONCO
SERVICE ADDRESS 647 SAN DIEGO AVE., DALY CITY

CREDIT BASED ON ACTUAL ANNUAL USAGE

WATER USAGE:

		BASE PERIOD	75
		2 MONTHS PRIOR	24
2 MONTHS AFTER	21	4 MONTHS PRIOR	21
4 MONTHS AFTER	18	6 MONTHS PRIOR	25
		8 MONTHS PRIOR	27
		10 MONTHS PRIOR	15
ACTUAL ANNUAL USAGE			187
BASE PERIOD ANNUALIZED			450
ANNUAL CREDIT IN UNITS (MUST BE OVER 15 UNITS)			263
PERCENTAGE CHANGE (MUST BE OVER 10%)			141%
ANNUAL CREDIT IN DOLLARS			<u>\$1,646.38</u>

(N.S.M.C.S.D. \$6.26 per unit)

REASON FOR APPEAL

DURING THE BASE PERIOD, MR. TRONCO HAD A PIPE LEAK. WHEN IT WAS REPAIRED, THE USGE RETURNED TO NORMAL.

STAFF RECOMMENDATION TO BOARD

GRANT ADJUSTMENT - BASED ON ACTUAL ANNUAL CONSUMPTION.

NORTH SAN MATEO COUNTY SANITATION DISTRICT
SEWER SERVICE CHARGE APPEAL
BOARD MEETING DATE 2/22/16

PARCEL NO. 004-154-390 2015-16
CUSTOMER NAME YACoub JACK S SAHOURIA
SERVICE ADDRESS 6005 MISSION ST., DALY CITY

CREDIT BASED ON ACTUAL ANNUAL USAGE

WATER USAGE:

		BASE PERIOD	48
		2 MONTHS PRIOR	35
2 MONTHS AFTER	12	4 MONTHS PRIOR	35
4 MONTHS AFTER	0	6 MONTHS PRIOR	55
		8 MONTHS PRIOR	49
		10 MONTHS PRIOR	37
		ACTUAL ANNUAL USAGE	259
		BASE PERIOD ANNUALIZED	288
		ANNUAL CREDIT IN UNITS	
		(MUST BE OVER 15 UNITS)	29
		PERCENTAGE CHANGE	
		(MUST BE OVER 10%)	11%
		ANNUAL CREDIT IN DOLLARS	\$181.54

(N.S.M.C.S.D. \$6.26 per unit)

REASON FOR APPEAL

DURING THE BASE PERIOD, ONE OF MR. SAHOURIA'S TENANTS HAD AN UNUSUAL CIRCUMSTANCES. THE WATER USAGE HAS SINCE DROPPED.

STAFF RECOMMENDATION TO BOARD

GRANT ADJUSTMENT - BASED ON ACTUAL ANNUAL CONSUMPTION.

NORTH SAN MATEO COUNTY SANITATION DISTRICT
SEWER SERVICE CHARGE APPEAL
BOARD MEETING DATE 2/22/16

PARCEL NO. 006-121-380 2015-16
CUSTOMER NAME MICHELLE CHIN
SERVICE ADDRESS 716 MIDWAY AVE., BROADMOOR

CREDIT BASED ON ACTUAL ANNUAL USAGE

WATER USAGE:

		BASE PERIOD	46
		2 MONTHS PRIOR	14
2 MONTHS AFTER	10	4 MONTHS PRIOR	15
		6 MONTHS PRIOR	11
		8 MONTHS PRIOR	12
		10 MONTHS PRIOR	13
		ACTUAL ANNUAL USAGE	111
		BASE PERIOD ANNUALIZED	276
		ANNUAL CREDIT IN UNITS	
		(MUST BE OVER 15 UNITS)	165
		PERCENTAGE CHANGE	
		(MUST BE OVER 10%)	149%
		ANNUAL CREDIT IN DOLLARS	\$1,032.90

(N.S.M.C.S.D. \$6.26 per unit)

REASON FOR APPEAL

DURING THE BASE PERIOD, THE TOILET WAS LEAKING AT THIS ADDRESS. WHEN WAS DISCOVERED AND FIXED, THE USAGE DROPPED.

STAFF RECOMMENDATION TO BOARD

GRANT ADJUSTMENT - BASED ON ACTUAL ANNUAL CONSUMPTION.

NORTH SAN MATEO COUNTY SANITATION DISTRICT
SEWER SERVICE CHARGE APPEAL
BOARD MEETING DATE 2/22/16

PARCEL NO. 006-174-090 2015-16
CUSTOMER NAME JOHN LABADIE
SERVICE ADDRESS 1832 SWEETWOOD DR., BROADMOOR

CREDIT BASED ON ACTUAL ANNUAL USAGE

WATER USAGE:

		BASE PERIOD	25
		2 MONTHS PRIOR	13
2 MONTHS AFTER	25	4 MONTHS PRIOR	14
4 MONTHS AFTER	19	6 MONTHS PRIOR	8
6 MONTHS AFTER	18	8 MONTHS PRIOR	3
		10 MONTHS PRIOR	3
		ACTUAL ANNUAL USAGE	66
		BASE PERIOD ANNUALIZED	150
		ANNUAL CREDIT IN UNITS	
		(MUST BE OVER 15 UNITS)	84
		PERCENTAGE CHANGE	
		(MUST BE OVER 10%)	127%
		ANNUAL CREDIT IN DOLLARS	\$525.84

(N.S.M.C.S.D. \$6.26 per unit)

REASON FOR APPEAL

DURING THE BASE PERIOD, MR. LABADIE'S TENANT HAD A RUNNING TOILET.
WHEN HE BECAME AWARE OF IT, THE TOILET WAS FIXED AND THE USAGE DROP

STAFF RECOMMENDATION TO BOARD

GRANT ADJUSTMENT - BASED ON ACTUAL ANNUAL CONSUMPTION.

NORTH SAN MATEO COUNTY SANITATION DISTRICT
SEWER SERVICE CHARGE APPEAL 2015-2016
BOARD MEETING 2/22/16

PARCEL NO: 006-335-250
CUSTOMER NAME: LAMBERTO ALABA
SERVICE ADDRESS: 811 HEATHER RD., BROADMOOR

CREDIT BASED ON AVERAGE ANNUAL CONSUMPTION

ACTUAL BASE PERIOD USAGE	36	AVERAGE BIMONTHLY USAGE	25
		2 MONTHS PRIOR	23
		4 MONTHS PRIOR	26
		6 MONTHS PRIOR	22
		8 MONTHS PRIOR	27
		10 MONTHS PRIOR	<u>26</u>
2 MONTHS AFTER	31		
4 MONTHS AFTER	41		
6 MONTHS AFTER	30		
		AVERAGE ANNUAL USAGE	149
		ACTUAL BASE PERIOD ANNUALIZED	<u>216</u>
		ANNUAL CREDIT IN UNITS (Must be over 15 units)	67
		PERCENTAGE CHANGE (Must be over 10%)	31%
		ANNUAL CREDIT IN DOLLARS	<u><u>\$419.42</u></u>

SANITATION CHARGE IS \$ 6.26
PER UNIT

REASON FOR APPEAL

DURING THE BASE PERIOD MR. ALABA HAD A BROKEN MAIN LINE.
AFTER REPAIRS, THE USAGE DROPPED.

STAFF RECOMMENDATION TO BOARD

GRANT ADJUSTMENT - BASED ON AVERAGE ANNUAL CONSUMPTION.

NORTH SAN MATEO COUNTY SANITATION DISTRICT
SEWER SERVICE CHARGE APPEAL 2015-2016
BOARD MEETING 2/22/16

PARCEL NO: 006-133-090
CUSTOMER NAME: KEN WEI
SERVICE ADDRESS: 716 LARCHMONT DR., BROADMOOR

CREDIT BASED ON AVERAGE ANNUAL CONSUMPTION

ACTUAL BASE PERIOD USAGE	14	AVERAGE BIMONTHLY USAGE	7
		2 MONTHS PRIOR	11
		4 MONTHS PRIOR	10
		6 MONTHS PRIOR	6
		8 MONTHS PRIOR	1
2 MONTHS AFTER	14	10 MONTHS PRIOR	5
4 MONTHS AFTER			
6 MONTHS AFTER			
		AVERAGE ANNUAL USAGE	40
		ACTUAL BASE PERIOD ANNUALIZED	84
		ANNUAL CREDIT IN UNITS (Must be over 15 units)	44
		PERCENTAGE CHANGE (Must be over 10%)	52%
		ANNUAL CREDIT IN DOLLARS	<u>\$275.44</u>

SANITATION CHARGE IS \$ 6.26
PER UNIT

REASON FOR APPEAL

DURING THE BASE PERIOD MR. WEI'S TENANT HAD A LEAKY
IRRIGATION SYSTEM. WHEN IT WAS REPAIRED, THE USAGE DROPPED.

STAFF RECOMMENDATION TO BOARD

GRANT ADJUSTMENT - BASED ON AVERAGE ANNUAL CONSUMPTION.

NORTH SAN MATEO COUNTY SANITATION DISTRICT
SEWER SERVICE CHARGE APPEAL
BOARD MEETING DATE 2/22/16

PARCEL NO. 006-082-180 2015-16
CUSTOMER NAME TOM HAZARD
SERVICE ADDRESS 904 FOOTHILL DR., BROADMOOR

CREDIT BASED ON ACTUAL ANNUAL USAGE

WATER USAGE:

		BASE PERIOD	23
		2 MONTHS PRIOR	14
2 MONTHS AFTER	16	4 MONTHS PRIOR	15
		6 MONTHS PRIOR	13
		8 MONTHS PRIOR	13
		10 MONTHS PRIOR	10
		ACTUAL ANNUAL USAGE	88
		BASE PERIOD ANNUALIZED	138
		ANNUAL CREDIT IN UNITS	
		(MUST BE OVER 15 UNITS)	50
		PERCENTAGE CHANGE	
		(MUST BE OVER 10%)	57%
		ANNUAL CREDIT IN DOLLARS	\$313.00
		(N.S.M.C.S.D. \$6.26 per unit)	

REASON FOR APPEAL

DURING THE BASE PERIOD, MR. HAZARD HAD AN UNUSUAL LOSS OF WATER. IT WAS INVESTIGATED AND THE USAGE DROPPED.

STAFF RECOMMENDATION TO BOARD

GRANT ADJUSTMENT - BASED ON ACTUAL ANNUAL CONSUMPTION.

NORTH SAN MATEO COUNTY SANITATION DISTRICT
SEWER SERVICE CHARGE APPEAL
BOARD MEETING DATE 2/22/16

PARCEL NO. 006-323-150 2015-16
CUSTOMER NAME LINDA HALL
SERVICE ADDRESS 1720 SWEETWOOD DR., BROADMOOR

CREDIT BASED ON ACTUAL ANNUAL USAGE

WATER USAGE:

		BASE PERIOD	14
		2 MONTHS PRIOR	12
2 MONTHS AFTER	13	4 MONTHS PRIOR	14
		6 MONTHS PRIOR	4
		8 MONTHS PRIOR	10
		10 MONTHS PRIOR	2
		ACTUAL ANNUAL USAGE	56
		BASE PERIOD ANNUALIZED	84
		ANNUAL CREDIT IN UNITS	
		(MUST BE OVER 15 UNITS)	28
		PERCENTAGE CHANGE	
		(MUST BE OVER 10%)	50%
		ANNUAL CREDIT IN DOLLARS	\$175.28

(N.S.M.C.S.D. \$6.26 per unit)

REASON FOR APPEAL

DURING THE BASE PERIOD, MS. HALL HAD TENANTS MOVE INTO A PREVIOUSLY UNOCCUPIED HOME.

STAFF RECOMMENDATION TO BOARD

GRANT ADJUSTMENT - BASED ON ACTUAL ANNUAL CONSUMPTION.

NORTH SAN MATEO COUNTY SANITATION DISTRICT
SEWER SERVICE CHARGE APPEAL
BOARD MEETING DATE 2/22/16

PARCEL NO. 091-601-510 2015-16
CUSTOMER NAME KYLE WONG
SERVICE ADDRESS 50 PLYMOUTH CIR., DALY CITY

CREDIT BASED ON ACTUAL ANNUAL USAGE

WATER USAGE:

		BASE PERIOD	33
		2 MONTHS PRIOR	36
2 MONTHS AFTER	12	4 MONTHS PRIOR	30
4 MONTHS AFTER	0	6 MONTHS PRIOR	30
		8 MONTHS PRIOR	35
		10 MONTHS PRIOR	33
		ACTUAL ANNUAL USAGE	197
		BASE PERIOD ANNUALIZED	198
		ANNUAL CREDIT IN UNITS	
		(MUST BE OVER 15 UNITS)	1
		PERCENTAGE CHANGE	
		(MUST BE OVER 10%)	1%
		ANNUAL CREDIT IN DOLLARS	\$6.26

(N.S.M.C.S.D. \$6.26 per unit)

REASON FOR APPEAL

DURING THE BASE PERIOD, MR. WONG DID NOT OWN THE HOME.
SINCE TAKING OVER, THE YEARLY USAGE HAS DROPPED.

STAFF RECOMMENDATION TO BOARD

DENY ADJUSTMENT - DOES NOT MEET REQUIREMENTS.

NORTH SAN MATEO COUNTY SANITATION DISTRICT
SEWER SERVICE CHARGE APPEAL
BOARD MEETING DATE 2/22/16

PARCEL NO. 100-620-150 2015-16
CUSTOMER NAME CECILLE & NICOMEDES PASCO
SERVICE ADDRESS 329 INNISFREE DR., DALY CITY

CREDIT BASED ON ACTUAL ANNUAL USAGE

WATER USAGE:

		BASE PERIOD	476
		2 MONTHS PRIOR	481
2 MONTHS AFTER	454	4 MONTHS PRIOR	461
4 MONTHS AFTER	473	6 MONTHS PRIOR	433
6 MONTHS AFTER	486	8 MONTHS PRIOR	227
		10 MONTHS PRIOR	39
		ACTUAL ANNUAL USAGE	2117
		divided by 4 living units	529
		BASE PERIOD ANNUALIZED	2856
		divided by 4 living units	714
		ANNUAL CREDIT IN UNITS	
		(MUST BE OVER 15 UNITS)	185
		PERCENTAGE CHANGE	
		(MUST BE OVER 10%)	35%
		ANNUAL CREDIT IN DOLLARS	\$1,158.10

(N.S.M.C.S.D. \$6.26 per unit)

REASON FOR APPEAL

DURING THE BASE PERIOD, THE BUILDING THE PASCOS OCCUPY HAD A HIGH USAGE OF WATER. THE CAUSE OF THE HIGH VOLUME HAS YET TO BE DETERMINED.

STAFF RECOMMENDATION TO BOARD

DENY ADJUSTMENT - DOES NOT MEET REQUIREMENTS.



North San Mateo County Sanitation District

a subsidiary of the City of Daly City

Meeting Date: February 22, 2016

Subject: Award of Construction Contract for Junipero Serra Boulevard, Bruno Avenue, and Serramonte Boulevard Sewer Main Improvements

Recommended Action

Staff recommends that the Board accept all bids, award a construction contract to EPS, Inc. of San Mateo, California, in the amount of \$985,792 for the subject project, and authorize the General Manager to execute the contract. Staff further recommends that the Board authorize the General Manager to award the contract to the second lowest responsible bidder, Cratus, Inc., without further action by the Board if EPS, Inc. fails to execute the contract within the time limit specified in the bid documents. Staff further recommends the Board affirm the California Environmental Quality Act (CEQA) determination of a Categorical Exemption and approve the design documents.

Background

The existing vitrified clay pipe (VCP) sewer mains on Junipero Serra Boulevard, Bruno Avenue, and Serramonte Boulevard are old and undersized, which can cause higher than normal routine maintenance cost, groundwater infiltration through cracks and leaking joints and sewer backups due to insufficient pipe capacity and blockages from root intrusion or other causes. The project's general design is to replace the VCP pipes with pipes made of polyvinyl chloride (PVC) or High-density polyethylene (HDPE), in compliance with current standards.

The Junipero Serra Boulevard, Bruno Avenue, and Serramonte Boulevard Sewer Main Improvements project includes the following improvements:

Bid Schedule A – Junipero Serra Boulevard/Citrus Avenue

- Replacement of 656 feet of the existing 12-inch VCP sewer main with 16-inch HDPE sewer main along Junipero Serra Boulevard from the Pacific Plaza Parking Garage to 300 feet south of Westlake Avenue.
- Replacement of 616 feet of existing 10-inch VCP sewer main with 15-inch PVC or 16-inch HDPE sewer main along Junipero Serra Boulevard from 300 feet south of Westlake Avenue to Citrus Avenue.
- Replacement of 219 feet of existing 10-inch VCP sewer main with 12-inch PVC along Citrus Avenue from Junipero Serra Boulevard to the City of Daly City Corporation Yard.
- Replacement of 226 feet of existing 8-inch VCP sewer main with 10-inch HDPE or 12-inch HDPE along Citrus Avenue from the City of Daly City Corporation Yard to Niantic Avenue.

Bid Schedule B – Bruno Avenue

- Replacement of 176 feet of the existing 6-inch VCP sewer main with 6-inch HDPE sewer main along Bruno Avenue from Vale Street to 176 feet north of the Vale Street.

Bid Schedule C – Serramonte Boulevard

- Replacement of 560 feet of the existing 8-inch VCP sewer main with 10-inch HDPE sewer main along Serramonte Boulevard from the entrance to Serramonte Shopping Center to

Gellert Boulevard. After the bid opening for this project, staff was advised of plans for the Serramonte Terraces, a development with 270 units of condominium housing and potentially a 200 room hotel along Serramonte Boulevard. The additional sewer flow resulting from the development would require the size of the main to increase from 10-inch to 12-inch. Staff proposes that the responsible, lowest bidder be awarded the project as bid and then negotiate a City-issued change of scope to install the 12-inch main. The final actual cost of the scope change is envisioned as a reimbursable entitlement expense to the District once the site is developed because the increase in main size is necessitated by the development's sewer flow addition.

Manholes within the project limits will be replaced or have the base and walls modified. All the sewer laterals will be reconnected to the new sewer main.

The work also includes pavement restoration including a standard trench cap over the roadway excavation, asphalt concrete (AC) paving, residential driveway restoration, concrete restoration, utility box cover adjustment, and pavement striping and marking.

Discussion

On January 12, 2016, four (4) bids were received for this project with total bids ranging from \$985,792.00 to \$1,228,000.00. The following table summarizes the three lowest bid results and the Engineer's Estimate:

Bidder	Bid Schedule A Junipero Serra Blvd	Bid Schedule B Bruno Avenue	Bid Schedule C Serramonte Blvd	Total Bid	Comment on Bidder
1. EPS Inc.	\$702,304.00	\$117,468.00	\$166,020.00	\$985,792.00	Responsive Bid
2. Cratus, Inc.	\$864,736.00	\$88,368.00	\$170,680.00	\$1,123,784.00	Responsive Bid
3. Bay Pacific Pipelines, Inc.	\$787,226.00	\$104,828.00	\$305,180.00	\$1,197,234.00	Responsive Bid
Engineer's Estimate	\$670,980.85	\$93,708.80	\$180,773.00	\$945,390.65	

The apparent low bidder EPS, Inc. of San Mateo, California, has been in business since 1989 and holds the required Class A contractor's license, which is current and in good standing. The bidder's references indicate acceptable work for City of Belmont, City of Berkeley, Town of Hillsborough, and Town of Los Altos Hills.

Cratus, Inc. of San Francisco, California, has been in business since June 2013. This bidder holds the required Class A contractor's license, which is current and in good standing. Cratus, Inc recently completed the Schwerin/East Vista Avenue Water Main Improvements for the City of Daly City.

If the contract is awarded, then construction is anticipated to commence in March 2016 and be substantially completed in June 2016.

Fiscal Impact

The project budget includes a ten percent (10%) contingency, a five percent (5%) construction administration budget, and a two percent (2%) pavement inspection on the award amount, and the change order amount (explained below) for a total project budget of \$1,223,380.

The pipeline change of scope is estimated at \$70,000 and final cost is expected to be negotiated after award to address the proposed development along Serramonte Boulevard. The development necessitates increasing the pipe size of the sewer main. The actual additional cost to increase the pipe size will be included as a reimbursable development condition at a future date when the project site comes forward for review.

Budget breakdown:

Award Amount	\$985,795
(10%) contingency	\$98,580
(5%) construction administration budget	\$49,290
(2%) pavement inspection	\$19,715
<u>Pipeline Change of Scope</u>	<u>\$70,000</u>
Total	\$1,223,380

Sufficient funds are available for the project in the FY 2015-16 Sanitation Fund Project Accounts 87-920-823 (Junipero Serra), 87-920-828 (Bruno), 87-920-822 (Serramonte), and from budget transfer of project cost savings in the amount of \$136,350 from 87-920-832 (Storm Sewer Repair). The project accounts will be consolidated into one project account 87-920-823.

Summary/Conclusion

Staff recommends that the Board accept all bids, award a construction contract to EPS, Inc. of San Mateo, California, in the amount of \$985,792 for the subject project, and authorize the General Manager to execute the contract. Staff further recommends that the Board authorize the General Manager to award the contract to the second lowest responsible bidder, Cratus Inc., without further action by the Board if EPS Inc. fails to execute the contract within the time limit specified in the bid documents. Staff further recommends the Board affirm the California Environmental Quality Act (CEQA) determination of a Categorical Exemption and approve the design documents.

Staff is available to answer any questions of the Chair or Members of the Board of Directors.

Respectfully submitted,



Roland Yip
Civil Engineering Associate



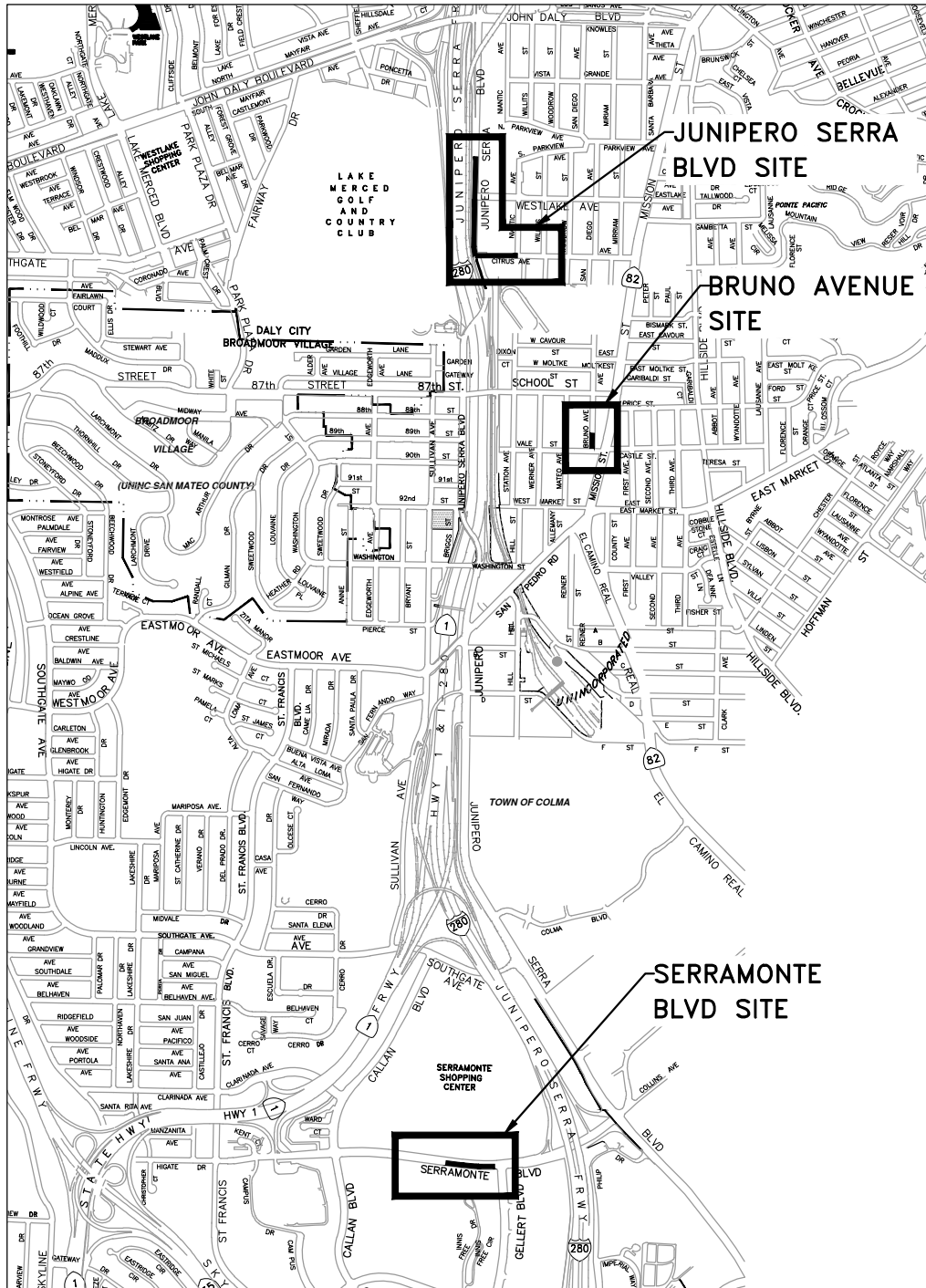
Patrick Sweetland
Director of Water and Wastewater Resources

Attachment: Location Map

CITY OF DALY CITY
SAN MATEO COUNTY, CALIFORNIA

PROJECT LOCATION MAP

**JUNIPERO SERRA BOULEVARD, BRUNO AVENUE, AND
SERRAMONTE BOULEVARD SEWER MAIN IMPROVEMENTS**





North San Mateo County Sanitation District

a subsidiary of the City of Daly City

Meeting Date: February 22, 2016

Subject: Award of Construction Contract for El Camino Real/D Street, First Avenue, and Second Avenue Sewer Main Improvements

Recommended Action

Staff recommends that the Board accept all bids, award a construction contract to Cratus, Inc. of San Francisco, California, in the amount of \$804,382 for the subject project, and authorize the General Manager to execute the contract. Staff further recommends that the Board authorize the General Manager to award the contract to the second lowest responsible bidder, KJ Woods Construction, Inc., without further action by the Board if Cratus, Inc. fails to execute the contract within the time limit specified in the bid documents. Staff further recommends the Board affirm the California Environmental Quality Act (CEQA) determination of a Categorical Exemption and approve the design documents.

Background

The existing vitrified clay pipe (VCP) sewer mains on El Camino Real / D Street, First Avenue, and Second Avenue are old and undersized, which can cause higher than normal routine maintenance cost, groundwater infiltration through cracks and leaking joints and sewer backups due to insufficient pipe capacity and blockages from root intrusion or other causes. The project's general design is to replace the VCP pipes with pipes made of polyvinyl chloride (PVC) or high-density polyethylene (HDPE), in compliance with current standards.

The El Camino Real / D Street, First Avenue, and Second Avenue Sewer Main Improvements project includes the following improvements:

Bid Schedule A – El Camino Real and D Street

- Replacement of approximately 210 feet of the existing 12-inch VCP sewer main with 15-inch PVC or 16-inch HDPE sewer main along Albert M. Teglia Boulevard from El Camino Real to approximately 210 feet west of El Camino Real.
- Replacement of approximately 550 feet of existing 10-inch VCP sewer main with 12-inch or 15-inch PVC sewer main and replacement of approximately 260 feet of existing 12-inch VCP sewer main with 15-inch PVC along El Camino Real from Albert M. Teglia Boulevard to A Street.

Bid Schedule B – First Avenue and Second Avenue

- Replacement of approximately 330 feet of the existing 10-inch VCP sewer main with 12-inch PVC or HDPE sewer main along First Avenue from the cul-de-sac to Valley Street.
- Replacement of approximately 170 feet of the existing 8-inch VCP sewer main with 10-inch HDPE sewer main along Second Avenue between East Market Street and Valley Street.

North San Mateo County Sanitation District Agenda Report

Subject: Award of Construction Contract for El Camino Real / D Street, First Avenue, and Second Avenue Sewer Main Improvements Main Improvements

Meeting Date: February 22, 2016

Page 2

Manholes within the project limits will be replaced or have the base and walls modified. All the sewer laterals will be reconnected to the new sewer main.

The work also includes pavement restoration including a standard trench cap over the roadway excavation, asphalt concrete paving, ADA ramp installation, commercial driveway restoration, concrete restoration, utility box cover adjustment, and pavement striping and marking.

Discussion

On January 21, 2016, four (4) bids were received for this project with total bids ranging from \$804,000 to \$882,000. The following table summarizes the three lowest bid results and the Engineer's Estimate:

Bidder	Bid Schedule A El Camino Real / D Street	Bid Schedule B First Avenue and Second Avenue	Total Bid	Comment on Bidder
1. Cratus, Inc.	\$552,550.00	\$251,832.00	\$804,382.00	Responsive Bid
2. KJ Woods Construction Inc.	\$673,000.00	\$165,000.00	\$838,000.00	Responsive Bid
3. EPS Inc.	\$544,555.00	\$297,132.00	\$841,687.00	Responsive Bid
Engineer's Estimate	\$393,323.70	\$222,538.00	\$615,861.70	

The apparent low bidder Cratus, Inc. of San Francisco, California, has been in business since June 2013. This bidder holds the required Class A contractor's license, which is current and in good standing. Cratus, Inc recently completed the Schwerin/East Vista Avenue Water Main Improvements for the City of Daly City. The bidder's references indicate acceptable work for Vallejo Sanitation and Flood Control District.

KJ Woods Construction Inc. of San Francisco, California, has been in business since 1994 and holds the required Class A contractor's license, which is current and in good standing. The bidder's references indicate acceptable work for City of Mountain View and City of Sunnyvale.

The apparent low bid was thirty-one percent over the engineer's estimate. The three lowest bids were within a five percent range and re-bidding would not result better results and would likely reduce the contractor bidding pool.

The sewer main improvements on First Avenue and Second Avenue were originally planned for fiscal year 2017-18 while the sewer main improvements on Southgate Avenue were planned for fiscal year 2015-16. Due to the proximity of the First Avenue and Second Avenue to El Camino Real / D Street, the project on First and Second Avenue was advanced to reduce the number of occurrences residences are impacted by construction.

North San Mateo County Sanitation District Agenda Report

Subject: Award of Construction Contract for El Camino Real / D Street, First Avenue, and Second Avenue Sewer Main Improvements Main Improvements

Meeting Date: February 22, 2016

Page 3

If the contract is awarded, then construction is anticipated to commence in March 2016 and be substantially completed in June 2016.

Fiscal Impact

The project budget includes a ten percent (10%) contingency, a five percent (5%) construction administration budget, and a two percent (2%) pavement inspection on the award amount for a total project budget of \$942,000.

Budget breakdown:

Award Amount	\$804,382
(10%) contingency	\$80,438
(5%) construction administration budget	\$40,219
(2%) pavement inspection	\$16,961
Total	\$942,000

Sufficient funds are available for the project in the FY 2015-16 Sanitation Fund Project Accounts 87-920-827 (El Camino Real) and 87-920-832 (First and Second). The project accounts will be consolidated into one project account 87-920-827.

Summary/Conclusion

Staff recommends that the Board accept all bids, award a construction contract to Cratus, Inc. of San Francisco, California, in the amount of \$804,382 for the subject project, and authorize the General Manager to execute the contract. Staff further recommends that the Board authorize the General Manager to award the contract to the second lowest responsible bidder, KJ Woods Construction Inc., without further action by the Board if Cratus Inc. fails to execute the contract within the time limit specified in the bid documents. Staff further recommends the Board affirm the CEQA determination of a Categorical Exemption and approve the design documents.

Staff is available to answer any questions of the Chair or Members of the Board of Directors.

Respectfully submitted,



Roland Yip
Civil Engineering Associate



Patrick Sweetland
Director of Water and Wastewater Resources

Attachment: Location Map

CITY OF DALY CITY
SAN MATEO COUNTY, CALIFORNIA

PROJECT LOCATION MAP

**EL CAMINO REAL / D STREET, FIRST AVENUE
AND SECOND AVENUE SEWER MAIN IMPROVEMENTS**

