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, January 14, 2019 - 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:

REORGANIZATION OF BOARD OF DIRECTORS

A. Election of Chair

B. Election of Vice Chair

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 November 26, 2018

Action Items:

"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."

2. Sewer Service Charge Appeals - FY 2018/19

3. Revenue and Expenditure Summary Reports - June, July, August, September, October and November 2018

4. Approve and Adopt North San Mateo County Sanitation District's 2019 Sewer Standard Details

END OF CONSENT AGENDA

PUBLIC APPEARANCES/ORAL COMMUNICATIONS:

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:

5. Presentation of FY 2018 Annual Financial Statements

   Staff:
   Chiu
   Recommended Action:
   Motion to Accept

6. Approval of Amendment #3 to Professional Services Agreement with McMillen Jacobs Associates to Provide 100% Final Design and Bidding Assistance for the Vista Grande Drainage Basin Improvement Project

   Staff:
   Piccolotti
   Recommended Action:
   Adopt Resolution

7. Agreement for Collection System Maintenance Services between the North San Mateo County Sanitation District and Bayshore Sanitary District

   Staff:
   Piccolotti
   Recommended Action:
   Adopt Resolution

REPORTS:

8. Board of Directors

9. Staff

ADJOURNMENT:

REGULAR MEETING - BOARD OF DIRECTORS

MINUTES

November 26, 2018

The Board of Directors of the North San Mateo County Sanitation District convened in a Regular Meeting on November 26, 2018, in the City Council Chamber, City Hall, 333 - 90th Street, Daly City, California.

The meeting was called to order by Chairman Juslyn Manalo at 6:52 p.m.

ROLL CALL:

Present: Christensen, Guingona, Sylvester, Buenaventura, Manalo
Absent:

Staff Present: Interim General Manager Shawnna Maltbie, District Counsel Rose Zimmerman, Director of Water and Wastewater Resources Thomas Piccolotti, Plant and Equipment Maintenance Manager Joshua Cosgrove, Utility Billing Supervisor Anthony Tofiga, Senior Civil Engineer Roland Yip, Director of Public Works Richard Chiu, and Office Assistant II Gillian Chow as Recording Secretary.

APPROVAL OF AGENDA:

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

CONSENT AGENDA:

1. **Minutes of Special Meeting of November 13, 2018**
2. **Sewer Service Charge Appeals – FY 2018/19**

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

NEW BUSINESS:

3. **Award of Construction for Park Plaza Drive, Southgate Avenue, San Fernando Way and Miriam Street Sanitary Sewer Main Rehabilitation Project**

Senior Civil Engineer Roland Yip recommended that the Board accept all responsive bids, award a construction contract to D'Arcy & Harty Construction, Inc. of San Francisco, California, in the amount of $1,433,230 for the subject project, and authorize the General Manager to execute the contract. Staff also recommended that the Board approve the plans and specification and affirm the California Environmental Quality Act (CEQA) determination of Categorical Exemption. The construction is anticipated to commence in January 2019 and be completed in July 2019 if the contract is awarded. The total estimated cost for this project is $1,720,000 which includes the contract award, a ten percent contingency, a five percent contract administration cost and a five percent construction inspection. Sufficient funds are available in the FY 2018-19 Sanitation Fund Project Accounts 87-920-836 and 87-920-841.

Motion was made, seconded (Christensen/Buenaventura) and unanimously carried to adopt the Resolution 18-SD-10 for "Award of Construction for Park Plaza Drive, Southgate Avenue, San Fernando Way and Miriam Street Sanitary Sewer Main Rehabilitation Project".

REPORTS:

4. **Board of Directors**

   None.

5. **Staff**

   Director of Water and Wastewater Resources Thomas Piccolotti updated the Board of Directors on the status of the "Vista Grande Drainage Basin Improvement Project". Change Order #2 for the amount of $189, 473 was approved on October 22, 2018 to complete the 90% Design for the project. McMillen Jacobs Associates and Brown and Caldwell is currently reviewing the 100% design which is anticipated to be presented in the Sanitation Board Meeting in January 2019.

ADJOURNMENT:

At 7:00 p.m., call of adjournment of Regular Meeting by Chairman Juslyn Manalo.

Item # 2

Agenda Report

North San Mateo County Sanitation District

a subsidiary of the City of Daly City

Meeting Date: January 14, 2019

Subject: SEWER SERVICE CHARGE APPEALS - FISCAL YEAR 2018-19

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

Joseph Bertolucci
Parcel #006-196-340

Christine Limpin
Parcel #004-074-010

Cal Water

Arthur Woo
Parcel #006-083-210

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 Appeal

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

NORTH SAN MATEO COUNTY SANITATION DISTRICT
SEWER SERVICE CHARGE APPEAL
BOARD MEETING DATE 01/14/19

PARCEL NO.	006-196-340	2018-19
CUSTOMER NAME	BERTOLUCCI, JOSEPH	
SERVICE ADDRESS	230 88TH ST., DALY CITY	

CREDIT BASED ON ACTUAL ANNUAL USAGE

WATER USAGE:

		BASE PERIOD	91
		2 MONTHS PRIOR	40
2 MONTHS AFTER	30	4 MONTHS PRIOR	26
4 MONTHS AFTER	28	6 MONTHS PRIOR	25
		8 MONTHS PRIOR	25
		10 MONTHS PRIOR	30
		ACTUAL ANNUAL USAGE	**237**
		BASE PERIOD ANNUALIZED	546
		ANNUAL CREDIT IN UNITS (MUST BE OVER 15 UNITS)	**309**
		PERCENTAGE CHANGE (MUST BE OVER 10%)	**130%**
		ANNUAL CREDIT IN DOLLARS	**$2,434.92**

(N.S.M.C.S.D. $7.88 per unit)

REASON FOR APPEAL

DURING THE BASE PERIOD, MR. BERTOLUCCI HAD AN INCREASE IN WATER DUE TO A LEAK THAT HAS SINCE BEEN REPAIRED.

STAFF RECOMMENDATION TO BOARD

GRANT ADJUSTMENT - BASED ON ACTUAL ANNUAL CONSUMPTION.

NORTH SAN MATEO COUNTY SANITATION DISTRICT
SEWER SERVICE CHARGE APPEAL
BOARD MEETING DATE 01/14/19

PARCEL NO.	004-074-010	2018-19
CUSTOMER NAME	LIMPIN, CHRISTINE	
SERVICE ADDRESS	1295 BRUNSWICK ST, DALY CITY	

CREDIT BASED ON ACTUAL ANNUAL USAGE

WATER USAGE:

		BASE PERIOD	47
		2 MONTHS PRIOR	21
2 MONTHS AFTER	16	4 MONTHS PRIOR	18
4 MONTHS AFTER	19	6 MONTHS PRIOR	18
		8 MONTHS PRIOR	22
		10 MONTHS PRIOR	18
		ACTUAL ANNUAL USAGE	**144**
		BASE PERIOD ANNUALIZED	282
		ANNUAL CREDIT IN UNITS (MUST BE OVER 15 UNITS)	**138**
		PERCENTAGE CHANGE (MUST BE OVER 10%)	**96%**
		ANNUAL CREDIT IN DOLLARS	**$1,087.44**

(N.S.M.C.S.D. $7.88 per unit)

REASON FOR APPEAL

DURING THE BASE PERIOD, MS. LIMPIN HAD AN INCREASE IN WATER DUE TO A LEAK THAT HAS SINCE BEEN REPAIRED.

STAFF RECOMMENDATION TO BOARD

GRANT ADJUSTMENT - BASED ON ACTUAL ANNUAL CONSUMPTION.

NORTH SAN MATEO COUNTY SANITATION DISTRICT
SEWER SERVICE CHARGE APPEAL
BOARD MEETING DATE 01/14/19

PARCEL NO. 006-083-210 2018-19
CUSTOMER NAME WOO, ARTHUR
SERVICE ADDRESS 915 FOOTHILL DR, BROADMOOR

CREDIT BASED ON ACTUAL ANNUAL USAGE

WATER USAGE:

		BASE PERIOD	56
		2 MONTHS PRIOR	27
2 MONTHS AFTER	66	4 MONTHS PRIOR	33
4 MONTHS AFTER	21	6 MONTHS PRIOR	29
		8 MONTHS PRIOR	15
		10 MONTHS PRIOR	8
		ACTUAL ANNUAL USAGE	**168**
		BASE PERIOD ANNUALIZED	336
		ANNUAL CREDIT IN UNITS (MUST BE OVER 15 UNITS)	**168**
		PERCENTAGE CHANGE (MUST BE OVER 10%)	**100%**
		ANNUAL CREDIT IN DOLLARS	**$1,323.84**

(N.S.M.C.S.D. $7.88 per unit)

REASON FOR APPEAL

DURING THE BASE PERIOD, MR. WOO HAD AN INCREASE IN WATER DUE TO A LEAK THAT HAS SINCE BEEN REPAIRED.

STAFF RECOMMENDATION TO BOARD

GRANT ADJUSTMENT - BASED ON ACTUAL ANNUAL CONSUMPTION.

SANITATION DISTRICT

EXPENDITURES REPORT

FOR THE MONTH OF JUNE 2018

		CURRENT MONTH	YEAR TO-DATE
SALARIES AND BENEFITS	$	1,468,793	8,878,018
SERVICES & SUPPLIES (Includes reimbursements to Sanitation Collection/ Treatment Division)		1,685,982	9,441,669
DEPRECIATION & OTHER CHARGES		216,555	2,813,603
CAPITAL OUTLAYS		266,855	4,544,008
LESS ASSETS TO BALANCE SHEET		(3,255,707)	(3,875,521)
TRANSFERS		160,762	1,221,774
TOTAL	$	543,240	23,023,551

AUDITED [signature] Director of Finance

APPROVED ______________________ Board Chair

APPROVED ______________________ General Manager/Secretary

DATE APPROVED ______________________

City of Daly City, California

Revenue and Expenditure Summary Report
By Fund
For the Period Ended 06/30/18

* Fund 87 SANITATION DISTRICT *

Obj Code	Description	Prior Year Actual	Current Year Budget	Current Month Actual	Year-to-date Actual	Encumbrances	Remaining Balance	Percent To-date
REVENUES:								
N/A								
6212	SNTTN FND-FND B	0.00	6,611,006.42	0.00	0.00	0.00	6,611,006	0.0
	Total N/A	0.00	6,611,006.42	0.00	0.00	0.00	6,611,006	0.0
TAXES								
3110	SECRD PRPRTY TX	1,646,423.80	1,744,609.00	29,300.30	1,736,563.22	0.00	8,046	99.5
3120	UNSCRD PRPRTY T	80,123.26	75,898.00	0.00	90,042.36	0.00	(14,144)	118.6
3123	SPPLMNTL PRPRTY	61,761.36	44,200.00	7,868.27	58,127.29	0.00	(13,927)	131.5
3180	RPTTF DISTRIBTN	62,782.51	58,700.00	29,647.19	65,201.52	0.00	(6,501)	111.1
3613	HMWNRS PRPRTY T	8,102.66	8,960.00	1,170.40	7,802.63	0.00	1,157	87.1
	Total TAXES	1,859,193.59	1,932,367.00	67,986.16	1,957,737.02	0.00	(25,370)	101.3
RENTS AND INTEREST								
3510	INVSTMNT ERNNGS	281,435.57	173,102.00	140,448.22	364,596.43	0.00	(191,494)	210.6
3515	UNRLZD GN(LSS)N	(120,356.52)	0.00	(116,100.52)	(116,100.52)	0.00	116,101	0.0
	Ttl RNTS AND INTRS	161,079.05	173,102.00	24,347.70	248,495.91	0.00	(75,394)	143.6
FROM OTHER AGENCIES								
3601	RCPTS FRM OTHR	0.00	0.00	0.00	205,500.00	0.00	(205,500)	0.0
3638	STT OF C - MSC	0.00	1,500,908.00	0.00	0.00	0.00	1,500,908	0.0
	Ttl FRM OTHR AGNCS	0.00	1,500,908.00	0.00	205,500.00	0.00	1,295,408	13.7
CHARGES AND FEES								
3901	SSC TAX ROLL	16,609,712.90	17,733,153.00	340,307.70	18,300,557.62	0.00	(567,405)	103.2
3902	SSC WESTBOROUGH	1,815,288.10	1,936,942.00	1,007,102.49	2,016,259.49	0.00	(79,317)	104.1
3903	SSC COLMA	38,208.88	46,890.00	0.00	46,715.40	0.00	175	99.6
3904	SSC SF JAIL	238,154.00	179,000.00	0.00	234,693.00	0.00	(55,693)	131.1
3911	WATER SALES	158,149.25	348,850.00	60,449.74	151,278.12	0.00	197,572	43.4
3921	CONNECTIN CHRGS	424,883.00	686,975.00	25,937.40	757,820.40	0.00	(70,845)	110.3
	Total CHRGS AND FS	19,284,396.13	20,931,810.00	1,433,797.33	21,507,324.03	0.00	(575,514)	102.7
MISCELLANEOUS REVENUES								
3810	PROPERTY DSPSLS	2,081.85	1,600.00	344.00	15,623.98	0.00	(14,024)	976.5
3852	WRKRS CMP - SLF	31,281.56	0.00	4,469.24	25,592.22	0.00	(25,592)	0.0
3860	MISCELLANES RVN	24,172.00	31,787.00	0.00	0.00	0.00	31,787	0.0
	Total MSCLLNS RVNS	57,535.41	33,387.00	4,813.24	41,216.20	0.00	(7,829)	123.4
OPERATING TRANSFERS IN								
3953	IF FM 41-381-37	800,283.25	1,647,030.14	(12,747.48)	1,502,030.24	0.00	145,000	91.2
3996	IF FM 20-031-40	0.00	300,000.00	0.00	300,000.00	0.00	0	100.0

City of Daly City, California

Revenue and Expenditure Summary Report
By Fund
For the Period Ended 06/30/18

* Fund 87 SANITATION DISTRICT *

Obj Code	Description	Prior Year Actual	Current Year Budget	Current Month Actual	Year-to -date Actual	Encumb-rances	Remaining Balance	Percent To-date
	Ttl OPRTNG TRNSFRS	800,283.25	1,947,030.14	(12,747.48)	1,802,030.24	0.00	145,000	92.6
*	Total Revenues	22,162,487.43	33,129,610.56	1,518,196.95	25,762,303.40	0.00	7,367,307	77.8

City of Daly City, California

Revenue and Expenditure Summary Report
By Fund
For the Period Ended 06/30/18

* Fund 87 SANITATION DISTRICT *

Obj Code Description	Prior Year Actual	Current Year Budget	Current Month Actual	Year-to-date Actual	Encumbrances	Remaining Balance	Percent To-date
EXPENDITURES:							
SALARIES AND BENEFITS							
4101 SALARIES	4,501,131.25	4,644,353.24	368,921.73	4,600,725.75	0.00	43,627	99.1
4102 HOURLY WAGES	28,187.30	33,552.00	2,205.48	28,415.00	0.00	5,137	84.7
4103 OVERTIME	141,166.35	112,516.00	25,342.78	142,276.60	0.00	(29,761)	126.5
4104 PERS RETIREMENT	1,451,123.13	1,539,795.24	101,286.14	874,010.07	0.00	665,785	56.8
4105 GROUP INSURANCE	691,424.91	682,806.14	59,287.99	687,303.35	0.00	(4,497)	100.7
4106 WORKERS CMPNSTN	816,481.92	594,691.00	82,426.95	706,277.03	0.00	(111,586)	118.8
4107 MEDICARE	70,342.04	63,518.72	7,939.31	69,328.03	0.00	(5,809)	109.1
4108 UNMPLYMNT INSRN	317.45	0.00	539.92	539.92	0.00	(540)	0.0
4109 COMPNSTD ABSNCS	(221,102.79)	0.00	462,731.56	462,731.56	0.00	(462,731)	0.0
4110 TERMINATION PAY	31,565.45	0.00	0.00	62,077.98	0.00	(62,078)	0.0
4112 STANDBY PAY	18,900.00	18,200.00	2,520.00	20,020.00	0.00	(1,820)	110.0
4116 INJURY LEAVE	35,766.48	0.00	9,001.80	30,866.53	0.00	(30,866)	0.0
4118 RETIREE HEALTH	268,437.78	252,748.00	23,762.34	274,628.18	0.00	(21,880)	108.7
4119 SOCIAL SECURITY	4,641.74	9,668.72	0.00	(2,079.61)	0.00	11,748	(21.5)
4120 OTHR PST EMPLYM	265,516.00	0.00	(338,454.00)	(338,454.00)	0.00	338,454	0.0
4125 PENSION EXPENSE	(3,914,393.00)	0.00	540,957.00	540,957.00	0.00	(540,957)	0.0
4126 UNFNDD PRS CNTR	0.00	0.00	120,324.64	718,394.49	0.00	(718,394)	0.0
Ttl SLRS AND BNFTS	4,189,506.01	7,951,849.06	1,468,793.64	8,878,017.88	0.00	(926,169)	111.6
SERVICES AND SUPPLIES							
4209 MLG RMB/CR ALLW	450.00	5,850.00	0.00	0.00	0.00	5,850	0.0
4211 ADVERTISING	211.40	1,000.00	70.40	303.60	0.00	696	30.4
4212 COMMUNICATIONS	46,272.78	39,777.40	6,993.06	48,312.98	0.00	(8,535)	121.5
4213 UTILITIES	1,184,605.35	1,030,185.48	231,981.86	1,227,647.73	0.00	(197,462)	119.2
4217 EQPMNT MNTNNC C	75,555.65	104,960.00	2,986.34	84,993.04	0.00	19,967	81.0
4219 PROFESSNL SRVCS	54,515.49	299,880.96	12,342.47	196,330.95	70,051.23	33,499	88.8
4220 OTHR CNTRCTL SR	4,602,857.09	4,704,080.51	902,724.50	4,646,166.61	45,571.78	12,342	99.7
4228 PUMP STATIN RPR	60,779.50	95,212.20	2,317.25	97,135.51	0.00	(1,923)	102.0
4230 OFFICE EXPENSE	15,415.79	20,942.28	1,833.79	16,828.56	0.00	4,114	80.4
4231 SAFETY GEAR	55,853.05	57,985.00	10,557.09	55,905.97	0.00	2,079	96.4
4234 SPECIL DPRTMNTL	78,264.30	322,080.88	62,326.27	219,861.14	0.00	102,220	68.3
4235 BUILDING MNTNNC	95,131.78	73,000.00	7,688.00	84,700.57	0.00	(11,700)	116.0
4237 CLOTHING	30,948.68	28,382.80	5,116.85	39,572.57	0.00	(11,190)	139.4
4241 STRTS OPRTNG SP	10,126.38	12,348.84	1,302.00	11,656.31	0.00	693	94.4
4243 OPERATING SPPLS	1,098,375.20	1,525,967.83	200,820.97	1,209,648.09	0.00	316,320	79.3
4244 REPARS & MNTNNC	235,289.23	225,772.78	31,996.40	210,661.28	0.00	15,112	93.3
4246 FUELS & MTR OLS	9,488.57	38,800.00	77.02	15,922.52	0.00	22,877	41.0
4255 SMALL EQUIPMENT	14,233.40	21,905.23	1,809.95	34,152.79	0.00	(12,247)	155.9
4313 INVNTRY ADJSTMN	25,944.93	0.00	101,168.93	101,168.93	0.00	(101,169)	0.0

* Fund 87 SANITATION DISTRICT *

Obj Code	Description	Prior Year Actual	Current Year Budget	Current Month Actual	Year-to -date Actual	Encumb- rances	Remaining Balance	Percent To-date
	Ttl SRVCS AND SPPL	7,694,318.57	8,608,132.19	1,584,113.15	8,300,969.15	115,623.01	191,540	97.8
	OTHER CHARGES							
4215	RENTS AND LEASS	1,407.27	3,700.00	0.00	3,646.97	0.00	53	98.6
4302	MMBRSHPS & PBLC	38,349.97	46,765.48	1,047.88	17,160.14	0.00	29,605	36.7
4303	TRAVEL & METNGS	3,126.54	20,023.40	56.92	6,173.22	0.00	13,850	30.8
4304	EDUCATN & TRNNG	39,759.00	77,206.90	9,449.21	59,389.43	0.00	17,817	76.9
4434	MSCLLNS OTHR CH	145,414.34	330,649.06	0.00	166,667.44	0.00	163,982	50.4
	Total OTHER CHARGS	228,057.12	478,344.84	10,554.01	253,037.20	0.00	225,308	52.9
	FIXED CHARGES							
4208	TLPHN SRVC CHRG	25,162.20	25,162.15	2,096.85	25,162.20	0.00	(0)	100.0
4216	VHCL SRVC CHRGS	343,121.04	343,121.00	36,052.81	350,830.43	0.00	(7,709)	102.2
4223	INFRMTN SRVCS C	249,369.12	251,862.97	20,988.59	251,863.08	0.00	(0)	100.0
4224	BLDG MNTNNC SVC	2,010.52	0.00	0.00	0.00	0.00	0	0.0
4226	MAL/MSSNGR SRVC	5,293.68	5,293.69	441.14	5,372.72	0.00	(79)	101.5
4227	COPIER SERVICES	8,861.88	8,861.85	738.49	8,861.88	0.00	(0)	100.0
4233	POSTAGE	4,747.44	4,747.43	395.62	4,747.44	0.00	(0)	100.0
4301	GNRL INSRNC CHR	539,833.28	493,861.00	41,155.07	493,860.84	0.00	0	100.0
	Total FIXED CHARGS	1,178,399.16	1,132,910.09	101,868.57	1,140,698.59	0.00	(7,788)	100.7
	CAPITAL OUTLAY							
4504	ENGINERNG SRVCS	465,598.25	3,275,390.24	181,334.06	1,951,018.32	1,324,077.52	294	100.0
4507	MAINS CONSTRCTN	1,583,788.34	616,944.06	0.00	598,787.83	0.00	18,156	97.1
4516	IN-HS SRV CHRGS	119,132.50	22,010.50	3,425.00	58,095.00	0.00	(36,084)	263.9
4518	IN-HS SRV CHG C	1,495.00	55,931.00	0.00	13,265.00	0.00	42,666	23.7
4520	BUILDINGS	144,843.33	32,952.40	857.58	2,762.58	30,189.82	0	100.0
4530	SANITATN EQPMNT	229,471.59	125,000.00	0.00	120,940.10	0.00	4,060	96.8
4534	CNTRCTL SRVCS D	13,277.25	441,242.50	7,410.50	229,068.65	78,948.85	133,225	69.8
4535	ADMINSTRTN DSGN	0.00	6,000.00	0.00	0.00	0.00	6,000	0.0
4536	CNTRCTL SRVCS C	1,099,537.73	4,631,244.02	62,448.02	1,218,502.89	80,786.60	3,331,955	28.1
4537	ADMNSTRTN CNSTR	0.00	1,000.00	0.00	0.00	0.00	1,000	0.0
4550	TLS AND SHP EQP	37,044.80	38,910.00	3,535.05	32,369.36	0.00	6,541	83.2
4551	CMMNCTNS EQPMNT	0.00	0.00	0.00	10,430.83	0.00	(10,431)	0.0
4563	ELECTRCL EQPMNT	8,081.63	133,734.27	7,844.39	63,747.21	67,321.00	2,666	98.0
4567	COMPUTER EQPMNT	0.00	18,836.00	0.00	0.00	0.00	18,836	0.0
4573	EQUIPMENT	71,620.65	352,946.73	0.00	245,018.37	33,520.00	74,408	78.9
4597	EXPNS CNTR ACCN	(1,997,732.93)	0.00	(3,255,707.04)	(3,875,521.12)	0.00	3,875,521	0.0
	Total CAPITAL OTLY	1,776,158.14	9,752,141.72	(2,988,852.44)	668,485.02	1,614,843.79	7,468,813	23.4
	OPERATING TRANSFERS OUT							
4642	IF TO 31-313	0.00	25,000.00	25,000.00	25,000.00	0.00	0	100.0

* Fund 87 SANITATION DISTRICT *

Obj Code Description	Prior Year Actual	Current Year Budget	Current Month Actual	Year-to-date Actual	Encumb-rances	Remaining Balance	Percent To-date
4649 IF TO 55-035	120,000.00	0.00	0.00	0.00	0.00	0	0.0
4651 IF T 01-031-031	1,143,429.96	1,149,147.00	95,762.24	1,149,146.88	0.00	0	100.0
4667 IF T 51-315-453	149,947.00	90,974.00	0.00	0.00	0.00	90,974	0.0
4672 IF T 55-035-458	0.00	7,630.13	0.00	7,630.13	0.00	0	100.0
4675 IF TO 41-385	8,726.24	0.00	0.00	0.00	0.00	0	0.0
4683 IF TO 51-315	0.00	40,000.00	0.00	0.00	0.00	40,000	0.0
4685 IF TO 17-312	724,000.00	40,000.00	40,000.00	40,000.00	0.00	0	100.0
Ttl OPRTNG TRNSFRS	2,146,103.20	1,352,751.13	160,762.24	1,221,777.01	0.00	130,974	90.3
DEBT SERVICE							
4378 NOTE PRINCIPAL	231,313.11	237,096.00	0.00	237,095.94	0.00	0	100.0
4379 NOTE INTEREST	54,191.69	51,782.44	(3,457.64)	48,324.80	0.00	3,458	93.3
4385 PRNCPL PYMNT CN	(231,313.11)	(237,096.00)	0.00	(237,095.94)	0.00	(0)	100.0
Total DEBT SERVICE	54,191.69	51,782.44	(3,457.64)	48,324.80	0.00	3,458	93.3
DEPRECIATION							
4431 DEPRECIATION	2,454,434.69	2,662,702.27	209,458.19	2,512,241.42	0.00	150,461	94.3
Total DEPRECIATION	2,454,434.69	2,662,702.27	209,458.19	2,512,241.42	0.00	150,461	94.3
* Total Expenditurs	19,721,168.58	31,990,613.74	543,239.72	23,023,551.07	1,730,466.80	7,236,596	77.4
Nt fr SNTTN DSTRCT F	2,441,318.85	1,138,996.82	974,957.23	2,738,752.33	(1,730,466.80)	130,711	

City of Daly City, California

Revenue and Expenditure Summary Report
By Fund
For the Period Ended 06/30/18

* Fund 87 SANITATION DISTRICT *

Obj Code Description	Prior Year Actual	Current Year Budget	Current Month Actual	Year-to-date Actual	Encumbrances	Remaining Balance	Percent To-date
Total Rev - All Fnds	22,162,487.43	33,129,610.56	1,518,196.95	25,762,303.40	0.00	7,367,307	77.8
Ttl Expnd - All Fnds	19,721,168.58	31,990,613.74	543,239.72	23,023,551.07	1,730,466.80	7,236,596	77.4
All Funds Net	2,441,318.85	1,138,996.82	974,957.23	2,738,752.33	(1,730,466.80)	130,711	

SANITATION DISTRICT

EXPENDITURES REPORT

FOR THE MONTH OF JULY 2018

		CURRENT MONTH	YEAR TO-DATE
SALARIES AND BENEFITS	$	628,357	628,357
SERVICES & SUPPLIES (Includes reimbursements to Sanitation Collection/ Treatment Division)		226,390	226,390
DEPRECIATION & OTHER CHARGES		12,617	12,617
CAPITAL OUTLAYS		17,350	17,350
LESS ASSETS TO BALANCE SHEET		0	0
TRANSFERS		98,846	98,846
TOTAL	$	983,560	983,560

AUDITED Laura Alon [signature] Director of Finance

APPROVED ______________________ Board Chair

APPROVED ______________________ General Manager/Secretary

DATE APPROVED ______________________

City of Daly City, California

Revenue and Expenditure Summary Report
By Fund
For the Period Ended 07/31/18

* Fund 87 SANITATION DISTRICT *

Obj Code Description	Prior Year Actual	Current Year Budget	Current Month Actual	Year-to-date Actual	Encumb-rances	Remaining Balance	Percent To-date
REVENUES:							
N/A							
6212 SNTTN FND-FND B	0.00	10,000,583.34	0.00	0.00	0.00	10,000,583	0.0
Total N/A	0.00	10,000,583.34	0.00	0.00	0.00	10,000,583	0.0
TAXES							
3110 SECRD PRPRTY TX	1,736,563.22	1,788,800.00	0.00	0.00	0.00	1,788,800	0.0
3120 UNSCRD PRPRTY T	90,042.36	88,349.00	0.00	0.00	0.00	88,349	0.0
3123 SPPLMNTL PRPRTY	58,127.29	62,381.00	0.00	0.00	0.00	62,381	0.0
3180 RPTTF DISTRIBTN	65,201.52	60,167.00	0.00	0.00	0.00	60,167	0.0
3613 HMWNRS PRPRTY T	7,802.63	7,584.00	0.00	0.00	0.00	7,584	0.0
Total TAXES	1,957,737.02	2,007,281.00	0.00	0.00	0.00	2,007,281	0.0
RENTS AND INTEREST							
3510 INVSTMNT ERNNGS	364,596.43	177,429.00	0.00	0.00	0.00	177,429	0.0
3515 UNRLZD GN(LSS)N	(116,100.52)	0.00	0.00	0.00	0.00	0	0.0
Ttl RNTS AND INTRS	248,495.91	177,429.00	0.00	0.00	0.00	177,429	0.0
FROM OTHER AGENCIES							
3601 RCPTS FRM OTHR	205,500.00	0.00	0.00	0.00	0.00	0	0.0
Ttl FRM OTHR AGNCS	205,500.00	0.00	0.00	0.00	0.00	0	0.0
CHARGES AND FEES							
3901 SSC TAX ROLL	18,300,557.62	19,171,414.00	0.00	0.00	0.00	19,171,414	0.0
3902 SSC WESTBOROUGH	2,016,259.49	2,116,040.00	0.00	0.00	0.00	2,116,040	0.0
3903 SSC COLMA	46,715.40	48,286.00	0.00	0.00	0.00	48,286	0.0
3904 SSC SF JAIL	234,693.00	233,391.00	0.00	0.00	0.00	233,391	0.0
3911 WATER SALES	151,278.12	306,900.00	0.00	0.00	0.00	306,900	0.0
3921 CONNECTIN CHRGS	757,820.40	588,230.00	21,480.00	21,480.00	0.00	566,750	3.7
Total CHRGS AND FS	21,507,324.03	22,464,261.00	21,480.00	21,480.00	0.00	22,442,781	0.1
MISCELLANEOUS REVENUES							
3810 PROPERTY DSPSLS	15,623.98	1,800.00	0.00	0.00	0.00	1,800	0.0
3852 WRKRS CMP - SLF	25,592.22	0.00	4,469.24	4,469.24	0.00	(4,469)	0.0
3860 MISCELLANES RVN	0.00	26,787.00	0.00	0.00	0.00	26,787	0.0
Total MSCLLNS RVNS	41,216.20	28,587.00	4,469.24	4,469.24	0.00	24,118	15.6
OPERATING TRANSFERS IN							
3953 IF FM 41-381-37	1,502,030.24	1,617,030.14	134,752.52	134,752.52	0.00	1,482,278	8.3
3958 IF FM 17-031-03	0.00	315,000.00	0.00	0.00	0.00	315,000	0.0
3996 IF FM 20-031-40	300,000.00	0.00	0.00	0.00	0.00	0	0.0

City of Daly City, California

Revenue and Expenditure Summary Report
By Fund
For the Period Ended 07/31/18

* Fund 87 SANITATION DISTRICT *

Obj Code	Description	Prior Year Actual	Current Year Budget	Current Month Actual	Year-to-date Actual	Encumb-rances	Remaining Balance	Percent To-date
	Ttl OPRTNG TRNSFRS	1,802,030.24	1,932,030.14	134,752.52	134,752.52	0.00	1,797,278	7.0
*	Total Revenues	25,762,303.40	36,610,171.48	160,701.76	160,701.76	0.00	36,449,470	0.4

City of Daly City, California

Revenue and Expenditure Summary Report
By Fund
For the Period Ended 07/31/18

* Fund 87 SANITATION DISTRICT *

Obj Code Description	Prior Year Actual	Current Year Budget	Current Month Actual	Year-to -date Actual	Encumb-rances	Remaining Balance	Percent To-date
EXPENDITURES:							
SALARIES AND BENEFITS							
4101 SALARIES	4,600,725.75	5,326,142.26	349,151.24	349,151.24	0.00	4,976,991	6.6
4102 HOURLY WAGES	28,415.00	27,206.40	1,586.30	1,586.30	0.00	25,620	5.8
4103 OVERTIME	142,276.60	132,167.00	5,590.46	5,590.46	0.00	126,577	4.2
4104 PERS RETIREMENT	874,010.07	1,966,049.05	55,506.69	55,506.69	0.00	1,910,542	2.8
4105 GROUP INSURANCE	687,303.35	790,488.72	59,094.01	59,094.01	0.00	731,395	7.5
4106 WORKERS CMPNSTN	706,277.03	732,254.40	54,586.80	54,586.80	0.00	677,668	7.5
4107 MEDICARE	69,328.03	76,982.56	5,193.18	5,193.18	0.00	71,789	6.7
4108 UNMPLYMNT INSRN	539.92	0.00	0.00	0.00	0.00	0	0.0
4109 COMPNSTD ABSNCS	462,731.56	0.00	0.00	0.00	0.00	0	0.0
4110 TERMINATION PAY	62,077.98	0.00	0.00	0.00	0.00	0	0.0
4112 STANDBY PAY	20,020.00	21,900.00	840.00	840.00	0.00	21,060	3.8
4116 INJURY LEAVE	30,866.53	0.00	8,809.50	8,809.50	0.00	(8,809)	0.0
4118 RETIREE HEALTH	274,628.18	336,117.00	23,642.34	23,642.34	0.00	312,475	7.0
4119 SOCIAL SECURITY	(2,079.61)	2,081.28	0.00	0.00	0.00	2,081	0.0
4120 OTHR PST EMPLYM	(338,454.00)	0.00	0.00	0.00	0.00	0	0.0
4125 PENSION EXPENSE	540,957.00	0.00	0.00	0.00	0.00	0	0.0
4126 UNFNDD PRS CNTR	718,394.49	0.00	64,356.18	64,356.18	0.00	(64,356)	0.0
Ttl SLRS AND BNFTS	8,878,017.88	9,411,388.67	628,356.70	628,356.70	0.00	8,783,032	6.7
SERVICES AND SUPPLIES							
4211 ADVERTISING	303.60	0.00	0.00	0.00	0.00	0	0.0
4212 COMMUNICATIONS	48,312.98	40,300.32	645.40	645.40	0.00	39,655	1.6
4213 UTILITIES	1,227,647.73	1,163,120.00	0.00	0.00	0.00	1,163,120	0.0
4217 EQPMNT MNTNNC C	84,993.04	113,562.00	851.12	851.12	0.00	112,711	0.7
4219 PROFESSNL SRVCS	196,330.95	223,551.23	13,000.00	13,000.00	60,231.73	150,320	32.8
4220 OTHR CNTRCTL SR	4,646,166.61	4,662,231.92	53,456.20	53,456.20	345,846.78	4,262,929	8.6
4228 PUMP STATIN RPR	97,135.51	69,500.00	45.54	45.54	0.00	69,454	0.1
4230 OFFICE EXPENSE	16,828.56	24,929.68	304.72	304.72	0.00	24,625	1.2
4231 SAFETY GEAR	55,905.97	63,679.00	700.00	700.00	0.00	62,979	1.1
4234 SPECIL DPRTMNTL	219,861.14	253,394.98	0.00	0.00	0.00	253,395	0.0
4235 BUILDING MNTNNC	84,700.57	95,600.00	15,574.29	15,574.29	0.00	80,026	16.3
4237 CLOTHING	39,572.57	29,564.87	1,708.13	1,708.13	0.00	27,857	5.8
4241 STRTS OPRTNG SP	11,656.31	12,348.00	0.00	0.00	0.00	12,348	0.0
4243 OPERATING SPPLS	1,209,648.09	1,371,352.31	13,785.07	13,785.07	550,000.00	807,567	41.1
4244 REPARS & MNTNNC	210,661.28	232,357.00	9,956.54	9,956.54	0.00	222,400	4.3
4246 FUELS & MTR OLS	15,922.52	39,300.00	0.00	0.00	0.00	39,300	0.0
4255 SMALL EQUIPMENT	34,152.79	25,069.00	65.60	65.60	0.00	25,003	0.3
4313 INVNTRY ADJSTMN	101,168.93	0.00	0.00	0.00	0.00	0	0.0
Ttl SRVCS AND SPPL	8,300,969.15	8,419,860.31	110,092.61	110,092.61	956,078.51	7,353,689	12.7

City of Daly City, California

Revenue and Expenditure Summary Report
By Fund
For the Period Ended 07/31/18

* Fund 87 SANITATION DISTRICT *

Obj Code	Description	Prior Year Actual	Current Year Budget	Current Month Actual	Year-to-date Actual	Encumb-rances	Remaining Balance	Percent To-date
	OTHER CHARGES							
4215	RENTS AND LEASS	3,646.97	3,500.00	0.00	0.00	0.00	3,500	0.0
4302	MMBRSHPS & PBLC	17,160.14	44,582.05	10,911.00	10,911.00	16,068.00	17,603	60.5
4303	TRAVEL & METNGS	6,173.22	23,965.00	218.98	218.98	0.00	23,746	0.9
4304	EDUCATN & TRNNG	59,389.43	82,945.00	1,487.33	1,487.33	0.00	81,458	1.8
4434	MSCLLNS OTHR CH	166,667.44	288,485.35	0.00	0.00	0.00	288,485	0.0
	Total OTHER CHARGS	253,037.20	443,477.40	12,617.31	12,617.31	16,068.00	414,792	6.5
	FIXED CHARGES							
4208	TLPHN SRVC CHRG	25,162.20	22,890.75	1,907.58	1,907.58	0.00	20,983	8.3
4216	VHCL SRVC CHRGS	350,830.43	418,462.42	34,871.86	34,871.86	0.00	383,591	8.3
4223	INFRMTN SRVCS C	251,863.08	298,685.73	24,890.48	24,890.48	0.00	273,795	8.3
4226	MAL/MSSNGR SRVC	5,372.72	5,065.67	422.14	422.14	0.00	4,644	8.3
4227	COPIER SERVICES	8,861.88	10,370.38	864.19	864.19	0.00	9,506	8.3
4233	POSTAGE	4,747.44	4,901.43	408.45	408.45	0.00	4,493	8.3
4301	GNRL INSRNC CHR	493,860.84	635,187.16	52,932.26	52,932.26	0.00	582,255	8.3
	Total FIXED CHARGS	1,140,698.59	1,395,563.54	116,296.96	116,296.96	0.00	1,279,267	8.3
	CAPITAL OUTLAY							
4504	ENGINERNG SRVCS	1,951,018.32	1,324,371.92	0.00	0.00	1,324,077.52	294	100.0
4507	MAINS CONSTRCTN	598,787.83	0.00	0.00	0.00	0.00	0	0.0
4516	IN-HS SRV CHRGS	58,095.00	143,073.52	3,235.00	3,235.00	0.00	139,839	2.3
4518	IN-HS SRV CHG C	13,265.00	152,719.02	0.00	0.00	0.00	152,719	0.0
4520	BUILDINGS	2,762.58	30,189.82	0.00	0.00	30,189.82	0	100.0
4530	SANITATN EQPMNT	120,940.10	125,000.00	9,828.56	9,828.56	0.00	115,171	7.9
4534	CNTRCTL SRVCS D	229,068.65	702,936.35	0.00	0.00	78,948.85	623,988	11.2
4535	ADMINSTRTN DSGN	0.00	12,000.00	0.00	0.00	0.00	12,000	0.0
4536	CNTRCTL SRVCS C	1,218,502.89	7,841,875.48	4,286.85	4,286.85	118,664.70	7,718,924	1.6
4537	ADMNSTRTN CNSTR	0.00	28,000.00	0.00	0.00	0.00	28,000	0.0
4550	TLS AND SHP EQP	32,369.36	40,220.00	0.00	0.00	0.00	40,220	0.0
4551	CMMNCTNS EQPMNT	10,430.83	0.00	0.00	0.00	0.00	0	0.0
4563	ELECTRCL EQPMNT	63,747.21	69,987.06	0.00	0.00	67,321.00	2,666	96.2
4567	COMPUTER EQPMNT	0.00	18,836.00	0.00	0.00	0.00	18,836	0.0
4573	EQUIPMENT	245,018.37	148,520.00	0.00	0.00	33,520.00	115,000	22.6
4597	EXPNS CNTR ACCN	(3,875,521.12)	0.00	0.00	0.00	0.00	0	0.0
	Total CAPITAL OTLY	668,485.02	10,637,729.17	17,350.41	17,350.41	1,652,721.89	8,967,657	15.7
	OPERATING TRANSFERS OUT							
4642	IF TO 31-313	25,000.00	0.00	0.00	0.00	0.00	0	0.0
4651	IF T 01-031-031	1,149,146.88	1,154,892.89	96,241.07	96,241.07	0.00	1,058,652	8.3
4672	IF T 55-035-458	7,630.13	6,594.03	2,605.02	2,605.02	0.00	3,989	39.5
4675	IF TO 41-385	0.00	2,825,000.00	0.00	0.00	0.00	2,825,000	0.0

City of Daly City, California

Revenue and Expenditure Summary Report
By Fund
For the Period Ended 07/31/18

* Fund 87 SANITATION DISTRICT *

Obj Code	Description	Prior Year Actual	Current Year Budget	Current Month Actual	Year-to -date Actual	Encumb-rances	Remaining Balance	Percent To-date
4683	IF TO 51-315	0.00	9,000.00	0.00	0.00	0.00	9,000	0.0
4685	IF TO 17-312	40,000.00	0.00	0.00	0.00	0.00	0	0.0
	Ttl OPRTNG TRNSFRS	1,221,777.01	3,995,486.92	98,846.09	98,846.09	0.00	3,896,641	2.5
	DEBT SERVICE							
4378	NOTE PRINCIPAL	237,095.94	249,099.00	0.00	0.00	0.00	249,099	0.0
4379	NOTE INTEREST	48,324.80	39,780.00	0.00	0.00	0.00	39,780	0.0
4385	PRNCPL PYMNT CN	(237,095.94)	(249,099.00)	0.00	0.00	0.00	(249,099)	0.0
	Total DEBT SERVICE	48,324.80	39,780.00	0.00	0.00	0.00	39,780	0.0
	DEPRECIATION							
4431	DEPRECIATION	2,512,241.42	2,733,880.58	0.00	0.00	0.00	2,733,881	0.0
	Total DEPRECIATION	2,512,241.42	2,733,880.58	0.00	0.00	0.00	2,733,881	0.0
*	Total Expenditurs	23,023,551.07	37,077,166.59	983,560.08	983,560.08	2,624,868.40	33,468,738	9.7
	Nt fr SNTTN DSTRCT F	2,738,752.33	(466,995.11)	(822,858.32)	(822,858.32)	(2,624,868.40)	2,980,732	

* Fund 87 SANITATION DISTRICT *

Obj Code Description	Prior Year Actual	Current Year Budget	Current Month Actual	Year-to-date Actual	Encumb-rances	Remaining Balance	Percent To-date
Total Rev - All Fnds	25,762,303.40	36,610,171.48	160,701.76	160,701.76	0.00	36,449,470	0.4
Ttl Expnd - All Fnds	23,023,551.07	37,077,166.59	983,560.08	983,560.08	2,624,868.40	33,468,738	9.7
All Funds Net	2,738,752.33	(466,995.11)	(822,858.32)	(822,858.32)	(2,624,868.40)	2,980,732	

SANITATION DISTRICT

EXPENDITURES REPORT

FOR THE MONTH OF AUGUST 2018

		CURRENT MONTH	YEAR TO-DATE
SALARIES AND BENEFITS	$	650,212	1,278,569
SERVICES & SUPPLIES (Includes reimbursements to Sanitation Collection/ Treatment Division)		541,354	767,744
DEPRECIATION & OTHER CHARGES		476,741	489,358
CAPITAL OUTLAYS		793,852	811,202
LESS ASSETS TO BALANCE SHEET		(5,913)	(5,913)
TRANSFERS		96,241	195,087
TOTAL	$	2,552,487	3,536,047

AUDITED Cam Urn ________ Director of Finance

APPROVED ________ Board Chair

APPROVED ________ General Manager/Secretary

DATE APPROVED ________

City of Daly City, California

Revenue and Expenditure Summary Report
By Fund
For the Period Ended 08/31/18

* Fund 87 SANITATION DISTRICT *

Obj Code Description	Prior Year Actual	Current Year Budget	Current Month Actual	Year-to -date Actual	Encumb- rances	Remaining Balance	Percnt To-dat
REVENUES:							
N/A							
6212 SNTTN FND-FND B	0.00	10,000,583.34	0.00	0.00	0.00	10,000,583	0.0
Total N/A	0.00	10,000,583.34	0.00	0.00	0.00	10,000,583	0.0
TAXES							
3110 SECRD PRPRTY TX	1,736,563.22	1,788,800.00	0.00	0.00	0.00	1,788,800	0.0
3120 UNSCRD PRPRTY T	90,042.36	88,349.00	0.00	0.00	0.00	88,349	0.0
3123 SPPLMNTL PRPRTY	58,127.29	62,381.00	4,786.88	4,786.88	0.00	57,594	7.7
3180 RPTTF DISTRIBTN	65,201.52	60,167.00	0.00	0.00	0.00	60,167	0.0
3613 HMWNRS PRPRTY T	7,802.63	7,584.00	0.00	0.00	0.00	7,584	0.0
Total TAXES	1,957,737.02	2,007,281.00	4,786.88	4,786.88	0.00	2,002,494	0.2
RENTS AND INTEREST							
3510 INVSTMNT ERNNGS	364,596.43	177,429.00	0.00	0.00	0.00	177,429	0.0
3515 UNRLZD GN(LSS)N	(116,100.52)	0.00	0.00	0.00	0.00	0	0.0
Ttl RNTS AND INTRS	248,495.91	177,429.00	0.00	0.00	0.00	177,429	0.0
FROM OTHER AGENCIES							
3601 RCPTS FRM OTHR	205,500.00	0.00	0.00	0.00	0.00	0	0.0
Ttl FRM OTHR AGNCS	205,500.00	0.00	0.00	0.00	0.00	0	0.0
CHARGES AND FEES							
3901 SSC TAX ROLL	18,300,557.62	19,171,414.00	0.00	0.00	0.00	19,171,414	0.0
3902 SSC WESTBOROUGH	2,016,259.49	2,116,040.00	0.00	0.00	0.00	2,116,040	0.0
3903 SSC COLMA	46,715.40	48,286.00	48,303.76	48,303.76	0.00	(18)	100.0
3904 SSC SF JAIL	234,693.00	233,391.00	0.00	0.00	0.00	233,391	0.0
3911 WATER SALES	151,278.12	306,900.00	10,663.30	10,663.30	0.00	296,237	3.5
3921 CONNECTIN CHRGS	757,820.40	588,230.00	22,874.00	44,354.00	0.00	543,876	7.5
Total CHRGS AND FS	21,507,324.03	22,464,261.00	81,841.06	103,321.06	0.00	22,360,940	0.5
MISCELLANEOUS REVENUES							
3810 PROPERTY DSPSLS	15,623.98	1,800.00	0.00	0.00	0.00	1,800	0.0
3852 WRKRS CMP - SLF	25,592.22	0.00	4,469.24	8,938.48	0.00	(8,938)	0.0
3860 MISCELLANES RVN	0.00	26,787.00	0.00	0.00	0.00	26,787	0.0
Total MSCLLNS RVNS	41,216.20	28,587.00	4,469.24	8,938.48	0.00	19,649	31.3
OPERATING TRANSFERS IN							
3953 IF FM 41-381-37	1,502,030.24	1,617,030.14	134,752.52	269,505.04	0.00	1,347,525	16.7
3958 IF FM 17-031-03	0.00	315,000.00	0.00	0.00	0.00	315,000	0.0
3996 IF FM 20-031-40	300,000.00	0.00	0.00	0.00	0.00	0	0.0

City of Daly City, California

Revenue and Expenditure Summary Report
By Fund
For the Period Ended 08/31/18

* Fund 87 SANITATION DISTRICT *

Obj Code Description	Prior Year Actual	Current Year Budget	Current Month Actual	Year-to -date Actual	Encumb-rances	Remaining Balance	Percnt To-dat
Ttl OPRTNG TRNSFRS	1,802,030.24	1,932,030.14	134,752.52	269,505.04	0.00	1,662,525	13.9
* Total Revenues	25,762,303.40	36,610,171.48	225,849.70	386,551.46	0.00	36,223,620	1.1

City of Daly City, California

Revenue and Expenditure Summary Report
By Fund
For the Period Ended 08/31/18

* Fund 87 SANITATION DISTRICT *

Obj Code	Description	Prior Year Actual	Current Year Budget	Current Month Actual	Year-to-date Actual	Encumbrances	Remaining Balance	Percnt To-dat
EXPENDITURES:								
SALARIES AND BENEFITS								
4101	SALARIES	4,600,725.75	5,326,142.26	360,513.39	709,664.63	0.00	4,616,478	13.3
4102	HOURLY WAGES	28,415.00	27,206.40	921.08	2,507.38	0.00	24,699	9.2
4103	OVERTIME	142,276.60	132,167.00	5,488.69	11,079.15	0.00	121,088	8.4
4104	PERS RETIREMENT	874,010.07	1,966,049.05	70,592.03	126,098.72	0.00	1,839,950	6.4
4105	GROUP INSURANCE	687,303.35	790,488.72	57,125.22	116,219.23	0.00	674,269	14.7
4106	WORKERS CMPNSTN	706,277.03	732,254.40	55,158.21	109,745.01	0.00	622,509	15.0
4107	MEDICARE	69,328.03	76,982.56	5,264.18	10,457.36	0.00	66,525	13.6
4108	UNMPLYMNT INSRN	539.92	0.00	0.00	0.00	0.00	0	0.0
4109	COMPNSTD ABSNCS	462,731.56	0.00	0.00	0.00	0.00	0	0.0
4110	TERMINATION PAY	62,077.98	0.00	0.00	0.00	0.00	0	0.0
4112	STANDBY PAY	20,020.00	21,900.00	1,680.00	2,520.00	0.00	19,380	11.5
4116	INJURY LEAVE	30,866.53	0.00	4,578.31	13,387.81	0.00	(13,388)	0.0
4118	RETIREE HEALTH	274,628.18	336,117.00	23,296.85	46,939.19	0.00	289,178	14.0
4119	SOCIAL SECURITY	(2,079.61)	2,081.28	0.00	0.00	0.00	2,081	0.0
4120	OTHR PST EMPLYM	(338,454.00)	0.00	0.00	0.00	0.00	0	0.0
4125	PENSION EXPENSE	540,957.00	0.00	0.00	0.00	0.00	0	0.0
4126	UNFNDD PRS CNTR	718,394.49	0.00	65,594.02	129,950.20	0.00	(129,950)	0.0
	Ttl SLRS AND BNFTS	8,878,017.88	9,411,388.67	650,211.98	1,278,568.68	0.00	8,132,820	13.6
SERVICES AND SUPPLIES								
4211	ADVERTISING	303.60	0.00	0.00	0.00	0.00	0	0.0
4212	COMMUNICATIONS	48,312.98	40,300.32	3,869.21	4,514.61	0.00	35,786	11.2
4213	UTILITIES	1,227,647.73	1,163,120.00	98,399.86	98,399.86	0.00	1,064,720	8.5
4217	EQPMNT MNTNNC C	84,993.04	113,562.00	7,276.74	8,127.86	0.00	105,434	7.2
4219	PROFESSNL SRVCS	196,330.95	223,551.23	11,792.76	24,792.76	52,226.57	146,532	34.5
4220	OTHR CNTRCTL SR	4,646,166.61	4,662,231.92	171,577.76	225,033.96	288,806.59	4,148,391	11.0
4228	PUMP STATIN RPR	97,135.51	69,500.00	1,207.70	1,253.24	0.00	68,247	1.8
4230	OFFICE EXPENSE	16,828.56	24,929.68	1,023.41	1,328.13	0.00	23,602	5.3
4231	SAFETY GEAR	55,905.97	63,679.00	5,986.67	6,686.67	0.00	56,992	10.5
4234	SPECIL DPRTMNTL	219,861.14	253,394.98	2,845.00	2,845.00	10,891.00	239,659	5.4
4235	BUILDING MNTNNC	84,700.57	95,600.00	10,295.12	25,869.41	0.00	69,731	27.1
4237	CLOTHING	39,572.57	29,564.87	2,345.09	4,053.22	0.00	25,512	13.7
4241	STRTS OPRTNG SP	11,656.31	12,348.00	1,130.69	1,130.69	0.00	11,217	9.2
4243	OPERATING SPPLS	1,209,648.09	1,371,352.31	92,704.77	106,489.84	509,210.05	755,652	44.9
4244	REPARS & MNTNNC	210,661.28	232,357.00	14,320.64	24,277.18	0.00	208,080	10.4
4246	FUELS & MTR OLS	15,922.52	39,300.00	0.00	0.00	0.00	39,300	0.0
4255	SMALL EQUIPMENT	34,152.79	25,069.00	281.31	346.91	0.00	24,722	1.4
4313	INVNTRY ADJSTMN	101,168.93	0.00	0.00	0.00	0.00	0	0.0
	Ttl SRVCS AND SPPL	8,300,969.15	8,419,860.31	425,056.73	535,149.34	861,134.21	7,023,577	16.6

* Fund 87 SANITATION DISTRICT *

Obj Code Description	Prior Year Actual	Current Year Budget	Current Month Actual	Year-to-date Actual	Encumb-rances	Remaining Balance	Percnt To-dat
OTHER CHARGES							
4215 RENTS AND LEASS	3,646.97	3,500.00	0.00	0.00	0.00	3,500	0.0
4302 MMBRSHPS & PBLC	17,160.14	44,582.05	16,646.13	27,557.13	0.00	17,025	61.8
4303 TRAVEL & METNGS	6,173.22	23,965.00	102.45	321.43	0.00	23,644	1.3
4304 EDUCATN & TRNNG	59,389.43	82,945.00	12,960.08	14,447.41	0.00	68,498	17.4
4434 MSCLLNS OTHR CH	166,667.44	288,485.35	15,624.00	15,624.00	0.00	272,861	5.4
Total OTHER CHARGS	253,037.20	443,477.40	45,332.66	57,949.97	0.00	385,527	13.1
FIXED CHARGES							
4208 TLPHN SRVC CHRG	25,162.20	22,890.75	1,907.58	3,815.16	0.00	19,076	16.7
4216 VHCL SRVC CHRGS	350,830.43	418,462.42	34,871.86	69,743.72	0.00	348,719	16.7
4223 INFRMTN SRVCS C	251,863.08	298,685.73	24,890.48	49,780.96	0.00	248,905	16.7
4226 MAL/MSSNGR SRVC	5,372.72	5,065.67	422.14	844.28	0.00	4,221	16.7
4227 COPIER SERVICES	8,861.88	10,370.38	864.19	1,728.38	0.00	8,642	16.7
4233 POSTAGE	4,747.44	4,901.43	408.45	816.90	0.00	4,085	16.7
4301 GNRL INSRNC CHR	493,860.84	635,187.16	52,932.26	105,864.52	0.00	529,323	16.7
Total FIXED CHARGS	1,140,698.59	1,395,563.54	116,296.96	232,593.92	0.00	1,162,970	16.7
CAPITAL OUTLAY							
4504 ENGINERNG SRVCS	1,951,018.32	1,324,371.92	688,452.64	688,452.64	635,624.88	294	100.0
4507 MAINS CONSTRCTN	598,787.83	0.00	0.00	0.00	0.00	0	0.0
4516 IN-HS SRV CHRGS	58,095.00	143,073.52	6,332.50	9,567.50	0.00	133,506	6.7
4518 IN-HS SRV CHG C	13,265.00	152,719.02	0.00	0.00	0.00	152,719	0.0
4520 BUILDINGS	2,762.58	30,189.82	0.00	0.00	30,189.82	0	100.0
4530 SANITATN EQPMNT	120,940.10	125,000.00	8,382.82	18,211.38	0.00	106,789	14.6
4534 CNTRCTL SRVCS D	229,068.65	702,936.35	3,467.50	3,467.50	75,481.35	623,988	11.2
4535 ADMINSTRTN DSGN	0.00	12,000.00	441.00	441.00	0.00	11,559	3.7
4536 CNTRCTL SRVCS C	1,218,502.89	7,841,875.48	86,630.35	90,917.20	139,433.85	7,611,524	2.9
4537 ADMNSTRTN CNSTR	0.00	28,000.00	0.00	0.00	0.00	28,000	0.0
4550 TLS AND SHP EQP	32,369.36	40,220.00	145.62	145.62	0.00	40,074	0.4
4551 CMMNCTNS EQPMNT	10,430.83	0.00	0.00	0.00	0.00	0	0.0
4563 ELECTRCL EQPMNT	63,747.21	69,987.06	0.00	0.00	67,321.00	2,666	96.2
4567 COMPUTER EQPMNT	0.00	18,836.00	0.00	0.00	0.00	18,836	0.0
4573 EQUIPMENT	245,018.37	148,520.00	0.00	0.00	33,520.00	115,000	22.6
4597 EXPNS CNTR ACCN	(3,875,521.12)	0.00	(5,913.27)	(5,913.27)	0.00	5,913	0.0
Total CAPITAL OTLY	668,485.02	10,637,729.17	787,939.16	805,289.57	981,570.90	8,850,869	16.8
OPERATING TRANSFERS OUT							
4642 IF TO 31-313	25,000.00	0.00	0.00	0.00	0.00	0	0.0
4651 IF T 01-031-031	1,149,146.88	1,154,892.89	96,241.07	192,482.14	0.00	962,411	16.7
4672 IF T 55-035-458	7,630.13	6,594.03	0.00	2,605.02	0.00	3,989	39.5
4675 IF TO 41-385	0.00	2,825,000.00	0.00	0.00	0.00	2,825,000	0.0

* Fund 87 SANITATION DISTRICT *

Obj Code Description	Prior Year Actual	Current Year Budget	Current Month Actual	Year-to-date Actual	Encumbrances	Remaining Balance	Percnt To-dat
4683 IF TO 51-315	0.00	9,000.00	0.00	0.00	0.00	9,000	0.0
4685 IF TO 17-312	40,000.00	0.00	0.00	0.00	0.00	0	0.0
Ttl OPRTNG TRNSFRS	1,221,777.01	3,995,486.92	96,241.07	195,087.16	0.00	3,800,400	4.9
DEBT SERVICE							
4378 NOTE PRINCIPAL	237,095.94	249,099.00	0.00	0.00	0.00	249,099	0.0
4379 NOTE INTEREST	48,324.80	39,780.00	0.00	0.00	0.00	39,780	0.0
4385 PRNCPL PYMNT CN	(237,095.94)	(249,099.00)	0.00	0.00	0.00	(249,099)	0.0
Total DEBT SERVICE	48,324.80	39,780.00	0.00	0.00	0.00	39,780	0.0
DEPRECIATION							
4431 DEPRECIATION	2,512,241.42	2,733,880.58	431,408.48	431,408.48	0.00	2,302,472	15.8
Total DEPRECIATION	2,512,241.42	2,733,880.58	431,408.48	431,408.48	0.00	2,302,472	15.8
* Total Expenditurs	23,023,551.07	37,077,166.59	2,552,487.04	3,536,047.12	1,842,705.11	31,698,414	14.5
Nt fr SNTTN DSTRCT F	2,738,752.33	(466,995.11)	(2,326,637.34)	(3,149,495.66)	(1,842,705.11)	4,525,206	

* Fund 87 SANITATION DISTRICT *

Obj Code Description	Prior Year Actual	Current Year Budget	Current Month Actual	Year-to -date Actual	Encumb-rances	Remaining Balance	Percnt To-dat
Total Rev - All Fnds	25,762,303.40	36,610,171.48	225,849.70	386,551.46	0.00	36,223,620	1.1
Ttl Expnd - All Fnds	23,023,551.07	37,077,166.59	2,552,487.04	3,536,047.12	1,842,705.11	31,698,414	14.5
All Funds Net	2,738,752.33	(466,995.11)	(2,326,637.34)	(3,149,495.66)	(1,842,705.11)	4,525,206	

SANITATION DISTRICT

EXPENDITURES REPORT

FOR THE MONTH OF SEPTEMBER 2018

		CURRENT MONTH	YEAR TO-DATE
SALARIES AND BENEFITS	$	679,528	1,958,097
SERVICES & SUPPLIES (Includes reimbursements to Sanitation Collection/ Treatment Division)		1,125,454	1,893,198
DEPRECIATION & OTHER CHARGES		218,809	708,167
CAPITAL OUTLAYS		352,946	1,164,148
LESS ASSETS TO BALANCE SHEET		0	(5,913)
TRANSFERS		99,920	295,007
TOTAL	$	2,476,657	6,012,704

AUDITED Lam Chr Director of Finance

APPROVED ______ Board Chair

APPROVED ______ General Manager/Secretary

DATE APPROVED ______

City of Daly City, California

Revenue and Expenditure Summary Report
By Fund
For the Period Ended 09/30/18

* Fund 87 SANITATION DISTRICT *

Obj Code	Description	Prior Year Actual	Current Year Budget	Current Month Actual	Year-to -date Actual	Encumb- rances	Remaining Balance	Percnt To-dat
REVENUES:								
N/A								
6212	SNTTN FND-FND B	0.00	10,000,583.34	0.00	0.00	0.00	10,000,583	0.0
	Total N/A	0.00	10,000,583.34	0.00	0.00	0.00	10,000,583	0.0
TAXES								
3110	SECRD PRPRTY TX	1,736,563.22	1,788,800.00	0.00	0.00	0.00	1,788,800	0.0
3120	UNSCRD PRPRTY T	90,042.36	88,349.00	0.00	0.00	0.00	88,349	0.0
3123	SPPLMNTL PRPRTY	58,127.29	62,381.00	1,709.27	6,496.15	0.00	55,885	10.4
3180	RPTTF DISTRIBTN	65,201.52	60,167.00	0.00	0.00	0.00	60,167	0.0
3613	HMWNRS PRPRTY T	7,802.63	7,584.00	0.00	0.00	0.00	7,584	0.0
	Total TAXES	1,957,737.02	2,007,281.00	1,709.27	6,496.15	0.00	2,000,785	0.3
RENTS AND INTEREST								
3510	INVSTMNT ERNNGS	364,596.43	177,429.00	135,660.32	135,660.32	0.00	41,769	76.5
3515	UNRLZD GN(LSS)N	(116,100.52)	0.00	0.00	0.00	0.00	0	0.0
	Ttl RNTS AND INTRS	248,495.91	177,429.00	135,660.32	135,660.32	0.00	41,769	76.5
FROM OTHER AGENCIES								
3601	RCPTS FRM OTHR	205,500.00	0.00	0.00	0.00	0.00	0	0.0
	Ttl FRM OTHR AGNCS	205,500.00	0.00	0.00	0.00	0.00	0	0.0
CHARGES AND FEES								
3901	SSC TAX ROLL	18,300,557.62	19,171,414.00	0.00	0.00	0.00	19,171,414	0.0
3902	SSC WESTBOROUGH	2,016,259.49	2,116,040.00	0.00	0.00	0.00	2,116,040	0.0
3903	SSC COLMA	46,715.40	48,286.00	0.00	48,303.76	0.00	(18)	100.0
3904	SSC SF JAIL	234,693.00	233,391.00	0.00	0.00	0.00	233,391	0.0
3911	WATER SALES	151,278.12	306,900.00	25,235.29	35,898.59	0.00	271,001	11.7
3921	CONNECTIN CHRGS	757,820.40	588,230.00	14,229.00	58,583.00	0.00	529,647	10.0
	Total CHRGS AND FS	21,507,324.03	22,464,261.00	39,464.29	142,785.35	0.00	22,321,476	0.6
MISCELLANEOUS REVENUES								
3810	PROPERTY DSPSLS	15,623.98	1,800.00	0.00	0.00	0.00	1,800	0.0
3852	WRKRS CMP - SLF	25,592.22	0.00	3,990.39	12,928.87	0.00	(12,929)	0.0
3860	MISCELLANES RVN	0.00	26,787.00	0.00	0.00	0.00	26,787	0.0
	Total MSCLLNS RVNS	41,216.20	28,587.00	3,990.39	12,928.87	0.00	15,658	45.2
OPERATING TRANSFERS IN								
3953	IF FM 41-381-37	1,502,030.24	1,617,030.14	134,752.52	404,257.56	0.00	1,212,773	25.0
3958	IF FM 17-031-03	0.00	315,000.00	0.00	0.00	0.00	315,000	0.0
3996	IF FM 20-031-40	300,000.00	0.00	0.00	0.00	0.00	0	0.0

* Fund 87 SANITATION DISTRICT *

Obj Code	Description	Prior Year Actual	Current Year Budget	Current Month Actual	Year-to -date Actual	Encumb-rances	Remaining Balance	Percnt To-dat
	Ttl OPRTNG TRNSFRS	1,802,030.24	1,932,030.14	134,752.52	404,257.56	0.00	1,527,773	20.9
*	Total Revenues	25,762,303.40	36,610,171.48	315,576.79	702,128.25	0.00	35,908,043	1.9

* Fund 87 SANITATION DISTRICT *

Obj Code	Description	Prior Year Actual	Current Year Budget	Current Month Actual	Year-to -date Actual	Encumb- rances	Remaining Balance	Percnt To-dat
EXPENDITURES:								
SALARIES AND BENEFITS								
4101	SALARIES	4,600,725.75	5,326,142.26	373,344.21	1,083,008.84	0.00	4,243,133	20.3
4102	HOURLY WAGES	28,415.00	27,206.40	7,219.48	9,726.86	0.00	17,480	35.8
4103	OVERTIME	142,276.60	132,167.00	4,613.32	15,692.47	0.00	116,475	11.9
4104	PERS RETIREMENT	874,010.07	1,966,049.05	72,049.55	198,148.27	0.00	1,767,901	10.1
4105	GROUP INSURANCE	687,303.35	790,488.72	63,022.21	179,241.44	0.00	611,247	22.7
4106	WORKERS CMPNSTN	706,277.03	732,254.40	57,866.67	167,611.68	0.00	564,643	22.9
4107	MEDICARE	69,328.03	76,982.56	5,495.50	15,952.86	0.00	61,030	20.7
4108	UNMPLYMNT INSRN	539.92	0.00	0.00	0.00	0.00	0	0.0
4109	COMPNSTD ABSNCS	462,731.56	0.00	0.00	0.00	0.00	0	0.0
4110	TERMINATION PAY	62,077.98	0.00	0.00	0.00	0.00	0	0.0
4112	STANDBY PAY	20,020.00	21,900.00	1,680.00	4,200.00	0.00	17,700	19.2
4116	INJURY LEAVE	30,866.53	0.00	3,643.53	17,031.34	0.00	(17,031)	0.0
4118	RETIREE HEALTH	274,628.18	336,117.00	23,613.92	70,553.11	0.00	265,564	21.0
4119	SOCIAL SECURITY	(2,079.61)	2,081.28	0.00	0.00	0.00	2,081	0.0
4120	OTHR PST EMPLYM	(338,454.00)	0.00	0.00	0.00	0.00	0	0.0
4125	PENSION EXPENSE	540,957.00	0.00	0.00	0.00	0.00	0	0.0
4126	UNFNDD PRS CNTR	718,394.49	0.00	66,979.55	196,929.75	0.00	(196,930)	0.0
	Ttl SLRS AND BNFTS	8,878,017.88	9,411,388.67	679,527.94	1,958,096.62	0.00	7,453,292	20.8
SERVICES AND SUPPLIES								
4211	ADVERTISING	303.60	0.00	0.00	0.00	0.00	0	0.0
4212	COMMUNICATIONS	48,312.98	40,300.32	4,886.14	9,400.75	0.00	30,900	23.3
4213	UTILITIES	1,227,647.73	1,163,120.00	141,370.47	239,770.33	0.00	923,350	20.6
4217	EQPMNT MNTNNC C	84,993.04	113,562.00	0.00	8,127.86	0.00	105,434	7.2
4219	PROFESSNL SRVCS	196,330.95	223,551.23	18,706.44	43,499.20	54,285.13	125,767	43.7
4220	OTHR CNTRCTL SR	4,646,166.61	4,662,231.92	669,613.37	894,647.33	273,814.09	3,493,771	25.1
4228	PUMP STATIN RPR	97,135.51	69,500.00	3,369.45	4,622.69	0.00	64,877	6.7
4230	OFFICE EXPENSE	16,828.56	24,929.68	936.11	2,264.24	0.00	22,665	9.1
4231	SAFETY GEAR	55,905.97	63,679.00	3,379.01	10,065.68	0.00	53,613	15.8
4234	SPECIL DPRTMNTL	219,861.14	253,394.98	10,979.33	13,824.33	0.00	239,571	5.5
4235	BUILDING MNTNNC	84,700.57	95,600.00	15,953.93	41,823.34	0.00	53,777	43.7
4237	CLOTHING	39,572.57	29,564.87	3,494.69	7,547.91	0.00	22,017	25.5
4241	STRTS OPRTNG SP	11,656.31	12,348.00	0.00	1,130.69	0.00	11,217	9.2
4243	OPERATING SPPLS	1,209,648.09	1,371,352.31	115,259.87	221,749.71	464,132.74	685,470	50.0
4244	REPARS & MNTNNC	210,661.28	232,357.00	19,289.78	43,566.96	0.00	188,790	18.8
4246	FUELS & MTR OLS	15,922.52	39,300.00	0.00	0.00	0.00	39,300	0.0
4255	SMALL EQUIPMENT	34,152.79	25,069.00	1,918.90	2,265.81	0.00	22,803	9.0
4313	INVNTRY ADJSTMN	101,168.93	0.00	0.00	0.00	0.00	0	0.0
	Ttl SRVCS AND SPPL	8,300,969.15	8,419,860.31	1,009,157.49	1,544,306.83	792,231.96	6,083,322	27.8

* Fund 87 SANITATION DISTRICT *

Obj Code Description	Prior Year Actual	Current Year Budget	Current Month Actual	Year-to-date Actual	Encumb-rances	Remaining Balance	Percnt To-dat
OTHER CHARGES							
4215 RENTS AND LEASS	3,646.97	3,500.00	0.00	0.00	0.00	3,500	0.0
4302 MMBRSHPS & PBLC	17,160.14	44,582.05	2,870.13	30,427.26	0.00	14,155	68.3
4303 TRAVEL & METNGS	6,173.22	23,965.00	630.31	951.74	0.00	23,013	4.0
4304 EDUCATN & TRNNG	59,389.43	82,945.00	1,894.00	16,341.41	0.00	66,604	19.7
4434 MSCLLNS OTHR CH	166,667.44	288,485.35	0.00	15,624.00	0.00	272,861	5.4
Total OTHER CHARGS	253,037.20	443,477.40	5,394.44	63,344.41	0.00	380,133	14.3
FIXED CHARGES							
4208 TLPHN SRVC CHRG	25,162.20	22,890.75	1,907.58	5,722.74	0.00	17,168	25.0
4216 VHCL SRVC CHRGS	350,830.43	418,462.42	34,871.86	104,615.58	0.00	313,847	25.0
4223 INFRMTN SRVCS C	251,863.08	298,685.73	24,890.48	74,671.44	0.00	224,014	25.0
4226 MAL/MSSNGR SRVC	5,372.72	5,065.67	422.14	1,266.42	0.00	3,799	25.0
4227 COPIER SERVICES	8,861.88	10,370.38	864.19	2,592.57	0.00	7,778	25.0
4233 POSTAGE	4,747.44	4,901.43	408.45	1,225.35	0.00	3,676	25.0
4301 GNRL INSRNC CHR	493,860.84	635,187.16	52,932.26	158,796.78	0.00	476,390	25.0
Total FIXED CHARGS	1,140,698.59	1,395,563.54	116,296.96	348,890.88	0.00	1,046,673	25.0
CAPITAL OUTLAY							
4504 ENGINERNG SRVCS	1,951,018.32	1,324,371.92	273,159.85	961,612.49	362,465.03	294	100.0
4507 MAINS CONSTRCTN	598,787.83	0.00	0.00	0.00	0.00	0	0.0
4516 IN-HS SRV CHRGS	58,095.00	143,073.52	2,910.00	12,477.50	0.00	130,596	8.7
4518 IN-HS SRV CHG C	13,265.00	152,719.02	75.00	75.00	0.00	152,644	0.0
4520 BUILDINGS	2,762.58	30,189.82	964.00	964.00	29,225.82	0	100.0
4530 SANITATN EQPMNT	120,940.10	125,000.00	9,672.24	27,883.62	8,700.00	88,416	29.3
4534 CNTRCTL SRVCS D	229,068.65	702,936.35	8,600.00	12,067.50	126,881.35	563,988	19.8
4535 ADMINSTRTN DSGN	0.00	12,000.00	228.53	669.53	0.00	11,330	5.6
4536 CNTRCTL SRVCS C	1,218,502.89	7,841,875.48	57,033.39	147,950.59	245,217.16	7,448,708	5.0
4537 ADMNSTRTN CNSTR	0.00	28,000.00	0.00	0.00	0.00	28,000	0.0
4550 TLS AND SHP EQP	32,369.36	40,220.00	303.00	448.62	0.00	39,771	1.1
4551 CMMNCTNS EQPMNT	10,430.83	0.00	0.00	0.00	0.00	0	0.0
4563 ELECTRCL EQPMNT	63,747.21	69,987.06	0.00	0.00	67,321.00	2,666	96.2
4567 COMPUTER EQPMNT	0.00	18,836.00	0.00	0.00	0.00	18,836	0.0
4573 EQUIPMENT	245,018.37	148,520.00	0.00	0.00	33,520.00	115,000	22.6
4597 EXPNS CNTR ACCN	(3,875,521.12)	0.00	0.00	(5,913.27)	0.00	5,913	0.0
Total CAPITAL OTLY	668,485.02	10,637,729.17	352,946.01	1,158,235.58	873,330.36	8,606,163	19.1
OPERATING TRANSFERS OUT							
4642 IF TO 31-313	25,000.00	0.00	0.00	0.00	0.00	0	0.0
4651 IF T 01-031-031	1,149,146.88	1,154,892.89	96,241.07	288,723.21	0.00	866,170	25.0
4672 IF T 55-035-458	7,630.13	6,594.03	3,678.69	6,283.71	0.00	310	95.3
4675 IF TO 41-385	0.00	2,825,000.00	0.00	0.00	0.00	2,825,000	0.0

* Fund 87 SANITATION DISTRICT *

Obj Code Description	Prior Year Actual	Current Year Budget	Current Month Actual	Year-to-date Actual	Encumbrances	Remaining Balance	Percnt To-dat
4683 IF TO 51-315	0.00	9,000.00	0.00	0.00	0.00	9,000	0.0
4685 IF TO 17-312	40,000.00	0.00	0.00	0.00	0.00	0	0.0
Ttl OPRTNG TRNSFRS	1,221,777.01	3,995,486.92	99,919.76	295,006.92	0.00	3,700,480	7.4
DEBT SERVICE							
4378 NOTE PRINCIPAL	237,095.94	249,099.00	0.00	0.00	0.00	249,099	0.0
4379 NOTE INTEREST	48,324.80	39,780.00	0.00	0.00	0.00	39,780	0.0
4385 PRNCPL PYMNT CN	(237,095.94)	(249,099.00)	0.00	0.00	0.00	(249,099)	0.0
Total DEBT SERVICE	48,324.80	39,780.00	0.00	0.00	0.00	39,780	0.0
DEPRECIATION							
4431 DEPRECIATION	2,512,241.42	2,733,880.58	213,414.26	644,822.74	0.00	2,089,058	23.6
Total DEPRECIATION	2,512,241.42	2,733,880.58	213,414.26	644,822.74	0.00	2,089,058	23.6
* Total Expenditurs	23,023,551.07	37,077,166.59	2,476,656.86	6,012,703.98	1,665,562.32	29,398,900	20.7
Nt fr SNTTN DSTRCT F	2,738,752.33	(466,995.11)	(2,161,080.07)	(5,310,575.73)	(1,665,562.32)	6,509,143	

City of Daly City, California

Revenue and Expenditure Summary Report
By Fund
For the Period Ended 09/30/18

* Fund 87 SANITATION DISTRICT *

Obj Code Description	Prior Year Actual	Current Year Budget	Current Month Actual	Year-to -date Actual	Encumb- rances	Remaining Balance	Percnt To-dat
Total Rev - All Fnds	25,762,303.40	36,610,171.48	315,576.79	702,128.25	0.00	35,908,043	1.9
Ttl Expnd - All Fnds	23,023,551.07	37,077,166.59	2,476,656.86	6,012,703.98	1,665,562.32	29,398,900	20.7
All Funds Net	2,738,752.33	(466,995.11)	(2,161,080.07)	(5,310,575.73)	(1,665,562.32)	6,509,143	

SANITATION DISTRICT

EXPENDITURES REPORT

FOR THE MONTH OF OCTOBER 2018

		CURRENT MONTH	YEAR TO-DATE
SALARIES AND BENEFITS	$	682,508	2,640,604
SERVICES & SUPPLIES (Includes reimbursements to Sanitation Collection/ Treatment Division)		500,149	2,393,347
DEPRECIATION & OTHER CHARGES		9,216	717,383
CAPITAL OUTLAYS		279,541	1,443,689
LESS ASSETS TO BALANCE SHEET		0	(5,913)
TRANSFERS		105,241	400,248
TOTAL	$	1,576,655	7,589,359

AUDITED ______________________ Director of Finance

APPROVED ______________________ Board Chair

APPROVED ______________________ General Manager/Secretary

DATE APPROVED ______________________

City of Daly City, California

Revenue and Expenditure Summary Report
By Fund
For the Period Ended 10/31/18

* Fund 87 SANITATION DISTRICT *

Obj Code Description	Prior Year Actual	Current Year Budget	Current Month Actual	Year-to-date Actual	Encumb-rances	Remaining Balance	Percent To-date
REVENUES:							
N/A							
6212 SNTTN FND-FND B	0.00	10,000,583.34	0.00	0.00	0.00	10,000,583	0.0
Total N/A	0.00	10,000,583.34	0.00	0.00	0.00	10,000,583	0.0
TAXES							
3110 SECRD PRPRTY TX	1,736,563.22	1,788,800.00	0.00	0.00	0.00	1,788,800	0.0
3120 UNSCRD PRPRTY T	90,042.36	88,349.00	91,543.87	91,543.87	0.00	(3,195)	103.6
3123 SPPLMNTL PRPRTY	58,127.29	62,381.00	1,370.91	7,867.06	0.00	54,514	12.6
3180 RPTTF DISTRIBTN	65,201.52	60,167.00	0.00	0.00	0.00	60,167	0.0
3613 HMWNRS PRPRTY T	7,802.63	7,584.00	0.00	0.00	0.00	7,584	0.0
Total TAXES	1,957,737.02	2,007,281.00	92,914.78	99,410.93	0.00	1,907,870	5.0
RENTS AND INTEREST							
3510 INVSTMNT ERNNGS	364,596.43	177,429.00	0.00	135,660.32	0.00	41,769	76.5
3515 UNRLZD GN(LSS)N	(116,100.52)	0.00	0.00	0.00	0.00	0	0.0
Ttl RNTS AND INTRS	248,495.91	177,429.00	0.00	135,660.32	0.00	41,769	76.5
FROM OTHER AGENCIES							
3601 RCPTS FRM OTHR	205,500.00	0.00	0.00	0.00	0.00	0	0.0
Ttl FRM OTHR AGNCS	205,500.00	0.00	0.00	0.00	0.00	0	0.0
CHARGES AND FEES							
3901 SSC TAX ROLL	18,300,557.62	19,171,414.00	(4,175.60)	(4,175.60)	0.00	19,175,590	(0.0)
3902 SSC WESTBOROUGH	2,016,259.49	2,116,040.00	0.00	0.00	0.00	2,116,040	0.0
3903 SSC COLMA	46,715.40	48,286.00	0.00	48,303.76	0.00	(18)	100.0
3904 SSC SF JAIL	234,693.00	233,391.00	0.00	0.00	0.00	233,391	0.0
3911 WATER SALES	151,278.12	306,900.00	21,411.77	57,310.36	0.00	249,590	18.7
3921 CONNECTIN CHRGS	757,820.40	588,230.00	36,308.00	94,891.00	0.00	493,339	16.1
Total CHRGS AND FS	21,507,324.03	22,464,261.00	53,544.17	196,329.52	0.00	22,267,931	0.9
MISCELLANEOUS REVENUES							
3810 PROPERTY DSPSLS	15,623.98	1,800.00	0.00	0.00	0.00	1,800	0.0
3852 WRKRS CMP - SLF	25,592.22	0.00	0.00	12,928.87	0.00	(12,929)	0.0
3860 MISCELLANES RVN	0.00	26,787.00	0.00	0.00	0.00	26,787	0.0
Total MSCLLNS RVNS	41,216.20	28,587.00	0.00	12,928.87	0.00	15,658	45.2
OPERATING TRANSFERS IN							
3953 IF FM 41-381-37	1,502,030.24	1,617,030.14	134,752.52	539,010.08	0.00	1,078,020	33.3
3958 IF FM 17-031-03	0.00	315,000.00	0.00	0.00	0.00	315,000	0.0
3996 IF FM 20-031-40	300,000.00	0.00	0.00	0.00	0.00	0	0.0

* Fund 87 SANITATION DISTRICT *

Obj Code	Description	Prior Year Actual	Current Year Budget	Current Month Actual	Year-to -date Actual	Encumb- rances	Remaining Balance	Percent To-date
	Ttl OPRTNG TRNSFRS	1,802,030.24	1,932,030.14	134,752.52	539,010.08	0.00	1,393,020	27.9
*	Total Revenues	25,762,303.40	36,610,171.48	281,211.47	983,339.72	0.00	35,626,832	2.7

* Fund 87 SANITATION DISTRICT *

Obj Code Description	Prior Year Actual	Current Year Budget	Current Month Actual	Year-to -date Actual	Encumb-rances	Remaining Balance	Percent To-date
EXPENDITURES:							
SALARIES AND BENEFITS							
4101 SALARIES	4,600,725.75	5,326,142.26	379,225.61	1,462,234.45	0.00	3,863,908	27.5
4102 HOURLY WAGES	28,415.00	27,206.40	7,260.31	16,987.17	0.00	10,219	62.4
4103 OVERTIME	142,276.60	132,167.00	3,924.20	19,616.67	0.00	112,550	14.8
4104 PERS RETIREMENT	874,010.07	1,966,049.05	73,006.39	271,154.66	0.00	1,694,894	13.8
4105 GROUP INSURANCE	687,303.35	790,488.72	61,655.09	240,896.53	0.00	549,592	30.5
4106 WORKERS CMPNSTN	706,277.03	732,254.40	58,647.13	226,258.81	0.00	505,996	30.9
4107 MEDICARE	69,328.03	76,982.56	5,589.10	21,541.96	0.00	55,441	28.0
4108 UNMPLYMNT INSRN	539.92	0.00	0.00	0.00	0.00	0	0.0
4109 COMPNSTD ABSNCS	462,731.56	0.00	0.00	0.00	0.00	0	0.0
4110 TERMINATION PAY	62,077.98	0.00	0.00	0.00	0.00	0	0.0
4112 STANDBY PAY	20,020.00	21,900.00	1,680.00	5,880.00	0.00	16,020	26.8
4116 INJURY LEAVE	30,866.53	0.00	0.00	17,031.34	0.00	(17,031)	0.0
4118 RETIREE HEALTH	274,628.18	336,117.00	23,613.92	94,167.03	0.00	241,950	28.0
4119 SOCIAL SECURITY	(2,079.61)	2,081.28	0.00	0.00	0.00	2,081	0.0
4120 OTHR PST EMPLYM	(338,454.00)	0.00	0.00	0.00	0.00	0	0.0
4125 PENSION EXPENSE	540,957.00	0.00	0.00	0.00	0.00	0	0.0
4126 UNFNDD PRS CNTR	718,394.49	0.00	67,905.89	264,835.64	0.00	(264,836)	0.0
Ttl SLRS AND BNFTS	8,878,017.88	9,411,388.67	682,507.64	2,640,604.26	0.00	6,770,784	28.1
SERVICES AND SUPPLIES							
4211 ADVERTISING	303.60	0.00	0.00	0.00	0.00	0	0.0
4212 COMMUNICATIONS	48,312.98	40,300.32	3,875.14	13,275.89	0.00	27,024	32.9
4213 UTILITIES	1,227,647.73	1,163,120.00	101,107.51	340,877.84	0.00	822,242	29.3
4217 EQPMNT MNTNNC C	84,993.04	113,562.00	8,693.58	16,821.44	0.00	96,741	14.8
4219 PROFESSNL SRVCS	196,330.95	223,551.23	16,312.74	59,811.94	45,668.48	118,071	47.2
4220 OTHR CNTRCTL SR	4,646,166.61	4,662,231.92	105,691.85	1,000,339.18	249,564.78	3,412,328	26.8
4228 PUMP STATIN RPR	97,135.51	69,500.00	2,740.15	7,362.84	0.00	62,137	10.6
4230 OFFICE EXPENSE	16,828.56	24,929.68	1,358.02	3,622.26	0.00	21,307	14.5
4231 SAFETY GEAR	55,905.97	63,679.00	4,048.86	14,114.54	0.00	49,564	22.2
4234 SPECIL DPRTMNTL	219,861.14	253,394.98	0.00	13,824.33	0.00	239,571	5.5
4235 BUILDING MNTNNC	84,700.57	95,600.00	9,252.74	51,076.08	0.00	44,524	53.4
4237 CLOTHING	39,572.57	29,564.87	3,015.69	10,563.60	0.00	19,001	35.7
4241 STRTS OPRTNG SP	11,656.31	12,348.00	1,857.51	2,988.20	0.00	9,360	24.2
4243 OPERATING SPPLS	1,209,648.09	1,371,352.31	106,851.27	328,600.98	397,477.52	645,274	52.9
4244 REPARS & MNTNNC	210,661.28	232,357.00	15,751.28	59,318.24	0.00	173,039	25.5
4246 FUELS & MTR OLS	15,922.52	39,300.00	2,100.58	2,100.58	0.00	37,199	5.3
4255 SMALL EQUIPMENT	34,152.79	25,069.00	1,195.49	3,461.30	0.00	21,608	13.8
4313 INVNTRY ADJSTMN	101,168.93	0.00	0.00	0.00	0.00	0	0.0
Ttl SRVCS AND SPPL	8,300,969.15	8,419,860.31	383,852.41	1,928,159.24	692,710.78	5,798,990	31.1

City of Daly City, California

Revenue and Expenditure Summary Report
By Fund
For the Period Ended 10/31/18

* Fund 87 SANITATION DISTRICT *

Obj Code	Description	Prior Year Actual	Current Year Budget	Current Month Actual	Year-to-date Actual	Encumb-rances	Remaining Balance	Percent To-date
	OTHER CHARGES							
4215	RENTS AND LEASS	3,646.97	3,500.00	0.00	0.00	0.00	3,500	0.0
4302	MMBRSHPS & PBLC	17,160.14	44,582.05	3,582.88	34,010.14	0.00	10,572	76.3
4303	TRAVEL & METNGS	6,173.22	23,965.00	142.22	1,093.96	0.00	22,871	4.6
4304	EDUCATN & TRNNG	59,389.43	82,945.00	5,491.00	21,832.41	0.00	61,113	26.3
4434	MSCLLNS OTHR CH	166,667.44	288,485.35	0.00	15,624.00	0.00	272,861	5.4
	Total OTHER CHARGS	253,037.20	443,477.40	9,216.10	72,560.51	0.00	370,917	16.4
	FIXED CHARGES							
4208	TLPHN SRVC CHRG	25,162.20	22,890.75	1,907.58	7,630.32	0.00	15,260	33.3
4216	VHCL SRVC CHRGS	350,830.43	418,462.42	34,871.86	139,487.44	0.00	278,975	33.3
4223	INFRMTN SRVCS C	251,863.08	298,685.73	24,890.48	99,561.92	0.00	199,124	33.3
4226	MAL/MSSNGR SRVC	5,372.72	5,065.67	422.14	1,688.56	0.00	3,377	33.3
4227	COPIER SERVICES	8,861.88	10,370.38	864.19	3,456.76	0.00	6,914	33.3
4233	POSTAGE	4,747.44	4,901.43	408.45	1,633.80	0.00	3,268	33.3
4301	GNRL INSRNC CHR	493,860.84	635,187.16	52,932.26	211,729.04	0.00	423,458	33.3
	Total FIXED CHARGS	1,140,698.59	1,395,563.54	116,296.96	465,187.84	0.00	930,376	33.3
	CAPITAL OUTLAY							
4504	ENGINERNG SRVCS	1,951,018.32	1,324,371.92	121,191.84	1,082,804.33	241,273.19	294	100.0
4507	MAINS CONSTRCTN	598,787.83	0.00	0.00	0.00	0.00	0	0.0
4516	IN-HS SRV CHRGS	58,095.00	143,073.52	6,447.50	18,925.00	0.00	124,149	13.2
4518	IN-HS SRV CHG C	13,265.00	152,719.02	0.00	75.00	0.00	152,644	0.0
4520	BUILDINGS	2,762.58	30,189.82	2,232.00	3,196.00	26,993.82	0	100.0
4530	SANITATN EQPMNT	120,940.10	125,000.00	46,213.81	74,097.43	14,157.66	36,745	70.6
4534	CNTRCTL SRVCS D	229,068.65	702,936.35	9,903.00	21,970.50	116,978.35	563,988	19.8
4535	ADMINSTRTN DSGN	0.00	12,000.00	0.00	669.53	0.00	11,330	5.6
4536	CNTRCTL SRVCS C	1,218,502.89	7,841,875.48	52,882.70	200,833.29	269,017.16	7,372,025	6.0
4537	ADMNSTRTN CNSTR	0.00	28,000.00	0.00	0.00	0.00	28,000	0.0
4550	TLS AND SHP EQP	32,369.36	40,220.00	303.14	751.76	0.00	39,468	1.9
4551	CMMNCTNS EQPMNT	10,430.83	0.00	0.00	0.00	0.00	0	0.0
4563	ELECTRCL EQPMNT	63,747.21	69,987.06	40,366.55	40,366.55	25,165.00	4,456	93.6
4567	COMPUTER EQPMNT	0.00	18,836.00	0.00	0.00	0.00	18,836	0.0
4573	EQUIPMENT	245,018.37	148,520.00	0.00	0.00	33,520.00	115,000	22.6
4597	EXPNS CNTR ACCN	(3,875,521.12)	0.00	0.00	(5,913.27)	0.00	5,913	0.0
	Total CAPITAL OTLY	668,485.02	10,637,729.17	279,540.54	1,437,776.12	727,105.18	8,472,848	20.4
	OPERATING TRANSFERS OUT							
4642	IF TO 31-313	25,000.00	0.00	0.00	0.00	0.00	0	0.0
4651	IF T 01-031-031	1,149,146.88	1,154,892.89	96,241.07	384,964.28	0.00	769,929	33.3
4672	IF T 55-035-458	7,630.13	6,594.03	0.00	6,283.71	0.00	310	95.3
4675	IF TO 41-385	0.00	2,825,000.00	0.00	0.00	0.00	2,825,000	0.0

* Fund 87 SANITATION DISTRICT *

Obj Code Description	Prior Year Actual	Current Year Budget	Current Month Actual	Year-to -date Actual	Encumb- rances	Remaining Balance	Percent To-date
4683 IF TO 51-315	0.00	9,000.00	9,000.00	9,000.00	0.00	0	100.0
4685 IF TO 17-312	40,000.00	0.00	0.00	0.00	0.00	0	0.0
Ttl OPRTNG TRNSFRS	1,221,777.01	3,995,486.92	105,241.07	400,247.99	0.00	3,595,239	10.0
DEBT SERVICE							
4378 NOTE PRINCIPAL	237,095.94	249,099.00	0.00	0.00	0.00	249,099	0.0
4379 NOTE INTEREST	48,324.80	39,780.00	0.00	0.00	0.00	39,780	0.0
4385 PRNCPL PYMNT CN	(237,095.94)	(249,099.00)	0.00	0.00	0.00	(249,099)	0.0
Total DEBT SERVICE	48,324.80	39,780.00	0.00	0.00	0.00	39,780	0.0
DEPRECIATION							
4431 DEPRECIATION	2,512,241.42	2,733,880.58	0.00	644,822.74	0.00	2,089,058	23.6
Total DEPRECIATION	2,512,241.42	2,733,880.58	0.00	644,822.74	0.00	2,089,058	23.6
* Total Expenditurs	23,023,551.07	37,077,166.59	1,576,654.72	7,589,358.70	1,419,815.96	28,067,992	24.3
Nt fr SNTTN DSTRCT F	2,738,752.33	(466,995.11)	(1,295,443.25)	(6,606,018.98)	(1,419,815.96)	7,558,840	

* Fund 87 SANITATION DISTRICT *

Obj Code Description	Prior Year Actual	Current Year Budget	Current Month Actual	Year-to-date Actual	Encumbrances	Remaining Balance	Percent To-date
Total Rev - All Fnds	25,762,303.40	36,610,171.48	281,211.47	983,339.72	0.00	35,626,832	2.7
Ttl Expnd - All Fnds	23,023,551.07	37,077,166.59	1,576,654.72	7,589,358.70	1,419,815.96	28,067,992	24.3
All Funds Net	2,738,752.33	(466,995.11)	(1,295,443.25)	(6,606,018.98)	(1,419,815.96)	7,558,840	

SANITATION DISTRICT

EXPENDITURES REPORT

FOR THE MONTH OF NOVEMBER 2018

		CURRENT MONTH	YEAR TO-DATE
SALARIES AND BENEFITS	$	1,024,442	3,665,046
SERVICES & SUPPLIES (Includes reimbursements to Sanitation Collection/ Treatment Division)		1,078,944	3,472,291
DEPRECIATION & OTHER CHARGES		475,751	1,193,134
CAPITAL OUTLAYS		113,108	1,556,797
LESS ASSETS TO BALANCE SHEET		(14,410)	(20,323)
TRANSFERS		96,551	496,799
TOTAL	$	2,774,386	10,363,745

AUDITED Lam Cho Director of Finance

APPROVED ______________________ Board Chair

APPROVED ______________________ General Manager/Secretary

DATE APPROVED ______________________

City of Daly City, California

Revenue and Expenditure Summary Report
By Fund
For the Period Ended 11/30/18

* Fund 87 SANITATION DISTRICT *

Obj Code Description	Prior Year Actual	Current Year Budget	Current Month Actual	Year-to -date Actual	Encumb- rances	Remaining Balance	Percent To-date
REVENUES:							
N/A							
6212 SNTTN FND-FND B	0.00	10,000,583.34	0.00	0.00	0.00	10,000,583	0.0
Total N/A	0.00	10,000,583.34	0.00	0.00	0.00	10,000,583	0.0
TAXES							
3110 SECRD PRPRTY TX	1,736,563.22	1,788,800.00	96,002.46	96,002.46	0.00	1,692,798	5.4
3120 UNSCRD PRPRTY T	90,042.36	88,349.00	0.00	91,543.87	0.00	(3,195)	103.6
3123 SPPLMNTL PRPRTY	58,127.29	62,381.00	3,178.16	11,045.22	0.00	51,336	17.7
3180 RPTTF DISTRIBTN	65,201.52	60,167.00	0.00	0.00	0.00	60,167	0.0
3613 HMWNRS PRPRTY T	7,802.63	7,584.00	0.00	0.00	0.00	7,584	0.0
Total TAXES	1,957,737.02	2,007,281.00	99,180.62	198,591.55	0.00	1,808,689	9.9
RENTS AND INTEREST							
3510 INVSTMNT ERNNGS	364,596.43	177,429.00	0.00	135,660.32	0.00	41,769	76.5
3515 UNRLZD GN(LSS)N	(116,100.52)	0.00	0.00	0.00	0.00	0	0.0
Ttl RNTS AND INTRS	248,495.91	177,429.00	0.00	135,660.32	0.00	41,769	76.5
FROM OTHER AGENCIES							
3601 RCPTS FRM OTHR	205,500.00	0.00	0.00	0.00	0.00	0	0.0
Ttl FRM OTHR AGNCS	205,500.00	0.00	0.00	0.00	0.00	0	0.0
CHARGES AND FEES							
3901 SSC TAX ROLL	18,300,557.62	19,171,414.00	(5,875.87)	(10,051.47)	0.00	19,181,465	(0.0)
3902 SSC WESTBOROUGH	2,016,259.49	2,116,040.00	0.00	0.00	0.00	2,116,040	0.0
3903 SSC COLMA	46,715.40	48,286.00	0.00	48,303.76	0.00	(18)	100.0
3904 SSC SF JAIL	234,693.00	233,391.00	0.00	0.00	0.00	233,391	0.0
3911 WATER SALES	151,278.12	306,900.00	0.00	57,310.36	0.00	249,590	18.7
3921 CONNECTIN CHRGS	757,820.40	588,230.00	25,884.00	120,775.00	0.00	467,455	20.5
Total CHRGS AND FS	21,507,324.03	22,464,261.00	20,008.13	216,337.65	0.00	22,247,923	1.0
MISCELLANEOUS REVENUES							
3810 PROPERTY DSPSLS	15,623.98	1,800.00	371.45	371.45	0.00	1,429	20.6
3852 WRKRS CMP - SLF	25,592.22	0.00	0.00	12,928.87	0.00	(12,929)	0.0
3860 MISCELLANES RVN	0.00	26,787.00	0.00	0.00	0.00	26,787	0.0
Total MSCLLNS RVNS	41,216.20	28,587.00	371.45	13,300.32	0.00	15,287	46.5
OPERATING TRANSFERS IN							
3953 IF FM 41-381-37	1,502,030.24	1,617,030.14	134,752.52	673,762.60	0.00	943,268	41.7
3958 IF FM 17-031-03	0.00	315,000.00	0.00	0.00	0.00	315,000	0.0
3996 IF FM 20-031-40	300,000.00	0.00	0.00	0.00	0.00	0	0.0

Revenue and Expenditure Summary Report
By Fund
For the Period Ended 11/30/18

* Fund 87 SANITATION DISTRICT *

Obj Code Description	Prior Year Actual	Current Year Budget	Current Month Actual	Year-to-date Actual	Encumb-rances	Remaining Balance	Percent To-date
Ttl OPRTNG TRNSFRS	1,802,030.24	1,932,030.14	134,752.52	673,762.60	0.00	1,258,268	34.9
* Total Revenues	25,762,303.40	36,610,171.48	254,312.72	1,237,652.44	0.00	35,372,519	3.4

City of Daly City, California

Revenue and Expenditure Summary Report
By Fund
For the Period Ended 11/30/18

* Fund 87 SANITATION DISTRICT *

Obj Code	Description	Prior Year Actual	Current Year Budget	Current Month Actual	Year-to-date Actual	Encumb-rances	Remaining Balance	Percent To-date
EXPENDITURES:								
SALARIES AND BENEFITS								
4101	SALARIES	4,600,725.75	5,326,142.26	566,604.76	2,028,839.21	0.00	3,297,303	38.1
4102	HOURLY WAGES	28,415.00	27,206.40	8,860.99	25,848.16	0.00	1,358	95.0
4103	OVERTIME	142,276.60	132,167.00	49,968.22	69,584.89	0.00	62,582	52.6
4104	PERS RETIREMENT	874,010.07	1,966,049.05	109,024.94	380,179.60	0.00	1,585,869	19.3
4105	GROUP INSURANCE	687,303.35	790,488.72	62,438.49	303,335.02	0.00	487,154	38.4
4106	WORKERS CMPNSTN	706,277.03	732,254.40	92,667.89	318,926.70	0.00	413,328	43.6
4107	MEDICARE	69,328.03	76,982.56	8,765.43	30,307.39	0.00	46,675	39.4
4108	UNMPLYMNT INSRN	539.92	0.00	0.00	0.00	0.00	0	0.0
4109	COMPNSTD ABSNCS	462,731.56	0.00	0.00	0.00	0.00	0	0.0
4110	TERMINATION PAY	62,077.98	0.00	0.00	0.00	0.00	0	0.0
4112	STANDBY PAY	20,020.00	21,900.00	2,520.00	8,400.00	0.00	13,500	38.4
4116	INJURY LEAVE	30,866.53	0.00	0.00	17,031.34	0.00	(17,031)	0.0
4118	RETIREE HEALTH	274,628.18	336,117.00	22,186.22	116,353.25	0.00	219,764	34.6
4119	SOCIAL SECURITY	(2,079.61)	2,081.28	0.00	0.00	0.00	2,081	0.0
4120	OTHR PST EMPLYM	(338,454.00)	0.00	0.00	0.00	0.00	0	0.0
4125	PENSION EXPENSE	540,957.00	0.00	0.00	0.00	0.00	0	0.0
4126	UNFNDD PRS CNTR	718,394.49	0.00	101,404.76	366,240.40	0.00	(366,240)	0.0
	Ttl SLRS AND BNFTS	8,878,017.88	9,411,388.67	1,024,441.70	3,665,045.96	0.00	5,746,343	38.9
SERVICES AND SUPPLIES								
4211	ADVERTISING	303.60	0.00	0.00	0.00	0.00	0	0.0
4212	COMMUNICATIONS	48,312.98	40,300.32	4,417.76	17,693.65	0.00	22,607	43.9
4213	UTILITIES	1,227,647.73	1,163,120.00	134,047.81	474,925.65	0.00	688,194	40.8
4217	EQPMNT MNTNNC C	84,993.04	113,562.00	4,866.74	21,688.18	0.00	91,874	19.1
4219	PROFESSNL SRVCS	196,330.95	223,551.23	7,924.71	67,736.65	77,743.77	78,071	65.1
4220	OTHR CNTRCTL SR	4,646,166.61	4,662,231.92	656,025.33	1,656,364.51	231,083.54	2,774,784	40.5
4228	PUMP STATIN RPR	97,135.51	69,500.00	4,709.54	12,072.38	0.00	57,428	17.4
4230	OFFICE EXPENSE	16,828.56	24,929.68	1,397.93	5,020.19	0.00	19,909	20.1
4231	SAFETY GEAR	55,905.97	63,679.00	2,774.09	16,888.63	0.00	46,790	26.5
4234	SPECIL DPRTMNTL	219,861.14	253,394.98	0.00	13,824.33	0.00	239,571	5.5
4235	BUILDING MNTNNC	84,700.57	95,600.00	5,166.84	56,242.92	0.00	39,357	58.8
4237	CLOTHING	39,572.57	29,564.87	3,474.19	14,037.79	0.00	15,527	47.5
4241	STRTS OPRTNG SP	11,656.31	12,348.00	1,080.96	4,069.16	0.00	8,279	33.0
4243	OPERATING SPPLS	1,209,648.09	1,371,352.31	119,297.90	447,898.88	348,087.05	575,366	58.0
4244	REPARS & MNTNNC	210,661.28	232,357.00	12,697.71	72,015.95	0.00	160,341	31.0
4246	FUELS & MTR OLS	15,922.52	39,300.00	3,390.41	5,490.99	0.00	33,809	14.0
4255	SMALL EQUIPMENT	34,152.79	25,069.00	1,375.01	4,836.31	0.00	20,233	19.3
4313	INVNTRY ADJSTMN	101,168.93	0.00	0.00	0.00	0.00	0	0.0
	Ttl SRVCS AND SPPL	8,300,969.15	8,419,860.31	962,646.93	2,890,806.17	656,914.36	4,872,140	42.1

* Fund 87 SANITATION DISTRICT *

Obj Code Description	Prior Year Actual	Current Year Budget	Current Month Actual	Year-to-date Actual	Encumb-rances	Remaining Balance	Percent To-date
OTHER CHARGES							
4215 RENTS AND LEASS	3,646.97	3,500.00	0.00	0.00	0.00	3,500	0.0
4302 MMBRSHPS & PBLC	17,160.14	44,582.05	584.13	34,594.27	0.00	9,988	77.6
4303 TRAVEL & METNGS	6,173.22	23,965.00	644.39	1,738.35	0.00	22,227	7.3
4304 EDUCATN & TRNNG	59,389.43	82,945.00	2,323.70	24,156.11	0.00	58,789	29.1
4434 MSCLLNS OTHR CH	166,667.44	288,485.35	0.00	15,624.00	0.00	272,861	5.4
Total OTHER CHARGS	253,037.20	443,477.40	3,552.22	76,112.73	0.00	367,365	17.2
FIXED CHARGES							
4208 TLPHN SRVC CHRG	25,162.20	22,890.75	1,907.58	9,537.90	0.00	13,353	41.7
4216 VHCL SRVC CHRGS	350,830.43	418,462.42	34,871.86	174,359.30	0.00	244,103	41.7
4223 INFRMTN SRVCS C	251,863.08	298,685.73	24,890.48	124,452.40	0.00	174,233	41.7
4226 MAL/MSSNGR SRVC	5,372.72	5,065.67	422.14	2,110.70	0.00	2,955	41.7
4227 COPIER SERVICES	8,861.88	10,370.38	864.19	4,320.95	0.00	6,049	41.7
4233 POSTAGE	4,747.44	4,901.43	408.45	2,042.25	0.00	2,859	41.7
4301 GNRL INSRNC CHR	493,860.84	635,187.16	52,932.26	264,661.30	0.00	370,526	41.7
Total FIXED CHARGS	1,140,698.59	1,395,563.54	116,296.96	581,484.80	0.00	814,079	41.7
CAPITAL OUTLAY							
4504 ENGINERNG SRVCS	1,951,018.32	1,324,371.92	42,655.54	1,125,459.87	198,617.65	294	100.0
4507 MAINS CONSTRCTN	598,787.83	0.00	0.00	0.00	0.00	0	0.0
4516 IN-HS SRV CHRGS	58,095.00	143,073.52	1,400.00	20,325.00	0.00	122,749	14.2
4518 IN-HS SRV CHG C	13,265.00	152,719.02	0.00	75.00	0.00	152,644	0.0
4520 BUILDINGS	2,762.58	30,189.82	0.00	3,196.00	26,993.82	0	100.0
4530 SANITATN EQPMNT	120,940.10	125,000.00	2,719.03	76,816.46	14,157.66	34,026	72.8
4534 CNTRCTL SRVCS D	229,068.65	702,936.35	9,775.00	31,745.50	107,203.35	563,988	19.8
4535 ADMINSTRTN DSGN	0.00	12,000.00	0.00	669.53	0.00	11,330	5.6
4536 CNTRCTL SRVCS C	1,218,502.89	7,841,875.48	55,135.89	255,969.18	348,279.51	7,237,627	7.7
4537 ADMNSTRTN CNSTR	0.00	28,000.00	0.00	0.00	0.00	28,000	0.0
4550 TLS AND SHP EQP	32,369.36	40,220.00	1,422.36	2,174.12	0.00	38,046	5.4
4551 CMMNCTNS EQPMNT	10,430.83	0.00	0.00	0.00	0.00	0	0.0
4563 ELECTRCL EQPMNT	63,747.21	69,987.06	0.00	40,366.55	25,165.00	4,456	93.6
4567 COMPUTER EQPMNT	0.00	18,836.00	0.00	0.00	0.00	18,836	0.0
4573 EQUIPMENT	245,018.37	148,520.00	0.00	0.00	33,520.00	115,000	22.6
4597 EXPNS CNTR ACCN	(3,875,521.12)	0.00	(14,410.05)	(20,323.32)	0.00	20,323	0.0
Total CAPITAL OTLY	668,485.02	10,637,729.17	98,697.77	1,536,473.89	753,936.99	8,347,318	21.5
OPERATING TRANSFERS OUT							
4642 IF TO 31-313	25,000.00	0.00	0.00	0.00	0.00	0	0.0
4651 IF T 01-031-031	1,149,146.88	1,154,892.89	96,241.07	481,205.35	0.00	673,688	41.7
4672 IF T 55-035-458	7,630.13	6,594.03	310.32	6,594.03	0.00	0	100.0
4675 IF TO 41-385	0.00	2,825,000.00	0.00	0.00	0.00	2,825,000	0.0

* Fund 87 SANITATION DISTRICT *

Obj Code Description	Prior Year Actual	Current Year Budget	Current Month Actual	Year-to -date Actual	Encumb- rances	Remaining Balance	Percent To-date
4683 IF TO 51-315	0.00	9,000.00	0.00	9,000.00	0.00	0	100.0
4685 IF TO 17-312	40,000.00	0.00	0.00	0.00	0.00	0	0.0
Ttl OPRTNG TRNSFRS	1,221,777.01	3,995,486.92	96,551.39	496,799.38	0.00	3,498,688	12.4
DEBT SERVICE							
4378 NOTE PRINCIPAL	237,095.94	249,099.00	243,023.34	243,023.34	0.00	6,076	97.6
4379 NOTE INTEREST	48,324.80	39,780.00	45,855.04	45,855.04	0.00	(6,075)	115.3
4385 PRNCPL PYMNT CN	(237,095.94)	(249,099.00)	(243,023.34)	(243,023.34)	0.00	(6,076)	97.6
Total DEBT SERVICE	48,324.80	39,780.00	45,855.04	45,855.04	0.00	(6,075)	115.3
DEPRECIATION							
4431 DEPRECIATION	2,512,241.42	2,733,880.58	426,344.05	1,071,166.79	0.00	1,662,714	39.2
Total DEPRECIATION	2,512,241.42	2,733,880.58	426,344.05	1,071,166.79	0.00	1,662,714	39.2
* Total Expenditurs	23,023,551.07	37,077,166.59	2,774,386.06	10,363,744.76	1,410,851.35	25,302,570	31.8
Nt fr SNTTN DSTRCT F	2,738,752.33	(466,995.11)	(2,520,073.34)	(9,126,092.32)	(1,410,851.35)	10,069,949	

* Fund 87 SANITATION DISTRICT *

Obj Code Description	Prior Year Actual	Current Year Budget	Current Month Actual	Year-to -date Actual	Encumb- rances	Remaining Balance	Percent To-date
Total Rev - All Fnds	25,762,303.40	36,610,171.48	254,312.72	1,237,652.44	0.00	35,372,519	3.4
Ttl Expnd - All Fnds	23,023,551.07	37,077,166.59	2,774,386.06	10,363,744.76	1,410,851.35	25,302,570	31.8
All Funds Net	2,738,752.33	(466,995.11)	(2,520,073.34)	(9,126,092.32)	(1,410,851.35)	10,069,949	

Item # 4

Agenda Report

North San Mateo County Sanitation District

a subsidiary of the City of Daly City

Meeting Date: January 14, 2019

Subject: **Approve and Adopt North San Mateo County Sanitation District's 2019 Sewer Standard Details**

Recommended Action

Staff recommends that the Board approve and adopt the North San Mateo County Sanitation District's 2019 Sewer Standard Details.

Background

The Department of Water & Wastewater Resources maintains construction standard details and technical specifications for sewer construction within the District's area of service. Construction standard details ensure all sewer work in the District is uniform, are in accordance with current codes and construction best practices, and facilitates efficient maintenance.

The District's standard sewer details were last updated in 2007. Since that time, individual standard details have been revised, added, or deleted in response to common requests for clarification, evolving construction techniques and materials, better maintenance procedures, and changing State and National standards. The 2019 sewer standard detail update formally incorporates these revisions along with additional refinements to individual details, organizing the sheet list, and deleting underused or obsolete details.

Discussion

The 2019 sewer standard details are prepared in coordination with Daly City Public Works' 2018 Construction Standard Details.

The District's sewer details include 11 sheets of technical details covering the Sanitary Sewer (SS) system. The District's sewer details are included and incorporated as a part of Daly City's Construction Standard Details covering Survey Monuments, Parks, Streets, Storm Drain, and Water. Daly City's Standard Details are approved and adopted separately by Daly City's City Council. The City's 2018 Standard Details were adopted by the City Council on December 10, 2018.

The following tables of contents list the District's Sewer Standard Details along with new sheet names, old sheet names, and clarifications for detail deletions.

2019 SEWER STANDARD DETAIL LIST			
No.	**NEW SHEET**	**OLD SHEET**	**SHEET TITLE**
SANITARY SEWER			
51	SS-1	*(SS-1)*	NON-PRESSURE MANHOLE FRAME AND COVER
52	SS-2	*(SS-2)*	PRESSURE TYPE MANHOLE FRAME AND COVER
53	SS-3	*(SS-2A)*	POLYETHYLENE MANHOLE ADJUSTMENT RING (SLOPED)
54	SS-4	*(SS-3)*	SANITARY SEWER MANHOLE - CAST IN PLACE
DELETED		*(SS-5)*	*~~SANITARY SEWER TESTING TEE (~~NOT USED)*
DELETED		*(SS-6)*	*~~GREASE & SAND INTERCEPTOR (~~NOT USED)*
DELETED		*(SS-6A)*	*~~GREASE INTERCEPTOR (~~NOT USED)*
55	SS-5	*(SS-7)*	SEWER LATERAL
56	SS-6	*(SS-7A)*	SEWER LATERAL CONNECTIONS
57	SS-7	*(SS-8)*	NEW SEWER PIPE SUPPORT ACROSS TRENCHES
58	SS-8	*(SS-9)*	SIDE SEWERS AT UTILITY CROSSINGS
DELETED		*(SS-10)*	*~~TRENCH DAM (~~NOT USED)*
59	SS-9	*(SS-11)*	FLEXIBLE CONNECTION AT MANHOLE TIE-IN
60	SS-10	*(SS-12)*	CLEAN OUT & BACKWATER VALVE
61	SS-11	*(SS-13)*	NEW UTILITY PIPE CROSSING EXISTING SEWER LATERAL

<u>Fiscal Impact</u>

There is no fiscal impact resulting from this update to the District's Standard Details. Upon approval and adoption, the 2019 Standard Details will be uploaded to the City's website and made available for download by the public.

<u>Summary/Conclusion</u>

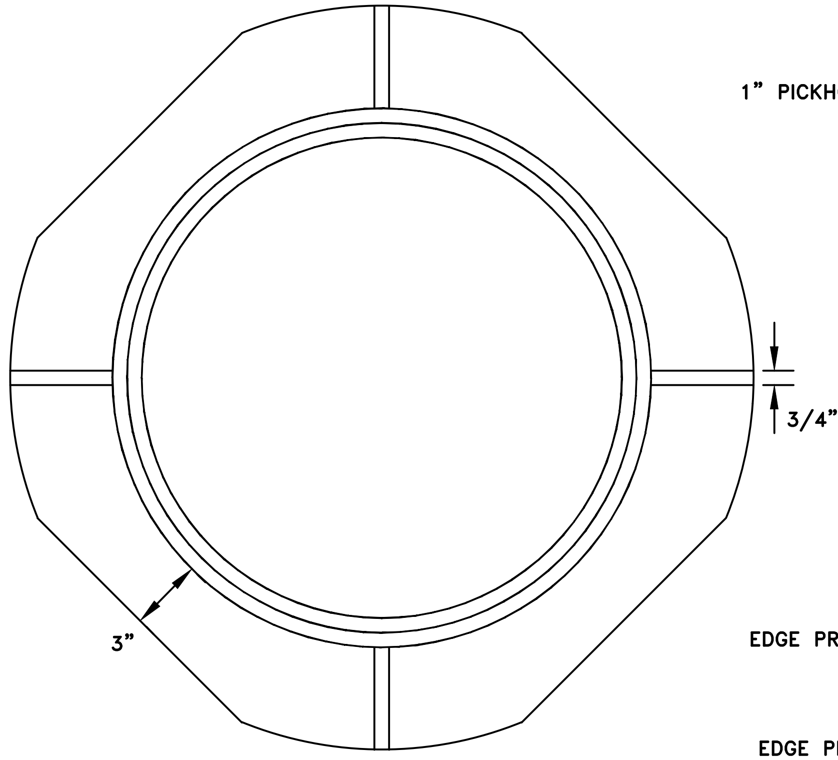
Staff recommends that the Board approve and adopt the District's 2019 Sewer Standard Details for inclusion along with Daly City's 2018 Construction Standard Details.

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

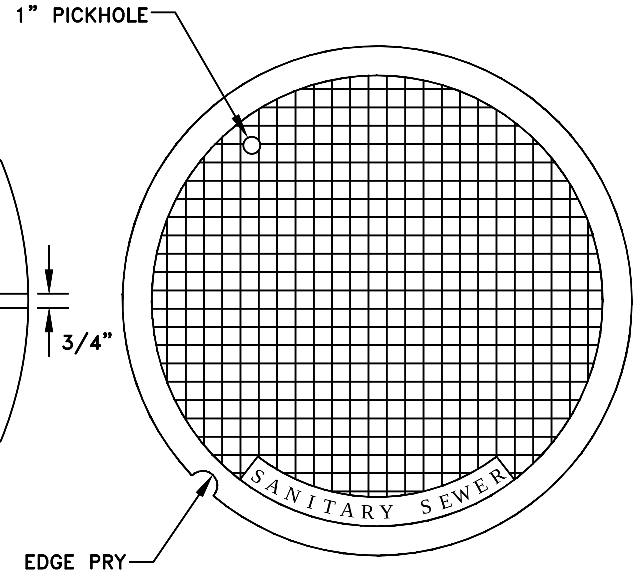
Respectfully submitted,

Thomas Piccolotti
Director of Water and Wastewater Resources

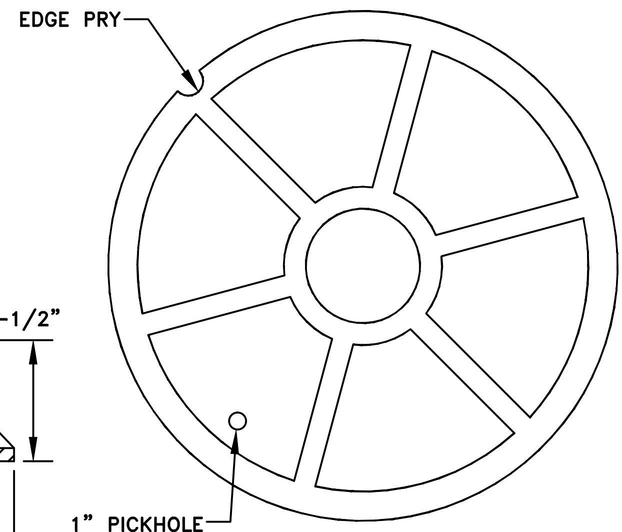
Attachment: 2019 Sewer Standard Details



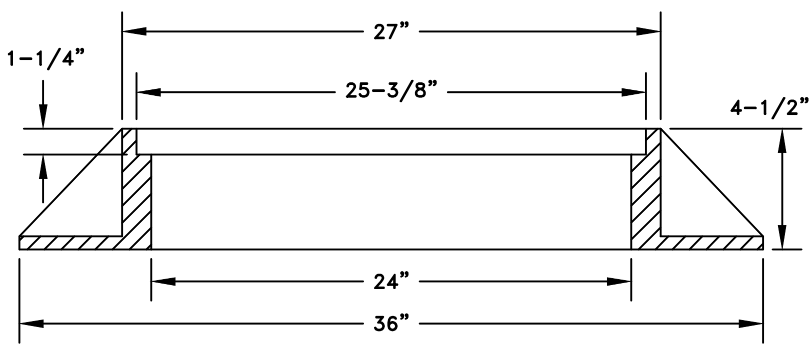
MANHOLE FRAME TOP



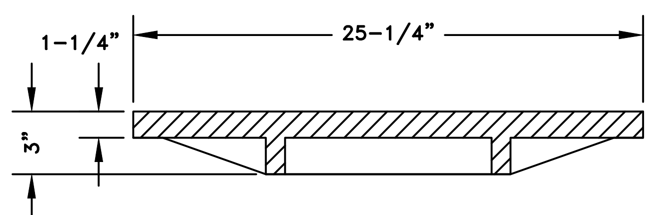
MANHOLE COVER TOP



MANHOLE COVER BOTTOM



MANHOLE FRAME SECTION

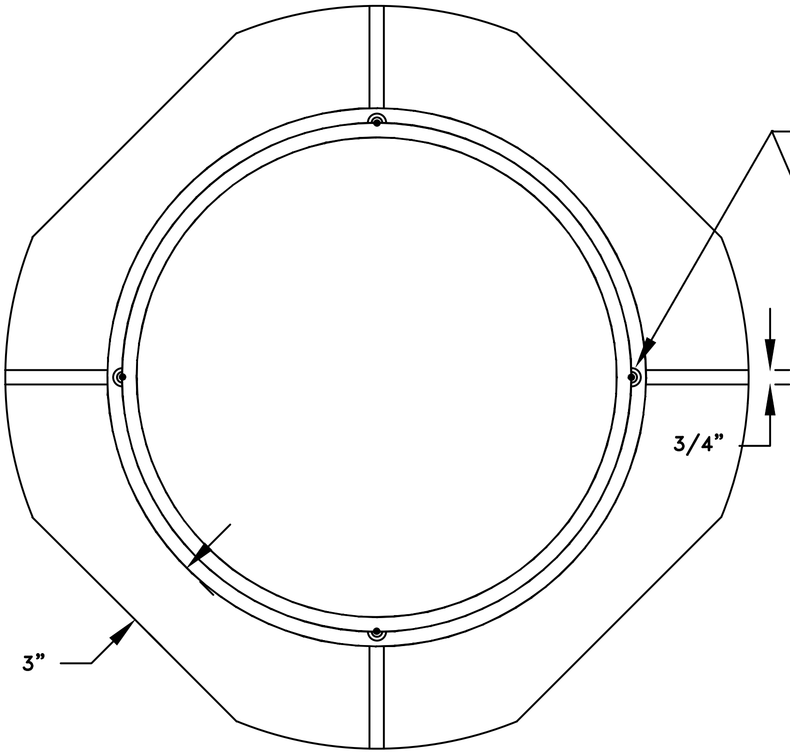


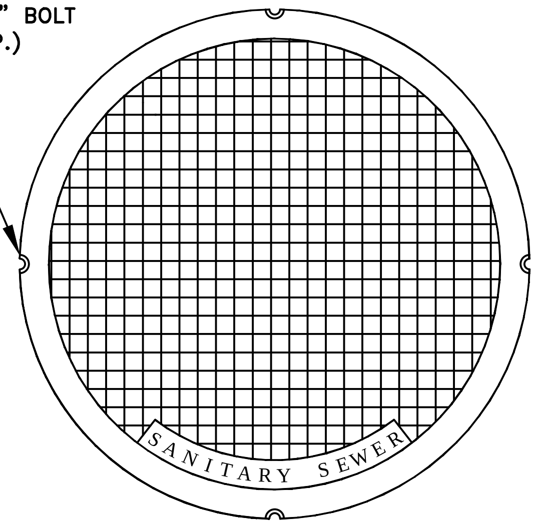
MANHOLE COVER SECTION

NOTES:

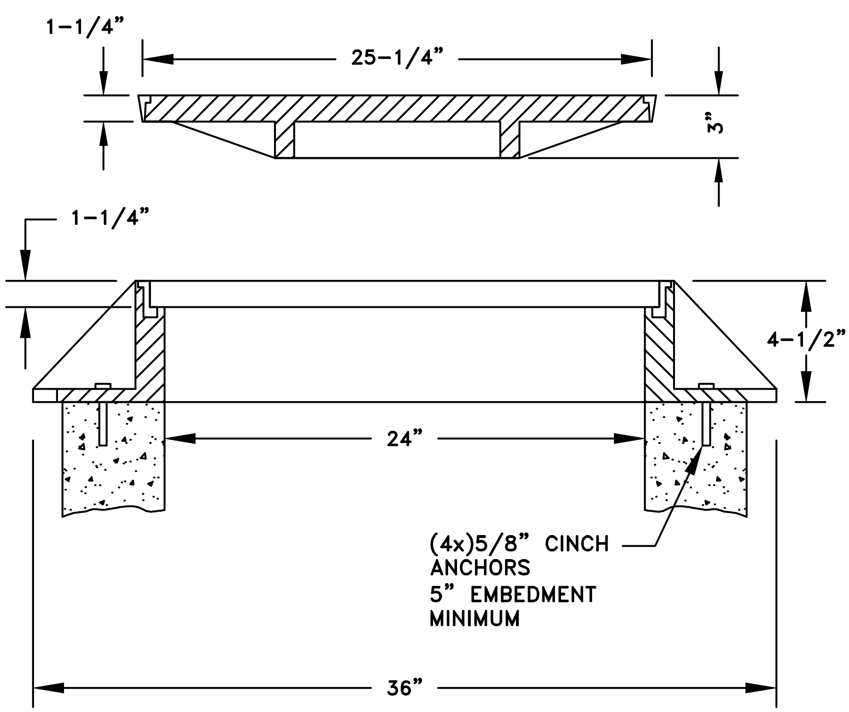
1. ALL MATERIAL SHALL CONFORM TO ASTM SPECIFICATION A-159-70T-G3000
2. MODEL D&L No. A-1000 OR APPROVED EQUAL IS ILLUSTRATED AND ACCEPTABLE.

	CITY OF DALY CITY, CALIFORNIA NORTH SAN MATEO COUNTY SANITATION DISTRICT	STANDARD DETAIL
	NON-PRESSURE MANHOLE FRAME AND COVER REVIEWED BY: DWWR DIRECTOR ADOPTED ON: JAN 14, 2019 BOARD OF DIRECTORS	SS-1 DATE: NOV 2018

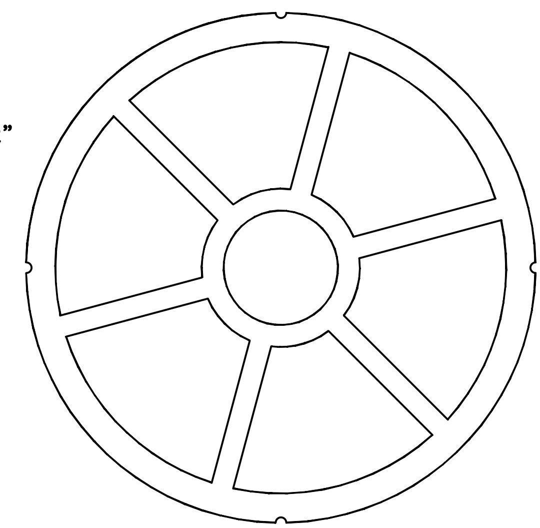




COVER TOP



SECTION

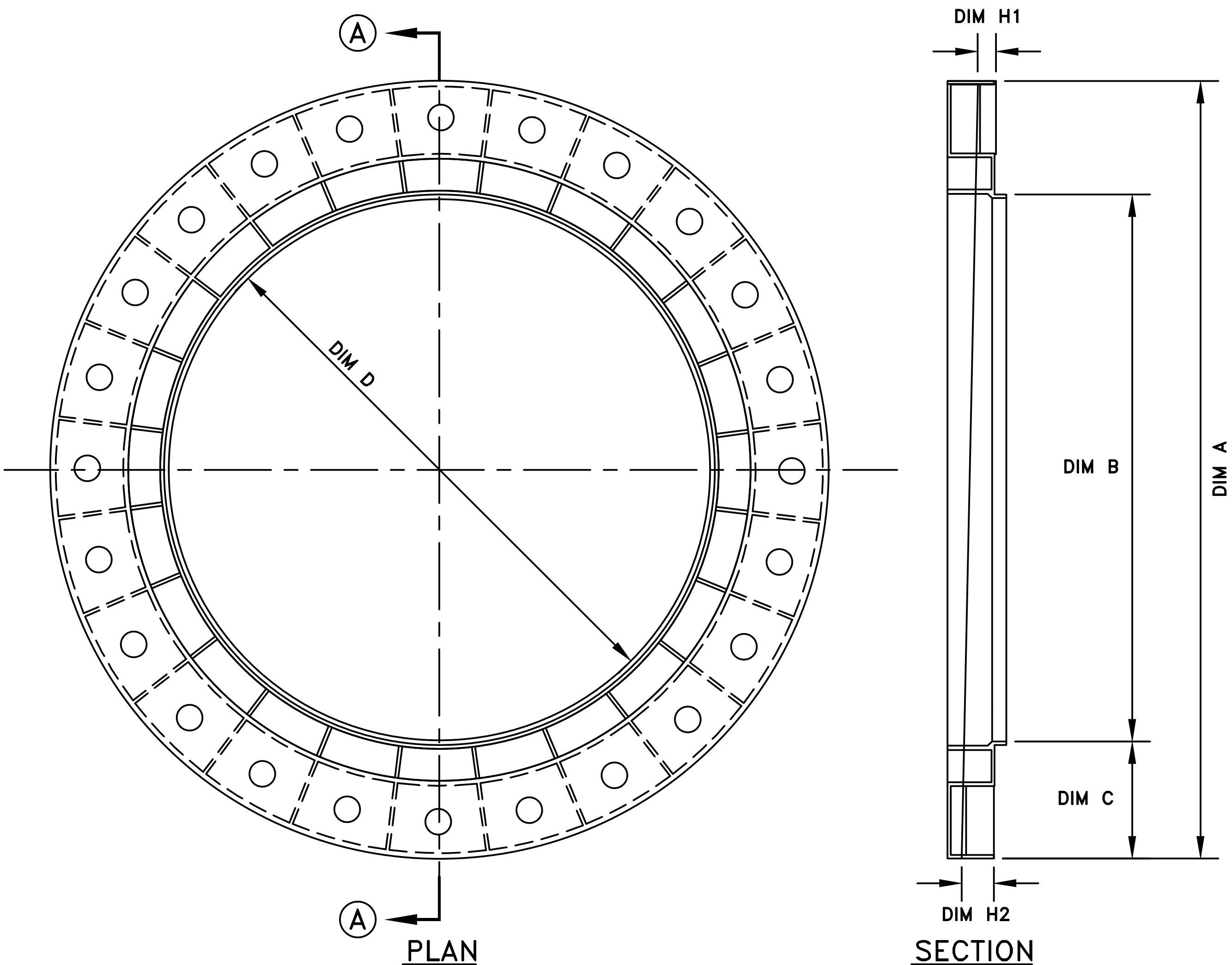


COVER BOTTOM

NOTES:

1. ALL MATERIAL SHALL CONFORM TO ASTM SPECIFICATION A-159-70T-G3000
2. MODEL D&L No. A-1000 BOLT-ON DESIGN FROM MANUFACTURER

DALY CITY CALIFORNIA	CITY OF DALY CITY, CALIFORNIA NORTH SAN MATEO COUNTY SANITATION DISTRICT	STANDARD DETAIL
	PRESSURE TYPE MANHOLE FRAME AND COVER REVIEWED BY: ______ DWWR DIRECTOR ADOPTED ON: JAN 14, 2019 BOARD OF DIRECTORS	SS-2 DATE: NOV 2018



DIMENSION SCHEDULE

CONE SIZE	DIM A	DIM B	DIM C	DIM D	DIM H1	DIM H2
24"	33.50"	23.75"	5.00"	23.25"	.75"	1.50"
27"	36.50"	26.75"	5.00"	26.25"	.75"	1.50"
30"	39.50"	29.75"	5.00"	29.25"	1.50"	2.25"
32"	41.50"	31.75"	5.00"	31.25"	1.25"	2.25"
34"	41.50"	33.75"	4.00"	33.25"	1.25"	2.25"

NOTES:

1. PLASTIC INJECTION MOLDED ADJUSTMENT RING SHALL BE MOLDED FROM HIGH DENSITY POLYETHYLENE AS DEFINED IN ASTM SPECIFICATION D1248.
2. DIMENSIONS SHOWN ARE NOMINAL. ACTUAL SIZE WILL VARY WITHIN ALLOWABLE TOLERANCE AND REQUIRED FIT.
3. INSTALLATION SHALL BE PER MANUFACTURER'S RECOMMENDATIONS.
4. THE ANNULAR SPACE BETWEEN THE RINGS AND CONE BASIN, THE RINGS, AND THE RINGS AND COVER FRAME SHALL BE SEALED UTILIZING AN APPROVED BUTYL SEALANT. THE APPROVED SEALANT SHALL BE APPLIED AS REQUIRED FOR THE PRODUCT TO BE ACCEPTED.
5. MORTAR SHALL NOT BE APPLIED TO ADJUSTMENT RINGS.

CITY OF DALY CITY, CALIFORNIA
NORTH SAN MATEO COUNTY SANITATION DISTRICT

STANDARD DETAIL

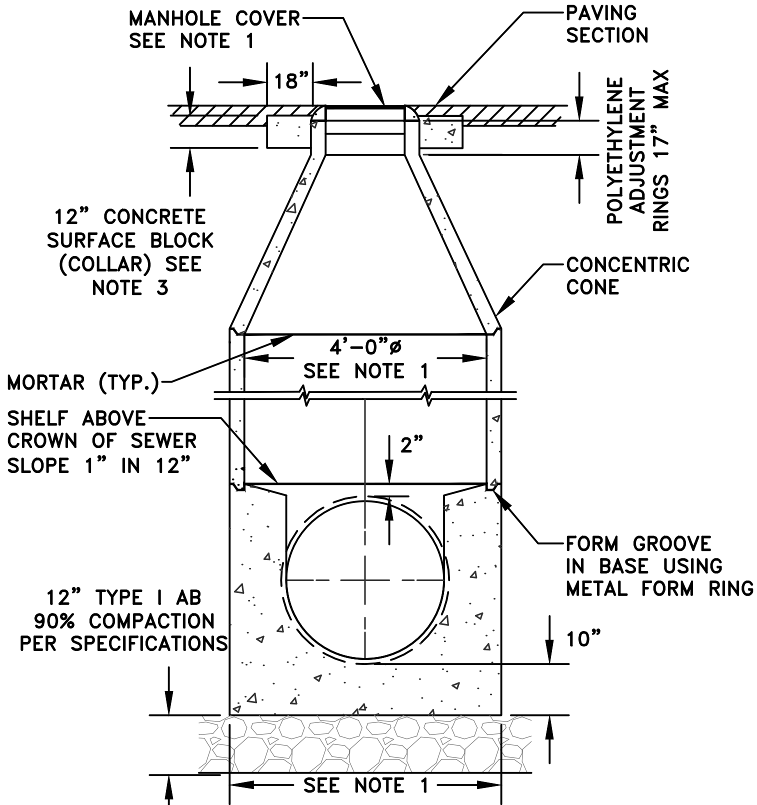
POLYETHYLENE MANHOLE ADJUSTMENT RING (SLOPED)

SS-3

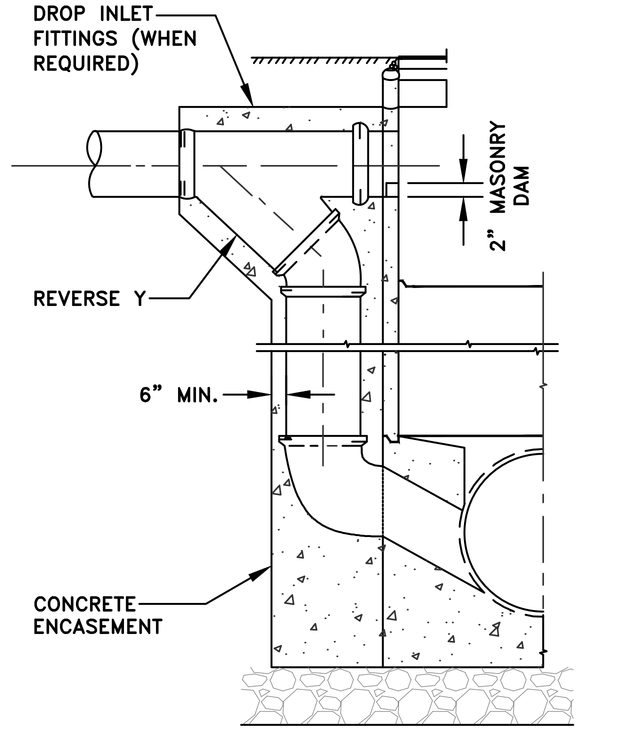
REVIEWED BY: ____________ DWWR DIRECTOR

ADOPTED ON: JAN 14, 2019 BOARD OF DIRECTORS

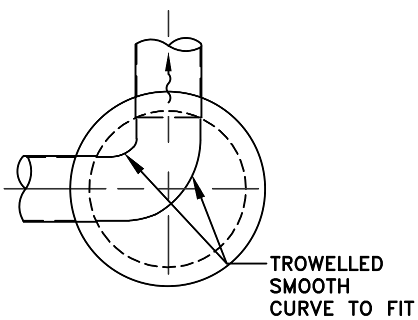
DATE: NOV 2018



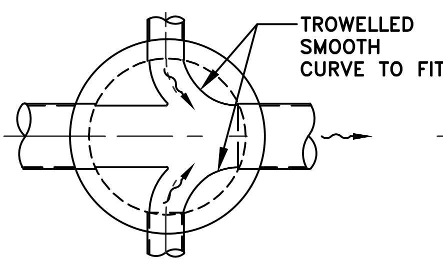
TYPICAL SECTION



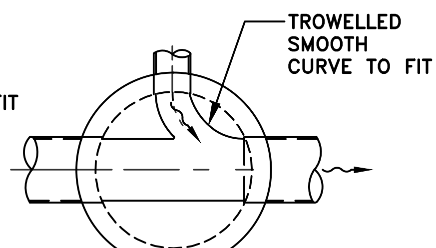
DROP INLET SECTION



① ANGLE THROUGH MANHOLE

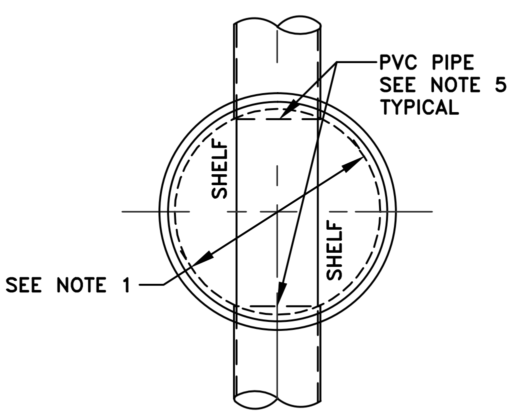


② 2 BRANCHES AT MANHOLE



③ 1 BRANCH AT MANHOLE

PLANS-CHANNELIZED MANHOLE BOTTOMS

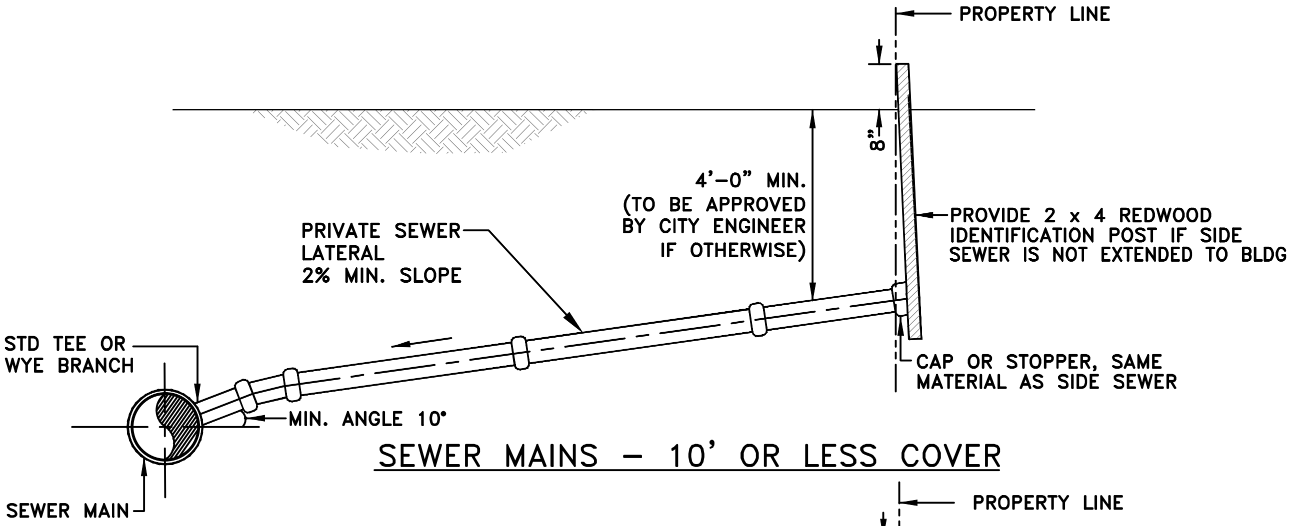


④ TYPICAL STRAIGHT THROUGH MANHOLE

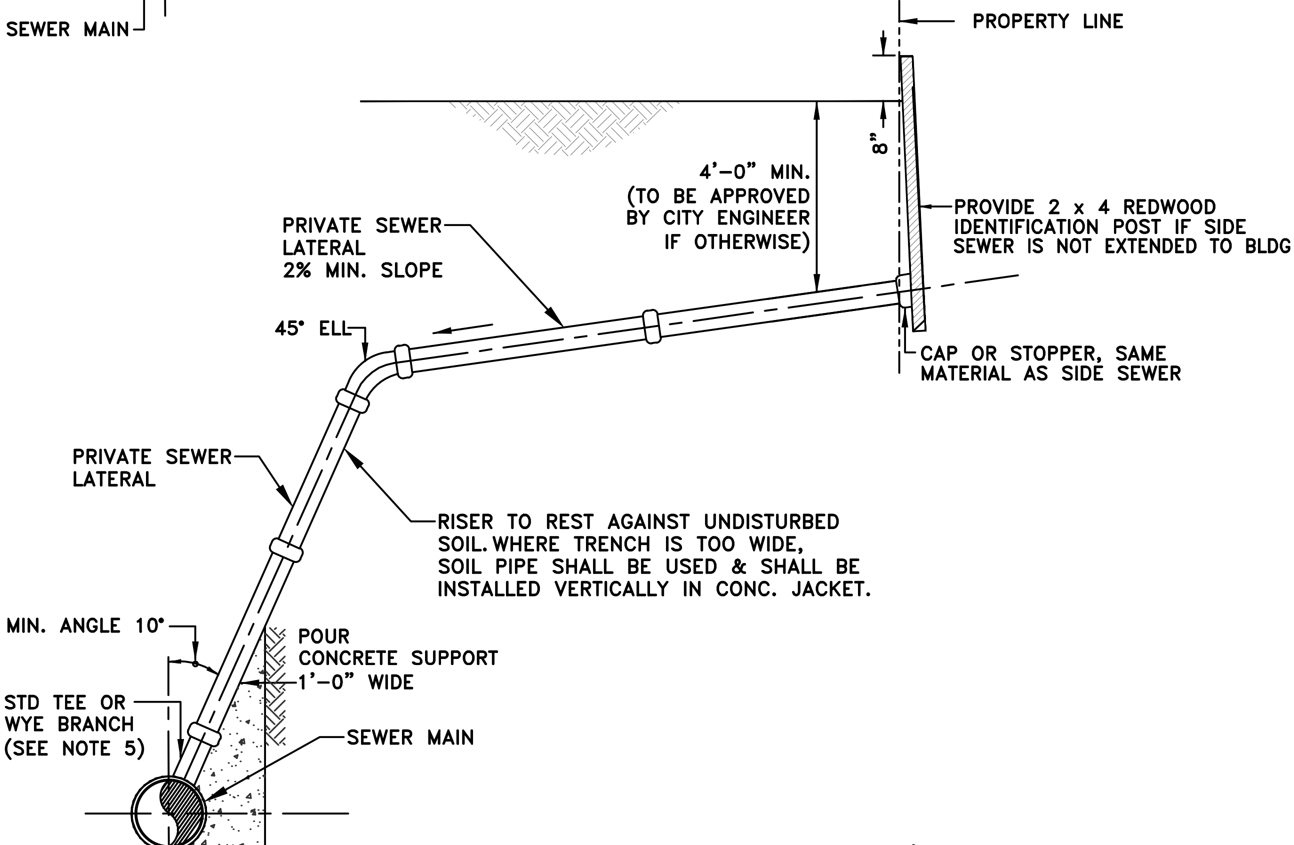
NOTES:

1. MANHOLE BARREL & MANHOLE COVER DIAMETERS SHALL VARY WITH PIPE DIAMETER (SEE SPECIFICATIONS).
2. PRECAST MANHOLE SECTIONS SHALL BE FURNISHED WITHOUT STEPS OR LADDER RUNG.
3. CONCRETE SURFACE BLOCK SHALL BE POURED 2 INCHES BELOW FINAL FINISH GRADE TO ACCEPT ASPHALT OVERLAY.
4. CAST IN PLACE MANHOLE BASE SHALL BE USED ONLY WITH PRIOR APPROVAL BY THE CITY ENGINEER.
5. THE TOP HALF OF PVC PIPE SHALL BE REMOVED TO THE CONTOUR OF THE INSIDE OF ALL MANHOLES AND THE BROKEN EDGES SHALL BE PLASTERED SMOOTH WITH CEMENT.

DALY CITY · CALIFORNIA	CITY OF DALY CITY, CALIFORNIA NORTH SAN MATEO COUNTY SANITATION DISTRICT	STANDARD DETAIL
	SANITARY SEWER MANHOLE - CAST IN PLACE REVIEWED BY: ______ DWWR DIRECTOR ADOPTED ON: JAN 14, 2019 BOARD OF DIRECTORS	SS-4 DATE: NOV 2018



SEWER MAINS – 10' OR LESS COVER

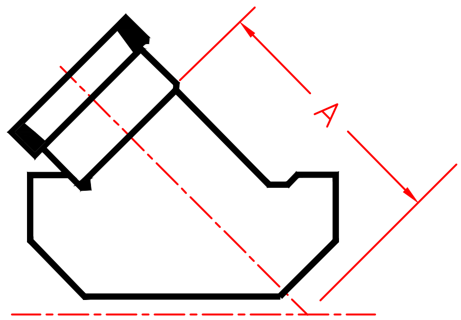


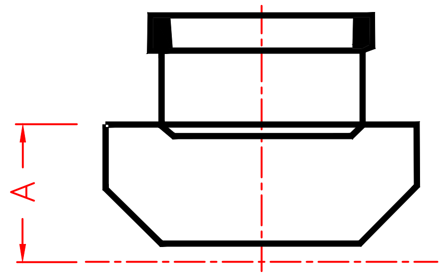
SEWER MAINS – DEEPER THAN 10' COVER

NOTES:

1. SEE STD DWG SS-10 FOR SEWER CLEANOUT AND EXTENSION BEYOND PROPERTY LINE.
2. LOCATION OF SEWER LATERAL SHALL HAVE AT LEAST 12'' VERTICAL AND HORIZONTAL CLEAR SEPARATION FROM ANY WATER SERVICE.
3. MATERIAL FOR SEWER LATERAL SHALL BE PVC, HDPE OR DIP. SEE STANDARD SPECIFICATION FOR MATERIAL REQUIREMENT.
4. INSTALLATION METHOD:
   a. PVC, SDR 35, SDR 26 OR DIP – INSTALLED IN TRENCH
   b. HDPE (SDR 17 & 11) – TRENCHLESS (PIPE BURSTING)
5. SEE STD DWG SS-6 FOR CONNECTION TO SEWER MAIN LARGER THAN 12 INCHES.
6. SPACE BETWEEN 2 ADJACENT TAPS SHALL BE AT LEAST 24 INCHES.
7. WHERE THE EXISTING SEWER SERVICE IS USED FOR NEW BUILDING, THE EXISTING SEWER SERVICE SHALL BE TELEVISED TO DETERMINE ITS INTEGRITY AND ADEQUACY TO SERVICE THE PROPERTY. THE VIDEO FILMING SHALL BE PERFORMED IN THE PRESENCE OF A DWWR REPRESENTATIVE AND A COPY OF THE FILM SHALL BE PROVIDED TO THE DWWR.

DALY CITY · CALIFORNIA · GATEWAY TO THE PENINSULA	CITY OF DALY CITY, CALIFORNIA NORTH SAN MATEO COUNTY SANITATION DISTRICT	STANDARD DETAIL
	SEWER LATERAL REVIEWED BY: ____ DWWR DIRECTOR ADOPTED ON: JAN 14, 2019 BOARD OF DIRECTORS	SS-5 DATE: NOV 2018





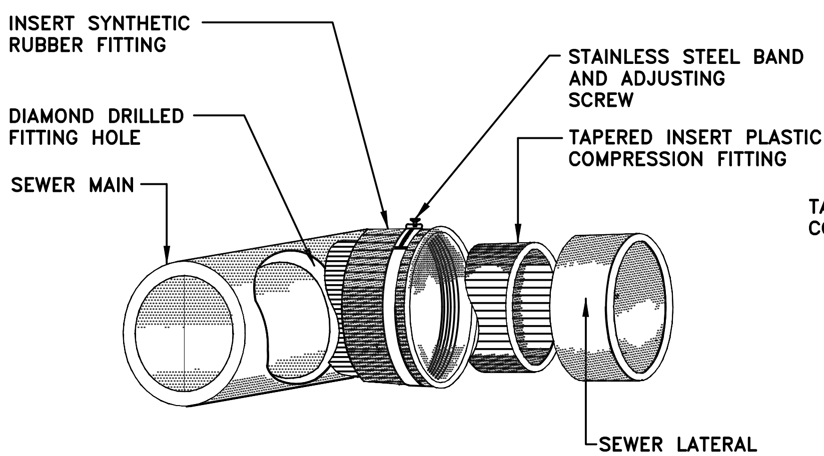
SIZE	PART No.	STYLE	A	WT. (approx.)
6x4	255-064	Molded	8.9	1.4
8x4	255-084	Molded	10.4	1.5
8x6	255-086	Molded	12.0	3.3
10x4	255-104	Molded	11.9	1.2
10x6	255-106	Molded	13.0	3.3
12x4	255-124	Molded	13.4	1.2
12x6	255-126	Molded	14.3	3.8

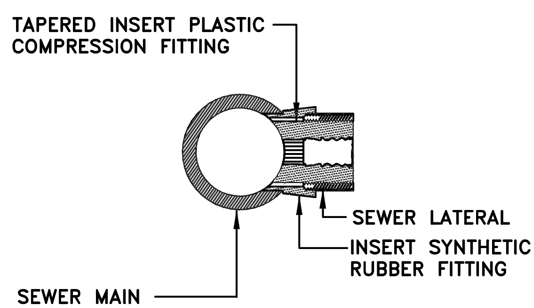
SADDLE WYE

SIZE	PART No.	STYLE	A	WT. (approx.)
6x4	256-064	Molded	3.3	1.0
8x4	256-084	Molded	4.5	1.2
8x6	256-086	Molded	4.7	2.4
10x4	256-104	Molded	5.5	3.3
10x6	256-106	Molded	5.7	2.3
12x4	256-124	Molded	6.5	1.2
12x6	256-126	Molded	6.6	3.1

SADDLE TEE

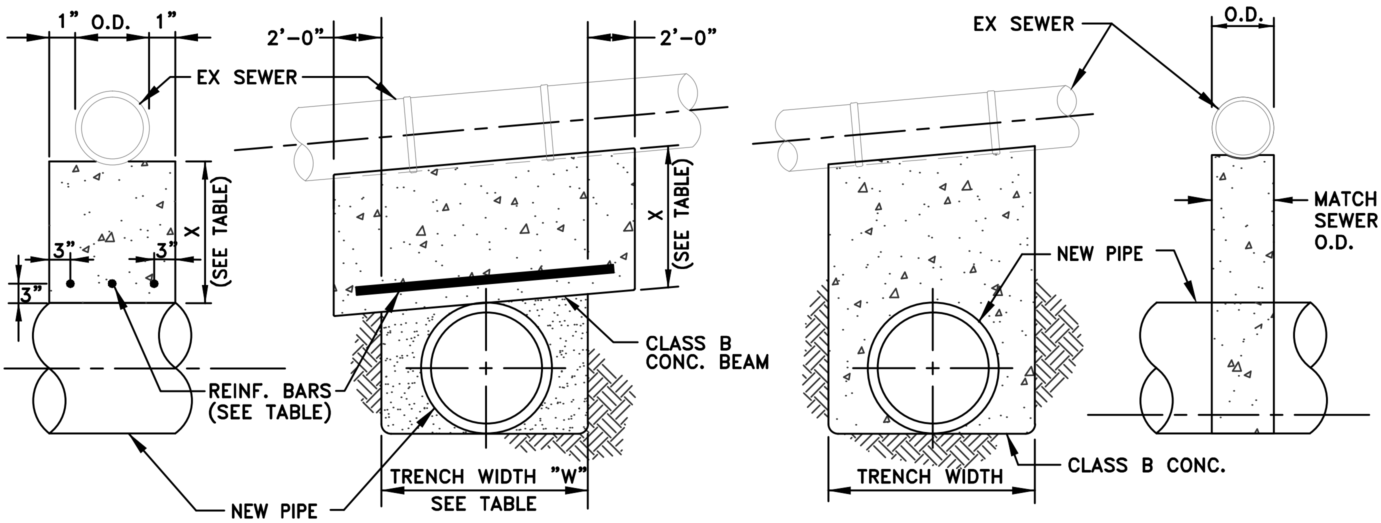
CONNECTION TO SEWER MAINS
6"ø TO 12"ø





CONNECTION TO SEWER MAINS
GREATER THAN 12"ø
"TAP – TITE"

CITY OF DALY CITY, CALIFORNIA NORTH SAN MATEO COUNTY SANITATION DISTRICT		STANDARD DETAIL
SEWER LATERAL CONNECTIONS		SS-6
REVIEWED BY: ______ DWWR DIRECTOR	ADOPTED ON: JAN 14, 2019 BOARD OF DIRECTORS	DATE: NOV 2018



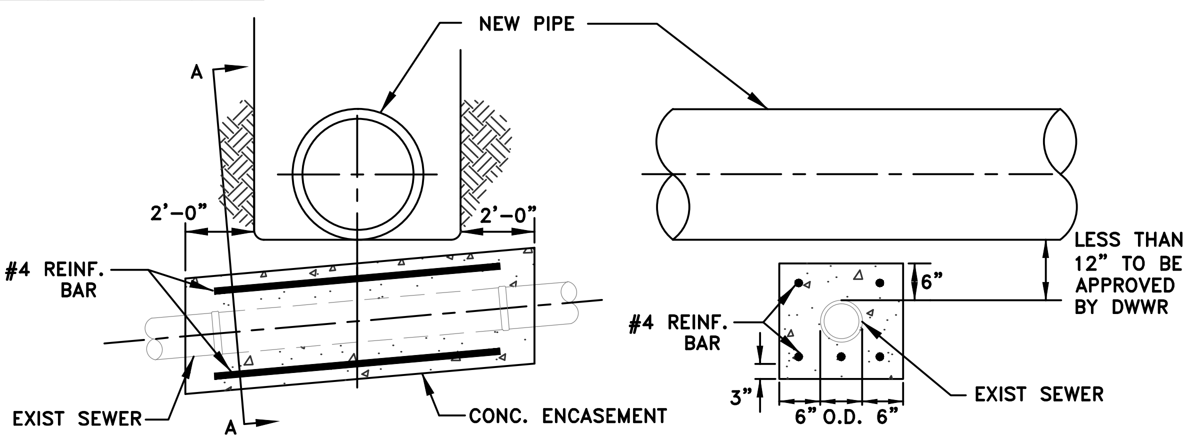
TYPE I TYPE II

SUPPORT DETAILS OVER UTILITY

(TYPE I OR II MAY BE USED AT CONTRACTOR'S OPTION)

REINFORCED CONCRETE BEAM DIMENSION TABLE

W	DEPTH OF COVER 0' to 8'-0" X	Bar No.	DEPTH OF COVER 8'-1" to 16'-0" X	Bar No.
4'	8"	4	8"	4
5'	8"	4	9"	5
6'	8½"	5	10½"	5
7'	9"	5	11½"	6
8'	10"	5	12½"	6
9'	11"	6	13½"	6
10'	12"	6	15"	7



ENCASEMENT DETAIL UNDER UTILITY

CITY OF DALY CITY, CALIFORNIA
NORTH SAN MATEO COUNTY SANITATION DISTRICT

STANDARD DETAIL

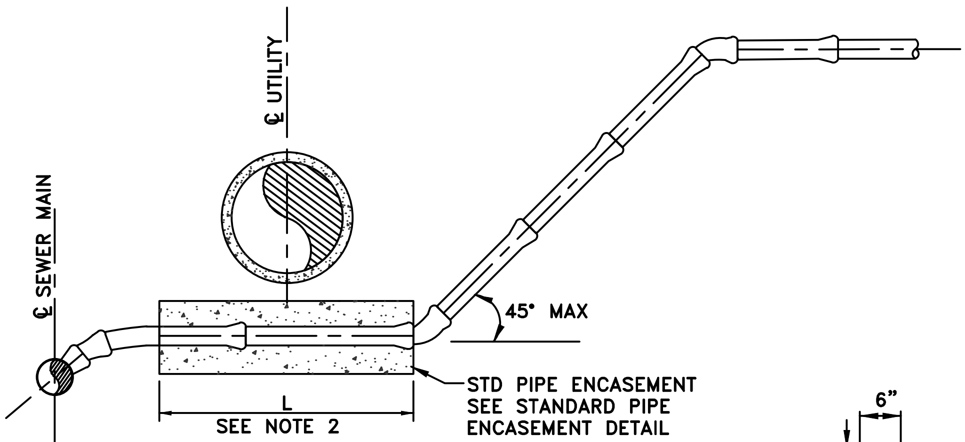
NEW SEWER PIPE SUPPORT ACROSS TRENCHES

SS-7

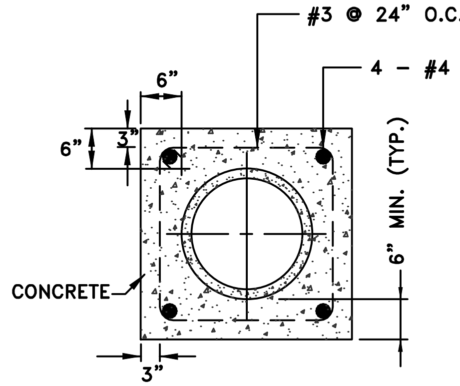
REVIEWED BY: ____________________ DWWR DIRECTOR

ADOPTED ON: JAN 14, 2019 BOARD OF DIRECTORS

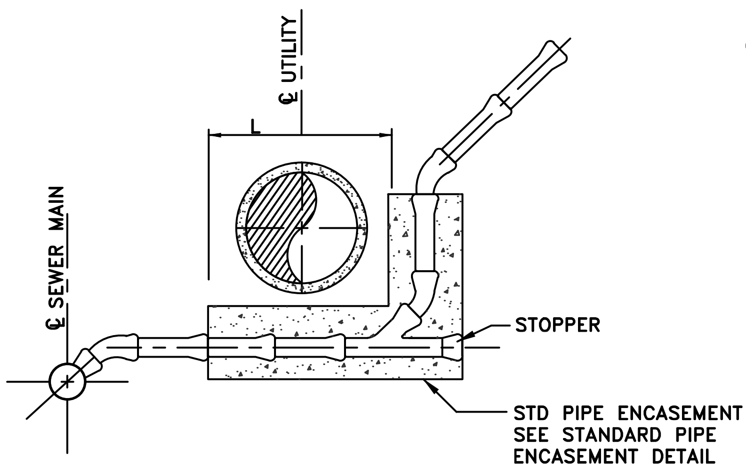
DATE: NOV 2018



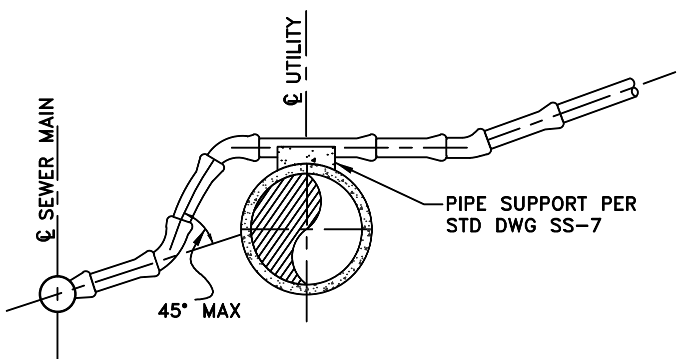
SIDE SEWER UNDER UTILITY I



STANDARD
PIPE ENCASEMENT
DETAIL



SIDE SEWER UNDER UTILITY II



SIDE SEWER OVER UTILITY

NOTES:

1. MINIMUM SLOPE FOR 6-INCH SIDE SEWER SHALL BE 2%.
2. L = WIDTH OF UTILITY TRENCH PLUS EXTENSION AT BOTH SIDES TO FIRST PIPE JOINT AT OR BEYOND TRENCH

CITY OF DALY CITY, CALIFORNIA
NORTH SAN MATEO COUNTY SANITATION DISTRICT

STANDARD DETAIL

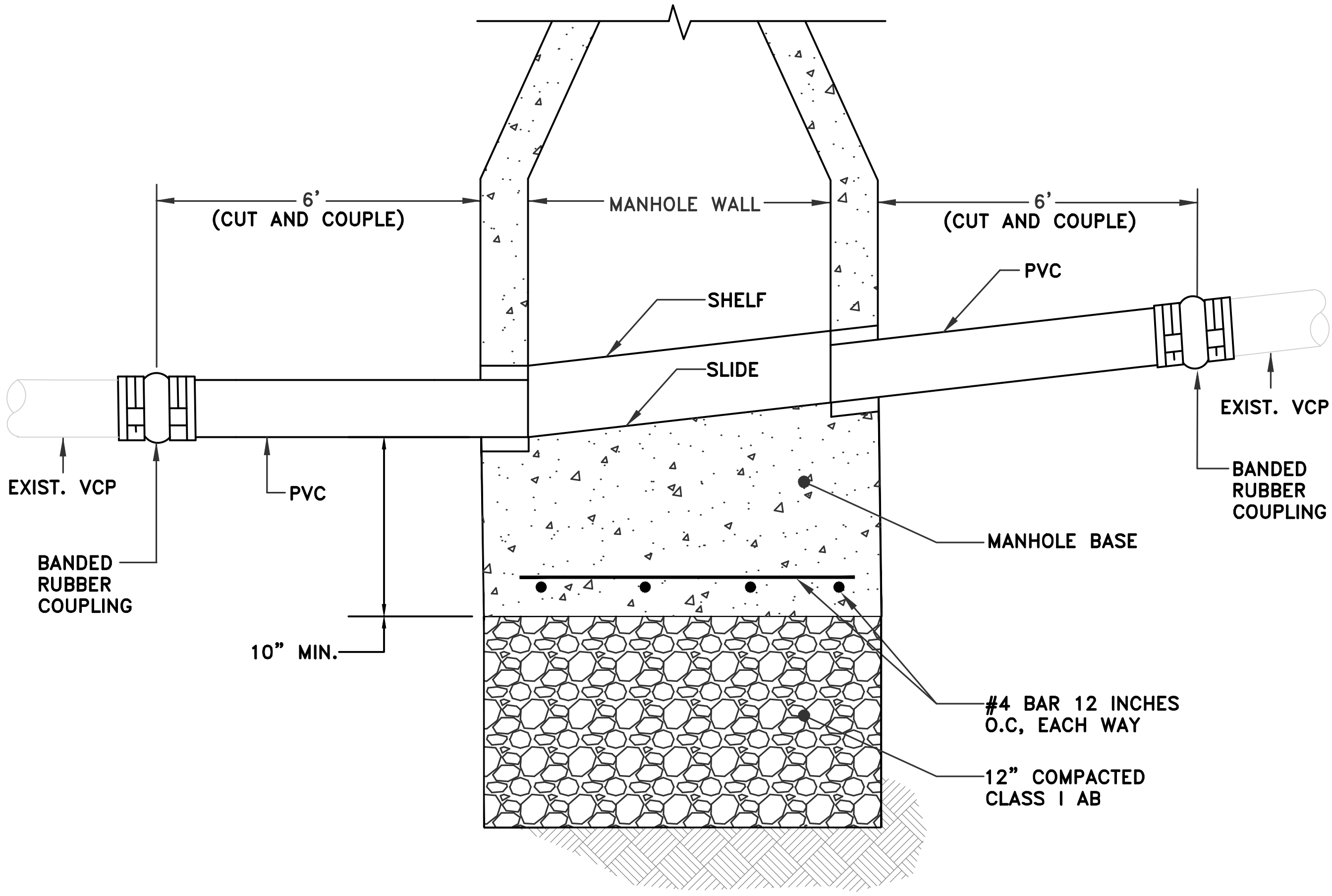
SIDE SEWERS AT UTILITY CROSSINGS

SS-8

REVIEWED BY: ______ DWWR DIRECTOR

ADOPTED ON: JAN 14, 2019 BOARD OF DIRECTORS

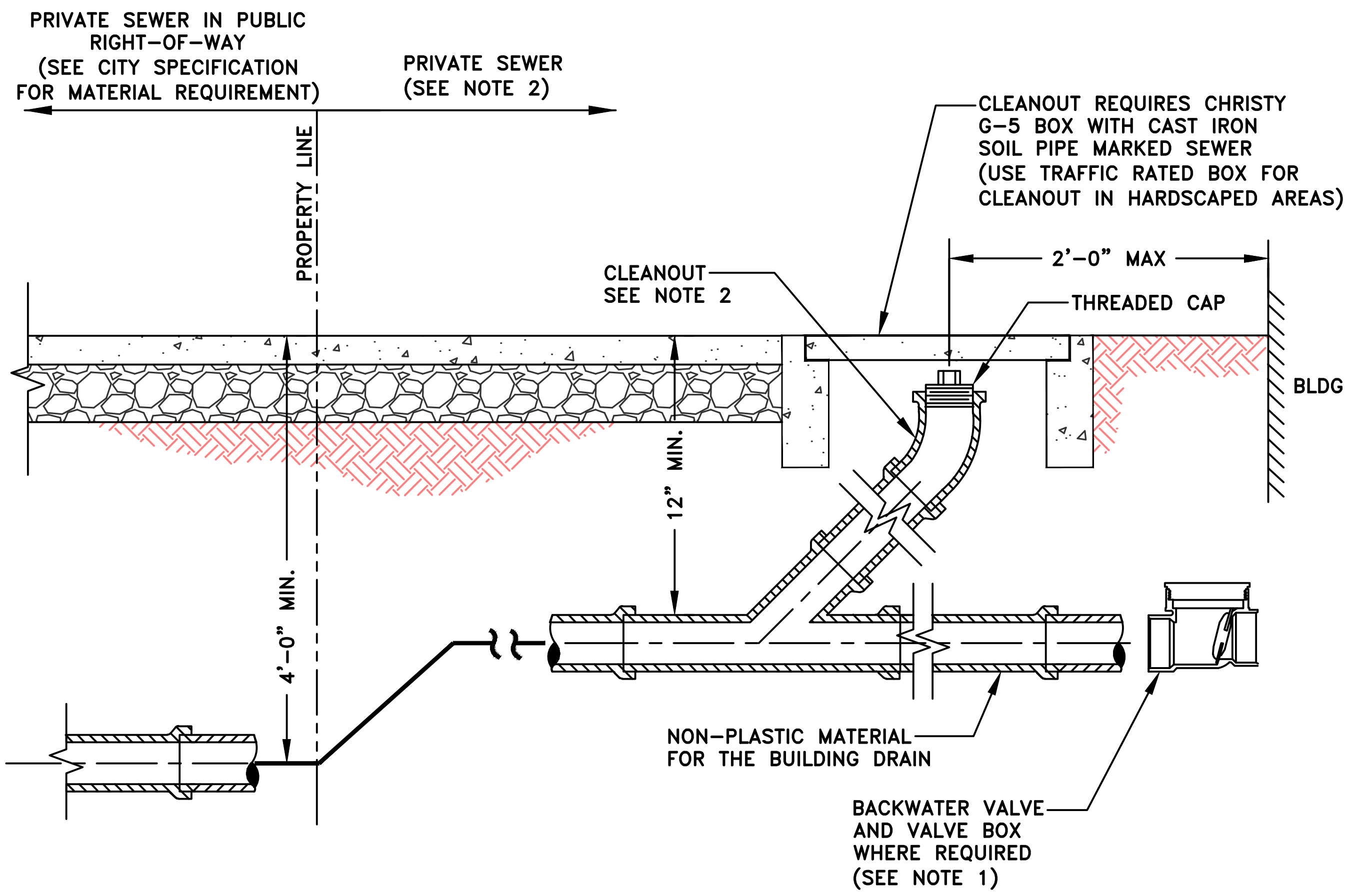
DATE: NOV 2018



NOTE:

1. DETAIL SHALL BE USED WHEN REQUIRED BY THE CITY ENGINEER FOR NEW MANHOLE INSTALLATION ON EXISTING VCP SEWER MAIN.

	CITY OF DALY CITY, CALIFORNIA NORTH SAN MATEO COUNTY SANITATION DISTRICT	STANDARD DETAIL
DALY CITY CALIFORNIA GATEWAY TO THE PENINSULA	FLEXIBLE CONNECTION AT MANHOLE TIE-IN REVIEWED BY: DWWR DIRECTOR ADOPTED ON: JAN 14, 2019 BOARD OF DIRECTORS	SS-9 DATE: NOV 2018

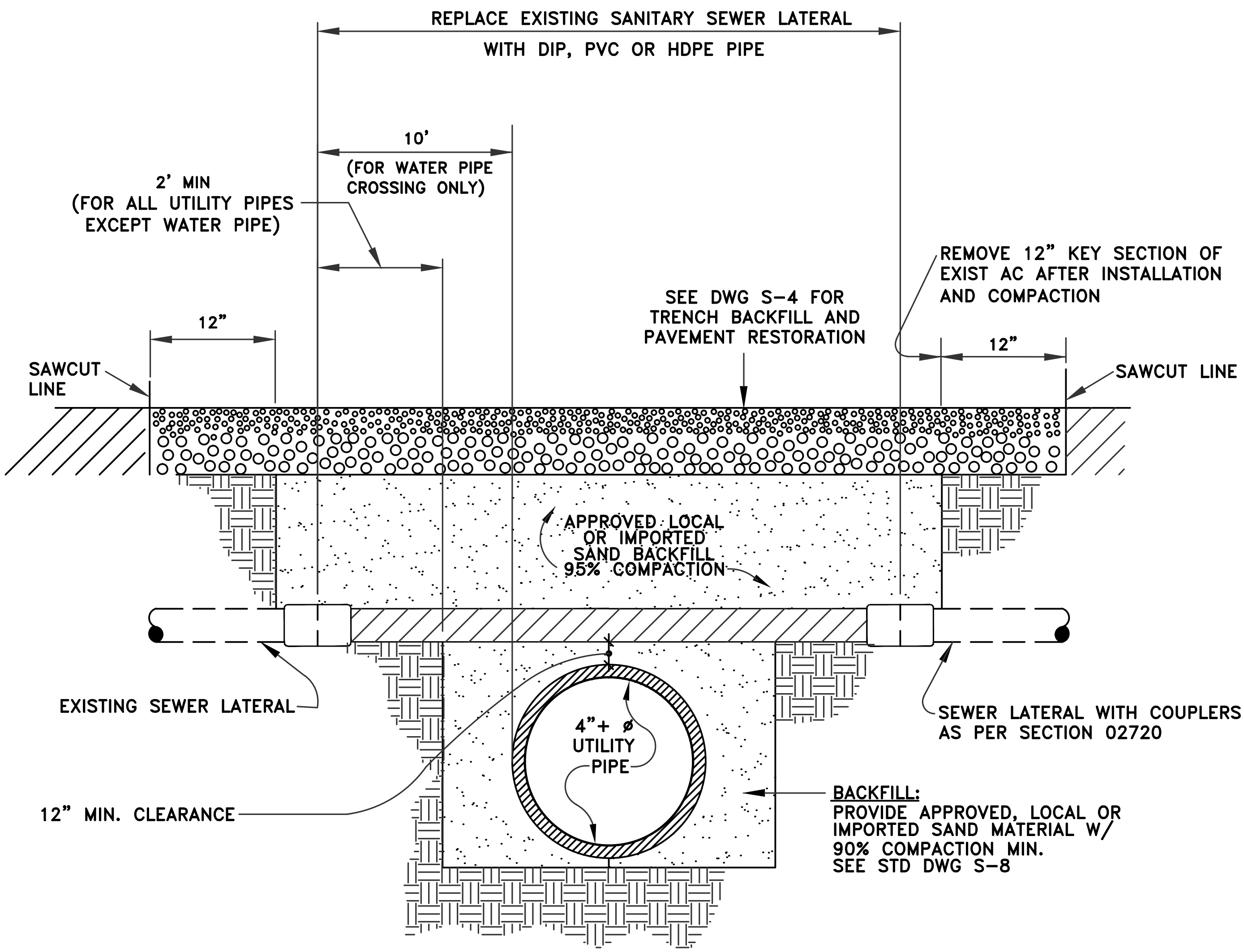


ONE-WAY CLEAN OUT SECTION

NOTES:

1. BACKWATER VALVE IS REQUIRED WHEN SLOPE OF SEWER LATERAL FROM BUILDING TO SEWER MAIN IS LESS THAN 2% OR WHEN THE LOWEST FIXTURE IN THE BUILDING IS BELOW THE RIM OF THE NEXT DOWNSTREAM MANHOLE.
2. CLEANOUT AND BUILDING SEWER PIPE SHALL BE PE SCHEDULE 11 OR 17 OR PVC SDR 26 OR 35.
3. SEWER RUNS OF 50 FEET OR LONGER MAY, AT THE OPTION OF THE CITY ENGINEER/DWWR, REQUIRE AN ADDITIONAL CLEANOUT.
4. CONTRACTOR SHALL OBTAIN PERMIT FROM ENGINEERING DIVISION FOR WORK FROM SEWER MAIN TO 2' FROM THE BUILDING.

DALY CITY · CALIFORNIA · GATEWAY TO THE PENINSULA	CITY OF DALY CITY, CALIFORNIA NORTH SAN MATEO COUNTY SANITATION DISTRICT	STANDARD DETAIL
	CLEAN OUT & BACKWATER VALVE REVIEWED BY: ______ DWWR DIRECTOR ADOPTED ON: JAN 14, 2019 BOARD OF DIRECTORS	SS-10 DATE: NOV 2018



NOTES:

1. WHERE DUCTILE IRON PIPE IS PROVIDED, IT SHALL HAVE CERAMIC EPOXY CHEMICAL RESISTANT LINING.
2. BANDED RUBBER COUPLINGS OR EQUIVALENT FOR CLAY PIPE LATERALS SHALL BE USED IN COMBINATION WITH ELASTOMERIC TRANSITIONAL BUSHINGS.

	CITY OF DALY CITY, CALIFORNIA NORTH SAN MATEO COUNTY SANITATION DISTRICT	STANDARD DETAIL
	NEW UTILITY PIPE CROSSING EXISTING SEWER LATERAL	SS-11
	REVIEWED BY: DWWR DIRECTOR ADOPTED ON: JAN 14, 2019 BOARD OF DIRECTORS	DATE: NOV 2018

Item # _____

Agenda Report

North San Mateo County Sanitation District

A subsidiary of the City of Daly City

Meeting Date: January 14, 2019

Subject: Acceptance of Fiscal Year 2018 Annual Financial Statements

Recommended Action

Acceptance, by motion, of the Fiscal Year 2018 Annual Financial Statements of the District.

Discussion

Attached is an excerpt from the City of Daly City's Comprehensive Annual Financial Report for the fiscal year ended June 30, 2018, showing the financial position, results of operations, and changes in cash of the District.

The District is considered a component unit of the City, and complete footnote disclosure and other information is included in the City's Comprehensive Annual Financial Report.

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

Respectfully submitted,

Lawrence Chiu

Lawrence Chiu
Director of Finance and
Administrative Services

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

CITY OF DALY CITY
SANITATION DISTRICT ENTERPRISE FUND
COMPARATIVE STATEMENTS OF NET POSITION
JUNE 30, 2018 AND 2017

	2018	2017
ASSETS		
Current Assets		
Cash and investments	$30,078,561	$29,047,748
Accounts receivable	$1,869,806	1,376,740
Inventories	1,478,425	1,579,594
Prepaids	4,955	3,935
Total Current Assets	33,431,747	32,008,017
Capital Assets		
Land	233,547	233,547
Buildings	893,519	893,519
Sewage facilities	58,958,085	58,958,084
Subsurface treatment lines	25,390,267	22,866,856
Equipment	9,102,719	8,440,126
Furniture and fixtures	114,174	114,174
Construction in progress	2,670,843	1,981,327
Total Capital Assets	97,363,154	93,487,633
Accumulated depreciation	(55,520,402)	(53,008,162)
Net Capital Assets	41,842,752	40,479,471
Total Assets	75,274,499	72,487,488
DEFERRED OUTFLOW OF RESOURCES		
Related to OPEB	408,214	
Related to pension	2,153,464	2,816,592
Total Deferred Outflow of Resources	2,561,678	2,816,592
LIABILITIES		
Current Liabilities		
Accounts payable	$880,384	1,172,584
Retentions payable	5,149	87,807
Accrued payroll		1,565
Interest payable	26,749	30,206
Compensated absences due within one year	545,265	550,000
Loans payable due within one year	243,023	237,096
Total Current Liabilities	1,700,570	2,079,258
Noncurrent Liabilities		
Compensated absences due in more than one year	778,208	310,741
Loans payable due in more than one year	1,591,179	1,834,202
Net pension liability	8,017,957	6,848,871
OPEB liability	4,620,311	622,180
Total Noncurrent Liabilities	15,007,655	9,615,994
Total Liabilities	16,708,225	11,695,252
DEFERRED INFLOWS OF RESOURCES		
Related to OPEB	5,839	
Related to pension	201,990	1,493,247
Total Deferred Inflows of Resources	207,829	1,493,247
NET POSITION		
Net investment in capital assets	40,008,550	38,408,173
Unrestricted	20,911,573	23,707,408
Total Net Position	$60,920,123	$62,115,581

CITY OF DALY CITY
SANITATION DISTRICT ENTERPRISE FUND
COMPARATIVE STATEMENTS OF REVENUES, EXPENSES
AND CHANGES IN NET POSITION
FOR THE FISCAL YEARS ENDED JUNE 30, 2018 AND 2017

	2018	2017
OPERATING REVENUES		
Sewer service charges	$20,598,225	$18,701,364
Water sales	151,278	158,149
Connection charges	757,820	424,883
Other revenues	246,716	57,536
Total Operating Revenues	21,754,039	19,341,932
OPERATING EXPENSES		
Salaries and benefits	8,878,019	4,189,510
Services and supplies	7,646,688	7,076,845
Utilities	1,301,124	1,256,040
Insurance	493,861	539,834
Depreciation	2,512,241	2,454,435
Other charges	921,514	2,004,210
Total Operating Expenses	21,753,447	17,520,874
Operating Income (Loss)	592	1,821,058
NONOPERATING REVENUES (EXPENSES)		
Property tax	1,957,737	1,859,194
Gain on disposal of capital assets		
Interest income	248,495	161,080
Interest expense	(48,325)	(54,192)
Net Nonoperating Revenues	2,157,907	1,966,082
Income (Loss) Before Operating Transfers	2,158,499	3,787,140
OPERATING TRANSFERS		
Operating transfers in	1,802,030	800,283
Operating transfers out	(1,221,777)	(2,146,103)
Net Transfers	580,253	(1,345,820)
Change in Net Position	2,738,752	2,441,320
Beginning Net Position (see note below)	58,181,371 *	59,674,261
ENDING NET POSITION	$60,920,123	$62,115,581

*Note: Due to implementation of GASB Statement 75: Accounting and Financial Reporting for Postemployment Benefits Other Than Pensions, the beginning net position of FY 2018 Sanitation District Enterprise Fund was restated.

CITY OF DALY CITY
SANITATION DISTRICT ENTERPRISE FUND
COMPARATIVE STATEMENTS OF CASH FLOWS
FOR THE FISCAL YEARS ENDED JUNE 30, 2018 AND 2017

	2018	2017
CASH FLOWS FROM OPERATING ACTIVITIES		
Receipts from customers	$21,260,973	$19,312,327
Payments to suppliers	(10,641,995)	(10,373,828)
Payments to employees	(8,209,200)	(8,235,030)
Cash Flows from (Used for) Operating Activities	2,409,778	703,469
CASH FLOWS FROM NONCAPITAL FINANCING ACTIVITIES		
Property tax	1,957,737	1,859,194
Transfers In	1,802,030	800,283
Transfers Out	(1,221,777)	(2,146,103)
Cash Flows from Noncapital Financing Activities	2,537,990	513,374
CASH FLOWS FROM CAPITAL AND RELATED FINANCING ACTIVITIES		
Acquisition of capital assets	(3,875,522)	(1,997,734)
Principal paid on capital debt	(237,096)	(231,313)
Interest paid on capital debt	(52,832)	(58,616)
Cash Flows from (Used for) Capital and and Related Financing Activities	(4,165,450)	(2,287,663)
CASH FLOWS FROM INVESTING ACTIVITIES		
Interest income	248,495	161,080
NET CASH FLOWS	1,030,813	(909,740)
Cash and investments at beginning of year	29,047,748	29,957,488
CASH AND INVESTMENTS AT END OF YEAR	$30,078,561	$29,047,748

Item # 6

Agenda Report

North San Mateo County Sanitation District

a subsidiary of the City of Daly City

Meeting Date: January 14, 2019

Subject: **Approval of Amendment #3 to Professional Services Agreement with McMillen/Jacobs Associates to Provide 100% Final Design and Bidding Assistance for the Vista Grande Drainage Basin Improvement Project**

Recommended Action

Authorize the execution of Contract Amendment #3 to existing Professional Services Agreement with McMillen/Jacobs Associates of Walnut Creek, CA in the amount of $1,940,527 to provide 100% Final Design and Bid Award Assistance for the Vista Grande Drainage Basin Improvement Project.

Background

The project design team of McMillen/Jacobs Associates, Brown and Caldwell have been involved with the Vista Grande Drainage Basin Improvement Project since the original authorization of work June 27, 2011. On June 29, 2018, the team presented its 90% design and on October 22, 2018, the Board authorized a change order in the amount of $189,473 to address increased work scope associated with completion of 90% design. Total contract cost to date is $8,415,959.

Discussion

City staff and the consultant team have met multiple times to review level of effort to complete 100% final design and produce bid ready documents for the Vista Grande Drainage Basin Improvement Project identifying twelve specific design element tasks as set forth under Task 4 of the attached proposal dated December 11, 2018. The tasks build upon completion of the 90% submittal and are intended to address comments previously received from Daly City, the San Francisco Public Utilities Commission and other project stakeholders.

The proposed scope of work assumes no major modifications to the 90% submittal, and proposed facilities are consistent with the approved environmental review of the preferred alternative. The work scope incorporates negotiated backfilling of three Nike Missile silos adjacent to the construction site at Fort Funston, as well as improvements to the collection structure in the modified canal to facilitate cleaning by City Vac-con trucks. Any significant redesign efforts that are now unforeseen would be addressed subsequently under a future design amendment.

A separate project element, Task 5, involves three tasks providing professional services during the bid phase of the project. These elements include conducting a mandatory pre-bid conference by potential contractors, formal response to bidding questions, and analysis of bids received in order to award construction contract to the lowest responsible bid.

Fiscal Impact

Total contract amendment is $1,940,527 incorporating Task 4 100% Design ($1,784,400) and Task 5 Bidding Assistance ($156,127). Total level of effort anticipated to be completed within eleven months so that actual construction of facilities could begin in Spring 2020. Sufficient funds in the amount of $1,940,527 are available from Sanitation Fund Reserves.

Staff is available to answer any questions or to provide additional information to the members of the NSMCSD Board.

Respectfully submitted,

Thomas J. Piccolotti, Director
Department of Water & Wastewater Resources

Attachment (1)

NORTH SAN MATEO COUNTY SANITATION DISTRICT
VISTA GRANDE DRAINAGE BASIN IMPROVEMENTS PROJECT

SCOPE OF WORK

SCOPE OF WORK

McMillen Jacobs Associates and its subconsultants are currently providing design and environmental services to North San Mateo County Sanitation District (District) for the Vista Grande Drainage Basin Improvements Project. The scope of work described herein pertains to the final design phase of the project, and includes all tasks involved with providing engineering design, consulting, and project management services to the District, as well as preparation of contract documents for construction of the project.

Final design has been broken into three distinct phases: Phase 3 develops the design from the 30% level to the 90% level, Phase 4 carries the project through 100% (final design) and includes final document preparation, and Phase 5 provides bidding phase support. Phase 1 was the previous alternatives analysis, and is now complete, and Phase 2 was the environmental and preliminary design phase. The objective of the final design is to prepare contract documents that provide a cost-effective arrangement of drainage facilities consistent with the approved environmental documents as well as District's desired objectives and schedule. The design and all contract documents produced by the Consultant shall be consistent with existing District facilities and be in conformance with the design requirements and guidelines of all applicable standards.

Final design project concepts are based on the 90% design submittal as prepared for the City of Daly City review on June 29, 2018.

Our activities for the 100% design will include:

- Prepare final drawings and technical specifications for the project.
- Provide assistance to Daly City to modify existing general and special conditions (Division 0 and 1 specifications).
- Finalize technical memoranda.
- Engage Dr. Alex Horne to carry out an independent peer review of the wetlands design and provide expert assistance with the connection from South Lake to the overflow structure.
- Engage COWI to carry out independent peer review of the beach outlet and outfall design.
- Prepare for and participate in design team meetings, meetings with the City, meetings with SFPUC representatives, and meetings with other government agencies, non-governmental organizations, and the public.
- Assist with the preparation of applications for project funding through public agencies.
- Assist the City in responding to requests from CA Coastal Commission and GGNRA.
- Provide QA/QC for all work products.
- Provide project management.

- Complete out-of-scope design items from the 90% design submittal, as identified in the detailed scope.
- Nike Missile Silo – backfill of the existing Nike Missile silo has been added to the project scope.

The flowing design decisions made by the City at the October 5, 2018 proposal discussion meeting are reflected in this proposal:

- The Olympic Club south lateral relocation (serving the maintenance shop and snack shack) has been removed from the project and will be handled by the City separately from this project.
- Any substantive design comments from stakeholder agencies (SFPUC, California Coastal Commission, or others) for the 90% or final design submittals requiring significant redesign will not be addressed as part of this Scope of Services. These comments will be handled as part of a future design amendment, if needed.
- Effluent pipeline replacement design and construction will re-use the existing outfall piers and integrate them into the project design. The design team will not design new piers; the outside diameter for the new pipe will match that of the existing pipe. Engineering services during construction will address any defects in the existing piers, after the Contractor exposes them and completes supplemental geotechnical work.
- The arch culvert design will not include provisions for City maintenance access and/or ventilation. Access to the culvert at the collection box will be facilitated through crane removal of a section of the upstream bar rack within the collection box.
- The WWTP effluent pump station condition assessment has been removed from this Scope of Services.

Based on recent conversations and meetings with Daly City, we understand that the 100% design work submittals will incldue the following:

- Quality control review documentation
- Draft 100% plans, specifications, and technical memoranda to Daly City and Agencies
- Draft Final Bid Set for Daly City backcheck (Daly City and Agency comments addressed)
- Final Bid set

TASK 4 – FINAL (100%) DESIGN

This task includes all work associated with producing a final bid-ready package for the Project. The scope and deliverables for specific sub-tasks are defined in this section; however, common to most tasks are the following final deliverables descriptions:

General Deliverables for this Task:

- Consultant will address 90 percent design review comments by Daly City, SFPUC, and other stakeholders.
- Final plans and specifications:
    - Draft 100 percent to Daly City and Agencies

- Draft final bid set for Daly City backcheck (agency comments addressed)
- Final bid set

Our scope assumes not significant modifications to the 100% design in response to Draft 100% review comments. The final bid set will be complete with sign-off and professional engineer's certification stamp on all sheets as required by District standards. Reproducible Full-size and half-size set of Drawings will be produced. Plan set will be "bid ready" and subject to final QA/QC as defined in approved plan per Task 4.10. Complete bid-ready Technical Specifications (Divisions 2-16) in CSI format for all design elements. General and Special provisions will be updated by the Consultant with District support based on comments from the Consultants and all Contract Documents integrated into Bid Package at the discretion of the District Project Manager.

For final submittal we will submit one half-sized set and one full-size set of electronically signed and sealed drawings on bond paper, PDF files for both half-sized and full-size drawings, and hard copy of each TM, one set of hard copy specifications, one set of PDF specification files, and one set of Word specification files.

Task 4.01 – 100% Utility Design

This task includes development of 100% plans, specifications and calculations for the design of the various utilities associated with the project. The design will include permanent relocation of all utilities necessary to construct the drainage improvements, as well as temporary relocation of utilities necessary for deep excavations along John Muir Drive. This task includes abandonment of the existing effluent forcemain. The Consultant shall finalize and complete Plans, Specifications, Calculations, and provide quantity take-offs in support of final cost estimating and scheduling.

Deliverables for this Task:

- Final Utility, Abandonment, Site Work, and Civil Drawings.
- Final Utility, Abandonment, Site Work and Civil Specifications.
- Final Utilities Abandonment and Relocation Technical Memorandum.

Task 4.02 – 100% East Portal Design

The Consultant shall finalize and complete Plans, Specifications, Calculations, and provide quantity take-offs in support of final cost estimating and scheduling.

This task includes development of final plans, specifications, and calculations for the design of the east portal. The design will include the temporary portal structure, the permanent canal-to-tunnel transition. Design details and calculations will be developed for the soldier pile and lagging wall excavation support system. The design will include protection measures for the nearby 3-compartment sewer owned by the City of San Francisco. Work under this task also includes design of a ground improvement zone above the tunnel in an approximately 100 foot length of low ground cover near the east portal. This task will also detail all site work, drainage, grading and access issues to the portal.

Deliverables for this Task:

- Final Portal and Site Work Plans
- Final Site Work and Civil Specifications
- Final East Portal Technical Memorandum

Task 4.03 – 100% Lake Merced Overflow Design

This task will develop the modification design for the Lake Merced Overflow. The design includes a replaced intake structure with bar rack, a flow control device (e.g. adjustable weir), and a low level intake extending out into South Lake Merced. Design details and calculations will be finalized for temporary excavation support. A technical memorandum detailing design methodology, excavation support and water retention, and hydraulic calculations will be produced.

Assumptions for this Task:

- The existing intake and tunnel under John Muir Drive may be susceptible to liquefaction. As this is not considered critical infrastructure, the intake and existing tunnel will not be retrofitted for liquefaction. The flow control device will be located adjacent to the tunnel portal and will remedial measures to prevent liquefaction.

Deliverables for this Task:

- Final Lake Merced Overflow Plans
- Final Overflow Specifications
- Final Lake Merced Overflow Memorandum

Task 4.04 – 100% West Portal and Outlet Structure Design

This task includes the final plans, specifications, and design calculations for the west tunnel portal and beach outlet structure. Design considerations for access road improvements for beach access will be made. The design will include a cofferdam around the existing outlet structure to provide protection from water and waves. The outlet structure design will include demolition of the existing structure, temporary slope support, and the permanent outlet structure with wing walls for long term slope protection.

Moffat and Nichols will refine their coastal processes study for the final design. They will establish the design basis and criteria for the marine construction elements; develop wave loads, expected extents of scour, and potential beach profiles for the temporary as well as permanent elements; provide comments on drawings and details as requested; and assist with obtaining a permit from the Coastal Commission. An outside firm, COWI, will perform a peer review of the outlet structure design.

This task also includes $6,000 for Towill to survey the beach outlet to satisfy State Lands permit requirements.

Deliverables for this Task:

- Final West Portal and Outlet Structure Plans
- Final Specifications
- Final West Portal and Outlet Structure Technical Memorandum

Task 4.05 – 100% Wetlands Design

This task includes the final plans, specifications, and design calculations for the constructed wetlands. The constructed wetlands will be vegetated with marsh plants and will operate in accordance with the Regional Water Quality Control Board's policy on the Use of Constructed Wetlands for Urban Runoff (No. 94-103). The constructed wetlands design will maximize bioremediation of low flows. A diversion system will be designed to send flow from South Lake into the wetlands during low flow periods to provide additional cycling and treatment of Lake Merced's water. A key objective of the wetlands design will be to limit occurrences of standing water in order to discourage mosquitos, odor, and other nuisances. A technical memorandum documenting the design assumptions and calculations will be prepared. The memorandum will also address aesthetic issues raised during the preliminary design.

Deliverables for this Task:

- Final Constructed Wetlands Plans.
- Final Specifications.
- Final Constructed Wetlands Memorandum.

Task 4.06 – 100% Tunnel and Shaft Design

Consultant will finalize the design of the tunnel and shaft. Transitions between the tunnel and portals, and the tunnel and shaft will be detailed. Consultant will prepare a technical memorandum detailing tunnel design criteria, ground loading parameters, design methodologies, and calculations of proposed critical loading cases for lining selected at conceptual design. This task will refine ground and support classes and loading characteristics based on interpretation of the geotechnical data.

We will also complete the tunnel inspection that was aborted during the 90% phase due to elevated carbon monoxide readings.

This task also includes all work associated with backfilling the Nike Missile Silos at Fort Funston.

Deliverables for this Task:

- Final Tunnel and Shaft, and Silo Backfill Plans.
- Final Tunnel and Shaft specifications.
- Final Tunnel and Shaft Technical Memorandum.

Task 4.07 – 100% Culvert and Diversion Structure Design

This task will finalize the designs for the box culverts, channels, gross solids debris separators, control gates, flow metering, and low flow pumping systems. Specifically, the design will consist of the following:

- Facilities layouts and grading plans
- Structural, mechanical, electrical and control features
- Temporary excavation plans
- Structural details of excavation support systems

- Structural details of the Impound Lake Discharge cofferdam
- Temporary and final roadway design for John Muir Dr.

This task includes two technical memoranda: A Hydraulic Design Report and a Culverts and Diversion Structure TM. The Hydraulic Design Report will document the design methodology and provide analyses and calculations for the Vista Grande storm drainage system from the head of the canal to the outlet structure. The Culverts and Diversion Structure TM will document the design methodology and provide analyses and calculations for the flow structures from the head of the canal to the diversion structure. It will include a detailed description of the hydraulic control structures and their intended operation.

Deliverables for this Task:

- Final Hydraulic Design Report
- Final Culvert and Diversion Structure Plans
- Final Culvert and Diversion Structure specifications
- Final Culvert and Diversion Structure Technical Memorandum

Task 4.08 – 100% Design Criteria and Constructability and Risk Management

The Consultant will finalize the design criteria report that compiles all key design parameters to be used on the project. Design criteria will be listed by discipline, such as structural loads, tunnel design, electrical, mechanical, instrumentation, etc. Design codes and standards will be listed along with selected critical factors of safety for both temporary and permanent structures.

This task also includes a risk management workshop with the City to discuss constructability issues and risk management strategies for project construction. The Consultant will describe the sequence and explain how the project elements will be constructed, and meeting participants will identify risks and develop strategies to mitigate or eliminate risks.

The Consultant will prepare a Constructability and Risk Management technical memorandum which describes the sequencing of construction and discusses considerations for maintaining service of critical infrastructure (e.g. Vista Grande storm drainage, WWTP effluent) during construction.

The Consultant will finalize and reissue the Geotechnical Baseline Report (GBR). The final GBR will be subject to internal QA/QC procedures and submitted to the City for review as part of the 90% Design package. Consultant will also prepare a Geotechnical Data Report from existing data gathered by Treadwell and Rollo.

Deliverables for this Task:

- Updated Risk Register
- Final Design Criteria Report
- Final Constructability and Risk Management Technical Memorandum
- Final Geotechnical Data Report
- Final Geotechnical Baseline Report (GBR)

Task 4.09 – 100% Cost Estimating

Consultant shall complete a Construction Cost Estimate based on quantity take-offs from the final design documents. The consultant shall produce an engineer's estimate with appropriate contingencies based upon City input and discretion of estimator considering risks, project definition, and other market factors.

The Construction Schedule will be updated and finalized based on the latest bid schedule anticipated by the City.

Deliverables for this Task:

- Final Construction Cost Estimate, "Engineer's Estimate"
- Final Construction Schedule

Task 4.10 – 100% QA/QC

This task includes independent reviews for all design documents, including calculations and technical memos, costs estimates, plans, and specifications. Sign-off and checking procedures will be documented, as wells as inter-disciplinary and constructability reviews prior to major design submittals. The QA/QC forms will be included in the progress design documents for project team use.

Deliverables for this Task:

- Completed QA/QC forms for all design documents including calculations, technical memorandums, cost estimates, plans, and specifications.

Task 4.11 – 100% Support to Daly City

The purpose of this task is to assist the City in managing the project, providing timely communication to stakeholders, and working to satisfy the project objectives. This task also provides technical support to the City's decision making processes, stakeholder reviews, and public outreach venues.

This task also includes support to Daly City in preparing bid documents. Consultant will assist Daly City with the finalization of Division 1 specifications (special and general provisions) and provide input on contract delivery issues.

This task includes preparation for and attendance at meetings not specifically described in the individual tasks above. This task also includes time for weekly project coordination calls with Daly City.

Assumptions for this Task:

- 1 full day milestone meetings with the District and 2 half day milestone meetings with SFPUC
- 4 half day meetings with other project stakeholders
- 8 months of weekly coordination calls

Deliverables for this Task:

- Meeting minutes and memorandums summarizing results, comments, and actions from District and stakeholder meetings
- Major milestone meeting minutes
- Division 1 Specifications

Task 4.12 – 100% Project Management

This task includes all general project management effort required to organize the design team and report progress to the District in the form of monthly design progress reports. Consultant will prepare monthly invoices that will indicate all labor charges by task, name, and personnel category. The Consultant shall provide the District with brief monthly progress status reports that include milestones and deliverables completed to date, estimate of work required to complete the contract, explanation of any major variances in percentage of work to be completed compared to percentage of budget remaining, and any anticipated changes to the contract that may be necessary to complete the scope of the work. Such report shall be submitted each month with the invoices. The consultant will update the design schedule.

Deliverables for this Task:

- Monthly Invoices
- Monthly Progress and status Reports
- Revised design schedule on a periodic basis as necessary (MS Project)

TASK 5 – BID SUPPORT

Consultant will provide consulting services during the Bid Phase of the Project, which begins after submittal of the final bid documents.

Task 5.1 – Pre-Bid Meeting

Consultant will have two engineers attend a pre-bid conference and answer questions from potential bidders at the conference and site walk-through as required.

Task 5.2 – Bidder Questions and Addenda

Consultant will respond in writing to questions received by the City from Contractors during the Bid Phase. As requested by the City, Consultant will prepare letter of clarification or addendum based on changes to the Project.

Deliverables for this Task:

- Memoranda or Letters of Clarification (MS Word/PDF)
- Letter of clarification/addendum to Contract that indicate revisions to specific paragraphs or details of Specifications, plans, GBR, bid items, or other Contract Documents.

Task 5.3 – Bid Analysis

Consultant will review bid results for adequate responsiveness of Contractors. Bids will be reviewed for other discrepancies or irregularities that could affect proper contract award and execution. Findings and recommendations will be provided in writing to the District.

Deliverables for this Task:

- Memorandum summarizing analysis of bid results and recommendations. (MS Word/PDF)

BUDGET

McMillen Jacobs Associates will perform the Scope of Work on a time-and-material basis. Attached Table 1 presents a summary of costs for this project. The estimated fee for this work is $1,784,400 for Task 4, 100% Design, and $156,127 for Task 5 Bid Support, for a total of $1,940,527. Subcontractors will be billed at cost plus 4 percent service charge. MJA will not exceed the fee without written authorization from Daly City.

A detailed breakdown of work hours for McMillen Jacobs Associates and Brown and Caldwell is presented in Appendix A.

SCHEDULE

McMillen Jacobs Associates will start work within one week of NTP, and will complete Task 4, 100% Design within approximately 11 months, with the following schedule:

- 2 months – Receive 90% review comments, get survey, prepare geotechnical data report
- 5 months – 100% Design
- 1 month – Internal QC
- 1 month – Address internal QC comments
- 1 month – Daly City/SFPUC/review
- 1 month – Address comments, and submit final bid documents

We anticipate Task 5, Bid Support, to last approximately 4 months.

TERMS AND CONDITIONS

For this assignment, the agreement is subject to the terms and conditions governing the original contract between MJA and Daly City dated August 2nd, 2011.

We appreciate the opportunity to provide our services and look forward to assisting you on the matter. If you have any questions, please contact me at 925-705-4129. I look forward to continuing our successful relationship with you on this important community project.

Very Truly yours,
McMillen Jacobs Associates

Shawn Spreng
Project Manager

TABLE 1

Vista Grande Drainage Basin Improvements Project
Final Design Scope of Work Rev 5

DESIGN TASKS		McMILLEN JACOBS ASSOCIATES			SUBCONSULTANTS						TOTALS
Task	**Description**	Jacobs Labor +ODC	Sub Mark-Up[1]	Jacobs TOTAL	BC	ESA	MN	Drillers	Survey and Pothole	Total Subs	Labor w/ Markup & ODC
TASK 4 - 100% DESIGN											
4.01	100% Utility Design	32,740	3,505	36,245	87,630	0	0	0	0	87,630	**123,875**
4.02	100% East Portal Design	34,435	969	35,404	24,213	0	0	0	0	24,213	**59,617**
4.03	100% L.M. Overflow Design	12,700	3,813	16,513	95,318	0	0	0	0	95,318	**111,831**
4.04	100% West Portal and Outlet Structure Design	42,630	7,193	49,823	158,816	0	15,000	0	6,000	179,816	**229,639**
4.05	100% Wetlands Design	12,280	3,688	15,968	92,193	0	0	0	0	92,193	**108,161**
4.06	100% Tunnel and Shaft Design	119,370	0	119,370	0	0	0	0	0	0	**119,370**
4.07	100% Culvert and Diversion Structure Design	57,005	19,528	76,533	484,203	0	0	0	4,000	488,203	**564,736**
4.08	100% Constructability and Risk Management	55,020	1,086	56,106	27,151	0	0	0	0	27,151	**83,257**
4.09	100% Cost Estimating	19,240	1,107	20,347	27,675	0	0	0	0	27,675	**48,022**
4.10	QA/QC 100% Design	32,860	2,904	35,764	72,595	0	0	0	0	72,595	**108,359**
4.11	100% Support to Daly City	78,520	3,028	81,548	75,691	0	0	0	0	75,691	**157,239**
4.12	100% Project Management	32,500	1,454	33,954	36,342	0	0	0	0	36,342	**70,296**
	SubTotal of 100% Phase 4 Tasks	529,300	48,273	577,573	1,181,827	0	15,000	0	10,000	1,206,827	**1,784,400**
Task 5 - Bid Support											
5.01	Bid Support	74,800	3,128	77,928	78,199	0	0	0	0	78,199	**156,127**
	SubTotal of Bid Support Task 5	74,800	3,128	77,928	78,199	0	0	0	0	78,199	**156,127**
	TOTAL ALL TASKS	**604,100**	**51,401**	**655,501**	**1,260,026**	**0**	**15,000**	**0**	**10,000**	**1,285,026**	**1,940,527**

Appendix A

Vista Grande Drainage Basin Improvements Project
DESIGN TEAM 100%
FEE ESTIMATE Rev 5

				Jacobs Associates																
	Average Hourly Rate for Duration of Project (w/ escalation)			$275	$250	$235	$215	$205	$175	$160	$140	$185	$160	$145	$125		1.00		TOTALS	
Task	Description	Lead	Support	Principal	Senior Associate	Lead Associate	Associate	Sr. Project Engineer	Project Engineer	Sr. Staff Engineer	Staff Engineer	CADD Manager	Sr. Designer	Technical Editor	Admin III	Total Raw Labor	Total Labor w/ Multiplier	Other Direct Costs	Labor w/ Markup & ODC	Staff Hours Per Task
	TASK 4 - 100% DESIGN																			
4.01	Finalize utility design	BC	JA			8		8		40						$9,920	$9,920	$0	$9,920	56
4.01	100% utility drawings	BC	JA					8		20		40				$12,240	$12,240	$0	$12,240	68
4.01	100% utility specs	BC	JA	4		8		28		8				4		$10,580	$10,580	$0	$10,580	52
4.01	Olympic Club lateral															$0	$0	$0	$0	0
4.01	**100% Utility Design**			**4**	**0**	**16**	**0**	**44**	**0**	**68**	**0**	**40**	**0**	**4**	**0**	$32,740	$32,740	$0	$32,740	176
4.02	Finalize east portal design	JA	BC	4		8		12		60						$15,040	$15,040	$0	$15,040	84
4.02	100% east portal drawings	JA	BC			7				14		32				$9,805	$9,805	$0	$9,805	53
4.02	100% east portal specs	JA	BC	2		8				8				8		$4,870	$4,870	$0	$4,870	26
4.02	Finalize east portal TM	JA		4		4		4		8				4		$4,720	$4,720	$0	$4,720	24
4.02	**100% East Portal Design**			**10**	**0**	**27**	**0**	**16**	**0**	**90**	**0**	**32**	**0**	**12**	**0**	$34,435	$34,435	$0	$34,435	187
4.03	Finalize L.M. overflow design	BC	JA	8		16										$5,960	$5,960	$0	$5,960	24
4.03	100% L.M. overflow drawings	BC	JA			8										$1,880	$1,880	$0	$1,880	8
4.03	100% L.M. overflow specs	BC	JA			8										$1,880	$1,880	$0	$1,880	8
4.03	Finalize L.M. overflow TM	BC		4		8										$2,980	$2,980	$0	$2,980	12
4.03	**100% L.M. Overflow Design**			**12**	**0**	**40**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	$12,700	$12,700	$0	$12,700	52
4.04	Finalize west portal and outlet structure design	JA	BC	20				20		60						$19,200	$19,200	$0	$19,200	100
4.04	100% west portal and outlet structure drawings	JA	BC	4				9		40		27				$14,340	$14,340	$0	$14,340	80
4.04	100% west portal and outlet structure specs	JA	BC					8		16				8		$5,360	$5,360	$0	$5,360	32
4.04	Finalize west portal and outlet structure TM	JA	BC	4				10						4		$3,730	$3,730	$0	$3,730	18
4.04	**100% West Portal and Outlet Structure Design**			**28**	**0**	**0**	**0**	**47**	**0**	**116**	**0**	**27**	**0**	**12**	**0**	$42,630	$42,630	$0	$42,630	230
4.05	Finalize wetlands design	BC														$0	$0	$0	$0	0
4.05	100% wetlands drawings	BC				20										$4,700	$4,700	$0	$4,700	20
4.05	100% wetlands specs	BC				20										$4,700	$4,700	$0	$4,700	20
4.05	Finalize wetlands TM	BC			4	8										$2,880	$2,880	$0	$2,880	12
4.05	**100% Wetlands Design**			**0**	**4**	**48**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	$12,280	$12,280	$0	$12,280	52
4.06	Fort Funston Legacy Projects	JA		8		40		60		80		80				$51,500	$51,500	$0	$51,500	268
4.06	Complete Tunnel Inspection	JA				8		12		12						$6,260	$6,260	$0	$6,260	32
4.06	100% tunnel and shaft drawings	JA		10		10		40		80		80				$40,900	$40,900	$0	$40,900	220
4.06	100% tunnel and shaft specs	JA		10		12		40						12		$15,510	$15,510	$0	$15,510	74
4.06	Finalize tunnel and shaft TM	JA		4		8		8						4		$5,200	$5,200	$0	$5,200	24
4.06	**100% Tunnel and Shaft Design**			**32**	**0**	**78**	**0**	**160**	**0**	**172**	**0**	**160**	**0**	**16**	**0**	$119,370	$119,370	$0	$119,370	618
4.07	Finalize culvert and diversion structure design	BC	JA	16		12				80						$20,020	$20,020	$0	$20,020	108
4.07	100% culvert and diversion structure drawings	BC	JA	6		7				40		60				$20,795	$20,795	$0	$20,795	113
4.07	100% culvert and diversion structure specs	BC	JA	8		8				40				8		$11,640	$11,640	$0	$11,640	64
4.07	Finalize culvert and diversion structure TM	BC	JA	4		4				8				2		$3,610	$3,610	$0	$3,610	18
4.07	Finalize hydraulic design TM	BC				4										$940	$940	$0	$940	4
4.07	**100% Culvert and Diversion Structure Design**			**34**	**0**	**31**	**0**	**0**	**0**	**168**	**0**	**60**	**0**	**10**	**0**	$57,005	$57,005	$0	$57,005	307
4.08	GBR, GDR	JA	BC	8		40		40		40		20		8		$31,060	$31,060	$0	$31,060	156
4.08	Finalize Design Criteria TM	JA	BC	4		4		8		8						$4,960	$4,960	$0	$4,960	24
4.08	Finalize Constructability and Operational Risk Management	JA	BC	20		40		20								$19,000	$19,000	$0	$19,000	80
4.08	**100% Constructability and Risk Management**			**32**	**0**	**84**	**0**	**68**	**0**	**48**	**0**	**20**	**0**	**8**	**0**	$55,020	$55,020	$0	$55,020	260
4.09	100% Cost estimate and schedule	JA	BC	40						16						$13,560	$13,560	$0	$13,560	56
4.09	Finalize Cost TM	JA		16						8						$5,680	$5,680	$0	$5,680	24
4.09	**100% Cost Estimating**			**56**	**0**	**0**	**0**	**0**	**0**	**24**	**0**	**0**	**0**	**0**	**0**	$19,240	$19,240	$0	$19,240	80
4.10	QA/QC 100% Design			80	12	12	12	12								$32,860	$32,860	$0	$32,860	128
4.10	**QA/QC 100% Design**			**80**	**12**	**12**	**12**	**12**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	$32,860	$32,860	$0	$32,860	128
4.11	Support to Daly City			20		80		80								$40,700	$40,700	$0	$40,700	180
4.11	Finalize GC and Div 1 specs			80		40		20						16		$37,820	$37,820	$0	$37,820	156
4.11	**100% Support to Daly City**			**100**	**0**	**120**	**0**	**100**	**0**	**0**	**0**	**0**	**0**	**16**	**0**	$78,520	$78,520	$0	$78,520	336
4.12	100% Project Management			20		80		40								$32,500	$32,500	$0	$32,500	140
4.12	**100% Project Management**			**20**	**0**	**80**	**0**	**40**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	$32,500	$32,500	$0	$32,500	140
	SubTotal of 100% Phase 4 Tasks			**408**	**16**	**536**	**12**	**487**	**0**	**686**	**0**	**339**	**0**	**78**	**0**	**529300**	**529300**	**0**	**529300**	**2566**
5.01	Bid Support			20		100	80		100			60				$74,800	$74,800	$0	$74,800	360
5.01	**Bid Support**			**20**	**0**	**100**	**80**	**0**	**100**	**0**	**0**	**60**	**0**	**0**	**0**	$74,800	$74,800	$0	$74,800	360
	SubTotal of Bid Support Phase 5 Tasks			**20**	**0**	**100**	**80**	**0**	**100**	**0**	**0**	**60**	**0**	**0**	**0**	**74800**	**74800**	**0**	**74800**	**360**
	TOTAL ALL TASKS			**428**	**16**	**636**	**92**	**487**	**100**	**686**	**0**	**399**	**0**	**78**	**0**	**604,100**	**604,100**	**0**	**604,100**	**2,926**

Daly City, City of (CA) -- VG Drainage Basin Imp Final Design

Phase	Phase Description	Peters, Christopher M PM	Desvernine, La Donna PA	Faisst, William K Technical Advisor	Philipson, Rachel Civil PE	Edwards, LaSandra D Civil PE	Tanner, Deanna L Admin	Lucie, Christopher D QC	Rammell, Donna L Electrical PE	Lambert, Tait R Civil CAD	Bullock, Larry L Civil CAD	Blumenshine, Rodney B Structural CAD	Ruby, Katherine E Civil PE	Dudley, Colin O Civil PE	Zuber, John D Monitoring Manager	Bellows, Peter H Civil PE	Duevel, Nancy E Structural PE	Fuchs, Valerie J Wetlands	Correia, Jose A Electrical CAD	Poladia, Nitesh J Cost Estimating	Agster, William P QC	Gatlin, Terry L QC	Sidranski, Ruben Mechanical	Dudley, Sandie L Civil PE	Perry, David C QC	Bourdaniotis, Polihronis I Structural PE	Crites, Ronald W Wetlands	Total Labor Hours	Total Labor Effort
		$253.01	$115.07	$291.89	$156.49	$171.60	$114.64	$273.27	$274.82	$147.05	$114.68	$120.38	$120.71	$186.29	$325.41	$307.36	$208.33	$140.22	$126.92	$214.17	$248.85	$207.93	$202.95	$238.00	$188.17	$199.12	$286.54		
401	**100% Utility Design**	80	0	0	80	0	4	0	0	72	64	0	0	0	0	0	0	0	0	0	0	0	0	132	0	0	0	**432**	**85,038**
402	**100% East Portal Design**	20	0	0	20	0	4	0	0	0	0	24	0	0	0	0	32	0	0	0	0	0	0	16	0	4	0	**120**	**23,493**
403	**100% Lake Merced Overflow**	20	0	20	142	0	8	0	0	58	50	36	0	0	0	24	60	0	0	0	0	0	0	52	0	24	0	**494**	**92,354**
404	**100% W Portal & Outlet ST**	40	0	40	234	0	16	0	0	52	52	86	0	0	0	0	154	0	0	0	0	0	0	40	0	40	0	**754**	**137,792**
405	**100% Wetlands Design**	20	0	8	0	0	8	0	0	96	96	2	0	128	0	0	4	80	0	0	0	0	0	40	0	2	10	**494**	**84,829**
406	**100% Tunnel & Shaft Design**	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	**0**	**0**
407	**100% Culverts & Diversion Struc**	140	0	64	0	64	16	0	32	132	120	240	0	0	0	100	342	0	60	0	0	0	8	208	0	80	0	**1,606**	**323,867**
408	**100% Constructability Risk Mgmt**	40	0	18	0	0	0	0	0	0	0	0	0	0	0	34	0	0	0	0	0	0	0	0	0	0	0	**92**	**26,599**
409	**100% Cost Estimating**	10	0	8	8	0	8	0	0	0	0	0	0	0	0	0	0	0	0	80	8	0	0	0	0	0	0	**122**	**26,943**
410	**100% QA/QC**	20	0	16	0	0	0	40	16	0	0	0	80	0	0	0	0	0	0	0	0	4	0	40	40	80	0	**336**	**70,579**
411	**100% Support to Daly City**	60	0	60	80	0	0	0	0	20	20	0	0	0	0	20	0	0	0	0	0	0	0	60	0	0	0	**320**	**73,001**
412	**Project Management**	80	40	12	0	0	12	0	0	0	0	0	0	0	12	0	0	0	0	0	0	0	0	0	0	0	0	**156**	**34,636**
501	**Bidding Assistance**	60	0	60	80	0	12	0	0	120	0	0	0	0	0	0	0	0	0	0	0	0	0	40	0	0	0	**372**	**75,967**
	GRAND TOTAL	**590**	**40**	**306**	**644**	**64**	**88**	**40**	**48**	**550**	**402**	**388**	**80**	**128**	**12**	**178**	**592**	**80**	**60**	**80**	**8**	**4**	**8**	**628**	**40**	**230**	**10**	**5,298**	**1,055,100**

Hours and Dollars are rounded to nearest whole number.

Phase	Phase Description	APC	Lodging and Food	Other Travel	Total ODCs	Dr. Horne Cost	COWI Cost	MWA Cost	WRT Cost	Mark Thomas Cost	Total Sub Cost	Total Expense Cost	Total Expense Effort	Total Effort
401	100% Utility Design	2,592	0	0	0	0	0	0	0	0	0	0	2,592	87,630
402	100% East Portal Design	720	0	0	0	0	0	0	0	0	0	0	720	24,213
403	100% Lake Merced Overflow	2,964	0	0	0	0	0	0	0	0	0	0	2,964	95,318
404	100% W Portal & Outlet ST	4,524	0	0	0	0	15,000	0	0	0	15,000	15,000	21,024	158,816
405	100% Wetlands Design	2,964	0	0	0	4,000	0	0	0	0	4,000	4,000	7,364	92,193
406	100% Tunnel & Shaft Design	0	0	0	0	0	0	0	0	0	0	0	0	0
407	100% Culverts & Diversion Struc	9,636	0	0	0	0	0	30,000	17,000	90,000	137,000	137,000	160,336	484,203
408	100% Constructability Risk Mgmt	552	0	0	0	0	0	0	0	0	0	0	552	27,151
409	100% Cost Estimating	732	0	0	0	0	0	0	0	0	0	0	732	27,675
410	100% QA/QC	2,016	0	0	0	0	0	0	0	0	0	0	2,016	72,595
411	100% Support to Daly City	1,920	200	500	700	0	0	0	0	0	0	700	2,690	75,691
412	Project Management	936	200	500	700	0	0	0	0	0	0	700	1,706	36,342
501	Bidding Assistance	2,232	0	0	0	0	0	0	0	0	0	0	2,232	78,199
	GRAND TOTAL	31,788	400	1,000	1,400	4,000	15,000	30,000	17,000	90,000	156,000	157,400	204,928	1,260,028

Hours and Dollars are rounded to nea

Item # 7

Agenda Report

North San Mateo County Sanitation District

a subsidiary of the City of Daly City

Meeting Date: January 14, 2019

Subject: **Agreement for Collection System Maintenance Services between the North San Mateo County Sanitation District (NSMCSD) and Bayshore Sanitary District (BSD)**

Recommended Action

Authorize the General Manager to execute an Agreement for Collection System Maintenance Services between the NSMCSD and BSD attached to this staff report as Exhibit "A".

Background

In early 2018, staff was approached by the BSD to discuss an agreement between the two agencies for maintenance and inspection services of the BSD sanitary sewer collection system. Staff from both agencies met several times throughout 2018 and the Draft Agreement attached to this staff report as Exhibit "A" was the culmination of this effort. The BSD Board of Directors reviewed and approved the Draft Agreement at their December 20, 2018 Board Meeting.

Discussion

With approval of this Draft Agreement, the NSMCSD would deliver these primary tasks:

- Task 1A: Annual cleaning of the approximately 27,880 linear feet of BSD sewer system mainlines on a one-time basis
- Task 1B: Higher frequency cleaning of approximately 6,085 linear feet of BSD identified sewer system mainlines three times a year
- Task 1C: A visual inspection of sewer system "manholes" once every three years
- Task 2A: Respond to requests for service of BSD sewer system mainline overflows and remove stoppages as necessary
- Task 2B: Respond to requests for service of BSD building sewers and remove stoppages per BSD's responsibilities

BSD has agreed to provide $58,652.86 annually for Task 1 services and payment for Task 2 services will be dependent upon the number of requests for service received by NSMCSD. The minimum cost per service request will be $150 per vehicle (including fuel costs), $64.86 per person per hour (two hour minimum), and $97.86 per hour for overtime/holiday hours (four hour minimum). The Draft Agreement allows for an increase in rates based on the San Francisco Bay Area Consumer Price Index (CPI) and shall include any NSMCSD labor wage cost increased above the CPI after each year the Agreement is in effect.

NSMCSD staff is proposing to fulfill this scope of services using existing personnel but will evaluate our labor capacity at the end of the first year.

Fiscal Impact

This Agreement would provide at a minimum $58,652.86 of revenue to Sanitation Fund 87 in the first year. Additional revenue would be received depending upon the number of requests for service in the BSD service area at the rates outlined above.

Staff is available to answer any questions or to provide additional information to the members of the NSMCSD Board.

Respectfully submitted,

Thomas J. Piccolotti
Director of Water & Wastewater Resources

Attachment (1)

EXHIBIT A

AGREEMENT FOR COLLECTION SYSTEM MAINTENANCE SERVICES

This Agreement is made and entered into this ______________ day of ___________ , 2018 (the "Effective Date") by and between **NORTH SAN MATEO COUNTY SANITATION DISTRICT** ("NSMCSD") a California sanitation district and a subsidiary district of the City of Daly City and the **BAYSHORE SANITARY DISTRICT** (BSD), a California Special District.

RECITALS

WHEREAS, NSMCSD is established under California Health and Safety Code Section 4700 et seq., and operates and maintains a sewage collection, treatment and disposal system which provides collection system maintenance services; and

WHEREAS, BSD has a need for collection system maintenance services for sanitary sewer mains in the district that flow into the San Francisco collection system; and

WHEREAS, BSD has authority under Health & Safety Code § 6515 to enter into contracts that, in the judgment of the board, are necessary or proper in the exercise of any of the powers of the district; and

WHEREAS, NSMCSD has authority under Health & Safety Code § 5004 to enter into agreements with governmental entities necessary, convenient, or incidental to the performance of its duties;

WHEREAS, NSMCSD and BSD have reached an agreement for the NSMCSD to provide collection system maintenance services to BSD;

NOW, THEREFORE, THE PARTIES AGREE AS FOLLOWS:

1. **Recitals:** The foregoing RECITALS are true and correct and incorporated into this Agreement.

2. **Term:** This Agreement shall begin on the Effective Date and continue in full force and effect unless otherwise amended or terminated as set forth herein. Either party may terminate this agreement with or without cause by providing the other party not less than ninety (90) days' written notice prior to the anticipated termination date.

3. **Purpose:** The purpose of this Agreement is for NSMCSD to provide collection system maintenance services to BSD for approximately 44,440 linear feet of existing sanitary sewer mains that flow into the San Francisco sewer system, and to provide response to reported sanitary sewer overflows (mainline and laterals) on an as-needed basis.

4. **Scope of Services:** See attached **Exhibit 1**, which is incorporated by this reference as if fully set forth herein, that describes services to be performed by NSMCSD and responsibilities retained by BSD.

5. **Payment:**

    a. Both parties mutually agree that the total amount for services provided under this Agreement will not exceed $58,652.86 annually for Task 1, as set forth and detailed in **Exhibit 2,** which is incorporated by this reference as if fully set forth herein.

    b. Both parties mutually agree that the total amount for services provided under this Agreement for Task 2 is unknown and is dependent on the number of reported mainline and lateral overflows as set forth in **Exhibit 2,** which is incorporated by this reference as if fully set forth herein.

    c. Rates remain in effect through June 30, 2019, at which time BSD allows for a CPI adjustment for the new fiscal year, beginning July 1, 2019 and each fiscal year thereafter. This adjustment shall be based on the San Francisco Bay Area Consumer Price Index (CPI) and shall include any NSMCSD labor wage cost increased above the CPI. Consultant shall submit to the Maintenance Director, or their designee, in writing, proposed new rates for approval, prior to taking effect.

6. **Work Schedule:**

    a. NSMCSD shall provide an annual work schedule to BSD showing the dates, times and locations that work is anticipated to begin and end, prior to beginning work each year. The schedule shall be subject to BSD's approval, which approval shall not be unreasonably withheld.

    b. NSMCSD will notify BSD when work cannot continue due to delays, including but not limited to inclement weather.

    c. NSMCSD will use its best efforts to complete work in a continuous manner until all sewer lines are satisfactorily cleaned and manholes are inspected under the terms of this Agreement.

    d. NSMCSD will include with all invoices a summary of work performed showing lines cleaned, dates of cleaning, and any problems or conditions observed.

7. **Records:** All reports, information, data or other material given to, prepared by or assembled by NSMCSD, as part of the work or services under this Agreement shall be the property of BSD. NSMCSD shall not disclose those reports to other individuals or entities except as required by law.

8. **Indemnification:** NSMCSD shall hold harmless and indemnify BSD from all liability arising out of the performance of this Agreement to be performed by NSMCSD, but only in proportion to and to the extent such liability, loss, expense or claims for injury or damage are caused by or result from the negligent or intentional acts or omissions of NSMCSD, its officers, agents or employees. BSD shall hold harmless and indemnify NSMCSD from all liability arising out the performance of this Agreement, but only in proportion to and to the extent such liability, loss, expense or claims for injury or damage

are caused by or result from the negligent or intentional acts or omissions of BSD, its officers, agents or employees. It is understood and agreed to by both Parties that if in the course of cleaning operations, damage does result from preexisting and unforeseen conditions, including but not limited to, broken pipes, NSMCSD will not

be held liable and will be held harmless for claims or damages to BSD, its customers and/or residents.

9. **Insurance:** NSMCSD, at its own cost and expense, procure adequate insurance for its activities in connection with this Agreement and will furnish insurance certificates to BSD prior to beginning work. NSMCSD shall name BSD as additional insureds.

10. **Disputes**: Any dispute that arises under or relates to this Agreement (whether contract, tort or both) shall be adjudicated in a court of competent jurisdiction located in San Mateo County. If an action is commenced by either party in connection with this Agreement, the prevailing party shall be entitled to an award of reasonable attorneys' fees

11. **Notices:** All notices shall be in writing, and delivered in person or transmitted by mail, postage prepaid. The addresses to whom notices shall be sent are:

Rich Landi, Maintenance Director
36 Industrial Way
Brisbane, CA 94005

With a copy to:

Lauren Quint, District Counsel
555 12th Street, Suite 1500
Oakland, CA 94607

Shawnna Maltbie, General Manager
333 90th Street
Daly City CA 94015

With a copy to:

Rose Zimmerman, City Attorney
333 90th Street
Daly City CA 94015

12. **Miscellaneous**:

a. Severability: The provisions of this Agreement are severable. If any section, clause of phrase of the Agreement is for any reason held to be invalid by a court of competent jurisdiction, it shall be deemed severable and the remainder of the Agreement shall not be affected thereby.

b. Non-assignability: The rights and duties of each party to this Agreement shall not be assignable or transferable unless such assignment or transfer is required by law and is not within the control of the party making the assignment or transfer

c. Amendments: This Agreement may be amended from time to time with the written consent of the parties. Any amendment shall be effective when signed by authorized agents of the respective parties.

d. Laws of California: This Agreement is made in the State of California, under the Constitution and laws thereof, and shall be construed and enforced in accordance with the laws of such state.

e. Cooperation: The Parties recognize the necessity and hereby agree with each other in carrying out the purposes and objectives of this Agreement, including cooperation in matters relating to street closure, access and public safety.

f. Regulatory Compliance: The Parties recognize and agree with each other that nothing in this Agreement modifies, changes, or amends each agency's separate responsibility to comply with regulatory policies or orders issued by the United States Environmental Protection Agency or the California State Water Resources Control Board

g. Attorneys' Fees: If any party named herein brings an action or proceeding to enforce the terms hereof or declare rights hereunder, the prevailing party in any such action (or proceeding), on trial or appeal, shall be entitled to reasonable attorneys' fees to be paid by the losing party as fixed by the Court (or if applicable, the arbitrator).

IN WITNESS WHEREOF, the parties hereto have entered this Agreement on the date set out below:

Date:___________________

NORTH SAN MATEO COUNTY SANITATION DISTRICT
a subsidiary of the City of Daly City
a Municipal Corporation

By____

Title _________________________________

BAYSHORE SANITARY DISTRICT a California special district

Date:___________________

By____

Title _________________________________

EXHIBIT A

EXHIBIT 1: SCOPE OF SERVICES

Task 1: Preventive Maintenance & Inspection of the Collection System

Provide all labor and equipment to perform jet flushing and rodding of sewer mains in designated areas within the Bayshore Sanitary District (BSD).). In addition, NSMCSD shall provide a one-time measure down from the manhole rim to the manhole invert(s) and provide this information to the BSD referenced to the correct manhole.

Task 1A: Annual Cleaning

- Jet flush and rod if necessary approximately 27,880 LF of mainline one time per year - refer to green lines on Exhibit 1A

Task 1B: Cleaning of Areas Subject to Fats, Oil and Grease Buildup

- Jet flush and rod if necessary approximately 6,085 LF - refer to orange lines on Exhibit 1A
- Clean 3 times a year on a 4-month cycle for a total of 18,255 LF

Task 1C: Visual Inspection of Manholes in Steep Areas for Proper Flow

- Inspect once every 3 years - refer to unmarked lines on Exhibit 1A (Tunnel Avenue Sewer not included) approximately 10,475 LF
- BSD to notify NSMCSD in which year the work is to be performed Jet flush and rod segment(s) if necessary

Task 2: Sanitary Sewer Overflow Response

The BSD does not own the individual sewer service laterals from the sewer main to the property line, but operates and maintains them and replaces provided there is an approved cleanout at the property line. The BSD does not enter into homes for any cleaning or inspection services.

Task 2A: Mainline SSOs

- Provide 24/7/365 response to mainline overflows.
- Conduct field response activities in accordance with the District's Sewer System Management Plan (http://bayshoresanitary.com/SSMPRev2.pdf)
- SSO response shall begin as soon as possible but no later than 1 hour from notification.

  Provide documentation to BSD using attached forms Exhibit 2A.

Task 2B: Lateral SSOs

- Provide 24/7/365 response to lateral problem or backups
- Determine if lateral problem is BSD or homeowner’s responsibility.
- Check mainline to see if main is clear.
- Clean lateral at approved cleanout within the public right of way
- Provide documentation to BSD using attached forms Exhibit 2B

Responsibilities Retained by BSD

- BSD will provide ArcGIS drawings of its sanitary sewer system to be incorporated into NSMCSD's computerized maintenance management system.
- BSD will conduct any CCTV inspections of main and/or laterals. If NSMCSD believes that a CCTV inspection is necessary, they shall notify the District of such need and coordinate efforts.

- BSD will repair defective laterals and/or mains. However, if NSMCSD become aware of such a defect, they shall notify BSD promptly.
- BSD is responsible for responding to overflows associated with the Carlyle Pump Station and associated force main.
- BSD shall retain responsibility for submitting reportable SSOs to various the reporting agencies. As described in Task 2 above, NSMCSD is responsible for providing relevant documentation to BSD.
- BSD will provide a list of line segments that are typically rodded prior to flushing.

EXHIBIT 2: COST OF SERVICES

Task 1

Task 1A shall be performed for an annual lump sum fee of $31,784.00 Task 1B shall be performed for an annual lump sum fee of $20,728. Task 1C shall be performed for a lump sum fee of $6,140.86 paid in the year in which this triennial work is scheduled.

Task 2

There shall be no charge for standby services. The NSMCSD provides standby services for their customers, and no additional costs are incurred for providing standby services to BSD customers.

NSMCSD will prioritize standby services according the order in which the request for service was received by NSMCSD staff.

Responses for Tasks 2A and 2B will be billed on a time and materials basis according to the following schedule:

- Response Vehicle — $150.00 per hour, includes fuel cost
- Labor — $64.86 per person per hour for normal hours (2 hour minimum) and $97.86 per hour for overtime/holiday hours (4 hour minimum)
- All time is based on time from leaving the NSMCSD yard to returning to the NSMSCD yard
- If reported spill is determined to result from water leak from Daly City's water system, there will be no charge to BSD.

EXHIBIT A

EXHIBIT 2A

Sewer Service Request
Reportable

Date and time Bayshore Sanitary District was notified by reporting party:

Date and time CSMS notified by District or reporting party:

Requested by: **Telephone**:

Address:

Problem described by caller:

Call taken by: **Referred to**:

Person(s) responding: **Vehicle #:**

Estimated operator arrival date/time: **Overflow when onsite:**

Estimated spill start date/time: **End date/time:**

Work Started: **Finished:** **Total man hours:**

Nature of work: Lateral Mainline Other **If mainline**:
Dwg. #: Start MH: End MH:

Total feet worked: Overflow MH:

Property damage: None Light Moderate Heavy

Estimated spill volume: **Estimated volume of spill recovered:**

Spill cause: **Estimated spill rate:**

Diameter and material of sewer pipe at point of blockage/spill:
Did discharge spill to drainage channel and/or surface water? Yes
No
Was discharge captured and returned to sanitary sewer system? Yes
No
Was discharge a private lateral spill: Yes

No

Final spill destination:
Spill cause explanation and comments:

SSO Event ID No.:
WDID No.:
Certification Confirmation:
Reported:

EXHIBIT A

EXHIBIT 2B

Sewer Service Request
Non-Reportable

Client: **Acct. No.:**

Date: **Time:** **Requested By:**

Address **Telephone:**

Problem described by caller:

Call taken by: **Referred to:**

Person(s) responding: **Vehicle No(s).:**

Work started: **Finished**: **Total man hrs.**

Nature of work: Lateral Mainline Other

If mainline: **Dwg. No.:** - **Start MH: -** **End MH:** -

Total feet worked: -'

Property damage: None Lt. Mod. Hvy.

Comments: