

**AGENDA ITEM: VI.A**  
**DATE: JAN. 3, 2012**

**SELECTION OF OFFICERS AND COMMITTEES OF THE BOARD**

**BACKGROUND:** The District's Standard Procedures call for the selection of Board officers and committee members at the January meeting. Attached is a summary of the officers of the Board and current standing and ad hoc committees and their members.

**RECOMMENDATION:** Select officers and committees of the Board for 2012

**ATTACHMENT**

**TEMPORARY PUMPING & FFR PUMP VALVE REPLACEMENT PROJECT AND PRIMARY EFFLUENT BOX, RECYCLE BOX, PIPE AND VALVE REHABILITATION PROJECT SUMMARY REPORT AND ACCEPTANCE OF PROJECT COMPLETION AND DIRECTING FILING OF NOTICE OF COMPLETION FOR THE PRIMARY EFFLUENT BOX, RECYCLE BOX, PIPE AND VALVE REHABILITATION PROJECT**

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The Temporary Pumping and FFR Pump Valve Replacement Project and the Primary Effluent Box, Recycle Box, Pipe and Valve Rehabilitation Project have been completed in accordance with contract documents. Significant additional work scope was recognized during these projects which could not have been inspected or designed prior to bidding the project due to lack of access prior to installation of the temporary pumping station. Bypass pumping of the Primary Effluent Box, Junction Box (located on the beach), Diversion Box and associated piping revealed several issues that required corrective action prior to decommissioning the temporary pumping system. Failure to do so would have result in repairs being postponed until bypass pumping could be re-implemented at an unknown future date and could have led to critical operational issues. However, all critical milestones were successfully met in preparation for wet weather.

The following change orders were executed:

1. Flange Coupling Adapters – There are 5 Knife Gate Valve and Flanged Coupling Adapter (FCA) replacements in project scope. These valves and FCA's were to be OFCI in order to expedite delivery due to long lead times. However, the lead time for the FCA's was significantly reduced. Consequently, the FCA's were reinstated to project scope as they no longer met justification criteria for pre-purchasing. This executed change order was for \$12,839.
2. Recycle Line Tie-In to Thickener – To support bypass pumping around the existing recycle box to facilitate its rehabilitation, the thickener structure was utilized by tying its drain line into the existing recycle line. This work required concrete demolition under the causeway to access the thickener's drain line. Kennedy Jenks provided an engineering estimate for this work of \$16,900. This executed change order was for \$17,000.
3. Emergency Showers – OSHA code requires that access to emergency showers and eye washes must be unobstructed. Consequently, additional showers and eye washes were purchased by the District in 2010 for installation within the containment areas of each chemical building. However, installation was not performed due to already high operator workloads. Consequently, a change order was executed for installation of two emergency showers and eye washes, including all associated piping, in the amount of \$8,800.
4. The installation of 5 new FCA's in the FFR pipe gallery required cutting the existing FCA's due to how they were originally installed. In addition, the pipe stubbing into the FCA's required cutting, cleaning and recoating with high solids epoxy. This executed change order was for \$11,172.
5. Kennedy Jenks, in agreement with Jeffco Painting, recommended that the cleaning process in preparation for coating cut pipe ends be changed from SP-3 to SP-11 to ensure good adhesion of epoxy coatings. SP-3 requires cleaning to bare metal while SP-11 requires cleaning to "white metal by power tooling with a 1 plus mil profile." This executed change order was for \$3,966.
6. Significant work was performed on a Time and Materials basis. This was primarily due to discovering unforeseen issues during construction that required immediate attention in order to maintain critical project dates. The total change order cost for these associated change orders was \$53,000. The following tasks comprised the bulk of this work:

- a. In the PEB, the concrete weir wall was shown on drawings to be 10' tall. In actuality, it was over 20' tall. In addition, the existing cylindrical concrete structure on the West side of the box was not doweled or bonded to the original structure resulting in significantly more demolition and off-haul than anticipated. A large volume of sand was also removed.
- b. The existing clarifier weir was to be sealed per contract but was found to be in much worse condition than anticipated. This weir was removed, the concrete repaired, and a new weir plate constructed.
- c. To access the downstream end of the PEB effluent line, the Junction box was opened by demolishing the 18 inch thick reinforced concrete cap over its manhole. Large volumes of sand were also removed. The existing manhole cover is severely corroded and needed to be caulked down after each entry to prevent bay water from entering during high tide. Upon completion of this work, the existing vent line was repaired and reinforced concrete replaced on top of the manhole to seal the box as in its original condition.
- d. Both sides of the diversion box were filled with large quantities of sand and rags. Due to the structure's 40' depth, debris could not be removed using a vacor truck. It is estimated that over 15 yards of sand were removed by hand.
- e. The three sluice gates in this vault were all ceased and coated with an iron and bacteria material which has been found in various locations throughout the plant where exposed metal exists. The gates were cleaned and broken free of their guides. In addition, the stem assemblies on the two lower sluice gates were replaced as they were damaged prior to the project in attempts at freeing them.
- f. Existing FFR ball check valves required removal for cleaning and re-coating. Due to the size of the valves and the short window of opportunity prior to wet weather, the Contractor assisted with the removal and reinstallation of these valves.

The original contract price for the Temporary Pumping and FFR Valve Replacement Project was \$619,200, and the original contract price for the Primary Effluent Box, Recycle Box, Pipe and Valve Rehabilitation Project was \$548,400. This results in a combined project price of \$1,167,600. The total cost of all change orders was \$105,676, or 9.1% of the original combined project price.

The District incurred additional costs for work and materials outside of the project scope using Purchase Orders. These are summarized below:

1. The 20" PEB effluent line dates to 1952 and was found to have extensive buildup of an iron material on the inside reducing its diameter by as much as 4". This material is believed to be the result of excessive ferric chloride additions in previous years and is 2 to 3 inches thick in many locations. This line, about 17 feet in length, was cleaned using a high pressure water jet. After cleaning, a cured in place liner was installed to ensure containment and prevent further buildup. This work was performed by NorCal Pipeline Services at a total cost of \$42,640.
2. Two complete sluice gate stem assemblies were owner furnished for installation in the diversion box at a total cost of \$6,097 including tax and shipping.

Adding these purchase orders to the combined change order costs results in a total of \$154,413, or 13.2% of the original combined project cost.

Monterey Mechanical performed well and maintained critical project scheduling milestones. The three 35 HP bypass pumps purchased for final placement at Locust Street pump station, as well as the control panel provided by Calcon, also performed well with no issues. Significant plant improvements beyond

project scope were realized as a result of the temporary pumping station, improving operating flexibility and reducing bottlenecks and obstructions within the plant.

**Recommendation:** Adopt Resolution No. 957 accepting completion and directing filing of Notice of Completion for the Primary Effluent Box, Recycle Box, Pipe and Valve Rehabilitation Project

**REPORT ON 1) DRAFT ORDINANCE AMENDING ORDINANCE 64 - INSPECTION, REPAIR OR REPLACEMENT AND TESTING OF PRIVATE SEWER LATERALS, 2) LOCAL PRIVATE SEWER LATERAL REHABILITATION LOAN ASSISTANCE PROGRAMS IN CONNECTION WITH AND 3) 2011 MARIN CITY SEWER REHABILITATION PROJECT COMMUNITY MEETING**

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**BACKGROUND:** The District prepared and submitted its Sewer Spill Reduction Action Plan Volume III report to USEPA and the Regional Water Board in October 2010 in compliance with the requirements of the 2008 Administrative Compliance Order that was issued to the City of Sausalito, TCSD and the District. The report provides estimates of peak wet weather flow in the District's and TCSD service areas based on comprehensive dry and wet weather flow monitoring and modeling of collection systems. Engineers have determined that significant quantities of inflow and infiltration are entering public and private sewers through cracks and other sewer line defects.

In Marin City, engineers estimate that peak wet weather flow is 6.5 times greater than the average dry weather wastewater flow from the area. The 2011 Marin City Sewer Rehabilitation Project will reduce inflow and infiltration into public sewers through rehabilitation of 11,200 feet of the most defective public sewers found in the Marin City area.

Studies have shown that private sewer laterals contribute a large portion of the peak inflow and infiltration to sanitary sewer systems during wet weather. Inflow and infiltration into private sewer laterals causes or contributes to discharges of untreated wastewater into San Francisco Bay. Studies have also shown that inflow and infiltration into private sewer laterals can be substantially reduced by implementing a program requiring inspection repair or replacement and confirmation testing of private sewer laterals.

Staff has prepared a draft Ordinance that would provide for the implementation of an effective private sewer inspection, repair or replacement and confirmation testing program in the Marin City area. The City of Sausalito and TCSD already have similar ordinances. A copy of the ordinance is attached for reference. The ordinance was fashioned after a model ordinance that was prepared in conjunction with the North Bay Watershed Association and a coalition of Marin wastewater agencies. District staff participated in its preparation.

In addition, the Board has expressed interest in implementing a private sewer lateral loan assistance program. Staff has researched existing programs implemented by local agencies, including TCSD, the City of Sausalito, Las Gallinas Valley Sanitary District and City of Pacifica. Documents pertaining to these programs are attached for Board reference.

Finally, the community outreach meeting for the 2011 Marin City Sewer Rehabilitation Project has been scheduled to be held on January 26, 2011 at 7:00 p.m. at the Marin City Senior Center. A copy of the flier that will be mailed to local property owners and tenants is attached for reference.

**RECOMMENDATION:** Establish an ad hoc committee of the Board to provide guidance to staff and District Counsel in the development of the District's Private Sewer Inspection, Repair or Replacement and Confirmation Testing Ordinance and Private Sewer Lateral Loan Assistance Program.

**CALIFORNIA SANITATION RISK MANAGEMENT AUTHORITY - 2011 AUDIT REPORT AND DISTRICT RESPONSE SUMMARY**

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**BACKGROUND:** The California Sanitation Risk Management Authority (CSRMA) was formed in 1986 under a joint powers authority with sanitation agencies throughout California. The CSRMA currently has 60 member agencies. The CSRMA provides their member agencies with general liability and worker's compensation coverage and risk management services which include on-site risk audits, risk control consultation, safety training and risk control program templates. CSRMA operates under a "pooled" share cost liability program that helps to stabilize risk costs for its members. The District joined the CSRMA in 1994.

Every few years the CSRMA conducts on-site risk control audits with its member agencies to provide feedback and recommendations to address potential risk exposure. Recently staff and our local agency Safety Director met with the CSRMA risk control advisor to review the District's risk control programs. The audit report findings and recommendations are attached to this report. The report includes a risk ranking of the items identified. The highest risk has been given a three (3), major/moderate a two (2) and a minor risk a one (1).

District staff has worked in coordination with our local agency Safety Director to prepare a response summary for submittal to the CSRMA (attached). Items identified range from proposed new policies/programs to general housekeeping concerns. The highest risk report items and related recommendations are considered priorities for the District to address in the short-term. The remaining items are either proposed to be evaluated for possible future implementation, are complete or are in the process of being addressed.

Below is a list of the four (4) highest ranked report items. All new or significant revisions to District policies and/or procedures will be brought to the Board for consideration and approval.

- New employee orientation equipment/procedure training program
- Update of the existing respiratory protection program
- Revision of the District contractor / multi-employer safety procedures
- New emergency action and business continuity plan

**RECOMMENDATION:** Receive a staff report on the CSRMA audit findings and proposed District response summary.

**ATTACHMENTS:** A. CSRMA 2011 Audit Report  
B. District Response Summary