



SEWER AUTHORITY MID-COASTSIDE

Board of Directors Meeting Agenda

Regular Board Meeting 7:00 PM, Monday, August 26, 2019

SAM Administration Building, 1000 N. Cabrillo Highway, Half Moon Bay, CA 94019

1. CALL TO ORDER

A. Roll Call	Chair:	Dr. Deborah Penrose (HMB)
	Vice-Chair:	Kathryn Slater-Carter (MWSD)
	Secretary/Treasurer:	Barbara Dye (GCSD)
	Director:	Jim Blanchard (GCSD)
	Director:	Ric Lohman (MWSD)
	Director:	Deborah Ruddock (HMB)

2. PUBLIC COMMENT / ORAL COMMUNICATION

3. CONSENT AGENDA *(Consent items are considered routine and will be approved / adopted by a single motion and vote unless a request for removal for discussion or explanation is received from the public or Board.)*

- A. Approve Minutes of August 12, 2019, Regular Board Meetings ([Attachment](#))
- B. Approve Disbursements for August 26, 2019 ([Attachment](#))
- C. Revenue and Expense Report for July 2019 ([Attachment](#))

4. REGULAR BUSINESS *(The Board will discuss, seek public input, and possibly take action on the following items.)*

- A. Leveraging Energy Savings for Capital Projects- Presentation by Ameresco.
- B. Initial Evaluation of Agency Organizational Improvement- Presentation by Wastewater Management Specialists, LLC
- C. Review and Approve the Design Documents for the Granada Force Main Segment 4 and Authorize Initiation of the Bidding Process. ([Attachment](#))
- D. Review the SAM Budget Process and Timeline ([Attachment](#))
- E. Confirm Cancellation of the October 14, November 11, and December 23, 2019, Regular Board Meetings. ([Attachment](#))
- F. Review and Discuss costs of changing Medical Insurance from OE3 to CALPERS. ([Attachment](#))

5. GENERAL MANAGER’S REPORT

A. Monthly Manager’s Report for the Period Ending July 31, 2019 ([Attachment](#))

6. ATTORNEY’S REPORT

7. DIRECTORS’ REPORT

8. TOPICS FOR FUTURE BOARD CONSIDERATION ([Attachment](#))

9. PUBLIC COMMENT / ORAL COMMUNICATION

10. CONVENE IN CLOSED SESSION (*Items discussed in Closed Session comply with the Ralph M. Brown Act.*)

A. CONFERENCE WITH LEGAL COUNSEL- EXISTING LITIGATION

Pursuant to Government Code Paragraph (2) of Subdivision (d) of Section 54956.9 (FEHA Claim filed by Beverli Marshall)

B. CONFERENCE WITH LEGAL COUNSEL — ANTICIPATED LITIGATION

Pursuant to Paragraph (2) or (3) of Subdivision (d) of Government Code Section 54956.9 (One potential case — circumstances need not be disclosed pursuant to paragraph (1) of subdivision (e) of Government Code Section 54956.9)

C. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION

Pursuant to Government Code Paragraph (1) of Subdivision (d) of Section 54956.9: (Ecological Rights Foundation vs. Sewer Authority Mid-Coastside)

D. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION

Pursuant to Government Code Paragraph (1) of Subdivision (d) of Section 54956.9: (Half Moon Bay v. Granada CSD, Montara WSD & Sewer Authority Mid-Coastside)

11. CONVENE IN OPEN SESSION (*Report Out on Closed Session Items*)

12. ADJOURNMENT

- Upcoming Regular Board Meetings: September 9 and September 23, 2019

The meeting will end by 9:00 p.m. unless extended by Board vote.

INFORMATION FOR THE PUBLIC

This agenda contains a brief description of each item to be considered. Those wishing to address the Board on any matter not listed on the Agenda, but within the jurisdiction of the

Board, may do so during the Public Comment section of the Agenda and will have a maximum of three minutes to discuss their item. The Board Chair will call forward those wishing to speak on a matter listed on the Agenda at the appropriate time.

Any writing that is a public record and relates to an agenda item for an open session of a regular meeting that is distributed to the Board less than 72 hours prior to the meeting, is available for public inspection, during normal business hours, at the Authority's office.

Board meetings are accessible to people with disabilities. Upon request, the Authority will make this agenda available in appropriate alternative formats to persons with a disability. In compliance with the Americans with Disabilities Act, the Authority will provide special assistance for participation in this meeting. Please submit requests for a disability-related modification or an accommodation in order to participate in the public meeting at least two working days in advance of the meeting by contacting the Authority at (650) 726-0124.



SEWER AUTHORITY MID-COASTSIDE

Staff Report

TO: Honorable Board of Directors

FROM: Kishen Prathivadi, Acting General Manager

BY: Stacey Thompson, Supervisor of Administrative Services

SUBJECT: **Approve Minutes of August 12, 2019, Regular Board Meeting**

Executive Summary

The purpose of this report is for the Board of Directors to review the minutes for August 12, 2019, Regular Board meeting.

Fiscal Impact

There is no fiscal impact from this report.

Strategic Plan Compliance

The recommendation complies with the SAM Strategic Plan Goal 4: *"A well-organized, motivated, and well-trained staff with an effective Board of Directors are the most important keys to success for SAM."*

Background and Discussion/Report

Attached are the minutes for the August 12, 2019, Regular Board Meeting for review and approval.

Staff Recommendation

Staff recommends that the Board of Directors approve the minutes for the referenced Board meetings as presented.

Supporting Documents

Attachment A: Minutes August 12, 2019, Regular Board Meeting

BOARD MEMBERS:	J. Blanchard	B. Dye	R. Lohman
	D. Penrose	D. Ruddock	K. Slater-Carter
ALTERNATE MEMBERS:	S. Boyd	M. Clark	A. Eisen
	J. Harvey	H. Rarback	

MINUTES
SAM BOARD OF DIRECTORS MEETING
August 12, 2019

1. CALL TO ORDER

Chair Penrose called the meeting to order at 7:01 p.m. at the SAM Administration Building, located at 1000 N. Cabrillo Highway, Half Moon Bay, CA 94019.

A. Roll Call

Directors Blanchard, Slater-Carter, Penrose, Dye, Boyd, Lohman (7:04 pm), and Ruddock were present. Also present were Acting General Manager Prathivadi, General Counsel Nelson, and Supervisor of Administrative Services Thompson.

2. PUBLIC COMMENT/ORAL COMMUNICATION

Director Slater-Carter stated what a pleasure it was to see the goats working on weed control as she drove in to the SAM Plant.

Director Dye updated the Board on the concerns of the Birders community about the level of work the goats were going to do and whether it was more than really needed for fire/fuel modification. She also informed the Board that the City of Half Moon Bay property is one of the top areas in the Peninsula for Warbler migration. She informed the Board that she had forwarded the list of concerns to the City of Half Moon Bay where their staff was able to meet with the fire department and modify the area where the goats would be doing weed control.

3. CONSENT AGENDA *(single motion and vote approving all items)*

(Consent items are considered routine and will be approved or adopted by one vote unless a request for removal for discussion or explanation is received from the public or Board)

A. Approve Minutes of July 22, 2019 Regular Board Meeting and July 25, 2019 Special Meeting

B. Approve Disbursements for August 12, 2019

Director Ruddock moved, and Director Blanchard seconded the motion to approve the consent agenda items 3A and 3B as presented.

Ruddock/Blanchard/8 Ayes/0 Noes. The motion passed.

4. REGULAR BUSINESS *(The Board will discuss, seek public input, and possibly take action to approve the following items.)*

- A. Award Construction Contract for the Blower Replacement Project to Pump Repair Service Company in an Amount Not to Exceed \$81,850

Acting Manager Prathivadi reviewed the staff report and recommended that the Board of Directors authorize him to execute a contract with Pump Repair Service Company for the Blower Replacement project in amount not to exceed \$81,850. Director Slater-Carter moved and Director Ruddock seconded the motion to authorize Acting General Manager Prathivadi to execute a contract for the Blower Replacement project to Pump Repair Service Company in an amount not to exceed \$81,850.

Slater-Carter/Ruddock/8 Ayes/0 Noes. The motion passed.

5. GENERAL MANAGER'S REPORT - NONE

6. ATTORNEY'S REPORT – NONE

7. DIRECTOR'S REPORT - NONE

8. TOPICS FOR FUTURE BOARD CONSIDERATION - NONE

9. PUBLIC COMMENT/ORAL COMMUNICATION

10. CONVEIN IN CLOSED SESSION *(Items discussed in Closed Session comply with the Ralph M. Brown Act.) 7:14 p.m. to 8:18 p.m.*

- A. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION
Pursuant to Government Code Paragraph (2) of Subdivision (d) of Section 54956.9 (FEHA Claim filed by Beverli Marshall)
- B. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION
Pursuant to Paragraph (2) or (3) of Subdivision (d) of Government Code Section 54956.9: (Three potential cases – circumstances need not to be disclosed pursuant to paragraph (1) of Subdivision (e) of Government Code Section 54956.9)
- C. PUBLIC EMPLOYMENT
Pursuant to Government Code Section 54957 (b) 1 – Title: Interim General Manager

D. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION

Pursuant to Government Code Paragraph (1) of Subdivision (d) of Section 54956.9: (Ecological Rights Foundation vs. Sewer Authority Mid-Coastside)

E. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION

Pursuant to Government Code Paragraph (1) of Subdivision (d) of Section 54956.9: (Half Moon Bay vs. Granada CSD, Montara WSD & Sewer Authority Mid-Coastside)

The Board went in to closed session at 7:14 p.m.

11. CONVENE IN OPEN SESSION *(Report Out on Closed Session Items)*

The Board reconvened into open session at 8:18 p.m. Chair Penrose reported that there was no reportable action.

12. ADJOURNMENT

Chair Penrose adjourned the meeting at 8:18 p.m.

Respectfully Submitted,

Approved By:

Suzie Turbay
Administrative Assistant

Board Secretary



SEWER AUTHORITY MID-COASTSIDE

Staff Report

TO: Honorable Board of Directors

FROM: Kishen Prathivadi, Acting General Manager

BY: Stacey Thompson, Supervisor of Administrative Services

SUBJECT: **Approve Disbursements for August 26, 2019**

Executive Summary

The purpose of this report is for the Board of Directors to review and approve the disbursements for the referenced period.

Fiscal Impact

Expenditures are paid per the adopted General and Contract Collection Services Budgets for FY 2018/19 and FY2019/20. The total expenditure amount for August 26, 2019 is \$166,475.92

Strategic Plan Compliance

The recommendation complies with the SAM Strategic Plan Goal 3 *“Consider long-term costs, and ensure that finances are stable and understandable by the board, member agencies, and the public.”*

Background and Discussion/Report

Attached please find the A/P check registers for the periods of August 12, 2019 through August 26, 2019 (\$ 119322.43) as well as the payroll check register for the pay period ending August 9, 2019 is (\$47,153.49)

Staff Recommendation

Staff recommends that the Board approve the disbursements for the periods of August 12, 2019 through August 26, 2019, and the payroll check registers for the pay periods ending August 9, 2019 as presented.

BOARD MEMBERS:	J. Blanchard	B. Dye	R. Lohman
	D. Penrose	D. Ruddock	K. Slater-Carter
ALTERNATE MEMBERS:	S. Boyd	M. Clark	A. Eisen
	J. Harvey	H. Rarback	

Supporting Documents

Attachment A: Payment Register for August 26, 2019

Attachment B: Payroll Check Register for PPE August 9, 2019

BOARD MEMBERS:	J. Blanchard	B. Dye	R. Lohman
	D. Penrose	D. Ruddock	K. Slater-Carter
ALTERNATE MEMBERS:	S. Boyd	M. Clark	A. Eisen
	J. Harvey	H. Rarback	



Sewer Authority Mid-Coastside

Check Register

Packet: APPKT00809 - APPKT00802

By Check Number

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: AP TCB-TriCounties Accounts Payable						
	Void	08/22/2019	Regular	0.00	0.00	102880
	Void	08/22/2019	Regular	0.00	0.00	102881
	Void	08/22/2019	Regular	0.00	0.00	102882
	Void	08/22/2019	Regular	0.00	0.00	102883
	Void	08/22/2019	Regular	0.00	0.00	102884
	Void	08/22/2019	Regular	0.00	0.00	102885
	Void	08/22/2019	Regular	0.00	0.00	102886
	Void	08/22/2019	Regular	0.00	0.00	102887
	Void	08/22/2019	Regular	0.00	0.00	102888
	Void	08/22/2019	Regular	0.00	0.00	102889
	Void	08/22/2019	Regular	0.00	0.00	102890
	Void	08/22/2019	Regular	0.00	0.00	102891
	Void	08/22/2019	Regular	0.00	0.00	102892
	Void	08/22/2019	Regular	0.00	0.00	102893
	Void	08/22/2019	Regular	0.00	0.00	102894
	Void	08/22/2019	Regular	0.00	0.00	102895
	Void	08/22/2019	Regular	0.00	0.00	102896
	Void	08/22/2019	Regular	0.00	0.00	102897
	Void	08/22/2019	Regular	0.00	0.00	102898
	Void	08/22/2019	Regular	0.00	0.00	102899
	Void	08/22/2019	Regular	0.00	0.00	102900
	Void	08/22/2019	Regular	0.00	0.00	102901
	Void	08/22/2019	Regular	0.00	0.00	102902
	Void	08/22/2019	Regular	0.00	0.00	102903
	Void	08/22/2019	Regular	0.00	0.00	102904
	Void	08/22/2019	Regular	0.00	0.00	102905
	Void	08/22/2019	Regular	0.00	0.00	102906
	Void	08/22/2019	Regular	0.00	0.00	102907
	Void	08/22/2019	Regular	0.00	0.00	102908
	Void	08/22/2019	Regular	0.00	0.00	102909
0055	AT&T	08/26/2019	Regular	0.00	1,433.20	102910
0091	Bold, Polisner, Maddow, Nelson & Jud	08/26/2019	Regular	0.00	5,016.00	102911
0136	Cintas	08/26/2019	Regular	0.00	313.35	102912
0134	Cintas Corporation #464	08/26/2019	Regular	0.00	897.83	102913
0140	City Mechanical, Inc.	08/26/2019	Regular	0.00	655.00	102914
0122	Coastside County Water District	08/26/2019	Regular	0.00	4,252.38	102915
0121	CoastsideBuzz.com	08/26/2019	Regular	0.00	1,500.00	102916
0172	CWEA-SCVS	08/26/2019	Regular	0.00	277.00	102917
0206	Del Secco Diamond Core & Saw, Inc.	08/26/2019	Regular	0.00	545.00	102918
0216	Eaton Corporation	08/26/2019	Regular	0.00	8,497.00	102919
0223	Employment Screening Services, Inc.	08/26/2019	Regular	0.00	119.50	102920
0267	Grainger	08/26/2019	Regular	0.00	56.42	102921
0289	Hassett Hardware	08/26/2019	Regular	0.00	421.52	102922
0295	Hue & Cry Security Systems, Inc	08/26/2019	Regular	0.00	178.60	102923
0367	Krystal Kleen	08/26/2019	Regular	0.00	3,650.00	102924
0383	Lucity, Inc.	08/26/2019	Regular	0.00	3,700.00	102925
0468	Pacifica Community Television	08/26/2019	Regular	0.00	1,000.00	102926
0482	PG&E	08/26/2019	Regular	0.00	30,277.42	102927
0514	Rain for Rent Bay Area	08/26/2019	Regular	0.00	2,629.87	102928
0522	RedZone Robotics, Inc.	08/26/2019	Regular	0.00	4,566.67	102929
0524	Republic Services #925	08/26/2019	Regular	0.00	1,614.44	102930
0525	Republic Services of San Mateo Count	08/26/2019	Regular	0.00	10,938.81	102931
0533	Rochester Midland Corporation	08/26/2019	Regular	0.00	237.78	102932
0554	San Mateo County Environmental Hea	08/26/2019	Regular	0.00	946.00	102933

Check Register
Packet: APPKT00809-APPKT00802

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
0589	Silicon Valley Clean Water	08/26/2019	Regular	0.00	13,068.00	102934
0595	Solenis LLC	08/26/2019	Regular	0.00	4,305.62	102935
0662	Tyler Technologies	08/26/2019	Regular	0.00	775.00	102936
0663	Umpqua Bank	08/26/2019	Regular	0.00	2,706.40	102937
0671	Univar USA Inc	08/26/2019	Regular	0.00	8,270.82	102938
0726	Wiley Price & Radulovich LLP	08/26/2019	Regular	0.00	6,472.80	102939

Bank Code AP TCB Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	45	30	0.00	119,322.43
Manual Checks	0	0	0.00	0.00
Voided Checks	0	30	0.00	0.00
Bank Drafts	0	0	0.00	0.00
EFT's	0	0	0.00	0.00
	45	60	0.00	119,322.43

Fund Summary

Fund	Name	Period	Amount
900	Pooled Cash	8/2019	119,322.43
			119,322.43



Sewer Authority Mid-Coastside

Payroll Check Register

Checks

Pay Period: 7/27/2019-8/9/2019

Packet: PYPKT00544 - PPE 08/16/2019

Payroll Set: Sewer Authority Mid-Coastside - 01

Employee	Employee #	Check Type	Date	Amount	Number
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*** No Checks Created In This Packet ***



Sewer Authority Mid-Coastside

Payroll Check Register

Direct Deposits

Packet: PYPKT00544 - PPE 08/16/2019

Payroll Set: Sewer Authority Mid-Coastside - 01

Employee	Employee #	Date	Amount	Number
Aguilar-Ibal, Gabriel	0004	08/16/2019	3,606.33	2148
Antonelli, Kevin R	0003	08/16/2019	400.00	2149
Antonelli, Kevin R	0003	08/16/2019	2,296.76	2149
Costello, Timothy J	0001	08/16/2019	100.00	2150
Costello, Timothy J	0001	08/16/2019	3,766.71	2150
Harvey, Keith	0010	08/16/2019	2,434.58	2151
Long, George J	0002	08/16/2019	3,808.93	2152
Mendez, Carlos	0009	08/16/2019	2,903.27	2153
Ondish, Sonya L	0022	08/16/2019	2,510.98	2154
Partida, David	0006	08/16/2019	3,763.94	2155
Preciado , Felipe	0036	08/16/2019	2,033.52	2156
Szabo , John	0005	08/16/2019	3,212.19	2157
Young, Anthony Edward	0024	08/16/2019	2,410.12	2158
Evans, George	0025	08/16/2019	2,384.35	2159
Prathivadi, Kishen	0012	08/16/2019	6,098.21	2160
Thompson, Stacey Aileen	0033	08/16/2019	3,519.37	2161
Turbay, Susan	0007	08/16/2019	1,854.23	2162
Turbay, Susan	0007	08/16/2019	50.00	2162



Sewer Authority Mid-Coastside

Payroll Check Register Report Summary

Packet: PYPKT00544 - PPE 08/16/2019

Payroll Set: Sewer Authority Mid-Coastside - 01

Type	Count	Amount
Regular Checks	0	0.00
Manual Checks	0	0.00
Reversals	0	0.00
Voided Checks	0	0.00
Direct Deposits	18	47,153.49
Total	18	47,153.49



SEWER AUTHORITY MID-COASTSIDE

Staff Report

TO: Honorable Board of Directors

FROM: Kishen Prathivadi, Acting General Manager

BY: Stacey Thompson, Supervisor of Administrative Services

SUBJECT: **Monthly Revenue and Expense Report for July 31, 2019**

Executive Summary

The purpose of this report is for the Board of Directors to review the budget reports for the period ending July 31, 2019.

Fiscal Impact

There is no fiscal impact from this report.

Strategic Plan Compliance

The recommendation complies with the SAM Strategic Plan Goal 3: *“Consider long-term costs and ensure that finances are stable and understandable by the board, member agencies, and the public.”*

Background and Discussion/Report

Attached please find the revenue and expenditures report for the period ending July 31, 2019 which represents 8% of Fiscal Year 2019/20.

General Budget

The adopted General Budget for FY 2019/20 includes \$ in revenue, of which \$6.06 million is from member agency assessments, \$126,525 is from NDWSCP fees, and \$7,000 for miscellaneous revenue (Attachment A).

Due to staffing shortage in the administrative area, the analysis for the month is minimal as it is a new fiscal year and we are on budget for the year.

BOARD MEMBERS:	J. Blanchard	B. Dye	R. Lohman
	D. Penrose	D. Ruddock	K. Slater-Carter
ALTERNATE MEMBERS:	S. Boyd	M. Clark	A. Eisen
	J. Harvey	H. Rarback	

Cash Flow

The cash balances in the various accounts as of July 31, 2019 were:

<u>Account</u>	<u>Balance</u>	<u>Reserves Minimum</u>
A/P Checking Account	\$640,240.84	
Payroll Checking Account	\$84,172	
Money Market (Operating Reserve)	\$500,383.29	
LAIF (Operating Reserve)	\$31,024.96	\$786,616.71
LAIF (Emergency Project Reserve)	<u>\$1,258,035.64</u>	<u>\$1,250,000</u>
	\$ 2,514,456.73	\$ 2,536,940

SAM's Reserve Policy requires that two months of the annual budget be held in reserve for operating expenses (\$1.287) and \$1.25 million for emergency repair projects, for a total of \$ 2.537 million to be held in reserve for emergencies. As of July 31, 2019 SAM had a reserve *deficit* of -\$22,486.27 during the 2019/20 budget process we agreed build in timing of invoicing and status of projects.

Staff Recommendation

Staff recommends that the Board accept the Revenue and Expense Report for the period ending June 30, 2019.

Supporting Documents

- Attachment A: General Budget Report for period ending July 31, 2019
- Attachment B: Aging Receivable Report Ending July 31, 2019
- Attachment C: Pooled Cash Report July 31, 2019
- Attachment D: LAIF Statement June 30, 2019

BOARD MEMBERS:	J. Blanchard	B. Dye	R. Lohman
	D. Penrose	D. Ruddock	K. Slater-Carter
ALTERNATE MEMBERS:	S. Boyd	M. Clark	A. Eisen
	J. Harvey	H. Rarback	



Sewer Authority Mid-Coastside

Budget Report

Account Summary

For Fiscal: FY 2019-2020 Period Ending: 07/31/2019

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
Fund: 100 - Operating Fund							
Revenue							
100-1010-4011	O & M Assessments - HMB	696,291.00	696,291.00	344,324.94	344,324.94	-351,966.06	50.55 %
100-1010-4012	O & M Assessments - Granada	295,475.00	295,475.00	146,116.19	146,116.19	-149,358.81	50.55 %
100-1010-4013	O & M Assessments - Montara	257,684.00	257,684.00	127,428.28	127,428.28	-130,255.72	50.55 %
100-1010-4031	Dividends	-1.00	-1.00	0.00	0.00	1.00	0.00 %
100-1010-4032	Misc. Revenue	-500.00	-500.00	0.00	0.00	500.00	0.00 %
100-1010-4310	Interest Earnings	-20,000.00	-20,000.00	0.00	0.00	20,000.00	0.00 %
100-2021-4011	O & M Assessments - HMB	1,929,229.00	1,929,229.00	0.00	0.00	-1,929,229.00	100.00 %
100-2021-4012	O & M Assessments - Granada	818,679.00	818,679.00	0.00	0.00	-818,679.00	100.00 %
100-2021-4013	O & M Assessments - Montara	713,972.00	713,972.00	0.00	0.00	-713,972.00	100.00 %
100-2021-4022	NDWSCP Revenue - Permit Fee	57,000.00	57,000.00	0.00	0.00	-57,000.00	100.00 %
100-2021-4024	NDWSCP Revenue - Trucked Waste	10,000.00	10,000.00	647.50	647.50	-9,352.50	93.53 %
100-2021-4025	NDWSCP - Leachate	80,000.00	80,000.00	0.00	0.00	-80,000.00	100.00 %
100-2021-4109	Overhead Revenue CCS	176,300.00	176,300.00	0.00	0.00	-176,300.00	100.00 %
100-2022-4011	O & M Assessments - HMB	121,544.00	121,544.00	0.00	0.00	-121,544.00	100.00 %
100-2022-4012	O & M Assessments - Granada	51,578.00	51,578.00	0.00	0.00	-51,578.00	100.00 %
100-2022-4013	O & M Assessments - Montara	44,981.00	44,981.00	0.00	0.00	-44,981.00	100.00 %
100-2022-4021	NDWSCP Revenue - Inspection Fee	2,800.00	2,800.00	0.00	0.00	-2,800.00	100.00 %
100-2022-4022	NDWSCP Revenue - Permit Fee	1.00	1.00	0.00	0.00	-1.00	100.00 %
100-2022-4023	NDWSCP Revenue - Late Fee	1.00	1.00	0.00	0.00	-1.00	100.00 %
100-4041-4011	O & M Assessments - HMB	1,384,836.00	1,384,836.00	0.00	0.00	-1,384,836.00	100.00 %
100-4041-4012	O & M Assessments - GCSD	587,663.00	587,663.00	0.00	0.00	-587,663.00	100.00 %
100-4041-4013	O & M Assessments - MWSD	512,502.00	512,502.00	0.00	0.00	-512,502.00	100.00 %
Revenue Total:		7,720,035.00	7,720,035.00	618,516.91	618,516.91	-7,101,518.09	91.99 %
Expense							
100-1010-5010	Salaried Employees	322,200.00	322,200.00	4,295.32	4,295.32	317,904.68	98.67 %
100-1010-5011	Hourly Employees	136,272.00	136,272.00	8,662.32	8,662.32	127,609.68	93.64 %
100-1010-5012	Director Stipend	16,000.00	16,000.00	0.00	0.00	16,000.00	100.00 %
100-1010-5013	Holiday Pay	28,182.00	28,182.00	1,021.46	1,021.46	27,160.54	96.38 %
100-1010-5014	Bereavement Leave	103.00	103.00	0.00	0.00	103.00	100.00 %
100-1010-5015	Admin/Personal Leave	17,900.00	17,900.00	0.00	0.00	17,900.00	100.00 %
100-1010-5016	Jury Duty	100.00	100.00	0.00	0.00	100.00	100.00 %
100-1010-5110	Overtime	7,500.00	7,500.00	318.60	318.60	7,181.40	95.75 %
100-1010-5114	Bonus, Awards, Certification	2,000.00	2,000.00	1,526.85	1,526.85	473.15	23.66 %
100-1010-5115	Premium Pay	100.00	100.00	0.00	0.00	100.00	100.00 %
100-1010-5209	Med Ins Reimbursement - Retirees	11,424.00	11,424.00	0.00	0.00	11,424.00	100.00 %
100-1010-5210	Medical insurance	91,224.00	91,224.00	1,939.92	1,939.92	89,284.08	97.87 %
100-1010-5211	Dental insurance	6,439.00	6,439.00	246.99	246.99	6,192.01	96.16 %
100-1010-5212	Life insurance	4,200.00	4,200.00	86.66	86.66	4,113.34	97.94 %
100-1010-5213	Vision Benefit	869.00	869.00	14.10	14.10	854.90	98.38 %
100-1010-5214	Cash in-lieu	1.00	1.00	0.00	0.00	1.00	100.00 %
100-1010-5215	Retirement Contributions	112,293.00	112,293.00	2,677.95	2,677.95	109,615.05	97.62 %
100-1010-5216	Medicare Contributions	7,707.00	7,707.00	225.12	225.12	7,481.88	97.08 %
100-1010-5217	Retirement Medical Benefits	7,723.00	7,723.00	232.89	232.89	7,490.11	96.98 %
100-1010-5218	Workers' Compensation Premium	2,000.00	2,000.00	42.14	42.14	1,957.86	97.89 %
100-1010-5220	Safety PPE Allowance	100.00	100.00	0.00	0.00	100.00	100.00 %
100-1010-5221	Misc. Allowance	8,200.00	8,200.00	0.00	0.00	8,200.00	100.00 %
100-1010-5222	Tuition Reimbursement	500.00	500.00	0.00	0.00	500.00	100.00 %
100-1010-5223	Pension Expense - GASB 68	25.00	25.00	0.00	0.00	25.00	100.00 %
100-1010-5224	OPEB Adjustment	25.00	25.00	0.00	0.00	25.00	100.00 %
100-1010-5225	Long Term Disability	1,500.00	1,500.00	42.49	42.49	1,457.51	97.17 %

Budget Report

For Fiscal: FY 2019-2020 Period Ending: 07/31/2019

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
100-1010-5226	Short Term Disability	1,000.00	1,000.00	22.68	22.68	977.32	97.73 %
100-1010-5227	Misc. Benefits	1,000.00	1,000.00	93.00	93.00	907.00	90.70 %
100-1010-5310	General Counsel	100,000.00	100,000.00	17,469.50	17,469.50	82,530.50	82.53 %
100-1010-5311	Employment Legal Fees	2,500.00	2,500.00	0.00	0.00	2,500.00	100.00 %
100-1010-5312	Late Fees, Interest & Penalties	0.00	0.00	49.71	49.71	-49.71	0.00 %
100-1010-5316	Banking services	350.00	350.00	0.00	0.00	350.00	100.00 %
100-1010-5317	Outside Audit	24,000.00	24,000.00	0.00	0.00	24,000.00	100.00 %
100-1010-5318	Engineering & Architectural Services	2,000.00	2,000.00	0.00	0.00	2,000.00	100.00 %
100-1010-5319	Temporary Agency Staff	500.00	500.00	0.00	0.00	500.00	100.00 %
100-1010-5320	Medical Services	225.00	225.00	0.00	0.00	225.00	100.00 %
100-1010-5321	Hazardous Material Handling	5.00	5.00	0.00	0.00	5.00	100.00 %
100-1010-5322	Computer & Network Maintenance	18,501.00	18,501.00	3,512.01	3,512.01	14,988.99	81.02 %
100-1010-5323	Software License & Maintenance	35,000.00	35,000.00	16,174.28	16,174.28	18,825.72	53.79 %
100-1010-5324	Vehicle Maintenance Services	525.00	525.00	0.00	0.00	525.00	100.00 %
100-1010-5325	Office Equipment Maintenance	1,500.00	1,500.00	0.00	0.00	1,500.00	100.00 %
100-1010-5326	Equipment Maintenance	25.00	25.00	0.00	0.00	25.00	100.00 %
100-1010-5330	Misc. Professional Services	85,000.00	85,000.00	2,227.00	2,227.00	82,773.00	97.38 %
100-1010-5410	Professional dues and fees	25,000.00	25,000.00	0.00	0.00	25,000.00	100.00 %
100-1010-5411	Registration Fees	8,000.00	8,000.00	6,160.00	6,160.00	1,840.00	23.00 %
100-1010-5412	Insurance Premiums	63,000.00	63,000.00	51,811.48	51,811.48	11,188.52	17.76 %
100-1010-5413	Postage	1,000.00	1,000.00	26.67	26.67	973.33	97.33 %
100-1010-5414	Delivery Services	120.00	120.00	0.00	0.00	120.00	100.00 %
100-1010-5415	Printing and binding	2,500.00	2,500.00	206.17	206.17	2,293.83	91.75 %
100-1010-5416	Advertising and Publishing	1,500.00	1,500.00	1,500.00	1,500.00	0.00	0.00 %
100-1010-5418	Misc. Other Services	10,000.00	10,000.00	1,267.77	1,267.77	8,732.23	87.32 %
100-1010-5421	Telephones	20,000.00	20,000.00	835.07	835.07	19,164.93	95.82 %
100-1010-5422	Cellular Services	5,000.00	5,000.00	234.32	234.32	4,765.68	95.31 %
100-1010-5423	Cable	200.00	200.00	0.00	0.00	200.00	100.00 %
100-1010-5441	Commercial Travel	2,000.00	2,000.00	0.00	0.00	2,000.00	100.00 %
100-1010-5442	Meals	2,000.00	2,000.00	0.00	0.00	2,000.00	100.00 %
100-1010-5443	Per Diem	1,000.00	1,000.00	0.00	0.00	1,000.00	100.00 %
100-1010-5444	Lodging	4,000.00	4,000.00	0.00	0.00	4,000.00	100.00 %
100-1010-5445	Mileage, Parking & Tolls	500.00	500.00	0.00	0.00	500.00	100.00 %
100-1010-5511	Rental/Lease Equipment - Misc	10,500.00	10,500.00	360.39	360.39	10,139.61	96.57 %
100-1010-5610	Janitorial Services	3,000.00	3,000.00	0.00	0.00	3,000.00	100.00 %
100-1010-5612	Building & Structures Maintenance	7,500.00	7,500.00	0.00	0.00	7,500.00	100.00 %
100-1010-5741	Real Property County	26.00	26.00	0.00	0.00	26.00	100.00 %
100-1010-5810	Books & Subscriptions	105.00	105.00	0.00	0.00	105.00	100.00 %
100-1010-5811	Clothing	800.00	800.00	0.00	0.00	800.00	100.00 %
100-1010-5812	Food	500.00	500.00	0.00	0.00	500.00	100.00 %
100-1010-5814	Maintenance Supplies	75.00	75.00	0.00	0.00	75.00	100.00 %
100-1010-5815	Meeting Supplies	50.00	50.00	0.00	0.00	50.00	100.00 %
100-1010-5816	Office Supplies	5,000.00	5,000.00	124.91	124.91	4,875.09	97.50 %
100-1010-5818	Safety Supplies	250.00	250.00	0.00	0.00	250.00	100.00 %
100-1010-5819	Misc. Supplies	100.00	100.00	0.00	0.00	100.00	100.00 %
100-1010-5822	Fuel, Oil, Lubricant	500.00	500.00	88.50	88.50	411.50	82.30 %
100-1010-6121	Machinery and equipment	1.00	1.00	0.00	0.00	1.00	100.00 %
100-1010-6122	Vehicles	1.00	1.00	0.00	0.00	1.00	100.00 %
100-1010-6123	Furniture and fixtures	1.00	1.00	0.00	0.00	1.00	100.00 %
100-1010-6124	Computers	1.00	1.00	0.00	0.00	1.00	100.00 %
100-1010-6131	Machinery and equipment	5,000.00	5,000.00	0.00	0.00	5,000.00	100.00 %
100-1010-6132	Vehicles	1.00	1.00	0.00	0.00	1.00	100.00 %
100-1010-6133	Furniture and fixtures	2,500.00	2,500.00	0.00	0.00	2,500.00	100.00 %
100-1010-6134	Computers	5,000.00	5,000.00	0.00	0.00	5,000.00	100.00 %
100-1010-6135	Software	2,500.00	2,500.00	0.00	0.00	2,500.00	100.00 %
100-1010-6410	Theft Loss	1.00	1.00	0.00	0.00	1.00	100.00 %
100-1010-6411	Judgement	1.00	1.00	0.00	0.00	1.00	100.00 %
100-1010-6412	Claims Paid	3,500.00	3,500.00	0.00	0.00	3,500.00	100.00 %

Budget Report

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		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
100-2021-5010	Salaried Employees	248,778.00	248,778.00	7,406.57	7,406.57	241,371.43	97.02 %
100-2021-5011	Hourly Employees	718,629.00	718,629.00	25,473.06	25,473.06	693,155.94	96.46 %
100-2021-5013	Holiday Pay	79,650.00	79,650.00	4,233.43	4,233.43	75,416.57	94.68 %
100-2021-5014	Bereavement Leave	500.00	500.00	0.00	0.00	500.00	100.00 %
100-2021-5015	Admin/Personal Leave	15,714.00	15,714.00	439.94	439.94	15,274.06	97.20 %
100-2021-5016	Jury Duty	500.00	500.00	0.00	0.00	500.00	100.00 %
100-2021-5110	Overtime	10,000.00	10,000.00	198.76	198.76	9,801.24	98.01 %
100-2021-5111	Holiday Premium	15,000.00	15,000.00	724.88	724.88	14,275.12	95.17 %
100-2021-5112	Standby Pay	35,000.00	35,000.00	910.53	910.53	34,089.47	97.40 %
100-2021-5114	Bonus, Awards, Certification	1,500.00	1,500.00	0.00	0.00	1,500.00	100.00 %
100-2021-5115	Premium Pay	16,000.00	16,000.00	878.12	878.12	15,121.88	94.51 %
100-2021-5210	Medical insurance	228,500.00	228,500.00	8,099.64	8,099.64	220,400.36	96.46 %
100-2021-5211	Dental insurance	10,000.00	10,000.00	544.75	544.75	9,455.25	94.55 %
100-2021-5212	Life insurance	7,500.00	7,500.00	158.38	158.38	7,341.62	97.89 %
100-2021-5213	Vision Benefit	1,500.00	1,500.00	25.55	25.55	1,474.45	98.30 %
100-2021-5215	Retirement Contributions	175,000.00	175,000.00	7,726.96	7,726.96	167,273.04	95.58 %
100-2021-5216	Medicare Contributions	16,041.00	16,041.00	579.59	579.59	15,461.41	96.39 %
100-2021-5217	Retirement Medical Benefits	15,957.00	15,957.00	596.64	596.64	15,360.36	96.26 %
100-2021-5218	Workers' Compensation Premium	31,913.00	31,913.00	975.86	975.86	30,937.14	96.94 %
100-2021-5220	Safety PPE Allowance	2,200.00	2,200.00	176.16	176.16	2,023.84	91.99 %
100-2021-5221	Misc. Allowance	3,500.00	3,500.00	0.00	0.00	3,500.00	100.00 %
100-2021-5222	Tuition Reimbursement	99.00	99.00	0.00	0.00	99.00	100.00 %
100-2021-5223	Pension Expense - GASB 68	1.00	1.00	0.00	0.00	1.00	100.00 %
100-2021-5225	Long Term Disability	3,240.00	3,240.00	109.52	109.52	3,130.48	96.62 %
100-2021-5226	Short Term Disability	3,191.00	3,191.00	82.69	82.69	3,108.31	97.41 %
100-2021-5227	Misc. Benefits	1,750.00	1,750.00	217.00	217.00	1,533.00	87.60 %
100-2021-5318	Engineering & Architectural Services	15,000.00	15,000.00	5,442.72	5,442.72	9,557.28	63.72 %
100-2021-5320	Medical Services	50.00	50.00	0.00	0.00	50.00	100.00 %
100-2021-5321	Hazardous Material Handling	50.00	50.00	0.00	0.00	50.00	100.00 %
100-2021-5322	Computer & Network Maintenance	3,500.00	3,500.00	0.00	0.00	3,500.00	100.00 %
100-2021-5323	Software License & Maintenance	13,000.00	13,000.00	0.00	0.00	13,000.00	100.00 %
100-2021-5324	Vehicle Maintenance Services	30,000.00	30,000.00	6,859.21	6,859.21	23,140.79	77.14 %
100-2021-5326	Equipment Maintenance	225,000.00	225,000.00	0.00	0.00	225,000.00	100.00 %
100-2021-5327	Pipe Maintenance	20,000.00	20,000.00	0.00	0.00	20,000.00	100.00 %
100-2021-5330	Misc. Professional Services	175,000.00	175,000.00	8,161.13	8,161.13	166,838.87	95.34 %
100-2021-5410	Professional dues and fees	8,000.00	8,000.00	1,123.58	1,123.58	6,876.42	85.96 %
100-2021-5411	Registration Fees	9,000.00	9,000.00	583.00	583.00	8,417.00	93.52 %
100-2021-5413	Postage	50.00	50.00	0.00	0.00	50.00	100.00 %
100-2021-5414	Delivery Services	50.00	50.00	0.00	0.00	50.00	100.00 %
100-2021-5415	Printing and binding	100.00	100.00	0.00	0.00	100.00	100.00 %
100-2021-5417	Uniform Services	16,667.00	16,667.00	1,789.66	1,789.66	14,877.34	89.26 %
100-2021-5418	Misc. Other Services	50.00	50.00	0.00	0.00	50.00	100.00 %
100-2021-5422	Cellular Services	1,950.00	1,950.00	276.51	276.51	1,673.49	85.82 %
100-2021-5431	Water	34,000.00	34,000.00	0.00	0.00	34,000.00	100.00 %
100-2021-5432	Gas/Electricity	330,000.00	330,000.00	0.00	0.00	330,000.00	100.00 %
100-2021-5433	Solid Waste (Trash)	130,000.00	130,000.00	0.00	0.00	130,000.00	100.00 %
100-2021-5441	Commercial Travel	3,000.00	3,000.00	0.00	0.00	3,000.00	100.00 %
100-2021-5442	Meals	1,500.00	1,500.00	0.00	0.00	1,500.00	100.00 %
100-2021-5443	Per Diem	3,000.00	3,000.00	0.00	0.00	3,000.00	100.00 %
100-2021-5444	Lodging	4,000.00	4,000.00	0.00	0.00	4,000.00	100.00 %
100-2021-5445	Mileage, Parking & Tolls	2,000.00	2,000.00	357.28	357.28	1,642.72	82.14 %
100-2021-5511	Rental/Lease Equipment - Misc	130,000.00	130,000.00	0.00	0.00	130,000.00	100.00 %
100-2021-5610	Janitorial Services	1,500.00	1,500.00	0.00	0.00	1,500.00	100.00 %
100-2021-5611	Landscape Services	2,500.00	2,500.00	190.00	190.00	2,310.00	92.40 %
100-2021-5612	Building & Structures Maintenance	210,000.00	210,000.00	47,610.44	47,610.44	162,389.56	77.33 %
100-2021-5613	Security Services	3,600.00	3,600.00	178.60	178.60	3,421.40	95.04 %
100-2021-5721	NPDES Permit	20,000.00	20,000.00	0.00	0.00	20,000.00	100.00 %
100-2021-5725	Misc. Permit	13,000.00	13,000.00	50.00	50.00	12,950.00	99.62 %

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		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
100-2021-5810	Books & Subscriptions	150.00	150.00	0.00	0.00	150.00	100.00 %
100-2021-5811	Clothing	800.00	800.00	0.00	0.00	800.00	100.00 %
100-2021-5812	Food	500.00	500.00	0.00	0.00	500.00	100.00 %
100-2021-5814	Maintenance Supplies	20,000.00	20,000.00	3,520.72	3,520.72	16,479.28	82.40 %
100-2021-5816	Office Supplies	11,000.00	11,000.00	317.12	317.12	10,682.88	97.12 %
100-2021-5817	Chemicals	175,000.00	175,000.00	18,681.61	18,681.61	156,318.39	89.32 %
100-2021-5818	Safety Supplies	5,200.00	5,200.00	330.15	330.15	4,869.85	93.65 %
100-2021-5819	Misc. Supplies	500.00	500.00	0.00	0.00	500.00	100.00 %
100-2021-5821	Mechanical Related Supplies	500.00	500.00	0.00	0.00	500.00	100.00 %
100-2021-5822	Fuel, Oil, Lubricant	20,000.00	20,000.00	479.52	479.52	19,520.48	97.60 %
100-2021-5823	Spare Replacement Parts	15,000.00	15,000.00	0.00	0.00	15,000.00	100.00 %
100-2021-6012	Treatment Plant	100,000.00	100,000.00	0.00	0.00	100,000.00	100.00 %
100-2021-6121	Machinery and equipment	185,000.00	185,000.00	195,000.00	195,000.00	-10,000.00	-5.41 %
100-2021-6122	Vehicles	50,000.00	50,000.00	0.00	0.00	50,000.00	100.00 %
100-2021-6131	Machinery and equipment	45,000.00	45,000.00	0.00	0.00	45,000.00	100.00 %
100-2021-6134	Computers	2,500.00	2,500.00	0.00	0.00	2,500.00	100.00 %
100-2021-6135	Software	500.00	500.00	0.00	0.00	500.00	100.00 %
100-2022-5010	Salaried Employees	34,080.00	34,080.00	1,026.51	1,026.51	33,053.49	96.99 %
100-2022-5011	Hourly Employees	1,593.00	1,593.00	0.00	0.00	1,593.00	100.00 %
100-2022-5013	Holiday Pay	2,131.00	2,131.00	130.35	130.35	2,000.65	93.88 %
100-2022-5014	Bereavement Leave	25.00	25.00	0.00	0.00	25.00	100.00 %
100-2022-5015	Admin/Personal Leave	1,893.00	1,893.00	146.64	146.64	1,746.36	92.25 %
100-2022-5016	Jury Duty	25.00	25.00	0.00	0.00	25.00	100.00 %
100-2022-5115	Premium Pay	600.00	600.00	0.00	0.00	600.00	100.00 %
100-2022-5210	Medical insurance	5,000.00	5,000.00	356.62	356.62	4,643.38	92.87 %
100-2022-5211	Dental insurance	400.00	400.00	14.85	14.85	385.15	96.29 %
100-2022-5212	Life insurance	75.00	75.00	3.01	3.01	71.99	95.99 %
100-2022-5213	Vision Benefit	50.00	50.00	1.80	1.80	48.20	96.40 %
100-2022-5215	Retirement Contributions	9,340.00	9,340.00	415.56	415.56	8,924.44	95.55 %
100-2022-5216	Medicare Contributions	440.00	440.00	18.90	18.90	421.10	95.70 %
100-2022-5217	Retirement Medical Benefits	500.00	500.00	19.55	19.55	480.45	96.09 %
100-2022-5218	Workers' Compensation Premium	900.00	900.00	36.10	36.10	863.90	95.99 %
100-2022-5220	Safety PPE Allowance	53.00	53.00	0.00	0.00	53.00	100.00 %
100-2022-5221	Misc. Allowance	525.00	525.00	0.00	0.00	525.00	100.00 %
100-2022-5222	Tuition Reimbursement	26.00	26.00	0.00	0.00	26.00	100.00 %
100-2022-5223	Pension Expense - GASB 68	52.00	52.00	0.00	0.00	52.00	100.00 %
100-2022-5225	Long Term Disability	88.00	88.00	3.03	3.03	84.97	96.56 %
100-2022-5226	Short Term Disability	116.00	116.00	2.30	2.30	113.70	98.02 %
100-2022-5324	Vehicle Maintenance Services	53.00	53.00	0.00	0.00	53.00	100.00 %
100-2022-5326	Equipment Maintenance	525.00	525.00	0.00	0.00	525.00	100.00 %
100-2022-5330	Misc. Professional Services	117,000.00	117,000.00	0.00	0.00	117,000.00	100.00 %
100-2022-5410	Professional dues and fees	105.00	105.00	0.00	0.00	105.00	100.00 %
100-2022-5411	Registration Fees	3,150.00	3,150.00	89.00	89.00	3,061.00	97.17 %
100-2022-5413	Postage	53.00	53.00	0.00	0.00	53.00	100.00 %
100-2022-5415	Printing and binding	3,000.00	3,000.00	0.00	0.00	3,000.00	100.00 %
100-2022-5416	Advertising and Publishing	53.00	53.00	0.00	0.00	53.00	100.00 %
100-2022-5418	Misc. Other Services	4,500.00	4,500.00	0.00	0.00	4,500.00	100.00 %
100-2022-5441	Commercial Travel	100.00	100.00	0.00	0.00	100.00	100.00 %
100-2022-5442	Meals	100.00	100.00	0.00	0.00	100.00	100.00 %
100-2022-5443	Per Diem	100.00	100.00	0.00	0.00	100.00	100.00 %
100-2022-5444	Lodging	100.00	100.00	0.00	0.00	100.00	100.00 %
100-2022-5445	Mileage, Parking & Tolls	50.00	50.00	0.00	0.00	50.00	100.00 %
100-2022-5742	State Sales Taxes	1.00	1.00	0.00	0.00	1.00	100.00 %
100-2022-5810	Books & Subscriptions	100.00	100.00	0.00	0.00	100.00	100.00 %
100-2022-5813	Laboratory Supplies	11,000.00	11,000.00	2,029.22	2,029.22	8,970.78	81.55 %
100-2022-5817	Chemicals	9,000.00	9,000.00	216.00	216.00	8,784.00	97.60 %
100-2022-5819	Misc. Supplies	11,000.00	11,000.00	0.00	0.00	11,000.00	100.00 %
100-2022-6131	Machinery and equipment	3,000.00	3,000.00	0.00	0.00	3,000.00	100.00 %

Budget Report

For Fiscal: FY 2019-2020 Period Ending: 07/31/2019

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
100-4041-5318	Engineering & Architectural Services	450,000.00	450,000.00	20,075.00	20,075.00	429,925.00	95.54 %
100-4041-6012	Treatment Plant	865,000.00	865,000.00	0.00	0.00	865,000.00	100.00 %
100-4041-6013	Pipes	950,000.00	950,000.00	0.00	0.00	950,000.00	100.00 %
100-4041-6014	Montara Pump Station	120,000.00	120,000.00	0.00	0.00	120,000.00	100.00 %
100-4041-6015	Princeton Pump Station	100,000.00	100,000.00	0.00	0.00	100,000.00	100.00 %
100-4041-6121	Machinery and equipment	0.00	0.00	36,146.76	36,146.76	-36,146.76	0.00 %
Expense Total:		7,634,233.00	7,634,233.00	534,736.75	534,736.75	7,099,496.25	93.00 %
Fund: 100 - Operating Fund Surplus (Deficit):		85,802.00	85,802.00	83,780.16	83,780.16	-2,021.84	2.36 %

Fund: 300 - Contract Services

Revenue							
300-3031-4021	NDWSCP Revenue - Inspection Fee	1.00	1.00	0.00	0.00	-1.00	100.00 %
300-3031-4110	Contract Service Fees - HMB	178,888.00	178,888.00	0.00	0.00	-178,888.00	100.00 %
300-3032-4021	NDWSCP Revenue - Inspection Fee	5,775.00	5,775.00	0.00	0.00	-5,775.00	100.00 %
300-3032-4111	Contract Service Fees - GCSD	296,201.00	296,201.00	24,683.42	24,683.42	-271,517.58	91.67 %
300-3033-4021	NDWSCP Revenue - Inspection Fee	1,400.00	1,400.00	0.00	0.00	-1,400.00	100.00 %
300-3033-4112	Contract Service Fees - MWSD	341,549.00	341,549.00	28,462.42	28,462.42	-313,086.58	91.67 %
Revenue Total:		823,814.00	823,814.00	53,145.84	53,145.84	-770,668.16	93.55 %

Expense							
300-3031-5011	Hourly Employees	38,169.00	38,169.00	478.11	478.11	37,690.89	98.75 %
300-3031-5013	Holiday Pay	1.00	1.00	0.00	0.00	1.00	100.00 %
300-3031-5014	Bereavement Leave	1.00	1.00	0.00	0.00	1.00	100.00 %
300-3031-5016	Jury Duty	1.00	1.00	0.00	0.00	1.00	100.00 %
300-3031-5020	Retroactive Pay	1.00	1.00	0.00	0.00	1.00	100.00 %
300-3031-5110	Overtime	314.00	314.00	0.00	0.00	314.00	100.00 %
300-3031-5112	Standby Pay	10,734.00	10,734.00	503.66	503.66	10,230.34	95.31 %
300-3031-5114	Bonus, Awards, Certification	1.00	1.00	0.00	0.00	1.00	100.00 %
300-3031-5115	Premium Pay	314.00	314.00	51.38	51.38	262.62	83.64 %
300-3031-5210	Medical insurance	6,270.00	6,270.00	235.35	235.35	6,034.65	96.25 %
300-3031-5211	Dental insurance	470.00	470.00	16.11	16.11	453.89	96.57 %
300-3031-5212	Life insurance	251.00	251.00	6.53	6.53	244.47	97.40 %
300-3031-5213	Vision Benefit	78.00	78.00	0.98	0.98	77.02	98.74 %
300-3031-5215	Retirement Contributions	5,643.00	5,643.00	202.19	202.19	5,440.81	96.42 %
300-3031-5216	Medicare Contributions	735.00	735.00	14.97	14.97	720.03	97.96 %
300-3031-5217	Retirement Medical Benefits	696.00	696.00	15.56	15.56	680.44	97.76 %
300-3031-5218	Workers' Compensation Premium	1,810.00	1,810.00	28.75	28.75	1,781.25	98.41 %
300-3031-5220	Safety PPE Allowance	125.00	125.00	0.00	0.00	125.00	100.00 %
300-3031-5221	Misc. Allowance	204.00	204.00	0.00	0.00	204.00	100.00 %
300-3031-5222	Tuition Reimbursement	8.00	8.00	0.00	0.00	8.00	100.00 %
300-3031-5225	Long Term Disability	314.00	314.00	3.24	3.24	310.76	98.97 %
300-3031-5226	Short Term Disability	314.00	314.00	2.46	2.46	311.54	99.22 %
300-3031-5227	Misc. Benefits	157.00	157.00	0.00	0.00	157.00	100.00 %
300-3031-5320	Medical Services	157.00	157.00	0.00	0.00	157.00	100.00 %
300-3031-5321	Hazardous Material Handling	1.00	1.00	0.00	0.00	1.00	100.00 %
300-3031-5322	Computer & Network Maintenance	1.00	1.00	0.00	0.00	1.00	100.00 %
300-3031-5330	Misc. Professional Services	23,000.00	23,000.00	0.00	0.00	23,000.00	100.00 %
300-3031-5410	Professional dues and fees	50.00	50.00	0.00	0.00	50.00	100.00 %
300-3031-5411	Registration Fees	50.00	50.00	0.00	0.00	50.00	100.00 %
300-3031-5412	Insurance Premiums	1.00	1.00	0.00	0.00	1.00	100.00 %
300-3031-5417	Uniform Services	998.00	998.00	151.48	151.48	846.52	84.82 %
300-3031-5418	Misc. Other Services	44,722.00	44,722.00	0.00	0.00	44,722.00	100.00 %
300-3031-5422	Cellular Scrvices	1.00	1.00	0.00	0.00	1.00	100.00 %
300-3031-5431	Water	4,000.00	4,000.00	621.44	621.44	3,378.56	84.46 %
300-3031-5442	Meals	1.00	1.00	0.00	0.00	1.00	100.00 %
300-3031-5444	Lodging	1.00	1.00	0.00	0.00	1.00	100.00 %
300-3031-5445	Mileage, Parking & Tolls	1.00	1.00	0.00	0.00	1.00	100.00 %
300-3031-5511	Rental/Lease Equipment - Misc	28,846.00	28,846.00	0.00	0.00	28,846.00	100.00 %
300-3031-5614	CS Repairs - HMB	1.00	1.00	28.30	28.30	-27.30	-2,730.00 %

Budget Report

For Fiscal: FY 2019-2020 Period Ending: 07/31/2019

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
300-3031-5742	State Sales Taxes	1.00	1.00	0.00	0.00	1.00	100.00 %
300-3031-5743	Hazardous Materials Tax	1.00	1.00	0.00	0.00	1.00	100.00 %
300-3031-5744	Misc. Taxes	1.00	1.00	0.00	0.00	1.00	100.00 %
300-3031-5811	Clothing	1.00	1.00	0.00	0.00	1.00	100.00 %
300-3031-5812	Food	1.00	1.00	0.00	0.00	1.00	100.00 %
300-3031-5814	Maintenance Supplies	2,790.00	2,790.00	0.00	0.00	2,790.00	100.00 %
300-3031-5817	Chemicals	1,000.00	1,000.00	0.00	0.00	1,000.00	100.00 %
300-3031-5818	Safety Supplies	1,000.00	1,000.00	0.00	0.00	1,000.00	100.00 %
300-3031-5819	Misc. Supplies	1.00	1.00	0.00	0.00	1.00	100.00 %
300-3031-5821	Mechanical Related Supplies	1.00	1.00	0.00	0.00	1.00	100.00 %
300-3031-5822	Fuel, Oil, Lubricant	5,601.00	5,601.00	672.41	672.41	4,928.59	87.99 %
300-3031-5823	Spare Replacement Parts	1.00	1.00	0.00	0.00	1.00	100.00 %
300-3031-6412	Claims Paid	1.00	1.00	0.00	0.00	1.00	100.00 %
300-3032-5011	Hourly Employees	77,867.00	77,867.00	2,499.45	2,499.45	75,367.55	96.79 %
300-3032-5013	Holiday Pay	1.00	1.00	0.00	0.00	1.00	100.00 %
300-3032-5014	Bereavement Leave	1.00	1.00	0.00	0.00	1.00	100.00 %
300-3032-5016	Jury Duty	1.00	1.00	0.00	0.00	1.00	100.00 %
300-3032-5110	Overtime	1.00	1.00	388.75	388.75	-387.75	38,775.00 %
300-3032-5112	Standby Pay	7,648.00	7,648.00	380.62	380.62	7,267.38	95.02 %
300-3032-5114	Bonus, Awards, Certification	1.00	1.00	0.00	0.00	1.00	100.00 %
300-3032-5115	Premium Pay	627.00	627.00	32.97	32.97	594.03	94.74 %
300-3032-5210	Medical insurance	12,000.00	12,000.00	885.02	885.02	11,114.98	92.62 %
300-3032-5211	Dental insurance	1,568.00	1,568.00	47.36	47.36	1,520.64	96.98 %
300-3032-5212	Life insurance	336.00	336.00	44.02	44.02	291.98	86.90 %
300-3032-5213	Vision Benefit	390.00	390.00	2.09	2.09	387.91	99.46 %
300-3032-5215	Retirement Contributions	9,405.00	9,405.00	466.33	466.33	8,938.67	95.04 %
300-3032-5216	Medicare Contributions	941.00	941.00	47.87	47.87	893.13	94.91 %
300-3032-5217	Retirement Medical Benefits	627.00	627.00	40.67	40.67	586.33	93.51 %
300-3032-5218	Workers' Compensation Premium	3,314.00	3,314.00	76.96	76.96	3,237.04	97.68 %
300-3032-5220	Safety PPE Allowance	157.00	157.00	0.00	0.00	157.00	100.00 %
300-3032-5221	Misc. Allowance	218.00	218.00	0.00	0.00	218.00	100.00 %
300-3032-5222	Tuition Reimbursement	1.00	1.00	0.00	0.00	1.00	100.00 %
300-3032-5225	Long Term Disability	268.00	268.00	14.30	14.30	253.70	94.66 %
300-3032-5226	Short Term Disability	263.00	263.00	10.80	10.80	252.20	95.89 %
300-3032-5227	Misc. Benefits	31.00	31.00	0.00	0.00	31.00	100.00 %
300-3032-5320	Medical Services	31.00	31.00	0.00	0.00	31.00	100.00 %
300-3032-5321	Hazardous Material Handling	1.00	1.00	0.00	0.00	1.00	100.00 %
300-3032-5322	Computer & Network Maintenance	1.00	1.00	0.00	0.00	1.00	100.00 %
300-3032-5330	Misc. Professional Services	20,000.00	20,000.00	0.00	0.00	20,000.00	100.00 %
300-3032-5410	Professional dues and fees	1.00	1.00	0.00	0.00	1.00	100.00 %
300-3032-5411	Registration Fees	1.00	1.00	0.00	0.00	1.00	100.00 %
300-3032-5412	Insurance Premiums	13,480.00	13,480.00	0.00	0.00	13,480.00	100.00 %
300-3032-5417	Uniform Services	1,223.00	1,223.00	128.92	128.92	1,094.08	89.46 %
300-3032-5418	Misc. Other Services	75,494.00	75,494.00	0.00	0.00	75,494.00	100.00 %
300-3032-5422	Cellular Servcies	77.00	77.00	0.00	0.00	77.00	100.00 %
300-3032-5431	Water	5,500.00	5,500.00	0.00	0.00	5,500.00	100.00 %
300-3032-5444	Lodging	1.00	1.00	0.00	0.00	1.00	100.00 %
300-3032-5445	Mileage, Parking & Tolls	1.00	1.00	0.00	0.00	1.00	100.00 %
300-3032-5511	Rental/Lease Equipment - Misc	57,691.00	57,691.00	0.00	0.00	57,691.00	100.00 %
300-3032-5615	CS Repairs - GCSD	1.00	1.00	512.77	512.77	-511.77	51,177.00 %
300-3032-5742	State Sales Taxes	1.00	1.00	0.00	0.00	1.00	100.00 %
300-3032-5743	Hazardous Materials Tax	1.00	1.00	0.00	0.00	1.00	100.00 %
300-3032-5811	Clothing	1.00	1.00	0.00	0.00	1.00	100.00 %
300-3032-5812	Food	1.00	1.00	0.00	0.00	1.00	100.00 %
300-3032-5814	Maintenance Supplies	1.00	1.00	0.00	0.00	1.00	100.00 %
300-3032-5817	Chemicals	1.00	1.00	0.00	0.00	1.00	100.00 %
300-3032-5818	Safety Supplies	1.00	1.00	0.00	0.00	1.00	100.00 %
300-3032-5819	Misc. Supplies	1.00	1.00	0.00	0.00	1.00	100.00 %

Budget Report

For Fiscal: FY 2019-2020 Period Ending: 07/31/2019

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
300-3032-5821	Mechanical Related Supplies	1.00	1.00	0.00	0.00	1.00	100.00 %
300-3032-5822	Fuel, Oil, Lubricant	7,000.00	7,000.00	0.00	0.00	7,000.00	100.00 %
300-3032-6412	Claims Paid	1.00	1.00	0.00	0.00	1.00	100.00 %
300-3033-5011	Hourly Employees	130,142.00	130,142.00	3,676.94	3,676.94	126,465.06	97.17 %
300-3033-5013	Holiday Pay	1.00	1.00	0.00	0.00	1.00	100.00 %
300-3033-5014	Bereavement Leave	1.00	1.00	0.00	0.00	1.00	100.00 %
300-3033-5016	Jury Duty	1.00	1.00	0.00	0.00	1.00	100.00 %
300-3033-5110	Overtime	1.00	1.00	0.00	0.00	1.00	100.00 %
300-3033-5112	Standby Pay	15,090.00	15,090.00	784.69	784.69	14,305.31	94.80 %
300-3033-5114	Bonus, Awards, Certification	1.00	1.00	0.00	0.00	1.00	100.00 %
300-3033-5115	Premium Pay	1,003.00	1,003.00	16.80	16.80	986.20	98.33 %
300-3033-5210	Medical insurance	18,400.00	18,400.00	1,017.44	1,017.44	17,382.56	94.47 %
300-3033-5211	Dental insurance	1,672.00	1,672.00	65.92	65.92	1,606.08	96.06 %
300-3033-5212	Life insurance	307.00	307.00	24.05	24.05	282.95	92.17 %
300-3033-5213	Vision Benefit	356.00	356.00	3.45	3.45	352.55	99.03 %
300-3033-5215	Retirement Contributions	16,299.00	16,299.00	904.26	904.26	15,394.74	94.45 %
300-3033-5216	Medicare Contributions	2,205.00	2,205.00	64.92	64.92	2,140.08	97.06 %
300-3033-5217	Retirement Medical Benefits	2,039.00	2,039.00	68.41	68.41	1,970.59	96.64 %
300-3033-5218	Workers' Compensation Premium	5,301.00	5,301.00	126.41	126.41	5,174.59	97.62 %
300-3033-5220	Safety PPE Allowance	42.00	42.00	0.00	0.00	42.00	100.00 %
300-3033-5221	Misc. Allowance	167.00	167.00	0.00	0.00	167.00	100.00 %
300-3033-5225	Long Term Disability	523.00	523.00	14.32	14.32	508.68	97.26 %
300-3033-5226	Short Term Disability	501.00	501.00	10.81	10.81	490.19	97.84 %
300-3033-5227	Misc. Benefits	1.00	1.00	0.00	0.00	1.00	100.00 %
300-3033-5320	Medical Services	1.00	1.00	0.00	0.00	1.00	100.00 %
300-3033-5321	Hazardous Material Handling	1.00	1.00	0.00	0.00	1.00	100.00 %
300-3033-5322	Computer & Network Maintenance	1.00	1.00	0.00	0.00	1.00	100.00 %
300-3033-5330	Misc. Professional Services	1,793.00	1,793.00	0.00	0.00	1,793.00	100.00 %
300-3033-5410	Professional dues and fees	1.00	1.00	0.00	0.00	1.00	100.00 %
300-3033-5411	Registration Fees	1.00	1.00	0.00	0.00	1.00	100.00 %
300-3033-5412	Insurance Premiums	22,264.00	22,264.00	0.00	0.00	22,264.00	100.00 %
300-3033-5417	Uniform Services	1,725.00	1,725.00	144.06	144.06	1,580.94	91.65 %
300-3033-5418	Misc. Other Services	51,442.00	51,442.00	0.00	0.00	51,442.00	100.00 %
300-3033-5422	Cellular Servcies	50.00	50.00	0.00	0.00	50.00	100.00 %
300-3033-5431	Water	3,000.00	3,000.00	0.00	0.00	3,000.00	100.00 %
300-3033-5444	Lodging	1.00	1.00	0.00	0.00	1.00	100.00 %
300-3033-5445	Mileage, Parking & Tolls	1.00	1.00	0.00	0.00	1.00	100.00 %
300-3033-5511	Rental/Lease Equipment - Misc	62,306.00	62,306.00	0.00	0.00	62,306.00	100.00 %
300-3033-5616	CS Repairs - MWSD	1.00	1.00	16,659.24	16,659.24	-16,658.24	65,824.00 %
300-3033-5742	State Sales Taxes	1.00	1.00	0.00	0.00	1.00	100.00 %
300-3033-5743	Hazardous Materials Tax	1.00	1.00	0.00	0.00	1.00	100.00 %
300-3033-5811	Clothing	1.00	1.00	0.00	0.00	1.00	100.00 %
300-3033-5812	Food	1.00	1.00	0.00	0.00	1.00	100.00 %
300-3033-5814	Maintenance Supplies	1.00	1.00	0.00	0.00	1.00	100.00 %
300-3033-5817	Chemicals	1.00	1.00	0.00	0.00	1.00	100.00 %
300-3033-5818	Safety Supplies	150.00	150.00	0.00	0.00	150.00	100.00 %
300-3033-5819	Misc. Supplies	1.00	1.00	0.00	0.00	1.00	100.00 %
300-3033-5821	Mechanical Related Supplies	1.00	1.00	0.00	0.00	1.00	100.00 %
300-3033-5822	Fuel, Oil, Lubricant	4,727.00	4,727.00	0.00	0.00	4,727.00	100.00 %
300-3033-6412	Claims Paid	1.00	1.00	0.00	0.00	1.00	100.00 %
Expense Total:		816,548.00	816,548.00	32,193.54	32,193.54	784,354.46	96.06 %
Fund: 300 - Contract Services Surplus (Deficit):		7,266.00	7,266.00	20,952.30	20,952.30	13,686.30	-188.36 %
Report Surplus (Deficit):		93,068.00	93,068.00	104,732.46	104,732.46	11,664.46	-12.53 %

Fund Summary

Fund	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)
100 - Operating Fund	85,802.00	85,802.00	83,780.16	83,780.16	-2,021.84
300 - Contract Services	7,266.00	7,266.00	20,952.30	20,952.30	13,686.30
Report Surplus (Deficit):	93,068.00	93,068.00	104,732.46	104,732.46	11,664.46



Sewer Authority Mid-Coastside

Aging Report

INVOICE DETAIL

Balance as of: 7/31/2019

Age From Invoice Date

Age to date: 7/31/2019

Account Name		Account Number		Account Status	Account Class								
Browning Ferris Industries		0004		Active	NDWSCP								
Tran. Type	Number	Date	Trans. Date	Due Date	Description	Current	30-60	60-90	90-120	>120	Unapplied Credit	Account Balance	
Invoice	INV00065	6/30/2018	6/30/2018	7/31/2018	QB-3763	0.00	0.00	0.00	0.00	0.00			
Invoice	INV00070	7/1/2018	7/1/2018	7/1/2018	Leachate Deliveries - April, May & June 2018	0.00	0.00	0.00	0.00	0.00			
Invoice	INV00078	7/31/2018	7/31/2018	7/31/2018	July 2018 Leachate Deliveries	0.00	0.00	0.00	0.00	0.00			
Invoice	INV00083	8/31/2018	8/31/2018	8/31/2018	August 2018 Leachate Deliveries - PO7191466	0.00	0.00	0.00	0.00	0.00			
Invoice	INV00126	9/30/2018	9/30/2018	10/31/2018	September 2018 Leachate Deliveries - PO7191466	0.00	0.00	0.00	0.00	0.00			
Invoice	INV00127	10/31/2018	10/31/2018	11/30/2018	October 2018 Leachate Deliveries - PO7191466	0.00	0.00	0.00	0.00	0.00			
Invoice	INV00140	11/30/2018	11/30/2018	12/31/2018	November 2018 Leachate Deliveries - PO7191466	0.00	0.00	0.00	0.00	0.00			
Invoice	INV00162	12/31/2018	12/31/2018	1/31/2019	December 2018 Leachate Deliveries - PO7191466	0.00	0.00	0.00	0.00	0.00			
Invoice	INV00185	1/31/2019	1/31/2019	3/31/2019	January 2019 Leachate Deliveries - PO8070798	0.00	0.00	0.00	0.00	0.00			
Invoice	INV00186	2/28/2019	2/28/2019	3/31/2019	February 2019 Leachate Deliveries - PO8070798	0.00	0.00	0.00	0.00	0.00			
Invoice	INV00235	3/31/2019	3/31/2019	4/30/2019	March 2019 Leachate Deliveries - PO8070798	0.00	0.00	0.00	0.00	0.00			
Invoice	INV00236	4/30/2019	4/30/2019	5/31/2019	April 2019 Leachate Deliveries - PO8070798	0.00	0.00	0.00	0.00	0.00			
Invoice	INV00248	6/1/2019	6/1/2019	6/30/2019	May 2019 Leachate Deliveries - PO8070798	0.00	0.00	0.00	0.00	0.00			
Invoice	INV00258	6/30/2019	6/30/2019	7/31/2019	June 2019 Leachate Deliveries - PO8070798	0.00	6,918.00	0.00	0.00	0.00			
Account Total:						0.00	6,918.00	0.00	0.00	0.00	0.00	0.00	6,918.00
California State Parks		0006		Active	NDWSCP								
Tran. Type	Number	Date	Trans. Date	Due Date	Description	Current	30-60	60-90	90-120	>120	Unapplied Credit	Account Balance	
Invoice	INV00011	4/2/2018	6/30/2018	4/2/2018	QB-3723	0.00	0.00	0.00	0.00	0.00			
Invoice	INV00012	6/1/2018	6/30/2018	6/1/2018	QB-3735	0.00	0.00	0.00	0.00	0.00			
Invoice	INV00089	7/1/2018	7/1/2018	7/1/2018	Trucked Waster - June 2018	0.00	0.00	0.00	0.00	0.00			
Invoice	INV00090	8/1/2018	8/1/2018	8/1/2018	Trucked Waste - July 2018	0.00	0.00	0.00	0.00	0.00			
Invoice	INV00091	9/1/2018	9/1/2018	9/1/2018	Trucked Waste - August 2018	0.00	0.00	0.00	0.00	0.00			

Account Name		Account Number		Account Status	Account Class							
California State Parks		0006		Active	NDWSCP							
Tran. Type	Number	Date	Trans. Date	Due Date	Description	Current	30-60	60-90	90-120	>120	Unapplied Credit	Account Balance
Invoice	INV00110	10/1/2018	10/1/2018	10/31/2018	Trucked Waste - September 2018	0.00	0.00	0.00	0.00	0.00		
Invoice	INV00121	11/1/2018	11/1/2018	11/30/2018	Trucked Waste - October 2018	0.00	0.00	0.00	0.00	0.00		
Invoice	INV00141	11/30/2018	11/30/2018	12/31/2018	Trucked Waste - November 2018	0.00	0.00	0.00	0.00	0.00		
Invoice	INV00160	12/31/2018	12/31/2018	1/31/2019	Trucked Waste - December 2018	0.00	0.00	0.00	0.00	0.00		
Invoice	INV00172	2/1/2019	2/1/2019	2/28/2019	Trucked Waste - January 2019	0.00	0.00	0.00	0.00	0.00		
Invoice	INV00183	3/1/2019	3/1/2019	3/31/2019	Trucked Waste - February 2019	0.00	0.00	0.00	0.00	0.00		
Invoice	INV00193	4/1/2019	4/1/2019	4/30/2019	Trucked Waste - March 2019	0.00	0.00	0.00	0.00	1,705.00		
Invoice	INV00233	5/1/2019	5/1/2019	5/31/2019	Trucked Waste - April 2019	0.00	0.00	0.00	735.00	0.00		
Invoice	INV00246	6/1/2019	6/1/2019	6/30/2019	Trucked Waste - May 2019	0.00	0.00	520.00	0.00	0.00		
Invoice	INV00256	6/30/2019	6/30/2019	7/31/2019	Trucked Waste - June 2019	0.00	675.00	0.00	0.00	0.00		
Invoice	INV00270	7/31/2019	7/31/2019	8/31/2019	Trucked Waste - July 2019	647.50	0.00	0.00	0.00	0.00		
Account Total:						647.50	675.00	520.00	735.00	1,705.00	0.00	4,282.50
Cameron's Inn		0008		Active	NDWSCP							
Tran. Type	Number	Date	Trans. Date	Due Date	Description	Current	30-60	60-90	90-120	>120	Unapplied Credit	Account Balance
Invoice	INV00075	7/11/2018	7/11/2018	7/11/2018	NDWSCP FY17-18	0.00	0.00	0.00	0.00	321.43		
Account Total:						0.00	0.00	0.00	0.00	321.43	0.00	321.43
City of Half Moon Bay		0010		Active	MAA							
Tran. Type	Number	Date	Trans. Date	Due Date	Description	Current	30-60	60-90	90-120	>120	Unapplied Credit	Account Balance
Invoice	INV00014	3/1/2018	6/30/2018	3/1/2018	QB-3707	0.00	0.00	0.00	0.00	4,185.68		
Invoice	INV00015	3/27/2018	6/30/2018	3/27/2018	QB-3711	0.00	0.00	0.00	0.00	0.00		
Invoice	INV00016	4/2/2018	6/30/2018	4/2/2018	QB-3719	0.00	0.00	0.00	0.00	0.00		
Invoice	INV00017	6/1/2018	6/30/2018	6/1/2018	QB-3738	0.00	0.00	0.00	0.00	0.00		
Invoice	INV00018	6/1/2018	6/30/2018	6/1/2018	QB-3739	0.00	0.00	0.00	0.00	0.00		
Invoice	INV00019	6/30/2018	6/30/2018	6/30/2018	QB-3758	0.00	0.00	0.00	0.00	2,138.67		
Invoice	INV00067	9/4/2018	9/4/2018	9/4/2018	September 2018	0.00	0.00	0.00	0.00	0.00		
Invoice	INV00071	7/2/2018	7/2/2018	7/2/2018	July 2018	0.00	0.00	0.00	0.00	0.00		
Invoice	INV00080	8/1/2018	8/1/2018	8/1/2018	O&M August 2018	0.00	0.00	0.00	0.00	0.00		
Invoice	INV00085	8/1/2018	8/1/2018	8/1/2018	Collections Service - July 2018	0.00	0.00	0.00	0.00	0.00		
Invoice	INV00093	9/1/2018	9/1/2018	9/1/2018	Collections Service - August 2018	0.00	0.00	0.00	0.00	0.00		
Invoice	INV00103	9/27/2018	9/27/2018	10/26/2018	Unpaid FOG Inspection Fees FY 2016/17 & 2017/18	0.00	0.00	0.00	0.00	3,214.30		
Invoice	INV00104	10/1/2018	10/1/2018	10/31/2018	O&M September 2018	0.00	0.00	0.00	0.00	0.00		

Account Name		Account Number		Account Status	Account Class							
City of Half Moon Bay		0010		Active	MAA							
Tran. Type	Number	Date	Trans. Date	Due Date	Description	Current	30-60	60-90	90-120	>120	Unapplied Credit	Account Balance
Invoice	INV00107	8/1/2018	10/2/2018	8/31/2018	Collections Service - July 2018	0.00	0.00	0.00	0.00	0.00		
Invoice	INV00108	9/1/2018	10/2/2018	9/30/2018	Collections Service - August 2018	0.00	0.00	0.00	0.00	1,533.34		
Invoice	INV00109	8/1/2018	10/2/2018	8/31/2018	Collections Service - July 2018	0.00	0.00	0.00	0.00	200.23		
Invoice	INV00111	10/1/2018	10/1/2018	10/31/2018	Collections Service - September 2018	0.00	0.00	0.00	0.00	0.00		
Invoice	INV00116	11/1/2018	11/1/2018	11/30/2018	O&M November 2018	0.00	0.00	0.00	0.00	280,035.83		
Invoice	INV00130	11/1/2018	11/1/2018	11/30/2018	Collections Service - October 2018	0.00	0.00	0.00	0.00	467.66		
Invoice	INV00133	12/1/2018	12/1/2018	12/31/2018	O&M December 2018	0.00	0.00	0.00	0.00	0.00		
Invoice	INV00155	1/1/2019	1/1/2019	1/31/2019	O&E January 2019	0.00	0.00	0.00	0.00	0.00		
Invoice	INV00161	12/1/2018	12/1/2018	12/31/2018	Collections Service - November 2018	0.00	0.00	0.00	0.00	0.00		
Invoice	INV00164	2/1/2019	2/1/2019	2/28/2019	O&E February 2019	0.00	0.00	0.00	0.00	0.00		
Invoice	INV00169	2/1/2019	2/1/2019	2/28/2019	Pass Through Invoices January 2019	0.00	0.00	0.00	0.00	0.00		
Invoice	INV00174	1/1/2019	1/1/2019	1/31/2019	Collections Service - December 2018	0.00	0.00	0.00	0.00	0.00		
Invoice	INV00175	2/1/2019	2/1/2019	2/28/2019	Collections Service - January 2019	0.00	0.00	0.00	0.00	0.00		
Invoice	INV00176	3/1/2019	3/1/2019	3/31/2019	O&E March 2019	0.00	0.00	0.00	0.00	0.00		
Invoice	INV00187	3/1/2019	3/1/2019	3/31/2019	Collections Service - February 2019	0.00	0.00	0.00	0.00	0.00		
Invoice	INV00188	4/1/2019	4/1/2019	4/30/2019	O&E April 2019	0.00	0.00	0.00	0.00	0.00		
Invoice	INV00195	4/1/2019	4/1/2019	4/30/2019	Callout - 439 Willow Avenue	0.00	0.00	0.00	0.00	594.00		
Invoice	INV00196	4/5/2019	4/5/2019	4/5/2019	Mid-Year Budget Amendment FY 2018/19	0.00	0.00	0.00	0.00	0.00		
Invoice	INV00207	4/1/2019	4/1/2019	4/30/2019	Collections Service - March 2019	0.00	0.00	0.00	0.00	0.00		
Invoice	INV00227	5/1/2019	5/1/2019	5/31/2019	O&E May 2019	0.00	0.00	0.00	0.00	0.00		
Invoice	INV00237	5/1/2019	5/1/2019	5/31/2019	Collections Service - April 2019	0.00	0.00	0.00	0.00	0.00		
Invoice	INV00238	6/1/2019	6/1/2019	6/30/2019	O&E June 2019	0.00	0.00	0.00	0.00	0.00		
Invoice	INV00243	6/1/2019	6/1/2019	6/30/2019	Pass Through Invoices April/May 2019	0.00	0.00	0.00	0.00	0.00		
Invoice	INV00252	6/1/2019	6/1/2019	7/31/2019	Collections Service - May 2019	0.00	0.00	15,276.60	0.00	0.00		
Invoice	INV00253	6/30/2019	6/30/2019	8/31/2019	HMB Collections Service - June 2019	0.00	19,869.24	0.00	0.00	0.00		
Invoice	INV00254	6/30/2019	6/30/2019	7/31/2019	Pass Through Invoices May 2019	0.00	1,719.50	0.00	0.00	0.00		
Invoice	INV00259	7/1/2019	7/1/2019	7/31/2019	O&E July 2019	0.00	344,324.94	0.00	0.00	0.00		
Account Total:						0.00	365,913.68	15,276.60	0.00	292,369.71	0.00	673,559.99
Exclusive Fresh, Inc.		0020		Active	NDWSCP							
Tran. Type	Number	Date	Trans. Date	Due Date	Description	Current	30-60	60-90	90-120	>120	Unapplied Credit	Account Balance

Account Name		Account Number		Account Status	Account Class							
Exclusive Fresh, Inc.		0020		Active	NDWSCP							
Tran. Type	Number	Date	Trans. Date	Due Date	Description	Current	30-60	60-90	90-120	>120	Unapplied Credit	Account Balance
Invoice	INV00026	6/29/2018	6/30/2018	6/29/2018	QB-3749	0.00	0.00	0.00	0.00	0.00		
Invoice	INV00201	5/1/2019	5/1/2019	6/1/2019	NDWSCP April 2019	0.00	0.00	0.00	321.43	0.00		
Account Total:						0.00	0.00	0.00	321.43	0.00	0.00	321.43
Gherkin's Sandwich Shop		0030		Active	NDWSCP							
Tran. Type	Number	Date	Trans. Date	Due Date	Description	Current	30-60	60-90	90-120	>120	Unapplied Credit	Account Balance
Invoice	INV00028	12/1/2017	6/30/2018	12/1/2017	QB-3656	0.00	0.00	0.00	0.00	0.00		
Invoice	INV00223	5/1/2019	5/1/2019	6/1/2019	NDWSCP April 2019	0.00	0.00	0.00	321.43	0.00		
Account Total:						0.00	0.00	0.00	321.43	0.00	0.00	321.43
Gino's Auto Body		0035		Active	NDWSCP							
Tran. Type	Number	Date	Trans. Date	Due Date	Description	Current	30-60	60-90	90-120	>120	Unapplied Credit	Account Balance
Invoice	INV00029	6/26/2018	6/30/2018	7/26/2018	QB-3744	0.00	0.00	0.00	0.00	321.43		
Account Total:						0.00	0.00	0.00	0.00	321.43	0.00	321.43
Granada Community Services District		0040		Active	MAA							
Tran. Type	Number	Date	Trans. Date	Due Date	Description	Current	30-60	60-90	90-120	>120	Unapplied Credit	Account Balance
Invoice	INV00030	6/30/2016	6/30/2018	6/30/2016	QB-3413	0.00	0.00	0.00	0.00	0.00		
Invoice	INV00031	6/30/2016	6/30/2018	6/30/2016	QB-3431	0.00	0.00	0.00	0.00	0.00		
Invoice	INV00032	10/26/2017	6/30/2018	10/26/2017	QB-3623	0.00	0.00	0.00	0.00	0.00		
Invoice	INV00033	1/30/2018	6/30/2018	1/30/2018	QB-3690	0.00	0.00	0.00	0.00	0.00		
Invoice	INV00034	1/30/2018	6/30/2018	1/30/2018	QB-3691	0.00	0.00	0.00	0.00	0.00		
Invoice	INV00035	3/1/2018	6/30/2018	3/1/2018	QB-3701	0.00	0.00	0.00	0.00	16,787.77		
Invoice	INV00036	3/1/2018	6/30/2018	3/1/2018	QB-3708	0.00	0.00	0.00	0.00	10,244.00		
Invoice	INV00068	9/4/2018	9/4/2018	9/4/2018	September 2018	0.00	0.00	0.00	0.00	0.00		
Invoice	INV00072	7/2/2018	7/2/2018	7/2/2018	July 2018	0.00	0.00	0.00	0.00	0.00		
Invoice	INV00081	8/1/2018	8/1/2018	8/1/2018	O&M August 2018	0.00	0.00	0.00	0.00	0.00		
Invoice	INV00086	8/1/2018	8/1/2018	8/1/2018	Collections Service - July 2018	0.00	0.00	0.00	0.00	0.00		
Invoice	INV00088	8/1/2018	8/1/2018	8/1/2018	Pass Through Invoices	0.00	0.00	0.00	0.00	0.00		
Invoice	INV00092	9/1/2018	9/1/2018	9/1/2018	Collections Service - August 2018	0.00	0.00	0.00	0.00	0.00		
Invoice	INV00095	9/1/2018	9/1/2018	9/1/2018	Pass Through Invoices - August 2018	0.00	0.00	0.00	0.00	0.00		
Invoice	INV00098	9/21/2018	9/21/2018	10/22/2018	Collections Service - August 2018	0.00	0.00	0.00	0.00	0.00		
Invoice	INV00101	8/1/2018	9/27/2018	8/31/2018	Collections Service - July 2018	0.00	0.00	0.00	0.00	0.00		
Invoice	INV00102	9/21/2018	9/27/2018	10/22/2018	Collections Service - August 2018	0.00	0.00	0.00	0.00	0.00		
Invoice	INV00105	10/1/2018	10/1/2018	10/31/2018	O&M September 2018	0.00	0.00	0.00	0.00	0.00		
Invoice	INV00112	10/1/2018	10/1/2018	10/31/2018	Collections Service - September 2018	0.00	0.00	0.00	0.00	0.00		
Invoice	INV00115	10/1/2018	10/1/2018	10/31/2018	Pass Through Invoices per Attached Detail	0.00	0.00	0.00	0.00	0.00		
Invoice	INV00117	11/1/2018	11/1/2018	11/30/2018	O&M November 2018	0.00	0.00	0.00	0.00	0.00		
Invoice	INV00119	11/1/2018	11/1/2018	11/30/2018	Collections Service - November 2018	0.00	0.00	0.00	0.00	0.00		

Account Name	Account Number	Account Status	Account Class									
Granada Community Services District 0040		Active	MAA									
Tran. Type	Number	Date	Trans. Date	Due Date	Description	Current	30-60	60-90	90-120	>120	Unapplied Credit	Account Balance
Invoice	INV00128	9/1/2018	9/1/2018	11/30/2018	September 2018 Collections	0.00	0.00	0.00	0.00	0.00		
Invoice	INV00134	12/1/2018	12/1/2018	12/31/2018	O&M December 2018	0.00	0.00	0.00	0.00	0.00		
Invoice	INV00136	12/1/2018	12/1/2018	12/31/2018	Collections Service - December 2018	0.00	0.00	0.00	0.00	0.00		
Invoice	INV00154	1/30/2018	6/30/2018	1/30/2018	QB-3691	0.00	0.00	0.00	0.00	0.00		
Invoice	INV00156	1/1/2019	1/1/2019	1/31/2019	O&E January 2019	0.00	0.00	0.00	0.00	0.00		
Invoice	INV00158	1/1/2019	1/1/2019	1/31/2019	Collections Service January 2019	0.00	0.00	0.00	0.00	0.00		
Invoice	INV00165	2/1/2019	2/1/2019	2/28/2019	O&E February 2019	0.00	0.00	0.00	0.00	0.00		
Invoice	INV00167	2/1/2019	2/1/2019	2/28/2019	Collections Service February 2019	0.00	0.00	0.00	0.00	0.00		
Invoice	INV00170	2/1/2019	2/1/2019	2/28/2019	Pass Through Invoices January 2019	0.00	0.00	0.00	0.00	0.00		
Invoice	INV00177	3/1/2019	3/1/2019	3/31/2019	O&E March 2019	0.00	0.00	0.00	0.00	0.00		
Invoice	INV00179	3/1/2019	3/1/2019	3/31/2019	Collections Service March 2019	0.00	0.00	0.00	0.00	0.00		
Invoice	INV00181	3/1/2019	3/1/2019	3/31/2019	Pass Through Invoices February 2019	0.00	0.00	0.00	0.00	0.00		
Invoice	INV00189	4/1/2019	4/1/2019	4/30/2019	O&E April 2019	0.00	0.00	0.00	0.00	0.00		
Invoice	INV00191	4/1/2019	4/1/2019	4/30/2019	Collections Service April 2019	0.00	0.00	0.00	0.00	0.00		
Invoice	INV00197	4/5/2019	4/5/2019	5/6/2019	Mid-Year Budget Amendment for FY 2018/19	0.00	0.00	0.00	0.00	0.00		
Invoice	INV00228	5/1/2019	5/1/2019	5/31/2019	O&E May 2019	0.00	0.00	0.00	0.00	0.00		
Invoice	INV00230	5/1/2019	5/1/2019	5/31/2019	Collections Service May 2019	0.00	0.00	0.00	481.23	0.00		
Invoice	INV00239	6/1/2019	6/1/2019	6/30/2019	O&E June 2019	0.00	0.00	0.00	0.00	0.00		
Invoice	INV00241	6/1/2019	6/1/2019	6/30/2019	Collections Service June 2019	0.00	0.00	481.23	0.00	0.00		
Invoice	INV00244	6/1/2019	6/1/2019	6/30/2019	Pass Through Invoices April/May 2019	0.00	0.00	0.00	0.00	0.00		
Invoice	INV00260	7/1/2019	7/1/2019	7/31/2019	O&E July 2019	0.00	146,116.19	0.00	0.00	0.00		
Invoice	INV00262	7/1/2019	7/1/2019	7/31/2019	Collections Service July 2019	0.00	24,683.42	0.00	0.00	0.00		
Account Total:						0.00	170,799.61	481.23	481.23	27,031.77	0.00	198,793.84
Half Moon Bay Coffee Company 0050		Active	NDWSCP									
Tran. Type	Number	Date	Trans. Date	Due Date	Description	Current	30-60	60-90	90-120	>120	Unapplied Credit	Account Balance
Invoice	INV00038	5/31/2016	6/30/2018	5/31/2016	QB-3273	0.00	0.00	0.00	0.00	0.00		
Invoice	INV00039	6/2/2016	6/30/2018	6/2/2016	QB-3348	0.00	0.00	0.00	0.00	0.00		
Invoice	INV00040	4/3/2017	6/30/2018	4/3/2017	QB-3515	0.00	0.00	0.00	0.00	0.00		
Invoice	INV00041	7/24/2018	6/30/2018	7/24/2018	QB-3672	0.00	0.00	0.00	0.00	321.43		
Account Total:						0.00	0.00	0.00	0.00	321.43	0.00	321.43

Account Name		Account Number		Account Status	Account Class							
Half Moon Bay Joe's		0044		Active	NDWSCP							
Tran. Type	Number	Date	Trans. Date	Due Date	Description	Current	30-60	60-90	90-120	>120	Unapplied Credit	Account Balance
Invoice	INV00076	7/11/2018	7/11/2018	7/11/2018	NDWSCP FY17-18	0.00	0.00	0.00	0.00	642.86		
Account Total:						0.00	0.00	0.00	0.00	642.86	0.00	642.86
Harbor Pizza		0081		Active	NDWSCP							
Tran. Type	Number	Date	Trans. Date	Due Date	Description	Current	30-60	60-90	90-120	>120	Unapplied Credit	Account Balance
Invoice	INV00219	5/1/2019	5/1/2019	6/1/2019	NDWSCP April 2019	0.00	0.00	0.00	321.43	0.00		
Account Total:						0.00	0.00	0.00	321.43	0.00	0.00	321.43
La Costanera		0089		Active	NDWSCP							
Tran. Type	Number	Date	Trans. Date	Due Date	Description	Current	30-60	60-90	90-120	>120	Unapplied Credit	Account Balance
Invoice	INV00226	5/1/2019	5/1/2019	6/1/2019	NDWSCP April 2019	0.00	0.00	0.00	321.43	0.00		
Account Total:						0.00	0.00	0.00	321.43	0.00	0.00	321.43
Lamas		0078		Active	NDWSCP							
Tran. Type	Number	Date	Trans. Date	Due Date	Description	Current	30-60	60-90	90-120	>120	Unapplied Credit	Account Balance
Invoice	INV00218	5/1/2019	5/1/2019	6/1/2019	NDWSCP April 2019	0.00	0.00	0.00	321.43	0.00		
Account Total:						0.00	0.00	0.00	321.43	0.00	0.00	321.43
Monster Chef		0082		Active	NDWSCP							
Tran. Type	Number	Date	Trans. Date	Due Date	Description	Current	30-60	60-90	90-120	>120	Unapplied Credit	Account Balance
Invoice	INV00216	5/1/2019	5/1/2019	6/1/2019	NDWSCP April 2019	0.00	0.00	0.00	321.43	0.00		
Account Total:						0.00	0.00	0.00	321.43	0.00	0.00	321.43
Montara Water & Sanitary District		0080		Active	MAA							
Tran. Type	Number	Date	Trans. Date	Due Date	Description	Current	30-60	60-90	90-120	>120	Unapplied Credit	Account Balance
Invoice	INV00048	6/30/2016	6/30/2018	6/30/2016	QB-3411	0.00	0.00	0.00	0.00	0.00		
Invoice	INV00049	5/1/2018	6/30/2018	5/1/2018	QB-3725	0.00	0.00	0.00	0.00	0.00		
Invoice	INV00050	6/1/2018	6/30/2018	6/1/2018	QB-3740	0.00	0.00	0.00	0.00	0.00		
Invoice	INV00051	6/1/2018	6/30/2018	6/1/2018	QB-3741	0.00	0.00	0.00	0.00	0.00		
Invoice	INV00052	6/30/2018	6/30/2018	6/30/2018	QB-3759	0.00	0.00	0.00	0.00	50,696.42		
Invoice	INV00069	9/4/2018	9/4/2018	9/4/2018	September 2018	0.00	0.00	0.00	0.00	0.00		
Invoice	INV00073	7/2/2018	7/2/2018	7/2/2018	July 2018	0.00	0.00	0.00	0.00	0.00		
Invoice	INV00082	8/1/2018	8/1/2018	8/1/2018	O&M August 2018	0.00	0.00	0.00	0.00	0.00		
Invoice	INV00087	8/1/2018	8/1/2018	8/1/2018	Collections Service - July 2018	0.00	0.00	0.00	0.00	0.00		
Invoice	INV00094	9/1/2018	9/1/2018	9/1/2018	Collections Service - August 2018	0.00	0.00	0.00	0.00	0.00		
Invoice	INV00096	9/1/2018	9/1/2018	9/1/2018	Pass Through Invoices - August 2018	0.00	0.00	0.00	0.00	0.00		
Invoice	INV00097	9/21/2018	9/21/2018	10/22/2018	Collections Service - August 2018	0.00	0.00	0.00	0.00	0.00		
Invoice	INV00099	8/1/2018	9/27/2018	8/1/2018	Collections Service - July 2018	0.00	0.00	0.00	0.00	0.00		
Invoice	INV00100	9/21/2018	9/27/2018	10/22/2018	Collections Service - August 2018	0.00	0.00	0.00	0.00	0.00		
Invoice	INV00106	10/1/2018	10/1/2018	10/31/2018	O&M September 2018	0.00	0.00	0.00	0.00	0.00		
Invoice	INV00113	10/1/2018	10/1/2018	10/31/2018	Collections Service -	0.00	0.00	0.00	0.00	0.00		

Account Name			Account Number		Account Status	Account Class								
Montara Water & Sanitary District			0080		Active	MAA								
Tran. Type	Number	Date	Trans. Date	Due Date	Description	Current	30-60	60-90	90-120	>120	Unapplied Credit	Account Balance		
					September 2018									
Invoice	INV00114	10/1/2018	10/1/2018	10/31/2018	Pass Through Invoices per Attached Detail	0.00	0.00	0.00	0.00	0.00				
Invoice	INV00118	11/1/2018	11/1/2018	11/30/2018	O&M November 2018	0.00	0.00	0.00	0.00	0.00				
Invoice	INV00120	11/1/2018	11/1/2018	11/30/2018	Collections Service - November 2018	0.00	0.00	0.00	0.00	0.00				
Invoice	INV00129	9/1/2018	9/1/2018	11/30/2018	September 2018 Collections	0.00	0.00	0.00	0.00	0.00				
Invoice	INV00135	12/1/2018	12/1/2018	12/31/2018	O&M December 2018	0.00	0.00	0.00	0.00	0.00				
Invoice	INV00137	12/1/2018	12/1/2018	12/31/2018	Collections Service - December 2018	0.00	0.00	0.00	0.00	0.00				
Invoice	INV00138	12/1/2018	12/1/2018	12/31/2018	Pass Through Invoices	0.00	0.00	0.00	0.00	0.00				
Invoice	INV00157	1/1/2019	1/1/2019	1/31/2019	O&E January 2019	0.00	0.00	0.00	0.00	0.00				
Invoice	INV00159	1/1/2019	1/1/2019	1/31/2019	Collections Service January 2019	0.00	0.00	0.00	0.00	0.00				
Invoice	INV00166	2/1/2019	2/1/2019	2/28/2019	O&E February 2019	0.00	0.00	0.00	0.00	0.00				
Invoice	INV00168	2/1/2019	2/1/2019	2/28/2019	Collections Service - February 2019	0.00	0.00	0.00	0.00	0.00				
Invoice	INV00171	2/1/2019	2/1/2019	2/28/2019	Pass Through Invoices January 2019	0.00	0.00	0.00	0.00	0.00				
Invoice	INV00178	3/1/2019	3/1/2019	3/31/2019	O&E March 2019	0.00	0.00	0.00	0.00	0.00				
Invoice	INV00180	3/1/2019	3/1/2019	3/31/2019	Collections Service March 2019	0.00	0.00	0.00	0.00	0.00				
Invoice	INV00182	3/1/2019	3/1/2019	3/31/2019	Pass Through Invoices February 2019	0.00	0.00	0.00	0.00	0.00				
Invoice	INV00190	4/1/2019	4/1/2019	4/30/2019	O&E April 2019	0.00	0.00	0.00	0.00	0.00				
Invoice	INV00192	4/1/2019	4/1/2019	4/30/2019	Collections Service April 2019	0.00	0.00	0.00	0.00	0.00				
Invoice	INV00198	4/5/2019	4/5/2019	5/6/2019	Mid-Year Budget Amendment for FY 2018/19	0.00	0.00	0.00	0.00	0.00				
Invoice	INV00229	5/1/2019	5/1/2019	5/31/2019	O&E May 2019	0.00	0.00	0.00	0.00	0.00				
Invoice	INV00231	5/1/2019	5/1/2019	5/31/2019	Collections Service May 2019	0.00	0.00	0.00	0.00	0.00				
Invoice	INV00232	5/1/2019	5/1/2019	5/31/2019	Pass Through Invoices March 2019	0.00	0.00	0.00	0.00	0.00				
Invoice	INV00240	6/1/2019	6/1/2019	6/30/2019	O&E June 2019	0.00	0.00	0.00	0.00	0.00				
Invoice	INV00242	6/1/2019	6/1/2019	6/30/2019	Collections Service June 2019	0.00	0.00	0.00	0.00	0.00				
Invoice	INV00245	6/1/2019	6/1/2019	6/30/2019	Pass Through Invoices April/May 2019	0.00	0.00	0.00	0.00	0.00				
Invoice	INV00255	6/30/2019	6/30/2019	7/31/2019	Pass Through Invoices May/June 2019	0.00	4,341.08	0.00	0.00	0.00				
Invoice	INV00261	7/1/2019	7/1/2019	7/31/2019	O&E July 2019	0.00	127,428.28	0.00	0.00	0.00				
Invoice	INV00263	7/1/2019	7/1/2019	7/31/2019	Collections Service July 2019	0.00	28,462.42	0.00	0.00	0.00				
Account Total:						0.00	160,231.78	0.00	0.00	50,696.42	0.00	210,928.20		
Odyssey Pizzeria & Café			0085		Active	NDWSCP								
Tran. Type	Number	Date	Trans. Date	Due Date	Description	Current	30-60	60-90	90-120	>120	Unapplied Credit	Account Balance		

Account Name		Account Number		Account Status	Account Class							
Odyssey Pizzeria & Café		0085		Active	NDWSCP							
Tran. Type	Number	Date	Trans. Date	Due Date	Description	Current	30-60	60-90	90-120	>120	Unapplied Credit	Account Balance
Invoice	INV00053	6/27/2018	6/30/2018	6/27/2018	QB-3747	0.00	0.00	0.00	0.00	0.00		
Invoice	INV00222	5/1/2019	5/1/2019	6/1/2019	NDWSCP April 2019	0.00	0.00	0.00	321.43	0.00		
Account Total:						0.00	0.00	0.00	321.43	0.00	0.00	321.43
Princeton Seafood		0072		Active	NDWSCP							
Tran. Type	Number	Date	Trans. Date	Due Date	Description	Current	30-60	60-90	90-120	>120	Unapplied Credit	Account Balance
Invoice	INV00210	5/1/2019	5/1/2019	6/1/2019	NDWSCP April 2019	0.00	0.00	0.00	321.43	0.00		
Account Total:						0.00	0.00	0.00	321.43	0.00	0.00	321.43
Rocket Farms		0100		Active	NDWSCP							
Tran. Type	Number	Date	Trans. Date	Due Date	Description	Current	30-60	60-90	90-120	>120	Unapplied Credit	Account Balance
Invoice	INV00054	6/29/2018	6/30/2018	6/29/2018	QB-3753	0.00	0.00	0.00	0.00	0.00		
Invoice	INV00055	6/29/2018	6/30/2018	6/29/2018	QB-3757	0.00	0.00	0.00	0.00	0.00		
Invoice	INV00079	7/31/2018	7/31/2018	7/31/2018	AID/RORWW July 2018	0.00	0.00	0.00	0.00	0.00		
Invoice	INV00084	8/31/2018	8/31/2018	8/31/2018	AID/RORWW August 2018	0.00	0.00	0.00	0.00	0.00		
Invoice	INV00124	9/30/2018	9/30/2018	10/31/2018	AID/RORWW September 2018	0.00	0.00	0.00	0.00	0.00		
Invoice	INV00125	10/31/2018	10/31/2018	11/30/2018	AID/RORWW October 2018	0.00	0.00	0.00	0.00	0.00		
Invoice	INV00139	11/30/2018	11/30/2018	12/31/2018	AID/RORWW November 2018	0.00	0.00	0.00	0.00	0.00		
Invoice	INV00163	12/31/2018	12/31/2018	1/31/2019	AID/RORWW Rocket Farms December 2018	0.00	0.00	0.00	0.00	0.00		
Invoice	INV00173	1/31/2019	1/31/2019	2/28/2019	AOD/RORWW Rocket Farms January 2019	0.00	0.00	0.00	0.00	0.00		
Invoice	INV00184	3/1/2019	3/1/2019	3/31/2019	AOD/RORWW Rocket Farms February 2019	0.00	0.00	0.00	0.00	0.00		
Invoice	INV00194	4/1/2019	4/1/2019	4/30/2019	AID/RORWW Rocket Farms March 2019	0.00	0.00	0.00	0.00	0.00		
Invoice	INV00199	4/16/2019	4/16/2019	5/15/2019	AID/RORWW Rocket Farms Addition March 2019	0.00	0.00	0.00	0.00	0.00		
Invoice	INV00234	5/1/2019	5/1/2019	5/31/2019	AID/RORWW Rocket Farms April 2019	0.00	0.00	0.00	4,192.54	0.00		
Invoice	INV00247	6/1/2019	6/1/2019	6/30/2019	AID/RORWW Rocket Farms May 2019	0.00	0.00	0.00	0.00	0.00		
Invoice	INV00257	6/30/2019	6/30/2019	7/31/2019	AID/RORWW Rocket Farms June 2019	0.00	6,178.48	0.00	0.00	0.00		
Account Total:						0.00	6,178.48	0.00	4,192.54	0.00	0.00	10,371.02
Sewer Authority Mid-Coastside		0001		Active	Capital							
Tran. Type	Number	Date	Trans. Date	Due Date	Description	Current	30-60	60-90	90-120	>120	Unapplied Credit	Account Balance
Account Total:						0.00	0.00	0.00	0.00	0.00	-54,121.27	-54,121.27

Account Name		Account Number		Account Status	Account Class							
Taqueria La Mexicana		0046		Active	NDWSCP							
Tran. Type	Number	Date	Trans. Date	Due Date	Description	Current	30-60	60-90	90-120	>120	Unapplied Credit	Account Balance
Invoice	INV00077	7/11/2018	7/11/2018	7/11/2018	NDWSCP FY17-18	0.00	0.00	0.00	0.00	321.43		
Account Total:						0.00	0.00	0.00	0.00	321.43	0.00	321.43
The Press		0076		Active	NDWSCP							
Tran. Type	Number	Date	Trans. Date	Due Date	Description	Current	30-60	60-90	90-120	>120	Unapplied Credit	Account Balance
Invoice	INV00217	5/1/2019	5/1/2019	6/1/2019	NDWSCP April 2019	0.00	0.00	0.00	321.43	0.00		
Account Total:						0.00	0.00	0.00	321.43	0.00	0.00	321.43
Total Accounts: 21						Report Total:	647.50	710,716.55	16,277.83	8,301.64	373,731.48	-54,121.27 1,055,553.73

Invoice and Penalty Revenue Code Aging

Revenue Code - Revenue Code Description	Current	30-60	60-90	90-120	>120	
100-001 - JPA - HMB	0.00	344,324.94	0.00	0.00	285,926.51	
100-002 - JPA - GCSD	0.00	146,116.19	0.00	0.00	27,031.77	
100-003 - JPA - MWSD	0.00	127,428.28	0.00	0.00	0.00	
100-100 - NDWSCP Revenue - Inspection Fee SAM	0.00	0.00	0.00	0.00	1,285.72	
100-101 - NDWSCP Revenue - Trucked Waste	647.50	675.00	520.00	735.00	0.00	
100-102 - NDWSCP Revenue - Rocket Farms	0.00	6,178.48	0.00	4,192.54	0.00	
100-103 - NDWSCP Revenue - Leachate	0.00	6,918.00	0.00	0.00	0.00	
300-001 - CCS - HMB	0.00	19,869.24	15,276.60	0.00	2,795.23	
300-002 - CCS - CCSD	0.00	24,683.42	481.23	481.23	0.00	
300-003 - CCS - MWSD	0.00	28,462.42	0.00	0.00	0.00	
300-011 - CCS Claims Paid - HMB	0.00	0.00	0.00	0.00	0.00	
300-012 - CCS Claims Paid - GCSD	0.00	0.00	0.00	0.00	0.00	
300-013 - CCS Claims Paid - MWSD	0.00	0.00	0.00	0.00	0.00	
300-021 - CCS Repairs - HMB	0.00	1,719.50	0.00	0.00	2,138.67	
300-022 - CCS Repairs - GCSD	0.00	0.00	0.00	0.00	0.00	
300-023 - CCS Repairs - MWSD	0.00	4,341.08	0.00	0.00	50,696.42	
300-031 - CCS Inspection Fee - HMB	0.00	0.00	0.00	0.00	3,857.16	
300-032 - CCS Inspection Fee - GCSD	0.00	0.00	0.00	1,928.58	0.00	
300-033 - CCS Inspection Fee - MWSD	0.00	0.00	0.00	964.29	0.00	
	647.50	710,716.55	16,277.83	8,301.64	373,731.48	1,109,675.00

Unapplied Credit Revenue Code Aging

Revenue Code - Revenue Code Description	Current	30-60	60-90	90-120	>120	
UAC - Unapplied Credits	0.00	189.74	-50.00	-1,462.81	-52,798.20	
	0.00	189.74	-50.00	-1,462.81	-52,798.20	-54,121.27
						1055553.73



Pooled Cash Report

Sewer Authority Mid-Coastside
For the Period Ending 7/31/2019

ACCOUNT #	ACCOUNT NAME	BEGINNING BALANCE	CURRENT ACTIVITY	CURRENT BALANCE	
<u>CLAIM ON CASH</u>					
100-1005	Claim on Pooled Cash	1,817,586.61	(779,191.92)	1,038,394.69	
200-1005	Claim on Pooled Cash	0.00	0.00	0.00	
300-1005	Claim on Pooled Cash	(4,285.19)	18,233.96	13,948.77	
400-1005	Claim on Pooled Cash	150,373.30	0.00	150,373.30	
500-1005	Claim on Pooled Cash	0.00	0.00	0.00	
600-1005	Claim on Pooled Cash	0.00	0.00	0.00	
TOTAL CLAIM ON CASH		<u>1,963,674.72</u>	<u>(760,957.96)</u>	<u>1,202,716.76</u>	
<u>CASH IN BANK</u>					
Cash in Bank					
900-1000	Pooled Cash (FNB Money Market)	0.00	0.00	0.00	
900-1001	Pooled Cash (FNB Disbursement)	(665.89)	0.00	(665.89)	
900-1002	Pooled Cash (FNB Payroll)	1,477.60	0.00	1,477.60	
900-1015	Pooled Cash (Tri Counties Money Market)	565,319.55	0.00	565,319.55	
900-1016	Pooled Cash (Tri-Counties Main)	1,217,552.11	(712,441.27)	505,110.84	
900-1017	Pooled Cash (Tri Counties Payroll)	54,843.14	(111,720.99)	(56,877.85)	
TOTAL: Cash in Bank		<u>1,838,526.51</u>	<u>(824,162.26)</u>	<u>1,014,364.25</u>	
TOTAL CASH IN BANK		<u>1,838,526.51</u>	<u>(824,162.26)</u>	<u>1,014,364.25</u>	
<u>DUE TO OTHER FUNDS</u>					
900-2301	Due To General Fund	1,817,586.61	(779,191.92)	1,038,394.69	
900-2302	Due To Capital Fund	0.00	0.00	0.00	
900-2303	Due To Contract Services Fund	(4,285.19)	18,233.96	13,948.77	
900-2304	Due To Vehicle Replacement Fund	150,373.30	0.00	150,373.30	
900-2305	Due To SRF Loan Fund	0.00	0.00	0.00	
900-2306	Due To Restricted Capital Fund	0.00	0.00	0.00	
900-2350	Due To	0.00	0.00	0.00	
TOTAL DUE TO OTHER FUNDS		<u>1,963,674.72</u>	<u>(760,957.96)</u>	<u>1,202,716.76</u>	
Claim on Cash	1,202,716.76	Claim on Cash	1,202,716.76	Cash in Bank	1,014,364.25
Cash in Bank	<u>1,014,364.25</u>	Due To Other Funds	<u>1,202,716.76</u>	Due To Other Funds	<u>1,202,716.76</u>
Difference	188,352.51	Difference	0.00	Difference	(188,352.51)

ACCOUNT #	ACCOUNT NAME	BEGINNING BALANCE	CURRENT ACTIVITY	CURRENT BALANCE	
<u>ACCOUNTS PAYABLE PENDING</u>					
100-2010	Accounts Payable Pending	375,284.89	(86,576.24)	288,708.65	
200-2010	Accounts Payable Pending	0.00	0.00	0.00	
300-2010	Accounts Payable Pending	3,689.77	10,929.64	14,619.41	
400-2010	Accounts Payable Pending	0.00	0.00	0.00	
TOTAL ACCOUNTS PAYABLE PENDING		<u>378,974.66</u>	<u>(75,646.60)</u>	<u>303,328.06</u>	
<u>DUE FROM OTHER FUNDS</u>					
900-1501	Due From Other Funds	<u>(378,974.66)</u>	<u>75,646.60</u>	<u>(303,328.06)</u>	
TOTAL DUE FROM OTHER FUNDS		<u>(378,974.66)</u>	<u>75,646.60</u>	<u>(303,328.06)</u>	
<u>ACCOUNTS PAYABLE</u>					
900-2010	Pooled Accounts Payable	<u>209,502.05</u>	<u>(94,526.50)</u>	<u>114,975.55</u>	
TOTAL ACCOUNTS PAYABLE		<u>209,502.05</u>	<u>(94,526.50)</u>	<u>114,975.55</u>	
AP Pending	303,328.06	AP Pending	303,328.06	Due From Other Funds	303,328.06
Due From Other Funds	<u>303,328.06</u>	Accounts Payable	<u>114,975.55</u>	Accounts Payable	<u>114,975.55</u>
Difference	<u>0.00</u>	Difference	<u>188,352.51</u>	Difference	<u>188,352.51</u>

Local Agency Investment Fund
P.O. Box 942809
Sacramento, CA 94209-0001
(916) 653-3001

www.treasurer.ca.gov/pmia-laif/laif.asp
July 18, 2019

SEWER AUTHORITY MID-COASTSIDE

ACCOUNTANT
1000 NORTH CABRILLO HIGHWAY
HALF MOON BAY, CA 94019-1466

PMIA Average Monthly Yields

Account Number:
70-41-008

Tran Type Definitions

June 2019 Statement

Account Summary

Total Deposit:	0.00	Beginning Balance:	1,289,060.60
Total Withdrawal:	0.00	Ending Balance:	1,289,060.60



SEWER AUTHORITY MID-COASTSIDE

Staff Report

TO: Honorable Board of Directors

FROM: Kishen Prathivadi, Acting General Manager

SUBJECT: **Review and Approve the Design Documents for the Granada Force Main Segment 4 and Authorize Initiation of the Bidding Process**

Executive Summary

This report allows the Board of Directors the opportunity to review and approve the design documents for the Granada Force Main Segment 4 and authorize initiation of the bidding process

Fiscal Impact

The cost of the design work is approximately \$30,000 and was included in the FY18/19 expenditures.

Strategic Plan Compliance

The recommendations comply with the SAM Strategic Plan Goal 5.4: *"Ensure SAM remains fully compliant with all regulatory requirements."*

Background and Discussion/Report

SAM has completed the construction of the new Granada Force Main from station 17+50 to 73+50. A small portion of the Force Main from Sta 74+57 to Sta 88+30 is remaining to be changed. The design of this portion of the Force Main is completed and is ready to go out for bid. The various milestones being proposed for the project are:

- Advertise date- 9/4
- Bids due-10/11
- Notice of Award-10/28
- Start construction- 11/18

BOARD MEMBERS:	J. Blanchard	S. Boyd	D. Penrose
	D. Ruddock	K. Slater-Carter	L. Woren
ALTERNATE MEMBERS:	M. Clark	B. Dye	A.
Eisen	J. Harvey	B. Huber	H. Rarback

- Finish construction 6/1

Staff Recommendation

Staff recommends that the Board review and approve the design documents for the Granada Force Main Segment 4 and authorize initiation of the bidding process.

Supporting Documents

Attachment A: Bid Specifications

Attachment B: Force Main Plans

BOARD MEMBERS:	J. Blanchard	S. Boyd	D. Penrose
	D. Ruddock	K. Slater-Carter	L. Woren
ALTERNATE MEMBERS:	M. Clark	B. Dye	A.
Eisen	J. Harvey	B. Huber	H. Rarback

SEWER AUTHORITY MID-COASTSIDE



Sewer Authority Mid-Coastside
SAM

GRANADA FORCE MAIN SEGMENT 4 REPLACEMENT PROJECT

Volume I – SPECIFICATIONS

95% Design

Bid Due October 11, 2019 at 2:00 p.m.

Each bid is to be enclosed in an envelope bearing the project title:
"Bid for GRANADA FORCE MAIN SEGMENT 4 REPLACEMENT PROJECT"

Mandatory Pre-Bid Conference: September 20, 2019 at 10:00 a.m.

00 01 07 CERTIFICATIONS PAGE

The specifications for Force Main Replacement Project have been prepared under the direction of the following design professionals, licensed in the State of California.

PROJECT MANAGER

Tanya Yurovsky, P.E.

SRT Consultants

Principal Engineer



CIVIL ENGINEER

Timothy J. Monahan, P.E.

SRT Consultants



END OF SECTION 00 01 07

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GRANADA FORCE MAIN SEGMENT 4 REPLACEMENT PROJECT

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TRANSMISSION PIPELINE REPLACEMENT PROJECT, CLEARY CONSULTANTS,
INC JULY 2007**

END OF SECTION 00 01 10

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Drawing No.	Sheet No.	Title
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D1	3	Existing Force Main Demolition
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END OF SECTION 00 01 15

DIVISION 0 BIDDING AND CONTRACTING REQUIREMENTS

00 11 13 NOTICE TO BIDDERS

The Sewer Authority Mid-Coastside (the "Authority"), San Mateo County, California will receive sealed Bids from Contractors holding a Class A Contractor's license under the laws of the State of California and that are registered and qualified to perform public work pursuant to Labor Code Section 1725.5 for its GRANADA FORCE MAIN SEGMENT 4 REPLACEMENT PROJECT. **Bids will be received by the Authority at its office located at 1000 N. Cabrillo Highway, Half Moon Bay, California 94019, on or before 2:00 P.M., October 11, 2019.** Bids will be publicly opened, examined and declared on that day and hour and referred to and considered by the Board of Directors of the Authority at its next meeting. Bids shall be endorsed on the outside of the sealed envelopes as follows:

SEWER AUTHORITY MID-COASTSIDE GRANADA FORCE MAIN SEGMENT 4 REPLACEMENT PROJECT

By

Bidder's name and address

Bids shall be submitted on the Bid Form included in the Bid Form of these Contract Documents.

Each Bid shall conform and be responsive to this notice and all other documents comprising the Contract Documents.

Questions related to the Contract Documents should be addressed to the Authority's engineer for this project; Engineer Sewer Authority Mid-Coastside, Half Moon Bay, CA 94019, (650) 726-0124 (the "Engineer"). Deadline to submit questions is close of business (5 pm) on September 29, 2019.

Each Bid shall be accompanied by cash, a certified or cashier's check payable to the Authority, or a satisfactory Bid Bond in favor of the Authority executed by the Bidder as principal and an admitted surety insurer as surety, in an amount not less than 10% of the Bid amount. The cash, check or Bid Bond shall be given as a guarantee that the Bidder, if awarded the Contract, will execute the Contract, in conformity with the Contract Documents. The Bidder's security shall be forfeited to the Authority in case the bidder depositing the same does not, within twenty days after written notice that the contract has been awarded to him/her, enter into a contract with the Authority. The contract shall be accompanied by a payment bond and a faithful performance bond, each in a sum equal to one hundred percent (100%) so the amount so bid, under the provisions of Sections 3247 through 3252, inclusive, of the Civil Code of the State of California.

The work to be performed is located within the Authority's service area, in El Granada and Half Moon Bay, California. The work includes the replacement of the Force Main, including appurtenances, and associated work in accordance with the Contract Documents.

Pursuant to Section 1720 et seq. and 1770 et seq., of the Labor Code of the State of California, the Contractor and any subcontractors shall pay not less than the prevailing rate of per diem wages as determined by the Director of the California Department of Industrial Relations. A copy of such prevailing rate of per diem wages is on file in the office

of the Authority, to which reference is hereby made for further particulars. The prevailing rate of per diem wages shall be made available to any interested party on request. The Contractor shall post a copy of such determinations at the job site.

This project is subject to labor compliance monitoring and enforcement by the California Department of Industrial Relations.

The Authority reserves the right to reject any or all Bids, and to determine which Bid is the lowest responsive Bid from a responsible Bidder, based upon the arithmetically correct **TOTAL BID PRICE** set forth in the BID SCHEDULE portion of the Bid Form. The Authority also reserves the right to waive any informality in a Bid.

The award of contract shall only be made to a Contractor who possesses a Class A (California Contractor's) license, pursuant to Section 3300 of the Public Contract Code, and who is registered and qualified to perform public work pursuant to Labor Code Section 1725.5.

No Bidder may withdraw his Bid for a period of sixty (60) days after the date set for the opening of Bids.

More than one Bid from an individual, firm, partnership, corporation, or combination thereof under the same or different names will not be considered. Reasonable grounds for believing that any individual, firm, partnership, corporation or combination thereof is interested in more than one Bid for the work contemplated may cause the rejection of all Bids in which such individual, firm, partnership, corporation or combination thereof is interested. If there is reason for believing that collusion exists among the Bidders, any or all Bids may be rejected. Bids in which the prices obviously are unbalanced may be rejected. In particular, bids may be considered nonresponsive and rejected as unbalanced if the Bid Price set forth in the Bid Schedule for Mobilization or Demobilization, or both, exceeds five percent (5%) of the Total Bid Price.

Notice is further given that, pursuant to Section 22300 of the Public Contract Code, the Contractor will be permitted to substitute securities for any monies withheld by the Authority to ensure performance under the Contract. At the request and expense of the Contractor, securities equivalent to the amount withheld shall be deposited with the Authority, or with a California or federally chartered bank as the escrow agent, who shall then pay such monies to the Contractor. Upon satisfactory completion of the Contract, the securities shall be returned to the Contractor. Securities eligible for investment include those listed in Section 16430 of the California Government Code and Section 22300 of the Public Contract Code. The Contractor shall be the beneficial owner of any securities substituted for monies withheld and shall receive any interest thereon.

Nothing in the Contract Documents shall be deemed to prohibit material suppliers or subcontractors from quoting prices to more than one Bidder.

Dated this _____ day of _____, 2019 **Sewer Authority Mid-Coastside**

By: _____
Title: General Manager

00 21 13 INFORMATION FOR AND INSTRUCTIONS TO BIDDERS

LOCATION AND EXTENT OF WORK

The work to be performed under the Contract Documents is located within the Sewer Authority Mid-Coastside's service area, in El Granada and Half Moon Bay, California. The work includes the replacement of the Force Main and associated work in accordance with the Contract Documents.

ARTICLE 1 - EXAMINATION OF DRAWINGS, SPECIFICATIONS, CONTRACT AND SITE OF WORK

Each Bidder shall examine carefully the site(s) of the work contemplated, the drawings and specifications, and the Bid and Contract Documents. As part of this examination, the Bidder shall check the tables of contents of all Contract Documents, including Specifications and Drawings, and ensure that all Specification sections and Drawings are provided. Unless the Bidder has given written notification in accordance with the following paragraph, and the Authority has not responded thereto by the time Bids are required to be submitted, the submission of a Bid shall be conclusive evidence that the Bidder has thoroughly investigated and is satisfied as to the conditions to be encountered, as to the character, quality, and scope of work to be performed, the quantities of materials to be furnished, and as to the requirements of the Contract Documents.

No oral interpretations or clarification of the drawings and specifications will be made to any Bidder prior to the Bid opening. Any requests for interpretation or clarification must be made in writing and will be answered in writing. If any Specification sections and Drawings are missing, or if there are any Work conflicts, errors, or omissions; or any other discrepancies of any sort are found, the Bidder must provide written notification as soon as possible and prior to the Bid opening in order that letters of clarification can be prepared and given to all Bidders.

ARTICLE 2 - PREBID CONFERENCE AND SITE TOUR

Prior to submitting a bid for the project, the Contractor is required to attend a mandatory Pre-Bid Conference and Site Visit, which will be conducted at the Wastewater Plant at 1000 North Cabrillo Highway in Half Moon Bay on September 20, 2019 at 10 a.m. **Mandatory attendance is required at the Pre-Bid Conference and Site Visit. Bids will not be accepted by the Authority from the Contractors that fail to attend the Mandatory Pre-Bid Conference and Site Visit.**

ARTICLE 3 - CONDITION OF BID; DISCREPANCIES IN AMOUNTS ENTERED

All Bids must be made on the Bid Form prepared by the Authority and must specify the unit price of each item and the unit price extended to total, opposite each of the items which

are called for in the Bid Form. In the event that there is more than one bid item on a Bid, the Bidder shall furnish a price for all bid items and failure to do so will render the Bid nonresponsive and may be cause for rejection.

If the product of a unit price and the estimated quantity does not equal the total dollar amount entered by the Bidder, the unit prices stated shall control, and the correct product of the unit price and the estimated quantity shall be deemed to be the amount bid. If the sum of two or more items in the Bid Form does not equal the total amount specified, the individual item amounts shall govern and the correct total shall be deemed to be the amount bid.

The Authority reserves the right to reject any or all Bids. The Authority further reserves the right to increase or decrease the quantity of any portion of the Work. The Authority also reserves the right to waive any informality in a Bid.

Any obvious unbalancing of the item prices will be cause for rejection of the Bid. In particular, a bid in which the respective Bid Price for Mobilization or Demobilization, or both, exceeds five percent (5 %) of the Total Bid Price may be considered non-responsive.

The price or prices on a Bid shall include all Work and all materials of every kind or class as either specified or shown on the Drawings or as reasonably understood as included in a Contract of this nature, and the Bidder must consider the cost of all such work and materials and provide for all such costs under whichever item(s) he considers appropriate. It is the desire of the Authority to secure a complete and proper performance of the Contract, and each Bidder shall prepare his Bid with this understanding, and the prices in his Bid must fully recognize this requirement. All Bidders are hereby expressly warned that all equipment furnished shall exactly fulfill the requirements of the Scope of Work, Standard Specifications and Special Provisions and all Work shall comply with the details shown on the Drawings.

The Bid must be signed by an individual duly authorized to bind the Bidder, and specify the Bidder's business address. In signing the Bid, the Bidder shall specify the name of the individual duly authorized to bind the Bidder, as well as the firm or corporate name, as hereinafter provided for in the Bid Form. If the Bid is submitted by a partnership, the name of the partnership, a list of the general partners, and the signature of at least one of the general partners must be shown; if the Bid is submitted by a corporation or limited liability company, the Bid shall show the name of the state under the laws of which the corporation or limited liability company is chartered, and the title of the person who signs on behalf of the corporation or limited liability company. If the Bid is submitted by a corporation or limited liability company, a certified copy of the bylaws or resolution of the Board of

Directors of the corporation or Limited Liability Company shall be furnished showing the authority of the officer signing the bid to execute Contracts on behalf of the corporation or Limited Liability Company. If the bid is made by a joint venture, the bid shall be signed by

a representative of one of the joint venture firms. Additionally, the bid shall include a copy of the resolution or agreement empowering the representative to execute the bid and bind the joint venture.

Bidders are warned against making erasures or alterations of any kind, and Bids which contain erasures, interlineations, alterations, or corrections not suitably authenticated by affixing, in the nearest margin, the initials of the person signing the Bid Form, may result in the Bid being rejected as not being responsive to the Contract Documents. Changes in or additions to the bid form, recapitulations of the Work bid upon, alternative bids, omissions, or any other modifications of the Bid Form or irregularities which are not specifically called for in the Contract Documents may result in rejection of the bid by the District, as not being responsive to the Invitation to Bid. No oral or telephonic modification of any bid submitted will be considered.

ARTICLE 4 - BIDDERS ABILITY

Each Bidder must be licensed, skilled and regularly engaged in the general class or type of work called for under the Contract. It is the intention of the Authority to award the Contract only to a Bidder who has the requisite experience and ability in this class of work, and has sufficient capital, facilities, and plant to enable him to prosecute it successfully and promptly and to complete it within the time named in the Contract. Each Bidder must submit such evidence with his Bid (see Statement of Experience located in Section D). Bidder shall have completed, within the last five (5) years, at least three (3) projects of similar scope, size, and complexity, as listed in the Statement of Experience. Failure to provide this information will render the bid non-responsive and may disqualify the bidder from Contract award.

ARTICLE 5 - NON-COLLUSION DECLARATION

Each Bidder is required to execute and submit a non-collusion declaration with his Bid (see non-collusion declaration located in Section "D").

ARTICLE 6 - SUBCONTRACTORS

In accordance with Section 4104 of the California Public Contract Code, each Bidder, in his Bid shall set forth: (1) The name, business address, contractor's license number, and public works contractor registration number of each subcontractor who will perform work or labor or render services to the Contractor in or about the construction of the work, or improvement, or a subcontractor licensed by the State of California who, under subcontract to the prime Contractor, specially fabricates and installs a portion of the work according to detailed drawings contained in the drawings and specifications, "in an amount in excess of one half of 1 percent of the Contractor's total Bid"; (2) each subcontractors' California contractor's license number; and (3) the portion of the work which will be done by each subcontractor. Failure to list all such subcontractors may render the bid non-responsive and may be grounds for rejection of the bid.

The Contractor shall list only one subcontractor for each portion. In accordance with

Section 4107 of the Public Contract Code, no Contractor whose Bid is accepted shall, without consent of the Authority, either: (1) substitute any person as a subcontractor in place of the subcontractor designated in his Bid; or (2) permit any such subcontract to be voluntarily assigned or transferred, or allow it to be performed by anyone other than the original subcontractor listed in his Bid. Penalties for failure to comply with the foregoing are set forth in "Subletting and Subcontracting Fair Practices Act" in Sections 4106, 4110, and 4111 of the Public Contract Code. In addition, a subcontractor shall not be qualified to bid on, be listed in a Bid, subject to the requirements of Section 4104 of the Public Contract Code, or engage in the performance of any contract for public work, unless the subcontractor is currently registered and qualified to perform public work pursuant to Labor Code Section 1725.5.

Each Subcontractor must, in addition to being licensed and registered, be properly certified and regularly engaged in the general class or type of work that is the subject of its subcontract.

ARTICLE 7 - BID GUARANTY

Each bid shall be accompanied by a Bid Guaranty Bond, provided by an admitted surety insurer, for payment to the Authority in the sum of at least ten percent (10%) of the amount of the Total Bid price, or, alternatively, by cash, or by a certified or cashier's check payable to the Authority, in the sum of at least ten percent (10%) of the amount of the Total Bid price. The amount payable to the Authority under the Bid Guaranty Bond, by cash, or by certified or cashier's check, shall be forfeited to the Authority as liquidated damages in cash of a refusal or failure of the Bidder to furnish, execute, and deliver to the Authority the required performance and payment bonds, evidences of insurance, and the Contract in the form provided herewith, within ten (10) calendar days from the mailing date of the Notice of Award of Contract.

Any Surety executing a Bid Guaranty Bond must appear on the Treasury Department's most current list (Circular 570 as amended) and be authorized to transact business in California. The Surety must agree that the obligations of the Surety and its Bid Guaranty Bond shall be in no way impaired or affected by any extension of the time within which the Authority may accept such Bid; and the Surety does hereby waive notice of any such extension.

The Bid Guaranty Bond or check accompanying the successful Bid will be returned upon the execution of the Contract and the filing of the satisfactory bonds and certificates of insurance. The Bid Guaranty Bonds, or checks accompanying the unsuccessful Bids will be retained until the executed Contract, satisfactory bonds, and certificates of insurance are received by the Authority, and shall then be returned to the unsuccessful Bidders.

ARTICLE 8 - APPROXIMATE ESTIMATE

The quantities given in the Bid Form are approximate only, being provided for the comparison of Bids. The Authority does not expressly or by implication, represent or agree that the actual amount of work will correspond therewith, and reserves the right to increase

or decrease the amount of any class or portion of the work, or to omit portions of the work, as may be deemed necessary or advisable by the Engineer.

ARTICLE 9 - ADDENDUM

Every interpretation of the Specifications, changes, additions, or corrections, if any, will be in the form of written addenda to the Contract Documents and, if and when issued, will be mailed to each person known by the Authority to be holding Contract Documents and kept on file at the office of the Engineer before the Bids are opened. Notwithstanding the foregoing, it shall be each Bidder's responsibility to make inquiry as to the addenda issued, and to specifically acknowledge, in the space provided in the Bid Form, receipt of all addenda issued, and to ensure that its Bid takes into account all changes in the Work described in the addenda. All such addenda shall become part of the Contract Documents and all Bidders shall be bound by such addenda whether or not received by the Bidders. A Bidder's failure to acknowledge all addenda may result in the Bid being rejected as not responsive.

ARTICLE 10 - TIME ALLOWED FOR SIGNING THE CONTRACT

The issuance of a Notice of Award shall obligate the Bidder whose bid is accepted to execute the Contract in the form set forth in the Contract Documents, and to furnish the prescribed Faithful Performance Bond, Payment Bond, and certificates of insurance. The successful Bidder will be allowed ten (10) calendar days from the date of mailing of the Notice of Award by the Authority within which to deliver to the Authority the Contract with his signature affixed thereto, together with the prescribed Faithful Performance Bond, Payment Bond, and certificates of insurance. Time is of the essence in this regard. After execution by Authority, one copy of the Contract shall be returned to Contractor.

ARTICLE 11 - FAITHFUL PERFORMANCE BOND

As a part of the execution of the Contract, the Contractor shall furnish a Bond of an admitted surety insurer to secure the Faithful Performance of the Work under the Contract, which Bond shall be in a sum of not less than one hundred percent (100%) of the total amount payable by the terms of the Contract.

ARTICLE 12 - PAYMENT BOND

As a part of the execution of the Contract, the Contractor shall furnish a Bond of an admitted surety insurer, in the sum of not less than one hundred percent (100%) of the total amount payable by the terms of the Contract, to secure the payment in full of all persons, companies, or corporations who perform labor upon or furnish materials, tools, or equipment to be used in the work under the Contract, in accordance with the provisions of Chapter 5, Title 3, Part 6, Division 4, commencing at Section 9550, of the California Civil Code, and any acts amendatory thereof, and shall by its terms inure to the benefit of all persons, companies, or corporations authorized under Section 9100 of the California Civil Code to assert a claim against a payment bond so as to give a right of action to that person or that person's assigns in an action to enforce the liability on the

bond.

ARTICLE 13 - INSURANCE

As a part of the execution of the Contract, the Contractor shall provide certificates of insurance evidencing insurance in conformity with the Contract Documents. Such insurance shall remain in full force and effect at all times during the prosecution of the Work, through Final Completion and acceptance thereof, and thereafter throughout the warranty period.

Notice to Proceed with the Work under this Contract will not be issued, and the Contractor shall not commence work, until the necessary insurance has been approved by the Authority. The Contractor shall not allow any subcontractors to commence work on its subcontract until all similar insurance required of the subcontractor has been obtained and verified by Contractor.

ARTICLE 14 - PROSECUTION AND DATE OF COMPLETION

The Contractor shall begin work promptly after receipt of written Notice to Proceed and shall diligently prosecute all Work to completion 180 calendar days after the date set forth in the notice to proceed.

ARTICLE 15 - LIQUIDATED DAMAGES FOR DELAY

Time is of the essence in the performance of the Contract. It is agreed by the parties to the Contract that in case the Work under the Contract is not completed by the date specified, as modified by extensions of time granted by the Authority, damage will be sustained by the Authority. As it is impracticable to determine the actual damage which the Authority will suffer in the event of and by reason of such delay, it is, therefore, agreed that the Contractor shall forfeit to the Authority, not as a penalty, but as predetermined liquidated damages, the sum of **\$1,000 for each calendar day or portion thereof** during which the Contract shall remain uncompleted beyond the time specified for completion of all work. The Contractor agrees to pay such liquidated damages and in case the same are not paid, agrees that the Authority may deduct the amount thereof from any moneys due, or that may become due, the Contractor under the Contract.

ARTICLE 16 - WAGE RATES

Pursuant to provisions of the Labor Code Section 1770, et. seq., of the State of California, the Director of the Department of Industrial Relations has ascertained the prevailing rate of per diem wages of the locality in which the Work is to be performed and applicable to the Work to be done. Notice is hereby given that, pursuant to Section 1773 of the California Labor Code, the Authority has obtained from the Director of the Department of Industrial Relations the general prevailing rate of per diem wages and the general prevailing rate for holidays and overtime work for each craft, classification, or type of worker required to execute the work. A copy of the prevailing rate of per diem wages is on file in the office of

the Authority, to which reference is hereby made and which is available to any interested party upon request, or Bidders may prefer to obtain the current prevailing rate of per diem wages directly from the California Department of Industrial Relations website (<http://www.dir.ca.gov/dlsr/pwd/index.htm>) or by contacting the Office of the Director - Research Unit, P.O. Box 420603, San Francisco, CA 94142, (415) 703-4774. Contractor shall post a copy of the prevailing rate of per diem wages at the job site.

If it becomes necessary to employ a craft other than those listed in the prevailing rates, the Contractor shall notify the District immediately and the District will obtain the additional prevailing rate from the Director of the Department of Industrial Relations and the rate thus determined shall be applicable as a minimum at the time of initial employment.

This project is subject to labor compliance monitoring and enforcement by the California Department of Industrial Relations. Pursuant to Section 1720 et seq. and 1770 et seq., of the California Labor Code, the successful Bidder shall pay not less than the prevailing rate of per diem wages.

ARTICLE 17 - MINIMUM WAGES

The wage rates set forth in the prevailing rate of per diem wages are the minimum that may be paid by the Contractor. Nothing herein contained shall be construed as preventing the Contractor from paying more than the minimum set forth.

In accordance with Section 1775 of the California Labor Code, the Contractor and any subcontractors shall, as a penalty to the State or political subdivision on whose behalf a Contract is made or awarded, forfeit not more than fifty dollars (\$50.00) for each calendar day or portion thereof, for each worker paid less than the stipulated prevailing rate for any public work done under the Contract by the Contractor or by any subcontractor. Reference is made to Section 1775 of the Labor Code with respect to instances where the Contractor may be liable for a subcontractor's failure to pay prevailing wages.

ARTICLE 18 - UNAUTHORIZED OVERTIME WORK

In accordance with Section 1813 of the California Labor Code, the Contractor shall, as a penalty to the Authority, forfeit twenty-five dollars (\$25.00) for each worker employed in the execution of the Contract by the Contractor or by any subcontractor for each calendar day during which such worker is required or permitted to work more than eight hours, or for each calendar week in which such worker is required or permitted to work more than forty hours, in violation of Sections 1810-1815 of the Labor Code. Eight hours constitutes a legal day's work.

ARTICLE 19 - WORKERS COMPENSATION

As required by Section 1860 of the California Labor Code, and in accordance with the provisions of Section 3700 of the Labor Code, the Contractor will be required to secure worker's compensation coverage for its employees. Prior to commencing the work, the Contractor shall execute and file with the Authority the Workers Compensation Statement set forth in the Contract Documents.

ARTICLE 20 - APPRENTICESHIP REQUIREMENTS

Contractor agrees to comply, and to require any subcontractors to comply, with Sections 1777.5, 1777.6 and 1777.7 of the California Labor Code relating to the employment of apprentices. The responsibility for compliance with these provisions is fixed with the Contractor for all apprenticeship occupations. Under these sections of the Labor Code, Contractors and subcontractors must employ apprentices in apprenticeship occupations, where journeymen in the craft are employed on the public work, in a ratio of not less than one hour of apprentice labor for every five hours of labor performed by a journeymen (unless an exemption is granted in accordance with Section 1777.5), and Contractors and subcontractors shall not discriminate among otherwise qualified employees as indentured apprentices on any public work solely on the ground of race, religious creed, color, national origin, ancestry, sex or age, except as provided in Code 3077 of the Labor Code. Only apprentices, as defined in Section 3077, who are in training under apprenticeship standards and who have signed written apprentice agreements will be employed on public works in apprenticeship occupations. The Contractor shall furnish the Authority any and all evidence of compliance with this code section when requested by the Authority. For failure to comply with Section 1777.5 of the Labor Code, the Contractor shall be subject to the penalties in Section 1777.7 of the Labor Code.

ARTICLE 21 - TRAVEL AND SUBSISTENCE

Notice is hereby given pursuant to Section 1773.8 of the California Labor Code that travel and subsistence payment shall be paid to each worker needed to execute the work, as such travel and subsistence payments are defined in the applicable collective bargaining agreements filed with the Department of Industrial Relations in accordance with Section 1773.8.

ARTICLE 22 - CERTIFIED PAYROLL RECORDS

Contractor shall comply, and require any subcontractors to comply, with Section 1776 of the California Labor Code relating to certified copies of payroll records including the maintenance of these records, their certification and their availability for inspection. Each payroll record shall be on forms provided by the Division of Labor Standards Enforcement or may consist of printouts of payroll data that are maintained as computer records, if the printouts contain the same information as the forms provided by the division and the printouts are certified or verified as described below.

The payroll records shall be certified or verified by a written declaration that it is made under penalty of perjury, stating both of the following:

- (1) The information contained in the payroll record is true and correct.
- (2) The employer has complied with the requirements of Sections 1771, 1811, and 1815 of the Labor Code for any work performed by his or her employees on the public works project.

The certified payroll records shall be submitted at least monthly and shall accompany each progress payment request.

Payroll records shall be available for inspection at all reasonable hours at the principal office of the Contractor on the following basis:

- A. A certified copy of an employee's payroll record shall be made available for inspection or furnished to the employee or its authorized representative on request.
- B. A certified copy of all payroll records shall be made available for inspection or furnished upon request to a representative of the District, the Division of Labor Standards Enforcement, and the Division of Apprenticeship Standards of the Department of Industrial Relations.
- C. A certified copy of all payroll records shall be made available upon request by the public in accordance with Section 1776 of the Labor Code.

In addition to the submission described above, each Contractor and subcontractor shall furnish the records specified in Labor Code Section 1776 each month directly to the Labor Commissioner, in the format prescribed by the Labor Commissioner.

ARTICLE 23 - AUTHORIZED SIGNATURES

The Contract Documents shall be executed by authorized personnel. In the case of a corporation, the Contract Documents shall be signed by the President or Vice President and attested to by a Secretary/Assistant Secretary; other person(s) may execute these documents if authorized to do so by corporate resolution. Only general partners may sign on behalf of a general or limited partnership unless otherwise provided in the partnership agreement or other authorizing document.

ARTICLE 24 - STATUTORY REQUIREMENTS

No official of the Authority, who is authorized in such capacity and on behalf of the Authority to negotiate, make, accept, or approve, or to take part in negotiating, making, accepting, or approving any architectural engineering, inspecting, construction or material supply Contract or any subcontract in connection with the construction of the project, shall become directly or indirectly interested personally in the Contract or in any part thereof. No officer, employee, architect, attorney, engineer or inspector of or for the Authority, who is in any legislative, executive, supervisory, or other similar functions in connection with the construction of the project, shall become directly or indirectly interested personally in the Contract or in any part thereof, any material supply Contract, subcontract, insurance contract, or any other contract pertaining to the project.

ARTICLE 25 - ATTORNEYS-IN-FACT

Attorneys-in-fact who sign a Bid Bond, a Payment Bond, or a Faithful Performance Bond must file with each such Bond a certified and effective dated copy of their power of

attorney.

ARTICLE 26 - POSTPONEMENT OF OPENING

The Authority reserves the right to postpone the date and time for opening of Bids at any time prior to the date and time announced in the Notice to Bidders.

ARTICLE 27 - AWARD OF CONTRACT

Within forty-five (45) days after the time announced for opening the Bids, the Authority will act either to accept the lowest responsive Bid from a responsible Bidder, or to reject all Bids.

The determination of the lowest responsive Bid shall be based on the Total Bid Price set forth in the bid form. The acceptance of a Bid will be evidenced by a Notice of Award of Contract in writing, delivered in person or by certified mail to the Bidder whose Bid is accepted. No other act of the Authority shall constitute acceptance of a Bid. The award of the Contract shall obligate the Bidder whose Bid is accepted to furnish a Faithful Performance Bond, a Payment Bond, and evidence of insurance, and execute the Contract set forth in the Contract Documents, and to do so within the period described above under the heading, "TIME ALLOWED FOR SIGNING THE CONTRACT."

ARTICLE 28 – DISCREPANCIES IN BIDS

The Bidder shall furnish a price for all items in the bid form. Failure to do so will render the Bid informal and may cause rejection.

In the event that the amount indicated for a unit price Bid item does not equal the product of the unit price and quantity, the unit price shall govern and the amount of each such bid item will be corrected accordingly to equal the product of the unit price and quantity.

In the event that the Total Bid Price indicated on the Bid Schedule does not agree with the sum of the individual bid items on the Bid, the correct sum of the prices bid on the individual items shall govern and the Total Bid Price on the Bid Schedule will be corrected accordingly to equal the correct sum of the prices bid on the individual items.

ARTICLE 29 - NOTICE TO PROCEED

Upon receipt of the Contract duly executed by the Bidder whose Bid is accepted, and review and confirmation of satisfactory Bonds and Certificates of Insurance, a written Notice to Proceed will be issued by the Authority.

ARTICLE 30 - PRECONSTRUCTION CONFERENCE

A preconstruction conference will be held prior to any work started by the Contractor. The Contractor's job foreman and other interested parties shall attend. Work schedules, methods, and safety practices will be outlined and discussed at this time.

NOTICE OF AWARD

TO: _____

PROJECT:

**SEWER AUTHORITY MID-COASTSIDE
GRANADA FORCE MAIN SEGMENT 4 REPLACEMENT PROJECT**

The Authority has considered the Bid submitted by you for the above described work. It appearing that it is to the best interest of the Authority to accept your Bid in the amount of _____ (\$ _____), you are hereby notified that your Bid has been accepted.

You are required to execute the Contract with the Authority and to furnish the required bonds and insurance certificates within ten (10) calendar days from the mailing date of this Notice to you.

To expedite the completion of the Contract Documents your attention is directed to Section F2 of the General Specifications, related to Bonds and Insurance, which should be called to the attention of your underwriter in preparing the insurance certificates.

Dated this _____ day of _____, 2019

SEWER AUTHORITY MID-COASTSIDE

By _____

Title General Manager _____

ACCEPTANCE OF NOTICE

Receipt of the above Notice of Award is hereby acknowledged

this _____ day of _____, 2019

Contractor

By _____

Title _____

NOTICE TO PROCEED

TO: _____

DATE: _____

PROJECT:

SEWER AUTHORITY MID-COASTSIDE

GRANDA FORCE MAIN SEGMENT 4 REPLACEMENT PROJECT

You are hereby notified to commence work in accordance with the Contract dated _____, 2019, on or before _____, 2019 and you are to complete the work in one hundred and eighty (180) calendar days from the hereof. The completion date of the work is, therefore, _____, 2018.

SEWER AUTHORITY MID-COASTSIDE

By _____

Title General Manager

ACCEPTANCE OF NOTICE TO PROCEED

Receipt of the above NOTICE TO PROCEED is hereby acknowledged

this day of _____, 2019

By _____

Title _____

END OF SECTION 00 21 13

00 41 00 BID FORM

ARTICLE 1 - BID SCHEDULE

The undersigned, as Bidder, declares that he has thoroughly examined all the Contract Documents herein contained, and he proposes and agrees, if this Bid is accepted, that he will Contract with the Authority in the form of the Contract herein contained to provide all the necessary machinery, tools, apparatus and other means of construction to: furnish all materials; provide superintendence, overhead expenses and all labor and expenses of whatever nature necessary; complete the GRANADA FORCE MAIN SEGMENT 4 REPLACEMENT PROJECT, in conformance with the Drawings, the Specifications, and the other Contract Documents, or reasonably implied thereby, or as necessary to complete the work in the manner and within the time required by the Contract Documents, and according to the requirements and to the reasonable satisfaction of the Authority; pay all charges of freight, transportation and hauling; to indemnify the Authority against any loss or damage arising from any act of the undersigned as Contractor; and take in full payment therefor the sum set forth in its bid.

Below is the BID schedule. The Authority plans to award the construction contract to include the items included in the BID schedule. The BID schedule includes all work described herein and shown on the plans for replacement of the Granada Force Main Segment 4 between Station 74+50 and Station 88+30

Refer to Section C, paragraph "Award of Contract" for the basis of award.

Item	Qty.	Unit	Bid Item	Unit Cost (\$)	BID Price (\$)
1	1	LS	Mobilization	—	
2	1	LS	Sheeting Shoring and Bracing	—	
3	1	LS	Install temporary 12-inch diameter by-pass piping	—	
4	1,373	LF	Remove existing 14-inch diameter DI FM		
5	1,373	LF	Install new 16-inch O.D. 14-inch I.D. HDPE FM (horizontal directional drill)		
6	1	LS	Demobilization	—	
TOTAL BASE BID PRICE:					

By my initials here_____, I acknowledge I have received the Addenda listed below:

Addendum No._____,

Addendum No._____,

Addendum No._____,

If this Bid is accepted by the Authority and the Contract is entered into by and between the Authority and the undersigned, the undersigned agrees to so plan the work and prosecute it with such diligence that all of the work shall be completed in the time required by the Contract Documents.

The undersigned further agrees, if this Bid is accepted by the Authority, to sign the Contract and to furnish the required Bonds with satisfactory Surety or Sureties within ten (10) calendar days from the date of the mailing date of the Notice of Award.

Accompanying this Bid is a Bid security (Bid Bond, certified check or cashier's check) for an amount equal to at least ten percent (10%) of the total amount of the Bid.

WITNESS MY HAND this _____day of _____, 2019,

SIGNATURE OF BIDDER, WITH BUSINESS ADDRESS

The undersigned (or the Bidder bound by the undersigned) certifies that it is, at the time of bidding, and shall be, throughout the period of the contract, licensed in accordance with the provisions of Chapter 9, Division 3, of the Business and Professions Code of the State of California, and currently registered and qualified to perform public work pursuant to Labor Code Section 1725.5. In accordance with Public Contract Code Section 20103.5, any Bidder not so licensed shall be subject to all legal penalties imposed by law, including, but not limited to, any appropriate disciplinary action by the Contractor's State License Board.

License No.: _____ Class: _____ Public Works Registration No. _____

Bidder further certifies that it is skilled and regularly engaged in the general class and type of work called for in the Contract Documents.

The Bidder represents that it is competent, knowledgeable, and has special skills on the nature, extent, and inherent conditions of the work to be performed. Bidder further acknowledges that there may be certain peculiar and inherent conditions existent in the construction of the particular facilities which may create, during the construction program, unusual or peculiar unsafe conditions hazardous to persons and property. Bidder expressly acknowledges that it is aware of such peculiar risks and that it has the skill and experience to foresee and to adopt protective measures to adequately and safely perform the construction work with respect to such hazards.

Sole Proprietor: Name: _____

Business Address: _____

Signature: _____

Partnership: Name: _____

Business Address: _____

By: _____

Title: _____

Corporation/
Limited Liability Co.: Name: _____

Business Address: _____

By:

Title:

Organized under the laws of the State of _____.

ARTICLE 2 - LIST OF PROPOSED SUBCONTRACTORS

The Bidder shall here give a list of his proposed subcontractors pursuant to Section 4101 of the California Public Contract Code. The Bidder shall list only one subcontractor for each portion of the work (as defined by the Bidder for the purpose of listing subcontractors). The information presented below must include the names, business addresses, contractor's license number, and public works contractor registration number of all such subcontractors that will be used in the Work if the bidder is awarded the Contract, each subcontractor's California contractor's license number and a description of the work (including the percentage of the Bid price) to be performed by each. (Attach additional sheets if necessary). Failure to comply with these requirements will render the bid non-responsive and may be grounds for rejection of the bid.

_____	_____
Subcontractor	Description of Work

Address	

License No.:_____	Class:_____ Public Works Registration No. _____

_____	_____
Subcontractor	Description of Work

Address	

License No.:_____	Class:_____ Public Works Registration No. _____

_____	_____
Subcontractor	Description of Work

Address	

License No.:_____	Class:_____ Public Works Registration No. _____

_____	_____
Subcontractor	Description of Work

Address	

License No.:_____	Class:_____ Public Works Registration No. _____

ARTICLE 3 - STATEMENT OF EXPERIENCE

Acceptable documentation demonstrating that the Bidder meets the requirements listed in this section shall be included in the bid. Failure to provide this information will render the bid non-responsive and may disqualify the bidder from Contract award.

PRIME CONTRACTOR PRE-QUALIFICATION: All potential bidders shall have been in business a minimum of five (5) years conducting similar force main replacement work during which time each potential bidder must have performed a minimum of three (3) directly related projects of similar scope, size, and complexity. All potential bidders must list these projects below in the space provided, to be included with each bid (listings on separate sheets is acceptable).

List **at least** three (3) jobs performed as Prime Contractor in the last 5 years that are representative of your company's qualifications to perform the work required by the Contract Documents. Start with the most recent jobs. Be specific when listing "Type of Work Performed." Provide applicable references. Failure to provide this information will render the bid non-responsive and may disqualify the potential bidder from Contract award.

Date of Job	Start:_____Complete:_____
Project Name	
Job Location:	
Type of Work Performed:	
Reference: Name and Address:	
Reference Phone No.:	

Date of Job	Start:_____Complete:_____
Project Name	
Job Location:	
Type of Work Performed:	
Reference: Name and Address:	
Reference Phone No.:	

Date of Job	Start:_____Complete:_____
Project Name	
Job Location:	
Type of Work Performed:	
Reference: Name and Address:	
Reference Phone No.:	

ARTICLE 5 - NONCOLLUSION DECLARATION

TO BE EXECUTED BY BIDDER AND SUBMITTED WITH BID

State of California County of _____

The undersigned declares;

I am the _____ of _____
the party making the foregoing Bid. The Bid is not made in the interest of, or on behalf of, any undisclosed person, partnership, company, association, organization, or corporation; that the Bid is genuine and not collusive or sham. The Bidder has not directly or indirectly colluded, conspired, connived, or agreed with any Bidder or anyone else to put in a sham Bid, or to refrain from Bidding. The Bidder has not in any manner, directly or indirectly, sought by agreement, communication, or conference with anyone to fix the Bid price of the Bidder or any other Bidder, or to fix any overhead, profit, or cost element of the Bid price, or of that of any other Bidder. All statements contained in the Bid are true. The Bidder has not, directly or indirectly, submitted his or her Bid price or any breakdown thereof, or the contents thereof, or divulged information or data relative thereto, or paid, and will not pay, any fee to any corporation, partnership, company, association, organization, Bid depository, or to any member or agent thereof the effectuate a collusive or sham Bid, and has not paid, and will not pay, any person or entity for such purpose.

Any person executing this declaration on behalf of a bidder that is a corporation, partnership, joint venture, limited liability company, limited liability partnership, or any other entity, hereby represents that he or she has full power to execute, and does execute, this declaration on behalf of the bidder.

I declare under penalty of perjury under the laws of the State of California that the foregoing is true and correct and that this declaration is executed on _____ [date], at [city], _____ [state].

By

Signature

Name and Title of Signatory

Name of Company Submitting Bid

Date

END OF SECTION 00 41 00

00 52 00 CONTRACT

ARTICLE 1 – CONTRACT FORMS

THIS Contract, made and entered into as of this _____ day of _____, 2019, by and between Sewer Authority Mid-Coastside (“Authority”), and

_____ (“Contractor”).

WITNESSETH:

WHEREAS, the Authority has invited sealed Bids for the GRANDA FORCE MAIN SEGMENT 4 REPLACEMENT PROJECT (the “Project”) in accordance with the terms of this Contract; and

WHEREAS, the Contractor, in response to the Notice to Bidders and Invitation to Bid, has submitted to the Authority, in the manner and within the time specified, a sealed Bid accompanied by a Bid guaranty for ten percent (10%) of the amount of the Total Bid price for construction of the Project in accordance with the terms of this Contract; and

WHEREAS, the Authority has duly awarded to the Contractor a Contract therefor for the sum or sums set forth in the Bid.

NOW, THEREFORE, THE PARTIES AGREE AS FOLLOWS:

ARTICLE I, WORK TO BE DONE

That the Contractor, for himself, his heirs, executors, administrators, successors and assigns (as the case may be) covenants and agrees with the Authority under the conditions set forth in Bonds bearing date of _____, 2019 which are herein contained and made a part hereof, to furnish all necessary equipment, materials, labor, machinery and appliances and at his own risk and expense complete the construction of the Project, for the Authority, complete in place in accordance with the terms of this Contract, and according to such instructions as may be issued or given by the Engineer.

ARTICLE II, PARTS OF THE CONTRACT

That this Contract includes the following documents, by this reference incorporated herein, and other undertakings:

1. Notice to Bidders
2. Information for and Instructions to Bidders
3. Contractor’s Bid and Bid Guaranty
4. Contractor’s Payment and Faithful Performance Bonds and Insurance Certificates
5. General Specifications
6. Detailed Specifications
7. Standard Specifications
8. Addenda
9. Contract Drawings

10. Permits

All of the documents named above, except Change Orders yet to be executed, and such Drawings and Permits that are referenced for incorporation, are contained herein.

ARTICLE III, AMOUNT TO BE PAID

That the Authority agrees to pay those certain prices stated in the Bid submitted by the Contractor for the complete performance of this Contract by the Contractor.

The Contractor hereby agrees to accept the prices as stated in the Bid as full compensation for all materials and appliances necessary to the work; for all labor and use of tools and other implements necessary for executing the nature of the work or from the action of the elements, or from any unforeseen obstructions or difficulties which may be encountered in the prosecution of the work; for all risks of every description connected therewith; for all expenses incurred in and in consequence of the suspension of discontinuance of the work, as herein specified; for all liability and other insurance; for all fees or royalties or other expense on account of any patent or patents; for all overhead and other expenses incident to the work and expected profits; and for well and faithfully performing and completing the work and all of the work within the time specified in the Information for and Instructions to Bidders, all according to the Contract Drawings and Specifications, the details and instructions, and the requirements of the Authority thereunder.

The prices of all of the foregoing matters, including all transportation charges, are set forth in the Bid.

IN WITNESS WHEREOF, the Parties have executed this Contract by authority of their duly authorized officers.

AUTHORITY

SEWER AUTHORITY MID-COASTSIDE

By _____
General Manager

CONTRACTOR

By _____
Title _____

ARTICLE 2 - WORKERS COMPENSATION STATEMENT

TO BE EXECUTED BY CONTRACTOR AND SUBMITTED WITH CONTRACT

As required by Section 1860 of the California Labor Code, and in accordance with the provisions of 3700 of the Labor Code, the Contractor will be required to secure worker's compensation coverage for its employees.

In accordance with Section 1861 of the California Labor Code, I, certify as follows:

I am aware of the provisions of Section 3700 of the Labor Code which require every employer to be insured against liability for worker's compensation or to undertake self-insurance in accordance with the provisions of that code, and will comply with such provisions before commencing the performance of the work of this Contract.

Name of Contractor

Signature

Date

Name and Title of Signatory

ARTICLE 3 - FAITHFUL PERFORMANCE BOND

KNOW ALL PERSONS BY THESE PRESENTS, THAT, WHEREAS, the Sewer Authority Mid-Coastside, San Mateo County, California, hereinafter designated the "Authority", has, on _____, 2019 awarded to _____, hereinafter designated as the "Principal", a Contract for the construction of its FORCE MAIN REPLACEMENT PROJECT.

WHEREAS, the Principal is required under the terms of the Contract to furnish a bond for the faithful performance of the Contract:

NOW, THEREFORE, we, the Principal, and _____ as Surety, are held and firmly bound unto the Authority the penal sum of _____ Dollars (\$_____) lawful money of the United States, for the payment of which sum well and truly to be made, we bind ourselves, our heirs, executors, administrators, and successors, jointly and severally, firmly by these presents.

THE CONDITION OF THIS OBLIGATION IS SUCH, that if the above bounden Principal it or its heirs, executors, administrators, successors, or assigns, shall in all things stand to and abide by, and well and truly keep and faithfully perform the covenants, conditions, and agreements in the Contract, including without limitation compliance with the project specifications, and warranty and guarantee provisions, and any alterations made as therein provided, on it or their part, to be kept and performed, at the time and in the manner therein specified, and in all respects according to their true intent and meaning, and shall indemnify and save harmless, the Authority, its officers and agents as therein stipulated, then this obligation shall become null and void; otherwise it shall be and remain in full force and effect.

It is acknowledged that the Contract provides for a warranty period, during which time this bond remains in full force and effect.

And the Surety, for value received, hereby stipulates and agrees that no change, extension of time, alteration, or addition to the terms of the Contract or to the work to be performed thereunder or the specifications accompanying the same shall, in any way, affect its obligations on this Bond, and it does hereby waive notice of any such change, extension of time, alteration, or addition to the terms of the Contract or to the work or to the specifications. The Surety hereby waives the provisions of Sections 2819 and 2845 of the Civil Code of the State of California.

As a part of the obligation secured hereby and in addition to the amount specified therefor, there shall be included costs and reasonable expenses and fees, including reasonable attorney's fees, incurred by the Authority in successfully enforcing such obligation, all to be taxed as costs and included in any judgment rendered.

The Surety certifies that it is an admitted surety insurer as prescribed by the California Bond and Underwriting Law (commencing at Section 995.010 of the California Code of Civil Procedure).

IN WITNESS WHEREOF, the Principal and Surety have executed this instrument under their seals this _____ day of _____, 2019 the seal of each corporate party being hereto affixed and these presents duly signed by their authorized representatives, pursuant to authority of its governing body.

Principal

Signature for Principal

Title

Surety

Signature for Surety

Title

The name and address at which the Principal may be served with notices, papers and other documents is as follows:

ARTICLE 4 - PAYMENT BOND

KNOW ALL PERSONS BY THESE PRESENTS, THAT, WHEREAS, the Sewer Authority Mid-Coastside, San Mateo County, California, hereinafter designated the "Authority," has, on _____, 2019 awarded to _____, hereinafter designated as the "Principal", a Contract for the construction of its GRANDA FORCE MAIN SEGMENT 4 REPLACEMENT PROJECT.

WHEREAS, the Principal is required to furnish a bond in connection and with the Contract, providing that if the Principal, or any of his or its subcontractors, shall fail to pay for any materials, provisions, or other supplies used in, upon, for, or about the performance of the work contracted to be done, or for any work or labor done thereon of any kind, the Surety will pay the same to the extent hereinafter set forth:

NOW, THEREFORE, we, the Principal, and _____ as Surety, are held and firmly bound unto the Authority the penal sum of _____ dollars (\$ _____) lawful money of the United States, for the payment of which sum well and truly to be made, we bind ourselves, our heirs, executors, administrators, and successors, jointly and severally, firmly by these presents.

THE CONDITION OF THIS OBLIGATION IS SUCH, that if the Contractor, or a subcontractor, it or its heirs, executors, administrators, successors, or assigns, shall fail to pay for any materials, provisions, or other supplies used in, upon, for, or about the performance of the Work contracted to be done, or shall fail to pay: (1) any of the persons named in Section 9100 of the California Civil Code; (2) any amounts due under the Unemployment Insurance Code with respect to work or labor performed under the Contract; or (3) any amounts required to be deducted, withheld, and paid over to the Employment Development Department from the wages of employees of the Contractor and his subcontractors pursuant to Section 13020 of the Unemployment Insurance Code with respect to the work and labor, or (4) any amounts due, or to be withheld pursuant to Sections 18806 of the Revenue and Taxation Code of the State of California with respect to such work or labor, then the Surety will pay the same in or to an amount not exceeding the amount hereinabove set forth, and also will pay, in case suit is brought upon this Bond, a reasonable attorney's fee to the Authority as shall be fixed by the Court.

This Bond shall inure to the benefit of any and all persons entitled to file claims under Section 9100 of the Civil Code of the State of California, so as to give a right of action to those persons or their assigns in any suit brought upon this Bond.

And the Surety, for value received, hereby stipulates and agrees that no change, extension of time, alteration, or addition of the terms of the Contract or to the work to be performed thereunder or the specifications accompanying the same shall, in any way, affect, or release the Surety from, its obligations hereunder, and it does hereby waive notice of any change, extension of time, alteration, or addition to the terms of the Contract or to the work or to the specifications. The Surety hereby waives the, provisions of Sections 2819 and 2845 of the Civil Code of the State of California.

The Surety certifies that it is an admitted surety insurer as prescribed by the California

Bond and Underwriting Law (commencing at Section 995.011 of the California Code of Civil Procedure).

IN WITNESS WHEREOF, the Principal and Surety have executed this instrument under their seals this _____ day of _____, 2019 the name of each party being hereby affixed and these presents duly signed by their authorized representatives, pursuant to authority of its governing body.

Principal

Signature for Principal

Title

Surety

Signature for Surety

Title

The name and address at which the Principal may be served with notices, papers and other documents is as follows:

ARTICLE 5 - RELEASE OF CONTRACT

Contract NAME: _____

SPECIFICATION NO.: _____PROJECT NO.: _____

WHEREAS, by the terms of the Contract dated _____ entered into by the
Sewer Authority Mid-Coastside Agency and the undersigned Contractor, _____
_____, the undersigned Contractor agreed to perform certain work
for the compensation specified in the Contract; and

WHEREAS, the Contractor represents that the work is fully completed and that final
payment is due to the Contractor under terms of the Contract;

NOW, THEREFORE, in consideration of the promises and the payment by the Sewer
Authority Mid-Coastside Agency to the Contractor of the amount due under the Contract,
to wit, the sum of \$_____, receipt of which is hereby acknowledged
by the Contractor, the Contractor hereby releases and forever discharges the
Sewer Authority Mid-Coastside Agency of and from all manner of debts, dues, demands,
sum or sums of money, accounts, claims and causes of action, in law and in equity,
under or by virtue of the Contract except as listed herein. (If not, so indicate.)

IN WITNESS HEREOF, the Contractor has executed this Release this _____
day of _____, 2019.

Contractor

THIS FORM MUST BE NOTARIZED

By: _____

Title: _____

END OF SECTION 00 52 00

00 72 00 GENERAL (CONTRACT) SPECIFICATIONS

ARTICLE 1 - NATURE OF CONTRACT

1.01 CONTRACT AND CONTRACT DOCUMENTS

The Drawings, Specifications and Addenda, each form part of the Contract and the provisions thereof shall be as binding upon the parties hereto as if they were herein fully set forth. The table of contents, titles, headings, running headlines and marginal notes contained herein and in the other Contract Documents are solely to facilitate reference to various provisions of the Contract Documents and in no way affect, limit, or cast light on the interpretation of the provisions to which they refer.

1.02 DEFINITIONS

The following terms as used in these General Specifications are respectively defined as follows:

- “Authority” or “Agency” means the Sewer Authority Mid-Coastside.
- “Engineer” or “Agency Engineer” means the Engineer appointed and designated as such by the Authority.
- “Construction Manager” means a person appointed by the Authority to act as its representative at the Construction site and to perform construction inspection services and administrative functions relating to this Contract.
- “Inspector” means the engineering or technical inspector designated by the Authority to review and observe construction to ensure that it conforms to the design concept expressed in the Drawings and Specifications.
- “Contractor” means a person or entity licensed by the Contractor’s State License Board of the State of California to perform the type of work specified in the Contract Documents and with whom the Contract is made by the Authority.
- “Subcontractor” means a person or entity supplying labor and materials, or only labor, for work at the site of the project for, and under separate Contract or agreement with, the Contractor. “Subcontractor” shall have the meaning set forth in Public Contract Code section 4113 with respect to listing, changing, or adding subcontractors.
- “Date of signing of contract” or words equivalent, thereto, mean the date upon which the Contract, with the signature of the Contractor affixed, together with the prescribed bonds, shall be or shall have been delivered to the Authority or its duly authorized representative.
- “Day” or “Days” unless herein otherwise expressly defined, mean a calendar day or days of twenty-four hours each.
- The “Work” or “Work on (at) the Project” mean work to be performed at the location(s) of the project, including the transportation of materials and supplies to or from the location(s) of the project by employees of the

Contractor and any subcontractor performed under the Authority Contract, and in accordance with the Contract Documents.

- “Contract Drawings” or “Drawings” mean and include all Drawings which may have been prepared by or in behalf of the Authority as a basis for Bids, when duly signed and made a part of the Contract by incorporation or reference; all Drawings submitted in pursuance of the terms of the Contract by the successful Bidder with his Bid and by the Contractor to the Authority; and all Drawings submitted by the Authority to the Contractor during the progress of the work as provided for herein.
- “Contract Documents shall mean the Notice to Bidders, Information for and Instructions to Bidders, Contractor’s Bid and Bid Guaranty, Contract, Faithful Performance Bond, Payment Bond, Insurance Certificates, General Specifications, Detailed Specifications, Descriptions of Bid Items, Contract Drawings, Permits, Addenda, and Change Orders.

1.03 OFFICIAL COPIES OF THE CONTRACT

The Contract shall be executed and signed in triplicate; two copies will be retained by the Authority; and one copy will be returned to the Contractor.

1.04 CONTRACTOR NOT AN AGENT OF THE AUTHORITY

The right of general review by the Authority shall not make the Contractor an agent of the Authority, and the liability of the Contractor for all damages to persons or to public or private property, arising from the Contractor’s execution of the Work, shall not be lessened because of such general review.

1.05 ASSIGNMENTS

The Contractor shall not assign the whole or any part of the Contract or any monies due or to become due hereunder without written consent of the Authority. In case the Contractor assigns all or any part of any monies due or to become due under the Contract, the instrument of assignment shall contain a clause substantially to the effect that it is agreed that the right of the assignee in and to any monies due or become due to the Contractor shall be subject to prior claims of all persons, firms and corporations for services rendered or materials supplied for the performance of the work called for in the Contract.

1.06 INSPECTION AND PAYMENTS NO WAIVER OF CONTRACT PROVISIONS Neither

the observation and review by the Engineer or an Inspector, nor any order, measurement, approved modification, certificate, or payment of money, nor acceptance of any part or whole of the work, nor any extension of time, nor any possession by the Authority or its agents, shall operate as a waiver of any provision of the Contract, or of any latent defect, or of any power reserved therein to the Authority or any right to damage thereunder; nor shall any waiver of a breach of the Contract be held to be a waiver of any other or subsequent breach. All remedies shall be taken and construed as cumulative.

1.07 CONFLICTING CONDITIONS

Any provision in any of the Contract Documents which may be in conflict or inconsistent with any of the paragraphs in these General Conditions or any omission shall be brought immediately to the attention of the Engineer in writing for clarification. The Engineer will clarify conflicts, inconsistencies, or omissions, in writing, within a reasonable time. Contractor shall comply with the clarification by the Engineer as part of the Contract. In the absence of such clarification, the most stringent requirement shall be followed.

ARTICLE 2 - BONDS AND INSURANCE

2.01 FAITHFUL PERFORMANCE BOND

As a part of and simultaneously with the execution of the Contract, the Contractor shall furnish a bond, of a surety authorized to transact business in California, conditioned upon the faithful performance of all covenants and stipulations under the Contract. The amount of the Faithful Performance Bond shall be one hundred percent (100%) of the amount payable by the terms of the Contract. The form of the Bond shall be as set forth in Section E. The Contractor is required to submit, along with the Bond, a certificate of authority issued by the State Insurance Commissioner and a certificate of the County Clerk that the certificate of authority is not ineffective, to evidence the fact that the surety is a sufficient admitted surety insurer as prescribed by the California Bond and Undertaking Law (Code of Civil Procedure Section 995.010 et. seq.).

2.02 PAYMENT BOND

As a part of the execution of the Contract, the Contractor shall furnish a bond, of a surety authorized to transact business in California, conditioned upon payment in full of all persons, companies, or corporations who perform labor upon or furnish materials to be used in the work under the Contract; the bond shall inure to the benefit of all persons entitled to file claims under Section 9100 of the California Civil Code. The amount of the Payment Bond shall be one hundred percent (100%) of the amount payable by the terms of the Contract. The form of the Bond shall be as set forth in Section E. The Contractor is required to submit, along with Bond, a certificate of authority issued by the State Insurance Commissioner and a certificate of the County Clerk that the certificate of authority is not ineffective, to evidence the fact that the surety is a sufficient admitted surety insurer as prescribed by the California Bond and Undertaking Law (Section 995.010 et seq. of the California Code of Civil Procedure).

2.04 SURETY COMPANIES WAIVE RIGHT TO NOTIFICATION

The surety companies shall familiarize themselves with all of the conditions and provisions of the Contract, and they waive the right of special notification of any change or modification of the Contract or of extension of time or of decreased or increased work, or of the cancellation of the Contract, or of any other act of acts by the Authority or its authorized agents, under the terms of the Contract; and failure to so notify the sureties of changes shall in no way relieve the surety companies of their obligation under the Contract.

2.05 CONTRACTOR'S AND SUBCONTRACTOR'S INSURANCE

A. GENERAL

Contractor shall procure and maintain for the duration of the contract, *and for two years thereafter*, insurance against claims for injuries to persons or damages to property which may arise from or in connection with the performance of the work hereunder by the Contractor, his agents, representatives, employees, or subcontractors.

Maintenance of proper insurance coverage is a material element to the Contract, and a failure to maintain or renew coverage or to provide evidence of renewal may be treated by the Authority as a breach of contract.

The lack of insurance does not negate the Contractor's obligations under the Contract, including without limitation the indemnification provisions of the Contract.

B. MINIMUM SCOPE AND LIMIT OF INSURANCE

Coverage shall be at least as broad as:

1. **Commercial General Liability (CGL):** Insurance Services Office Form CG 00 01, covering CGL on an "occurrence basis," including products and completed operations, with limits of no less than **\$5,000,000** per occurrence for bodily injury, personal injury, and property damage. If a general aggregate limit applies, either the general aggregate limit shall apply separately to this project/location or the general aggregate limit shall be twice the required occurrence limit.
2. **Automobile Liability:** Insurance Services Office Form Number CA 0001 covering Code 1 (any auto), with limits no less than **\$5,000,000** per accident for bodily injury and property damage.
3. **Workers' Compensation** insurance as required by the State of California, with Statutory Limits, and Employers' Liability insurance with a limit of no less than \$1,000,000 per accident for bodily injury or disease.
4. **Builder's Risk** (Course of Construction) insurance utilizing an "All Risk" (Special Perils) coverage form, with limits equal to the completed value of the project and no coinsurance penalty provisions
5. **Higher Limits** If the Contractor maintains higher limits than the minimums shown above, the Authority requires and shall be entitled to coverage for the higher limits maintained by the Contractor. Any available insurance proceeds in excess of the specified minimum limits of insurance and coverage shall be available to the Authority.

C. DEDUCTIBLES AND SELF-INSURED RETENTIONS

Any deductibles or self-insured retentions must be declared to and approved by the Authority. At the option of the Authority, either: the contractor shall cause the insurer to reduce or eliminate such deductibles or self-insured retentions as respects the Authority, its officers, officials, employees, and volunteers; or the Contractor shall provide a financial

guarantee satisfactory to the Authority guaranteeing payment of losses and related investigations, claim administration, and defense expenses.

D. OTHER INSURANCE PROVISIONS

1. The insurance policies are to contain, or be endorsed to contain, the following provisions:
 - a. **The Authority, including its officers, officials, and employees, are to be covered as additional insureds** on the CGL and automobile liability policies with respect to liability arising out of with respect to liability arising out of work or operations performed by or on behalf of the Contractor including materials, parts, or equipment furnished in connection with such work or operations and automobiles owned, leased, hired, or borrowed by or on behalf of the Contractor. General liability coverage can be provided in the form of an endorsement to the Contractor's insurance (at least as broad as ISO Form CG 20 10, 11 85 or both CG 20 10 and CG 23 37 forms if later revisions used).
 - b. **For any claims related to this project, the Contractor's insurance coverage shall be primary insurance as respects the Authority, including its officers, officials, and employees. Any insurance or self- insurance maintained by the Authority, including its officers, officials, employees, shall be excess of the Contractor's insurance and shall not contribute with it.**
2. Each insurance policy required by this clause shall provide that coverage shall not be canceled, except with thirty (30) days written notice of cancellation, or ten (10) days written notice of nonrenewal, to the Authority.

Acceptability of Insurers

Insurance is to be placed with insurers with a current A.M. Best rating of no less than A: VII, unless otherwise acceptable to the Authority.

Waiver of Subrogation

Contractor hereby agrees to waive rights of subrogation which any insurer of Contractor may acquire from Contractor by virtue of the payment of any loss. **The Workers' Compensation policy shall be endorsed with a waiver of subrogation** in favor of the Authority for all work performed by the Contractor, its employees, agents and subcontractors. Contractor agrees to obtain any other endorsement(s) that may be necessary to effect this waiver of subrogation.

Verification of Coverage

Contractor shall furnish the Authority with original certificates and amendatory endorsements, or copies of the applicable insurance language, effecting coverage required by this contract. All certificates and endorsements are to be received by the Authority before work commences. However, failure to obtain the required documents prior to the work beginning shall not waive the Contractor's obligation to provide them. The Authority reserves the right to require complete, certified copies of all required

insurance policies, including endorsements, required by these specifications, at any time.

Subcontractors

Contractor shall require and verify that all subcontractors maintain insurance meeting all the requirements stated herein, and ensure that District is an additional insured on insurance required from subcontractors.

ARTICLE 3 - CONTRACTOR'S GENERAL DUTIES, RESPONSIBILITIES AND OBLIGATIONS

3.01 CONTRACTOR'S LEGAL ADDRESS

Both the address given in the Bid and the Contractor's office in the vicinity of the work are hereby designated as places to which Drawings, samples, notices, letters or other articles or communications to the Contractor may be mailed or delivered. The delivery at either of these places of any such thing from the Authority or its agents to the Contractor shall be deemed sufficient service thereof upon the Contractor, and the date of such service shall be the date of such delivery.

3.02 CONTRACTOR'S OFFICE AT THE WORK SITE

During the performance of the Contract, the Contractor shall maintain a suitable office at the site of the work which shall be the headquarters of a representative authorized to receive drawings, instructions, or other communications or articles from the Authority or its agents; and any such thing given to the representative or delivered at the Contractor's office at the site of the work in his absence shall be deemed to have been given to the Contractor.

3.03 SUPERINTENDENCE BY CONTRACTOR

Within two (2) weeks after execution and delivery of the Contract, the Contractor shall deliver to the Engineer a complete list of key job personnel and a list of emergency telephone numbers.

At the site of the work, the Contractor shall employ a construction superintendent or foreman who shall be subject to approval by the Engineer. The construction superintendent or foreman thus approved shall have full authority to act for the Contractor.

3.04 CONTRACTOR'S OBLIGATIONS

The Contractor shall and will, in good workmanlike manner, do and perform all work and furnish all supplies and materials, machinery, equipment facilities and means, except as herein otherwise expressly specified, necessary or proper to perform and complete all the work required by the Contract, within the time herein specified, in accordance with the provisions of the Contract and the Specifications and in accordance with the Drawings covered by the Contract and any and all supplemental Drawings. The Contractor shall furnish, erect, maintain and remove such construction plant and such temporary work as may be required. The Contractor shall observe, comply with, and be subject to all terms, conditions, requirements, and limitations of the Contract and the Specifications.

It is understood that, except as otherwise specifically stated in the Contract Documents, the Contractor shall provide and pay for all materials, labor, tools, equipment, water, light, power, transportation, superintendence, temporary construction of every nature, and all other services and facilities of every nature whatsoever necessary to execute, complete, and deliver the work within the specified time.

3.05 SAFETY AND HEALTH

Contractor shall assume sole and complete responsibility and comply with the latest requirements of the California Occupational Safety and Health Act and all such similar legislation and regulations promulgated thereunder, as set forth in greater detail in Section 00810 below.

Contractor shall assume sole and complete responsibility for job site conditions during the course of construction of this project, including safety of all persons and property; this requirement shall apply continuously and not be limited to normal working hours; and the Contractor shall defend, indemnify and hold the Authority and the Engineer harmless from any and all liability, real or alleged, in connection with safety and/or health aspects of the performance of the work, including without limitation any failure to comply with the provisions of this section F3-05 or Section 000810, but excepting only such liability arising from the sole negligence of the Authority or the Engineer.

In order to protect the lives and health of his employees under the Contract, the Contractor shall comply with all pertinent provisions of the Contract Work Hours and Safety Standards Act, as amended, commonly known as the Construction Safety Act as pertains to health and safety standards; and shall maintain an accurate record of all cases of death, occupational disease, and injury requiring medical attention or causing loss of time from work, arising out of and in the course of employment on work under the Contract.

The Contractor alone shall be responsible for the safety, efficiency, and adequacy of his plant, appliances and methods, and for any damage which may result from their failure or their improper construction, maintenance or operation.

3.06 PROTECTION OF WORK AND PROPERTY

The Contractor shall at all times safely guard the Authority's property from injury or loss in connection with the Contract. He shall at all times safely guard and protect his own work, and that of adjacent property, from damage. The Contractor shall replace or make good any such damage, loss or injury unless such is caused directly by errors contained in the Contract or by the Authority, or his duly authorized representative.

All property line fences shall be protected by the Contractor, and if they are damaged or destroyed, they and any other property damaged by the Contractor, his employees or agents, shall be restored to a condition as good as when he entered upon the work.

Due care shall be exercised to avoid damage to existing improvements, utility facilities, and adjacent property. When any railroad, street, highway, private or public utility is crossed, all precautionary construction measures required by the

owner of said crossing shall be followed by the Contractor.

3.07 CONTRACTOR SHALL ASSUME RISKS

Until the completion and final acceptance by the Authority of all the work under and implied by the Contract, the work shall be under the Contractor's responsible care and charge. The Contractor shall rebuild, repair, restore and make good all damages, re-erections, and repairs occasioned or rendered necessary by causes of any nature whatsoever, excepting only acts of God and none other, to all or any portions of the work, except as otherwise stipulated.

3.08 CONTRACTOR'S TITLE TO MATERIAL

No materials or supplies for the work shall be purchased by the Contractor or by any subcontractor subject to any chattel mortgage or under a conditional sale Contract or other agreement by which an interest is retained by the seller. The Contractor warrants that he has good title to all materials and supplies used by him in the work, free from all liens, claims or encumbrances.

As provided by Section 7103.5 of the California Public Contract Code, in entering into a public works contract or subcontract, the Contractor or subcontractor offers and agrees to assign to the Authority all rights, title and interest in, and all causes of action it may have under Section 4 of the Clayton Act (15 U.S.C. Section 15) or under the Cartwright Act (Chapter 2) commencing with Section 16700 (of Part 2 of Division 7 of the Business and Professions Code), arising from purchases of goods, services or materials pursuant to the public works contract or subcontract. This assignment shall be made and become effective at the time the Authority tenders final payment to the Contractor, without further acknowledgment by the parties.

3.09 COOPERATION

The Contractor shall cooperate with all other Contractors who may be performing work in behalf of the Authority and workmen who may be employed by the Authority on any work in the vicinity of the work to be done under the Contract, and he shall so conduct his operations as to interfere to the least possible extent with the work of such Contractors or workmen. He shall promptly make good, at his own expense, any injury or damage that may be sustained by other Contractors or employees of the Authority at his hands.

If, through acts of neglect on the part of the Contractor, any other Contractors or any subcontractor shall suffer loss or damage on work, the Contractor agrees to settle with such other Contractor or subcontractor by agreement if such other Contractor or subcontractor will so settle. If such other Contractor or subcontractor shall assert any claim against the Authority on account of any damage alleged to have been sustained, the Authority shall notify the Contractor, who shall indemnify and save harmless the Authority against any such claim.

3.10 COMPLIANCE WITH LABOR LAWS AND REGULATIONS

The Contractor shall keep himself fully informed of all existing and future State and national laws, county and city ordinances, and regulations which in any manner affect those engaged or employed in the work, or the materials used in the work,

or which in any way affect the conduct of the work and of all such orders and decrees of bodies or tribunals having any jurisdiction or authority over the same. If any discrepancy or inconsistency is discovered in the Drawings or Specifications, or in the Contract in relation to any such law, ordinance, regulation, order or decree, the Contractor shall report the same to the Engineer in writing. He shall at all times observe and comply with, and cause all of his agents and employees to observe and comply with, all such existing and future laws, ordinances, regulations, orders and decrees, and protect and indemnify the Authority and all of its officers, agents and servants against any claim or liability arising from or based upon the violation of any such law, ordinance, regulations, order or decree, whether by the Contractor himself or by his employees.

3.11 RESPONSIBILITY OF CONTRACTOR AND INDEMNIFICATION

The Contractor shall take and assume all responsibility for the work. The Contractor shall bear all losses and damages directly resulting to him, to the Authority, or to others on account of the performance or character of the work, unforeseen difficulties, accidents or any other causes whatsoever, arising out of the work of the Contractor under the Contract. The Contractor shall assume the defense of and indemnify and save harmless the Authority, and its officers and employees, from all claims loss, damage, injury and liability of every kind, nature and description directly or indirectly arising from the performance of the Contract by the Contractor.

3.12 PERMITS AND REGULATIONS

The Contractor shall procure and pay for all necessary permits, licenses and approvals necessary for the execution of the Contract. The Contractor shall comply with all laws, ordinances, rules, orders, and regulations relating to the performance of the work, the protection of adjacent property, and the maintenance of passageways, guard fences or other protective facilities.

3.13 CONSTRUCTION UTILITIES

The Authority will provide assistance with operating isolation and bypass valves on the existing force main as requested by the Contractor to execute bypass operations. The contractor shall prepare and submit a shutdown and bypass plan to the Authority prior to beginning the work. Force main shut downs will be coordinated with the Authority staff. Water remaining in the existing force main may be pumped into nearby gravity sewers upon approval of the Authority.

The Contractor shall obtain potable water by contacting Coastside County Water District (CCWD) and obtaining a water meter and adhering to CCWD's backflow prevention requirements.

Contractor shall be responsible for furnishing at his expense for and in behalf of his work under the Contract any other necessary utilities or appurtenances, such as electric power, telephones, power lines, fences, roads, watchmen, suitable storage places, etc.

3.14 SUBCONTRACTING

The Contractor may, subject to the limitation set forth in Division 2, Part 1, Chapter

4 (commencing at Section 4100) of the California Public Contract Code, utilize the services of specialty subcontractors on those parts of the work which, under normal Contracting practices, are performed by specialty subcontractors.

The Contractor shall be as fully responsible to the Authority for the acts and omissions of his subcontractors, and of persons either directly or indirectly employed by them, as he is for the acts and omissions of persons directly employed by him.

The Contractor shall cause appropriate provisions to be inserted in all subcontracts relative to the work to bind subcontractors to the Contractor by the terms of the general conditions and other Contract Documents insofar as applicable to the work of subcontractors and to give the Contractor the same power as regards terminating any subcontract that the Authority may exercise over the Contractor under any provision of the Contract Documents.

Nothing contained in this Contract shall create any Contractual relation between any subcontractor and the Authority.

3.15 PATENTS

The Contractor shall hold and save the Authority and its officers, agents, servants, and employees harmless from liability of any nature or kind, including cost and expenses for, or on account of, any patented or unpatented invention, process, article, or appliance manufactured or used in the performance of the Contract, including its use by the Authority, unless otherwise specifically stipulated in the Contract Documents.

If the Contractor uses any design, device or materials covered by letters, patent or copyright, he shall provide for such use by suitable agreement with the Authority of such patented or copyrighted design, device or material. It is mutually agreed and understood that, without exception, the Contract prices shall include all royalties or costs arising from the use of such design, device or materials, in any way involved in the work. The Contractor and/or his sureties shall indemnify and save harmless the Authority from any and all claims for infringement by reason of the use of such patented or copyrighted design, device or materials or any trademark or copyright in connection with work agreed to be performed under the Contract, and shall indemnify the Authority for any cost, expense or damage which it may be obliged to pay by reason of such infringement at any time during the prosecution of the work or after completion of the work.

3.16 NOT USED

3.17 ERRORS AND DISCREPANCIES

If the Contractor, in the course of the work, discovers any discrepancies between the Drawings and the conditions of the ground, or any errors or omissions in the Drawings or in the layout given by stakes, points, or instructions, it shall be his duty to inform the Engineer immediately in writing and the Engineer shall promptly verify the same. Any work done after such discovery, until authorized in writing by the Engineer, will be done at the Contractor's risk and expense.

3.18 PRESERVATION OF STAKES AND MARKS

The Contractor shall carefully preserve benchmarks, reference points, and

stakes, and in case of willful or careless destruction he will be charged with the resulting expense of replacement and shall be responsible for any mistakes that may be caused by their unnecessary loss or disturbances.

3.19 MAINTENANCE OF TRAFFIC, TRAVELED WAYS, CROSSINGS, ETC.

Throughout the performance of the work under or in connection with the Contract, the Contractor shall construct and adequately maintain suitable and safe crossings over trenches and such detours as are necessary to care for public and private traffic.

The material excavated from trenches shall be removed from the right of way or compactly deposited along the side of the trench where outside of the right of way in such manner as shall give as little inconvenience as possible to the traveling public and to adjoining property owners.

3.20 REPORTS, RECORDS AND DATA

The Contractor shall submit to the Authority such schedule of quantities and costs, progress schedules, payrolls, reports, estimates, records and other data as the Authority may request concerning work performed or to be performed under the Contract.

3.21 INSPECTION

The Contractor shall permit the authorized representatives and agents of the Authority to inspect all work and materials.

3.22 RIGHT OF APPEAL

The Contractor shall have the right of appeal from any decision by any Inspector to the Engineer and from the Engineer to the Authority.

3.23 NOT USED

3.24 NOTIFICATION OF HAZARDOUS MATERIAL OR DIFFERING SITE CONDITIONS

Pursuant to Public Contract Code Section 7104, the Contractor shall promptly, and before the following conditions are disturbed, notify the Authority in writing of any differing site condition and shall not further disturb such conditions before the District acknowledges receipt of such notice. Under no circumstances may the written notice be given more than seventy-two (72) hours following the discovery; if such notice is not timely given, the Contractor shall forfeit its right to any time extension or additional compensation to the extent based on the delay. Differing site conditions shall include any of the following:

- A. Materials that the Contractor believes may be material that is hazardous waste, as defined by Section 25117 of the California Health and Safety Code, which is required to be moved to a Class I-III disposal site in accordance with provisions of existing law.
- B. Subsurface or latent physical conditions at the site differing from those indicated.
- C. Unknown physical conditions at the site of an unusual nature, different from that ordinarily encountered and generally recognized as inherent in work of the character provided for in this Contract.

In addition to giving written notice as described above upon encountering material

that the Contractor believes may be "hazardous waste" as defined above, Contractor also shall immediately stop all Work to any area affected by said material, if continuing Work may present a substantial danger to persons or property exposed to the materials in connection with any Work at the site. These obligations pertaining to "hazardous waste," shall apply only to such "hazardous waste" not shown or indicated in Drawings, Specifications, or otherwise identified in the Contract Documents to be within the Scope of Work.

The Authority shall promptly investigate the conditions, and if it finds that the conditions do materially so differ, or do involve hazardous waste, and cause a decrease or increase in the Contractor's cost of, or the time required for, performance of any part of the work shall issue a change order under the procedures described herein.

Contractor shall not be required to resume work in connection with such hazardous condition not shown or indicated in Drawings, Specifications, or otherwise identified in the Contract Documents, or in any such affected area until after District has obtained any required permits related thereto and delivered to Contractor special written notice: (i) specifying that such condition and any affected area is or has been rendered safe for the resumption of work, or (ii) specifying any special conditions under which such work may be resumed safely.

In the event that a dispute arises between the Authority and the Contractor whether the conditions materially differ, or involve hazardous waste, or cause a decrease or increase in the Contractor's cost of, or time required for, performance of any part of the work, the Contractor shall not be excused from any scheduled completion date provided for by the Contract, but shall proceed with all work to be performed under the Contract, provided that, if after receipt of the special written notice described above, Contractor does not agree to resume such work based upon a reasonable belief that it is unsafe to do so, or does not agree to resume such work under the special conditions specified in said special written notice, the Authority may at its sole election order the portion of the Work affected by said hazardous waste to be deleted from the Work by change order, and the District may thereupon have the portion of the Work so deleted performed by District's own forces or by separate contract(s). The Contractor shall retain any and all rights provided either by Contract or by law which pertain to the resolution of disputes and protests between the Contracting parties.

No claim of the Contractor under this clause shall be allowed unless the Contractor has given the notice required.

The Contractor shall cooperate with forces engaged in sampling, investigation, and clean-up work pertaining to hazardous waste (whether or not said hazardous waste is shown or indicated in Drawings, Specifications, or otherwise identified in the Contract Documents) and shall conduct its operations in such a manner as to avoid any unnecessary delay or hindrance to the work being performed by such forces.

The Authority shall not be responsible for any such materials brought to the site by the Contractor, subcontractors, suppliers, or anyone else for whom the Contractor is responsible.

ARTICLE 4 - GENERAL DUTIES AND POWERS OF THE AUTHORITY AND OF REPRESENTATIVES THEREOF

4.01 NO PERSONAL LIABILITY ON THE PART OF OFFICERS & OFFICIALS OF THE AUTHORITY

No Agent of the Authority, or the Engineer, or any authorized assistant of any of them, shall be personally responsible for any liability arising under the Contract.

4.02 LAND AND RIGHTS-OF-WAY

Prior to the start of construction, the Authority shall obtain all land rights-of-way necessary for the carrying out and completion of work to be performed under the Contract.

4.03 SURVEYS

Unless otherwise expressly provided for in the Contract, the Authority will furnish to the Contractor all surveys necessary for the execution of the work. The Contractor shall carefully preserve benchmarks, reference points, and stakes, and in case of willful or careless destruction, he will be charged with the resulting expense of replacement and shall be responsible for any mistake that may be caused by their unnecessary loss or disturbance.

4.04 AUTHORITY OF THE ENGINEER

The Engineer shall observe construction for conformity to the Contract provisions; shall decide all questions relative to the true construction, meaning, and intent of the Specifications and Drawings; shall have the power to reject or condemn all work or material which does not conform to the terms of the Contract. His estimate and decision in all matters shall be a condition precedent to an appeal to the Authority, or the right of the Contractor to receive, demand, or claim any money or other compensation under this agreement and a condition precedent to any liability on the part of the Authority to the Contractor on account of the Contract.

Regardless of work observed by the Engineer, the Contractor shall nevertheless be responsible for the conformity of all work to the Drawings and Specifications.

Any objection by Contractor to a decision made by the Engineer under the Contract shall be made by written protest to the Authority specifying in detail the performance, the resultant costs, the circumstances surrounding the dispute as applicable, etc., within ten (10) days from the Engineer's decision. Similarly, any request by Contractor for extra time, money or changes in work shall be directed to Authority in writing within ten (10) days from the date claim occurred, specifying in detail the circumstances justifying the request.

4.05 DUTIES AND POWERS OF INSPECTORS

Properly authorized and accredited inspectors shall be considered to be the representatives of the Authority limited to the duties and powers entrusted to them. It will be their duty to inspect materials and workmanship of those portions of the work to which they are assigned, either individually or collectively, under instructions of the Engineer and to report any and all deviations from the Drawings,

Specifications and other Contract Provisions which may come to their notice. Regardless of work observed by the inspectors, the Contractor shall be responsible for the conformity of all work to the intent and provisions of the Contract.

4.06 METHOD OF WORK

The review by the Engineer of any drawing or any method of work proposed by the Contractor shall not relieve the Contractor of any of his responsibility for any errors therein and shall not be regarded as any assumption of risk or liability by the Authority or any officer or employee thereof, and the Contractor shall have no claim under this Contract on account of the failure or partial failure or inefficiency of any plan or method so approved. Such review shall be considered to mean merely that the Engineer has no objection to the Contractor using, upon his own full responsibility, the plan or method which the Contractor proposes.

Any plan or method of work suggested by the Engineer to the Contractor but not specified or required by the Contract Documents, if adopted or followed by the Contractor in whole or in part, shall be used at the risk and responsibility of the Contractor, and the Engineer and the Authority shall assume no responsibility therefor.

4.07 SUSPENSION OF WORK

Should the Authority be prevented or enjoined from proceeding with work or from authorizing its prosecution either before or after its prosecution, by reason of any litigation, the Contractor shall not be entitled to make or assert claim for damage by reason of such delay, but time for completion of the work will be extended to such reasonable time as the Authority may determine will compensate for time lost by such delay with such determination to be set forth in writing.

4.08 RIGHT OF THE AUTHORITY TO TERMINATE CONTRACT

In the event that the Authority determines, in its sole discretion, that any of the provisions of the Contract are or have been violated by the Contractor, or by any of his subcontractors, the Authority may serve written notice upon the Contractor and the surety of its intention to terminate the Contract, such notices to contain the reasons for such intention to terminate the Contract, and unless within ten (10) days after the serving of such notice upon the Contractor, such violations or delay shall cease and satisfactory arrangement or correction be made, the Contract shall be terminated, and the Contractor's surety shall have the right and duty to take over and perform the Contract; provided, however, that if the surety does not commence performance thereof within ten (10) days from the date of the mailing to such surety of notice of termination, the Authority may take over the Work and prosecute the same to completion by Contract or by force account for the account and at the expense of the Contractor, and the Contractor and his surety shall be liable to the Authority for any excess cost occasioned by the Authority thereby, and in such event the Authority may take possession of and utilize in completing the work, such materials, appliances, and plant as may be on the site of the Work and necessary therefor.

4.09 RIGHT OF THE AUTHORITY TO PERFORM EXTRA WORK

In case of neglect or refusal by the Contractor to perform any extra work which may be authorized by the Engineer or to make satisfactory progress in the execution of the same, the Authority may employ any person or persons to perform such work and the Contractor shall not in any way interfere with or molest the person or persons so employed.

4.10 NOT USED

ARTICLE 5 - SCOPE, NATURE AND INTENT OF THE SPECIFICATIONS AND DRAWINGS

5.01 INTERPRETATION OF SPECIFICATIONS AND DRAWINGS

The intent of the Contract Documents is to describe the details for the construction and completion of the Work, which the Contractor undertakes to perform in accordance with the terms of the Contract. The Specifications and the Contract Drawings are intended to be explanatory of each other. Any work indicated in the Drawings and not in the Specifications, or vice versa, is to be executed as if indicated in both.

All work shown on the Project Drawings, the dimensions of which are not shown, shall be accurately followed to the scale to which the Project Drawings are made, but shown dimensions are in all cases to be followed, where given, though they differ from scaled measurements. Large scale drawings shall be followed in preference to small scale drawings.

Should it appear that the work to be done, or any of the matters relative thereto, are not sufficiently detailed or explained in these Contract Documents, including the Drawings, the Contractor shall apply to the Engineer for such further explanations as may be necessary and shall conform thereto as part of the Contract, so far as may be consistent with the terms of the Contract. In the event of any doubt or question arising, respecting the true meaning of the Specifications, reference shall be made to the Authority and its decision thereon shall be final.

Precedence of documents shall be as follows, with highest precedence having the lowest number:

- 1) Permits issued by jurisdictional regulatory agencies.
- 2) Change Orders and/or Supplemental Agreements; whichever occurs last.
- 3) Contract/Agreement.
- 4) Addenda.
- 5) Bid/Proposal.
- 6) Special Provisions
- 7) Standard Specifications.
- 8) General Specifications
- 9) Project Drawings

- 10) Standard Details
- 11) Reference Specifications
- 12) Reference Drawings

5.02 PERFORMANCE IN ACCORDANCE WITH TRUE MEANING AND INTENT OF CONTRACT

Unless otherwise specified, the Contractor shall furnish tools, equipment, and incidentals, and do all the work involved in executing the Contract in a satisfactory and workmanlike manner. The work shall be performed and completed according to the true spirit, meaning and intent of these General Specifications, the Technical Specifications, and the Drawings.

5.03 FIGURE DIMENSIONS TO GOVERN

All work shown on the Drawings, the dimensions of which are not figures, shall be accurately followed to the scale to which the Drawings are made. Figured dimensions are to be followed, where given. Large scale and full-size drawings shall be followed in preference to small scale drawings. The Contractor shall request a clarification from the Engineer where figured dimensions differ from other figured dimensions or from scaled measurements.

5.04 EXISTING UNDERGROUND FACILITIES

The locations of existing underground facilities as shown on the Drawings are based upon field and record information obtained during the design of the project. The information may be inaccurate or incomplete. It shall be the Contractor's responsibility to notify every owner of underground facilities and to have each of them to field verify the locations of their respective facilities prior to commencing excavations.

In the event that the Contractor encounters underground facilities at locations materially different from those shown on the Drawings or indicated in the Specifications or identified in the field, he shall immediately notify the Engineer. The Engineer shall promptly investigate the conditions and if he finds that they are significantly different than the available information would suggest he will make the necessary changes to the Drawings and/or Specifications and any increase or decrease of costs resulting from the changes shall be adjusted in accordance with the provisions hereof set forth in the Section hereof entitled "Extra Work."

5.05 DATUM

The datum of which all elevations mentioned herein or shown on the Drawings is the datum of the United States Coast and Geodetic Survey, namely, mean sea level (NAVD 83)

5.06 NOT USED

5.07 REMOVAL OR REPLACEMENT OF WORK DONE WITHOUT LINES, GRADE OR LEVELS

Any work done without lines, levels, or grades being given by the Engineer may

be ordered replaced at the Contractor's sole cost and expense, except when such work is authorized by the Engineer in writing.

ARTICLE 6 - CHARACTER OF WORKMANSHIP AND MATERIALS

6.01 INSPECTION

All work and materials shall be subject to the inspection and rejection of the Engineer.

The Engineer may assign such assistants as he may deem necessary to inspect the materials to be furnished and the work to be done under the Contract.

The Engineer shall be notified of the time and place of preparation, manufacture, or construction of all material for work or any part of the work which he may wish to inspect, and of the time and place of making the factory tests required under the Contract. Such notification shall be given a sufficient length of time in advance of the beginning of the work on such material or part, or the beginning of such test, to allow arrangements to be made for inspecting and testing or witnessing, as the case may be, if such inspection and testing or witnessing are deemed practicable by the Engineer.

If any work, contrary to the written instructions of the Engineer, is covered, it must, if requested by the Engineer, be uncovered for the Engineer's observation and replaced at the Contractor's expense.

If the Engineer considers it necessary or advisable that covered work be inspected or tested by others, the Contractor, at the Engineer's request, will uncover, expose or otherwise make available for observation, inspection or testing as the Engineer may require, that portion of the work in question, furnishing all necessary labor, materials, tools, and equipment. If it is found that such work is defective, the Contractor will bear all the expenses of such uncovering, exposure, observation, inspection and testing and of satisfactory reconstruction. If, however, such work is not found to be defective, the Contractor will be allowed an increase in the Contract price or an extension of the Contract time, or both, directly attributable to such uncovering, exposure, observation, inspection, testing and reconstruction and an appropriate Change Order shall be issued.

The Authority's representatives shall at all times have access to the work whenever it is in preparation or progress, and the Contractor shall provide proper and safe facilities for such access and for inspection. The Agency shall be furnished with every reasonable opportunity for ascertaining that the materials and the workmanship are in accordance with the requirements and intentions of the Project Drawings and specifications. All work done and all materials furnished shall be subject to the inspection and approval of the Agency's representatives. All general inspections shall be scheduled a minimum of 24-hours in advance. All special inspections (geotechnical, etc.) shall be scheduled a minimum of 48- hours in advance.

The inspection of the work shall not relieve the Contractor of any of its obligations to fulfill the Contract as prescribed, and defective work shall be made good and unsuitable materials may be rejected, notwithstanding that such defective work and materials have been previously overlooked by the Agency and accepted

for payment. All inspection requested outside of normal Agency working hours or days shall be reimbursed to the Agency by the Contractor at rates established by the Agency.

6.02 SUBSURFACE CONDITIONS FOUND DIFFERENT

Should the Contractor encounter subsurface and/or latent conditions at the site materially differing from those shown on the Drawings or indicated in the Specifications, he shall immediately give notice to the Engineer of such conditions before they are disturbed. The Engineer will thereupon promptly investigate the conditions, and if he finds that they materially differ from those shown on the Drawings or indicated in the Specifications, he will at once make such changes in the Drawings and/or Specifications as he may find necessary, and any increase or decrease of cost resulting from such changes to be adjusted in the manner provided under the Section hereof entitled "Extra Work".

6.03 NOT USED

6.04 QUALITY OF MATERIALS AND WORKMANSHIP IN ABSENCE OF DETAILED SPECIFICATIONS AND DRAWINGS

Whenever under the Contract it is provided that the Contractor shall furnish materials or manufactured articles or shall do work for which no detailed Specifications are set forth, the materials or manufactured articles shall be of the best grade in quality and workmanship obtainable in the market from firms of established good reputation or, if not ordinarily carried in stock, shall conform to the usual standards for first-class materials or articles of the kind required, with due consideration of the use to which they are to be put. In general, work performed shall be in full conformity and harmony with the intent to secure the best standard of construction and equipment of the work as whole or in part.

6.05 NOT USED

6.06 NOT USED

6.07 "OR EQUAL" CLAUSE

Whenever a material, article or piece of equipment is identified on the Drawings or in the Specifications by reference to manufacturers' or vendors' names, trade names, catalogue numbers, etc., it is intended merely to establish a standard; and, any material, article, or equipment of other manufacturers and vendors which will perform adequately the duties imposed by the general design will be considered equally acceptable provided the material, article, or equipment so proposed is, in the opinion of the Engineer, of equal substance and function. It shall not be purchased or installed by the Contractor without the Engineer's review.

6.08 STORAGE OF MATERIALS

Materials shall be so stored as to ensure the preservation of their quality and fitness for the work. They shall be so located and disposed of that prompt and proper inspection thereof may be made. Storage areas shall be suitably fenced, if necessary, to protect the public or the material.

When considered necessary by the Agency, they shall be placed on wooden platforms or other hard, clean surfaces and not on the ground. They shall be

placed under cover when so directed. Stored materials shall be so located as to facilitate prompt inspection.

Unless otherwise designated in the Contract Documents, locations and arrangements for storage sites for materials and equipment outside the right-of-way or limits of work, shall be selected and maintained by the Contractor at its expense. Full compensation for furnishing such storage sites as may be necessary or required by the Contractor shall be considered as included in the price bid and no additional compensation will be allowed therefor. The Authority shall be specifically exempted in any agreement from any liability incurred from the use of private property for construction purposes. Use of portions of the Authority's area at the site for materials and equipment storage shall be permitted only upon the approval of the Engineer.

Contractor shall use best available technologies and CA state best management practices (BMPs), per approved SWPPP or other erosion control plan, to prevent runoff and illegal discharge of chemicals or sediments associated with material storage and stockpiling.

All surplus piping materials shall be removed from the site of the work within five (5) days after completion of the pipe laying.

6.09 CORRECTION OF WORK

All work, all materials, whether incorporated in the work or not, all processes of manufacture, and all methods of construction shall be at all times and places subject to the inspection of the Engineer who shall be the final judge of the quality and suitability of the work, materials, processes of manufacture and methods of construction for the purposes for which they are used. Should they fail to meet the Engineer's approval they shall be forthwith reconstructed, made good, replaced and/or corrected, as the case may be, by the Contractor at its own expense. Rejected material shall immediately be removed from the site. If, in the opinion of the Engineer, it is undesirable to replace any defective or damaged materials or to reconstruct or correct any portion of the work injured or not performed in accordance with the Contract Documents, the compensation to be paid to the Contract hereunder shall be reduced by such amount as in the judgment of the Engineer shall be equitable.

All work which has been rejected as defective shall be remedied, or removed and replaced by the Contractor in an acceptable manner at no cost to the Authority. Any work done beyond the lines and grades shown on the Project Drawings or established by the Authority, or any extra work done without prior written authorization, will be considered as unauthorized and will not be paid for by the Authority. Work so done may be ordered removed at the Contractor's expenses. Upon failure on the part of the Contractor to comply promptly with any order of the Authority made under the provisions of this article, the Authority shall have the authority to cause defective work to be remedied, or removed and replaced, and unauthorized work to be removed by a third-party and the costs billed to the Contractor.

6.10 RIGHT TO RETAIN IMPERFECT WORK

If any portion of the work done or material furnished under this Contract shall prove defective and not in accordance with the Specifications and Drawings, and if the imperfection in the same shall not be of sufficient magnitude of importance to make the work dangerous or undesirable, or if the removal of such work is impracticable or will create conditions which are dangerous or undesirable, the Engineer shall have the right and authority to retain such work instead of requiring the imperfect work to be removed and reconstructed, but he shall make such deductions therefor in the payments due or to become due the Contractor as may be just and reasonable.

6.11 NOT USED

6.12 WEATHER CONDITIONS

In the event of temporary suspension of work, or during inclement weather, the Contractor will, and will cause its subcontractors, to protect all work and materials against damage or injury from the weather. If, in the opinion of the Engineer, any work or materials shall have been damaged or injured by reason of failure on the part of the Contractor or any of its subcontractors to so protect all work, such materials shall be removed and replaced at the expense of the Contractor.

ARTICLE 7 - PROGRESS AND PROSECUTION OF WORK

7.01 CONSTRUCTION SCHEDULE

Within one (1) week after execution and delivery of the Contract, the Contractor shall deliver to the Engineer an estimated construction progress schedule in a form satisfactory to the Engineer and the Authority, showing the proposed dates of commencement and completion of each of the various subdivisions of work required under the Contract Documents.

7.02 TIME FOR COMPLETION AND LIQUIDATED DAMAGES

It is hereby understood and mutually agreed that time is of the essence in the performance of the Contract; and it is further mutually understood and agreed that the work embraced in the Contract shall be commenced by the date to be specified in the Notice to Proceed.

The Contractor agrees that the work shall be prosecuted regularly, diligently, and uninterruptedly at such rate of progress as will insure full completion thereof within the time specified. It is expressly understood and agreed, by and between the Contractor and the Authority, that the time for the completion of the work described herein is a reasonable time for the completion of the same, taking into consideration the average climatic range and usual industrial conditions prevailing in this locality.

If the Contractor shall neglect, fail or refuse to complete the work within the time herein specified, or any proper extension thereof granted by the Authority, then the Contractor does hereby agree, as a part consideration for the awarding of the Contract, to pay to the Authority the amount specified in the Information for and Instructions to Bidders (see Section C), not as a penalty but as liquidated damages for such breach of Contract as hereinafter set forth, for each and every calendar

day that the Contractor shall be in default after the time stipulated for completing the work.

The liquidated damages amount is fixed and agreed upon by and between the Contractor and the Authority because of the impracticability and extreme difficulty of fixing and ascertaining the actual damages the Authority would in such event sustain, is agreed to be the amount of damages which the Authority would sustain, and shall be retained from time to time by the Authority from current periodical estimates.

It is further agreed that time is of the essence of each and every portion of the Contract and of the Specification wherein a definite and certain length of time is fixed for the performance of any act whatsoever; and where under the Contract an additional time is allowed for the completion of any work, the new time limit fixed by such extension shall be of the essence of the Contract. However, the Contractor shall not be charged with liquidated damages or any excess cost when the Authority determines that the Contractor is without fault and the Contractor's reasons for the time extension are acceptable to the Authority; and provided further that the Contractor shall not be charged with liquidated damages or any excess cost when the delay in completion of the work is unavoidable.

7.03 AVOIDABLE DELAYS

Avoidable delays in the prosecution or completion of the work shall include all delays which might have been avoided by the exercise of care, prudence, foresight and diligence on the part of the Contractor.

Delays in the prosecution of parts of the work, which may in themselves be unavoidable but do not necessarily prevent or delay the prosecution of other parts of the work nor the completion of the whole work within the time herein specified; reasonable loss of time resulting from the necessity of submitting drawings to the Engineer for approval and from the making of surveys, measurements, and inspections, and such interruptions as may occur in the prosecution of the work on account of the reasonable interference of other Contractors employed by the Authority which do not necessarily prevent the completion of the whole work within the time herein specified, will be considered by the Authority as avoidable delays within the meaning of the Contract.

7.04 UNAVOIDABLE DELAYS

Unavoidable delays in the prosecution or completion of the work under the Contract shall include all delays which may result, through causes beyond the control of the Contractor and which he could not have provided against by the exercise of care, prudence, foresight, and diligence. Orders issued by the Authority changing the amount of work to be done, the quantity of material to be furnished, or the manner in which the work is to be prosecuted, and unforeseen delays in the completion of the work of other Contractors under the Contract will be considered unavoidable delays, to the extent, as determined by the Engineer, that they necessarily interfere with the Contractor's completion of the whole of the work. Delays due to adverse weather conditions will not be regarded as unavoidable delays in this sense, as the Contractor should understand that such conditions are to be expected and plan work accordingly.

7.05 NOT USED

7.06 CONTRACTOR TO SERVE NOTICE OF DELAYS

Whenever the Contractor foresees any delay in the prosecution of the work, and in any event immediately upon the occurrence of any delay which the Contractor regards as an unavoidable delay, he shall notify the Engineer in writing of the possibility of the occurrence of such delay and its cause, in order that the Engineer may take immediate steps to prevent, if possible, the occurrence or continuance of the delay, or if this cannot be done, may determine whether the delay is to be considered avoidable or unavoidable, how long it continues, and to what extent the prosecution and completion of the work are to be delayed thereby.

After the completion of any part or the whole of the work, the Engineer, in estimating the amount due the Contractor, will assume that any and all delays which have occurred in its prosecution and completion have been avoidable delays, except such delays as shall have been called to the attention of the Engineer at the time of their occurrence in the manner specified above, and are determined by the Engineer to have been unavoidable. The Contractor will make no claim that any delay not called to the attention of the Engineer at the time of its occurrence has been an unavoidable delay.

7.07 EXTENSION OF TIME

Should any delays occur which the Engineer determines to be unavoidable, as hereinabove defined, the Contractor shall, pursuant to the Contractor's application, be allowed an extension of time, beyond the time herein set forth, proportional to such delay or delays, in which to complete the Contract; and liquidated damages for delay shall not be charged against the Contractor by the Authority during an extension of time granted because of unavoidable delay or delays.

Should an extension of time in which to complete the Contract be granted by the Authority to the Contractor because or on account of delays which were avoidable as herein defined, such extension of time shall not relieve the Contractor from payment of liquidated damages for delay as herein provided for.

7.08 SATURDAY, SUNDAY, HOLIDAY AND OVERTIME

Saturday, Sunday, holiday and overtime work will be allowed only if requested in writing from the Contractor with the stipulation that the Contractor shall pay for all overtime labor charges at the charge out rates for inspectors and/or resident engineers. All overtime labor charges shall be deducted from the final payment along with any liquidated damages.

Work necessary for the proper care and protection of work already performed or in case of an emergency will be allowed without the permission of the Engineer.

7.09 PURSUANCE OF WORK UNDER UNFAVORABLE WEATHER AND OTHER ADVERSE CONDITIONS

During unfavorable weather and other adverse conditions, the Contractor shall pursue only such portions of the work as shall not be damaged thereby. No portions of the work whose satisfactory quality or efficiency will be affected by any unfavorable conditions shall be constructed while these conditions exist,

unless by special means or precautions, approved by the Engineer, the Contractor shall be able to overcome them.

ARTICLE 8 - MANNER, SYSTEM AND AMOUNT OF PAYMENTS

8.01 MONTHLY OR PROGRESS ESTIMATES AND PAYMENTS

The Contractor will submit to the Engineer a partial payment estimate filled out and signed by the Contractor covering the work performed during the period covered by the partial payment estimate (but not more often than once a month) and supported by such data as the Engineer may reasonably require. If payment is requested on the basis of materials and equipment not incorporated in the work but delivered and suitably stored at or near the site, the partial payment estimate shall also be accomplished by such supporting data, satisfactory to the Authority as will establish the Authority title to the material and equipment and protect the Authority's interest therein, including applicable insurance. The Engineer will, within seven (7) days after receipt of each partial payment estimate, either indicate in writing the approval of payment and present the partial payment estimate to the Authority, or return the partial payment estimate to the Contractor indicating in writing the reasons for refusing to approve payment. In the latter case, the Contractor may make the necessary corrections and re-submit the partial payment estimate. The Authority will, within thirty (30) days of presentation to it of an approved partial payment estimate, pay the Contractor a progress payment on the basis of the approved partial payment estimate. The Authority shall retain 5% percent of the amount of each payment until final completion and acceptance of all work covered by the Contract Documents.

Any work necessary to be performed after regular hours or on Saturdays, Sundays or Legal Holidays, shall be performed without additional expense to the Authority.

All work covered by partial payment made shall thereupon become the sole property of the Authority but this provision shall not be construed as relieving the Contractor of the sole responsibility for the care and protection of the work upon which payments have been made or the restoration of any damaged work, or as a waiver of the right of the Authority to require the fulfillment of all terms of the Contract Documents.

Contractor may request in writing that it be allowed, at its own expense, to substitute securities for monies withheld by Authority to ensure performance under the Contract. Only securities listed in Government Code Section 16430, bank or savings and loan certificates of deposit, interest bearing demand deposits, standby letters of credit, or any other security mutually agreed to by the Contractor and the Authority, shall qualify under this section. Securities equivalent to the amount withheld shall be deposited with the Authority or with a state or federally chartered bank as the escrow agent. Upon satisfactory completion of the Contract and on written authorization by Authority, the securities shall be returned to Contractor. Contractor shall be the beneficial Authority of the securities and receive any interest thereon.

All costs that the Authority incurs in evaluating a request by Contractor that securities be allowed to be substituted for monies withheld by Authority, and, in the event such substitution is permitted, all costs that the Authority incurs in

effecting such substitutions, shall be borne by Contractor.

8.02 QUANTITIES OF ESTIMATE

Wherever the estimate quantities of work to be done and materials to be furnished on a unit price basis under the Contract are shown in any of the documents including the proposal, they are given for use in comparing bids, and the right is expressly reserved, except as herein otherwise specifically limited, to increase or diminish them as may be deemed reasonably necessary or desirable by the Authority to complete the work contemplated by the Contract, and such increase or diminution shall in no way violate the Contract, nor shall any such increase or diminution give cause for claims or liability for damages.

8.03 BREAKDOWN OF LUMP SUM PRICES

Within two (2) weeks after the issuance of the Notice to Proceed, the Contractor shall furnish to the Engineer a detailed estimate giving a complete breakdown of large lump sum prices and items which include numerous subdivisions and work. This breakdown will be used as a basis for partial payments and will not be considered as fixing a basis for additions to or deductions from the Contract price.

8.04 METHOD OF MEASUREMENT

Unless specifically stated otherwise in the Contract Documents, no extra measurement or measurements according to local custom of any kind will be allowed in measuring the work under the Contract, but only the length, area, solid contents, number, weight, or time in standard units, as the case may be, will be considered as specified.

Basis of payment for all items measured by the lineal unit or square unit shall be the horizontal distance as indicated on the Drawings, irrespective of vertical curves or grade.

8.05 DELAYED PAYMENTS

Should any payment due the Contractor or any estimate be delayed, through fault of the Authority, beyond the time stipulated, such delay shall not constitute a breach of Contract or be the basis for a claim for damages, but the Authority shall pay the Contractor interest on the amount of the payment, but only to the extent required by Section 20104.50 of the California Public Contract Code.

The date of payment of any estimate shall be considered the day on which the payment is offered or mailed as evidenced by the records of the Authority. If interest shall become due on any delayed payment, the amount thereof, as determined by the Authority, shall be added to a succeeding payment. If the interest shall become due on the final payment it shall be paid on a supplementary voucher, provided, however, that the Contractor shall not be entitled to interest on any sum or sums which, by the terms of the Contract, the Authority is authorized to reserve or retain.

8.06 NO CHARGE FOR DELAY

The Contractor shall have no claim for extra compensation for any hindrances or delays of work from any cause whatsoever during the progress thereof, although the Contractor may ask for an extension of the time agreed upon for completing

the Work.

8.07 COMPENSATION TO AUTHORITY FOR CERTAIN COSTS OF EXTENSION OF TIME

In case the Work called for under the Contract is not completed within the time limit stipulated herein, the Authority shall have the right, as provided in Article F7-07, Extension of Time, to extend the time of completion thereof. If the time limit be so extended, the Authority shall have the right to charge to the Contractor and to deduct from the final payment for the Work the actual cost to the Authority of engineering, inspection, superintendence and other overhead expenses which are directly chargeable to the Contract and which accrue during the period of such extension, except that the cost of final surveys and preparation of final estimate and the costs accruing by reason of unavoidable delays shall not be included in such charges.

8.08 FINAL ACCEPTANCE OF WORK

The Contractor shall notify the Engineer, in writing, when it considers the Work to be complete. Final inspection and acceptance of the Work shall be made for the Authority by the Engineer. Such inspection shall be made as soon as practicable after the Contractor has notified the Engineer in writing that the Work is ready for such inspection.

8.09 FINAL ESTIMATE AND PAYMENT

The Engineer shall, as soon as practicable after the final acceptance of the work done under the Contract, make a final estimate of the amount of Work done thereunder and the value thereof.

Such final estimate shall be signed by the Engineer, and after approval by the Authority, the Authority shall pay or cause to be paid to the Contractor, in the manner provided by law, the entire sum so found to be due hereunder, after deducting therefrom all previous payments and such other lawful amounts as the terms of the Contract prescribe.

Sixty (60) days after the date of completion stated in the Notice of Completion, the Authority will pay the Contractor, in lawful money, such sums of money as maybe due to the Contractor, including all sums retained, subject to amounts withheld in accordance with law, including without limitation an amount not to exceed 125 percent (125%) of other disputed amounts, but excluding such sums as have previously been paid to the Contractor. This payment will constitute the final payment to the contractor under this Contract.

8.10 FINAL PAYMENT TO TERMINATE LIABILITY OF AUTHORITY

The acceptance by the Contractor of the final payment, made according to the terms of the Contract, shall operate as and be a release to the Authority, and every member and agent thereof, from all claims and liabilities to the Contractor for anything done or furnished for or relating to the Work, or for any act or neglect of the Authority or any person relating to or affecting the Work under the Contract, except the claim against the Authority for the remainder, if there be any, of amounts kept and retained as provided by the terms of the Contract. No payment, however, final or otherwise, shall operate to release the Contractor or its sureties from any obligation under this Contract or the Faithful Performance and Payment Bonds.

8.11 AUTHORITY'S RIGHT TO WITHHOLD CERTAIN AMOUNTS

The Contractor agrees to indemnify and save the Authority harmless from all claims growing out of the lawful demands of subcontractors, laborers, workmen, mechanics, materialmen, and furnishers of machinery and parts thereof, equipment, power tools, and all supplies, including commissary, incurred in the performance of the Contract. The Contractor shall, at the Authority's request, furnish satisfactory evidence that all obligations of the nature herein above designated have been paid, discharged, or waived. The Authority may withhold from the Contractor amounts required or permitted to be withheld by Division 3, Part 4, Title 15, Chapter 4, Article 3, (commencing at Section 3183) of the California Civil Code.

8.12 RESOLUTION OF CONSTRUCTION CLAIMS OF \$375,000 OR LESS

All claims of \$375,000 or less by the Contractor arising out of, or relating to the Contract Documents or the breach thereof, except for claims which have been waived by the acceptance of final payment, as provided by Article F8-10, FINAL PAYMENT TO TERMINATE LIABILITY OF AUTHORITY, shall be decided in accordance with Article 1.5, Chapter 1 of Part 3 of Division 2 of the California Public Contract Code commencing at Section 20104, subject to the limitations of this Article F8-12. This agreement to resolve claims and any other agreement or consent to arbitrate entered into in accordance herewith as provided in this Article will be specifically enforceable under the prevailing arbitration law of any court having jurisdiction.

All claims shall be in writing and include the documents necessary to substantiate the claim. Claims must be filed on or before the date of final payment.

For claims of less than \$50,000, the Authority shall respond in writing to any written claim within 45 days of receipt of the claim, or may request, in writing, within 30 days of receipt of the claim, any additional documentation supporting the claim or relating to defenses or claims the Authority may have against the Contractor. If additional information is thereafter required, it shall be requested and provided pursuant to this section, upon mutual agreement of the Authority and the Contractor. The Authority's written response to the claim, as further documented, shall be submitted to the Contractor within 15 days after receipt of the further documentation or within a period of time no greater than that taken by the Contractor in producing the additional information, whichever is greater.

For claims over \$50,000 and less than or equal to \$375,000, the Authority shall respond in writing to all written claims within 60 days of receipt of the claim, or may request, in writing, within 30 days of receipt of the claim, any additional documentation supporting the claim or relating to defenses to the claim the Authority may have against the Contractor. If additional information is thereafter required, it shall be requested and provided pursuant to this section, upon mutual agreement of the Authority and the Contractor. The Authority's written response to the claim, as further documented, shall be submitted to the Contractor within 30 days after receipt of the further documentation, or within a period of time no greater than that taken by the Contractor in producing the additional information or requested documentation, whichever is greater.

If the claimant disputes the Authority's written response, or the Authority fails to

respond within the time prescribed, the claimant may notify the Authority of its demand for an informal meeting and conference for settlement of the issues in dispute. Upon demand, the Authority shall schedule a meeting and conference within 30 days for settlement of the dispute.

If following the meeting and conference the claim or any portion remains in dispute, the claimant may file a claim pursuant to Chapter 1 (commencing with Section 900) and Chapter 2 (commencing with Section 910) of Part 3 of Division 3.6 of Title 1 of the California Government Code. For purposes of those provisions, the running of the period of time within which a claim must be filed shall be tolled from the time the Contractor submits a timely written claim until the time that the claim is denied as a result of the meet and confer process, including any period of time utilized by the meet and confer process; provided that if the Contractor fails to demand a meet and confer conference within the applicable 15 day period, then the Contractor shall be deemed not to dispute the Authority's written response to the claim and any tolling of the running of the period of time within which a Government Code claim must be filed (see Public Contract Code section 20104.2(e)) shall cease upon expiration of the applicable 15 day period.

The following procedures shall apply to all civil actions filed to resolve claims subject to Public Contract Code section 20104 (i.e., any claim for a time extension or claim for money or damages of less than \$375,000).

A. Mediation. Within 60 days, but no earlier than 30 days, following the filing of responsive pleadings, the court shall submit the matter to non-binding mediation unless waived by mutual stipulation of both parties. The mediation process shall provide for the selection within 15 days by both parties of a disinterested third person as mediator, shall be commenced within 30 days of the submittal, and shall be concluded within 15 days from the commencement of the mediation unless a time requirement is extended upon a good cause showing to the court or by stipulation of both parties. If the parties fail to select a mediator within the 15-day period, any party may petition the court to appoint the mediator.

B. Arbitration.

1. If the matter remains in dispute, the case shall be submitted to judicial arbitration pursuant to chapter 2.5 (commencing with section 1141.10) of title 3 of part 3 of the Code of Civil Procedure, notwithstanding section 1141.11 of that code. The Civil Discovery Act of 1986 (article 3 (commencing with section 2016) of chapter 3 of title 3 of part 4 of the Code of Civil Procedure) shall apply to any proceeding brought under this subdivision consistent with the rules pertaining to judicial arbitration.

2. Notwithstanding any other provision of law, upon stipulation of the parties, arbitrators appointed for purposes of this article shall be experienced in construction law, and, upon stipulation of the parties, mediators and arbitrators shall be paid necessary and reasonable hourly rates of pay not to exceed their customary rate, and such fees

and expenses shall be paid equally by the parties, except in the case of arbitration where the arbitrator, for good cause, determines a different division. In no event shall these fees or expenses be paid by state or county funds.

3. In addition to chapter 2.5 (commencing with section 1141.10) of title 3 of part 3 of the Code of Civil Procedure, any party who after receiving an arbitration award requests a trial de novo but does not obtain a more favorable judgment shall, in addition to payment of costs and fees under that chapter, pay the attorney's fees of the other party arising out of the trial de novo.

- C. Witnesses. The court may, upon request by any party, order any witnesses to participate in the mediation or arbitration process.
- D. Payment of Undisputed Claims. The Authority shall not fail to pay money as to any portion of a claim that is undisputed except as otherwise provided in the Contract Documents.
- E. Interest. In any suit filed on a claim subject to Public Contract Code section 20104, the District shall pay interest at the legal rate on any arbitration award or judgment. The interest shall begin to accrue on the date the suit is filed in a court of law in the California county where the work is being performed.

7.3.4 Resolution of Claims over \$375,000 - Unless this Contract provides otherwise, all claims, counterclaims, disputes, and other matters in question between the Authority and the Contractor that are not resolved between the Authority and the Contractor, and are not governed by Public Contract Code 20104, shall be decided by a court of competent jurisdiction unless arbitration is mutually agreeable to both parties.

Should either party to this Agreement bring legal action against the other, the case shall be handled in the California county where the work is being performed.

8.13 CLAIMS

The Authority shall have full authority to compromise or otherwise settle any claim relating to this Contract.

The Authority shall provide Contractor timely notification of the receipt of any third-party claim, relating to this Contract. The Authority shall be entitled to recover its reasonable costs incurred in providing this notification.

8.14 RETENTION PROCEEDS; WITHHOLDING; DISBURSEMENT

The provisions of Section 7107 of the California Public Contract Code, related to the withholding and disbursement of retention proceeds, is applicable to the Contract.

8.15 CALIFORNIA STATE ASSEMBLY BILL 626 (AB 626)

AB 626 included below is applicable to the Contract

Assembly Bill No. 626

CHAPTER 810

An act to add and repeal Section 9204 of the Public Contract Code, relating to public contracts.

[Approved by Governor September 29, 2016. Filed with Secretary of
State September 29, 2016]

LEGISLATIVE COUNSEL'S DIGEST

AB 626, Chiu. Public contracts: claim resolution.

Existing law prescribes various requirements regarding the formation, content, and enforcement of state and local public contracts. Existing law applicable to state public contracts generally requires that the resolution of claims related to those contracts be subject to arbitration. Existing law applicable to local agency contracts prescribes a process for the resolution of claims related to those contracts of \$375,000 or less.

This bill would establish, for contracts entered into on or after January 1, 2017, a claim resolution process applicable to any claim by a contractor in connection with a public works project. The bill would define a claim as a separate demand by the contractor for one or more of the following: a time extension for relief from damages or penalties for delay, payment of money or damages arising from work done pursuant to the contract for a public work, or payment of an amount disputed by the public entity, as specified.

This bill would require a public entity, defined to exclude certain state entities, upon receipt of a claim sent by registered or certified mail, to review it and, within 45 days, provide a written statement identifying the disputed and undisputed portions of the claim. The bill would authorize the 45-day period to be extended by mutual agreement. The bill would require any payment due on an undisputed portion of the claim to be processed within 60 days, as specified. The bill would require that the claim be deemed rejected in its entirety if the public entity fails to issue the written statement.

This bill would authorize, if the claimant disputes the public entity's written response or if the public entity fails to respond to a claim within the time prescribed, the claimant to demand to meet and confer for settlement of the issues in dispute. The bill would require any disputed portion of the claim that remains in dispute after the meet and confer conference to be subject to nonbinding mediation, as specified. The bill would provide that unpaid claim amounts accrue interest at 7% per annum. The bill would prescribe a procedure by which a subcontractor or lower tier contractor may make a claim through the contractor.

This bill would require the text of these provisions, or a summary, to be set forth in the plans or specifications for any public work which may give rise to a claim. The bill would specify that a waiver of these rights is void and contrary to public policy, except as specified. The bill would also specify that it does not impose liability on a public entity that makes loans or grants available through a competitive application process, for the failure of an awardee to meet its contractual obligations.

By increasing the duties of local agencies and officials, this bill would impose a state-mandated local program.

This bill would, on January 1, 2020, repeal the provision establishing the claim resolution process.

This bill would specify that these provisions constitute a matter of statewide concern.

The California Constitution requires the state to reimburse local agencies and school districts for certain costs mandated by the state. Statutory provisions establish procedures for making that reimbursement.

This bill would provide that, if the Commission on State Mandates determines that the bill contains costs mandated by the state, reimbursement for those costs shall be made pursuant to these statutory provisions.

DIGEST KEY

Vote: majority Appropriation: no Fiscal Committee: yes Local Program: yes

BILL TEXT

THE PEOPLE OF THE STATE OF CALIFORNIA DO ENACT AS
FOLLOWS:

SECTION 1.

Section 9204 is added to the Public Contract Code, to read:

9204.

(a) The Legislature finds and declares that it is in the best interests of the state and its citizens to ensure that all construction business performed on a public works project in the state that is complete and not in dispute is paid in full and in a timely manner.

(b) Notwithstanding any other law, including, but not limited to, Article 7.1 (commencing with Section 10240) of Chapter 1 of Part 2, Chapter 10 (commencing with Section 19100) of Part 2, and Article 1.5 (commencing with Section 20104) of Chapter 1 of Part 3, this section shall apply to any claim by a contractor in connection with a public works project.

(c) For purposes of this section:

(1) "Claim" means a separate demand by a contractor sent by registered mail or certified mail with return receipt requested, for one or more of the following:

(A) A time extension, including, without limitation, for relief from damages or penalties for delay assessed by a public entity under a contract for a public works project.

(B) Payment by the public entity of money or damages arising from work done by, or on behalf of, the contractor pursuant to the contract for a public works project and payment for which is not otherwise expressly provided or to which the claimant is not otherwise entitled.

(C) Payment of an amount that is disputed by the public entity.

(2) "Contractor" means any type of contractor within the meaning of Chapter 9 (commencing with Section 7000) of Division 3 of the Business and Professions Code who has entered into a direct contract with a public entity for a public works project.

(3) (A) "Public entity" means, without limitation, except as provided in subparagraph (B), a state agency, department, office, division, bureau, board, or commission, the California State University, the University of California, a city, including a charter city, county, including a charter county, city and

county, including a charter city and county, district, special district, public authority, political subdivision, public corporation, or nonprofit transit corporation wholly owned by a public agency and formed to carry out the purposes of the public agency.

(B) "Public entity" shall not include the following:

(i) The Department of Water Resources as to any project under the jurisdiction of that department.

(ii) The Department of Transportation as to any project under the jurisdiction of that department.

(iii) The Department of Parks and Recreation as to any project under the jurisdiction of that department.

(iv) The Department of Corrections and Rehabilitation with respect to any project under its jurisdiction pursuant to Chapter 11 (commencing with Section 7000) of Title 7 of Part 3 of the Penal Code.

(v) The Military Department as to any project under the jurisdiction of that department.

(vi) The Department of General Services as to all other projects.

(vii) The High-Speed Rail Authority.

(4) "Public works project" means the erection, construction, alteration, repair, or improvement of any public structure, building, road, or other public improvement of any kind.

(5) "Subcontractor" means any type of contractor within the meaning of Chapter 9 (commencing with Section 7000) of Division 3 of the Business and Professions Code who either is in direct contract with a contractor or is a lower tier subcontractor.

(d) (1) (A) Upon receipt of a claim pursuant to this section, the public entity to which the claim applies shall conduct a reasonable review of the claim and, within a period not to exceed 45 days, shall provide the claimant a written statement identifying what portion of the claim is disputed and what portion is undisputed. Upon receipt of a claim, a public entity and a contractor may, by mutual agreement, extend the time period provided in this subdivision.

(B) The claimant shall furnish reasonable documentation to support the claim.

(C) If the public entity needs approval from its governing body to provide the claimant a written statement identifying the disputed portion and the undisputed portion of the claim, and the governing body does not meet within the 45 days or within the mutually agreed to extension of time following receipt of a claim sent by registered mail or certified mail, return receipt requested, the public entity shall have up to three days following the next duly publicly noticed meeting of the governing body after the 45-day period, or extension, expires to provide the claimant a written statement identifying the disputed portion and the undisputed portion.

(D) Any payment due on an undisputed portion of the claim shall be processed and made within 60 days after the public entity issues its written statement. If the public entity fails to issue a written statement, paragraph (3) shall apply.

(2) (A) If the claimant disputes the public entity's written response, or if the public entity fails to respond to a claim issued pursuant to this section within the time prescribed, the claimant may demand in writing an informal conference to meet and confer for settlement of the issues in dispute. Upon receipt of a demand in writing sent by registered mail or certified mail, return receipt requested, the public entity shall schedule a meet and confer conference within 30 days for settlement of the dispute.

(B) Within 10 business days following the conclusion of the meet and confer conference, if the claim or

any portion of the claim remains in dispute, the public entity shall provide the claimant a written statement identifying the portion of the claim that remains in dispute and the portion that is undisputed. Any payment due on an undisputed portion of the claim shall be processed and made within 60 days after the public entity issues its written statement. Any disputed portion of the claim, as identified by the contractor in writing, shall be submitted to nonbinding mediation, with the public entity and the claimant sharing the associated costs equally. The public entity and claimant shall mutually agree to a mediator within 10 business days after the disputed portion of the claim has been identified in writing. If the parties cannot agree upon a mediator, each party shall select a mediator and those mediators shall select a qualified neutral third party to mediate with regard to the disputed portion of the claim. Each party shall bear the fees and costs charged by its respective mediator in connection with the selection of the neutral mediator. If mediation is unsuccessful, the parts of the claim remaining in dispute shall be subject to applicable procedures outside this section.

(C) For purposes of this section, mediation includes any nonbinding process, including, but not limited to, neutral evaluation or a dispute review board, in which an independent third party or board assists the parties in dispute resolution through negotiation or by issuance of an evaluation. Any mediation utilized shall conform to the timeframes in this section.

(D) Unless otherwise agreed to by the public entity and the contractor in writing, the mediation conducted pursuant to this section shall excuse any further obligation under Section 20104.4 to mediate after litigation has been commenced.

(E) This section does not preclude a public entity from requiring arbitration of disputes under private arbitration or the Public Works Contract Arbitration Program, if mediation under this section does not resolve the parties' dispute.

(3) Failure by the public entity to respond to a claim from a contractor within the time periods described in this subdivision or to otherwise meet the time requirements of this section shall result in the claim being deemed rejected in its entirety. A claim that is denied by reason of the public entity's failure to have responded to a claim, or its failure to otherwise meet the time requirements of this section, shall not constitute an adverse finding with regard to the merits of the claim or the responsibility or qualifications of the claimant.

(4) Amounts not paid in a timely manner as required by this section shall bear interest at 7 percent per annum.

(5) If a subcontractor or a lower tier subcontractor lacks legal standing to assert a claim against a public entity because privity of contract does not exist, the contractor may present to the public entity a claim on behalf of a subcontractor or lower tier subcontractor. A subcontractor may request in writing, either on his or her own behalf or on behalf of a lower tier subcontractor, that the contractor present a claim for work which was performed by the subcontractor or by a lower tier subcontractor on behalf of the subcontractor. The subcontractor requesting that the claim be presented to the public entity shall furnish reasonable documentation to support the claim. Within 45 days of receipt of this written request, the contractor shall notify the subcontractor in writing as to whether the contractor presented the claim to the public entity and, if the original contractor did not present the claim, provide the subcontractor with a statement of the reasons for not having done so.

(e) The text of this section or a summary of it shall be set forth in the plans or specifications for any public works project that may give rise to a claim under this section.

(f) A waiver of the rights granted by this section is void and contrary to public policy, provided, however, that (1) upon receipt of a claim, the parties may mutually agree to waive, in writing, mediation and proceed directly to the commencement of a civil action or binding arbitration, as applicable; and (2) a public entity may prescribe reasonable change order, claim, and dispute resolution procedures

and requirements in addition to the provisions of this section, so long as the contractual provisions do not conflict with or otherwise impair the timeframes and procedures set forth in this section.

(g) This section applies to contracts entered into on or after January 1, 2017.

(h) Nothing in this section shall impose liability upon a public entity that makes loans or grants available through a competitive application process, for the failure of an awardee to meet its contractual obligations.

(i) This section shall remain in effect only until January 1, 2020, and as of that date is repealed, unless a later enacted statute, that is enacted before January 1, 2020, deletes or extends that date.

SEC. 2.

The Legislature finds and declares that it is of statewide concern to require a charter city, charter county, or charter city and county to follow a prescribed claims resolution process to ensure there are uniform and equitable procurement practices.

SEC. 3.

If the Commission on State Mandates determines that this act contains costs mandated by the state, reimbursement to local agencies and school districts for those costs shall be made pursuant to Part 7 (commencing with Section 17500) of Division 4 of Title 2 of the Government Code.

ARTICLE 9 - EXTRA WORK

9.01 EXTRA WORK OR WORK OMITTED

Whenever corrections, alterations, or modifications of the work under this Contract are ordered by the Engineer, such added work shall be known as "Extra Work," and when such corrections, alterations, or modifications decrease the amount of work to be done, such subtracted work shall be known as "Work Omitted."

When the Contractor considers that any changes ordered by the Engineer involve Extra Work they shall immediately notify the Engineer in writing and shall subsequently keep the Engineer informed as to when and where alleged Extra Work is to be performed. The Contractor shall be entitled to compensation for the alleged Extra Work only if he or she submits a claim for compensation therefor not later than the first day of the month following that in which the work claimed to be Extra Work was performed, which claim shall be supported by a complete statement of materials used and expenses incurred each day on account of Extra Work performed, showing allocation of all materials and expenses.

All such claims shall state the date of the Engineer's written order and the date of approval by the Authority authorizing the work on account of which claim is made.

If the Contractor refuses to accept a Change Order for the alleged Extra Work, the Authority may issue an Extra Work order. The Contractor shall comply with the requirements of the Extra Work order. Work specified in extra Work orders shall be considered a part hereof and subject to each and all of its terms and requirements.

No order for Extra Work, at any time or place, shall in any manner or to any extent relieve the Contractor of any of its obligations under the Contract.

9.02 COMPENSATION FOR EXTRA WORK OR WORK OMITTED

No changes in the work covered by the approved Contract Documents shall be made without having prior approval of the Authority as set forth in writing from the Engineer. Additional compensation or credits for the work covered by the approved change shall be determined by one or more, or a combination of the following methods:

- a. Unit bid prices specified in the Bid Form or in a Change Order previously approved by the Authority.
- b. An agreed lump sum.
- c. Force account, consisting of the sum of the actual cost of:
 - (1) Labor, including foremen.
 - (2) Materials entering permanently into the work.
 - (3) The ownership or rental cost of construction plant and equipment during the time of use on the extra work.
 - (4) Power and consumable supplies for the operation of power equipment.
 - (5) Insurance.
 - (6) Social Security and old age and unemployment contributions.

together with an agreed fixed fee, to be agreed upon in advance, of no more than 15% of the actual cost of items (1) through (6) incurred by the Contractor in completing the Extra Work. The fee shall be full compensation for all costs of supervision, overhead, bond, profit and any other general expenses of the Extra Work.

- d. No claim for Extra Work or cost shall be allowed unless the same was done in pursuance of a written order of the Engineer approved by the Authority, as aforesaid, and the claim presented with the first estimate after the changed or Extra Work is done. When work is performed under the terms of subparagraph "c" above, the Contractor shall furnish satisfactory bills, payrolls, and vouchers covering all items of cost and, when requested by the Authority, give the Authority access to accounts relating thereto.

END OF SECTION 00 72 00

END OF BIDDING AND CONTRACTING REQUIREMENTS

STANDARD SPECIFICATIONS

SECTION 1 GENERAL INFORMATION

1.01 INTRODUCTION AND SCOPE

These STANDARD SPECIFICATIONS shall apply to the design and construction of all public wastewater facilities in the Authority whether privately financed and constructed under permits issued by the Authority or whether publicly financed and constructed under contract with the Authority.

The jurisdiction of the Authority includes the wastewater collection system, and its appurtenances, from the points of entry of the collection systems of each member agency (Half Moon Bay, Montara Water and Sanitary District, and Granada Community Services District), to and including SAM's wastewater treatment plant and discharge pipeline to the ocean. The Authority has no ownership responsibility of upstream infrastructure owned by SAM's member agencies. Maps showing the existing Authority boundaries are available for inspection at the Authority office.

Special provisions, specifications addenda and/or notes on the Project Drawings shall be provided when deemed necessary by the Authority General Manager and/or Authority Engineer and shall be considered as part of the specifications for the work.

1.02 NOT USED

END OF SECTION 1

SECTION 2 DEFINITIONS AND TERMS

2.01 Definitions and Terms

Whenever in these specifications, or in any documents or instruments where these specifications govern, the following terms, abbreviations or definitions are used, the intent and meaning shall be interpreted as follows:

Acceptance - Formal acceptance by action of the Authority Board of an entire Contract or agreement or work done under permit which has been completed in all respects in accordance with the Project Drawings and specifications and any modifications thereof previously approved.

Building - Any structure used for human habitation or a place of business, recreation or other purpose.

Calendar Day – All days including weekends and holidays.

Contractor - Any Contractor licensed by the Contractor's State License Board of the State of California to enter into Contracts for and to perform the work of installing wastewater facilities within the Authority.

Contractor's Engineer - The engineer, licensed by the State of California as a Civil Engineer or other applicable discipline, under whose direction plans, profiles and details for the work are prepared and submitted to the Authority for review and approval. The Contractor's Engineer shall provide all field surveys, construction staking, confirm field changes and prepare record drawings.

County – The County of San Mateo, State of California.

County Standard Specifications - The Standard Specifications, County of San Mateo, Department of Public Works.

Definition of Words - Whenever, in these specifications, the words directed, required, permitted, ordered, designated or words of like import are used, they shall be understood to mean the direction, requirement, permission, order or designation of the Authority General Manager or Authority Engineer. Similarly, the words approved, acceptable, satisfactory, shall mean approved by, acceptable to, or satisfactory to the Authority General Manager or Authority Engineer.

Authority - The Sewer Authority Mid-Coastside located in San Mateo County, CA, as represented by the Authority Board, Authority General Manager or Authority Engineer.

Authority Board - The governing body of the Authority.

Authority Engineer - The Engineer of the Authority, acting either directly or through authorized agents.

Authority Inspector - The engineering or technical inspector or inspectors duly authorized or appointed by the Authority Engineer and responsible for the particular duties delegated to him/her or them.

Exfiltration – The exit of sewage through faulty joints or cracks in pipes or manholes.

Final Completion – The Contractor has completed all punch list items to the Authority's satisfaction within the time specified to complete the project.

Force Main – A sewer pipeline under internal pressure created by being on the discharge side of a pumping station.

General Manager - The General Manager of the Authority acting either directly or through authorized agents.

Geotechnical Engineer – See definition for “Soils Engineer”

Infiltration – The entrance of groundwater into a sewer system through faulty joints or cracks in the pipes or manholes.

Invert – The lowest portion of a sewer or structure; the portion that is below the spring line and is concave upward. Also, the lowest point on the inside surface of a sewer, particularly in reference to the elevation or slope of the sewer.

Manhole – A sewer appurtenance installed to provide: 1) access to sewers for inspection and maintenance; and 2) for changes in sewer direction, elevation, and grade.

Owner - The term owner shall mean the Sewer Authority Mid-Coastside.

Permit - Any written authorization (other than a Contract with the Authority) required for the installation of any wastewater improvement.

Person - Any natural person or any legal entity, including a public agency.

Plans - Construction plans, wastewater utility plans and profiles, cross

sections, detailed drawings, etc., or reproductions thereof, approved or to be approved by The Authority, which show the location, character, dimensions and details for the work to be done, and which constitute a supplement to these specifications.

Precast – That which is formed in a mold or formed and distributed by the manufacturer as a complete unit.

Record Drawings (As-Built Drawings) - Reproducible drawings signed and dated by the Contractor's Engineer or representative and by the Authority representative, indicating that the Project Drawings have been reviewed and revised, if necessary, to accurately show all elevations and construction details which were actually built.

Right-of-Way - All land or interest therein which by deed, conveyance, agreement, easement, dedication, usage or process of law is reserved for or dedicated to the use of the general public, within which the Authority shall have the right to install and maintain public wastewater facilities.

Sanitary Sewer – A sewer pipeline that carries water-borne wastes from residences, commercial buildings, and industrial plants.

Sanitary Sewer System – The system of interceptor pipelines, outfall sewer pipelines, main pipelines, laterals and pumping stations of the Authority that carry liquid and waterborne waste from residences, commercial buildings, and industrial plants.

Section - Any reference to a section which is not accompanied by further reference refers to a section or sections of these specifications.

Sewage – Largely the water discarded by the common community after it has been fouled by various uses.

Sewer, Collector – A line that receives wastewater directly from property through privately owned sewer laterals and transports the wastewater to trunk sewers.

Sewer, Lateral – A pipeline from a single user to the collector sewer. A lateral is a privately owned sewer that has no other common sewers discharging into it.

Sewer, Trunk – A sewer pipeline to which collector sewers are tributary.

Sewer, Interceptor – A sewer that receives flow from two or more trunk sewers and may include flow from one or more force mains.

Soils Engineer - Any soils engineering firm or authorized representative

of such a firm which is retained by the owner of a project for the purpose of designing, testing, or controlling grading, installation of pavements, or trench backfill, and/or means to handle subsurface water and supplying to the Authority reports on the same.

Special Provisions - Special Provisions are specific clauses of the Specifications for a specific job which set forth conditions or requirements peculiar to the project under consideration and covering work or materials involved in the proposal and estimate but not satisfactorily covered by these Standard Specifications.

Specifications - The directions, provisions, and requirements contained herein as supplemented by such Special Provisions as may be necessary pertaining to the method and manner performing the work or to the quantities and qualities of materials to be furnished under the Contract or permit.

Spring line – The line on the outermost points on the side of a sewer. On a circular sewer, it would be the line on the points at half the diameter above the invert.

Standard Drawings - The drawings of structures or devices commonly used on Authority work designated by the Authority as Standard Drawings at the time an Authority Contract or agreement is entered into or permit is issued.

Standard Specifications - The Standard Specifications of the Sewer Authority Mid-Coastside as contained herein and all subsequent additions, deletions or revisions.

State Standard Specifications - The Standard Specifications of the State of California, Department of Public Works, Division of Highways, current issue. Where the terms "State" or "Engineer" are used in the State Standard Specifications, they shall be considered as meaning the "Authority" or "Authority Engineer" as defined hereinabove.

Streets or Roads - Any public highway, road, street, avenue, alley, way, easement or right-of-way.

Surety - Any firm or corporation executing a surety bond or bonds payable to the Authority, securing the performance of the Contract or permit either in whole or in part.

Traveled Way - That portion of the roadway intended for the movement of vehicles, exclusive of shoulders and auxiliary lanes.

Uniform Plumbing Code - The Uniform Plumbing Code adopted by the International Association of Plumbing and Mechanical Officials current edition.

Work - All the work to be done under the Authority Contract, or permit, in accordance with the Project Drawings, Specifications and/or Special Provisions, and/or permit conditions.

Work Day – All days of the calendar minus weekends, Authority designated holidays, and rain days.

2.02 Abbreviations

The following abbreviations shall have the designated meanings.

ACP - Asbestos Cement Pipe
AC - Asphalt Concrete
AAN - American Association of Nurserymen
AASHTO - American Association of State Highway and Transportation Officials
ACI - American Concrete Institute
ACPA – American Concrete Pipe Association
AGA – American Gas Association
AISC – American Institute of Steel Construction
ANSI – American National Standards Institute
AREA - American Railway Engineering Association
ASA - American Standards Association
ASCE - American Society of Civil Engineers
ASME - American Society of Mechanical Engineers
ASTM - American Society for Testing Materials
AWPA - American Wood Preserver's Association
AWS - American Welding Society
AWWA - American Water Works Association
BAWSCA – Bay Area Water Supply and Conservation Agency
BCDC - Bay Conservation and Development Commission
Cal Trans Spec. – Standard Specification, State of California, Department of Transportation, current Edition
CBC – California Building Code
CDF - Controlled Density Fill CIP - Cast Iron Pipe
CLP - Concrete Lined Steel Cylinder Pipe
CL & CP - Concrete Lined and Coated Steel Cylinder Pipe
CMP - Corrugated Metal Pipe
DIPS – Ductile Iron Pipe Size
DR – Dimension Ratio
Drop MH - Drop Manhole
ESO – Electrical Safety Orders, State of California

Fed. Spec. - Federal Specifications
FL - Flow Line
HDPE – High Density Polyethylene
IAPMO - International Association of Plumbing and Mechanical Officials
IBC – International Building Code
ISA - International Shadetree Association
Inv. El. - Invert Elevation
MG – Million Gallons
MGD – Million Gallons per Day
MH - Manhole
SAM – Sewer Authority Mid-Coastside
NEMA - National Electrical Manufacturers Association
PCC - Portland Cement Concrete
PE - Polyethylene
PMP - Perforated Metal Pipe
PVC - Polyvinyl Chloride
RCP - Reinforced Concrete Pipe
RPMP - Reinforced Plastic Mortar Pipe
S - Pipe Slope
SDR – Standard Dimension Ratio
St. P. - Steel Pipe Sta. - Survey Station
SS – Sanitary Sewer
SSMH – Sanitary Sewer Manhole
SSO – Sanitary Sewer Overflow
UPC – Uniform Plumbing Code
URB - Untreated Rock Base (Aggregate Base)
VCP - Vitrified Clay Pipe

END OF SECTION 2

SECTION 4 CONTROL OF WORK

4.01 Authority of the Authority

All work shall be done in a workmanlike manner and shall be performed to the reasonable satisfaction of the Authority, which shall have general control of all work included hereunder. To prevent disputes and litigation, the Authority shall in all cases determine the amount, quality, acceptability, and fitness of the several kinds of work and materials which are provided; shall decide all questions relative to the true construction, meaning, and intent of the specifications and drawings; and shall have the power to reject or condemn all work or material which does not conform to the Project Drawings and Specifications.

Should the Contractor fail to act promptly or be remiss in the prosecution of any work done under these specifications, or should the exigencies of the case require that repairs or replacements be made before the Contractor can be notified or can respond to notification, the Authority may, at its option, make or cause to be made the necessary repairs or replacements or perform the necessary work, and the Contractor shall pay to the Authority the cost of such work plus fifteen percent (15%) for Authority administration. Any such action by the Authority shall not relieve the Contractor or his/her surety of their obligation or responsibility in the prosecution of the job, nor do these provisions establish contingent liability on the part of the Authority.

4.02 Project Documents

The approved plans shall be supplemented by such working drawings as are necessary to control the work adequately. All authorized alterations affecting the requirements and information given on the approved drawings shall be in writing. No changes shall be made in any plan or drawing after it has been approved by the Authority, except by its direction.

The Contractor shall keep on the job site a copy of the Project Drawings and specifications, as well as a copy of all governing specifications, which plans and specifications shall be accessible to the Authority at all times. The Project Drawings, specifications, standard drawings, Special Provisions and all supplementary documents are to be considered the requirements of the work, and it shall be the responsibility of the Contractor to familiarize himself fully with the requirements of these and the various governing authorities having jurisdiction over the work.

Working drawings, not included in the Project Drawings are generally required for all materials and processes proposed by the Contractor to prosecute the work. They shall include shop details, erection plans, masonry layout diagrams, bending diagrams for reinforcing steel, and other information deemed necessary by the Authority Engineer, which shall be approved by the Authority before any work involving these drawings is performed.

It is expressly understood that approval by the Authority of the Contractor's working drawings does not relieve the Contractor of any responsibility for accuracy of dimensions and details. It is mutually agreed that the Contractor shall be responsible for agreement and conformity of their working drawings with the approved drawings and specifications. Further, approval by the Authority of the Contractor's working drawings or any method of work proposed by the Contractor shall not relieve the Contractor of responsibility for any errors therein and shall not be regarded as any assumption of risk or liability by the Authority or any officer or employee thereof, and the Contractor shall have no claim under the Contract on account of the failure or partial failure or inefficiency of any plan or method so approved. Such approval shall be considered to mean merely that the Authority has no objection to the Contractor using, upon the Contractor's own full responsibility, the plan or method proposed.

4.03 Suggestions to Contractor

Any plan or method for work suggested by the Authority to the Contractor, but not specified or required, if adopted or followed by the Contractor in whole or part, shall be used at the risk and responsibility of the Contractor; and neither the Authority, Authority Board, Authority General Manager nor the Authority Engineer or their agents shall assume responsibility therefore.

4.04 NOT USED

4.05 Character of Workmen

The Contractor shall employ only such project managers, superintendents, foremen, mechanics and laborers as are competent and skilled in their respective lines of work, and, when required by the Authority, the Contractor shall discharge any person who commits trespass, or is, in the opinion of the Authority, incompetent, unfaithful, intemperate, disorderly, or uses threatening or abusive language to any person on the work representing the Authority, or is otherwise unsatisfactory, and such person shall not again be employed on the work. Such discharge shall not be the basis of any claim for compensation or damages against the Authority or any of its officers or representatives.

4.06 Proof of Compliance with Specifications and Drawings

In order that the Authority may determine whether the Contractor has complied with the requirements of the Contract not readily enforceable through inspection and tests of work and material, the Contractor shall, at any time when requested, submit to the Authority properly authenticated documents or other satisfactory proofs as to show compliance with such requirements. For construction surveying and site layout, this includes survey cut-sheets.

4.07 Inspection by Division of Industrial Safety

All work shall conform to the applicable requirements of the State of California

Division of Industrial Safety. Any necessary corrective work disclosed by such inspection shall be satisfactorily completed at the Contractor's expense prior to acceptance of the work by the Authority.

4.08 Access to Work

During the performance of the work, the Authority and its agents and employees may at any time enter upon the work, or the shops where any part of such work may be in preparation, or the factories where any materials for use in the work are being or are to be manufactured or fabricated, and the Contractor shall provide proper and safe facilities therefore, and shall make arrangements with manufacturers to facilitate inspection of their processes and products to such extent as the Authority's interest may require. Other Contractors performing work for the Authority may also, for all purposes required by their respective Contracts, enter upon the work.

4.09 Equipment and Methods

The work under the Contract or permit shall be prosecuted with all materials, tools, machinery, apparatus, and labor and by such means and methods deemed necessary by the Contractor to complete everything described, shown or reasonably implied in the Contract documents, within the required Contract timeframe, and per applicable safety standards. If at any time before the beginning or during the progress of the work, any part of the Contractor's plant, or equipment, or any of the Contractor's methods of execution of the work, appear to the Authority to be unsafe, non-compliant with the Contract Drawings and Specifications, or non-compliant with associated and listed codes and standards, the Authority may issue the Contractor a Stop Work Notice, and the cost and time required to meet all Contract requirements, including removal and replacement time and cost, shall be the Contractor's responsibility. The Contractor alone shall be responsible for the safety, adequacy, and efficiency of its plant, equipment and methods.

4.10 NOT USED

4.11 Cleaning Up

The Authority is not responsible for providing a staging area. If the Authority can provide a staging area, the Contractor shall confine equipment, storage of materials, and construction operations to such limits as may be directed by the Authority, and shall not allow the site of the work to become littered with trash and waste material, but shall maintain the same in a neat and orderly condition throughout the construction period. The Authority shall have the right to determine what is or is not waste material or rubbish and the place and manner of disposal.

On or before the completion of the work, the Contractor shall without charge carefully clean out all pits, pipes, chambers or conduits and shall tear down and remove all temporary structures built by him and shall remove rubbish of all kinds

from any of the grounds which he has occupied and leave them in pre-project condition.

4.12 Final Inspection

When the work contemplated by the Contract, permit or agreement has been completed, the Authority will, upon request by the Contractor, make the final inspection on the grounds together with an authorized representative or representatives of any and all other agencies having an interest in the work. Final inspection shall be scheduled a minimum of one week in advance.

4.13 NOT USED

4.14 NOT USED

END OF SECTION 4

SECTION 5 CONTROL OF MATERIAL

5.01 Source of Supply and Quality of Materials

Prior to commencement of any work, the Contractor shall submit to the Authority, a list of the suppliers or sources of all materials to be incorporated in the work. The Authority may request that additional information be submitted, which indicates without a doubt that the source of supply or material meets the requirements of the specifications and the design objective. This list shall be approved by the Authority before any of the materials are delivered to the job site.

Only new materials conforming to the requirements of these specifications and approved by the Authority shall be used in the work. All materials proposed for use may be inspected or tested at any time during their preparation and use. After trial, if it is found that sources of supply which have been approved do not furnish a uniform product, or if the product from any source proves unacceptable at any time, the Contractor shall furnish approved material from other approved sources. No material which, after approval, has in any way become unfit for use shall be used in the work. Manufacturer's guarantees, instructions and parts lists shall be delivered to the Authority before any material is installed. All materials shall be manufactured, handled, and used in a workmanlike manner to insure completed work in accordance with the Project Drawings and Specifications.

5.02 Authority Furnished Materials

The Contractor shall furnish all materials required to complete the work, except such materials as are designated on the Project Drawings or in the Special Provisions to be furnished by the Authority.

Upon written request of the Contractor, materials to be furnished by the Authority will be delivered to the Contractor within a reasonable time at the points designated in the Special Provisions, or if not designated in the Special Provisions, then to the project. They shall be unloaded and hauled to the site of the work by the Contractor at the Contractor's expense, the cost of handling and placing all materials after they are delivered to the Contractor shall be considered as included in the Contract prices paid for the items in connection with which they are used. The Contractor is responsible for ensuring compatibility of Authority supplied materials with the overall design intent.

The Contractor will be held responsible for all materials delivered to him, and deductions will be made from any monies due him to make good any shortages and deficiencies, for any cause whatsoever, which may occur after such delivery, or for any demurrage charges due to delinquency in unloading.

5.03 NOT USED

5.04 Acquisition of Materials

The Contractor shall have on hand, at the time he starts construction of any section of the work, all materials necessary to complete in a reasonable length of time, all work which would create a hazard or inconvenience if not completed.

5.05 Defective Materials

All materials not conforming to the requirements of the specifications shall be considered as defective and all such materials, whether in place or not, shall be rejected. They shall be removed immediately from the site of the work, unless otherwise permitted by the Authority. No rejected material, the defects of which have been subsequently corrected, shall be used until approval in writing has been given by the Authority. Upon failure on the part of the Contractor to comply promptly with any order of the Authority made under the provisions of this section, the Authority shall have the authority to remove and replace defective material and to deduct the cost of removal and replacement from any monies due or to become due the Contractor.

5.06 NOT USED

5.07 NOT USED

5.08 Salvage of Existing Materials

Unless otherwise indicated in the Special Provisions or permitted by the Authority, any salvage construction materials which have been a part of the Authority's wastewater utility system may be claimed by the Authority and if so, claimed such materials shall be delivered to the Authority yard. If not claimed by the Authority, the Contractor has sole responsibility to remove and dispose of such equipment with no additional cost to the Authority.

END OF SECTION 5

SECTION 6 UTILITIES, OBSTRUCTIONS AND CONCRETE REMOVAL

6.01 NOT USED

6.02 NOT USED

6.03 Utility Relocations and Suspension of Service

Any utility relocation necessary for the work shall be coordinated with and/or performed by the owner of the respective utility. The Contractor shall also arrange for all necessary suspension of service and make arrangements to physically locate and avoid interference with all existing facilities. The Contractor may make arrangements for alterations for the Contractor's sole convenience (not actually required to complete the wastewater utility installation); such alterations shall be completely at the expense of the Contractor.

Where existing utilities and/or facilities, aboveground and/or underground, are encountered during construction, they shall not be displaced or molested unless necessary. If necessary to disturb or relocate a facility in the prosecution of the work, including accidental damage, the Contractor shall notify the owner or proper authority and shall abide with the requirements of and cooperate with such owner or authority (who may enter upon the work at any time) while protecting, repairing, replacing or relocating such facilities to its original state. All abandoned pipe lines that are severed during the work, shall be immediately plugged by the Contractor, with approved material, unless otherwise approved by the Authority.

All utility and other facility arrangements, agreements, permits, fees, locating, protection, repair, replacement, suspension of service, temporary relocations and other work in connection with utilities and other facilities, shall be the sole responsibility of and at the expense of the Contractor. Necessary permanent relocation of utilities and other facilities to accommodate the wastewater utility construction shall be the owner's responsibility.

6.04 NOT USED

6.05 NOT USED

6.06 Changed Conditions

In accordance with Section 7104 of the Public Contract Code, the Contractor shall promptly, and before the following conditions are disturbed, notify the Engineer, in writing, of any:

1. Material that the Contractor believes may be material that is hazardous waste, as defined in Section 25117 of the Health and Safety Code, that is required to be removed to a Class I, Class II, or Class III disposal site in accordance with provisions of existing law.

2. Subsurface or latent physical conditions at the site differing from those indicated.
3. Unknown physical conditions at the site of any unusual nature, different materially from those ordinarily encountered and generally recognized as inherent in work of the character provided for in the Contract.

The Engineer shall promptly investigate the conditions, and if he finds that the conditions materially differ, or involve hazardous waste, and cause a decrease or increase in the Contractor's cost of, or the time required for, performance of any part of the work shall issue a change order under the procedures described in the Contract.

In the event that a dispute arises between the Authority and the Contractor, whether the conditions materially differ or involve hazardous waste and cause a decrease or increase in the Contractor's cost of, or time required for, performance of any part of the work, the Contractor shall not be excused from any scheduled completion date provided for by the Contract, but shall proceed with all work to be performed under the Contract. The Contractor shall retain any and all rights provided for, either by Contract or by law which pertain to the resolution of disputes and protests between the Contracting parties.

Conditions shall not be deemed to materially differ if (1) the Contractor has failed to comply in any respect with the provisions herein, or (2) the Contractor has failed to make such independent investigations, tests or examinations as a prudent Contractor would deem necessary to satisfy itself as to conditions to be encountered in the performance of the work.

6.07 NOT USED

6.08 Removal of Concrete or Masonry Construction

Prior to core drilling, cutting, or jack-hammering of concrete in existing structures, including without limitation, roadways, sidewalks, and street gutters, the Contractor shall review record drawings to determine approximate locations and quantity of embedded electrical conduit, piping, reinforcing steel, or other items. Where embedded conduit, rebar and other items in concrete can possibly be damaged by core drilling, cutting, jack-hammering, or other operations, the Contractor shall use ground penetrating radar (GPR), prior to such operations, and shall avoid damage to embedded items such as rebar and conduit. The District reserves the right to review the GPR results before the Contractor proceeds with core drilling, cutting, or jack hammering concrete structures.

All concrete curbs, gutters, aprons, patios, driveways and sidewalks that are broken, cracked or damaged by the work shall be reconstructed by and at the expense of the Contractor. The repairs shall be made by removing and replacing the entire portions between joints or by removing the damaged portions by concrete saw and not by merely refinishing the damaged part.

Concrete removal operations in connection with the alteration of an existing structure shall be performed without damage to any portion of the structure that is to remain in place. If damage occurs, the Contractor shall repair any such damage at the Contractor's own expense, to the satisfaction of the Authority. Where existing reinforcement is to be incorporated in new work, such reinforcement shall be protected from damage and shall be thoroughly cleaned of all adhering material before being embedded in new concrete.

Unless otherwise provided in the Special Provisions or directed by the Agency, material removed as above specified shall be broken into pieces not larger than two (2) feet in greatest dimension and disposed of in a manner acceptable to the Authority.

Compensation for conforming to the requirements of this section shall be at no cost to the Authority.

6.09 Crossing Under Railroad, Highway or Utilities

When any railroad, highway, private or public utility is crossed, all precautionary construction measures required by the owner of the railroad, highway, or utility shall be followed by the Contractor. All necessary permits, licenses, bonds, and fees required for the crossings shall be obtained prior to the work at no cost to the Authority. The Contractor shall give all notices necessary and incident to the work.

END OF SECTION 6

SECTION 7 REFERENCES TO STANDARD SPECIFICATIONS

7.01 State Standard Specifications

Whenever the words "State Standard Specifications" are referred to in the specifications, the reference is to the State of California, Business, Transportation and Housing Agency, Department of Transportation, (Caltrans) Standard Specifications, latest edition. All work shall be done in conformance with applicable provisions of the State Standard Specifications, except as modified in these Specifications and in the Special Provisions. Where the terms "State" or "Engineer" are used in the State Standard Specifications, they shall be considered as meaning the "Authority" as defined herein. In case of a conflict between these specifications and the State Standard Specifications, these specifications will govern.

7.02 County Specifications

Whenever the words "County Specifications" are referred to the specifications, the reference is to the County of San Mateo, Department of Public Works, Standard Specifications and other applicable standards promulgated by the County. Where the terms "County" or "Engineer" are used in the State Standard Specifications, they shall be considered as meaning the "Authority" as defined herein. In case of a conflict between these specifications and the County Specifications, these specifications will govern.

END OF SECTION 7

END OF STANDARD SPECIFICATIONS

SPECIAL PROVISIONS

SECTION 00810 SAM HEALTH AND SAFETY REQUIREMENTS

A. Safety

1.01 Responsibility to comply with safety regulations

- a. The Contractor shall comply with all applicable federal, state, and local safety regulations in the performance of the work, including California Code of Regulations, Title 8, Section 1529 pertaining to proper removal and disposal of asbestos, and Section 1723 for roofing operations and equipment, and relevant sections pertaining to fall protection and crane operations. The Contractor is responsible for notifying his/her employees, vendors, and subcontractors of the job safety requirements. The Contractor is also responsible for ensuring that his/her employees and subcontractors have the safety training and equipment appropriate for the job. The Contractor shall have a designated person at the job site, who will ensure that all applicable federal, state and local safety regulations are followed and documented on a daily safety log. This person will meet with the Authority Engineer at least twice a week or as requested by the Authority, to discuss safety matters and submit the safety logs.
- b. All Contractor and Subcontractor employees shall receive instruction and a tour provided by Authority's representative to familiarize them with the facilities and alert them to potential hazards where the construction is taking place.
- c. After the start of on-site activities, the Contractor's representative shall meet with designated Authority representative(s) as needed for the purpose of coordinating those activities that affect the maintenance and operations of the facility.

1.02 General Safety Rules for Contractors

- a. Contractors who bring hazardous substances to the work site must inform the Authority, provide a copy of the MSDS, and take the appropriate safety precautions to protect the Contractor's and Authority's employees from harmful exposure.
- b. Contractors shall properly remove any hazardous substances, including asbestos, from the jobsite. The Contractors are solely responsible for proper disposal of hazardous substances, and will bear all costs for their disposal.
No hazardous substances are to be disposed of on Authority property, nor into any sanitary or storm sewer, nor into any solid waste receptacles on Authority property. Removal and disposal of

hazardous substances shall fully comply with all applicable federal, state and local regulations.

- c. If a project involves confined space entries, the Contractor shall comply with Cal/OSHA safety standards for confined space entries.
- d. Contractor is responsible for providing its employees with the required safety equipment such as gas detection meters, rescue equipment, and personal protective equipment.
- e. The Contractor is not permitted to open or close valves, turn circuits or control switches off or on. These tasks are to be performed only by Authority Engineer or designee.

The Contractor shall use a lockout and tag out procedure which fully complies with all applicable OSHA standards, prior to working on any mechanical, hydraulic, pneumatic or electrical equipment. The Contractor shall notify the Authority Engineer prior to starting any work that requires lockout and tag out. The Authority Engineer will have an authorized Authority employee work with the Contractor to apply the locks and tags.

- f. The Contractor shall protect all existing utilities, equipment, piping, or other facilities, whether owned by SAM or by third parties. Damage utilities, equipment, piping, or other facilities, shall be reported immediately to Authority Engineer or designee.
- g. The Contractor is solely responsible for repairing any utilities, equipment, piping, or other facilities, damaged by its own workers or any subcontractor's workers.
- h. **Smoking is prohibited in or on the Authority's property.**

1.03 First Aid

Contractors shall be responsible for providing first aid and medical treatment for their employees and for compliance with the first aid requirement of the Cal/OSHA Construction Safety Orders. Contractors shall be responsible to make prior arrangements for emergency medical care and for transportation of injured Contractor personnel.

END OF SECTION 00810

SECTION 02060

GRANADA FORCE MAIN SEGMENT 4 REPLACEMENT PROJECT

PART 1 – GENERAL

1.01 GENERAL

- A. The Contractor shall replace the existing force main with a 16-inch DIPS O.D DR 11 HDPE pipeline as shown on the Contract Drawings and specified herein.
- B. Connections to existing facilities (e.g., utilities) or other operations that interfere with the operations of the existing equipment shall be thoroughly planned in advance, and all required equipment, materials and labor should be readily available on-site at the time of undertaking the connections.
- C. Referring to the project reference drawings, the Contractor shall install temporary piping between the active force main sections at STA 74+59 and STA 88+30. The Authority's operations shall not be jeopardized or reduced as a result of the execution of this work.
- F. The Contractor shall take all necessary precautions to ensure that no damage occurs to SAM's facilities, including piping, utilities, roads, and structures that are to remain in operation and are not specified to be modified or replaced. The Contractor shall supply all of the safety related equipment to comply with all the Safety requirements set forth within the scope of work.
- H. The Contractor shall provide all equipment, pumps, hoses, lights, electrical extension cords, all temporary power, tools, and labor required to install bypass piping; remove force main contents; remove existing force main where shown; and install new force main.
- I. All hauling and handling equipment and labor shall be provided by Contractor. Hauling equipment shall not permit sewer water to leak or splash onto roads during loading or transportation. Contractor shall be responsible for cleaning up any leakage on roads or other areas at or away from the site of Work.
- J. Contractor shall maintain a clean work environment on a daily basis. Anything attracting vectors shall be cleaned up immediately.
- K. Contractor shall be liable for any and all clean up and remediation costs and or any fines that maybe levied including those levied by the Regional Water Quality Control Board (RWQCB) against the Authority, in the event that such leakage or spill occurs. The Contractor shall also be responsible for reporting any and all spill to the appropriate regulatory agencies including RWQCB / Department of Health and shall notify the Authority immediately.

1.03 SPILL PLAN SUBMITTAL

- A. Contractor shall submit plan detailing procedures for inspection and rapid cleanup of spills that may occur. Keep all materials readily available and accessible on site that are required for cleanup and handling/disposal of any spill that may occur.
- B. Notify Owner immediately of any spill that occurs.
- C. The plans shall be submitted for review within 10 days after the Notice to Proceed.

1.04 CONTRACTOR'S USE OF SITE AND OWNERS CONTINUED USE

- A. The Contractor shall confine his use of the site for work and storage to the Work Area Limits shown on the drawings. The Contractor's use of adjacent lands and roads for access to move onto and off of the site and for daily access of workers, material and equipment shall be arranged and scheduled to minimize interference with the public access to roads and driveways.
- B. The Authority intends to continue operation of its Portola Pump Station and associated Force Main during construction of the new force main. The Contractor shall plan and schedule its work to minimize impacting the Authority's continued operations and shall, at all times, maintain safe access for the Authority's operating personnel and equipment. The Contractor shall prepare and submit for approval a detailed by-pass plan. The plan shall explain how the wastewater will be by-passed around the work areas without interfering with normal operation of the system.
- C. The Contractor shall be responsible for maintaining safe emergency exiting for the Authority's vehicles/personnel; public; buses; and emergency vehicles.

1.05 CONTRACTOR'S DOCUMENTING EXISTING CONDITIONS

- A. Prior to commencing the Work, Contractor shall tour the site with the Authority and the Engineer. During this tour, Contractor shall examine and document photographically and in writing the condition of existing improvements and landscape planting on or adjacent to the site. This record shall serve as the principal basis for determination of subsequent damage due to the Contractor's operations. The photographs shall be preserved on a DVD and all parties making the tour shall sign the written documentation.
- B. After the force main has been replaced, Contractor shall document photographically and in writing the condition of the related facilities. Record existing conditions on a DVD and provide to Owner.

1.06 SHUTDOWN OF EXISTING UTILITIES, SERVICES OR OPERATIONS

- A. Contractor shall obtain the Authority's approval prior to the shutdown of any

utility service to, or operation of, any existing facility. Contractor shall give required 48 hours' advance written notice and make appropriate arrangements with utility owners and other affected parties prior to shutdown of any utility service.

- B. Schedule utility service or operations shutdowns for periods of minimum use and at the Authority's convenience. Contractor shall prepare and submit for approval a shutdown plan and have all required material, equipment and workers on site prior to beginning any work involving a possible shutdown. Contractor shall perform work as required to reduce shutdown time to the minimum. In some cases, this may require increased numbers of workers and/or premium time night or weekend work.

END OF SECTION 02060

DIVISON 1

GENERAL REQUIREMENTS

01 05 00 EXISTING FACILITIES

The Granada Force Main (Force Main) is approximately 1.6-mile-long and conveys wastewater from the Portola Pump Station and the San Pablo Lift Station to SAM's wastewater treatment plant in Half Moon Bay. Copies of the plan and profile as-built drawings for the existing force main are available at SAM's offices. The existing pipeline is a 14-inch diameter cement mortar lined ductile iron pipe and is approximately 40 years old.

The portion of the Force Main that will be replaced under these Specifications includes the pipeline between existing by-pass stations located at Station 74+59 and Junction Structure 2 located at Station 88+30 per the plan and profiles shown on the Contract Drawings. The replacement force main will include approximately 1,371-ft linear feet of 16-inch outside diameter (14-inch inside diameter) HDPE pipe primarily installed by horizontal directional drilling (HDD) construction techniques as indicated on the Contract Drawings. The majority of the new pipeline will be installed in the exact alignment and depth as the existing pipeline that is to be removed. The Force Main has no redundancy; therefore, a temporary by-pass system will be required as part of this replacement project. The means of by-passing the existing force main, prior to its removal and replacement, will be proposal by the Contractor and approved by the Authority prior to construction. By-passing the wastewater flow above ground through temporary pipes is achievable between the existing by-pass station and gravity manhole downstream of the work area.

END OF SECTION 01 05 00

01 11 00 SCOPE OF WORK

ARTICLE 1 – SCOPE OF WORK

- A. Project Work consists of furnishing all labor, materials, equipment, and incidentals to perform all work required to construct facilities that comprise The Granada Force Main Replacement Project.
- B. The Project consist of:
 - 1. Installing approximately 1,371feet of new 16-inch DIPS outer diameter, 14-inch inner diameter (DR 11) fused HDPE Granada Force Main between the By-pass Station at STA 74+59 and junction Structure 2 located at STA 88+30.
 - 2. Replacement of Junction Structure 2 as shown on the Contract Drawings.
 - 3. Installing and maintaining by-pass piping between STA 74+59 and 88+30 throughout construction, to ensure that there is no disruption in service.
 - 4. Installing and maintaining erosion control system as designated on the drawings and specified herein.
 - 5. Demolition and removal of the existing force main (14-inch diameter ductile iron pipe) as shown of the Contract Drawings.

ARTICLE 2 – BID ITEMS

This Project - Work as part of the BID is categorized and detailed in the following 8 Bid Items:

Bid Item 1 – Mobilization: Payment shall be on the basis of the fixed lump sum indicated in the bid schedule, and shall be considered as full compensation for furnishing all labor, equipment, and materials necessary to:

- 1. Mobilize;
- 2. Supervise work on site;
- 3. Coordinate with all parties (the Authority, the Engineer, the Subcontractors, etc.);
- 4. Attend periodic project meetings;
- 5. Prepare submittals and obtain necessary permits;
- 6. Design and implement all needed temporary controls and facilities;
- 7. Perform detailed construction surveys; and
- 8. Comply with applicable project reporting, invoicing, progress payment

processes.

Bid Item 2 – Shoring, Sheeting, and Bracing: Payment shall be on the basis of a fixed lump sum bid price, and shall be considered as full compensation for furnishing all labor, equipment, and materials necessary to design, furnish, install, maintain, and remove all shoring, sheeting and bracing required to safely support the sides of excavation, in compliance with all codes and requirements.

Bid Item 3 – Install temporary 12-inch diameter by-pass piping: Payment shall be on the basis of a fixed lump sum bid price, and shall be considered as full compensation for furnishing all labor, equipment, and materials necessary to design, furnish, install, maintain, and remove all temporary by-pass piping required to convey wastewater flow, without interruption between the existing by-pass stations and around the section of pipeline that is being replaced.

Bid Item 4 – Remove Existing Force Main: Payment shall be made on the basis of a unit cost (per linear foot) bid price and shall be considered as full compensation for furnishing all labor, equipment, and materials necessary for the demolition/removal of the existing force main as shown on the drawings.

Bid Item 5 – Install new 16-inch DIPS O.D. (14-inch I.D.) Fused HDPE Force Main - Horizontal Directional Drilling: Payment shall be made on the basis of a unit cost (per linear foot) bid price and shall be considered as full compensation for furnishing all labor, equipment, and materials necessary for the installation of approximately 1,371 feet of 16-inch outside diameter (14-inch inside diameter) fused HDPE Force Main as shown on the Contract Drawings, including but not limited to the following:

1. Excavation for sending and receiving pits;
2. Horizontal directional drilling for installation of the new Force Main
3. Installation and compaction of backfill of pits upon completion;
4. Installation of the new connection to the active force main;
5. Installation of pipeline tracer wire;
6. Placement and compaction of backfill; adjustment of cover to finished grade as necessary;
7. Testing, resurfacing, cleanup, and all other incidentals as shown on the Drawings and as specified herein.
8. Loaming, grading, and seeding disturbed grassed areas and replacement of damaged or removed bituminous asphalt pavement in private driveways and public streets crossing as shown on the Contract Drawings.

Bid Item 6 – Demobilization and Contract Closeout: Payment shall be made on the basis of a fixed lump sum bid price and shall be considered as full compensation for furnishing all labor, tools, equipment, materials and all other incidentals associated with the contract closeout requirements specified herein.

ARTICLE 3 – CONTRACTOR’S USE OF SITES

- A. Construction operations shall be limited to areas noted on the Drawings and as allowed by permits and easements.
- B. Construction site, storage areas, and disposal sites are the responsibility of the Contractor.
- C. The Contractor shall provide access within streets at all times for residential access.
- D. The Contractor shall perform its work so as to reduce disturbance to neighbors.
- E. Contractor shall provide vehicular access to operating facilities at all times for Operations Staff.

END OF SECTION 01 11 00

01 21 00 WORK CONSTRAINTS

All components of SAM IPS (Portola Pump Station, San Pablo Lift Station, and Granada Force Main) are critical sewage transmission facilities for SAM. The Contractor is to conduct work such that their functionality shall not be impaired in terms of capacity at any time during construction. Refer to Section 33 01 30 Sewage Handling during Construction for additional specifications.

The Contractor shall:

1. Conduct the Work and provide temporary facilities required to keep the facilities continuously operational and that will prevent sewage spill;
2. Bear the cost of penalties imposed on SAM for any sewage spill caused by actions of the Contractor (inadequate planning, lack of preparedness, faulty or inefficient workmanship, etc.);
3. Bring on site all materials, fittings, supports, equipment and tools prior to any flow diversion/by-passing and provide staff to monitor and ensure the proper operation of systems;
4. Accomplish some works during periods of minimum use. This may require night or weekend work, which shall be at no additional cost to SAM.

END OF SECTION 01 21 00

01 57 13 TEMPORARY EROSION AND SEDIMENT CONTROL

ARTICLE 1 – SILT FENCES

1.01 DESIGN AND LAYOUT

- A. The maximum length of slope draining to any point along the silt fence shall be 61 m (200 ft.) or less.
- B. Slope of area draining to silt fence shall be less than 1:1 (V: H).
- C. Limit to locations suitable for temporary ponding or deposition of sediment.
- D. Fabric life span generally limited to between five and eight months. Longer periods may require fabric replacement.
- E. Silt fences shall not be used in concentrated flow areas.
- F. For slopes steeper than 1:2 (V:H) and that contain a high number of rocks or large dirt clods that tend to dislodge, it may be necessary to install additional protection immediately adjacent to the bottom of the slope, prior to installing silt fence. Additional protection may be a chain link fence or a cable fence.
- G. For slopes adjacent to water bodies or Environmentally Sensitive Areas (ESAs), additional temporary soil stabilization BMPs shall be used.

1.02 MATERIALS

- A. Silt fence fabric shall be woven polypropylene with a minimum width of 900 mm (36 inches) and a minimum tensile strength of 0.45-kN. The fabric shall conform to the requirements in ASTM designation D4632 and shall have an integral reinforcement layer. The reinforcement layer shall be a polypropylene, or equivalent, net provided by the manufacturer. The permittivity of the fabric shall be between 0.1 sec^{-1} and 0.15 sec^{-1} in conformance with the requirements in ASTM designation D4491. Contractor must submit certificate of compliance in accordance with Standard Specifications Section 6-1.07.
- B. Wood stakes shall be commercial quality lumber of the size and shape shown on the plans. Each stake shall be free from decay, splits or cracks longer than the thickness of the stake or other defects that would weaken the stakes and cause the stakes to be structurally unsuitable.
- C. Bar reinforcement may be used, and its size shall be equal to a number four (4) or greater. End protection shall be provided for any exposed bar reinforcement.

- D. Staples used to fasten the fence fabric to the stakes shall be not less than 45 mm (1.75 inches) long and shall be fabricated from 1.57 mm (0.06 inch) or heavier wire. The wire used to fasten the tops of the stakes together when joining two sections of fence shall be 3.05 mm (0.12 inch) or heavier wire. Galvanizing of the fastening wire is not required.

1.03 INSTALLATION

- A. Generally, silt fences shall be used in conjunction with soil stabilization source controls up slope to provide effective erosion and sediment control.
- B. Bottom of the silt fence shall be keyed-in a minimum of 150 mm (12 inches).
- C. Trenches shall not be excavated wider and deeper than necessary for proper installation of the temporary linear sediment barriers.
- D. Excavation of the trenches shall be performed immediately before installation of the temporary linear sediment barriers.
- E. Construct silt fences with a set-back of at least 1m (3 ft.) from the toe of a slope. Where a silt fence is determined to be not practical due to specific site conditions, the silt fence may be constructed at the toe of the slope, but shall be constructed as far from the toe of the slope as practical.
- F. Construct the length of each reach so that the change in base elevation along the reach does not exceed 1/3 the height of the barrier; in no case shall the reach exceed 150 meters (490 ft.).
- G. Cross barriers shall be a minimum of 1/3 and a maximum of 1/2 the height of the linear barrier.
- H. The silt fences shall be installed in accordance with the details in Appendix A.

1.04 MAINTENANCE AND INSPECTION

- A. Repair undercut silt fences.
- B. Repair or replace split, torn, slumping, or weathered fabric.
- C. Inspect silt fence when rain is forecast. Perform necessary maintenance, or maintenance required by the Engineer.
- D. Inspect silt fence following rainfall events. Perform maintenance as necessary, or as required by the RE.
- E. Maintain silt fences to provide an adequate sediment holding capacity.

- F. Sediment shall be removed when the sediment accumulation reaches one-third (1/3) of the barrier height. Removed sediment shall be incorporated in the project at locations designated by the Engineer or disposed of outside the right-of-way in conformance with the Standard Specifications.
- G. Silt fences that are damaged and become unsuitable for the intended purpose, as determined by the RE, shall be removed from the site of work, disposed of outside the highway right-of-way in conformance with the Standard Specifications, and replaced with new silt fence barriers.
- H. Holes, depressions or other ground disturbance caused by the removal of the temporary silt fences shall be backfilled and repaired in conformance with the Standard Specifications.
- I. Remove silt fence when no longer needed or as required by the RE. Fill and compact post holes and anchorage trench, remove sediment accumulation, and grade fence alignment to blend with adjacent ground.

ARTICLE 2 – FIBER ROLLS

1.01 MATERIAL

- A. Fiber rolls shall be either:
 - 1. Prefabricated rolls.
 - 2. Rolled tubes of erosion control blanket.

1.02 ASSEMBLY OF FIELD ROLLED FIBER ROLL

- A. Roll length of erosion control blanket into a tube of minimum 200 mm (8 in) diameter.
- B. Bind roll at each end and every 1.2 m (4 ft.) along length of roll with jute-type twine.

1.03 INSTALLATION

- A. Slope inclination of 1:4 or flatter: fiber rolls shall be placed on slopes 6.0 m apart.
- B. Slope inclination of 1:4 to 1:2: fiber rolls shall be placed on slopes 4.5 m apart.
- C. Slope inclination 1:2 or greater: fiber rolls shall be placed on slopes 3.0 m apart.
- D. Stake fiber rolls into a 50 to 100 mm (2 to 4 in) trench.

- E. Drive stakes at the end of each fiber roll and spaced 600 mm (2 ft.) apart if Type 2 installation is used (refer to Appendix A. Otherwise, space stakes 1.2 m (4 ft.) maximum on center if installed as shown in Appendix A.
- F. Use wood stakes with a nominal classification of 19 by 19 mm (3/4 by 3/4 in), and minimum length of 600 mm (24 in).
- G. If more than one fiber roll is placed in a row, the rolls shall be overlapped; not abutted.
- H. The fiber rolls shall be installed in accordance with the details provided in Appendix A.

1.04 REMOVAL

- A. Fiber rolls are typically left in place.
- B. If fiber rolls are removed, collect and dispose of sediment accumulation, and fill and compact holes, trenches, depressions or any other ground disturbance to blend with adjacent ground.

1.05 MAINTENANCE AND INSPECTION

- A. Repair or replace split, torn, unraveling, or slumping fiber rolls.
- B. Inspect fiber rolls when rain is forecast. Perform maintenance as needed or as required by the Engineer.
- C. Inspect fiber rolls following rainfall events and at least daily during prolonged rainfall. Perform maintenance as needed or as required by the Engineer.
- D. Maintain fiber rolls to provide an adequate sediment holding capacity. Sediment shall be removed when the sediment accumulation reaches three quarters (3/4) of the barrier height. Removed sediment shall be incorporated in the project at locations designated by the Engineer or disposed of outside the highway right-of-way in conformance with the Standard Specifications.

ARTICLE 3 – STRAW BALE BARRIER

3.01 MATERIALS

- A. Straw bale materials shall conform to the provisions in Standard Specifications Section 20-2.06, "Straw."
- B. Straw Bale Size: Each straw bale shall be a minimum of 360 mm (14 in) wide, 450 mm (18 in) in height, 900 mm (36 in) in length and shall have a minimum mass of 23 kg (51 lb.) The straw bale shall be composed entirely of vegetative matter, except for the binding material.

- C. Bale Bindings: Bales shall be bound by either steel wire, nylon or polypropylene string placed horizontally. Jute and cotton binding shall not be used. Baling wire shall be a minimum diameter of 1.57 mm (0.06 inch). Nylon or polypropylene string shall be approximately 2 mm (0.08 inch) in diameter with a breaking strength of 360 N.
- D. Stakes: Wood stakes shall be commercial quality lumber of the size and shape shown on the plans. Each stake shall be free from decay, splits or cracks longer than the thickness of the stake, or other defects that would weaken the stakes and cause the stakes to be structurally unsuitable. Steel bar reinforcement shall be equal to a number four designation or greater. End protection shall be provided for any exposed bar reinforcement.

3.02 INSTALLATION

- A. Limit the drainage area upstream of the barrier to 0.3 ha/100 m (0.25 ac/100ft) or barrier.
- B. Limit the slope length draining to the straw bale barrier to 30 m (100 ft.)
- C. Slopes of 2:100 (V: H) (2%) or flatter are preferred. If the slope exceeds 1:10 (V: H) (10%), the length of slope upstream of the barrier must be less than 15 m (50 ft.).
- D. Install straw bale barriers along a level contour, with the last straw bale turned up slope.
- E. Straw bales must be installed in a trench and tightly abut adjacent bales.
- F. Construct straw bale barriers with a set-back of at least 1 m (3 ft.) from the toe of a slope. Where it is determined to be not practical due to specific site conditions, the straw bale barrier may be constructed at the toe of the slope, but shall be constructed as far from the toe of the slope as practical.
- G. The straw bale barrier shall be installed in accordance with the detail provided in Appendix A.

3.03 MAINTENANCE AND INSPECTION

- A. Inspect straw bale barriers before and after each rainfall event, and weekly throughout the rainy season.
- B. Inspect straw bale barriers for sediment accumulations and remove sediment when depth reaches one-third the barrier height. Removed sediment shall be incorporated in the project at locations designated by the Engineer or disposed of outside the highway right-of-way in conformance with the Standard Specifications.

- C. Replace or repair damage bales as needed or as directed by the Engineer.
- D. Repair washouts or other damages as needed or as directed by the Engineer.
- E. Remove straw bales when no longer needed. Remove sediment accumulation, and clean, re-grade, and stabilize the area.

END OF SECTION 01 57 13

DIVISION 2 EXISTING CONDITIONS

02 41 00 DEMOLITION

ARTICLE 1 – GENERAL

1.01 DESCRIPTION

Unless otherwise specified, all materials and debris resulting from the demolition work shall become the sole property of the Contractor and shall be disposed of by the Contractor at a legal disposal site. Burning on site is not permitted.

1.02 GENERAL REQUIREMENTS

Refer to SAM's as-built drawings (copies available at SAM's office) for details of existing pipeline to be removed. This includes removal of 1,371 linear feet of the existing fourteen-(14)-inch diameter ductile iron pipe and appurtenances to accommodate installation of the new force main as shown on the Contract Drawings between STA 74+59 and 88+30.

ARTICLE 2 – EXECUTION

- A. The contractor is responsible for draining and disposal of water from the existing force main.
- B. When backfill is needed, requirements of Division 31 regarding material quality, compaction and surface restoration apply.

END OF SECTION 02 41 00

DIVISION 31 EARTHWORK

31 05 00 SOILS, AGGREGATES, AND CONCRETE FOR EARTHWORK

ARTICLE 1 – GENERAL

1.01 WORK INCLUDED

- A. This section of the specifications describes the various classes of materials to be used as fill: Soils, Aggregate, and Controlled Low Strength Material (CLSM).
- B. All classes of fill contained in this specification may not be used to perform the Work. See drawings for fill and surface finish material requirements.
- C. Finish surface with bituminous pavement to match existing in any location in which its removal is necessary for installation of the new force main.

1.02 REFERENCE STANDARDS

- A. To the extent referenced in this specification section, the standards and documents listed below are included, and made a part of this specification.
- B. In the event of a conflict, the requirements of this specification section prevail.

ASTM C33	Specification for Concrete Aggregates
ASTM C88	Test Method for Soundness of Aggregates by Use of Sodium Sulfate or Magnesium Sulfate
ASTM C125	Terminology Relating to Concrete and Concrete Aggregates
ASTM C131	Test Method for Resistance to Degradation of Small-Size Coarse Aggregate by Abrasion and Impact in the Los Angeles Machine
ASTM C136	Test Method for Sieve Analysis of Fine and Coarse Aggregates
ASTM D422	Test Method for Particle-Size Analysis of Soils
ASTM D448	Classification for Sizes of Aggregate for Road and Bridge Construction
ASTM C535	Test Method for Resistance to Degradation of Large-Size Coarse Aggregate by Abrasion and Impact in the Los Angeles Machine
ASTM C618	Standard Specification for Coal Fly Ash and Raw or Calcined Natural Pozzolan for Use in Concrete
ASTM D2487	Standard Classification of Soils for Engineering Purposes (Unified Soil Classification System)
ASTM D3786	Standard Test Method for Bursting Strength of Textile Fabrics—Diaphragm Bursting Strength Tester Method
ASTM D4318	Test Methods for Liquid Limit, Plastic Limit, and Plasticity Index of Soils

ASTM D4355	Standard Test Method for Deterioration of Geotextiles by Exposure to Light, Moisture and Heat in a Xenon Arc Type Apparatus
ASTM D4491	Standard Test Methods for Water Permeability of Geotextiles by Permittivity
ASTM D4533	Standard Test Method for Trapezoid Tearing Strength of Geotextiles
ASTM D4632	Standard Test Method for Grab Breaking Load and Elongation of Geotextiles
ASTM D4751	Standard Test Method for Determining Apparent Opening Size of a Geotextile
ASTM D4833	Standard Test Method for Index Puncture Resistance of Geomembranes and Related Products
ASTM D5261	Standard Test Method for Measuring Mass per Unit Area of Geotextiles
ASTM D6241	Standard Test Method for the Static Puncture Strength of Geotextiles and Geotextile-Related Products Using a 50-mm Probe
ASTM D6913	Test Methods for Particle-Size Distribution (Gradation) of Soils Using Sieve Analysis

1.03 SUBMITTALS

A. Soils

1. For borrow soils, submit laboratory test results demonstrating compliance with the requirements contained in this specification to the Engineer prior to providing material.
2. For excavated soils intended to be used as backfill, the Contractor shall provide the services of an independent testing laboratory to sample and test soils and check compliance with the requirements contained in this specification.

B. Aggregates

1. Submit laboratory test results demonstrating compliance with the requirements contained in this specification to the Engineer prior to providing material.
2. Submit a written certification from the Supplier stating that to the best of the Supplier's knowledge and belief there has never been contamination of the source with hazardous or toxic materials.

C. Controlled Low Strength Material (CLSM)

1. Submit product technical documentation and design mixture.

D. Filter Fabric

1. Submit product technical documentation.

ARTICLE 2 – PRODUCTS

2.01 MATERIALS; CLASSIFICATION

- A. $\frac{3}{4}$ " Crushed Rock - Crushed rock shall be hard, sound and durable and shall not slake or disintegrate in water. The material shall meet the following gradation:

<u>Sieve Size</u>	<u>Percent Passing</u>
$\frac{3}{4}$ inch	90 – 100
$\frac{1}{2}$ inch	30 – 60
$\frac{3}{8}$ inch	0 – 20
No. 4	0 – 5

The portion of the material that is retained on a $\frac{3}{8}$ -inch sieve shall contain at least 50 percent of particles having three or more fractured faces. Not over 5 percent shall be pieces that show no fractured faces. Rounded rock material (commonly called “washed rock”) that shows little evidence of the crushing process will be rejected.

- B. Structural backfill shall be used to backfill structures extending below grade. Structural backfill should be inorganic, free of rocks or clods greater than 3 (three) inches in greatest dimension or any other deleterious materials, and have a low potential for expansion. The material shall meet the following gradation:

<u>Sieve Size</u>	<u>Percent Passing</u>
3 inches	100
$1\frac{1}{2}$ inches	80 – 100
No. 4	50 – 100
No. 16	40 – 90
No. 50	10 – 60
No. 200	0 – 10*

*may be increased to 15 percent if verified by gradation testing.

- C. Bedding material consists of well-graded sand or sand-gravel mixture, which has a maximum gravel size of 0.5 inch, and a maximum of 12 percent passing the No. 200 sieve. Bedding material shall be free of organic materials.
- D. Aggregate base shall be Class 2 aggregate base ($\frac{3}{4}$ -inch maximum) and shall conform with “Section 26: Aggregate Bases” of the Caltrans Standard Specifications.
- E. Controlled Low Strength Material (CLSM) is a low-strength, self-leveling concrete material comprised of a combination of materials with the following characteristics:
1. Portland Cement: ASTM C150, Types I or II;
 2. Aggregate: Durable sand with or without fine gravel, where 100 percent by total weight passes the one (1) inch screen and having less than 15 percent passing the No. 200

sieve. Aggregate shall be free of foreign material and organics.

3. Fly Ash: ASTM C618, Class F; and

4. Water: Potable.

The CLSM shall be proportioned to produce a flowable, non-segregating, self-consolidating, low-shrink slurry having (1) an unconfined 28-day compressive strength from 50 psi to 150 psi and (2) a unit weight no greater than 130 pounds per cubic foot. The Contractor shall determine the materials and proportions used to meet the requirements of CLSM.

- F. A filter fabric shall be used where shown on the Drawings. The filter fabric shall be nonwoven needle-punched geotextile made of 100% polypropylene staple filaments. Filter fabric shall resist ultraviolet and biological deterioration, rotting, and naturally encountered basics and acids. Filter fabric shall have the following properties:

<u>Property</u>	<u>Test Method</u>	<u>Typical Value</u>
Weight	ASTM D5261	10 oz./sq. yd.
Tensile Strength	ASTM D4632	250 lb.
Elongation at Break	ASTM D4632	50%
Mullen Burst	ASTM D3786	500 psi
Puncture Strength	ASTM D4833	155 lb.
CBR Puncture	ASTM D6241	700 lb.
Trapezoidal Tear	ASTM D4533	100 lb.
Apparent Opening Size	ASTM D4751	100 US Sieve
Permittivity	ASTM D4491	1.2 /s
Water Flow Rate	ASTM D4491	80 gal/min/sq. ft.
UV Resistance @ 500 Hours	ASTM D4355	70%

END OF SECTION 31 05 00

31 10 00 SITE CLEARING

ARTICLE 1 – GENERAL

1.01 MATERIAL OWNERSHIP

- A. Except for stripped topsoil or other materials to be temporarily stored and reused on site, cleared materials shall become Contractor's property and shall be removed from site.

ARTICLE 2 – PRODUCTS – NOT USED

ARTICLE 3 – EXECUTION

3.01 PREPARATION

- A. Protect and maintain benchmarks and survey control points from disturbance during construction.
- B. Protect existing site improvements to remain from damage during construction. Restore damaged improvements to their original condition, as acceptable to the Engineer.
- C. Do not commence clearing operations until temporary erosion and sedimentation control measures are in place.

3.02 CLEARING AND GRUBBING

- A. Remove obstructions, trees, shrubs, grass, and other vegetation to permit new construction. The Engineer shall approve the limits of clearing.
- B. Grind stumps and remove roots, obstructions, and debris extending to a depth of eighteen (18) inches below exposed subgrade.

3.03 TOPSOIL STRIPPING

- A. Remove sod and grass before stripping topsoil.
- B. Strip topsoil to whatever depths are encountered in a manner to prevent intermingling with underlying subsoil or other waste materials. Remove subsoil and non-soil materials from topsoil, including trash, debris, weeds, roots, and other waste materials.
- C. Stockpile topsoil materials away from edge of excavations without intermixing with subsoil.

3.04 WASTE DISPOSAL

- A. No burning shall be allowed. All vegetation shall be disposed of off-site.

- B. Remove surplus trees, vegetation, unsuitable topsoil, demolished materials, and waste materials including trash and debris, and legally dispose of them.
- C. Separate recyclable materials produced during site clearing from other non-recyclable materials. Store or stockpile without intermixing with other materials and transport them to recycling facilities.

END OF SECTION 31 10 00

31 20 00 EARTH MOVING

ARTICLE 1 – GENERAL

1.01 SUMMARY

- A. This Section includes the following:
 - 1. Excavating and backfilling for vaults and trenches.
 - 2. Preparing subgrades.
- B. Refer to Section 31 22 19 for specifications related to Finish Grading.
- C. Refer to Section 31 23 19 for specifications related to Dewatering.

1.02 REFERENCE STANDARDS

- A. To the extent referenced in this specification section, the standards and documents listed below are included, and made a part of this specification.
- B. In the event of a conflict, the requirements of this specification section prevail.

ASTM D698	Standard Test Methods for Laboratory Compaction Characteristics of Soil Using Standard Effort (12 400 ft-lbf/ft ³ (600 kN-m/m ³))
ASTM D1556	Standard Test Method for Density and Unit Weight of Soil in Place by the Sand-Cone Method
ASTM D1557	Standard Test Methods for Laboratory Compaction Characteristics of Soil Using Modified Effort (56,000 ft-lbf/ft ³ (2,700 kN-m/m ³))
ASTM D1586	Standard Test Method for Standard Penetration Test (SPT) and Split-Barrel Sampling of Soils
ASTM D2167	Standard Test Method for Density and Unit Weight of Soil in Place by the Rubber Balloon Method
ASTM D2216	Test Methods for Laboratory Determination of Water (Moisture) Content of Soil and Rock by Mass
ASTM D2937	Standard Test Method for Density of Soil in Place by the Drive-Cylinder Method
ASTM D3740	Standard Practice for Minimum Requirements for Agencies Engaged in Testing and/or Inspection of Soil and Rock as Used in Engineering Design and Construction
ASTM D6938	Standard Test Method for In-Place Density and Water Content of Soil and Soil-Aggregate by Nuclear Methods (Shallow Depth)
ASTM E329	Standard Specification for Agencies Engaged in Construction Inspection, Testing, or Special Inspection

1.03 DEFINITIONS

- A. Backfill: Soil material used to fill an excavation.
 - 1. Initial Backfill: Backfill placed beside and over pipe in a trench, including haunches to support sides of pipe.
 - 2. Final Backfill: Backfill placed over initial backfill to fill a trench.
- B. Bedding Course: Course placed over the excavated subgrade in a trench before laying pipe.
- C. Borrow Soil: Satisfactory imported soil from off-site for use as backfill.
- D. Excavation: Removal of material encountered above subgrade elevations and to lines and dimensions indicated.
 - 1. Authorized Additional Excavation: Excavation below subgrade elevations or beyond indicated lines and dimensions as directed by Engineer.
 - 2. Unauthorized Excavation: Excavation below subgrade elevations or beyond indicated lines and dimensions without direction by Engineer. Unauthorized excavation, as well as remedial work directed by Engineer, shall be without additional compensation.
- E. Fill: Soil materials used to raise existing grades.
- F. Rock: Rock material in beds, ledges, unstratified masses, conglomerate deposits, and boulders of rock material three quarters of a cubic yard or more in volume that exceed a standard penetration resistance of 100 blows/2 inches when tested by an independent geotechnical testing agency, according to ASTM D1586.
- G. Structures: Buildings, footings, foundations, retaining walls, slabs, tanks, curbs, mechanical and electrical appurtenances, or other man-made stationary features constructed above or below the ground surface.
- H. Subgrade: Surface or elevation remaining after completing excavation, or top surface of a fill or backfill immediately below subbase, drainage fill, or topsoil materials.

1.04 WORK QUALITY GUARANTY

- A. The Contractor shall guarantee all earthwork, including excavation, embankment, backfill, reconstruction, and resurfacing work against failure for one year after the work has been formally accepted as specified in the Conditions of the Contract. During this time, the Contractor shall repair, at his or her own expense and to the satisfaction of the Engineer, all failed earthwork. For the purpose of this contract, failure shall be deemed to have occurred if any of the following conditions exists:
 - 1. Unpaved roadway: a depression of $\frac{3}{4}$ -inch below the average of the sides of the uncut portion

2. All areas untraveled by cars and grassed areas: a depression causing the ponding of water between the sides of the uncut portion
3. Any other settlement that causes drainage problems or concentrations of water to run along the excavation line

- B. If any of these conditions exist, the Contractor shall correct the failure within a timeframe acceptable to the Authority.

ARTICLE 2 – PRODUCTS – NOT USED

ARTICLE 3 – EXECUTION

3.01 PREPARATION

- A. Protect structures, utilities, and other facilities from damage caused by settlement, lateral movement, undermining, washout, and other hazards created by earthwork operations.

3.02 EXCAVATION

- A. Excavate to subgrade elevations. Material to be excavated will be classified as earth and rock. Do not excavate rock until it has been classified and cross-sectioned by the Engineer. The Contract Price shall be adjusted prior to execution. Changes in the Contract Times may be authorized for rock excavation.

1. Earth excavation includes excavating obstructions visible on surface; underground structures, utilities, and other items indicated to be removed; together with soil, boulders, and other materials not classified as rock or unauthorized excavation. Intermittent drilling; ram hammering; or ripping of material not classified as rock excavation is earth excavation.
2. Rock excavation includes removal and disposal of rock. Remove rock to lines and subgrade elevations indicated to permit installation of permanent construction.

- B. Excavation for trenches

1. Excavate trenches to indicated gradients, lines, depths, and elevations.
2. Excavate trench walls vertically from trench bottom to twelve (12) inches higher than top of pipe or conduit, unless otherwise indicated.
3. Shape trench bottoms to provide uniform bearing and support of pipes and conduit. Remove projecting stones and sharp objects along trench subgrade.

3.03 SUBGRADE PREPARATION AND INSPECTION

- A. Notify Engineer when excavations have reached required subgrade. The Engineer may conduct spot soil compaction test at their discretion. Unsuitably compacted subgrades shall be re-compacted and tested until specification limits are achieved

- B. Reconstruct subgrades damaged by freezing temperatures, frost, rain, accumulated water, or construction activities, as directed by Engineer, without additional compensation.
- C. The Contractor shall prepare the subgrade of all structures to provide a flat, relatively dry, and firm working surface.

3.04 SUBBASE

- A. Place a subbase material consisting of compacted Class II Aggregate on prepared subgrades free of mud or unsuitable material.
- B. Aggregate shall be compacted to at least 95 percent relative compaction as determined per ASTM D1557.
- C. The surface elevation of the leveling base shall be fine graded to a tolerance of plus zero (0) inches to minus ½ inch over the entire foundation areas.

3.05 BACKFILL

- A. Place and compact backfill in excavations promptly, but not before completing the following:
 - 1. Construction below finish grade;
 - 2. Surveying locations of underground utilities for Record Documents;
 - 3. Testing and inspecting structure footings or underground utilities;
 - 4. Removing concrete formwork;
 - 5. Removing trash and debris;
 - 6. Removing temporary shoring, bracing, and sheeting; and
 - 7. Installing permanent or temporary horizontal bracing on horizontally supported walls.
- B. Place backfill on subgrades free of mud or other unsuitable material.

3.06 TRENCH BACKFILL

- A. All pipe bedding should be placed to achieve uniform contact with the pipe.
- B. Place backfill on subgrades free of mud or other unsuitable material.
- C. Provide four (4) inch thick, concrete-base slab support for piping or conduit less than twenty four (24) inches below surface. After installing and testing, completely encase piping or conduit in a minimum of four (4) inches of concrete before backfilling.
- D. Backfill voids with satisfactory soil while installing and removing shoring and bracing.
- E. Place and compact final backfill of satisfactory soil to final subgrade elevation.

3.07 SOIL FILL

- A. Plow, scarify, bench, or break up sloped surfaces steeper than 1 vertical length to 4 horizontal lengths so fill material will bond with existing material.
- B. Place soil fill on subgrades free of mud.

3.08 COMPACTION OF SOIL BACKFILLS

- A. Structural backfill shall be placed in layers not greater than eight (8) inches in uncompacted, conditioned with water or allowed to dry to achieve a water content two percent above optimum, and then compacted to at least 90 percent relative compaction per ASTM D1557.
- B. Bedding material shall be compacted to a minimum relative compaction of 90 percent per ASTM D1557.
- C. All compaction should be performed using mechanical compaction means; flooding or jetting should not be used as a means to achieve compaction.
- D. Place backfill and fill soil materials evenly on all sides of structures to required elevations, and uniformly along the full length of each structure.
- E. The Contractor shall hire a third-party laboratory to perform the compaction tests. The Engineer shall approve the laboratory and the testing methods and procedures. All tests shall be at Contractor's expense. Results shall be communicated to the Engineer in a timely manner. If deemed necessary, the Engineer may require additional tests at no additional cost to the Authority.

3.09 FIELD QUALITY CONTROL

- A. When testing agency reports that subgrades, fills, or backfills have not achieved degree of compaction specified, scarify and moisten or aerate, or remove and replace soil to depth required; re-compact and retest until specified compaction is obtained.

3.10 PROTECTION

- A. Protect newly graded areas from traffic and erosion. Keep free of trash and debris.
- B. Repair and reestablish grades to specified tolerances where completed or partially completed surfaces become eroded, rutted, settled, or where they lose compaction due to subsequent construction operations or weather conditions.
- B. Where settling occurs, remove finished surfacing, backfill with additional soil material, compact, and reconstruct surfacing. Restore appearance, quality, and condition of finished surfacing to match adjacent work, and eliminate evidence of restoration to greatest extent possible.

3.11 DISPOSAL OF SURPLUS AND WASTE MATERIALS

- A. Remove surplus satisfactory soil and waste material, including unsatisfactory soil, trash, and debris, and legally dispose of it.

END OF SECTION 31 20 00

31 22 19 FINISH GRADING

ARTICLE 1 – GENERAL

1.01 DESCRIPTION

- A. The work called for by this section shall include, but not necessarily be limited to, salvaging topsoil, temporary stockpiling/maintenance of topsoil, finish grading and spreading and shaping of topsoil to the finished contour elevations.
- B. Finish surface with six (6) inch-depth in kind topsoil where there is existing grass. In gravel driveways finish surface with six (6) inch-depth Caltrans Class II Aggregate Base gravel. Reestablish and disturbed plants in kind.
- C. All excavations or trenches in landscaped or cultivated areas shall have the top six (6) inches backfilled with topsoil. The topsoil shall consist of fertile, friable soil of loamy character conforming to the requirements of these specifications and possessing characteristics of reproductive soils in the vicinity. Top soil shall not be excessively acid or alkaline nor contain toxic substances that may be harmful to plant growth. Topsoil shall be without admixture of subsoil and shall be cleaned and reasonably free from clay lumps, stones, stumps, roots, or similar substances 2 inches or more in diameter, debris or other objects that are a hindrance to planting operations. With specific approval from the Authority, the Contractor may use top soil taken from the excavation. After installation, the topsoil and any adjacent unimproved land which has been compacted by the operations of the Contractor shall be thoroughly scarified and the surface cleared of all large clods, stones or debris.

ARTICLE 2 – PRODUCTS

2.01 TOPSOIL

- A. Salvage topsoil from within the limits of excavation and embankment, and store it in stockpiles.

ARTICLE 3 – EXECUTION

3.01 TOPSOIL PLACEMENT AND GRADING

- A. Place topsoil uniformly over disturbed areas that do not receive other work.
- B. Do not begin work until the earth is dry enough to be tillable.
- C. Place and spread topsoil to a uniform depth to provide 6" compacted depth, while maintaining drainage in areas to be seeded or sodded.
- D. Uniformly grade areas to a smooth surface, free of irregular surface changes.

- E. Provide a smooth transition between adjacent existing grades and new grades.
- F. Cut out soft spots, fill low spots, and trim high spots to comply with required surface tolerances.
- G. Slope grades to direct water away from buildings and to prevent ponding.
- H. Protect graded areas from undue erosion, and repair and re-grade areas where erosion does occur.
- I. Refill areas where noticeable settlement has occurred.

3.02 EXCESS TOPSOIL DISPOSAL

- A. Remove surplus topsoil and legally dispose of it.

END OF SECTION 31 22 19

31 23 19 DEWATERING

ARTICLE 1– GENERAL

1.01 DESCRIPTION

- A. The work described in this specification shall consist of designing, furnishing, operating, maintaining, and removing temporary dewatering systems necessary to perform work in the dry.
- B. The Contractor shall pothole all work sites prior to excavating and shall determine the presence of groundwater.
- C. The Contractor shall obtain a discharge permit from SAM, for all water to be discharged into the Sewer system. SAM will not charge the Contractor for obtaining this permit, however the Contractor will be required to monitor and measure the discharged quantities.

1.02 DESIGN REQUIREMENTS

- A. Remove water that accumulates in excavations during the progress of work so that all work can be done in the dry, unless otherwise approved by the Engineer. Keep excavated areas free from water until backfill or elements of the structure have been placed to a sufficient height to anchor the work against possible leakage or buoyant uplift forces. A height to anchor the work against buoyant uplift forces shall be considered sufficient when the dead load weight of the backfill or elements of the structure exceeds the uplift forces by a minimum safety factor of 1.5.
- B. In addition to the other requirements specified herein, design the dewatering systems to perform as follows:
 - 1. Prevent damage to adjacent properties, buildings, structures, utilities, and other work as a result of settlement or other groundwater-related effects.
 - 2. At all times, maintain groundwater levels over the entire excavation a minimum of 3 feet below the excavation grade.
- C. Open and cased sumps shall not be used as primary dewatering for excavations deeper than three feet below the static water table. Location of open or cased sumps shall be outside of trench excavation or limits of structural excavation.
- C. At all times, have on the work site sufficient pumping equipment for immediate use, including standby pumps for use in case other pumps become inoperable. Dispose of water in accordance with the detailed requirements specified herein and so as to cause no injury to personnel or the public, damage to public or private property, nor menace to the public health.

1.03 SUBMITTALS

- A. Submit a dewatering plan for each work site where groundwater is present including the following elements:
 - 1. The proposed type of dewatering system;
 - 2. The arrangement, location, and depths of system components;
 - 3. A description of equipment and instrumentation to be used; and
- B. The methods of groundwater disposal.

ARTICLE 2 – PRODUCTS – NOT USED

ARTICLE 3 – EXECUTION

3.01 DEWATERING

- A. When pumping is required to reduce groundwater levels, accomplish pumping in a manner that will not disrupt the surrounding environment.
- B. To run the dewatering pumps, the Contractor shall use power generators equipped with noise control features.
- C. The control of groundwater shall be such that softening of the bottom of excavations, or formation of "quick" conditions or "boils" during excavation, shall be prevented. Dewatering systems shall be designed and operated so as to prevent removal of the natural soils. Natural or compacted soils softened by saturation with groundwater or standing surface water shall be removed and replaced as instructed by the Engineer at no additional expense to the Authority.
- D. Do not turn off the dewatering system in a manner that the upsurge in water weakens the subgrade for completed excavation and structure foundation work.

3.02 CONTAINMENT, ANALYSIS, AND DISCHARGE OF GROUNDWATER EXTRACTED

- A. Upon extraction, store groundwater extracted in the process of construction dewatering in containers prior to discharge or disposal of water, as applicable. Keep containers locked to prevent accidental or purposeful discharge of the water. Contain and store the water on-site and in such a manner that it will not interfere with the Contractor's existing or continued construction operations.
- B. Collect and analyze water samples taken directly from each storage container to verify that the extracted groundwater meets applicable discharge requirements. Number of samples taken per container shall be at the sole discretion of the Engineer.
- C. Discharge no water that exceeds SAM discharge requirements.
- D. Provide conduits to carry said effluent to nearest sanitary sewer manhole. Release water

in a controlled manner.

- E. Take all necessary precautions to preclude the discharge of silt or cement fines from newly poured concrete into natural waterways.
- F. The release of groundwater to its static level shall be performed in such a manner as to maintain the undisturbed state of the natural foundation soils, prevent disturbance of compacted backfill and prevent flotation or movement of structures and pipelines.
- G. Underdrain systems and hydrostatic relief valves shall be operational prior to release of groundwater.

END OF SECTION 31 23 19

31 41 00 SHORING, SHEETING, AND BRACING

ARTICLE 1 – GENERAL

1.01 DESCRIPTION

- A. This work shall consist of designing, constructing, maintaining, and removing temporary earth retaining structures in accordance with these Specifications; in conformance with the lines, grades, design, and dimensions shown in the Drawings; and as directed by the Engineer.

1.02 LAWS AND REGULATIONS

- A. Comply with all Federal, State and Local codes, laws and regulations applying to the design and construction of shoring, sheeting and bracing. At a minimum, excavations should be constructed in accordance with the current California Occupational Safety and Health Administration (OSHA) regulations (Title 8, California Code of Regulations).

1.03 SUBMITTALS

- A. Submit complete construction drawings and calculations a minimum of two weeks prior to the beginning of any wall related construction that maybe required for HDD sending and receiving pits. Calculations shall be provided for internal and external stability (sliding, overturning, and maximum bearing pressure) for earth, surcharge, and water pressures.

1.04 JOB CONDITIONS

- A. Before excavation, survey adjacent structures and establish exact elevations at fixed points to act as benchmarks. Clearly identify benchmarks and record existing elevations.
- B. During excavation, re-survey benchmarks once every other week, maintaining accurate log of surveyed elevations for comparison with original elevations. Promptly notify the Engineer if changes in elevations occur or if cracks, sags, or other damage is evident.
- C. Protect existing utility services and structures.

ARTICLE 2 – PRODUCTS

2.01 MATERIALS

- A. Provide adequate shoring and bracing materials, which will support loads imposed. Materials need not be new, but should be in serviceable condition.
- B. Structural Steel: ASTM A36.
- C. Timber Lagging: preservative-treated Douglas fir, fully sawn to the dimensions shown.
 - 1. Lagging members four (4) inches thick or less must be installed with a 3/8-inch gap between members.

2. Lagging members greater than four (4) inches thick must be installed with a 1/2-inch gap between members.

ARTICLE 3 – EXECUTION

3.01 GENERAL

- A. Provide safe working conditions, to prevent shifting of material, to prevent damage to structures or other work, to avoid delay to the work, all in accordance with applicable safety and health regulations. -
- B. Meet the general trenching requirements of the applicable safety and health regulations for the minimum shoring, sheeting and bracing for trench excavations.
- C. Arrange shoring, sheeting and bracing so as not to place any strain on portions of completed work until the general construction has proceeded far enough to provide ample strength.
- D. Periodically monitor horizontal and vertical deflections of sheeting.

3.02 SHORING

- A. Wherever shoring is required, locate the system to permit construction activities.
- B. Provide shoring systems adequately anchored and braced to resist earth and hydrostatic pressures.

3.03 BRACING

- A. Install internal bracing, if required, to prevent spreading or distortion of braced frames.
- B. Maintain bracing until structural elements are supported by other bracing or until permanent construction is able to withstand lateral earth and hydrostatic pressures.
- C. Remove sheeting, shoring, and bracing in stages to avoid disturbance to underlying soils and damage to structures, pavements, facilities and utilities.
- D. Repair or replace, as acceptable to the Engineer, adjacent work damaged or displaced through installation or removal of shoring and bracing work

3.04 SHEETING

- A. Drive tight sheet piling below the intersection of a one-on-one slope line from the nearest face of the excavation to the edge of the surface.
- B. In general drive or place sheeting to a depth at elevation equal to the top of the pipe or foundation as approved.
 1. If it is necessary to drive sheeting below that elevation in order to obtain a dry trench and/or pit or satisfactory working conditions, cut the sheeting off at the top of the pipe

and/or footer top and leave in place sheeting below the top of the pipe.

2. Do not cut the sheeting until backfill has been placed and compacted to the top of the pipe and/or footer.
- C. In general, remove sheeting and bracing above the top of the pipe and and/or footer as the excavation is refilled in a manner to avoid the caving in the bank or disturbance to adjacent areas or structures. Remove sheeting as backfilling progresses so that the sides are always supported or when removal would not endanger the construction of adjacent structures.

END OF SECTION 31 41 00

DIVISION 32 EXTERIOR IMPROVEMENTS

32 01 26 PAVING REHABILITATION

ARTICLE 1 – GENERAL

1.01 DESCRIPTION

- A. This work shall consist of furnishing of all labor, material, equipment, tools, and services required for repairing existing driveway and sidewalk areas that need to be temporarily removed to complete the project. The work to be performed includes but is not limited to subgrade preparation, base course and pavement surfacing per San Mateo County's requirements.

1.02 REGULATIONS

- A. Pavement rehabilitation for public roads shall conform to the requirements of the agency having jurisdiction over the roadway right-of-way. Materials for paving and surfacing shall conform to the applicable provisions of the Caltrans Standard Specifications and the County Specifications.
- B. The Contractor shall use materials compliant with the Bay Area Air Quality Management Agency.

1.03 SUBMITTALS

- A. Submit technical data of materials to be used upon the Engineer's request.

1.04 GUARANTEE

- A. Any settlement in paved areas which occur within the one (1) year guarantee period will be considered to be caused by improper compaction methods and shall be corrected within thirty (30) days of notice at no cost to the Authority.

ARTICLE 2 – PRODUCT

1.05 MATERIALS CLASSIFICATION

- A. Aggregate base shall be Class 2 aggregate base (¾-inch maximum) and shall conform to "Section 26: Aggregate Bases" of the Caltrans Standard Specifications.
- B. Asphalt concrete shall conform to the applicable requirements of Section 39 of the Caltrans Standard Specifications for Type B aggregate or as modified by the agency with jurisdiction over the street.
- C. Paving asphalt shall be Grade AR-4000, conforming to the requirements of Section 92 of the Caltrans Standard Specifications. Four to six percent bituminous binder shall be provided.

- D. Traffic stripes and pavement markings shall conform to Sections 84 and 85 of the Caltrans Standard Specifications. Markers and delineators shall conform to Section 82 of the Caltrans Standard Specifications.

ARTICLE 3 – EXECUTION

- A. Preparation of subgrade shall occur in all areas to receive asphalt cement paving in accordance with the Caltrans Standard Specifications.
- B. Pavement thickness shall be three (3) inch minimum, or match the thickness of the adjoining pavement whichever is greater.
- C. Pavement Cutting

Trenches and other excavations in asphalt paved areas shall be cut by means of a saw to the full depth of the pavement as required by the agency having jurisdiction over the street. Pavement cuts shall be laid out by a chalk line and care shall be taken to ensure neat, straight edges, as indicated in the Agency's Standard Details.

After the Engineer has approved a section of trench for final paving, the Contractor shall strip out all temporary pavement to the full depth of the new pavement section as specified. Spalled or cracked sections of pavement beyond the excavation limits which, in the opinion of the Engineer, show signs of having separated from the adjoining pavement or are moveable, shall be removed and replaced with new pavement. Broken edges of pavement shall be trimmed along lines parallel to the trench edges.

- D. Pavement Grinding

Where required, existing pavement shall be ground down to make a smooth joint with existing gutters and joints with existing pavement. All pavement grinding shall be done in accordance with Section 42 of the Caltrans Standard Specifications.

- E. Aggregate Base

Minimum relative compaction shall be 95%. Base shall be placed and compacted prior to placing of temporary paving.

- F. Asphalt Concrete

Surface courses shall be constructed using 3/4-inch maximum graded aggregate. Lower courses shall be constructed using one (1) inch maximum graded aggregate.

Bituminous mixtures shall be delivered to the roadbed at temperatures specified in

Section 39 of the Caltrans Standard Specifications. Spreading of the mixture shall be in accordance with Section 39 of the Caltrans Standard Specifications. All loads shall be covered with tarpaulin or other material during transportation.

Initial or breakdown rolling and the final rolling of the uppermost layer of the asphalt concrete shall be compacted in accordance with Section 39 of the Caltrans Standard Specifications. Compaction by vehicular traffic shall not be permitted.

The joints between old and new pavements or between successive days' work shall be carefully made in such manner as to insure a continuous bond between old and new sections of the course. After the trench has been backfilled, edges of the existing pavement shall be exposed and cleaned and re-trimmed to straight, vertical surfaces. All joints shall be painted with a uniform coat of tack coat before the fresh mixture is placed.

Each lift of asphalt concrete shall be allowed to cool down before the next lift is placed. Before the final lift of asphalt concrete is placed, the edges of the trench shall be tacked with RS-1 asphaltic emulsion.

G. Restoration of Traffic Stripes, Pavement Markers, and Delineators

After the final paving is complete, the Contractor shall stripe the new pavement and provide new pavement markers and delineators to replace the old ones.

No work shall be done until the layout is approved by the agency having jurisdiction over the street.

H. Concrete Surfaces

All concrete curbs, gutters, aprons, patios, driveways and sidewalks that are broken, cracked or damaged by construction shall be reconstructed by and at the expense of the Contractor, of the same kind of material and of the same dimensions as the original work. The repairs shall be made by removing and replacing the entire portions between joints or by removing the damaged portions by concrete saw and not be merely refinishing the damaged part. All work shall match the appearance of the existing improvements as nearly as practicable. Lamp black or other pigments may be added to the concrete to obtain the necessary result.

END OF SECTION 32 01 26

32 92 13 HYDRO-SEED NATIVE GRASSES

ARTICLE 1 – GENERAL

1.01 **DESCRIPTION**

- A. Section includes (but is Not Necessarily Limited to) all labor, materials, and equipment required to apply hydroseeding for slope repairs, as specified herein and/or shown in the drawings.
- B. To reduce runoff and soil erosion into the drainage ditches, all disturbed areas shall be re-vegetated as soon as possible after construction activities are complete. Re-vegetation will be conducted according to general restoration methods, such as preparation of soil conditions, use of native plants, plant protection, irrigation or watering by a water truck, and control of aggressive non-native species. Re-vegetation will be completed either through a seed mixture and mulch using broadcast methods, or hydroseed.

1.02 **Submittals**

- A. Submit certification from manufacturer stating that hydroseed materials and mix comply with these specifications.

1.03 **QUALITY ASSURANCE**

- A. Only an experienced and licensed hydromulch company may perform hydroseeding.

ARTICLE 2 – PRODUCT – NOT USED

1.04 **SEED**

- A. Seed mix shall contain the following:
 - 1. 30% California Brome
 - 2. 30% Meadow Barley
 - 3. 20% Zorro Annual Fescue
 - 4. 10% Purple Needle Grass
 - 5. 10% California cover native flower mix
- B. All seed shall be fresh, clean, new crop seed, mechanically pre-mixed to specified conditions.
- C. If approved by the Authority in writing, mix percentages may be adjusted to match seed availability.

1.05 **FIBER**

- A. Wood Fiber Mulch: conform to Caltrans Standard Specifications Section 20-2.08, "Mulch."

1.06 FERTILIZER

- A. 16-20-0 (nitrogen-phosphoric acid-water soluble potash).

1.07 STABILIZING EMULSION

- A. M. Binder, Fish-Stik, or approved substitute.

1.08 SLURRY MIX COMPONENTS

- A. Water: Quantity of water added to mix as recommended by stabilizing emulsion manufacturer.

B.

Seed	60 lb. per acre
Fiber	3,000 lb. per acre
Fertilizer	300 lb. per acre
Stabilizing Emulsion	approved stabilizing emulsion

ARTICLE 3 – INSTALLATION

1.09 PREPARATION

- A. Stake areas requiring hydroseeding. Confirm actual limits of work with Construction Administrator.
- B. Prepare ground surface to be hydroseeded as described in these specifications.

1.10 INSTALLATION

- A. Prepare slurry by mixing specified amounts of fiber, seed, fertilizer, stabilization emulsion and water. Determine weights of various materials to be used in slurry from marked weights per sack and sack count or by weighing on an approved scale.
- B. Load materials into mixer in such sequence as to provide thoroughly mixed homogeneous slurry. Mix slurry to a consistency to adhere to earth without clumping or running.

- C. Do not exceed a mixing time of 60 minutes from time seeds come into contact with water in mixer to complete discharge of prepared slurry onto earth. Do not use any slurry mixture that has not been applied within 60 minutes of mixing.
- D. Apply hydroseed slurries in a uniform coat.
- E. Place slurry mixture using a method of hydraulic planting detailed in Standard Specifications, Section 20, "Erosion Control and Highway Planting," or other pre-approved method.

1.11 REPAIR

- A. **All areas outside of specified limits where the vegetative growth has been injuriously disturbed or destroyed by the Contractor shall be restored and seeded in accordance with these specifications by the Contractor at his/her own expense.**

END OF SECTION 32 92 13

DIVISION 33 UTILITIES

33 01 30 SEWAGE HANDLING DURING CONSTRUCTION

ARTICLE 1 – GENERAL

1.01 DESCRIPTION

- A. The work described in this specification shall consist of designing, furnishing, operating, maintaining, and removing temporary facilities necessary to avoid sewage spill when repairing/replacing active force mains. Contractor's responsibilities include the following:
 - 1. Defining and providing for all temporary piping, fittings, accessories and incidental appurtenances related to by-passing sewage flow around the work area and between by-pass stations;
 - 2. Defining the procedure and providing for handling the flows of all active force mains that need to be temporarily shut down;
 - 3. Defining the procedure and providing for dewatering all force mains that need to be partially dewatered.
- B. The Authority and the Engineer will assist the Contractor with establishing the abovementioned procedures.
- C. The Authority is entitled to cancel any scheduled shutdown for operational reason at any time before it begins and at no additional cost to the Authority. No shutdowns shall be performed before or during a forecast rain event.
- D. SAM Staff will perform shutdown and startup of the active pump stations in coordination with the Contractor.

1.02 RESPONSIBILITY FOR OVERFLOWS OR SPILLS

- A. The Contractor shall schedule and perform the work in a manner that:
 - 1. Does not cause or contribute to incidence of overflows, releases or spills of sewage from the sanitary sewer system or the hauling operation.
 - 2. Does not cause surcharging of sewers, damage or flooding of public and private property.
 - 3. Protects water resources, wetlands and other natural resources.
- B. Contractor hold brief tail-gate meetings with SAM and the Engineer prior to working on the active force mains to review his/her procedures and determine if they are adequate for bypassing/hauling the flows of and dewatering the active force mains.
- C. The Contractor shall develop a site-specific spill response plan in the event that a spill

involving sewage should occur. The plan shall include the following:

1. Emergency contact information for the spill response team.
 2. Plan for immediately containing the leak or spill.
 3. Plan for immediately addressing the source of the leak or spill.
 4. Plan for immediately preventing public exposure to the leak or spill, including procedures for diverting pedestrian and automobile traffic away from the impacted area.
 5. Contact information for a laboratory certified to test water samples for the presence of fecal coliform.
 6. Procedures for collecting water quality samples to assess the magnitude and range of impact of any leak or spill.
 7. Procedures for washing down all affected areas with chlorinated potable water, including a requirement that all wastewater generated from this process be collected and disposed of in accordance with the applicable law.
 8. Procedures for removing and replacing affected soils.
- D. In the event that the Contractor's work activities contribute to overflows, releases or spills, the Contractor shall immediately take the appropriate action to contain and stop the overflow. The Contractor shall also notify SAM at 650-726-0124 day or night and follow the instructions given by the voice mail system. An Authority representative will contact the Contractor promptly.
- E. Clean up shall include collection and disinfection of the area affected by the spill to the satisfaction of the Engineer. Site-specific materials shall be used to retain and divert solids and divert flow from environmentally sensitive areas. Storm drains shall be covered to ensure that sewage does not reach the storm water system. Emergency response spill kits and other site-specific spill containment material shall be available on site at all times. An incident report including but not limited to cause of the release or spill, actions taken to mitigate the event and cleanup activities performed shall be submitted or spill, actions taken to mitigate the event and cleanup activities performed shall be submitted to the Engineer by the Contractor within 24 hours of completion of the cleanup activities.

1.03 SUBMITTALS

- A. The Contractor shall submit the following information specific for each hauling/bypassing setup 10 days prior to construction:
1. The procedures described in Article 1.01. The procedures should include a justification of the size of hauling/bypassing equipment, schedules, locations, materials, names Drawings indicating the locations of the equipment, piping layouts and discharge shall be included. The sizing of hauling equipment shall include a minimum safety factor of

2 to account for emergencies, field contingencies, flow measurement inaccuracy, etc.

2. As needed for approved work, certification and statement of experience of workmen trained for hot tapping and hot line plugging.
3. A spill response plan as described in Article 1.02.
4. A traffic control plan in conformance with the California Manual on Uniform Traffic Control Devices (California MUTCD) and the Work Area Traffic Control Handbook (WATCH book).
5. A copy of all encroachment permits required to perform the work.

1.04 DESIGN REQUIREMENTS

- A. Estimated for sewage storage capacities at Portola Pump Station and San Pablo Lift Station are provided below.

	Maximum Available Storage Capacity
Portola Pump Station	214,000 gallons
San Pablo Lift Station	0

- B. The as-builts drawings for the active force mains shall be utilized by the Contractor when estimating the volumes of sewage to be dewatered when performing the work and abandoning segments of the pipeline.
- C. The Contractor is authorized to discharge sewage at the following locations:
1. SAM's Wastewater Treatment Plant; and
 2. Nearby gravity sewer manholes when dewatering a force main, provided that it does not result in overflowing the gravity sewer system.
- D. The work described in this specification shall be performed when sewage flows are at their lowest, i.e. at night, between 10pm and 4am.
- E. The existing blow-off valves cannot be maneuvered and hence cannot be utilized when dewatering the force mains.
- F. Hauling/bypassing systems shall provide provisions for maintaining vehicular and pedestrian access, avoiding damage to public and private property, preventing leakage from hoses and minimizing disturbance.
- G. The Contractor shall have adequate standby equipment available and ready for immediate operation and use in the event of emergency or breakdown.

ARTICLE 2 – PRODUCTS

2.01 MATERIALS

- A. Pipes, flexible hoses and associated couplings and connectors shall be abrasion resistant, suitable for the intended service, and shall be rated for the external and internal anticipated loads.
- B. At a minimum, pipes and hoses subject to traffic loading shall be composed of a system, such as traffic ramps or covers, capable of withstanding H-20 loading criteria. System shall be installed and maintained to meet H-20 loading requirements.

2.02 DELIVERY, STORAGE, AND HANDLING

- A. The Contractor shall deliver, store and handle materials as required to prevent damage.
- B. The Contractor shall replace damaged materials at no additional cost to SAM.

ARTICLE 3 – EXECUTION

3.01 INSTALLATION

- A. The Contractor shall locate hauling facilities to minimize any disturbance to existing utilities and shall obtain approval of the pipes/hoses and trucks locations from SAM. The Contractor is responsible for all costs associated with relocating utilities and obtaining permits.
- B. The temporary piping shall be located off streets and sidewalks as required. Where piping crosses, or is installed in driveways, sidewalks, and/or other public or private ways, the Contractor shall provide and maintain facilities to permit normal pedestrian and vehicular traffic access to concourses in accordance with the Contractor's approved traffic control plan. The installation of temporary piping is prohibited in all wetland areas.
- C. Each temporary pressure piping system setup shall be hydrostatically tested in its entirety before being used; testing shall occur in the presence of the Engineer.
- D. Upon completion of the hauling operations, the Contractor shall remove all piping and complete restoration, restoring all property to preconstruction condition including but not limited to pavement. The Contractor is responsible for obtaining any permits and/or permission for placement of the temporary pipeline within public and private properties.
- E. Plugging or blocking of flows in the line segments to be shut down shall incorporate a primary and secondary plugging device. When plugging is no longer required for performance of the work, it is to be removed in a manner that permits flows to slowly return to normal without surge, surcharge or other major disturbance.

3.02 HOT TAPPING AND HOT LINE PLUGGING

- A. Hot tapping is a process for on-line connections. Hot line plugging is a process for on-line isolation of piping system. Hot tapping and hot line plugging shall only be used when

traditional connection and plugging is impossible or unreasonable and shall be pre-approved by the Engineer.

- B. Submittal for hot tapping and hot plugging shall include schedules, locations, capacities of equipment, materials, sizing and selection data, manufacturer catalog cut sheets and calculations, and all other incidental items.
- C. Contractor shall comply with relevant requirements of API 2201 Procedures for Welding or Hot Tapping on Equipment in Service.
- D. The Contractor shall have adequate standby equipment available and ready for immediate operation and use in the event of emergency or breakdown.
- E. Hot Tap or Plugging Machine must be in good operating condition.
- F. Operators shall at a minimum have back up cutter, pilot drill, and "U" pins.
- G. Hot tap machines must have travel indicator.

END OF SECTION 33 01 30

33 05 16 PRECAST CONCRETE STRUCTURES

ARTICLE 1 – GENERAL

1.01 REFERENCES

- A. To the extent referenced in this specification section, the standards and documents listed below are included, and made a part of this specification.
- B. In the event of a conflict, the requirements of this specification section prevail.

ACI 318	Building Code Requirements for Reinforced Concrete and Commentary
ASTM A36	Standard Specification for Carbon Structural Steel
ASTM A82	Standard Specification for Steel Wire, Plain, for Concrete Reinforcement
ASTM A185	Standard Specification for Steel Welded Wire Fabric, Plain, for Concrete Reinforcement
ASTM A615	Standard Specification for Deformed and Plain Billet-Steel Bars for Concrete Reinforcement
ASTM B221	Standard Specification for Aluminum and Aluminum-Alloy Extruded Bars, Rods, Wire, Profiles, and Tubes
ASTM C33	Standard Specification for Concrete Aggregates
ASTM C150	Standard Specification for Portland Cement
ASTM C260	Standard Specification for Air-Entraining Admixtures for Concrete
ASTM C443	Standard Specification for Joints for Concrete Pipe and Manholes, Using Rubber Gaskets
ASTM C478	Standard Specification for Precast Reinforced Concrete Manhole Sections
ASTM C494	Standard Specification for Chemical Admixtures for Concrete
ASTM C497	Standard Test Methods for Concrete Pipe, Manhole Sections, or Tile
ASTM C618	Standard Specification for Coal Fly Ash and raw or Calcinated Natural Pozzolan for Use in Concrete
ASTM C858	Standard Specification for Underground Precast Concrete Utility Structures
ASTM C877	Standard Practice for External Sealing Bands for Concrete Pipe, Manholes, and Precast Box Sections

ASTM C890	Standard Practice for Minimum Structural Design Loading for Monolithic or Sectional Precast Concrete Water and Wastewater Structures
ASTM C913	Standard Specification for Precast Concrete Water and Wastewater Structures
ASTM C920	Standard Specification for Elastomeric Joint Sealants
ASTM C989	Standard Specification for Slag Cement for Use in Concrete and Mortars
ASTM C990	Standard Specification for Joints for Concrete Pipe, Manholes, and Precast Box Sections Using Preformed Flexible Joints Sealants
ASTM D698	Standard Test Method for Laboratory Compaction Characteristics of Soil Using Standard Effort (12,400 ft-lbf/ ft ³ (600 kN-m/m ³))
ASTM D1557	Standard Test Method for Laboratory Compaction Characteristics of Soil Using Modified Effort (6,000 ft-lbf/ ft ³ (2,700 kN-m/m ³))
ASTM D2922	Standard Test Method for Density of Soil and Soil- Aggregate in Place by Nuclear Methods (Shallow Depth)
ASTM D3017	Standard Test Method for Water Content of Soil and Rock in Place by Nuclear Methods (Shallow Depth)
ASTM D4104	Standard Test Method (Analytical Procedure) for Determining Transmissivity of Nonleaky Confined Aquifers by Overdamped Well Response to Instantaneous Change in Head (Slug Test)

1.02 DESIGN REQUIREMENTS

- A. Precast reinforced air-entrained concrete structures designed to ASTM C890, AASHTO HS20 live loading and installation conditions, and manufactured to conform to ASTM C913.
- B. Maximum water table elevation: grade elevation.
- C. Minimum 28-day concrete compressive strength: 5,000 psi.
- D. Minimum buoyancy safety factor: 1.25.

1.03 SUBMITTALS

- A. A Professional Engineer licensed in the state of California shall seal structural design calculations.
- B. The precast concrete structure manufacturer shall submit for Engineer's review:
 - 1. For standard precast concrete structures – cut sheets showing conformance to project drawings and requirements and to applicable ASTM specifications listed in this

section.

2. For proprietary precast concrete structures – standard plans or informative literature. Supporting calculations and design details shall be available upon request. The precast concrete structure manufacturer shall warrant that such products will perform as specified herein.
 3. For custom-made precast concrete structures – shop drawings showing complete design, installation, and construction information in such detail as to enable the Engineer to determine the adequacy of the proposed structures for the intended purpose. Details of steel reinforcement size and placement as well as supporting design calculations, dimensions, and weight of each section shall be included. The drawings shall include a schedule, which will list the size and type of precast concrete structures at each location where they are to be used.
- C. Submittals shall show locations and dimensions to all penetrations and special embed items. Product dimensions and thicknesses shall be shown.
- D. Submit product datasheet and installation instructions of joint sealants, gaskets, and mechanical seals.
- E. Provide upon Engineer's request:
1. Product datasheets and installation instructions of anchors and lifting inserts;
 2. Copies of material certifications and/or laboratory test reports, including mill tests and all other test data, for Portland cement, blended cement, pozzolans, ground granulated blast-furnace slag, silica fume, aggregate, admixtures, and curing compound proposed for use.
 3. Copies of test reports showing that the mix has been successfully tested to produce concrete with the properties specified and will be suitable for the project conditions. Such tests may include compressive strength, plastic air content, temperature of freshly mixed concrete, and slump of freshly mixed concrete.

1.04 QUALITY ASSURANCE

- A. The precast concrete manufacturer shall be certified by the National Precast Concrete Association's Plant Certification Program prior to and during production of the structures for the Work.
- B. The precast concrete manufacturer shall have been in the business of producing precast concrete products similar to those specified for a minimum of five (5) years.

1.05 DELIVERY, STORAGE, AND HANDLING

- A. Transport and handle precast concrete units with equipment designed to protect units from damage.

- B. Do not place concrete units in position to cause overstress, warp or twist.
- C. Conduct operations not to interfere with, interrupt, damage, destroy, or endanger integrity of surface or subsurface structures or utilities, and landscape in immediate or adjacent areas.

ARTICLE 2 – PRODUCT

2.01 CONCRETE

- A. Concrete shall be a uniform mix of quality materials listed below. Mix proportions shall be determined by following the standards in ACI 318.
- B. Portland Cement: ASTM C150, Type I, II, III or V
- C. Aggregates: ASTM C33.
- D. Water: Clean and free of deleterious substances in amounts harmful to concrete or embedded metals.
- E. Admixtures:
 - 1. Air-entraining: ASTM C260
 - 2. Water reducing, retarding, accelerating, high range water reducing: ASTM C494
 - 3. Pozzolans, fly ash and other mineral admixtures: ASTM C618
 - 4. Ground granulated blast furnace slag: ASTM C989
 - 5. Pigments: Non-fading and lime-resistant

2.02 REINFORCEMENT AND CONNECTION MATERIALS

- A. Provide all reinforcement, accessory and connection materials required. Concrete reinforcement shall be steel bars or welded wire fabric, or a combination thereof.
- B. Reinforcing Bars: ASTM A615.
- C. Reinforcing Wire: ASTM A82.
- D. Welded Wire Fabric: ASTM A185.
- E. All metal items (plates, angles, etc.) embedded in concrete shall be ASTM A36 structural steel.

2.03 GROUT AND MORTAR

- A. Cement grout: Portland cement with enough water for the required strength and sand for proper consistency. May contain mineral or chemical admixtures, if approved by Engineer.
- B. Non-shrink grout: Premixed, packaged expansive and non-expansive shrink- resistant grout.
- C. Repair mortar and an epoxy bonding agent may be used to repair minor surface damage to precast sections. Proposed repair products shall be submitted to Engineer before use, and shall be installed per the manufacturer instructions.

2.04 JOINT

- A. Include a continuous watertight seal on the concrete base and between successive precast structure sections, which meets the following standards:
 - 1. Rubber Gaskets: ASTM C443;
 - 2. Preformed Flexible Joint Sealants: ASTM C990;
 - 3. Elastomeric Joint Sealants: ASTM C920; and
- B. Exterior Sealing Bands: ASTM C877.

2.05 PIPE TO PRECAST CONCRETE STRUCTURES CONNECTIONS

- A. A flexible pipe to manhole connector shall be used whenever a pipe penetrates into a precast concrete manhole or structure. The connector shall meet the requirements of ASTM C923. The connector shall be Quik-LOK as manufactured by A-LOK Products, Inc. or approved equal. The design of the connector shall provide a flexible, watertight seal between the pipe and concrete structure. The connector shall assure that a seal is made between:
 - 1. The connector and the structure wall by casting the connector integrally with the structure wall during the manufacturing process in a manner that it will not pull out during pipe coupling.
 - 2. The seal between the connector and the pipe shall be made by compressing the connector against the outside circumference of the pipe by means of a stainless steel take-down band.
- B. When called out in the Drawings, seals around piping and tubing shall be modular mechanical type, consisting of interlocking synthetic rubber links shaped to fit the annular space. Tightening of bolts in each link shall cause the link to expand and seal the space. Hardware shall be type 304 stainless steel. Mechanical seals shall be Innerlynx by Advance Products & Systems, Link-Seal by Thunderline Corp., or approved equal.

2.06 STRUCTURE FRAME AND COVER

- A. Refer to the Contract Drawings.
- B. Frame and cover designed for H20 loading.

ARTICLE 3– FABRICATION

3.01 ASSEMBLIES

- A. Forms for manufacturing precast concrete structures shall be of the type and design consistent with industry standards. They should be capable of consistently providing uniform products and dimensions. Forms shall be constructed so that the forces and vibrations to which the forms will be subjected can cause no product damage. Forms shall be cleaned of concrete build-up after each use. Form release agents shall not be allowed to build up on the form casting surfaces.
- B. Reinforcement: cages of reinforcement shall be fabricated either by tying the bars, wires or welded wire fabric into rigid assemblies. Reinforcing shall be positioned as specified by the design and so that the concrete cover conforms to ACI 318 requirements. The tolerance on concrete cover shall be one-third of that specified but not more than 1/2 inches. Concrete cover shall not be less than 1/2 inches.
- C. Embedded Items shall be positioned at locations specified in the design documents. Inserts, plates, weldments, lifting devices and other items to be imbedded in precast concrete products shall be held rigidly in place so that they do not move significantly during casting operations.

3.02 PLACING CONCRETE

- A. Concrete shall be deposited into forms as near to its final location as practical. The free fall of the concrete shall be kept to a minimum. Concrete shall be consolidated in such a manner that segregation of the concrete is minimized and honeycombed areas are kept to a minimum. Vibrators used to consolidate concrete shall have frequencies and amplitudes sufficient to produce well consolidated concrete.
- B. Recommendations for cold weather concreting are given in detail in Cold Weather Concreting reported by ACI Committee 306. Adequate equipment shall be provided for heating concrete materials and protecting concrete during freezing or near-freezing weather. All concrete materials and all reinforcement, forms, fillers, and ground with which concrete is to come in contact shall be free from frost. Frozen materials or materials containing ice shall not be used. In cold weather the temperature of concrete at the time of placing shall not be below 45°F. Concrete that freezes before its compressive strength reaches 500 psi shall be discarded.
- C. Recommendations for hot weather concreting are given in detail in Hot Weather

Concreting reported by ACI Committee 305. During hot weather, proper attention shall be given to ingredients, production methods, handling, placing, protection, and curing to prevent excessive concrete temperatures or water evaporation that could impair required strength or serviceability of the member or structure. The temperature of concrete at the time of placing shall not exceed 90°F.

3.03 CURING

- A. Curing by Moisture Retention: moisture shall be prevented from evaporating from exposed surfaces until adequate strength for stripping is reached.
- B. Surfaces that will be exposed to weather during service shall be cured as above a minimum of 3 days. Forms shall be considered effective in preventing evaporation from the contact surfaces. If air temperature is below 50°F the curing period shall be extended.
- C. Curing with Heat and Moisture: concrete shall not be subjected to steam or hot air until after the concrete has attained its initial set. Steam, if used, shall be applied within a suitable enclosure, which permits free circulation of the steam. If hot air is used for curing, precautions shall be taken to prevent moisture loss from the concrete. The temperature of the concrete shall not be permitted to exceed 160°F. These requirements do not apply to products cured with steam under pressure in an autoclave.
- D. Products shall not be removed from the forms until the concrete reaches the compressive strength for stripping required by the design. If no such requirement exists, products may be removed from the forms after the final set of concrete provided that stripping damage is minimal.
- E. Products shall not be shipped until they are at least 5 days old, unless it can be shown that the concrete strength has reached at least 75% of the specified 28-day strength, or that damage will not be caused which will impair the performance of the product

ARTICLE 4 – EXECUTION

4.01 BACKFILL

- A. Suitable backfill material shall be placed after concrete in structure has reached its required compressive strength and flexural strength, never before 14 calendar days after initial concrete placement.
- B. Backfill material shall be placed simultaneously on all sides of structure so the fill is kept at approximately the same elevation at all times.
- C. The 3 feet closest to all walls or wing faces shall be compacted using pneumatic or hand tampers only.

4.02 INSPECTION

- A. Request inspection by Engineer prior to backfill.

END OF SECTION 33 05 16

33 05 23 UTILITY HORIZONTAL DIRECTIONAL DRILLING

ARTICLE 1 – GENERAL

1.01 REFERENCES

- A. To the extent referenced in this specification section, the standards and documents listed below are included, and made a part of this specification.
- B. In the event of a conflict, the requirements of this specification section prevail.

ASTM F1962	Standard Guide for Use of Maxi-Horizontal Directional Drilling for Placement of Polyethylene Pipe or Conduit Under Obstacles, Including River Crossings
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PPI TR-46	Guidelines for Use of Mini-Horizontal Directional Drilling for Placement of High Density Polyethylene
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1.02 QUALIFICATIONS

- A. Contractor performing Horizontal Directional Drilling (HDD) shall have actively engaged in the installation of pipe using HDD methods for a minimum of three years, during which time the Contractor has completed at least 80,000 feet of HDD installations from 1.25" to 24" inches in diameter.
- B. Contractor shall submit documentation showing he qualifies for the project specified herein. Information must include, but not be limited to the following

1.03 SUBMITTALS

- A. Contractor shall document their recent qualifications and list three projects of similar nature to this project. Information must include, but not be limited to the following:
 - 1. Date and duration of work
 - 2. Location
 - 3. Pipe information (i.e. length, diameter, depth of installation, pipe material, etc.)
 - 4. Client information (i.e. name, address, telephone number, contact person, etc.)
 - 5. Contents handled by the pipeline (i.e. water, wastewater, conduit, gas, etc.)
- B. HDD Contractor shall submit a list of field supervisory personnel and their experience with HDD operations. At least one of the field supervisors listed must be at the site and be responsible for all work at all times when HDD operations are in progress.
- C. Working drawings, written procedures, and information that demonstrates in detail the proposed method of operation. This submittal shall include, but not be limited to the following:
 - 1. Size, capacity and setup requirements of all equipment (including drill rig thrust/pullback and rotary torque capacity as well as the mud pump motor size)
 - 2. HDD guidance system type and information including the accuracy, range, and repeatability values for inclination, roll, and azimuth of the system
 - 3. Type of cutting tool head
 - 4. Method of monitoring and controlling line and grade

5. Arrangement of equipment
6. Location and sizes of drilling and receiving pits
7. Location of product pipe joining areas and staging areas
8. Method of removing spoils.
9. Carrier pipe type and size
10. Method of joining carrier pipe
11. Method of installing tracer/detection wire
12. Method of abandonment of pilot holes
13. Carrier pipe end seals
14. Bentonite drilling fluid product information including product information, material specifications, handling procedures, method of mixing and installation, polymer enhancement material or special additives (if applicable), method of measuring and maintaining water and bentonite quality during bore progress

D. As-Built Survey

1. At the completion of pilot hole drilling described herein, Contractor shall provide a tabulation of coordinates referenced to the drilled entry point, which accurately described the location of the pilot hole
2. Logs of pullback pressures for each setup upon completion of the installation of each length of pipe

- E.** If, during construction, the Contractor determines that modifications to the method and equipment as stated in the original submittal are necessary, the Contractor shall submit a plan describing such modifications, including the reasons for the modifications, to the District for review prior to making the modification

1.04 FIELD CONDITIONS

- A.** HDD operations shall not interfere with, interrupt, or endanger the ground surface or the activities or items upon the surface.
- B.** When rock stratum, boulders, underground obstructions, or other soil conditions that impede the progress of drilling operations are encountered, the Contractor will review the situation with the Engineer. The Contractor shall determine the feasibility of continuing drilling operations and review this with the Engineer. Adjustments or switching to an alternative construction method shall be agreed upon prior to implementation.

ARTICLE 2 – PRODUCTS

2.01 PIPING MATERIAL

- A.** Refer to Section 33 31 00.

2.02 DETECTION DEVICE

- A. Detection Wires (2 quantity): insulated copper, 10 gage or thicker wire.

2.03 DRILLING FLUID

- A. No drilling fluid shall be used that does not comply with environmental regulations.
- B. Drilling fluids shall be a mixture of clean water and bentonite clay. The fluid shall be inert. The fluid should remain in the tunnel to insure the stability of the tunnel, reduce drag on the pulled pipe, and provide backfill within the annulus of the pipe and tunnel.
- C. Disposal of excess drilling fluid and spoils shall be the responsibility of the Contractor and shall be conducted in compliance with all relevant regulations, right-of-way, workspace requirements, and permit agreements. Excess drilling fluid and spoils shall be disposed of at an approved location and shall be performed at no additional cost to the District. The Contractor is responsible for transporting all excess drilling fluid and spoils to the disposal site and for paying any disposal costs. Excess drilling fluid and spoils shall be transported in a manner that prevents accidental spillage onto roadways.
- D. Drilling fluid returns caused by fracturing, formations, or any other means at locations other than the entry and exit points shall be minimized. The Contractor shall immediately clean up and dispose of any drilling fluid and spoils from return areas.
- E. The Contractor shall provide mobile spoils removal equipment capable of quickly removing spoils from entry and exit pits and from return areas. This equipment must be present during all HDD operations to fulfill the disposal requirements previously described.

2.04 DRILLING WATER

- A. The Contractor shall provide clean water for the mixing of drill fluid.
- B. The Contractor is responsible for locating a clean water source, and for transportation and storage of water.

ARTICLE 3 – EXECUTION

3.01 PREPARATION

- A. Excavate access and exit pits as necessary to horizontally directional drill the proposed pipe alignment as shown on the project drawings.

- B. The drilling procedures and equipment shall provide protection of workers particularly against electrical shock. As a minimum, grounding mats, grounded equipment, hot boots, hot gloves, safety glasses and hard hats shall be used by crewmembers.
- C. The drilling equipment shall be equipped with an operational alarm system capable of detecting electrical current.
- D. The Contractor is responsible for protecting all existing utilities. The Contractor shall call 811 a minimum of 2 working days before any work is to begin. Existing utilities within the path of the proposed horizontal directional bore shall be potholed to determine depth.

3.02 HORIZONTAL DIRECTIONAL DRILLING OPERATIONS

- A. The drilling equipment must be capable of placing the pipe within the planned line and grade without inverse slopes.
- B. The drilling equipment must meet the minimum thrust/pullback rating, minimum rotary torque rating, and the minimum mud flow pumping capacity to facilitate installation of the product pipe per the contract drawings.
- C. The guidance system must have the capability of measuring inclination, roll, and azimuth. The guidance system must have an independent means to ensure the accuracy of the installation. The Contractor will demonstrate a viable method to eliminate accumulated error due to inclinometer (pitch or accelerometer). The guidance system shall be capable of generating a plot of the borehole survey for the purpose of an as-built drawing.
- D. The proposed equipment set up requirements, including but not limited to proposed access and exit pit locations, are at the sole determination of the Contractor. Such information shall be submitted along with all other required information per the specifications.

3.03 PILOT HOLE BORING

- A. The entry angle and the pilot hole and the boring process shall maintain a curvature that does not exceed the allowable bending radius of the product pipe.
- B. The pilot hole shall be drilled along the path shown on the plan and profile drawings to the following tolerances:
 - 1. Elevations: Plus or minus six inches.
 - 2. Alignment: Plus or minus six inches.
 - 3. Curve Radius: No curves will be accepted with a radius less than that shown on the Drawings.

C. Alignment Adjustments and Restarts

1. The Contractor shall follow the pipeline alignment as shown on the Drawings within the tolerances stated. If adjustments are required, the Contractor shall notify the Engineer for approval prior to making the adjustments.
2. In the event of difficulties at any time during boring operations requiring the complete withdrawal from the tunnel, the Contractor may be allowed to withdraw and abandon the tunnel and begin a second attempt at a location approved by the Engineer. The Contractor may excavate at the point of the difficulty and install the product pipe by trench method, at no additional cost to the District, per the provisions stated herein.
3. The number of access pits shall be kept to a minimum. Digging intermediate pits shall be avoided.

3.04 INSTALLING PIPE

- A. After the pilot hole is completed, the Contractor shall install a swivel to the reamer and commence pullback operations. Should pre-reaming of the tunnel be necessary, it shall be performed at the option of the Contractor and at no additional cost to the District.
- B. The reaming diameter shall not exceed 1.4 times the diameter of the product pipe being installed.
- C. The product pipe being pulled into the tunnel shall be protected and supported so that it moves freely and is not damaged by stones and debris on the ground during installation.
- D. Pullback forces shall not exceed the allowable pulling forces for the product pipe.
- E. Pull detection wire along with pipe. Extend wire into locator station at each end of pipe.
- F. The Contractor shall allow sufficient length of product pipe to extend past the termination point to allow connections to adjacent pipe sections.
- G. Pulled pipes will be allowed 24 hours of stabilization prior to making tie-ins.

3.05 INSPECTION

- A. The Contractor will at all times provide and maintain instrumentation that will accurately perform the following functions:
 1. Locate the pilot hole.
 2. Record coordinates referenced to the drilled entry point.
 3. Measure drilling fluid flow discharge rate and pressure.
 4. Measure pullback pressure.

B. The Engineer will have access to these instruments and readings at all times.

3.06 OBSTRUCTIONS

- A. The Engineer must be notified immediately if any obstruction is encountered that stops the forward progress of the HDD operation. The Contractor must review the situation with the Engineer and determine the feasibility of continuing drilling operations or switching to an alternative construction method.

END OF SECTION 33 05 23

33 31 00 SANITARY SEWERAGE PIPING

ARTICLE 1 – GENERAL

1.01 REFERENCES

- A. To the extent referenced in this specification section, the standards and documents listed below are included, and made a part of this specification.
- B. In the event of a conflict, the requirements of this specification section prevail.

1. HDPE pipe

PPI TR-33	Generic Butt Fusion Joining Procedure for Polyethylene Gas Pipe
PPI TR-34	Disinfection of Newly Constructed Polyethylene Water Mains
PPI TR-41	Generic Saddle Fusion Joining Procedure for Polyethylene Gas Piping
PPI TN-42	Recommended Minimum Training Guidelines for PE Pipe Butt Fusion Joining Operators for Municipal and Industrial Projects (2009)
ASTM F714	Standard Specification for Polyethylene (PE) Plastic Pipe (SDR-PR) Based on Outside Diameter
ASTM F905	Standard Practice for Qualification of Polyethylene Saddle-Fused Joints
ASTM F1055	Standard Specification for Electrofusion Type Polyethylene Fittings for Outside Diameter Controlled Polyethylene Pipe and Tubing
ASTM F1290	Standard Practice for Electrofusion Joining Polyolefin Pipe and Fittings
ASTM F1412	Standard Specification for Polyolefin Pipe and Fittings for Corrosive Waste Drainage Systems
ASTM F1417	Standard Test Method for Installation Acceptance of Plastic Gravity Sewer Lines Using Low-Pressure Air
ASTM F2164	Standard Practice for Field Leak Testing of Polyethylene (PE) Pressure Piping Systems Using Hydrostatic Pressure
ASTM F2206	Standard Specification for Fabricated Fittings of Butt-Fused Polyethylene (PE) Plastic Pipe, Fittings, Sheet Stock, Plate Stock, or Block Stock
ASTM D2239	Standard Specification for Polyethylene (PE) Plastic Pipe (SIDR-PR) Based on Controlled Inside Diameter

ASTM D2321	Standard Practice for Underground Installation of Thermoplastic Pipe for Sewers and Other Gravity-Flow Applications
ASTM F2620	Standard Practice for Heat Fusion Joining of Polyethylene Pipe and Fittings
ASTM D2683	Standard Specification for Socket-Type Polyethylene Fittings for Outside Diameter-Controlled Polyethylene Pipe and Tubing
ASTM D2737	Standard Specification for Polyethylene (PE) Plastic Tubing
ASTM D2774	Standard Practice for Underground Installation of Thermoplastic Pressure Piping
ASTM D3261	Standard Specification for Butt Heat Fusion Polyethylene (PE) Plastic Fittings for Polyethylene (PE) Plastic Pipe and Tubing
ASTM D3350	Standard Specification for Polyethylene Plastics Pipe and Fittings Materials

1.02 SUBMITTALS

- A. Submit complete product data, shop drawings and manufacturer's installation and testing instructions for each item provided under this Section.

1.03 QUALITY CONTROL

- A. All products of a like kind shall be identical and furnished by one manufacturer.
- B. All products shall be produced by firms with a minimum of ten years' experience in manufacturing these items.
- C. Each operator performing fusion joining shall be qualified in the use of the manufacturer's recommended fusion procedure(s) by the following:
 - 1. Appropriate training or experience in the use of fusion procedure.
 - a. Making a sample joint according to the procedure that passes the following inspections and tests:
 - 1. The joint shall be visually examined during and after joining and found to have the same appearance as a photograph or sample of an acceptable joint that was joined in accordance with the procedure; and
 - 2. The joint shall be tested or examined by the pressure and tensile test as described in 49 CFR 192.283
 - a. Ultrasonic inspection and found to be free of flaws that would cause failure. Cut into at least three (3) longitudinal straps, each of which is visually examined and found to be free of voids or unbonded areas on the cut surface of the joint, and deformed

- bending, torque, or impact and if failure occurs, it must not initiate in the joint area.
2. Each operator shall be re-qualified under the procedure if during any twelve (12) month period:
 - a. Operator has not made any joints under the procedure; or
 - b. Operator has three (3) joints or three (3) percent of the joints made, whichever is greater, that are found unacceptable by testing according to 49 CFR 192.513.
 3. HDPE Pipe welders shall be GW330 certified or equivalent.

1.04 DELIVERY – STORAGE – HANDLING

- A. Delivery, storage, and handling of ductile-iron and HDPE pipe and fittings shall follow the recommendations of AWWA C600 and as specified herein:
 1. Handling of pipe shall be performed with lifts, cranes, or other suitable equipment and devices. Slings, hooks, or pipe tongs shall be padded and used in such a manner as to prevent damage to the pipe, linings, and coatings. The pipes shall not be dropped or dragged.
 2. During transport, the pipe shall be supported and secured against movement using padded devices in such a manner to prevent damage.
 3. Stored pipe shall be protected from damage and kept free from dirt and foreign materials by closing the ends of the pipe. Appropriate packaging or wrapping shall protect pipeline materials. Gaskets shall be stored in a cool location out of direct sunlight. Bolts, nuts, and washers shall be handled and stored in a dry location in a manner that will ensure proper use with respect to types and sizes.
 4. Pipe laid out for installation shall be placed on earth berms or timber cradles adjacent to the trench in the numerical order of installation.
 5. Maintain plastic end caps on all pipe and fittings in good condition until the pipe is ready to be installed in the trench. Periodically open the plastic end caps and spray clean potable water inside the pipe for moisture control.
 6. Pipe shall be inspected for damage immediately prior to joining. Damaged pipe shall be rejected. Damage that will result in rejection may consist of: (1) serious abrasions, cutting, or gouging of the outside surface extending to more than 10 percent of the wall thickness in depth; (2) kinking due to excessive or abrupt bending; (3) flattening, particularly if localized over short lengths of the pipe, amounting to more than 5 percent of the diameter; and (4) any abrasion or cutting of the inside surface.
Undamaged portions may be cut from rejected lengths and used as such or rejoined as specified below.
- B. Under no circumstances shall ropes or other handling devices be attached through the interior of fittings.

ARTICLE 2 – PRODUCTS

2.01 HDPE PIPE AND FITTINGS

- A. Raw sewage polyethylene pipe shall be High Density Polyethylene Pipe HDPE 4710. Resin used in the extrusion of pipe shall conform to ASTM D3350 cell classification 445574E.
- B. Fittings shall be High Density Polyethylene Pipe HDPE 4710 manufactured by the injection molding process. Resin used in the molding shall conform to ASTM D3350 cell classification 445574E.
- C. Pipe and fittings shall meet the requirements of AWWA C901 and C906.
- D. The outside diameter of the pipe shall be based upon the IPS sizing system.
- E. Pipe shall be at a minimum DR11.
- F. Fittings shall be pressure class 200.
- G. Tracer wire shall be coated 10 American Wire Gauge (AWG) solid copper stranded wire with Underwriting Laboratories (UL) approval for direct burial in ground.
- H. Butt Fusion Fittings shall meet the requirements of ASTM D3261. Markings for molded fittings shall comply with the requirements of ASTM D3261. Fabricated fittings shall be marked in accordance with ASTM F2206. Socket fittings shall meet ASTM D2683.
- I. Electrofusion Fittings shall have a manufacturing standard of ASTM F1055. Fittings shall have a pressure rating equal to the pipe unless otherwise specified on the plans.

ARTICLE 3 – VALVES, FITTINGS AND COUPLINGS

3.02 SELF-RESTRAINED TRANSITION COUPLINGS

- A. The restrained coupling shall have a body made of carbon steel per ASTM A36, A283 Grade C, or approved equivalent, having a minimum yield of 30,000 psi.
- B. Mechanical restraint shall be an integral part of the follower gland utilizing multiple single tooth wedges. Each follower gland shall incorporate cam action, independent wedge engagement and meet applicable requirements of AWWA C111.
- C. Each assembled coupling follower gland joint shall maintain flexibility after burial. Follower glands shall incorporate positive visual indication that each wedge properly engaged the pipe onto which it is installed. Actuating bolts for the mechanical wedges shall not have limited thread travel.
- D. Each mechanical restraint wedge shall be contoured to properly fit the pipe onto which it is installed. Wedges for ductile iron applications shall be heat treated and e-coated black. The breakaway nut torque value for each wedge shall be approximately 45-60 ft. lbs. Follower glands shall be manufactured of high strength ductile iron conforming to the

requirements of ASTM A536, Grade 65-45-12.

- E. Each restrained coupling shall be rated to the working pressure of the pipe on to which it is installed with a minimum 2:1 safety factor. Follower glands shall have a factory applied Flexi-Coat epoxy coating. All actuating components shall be manufactured of ASTM A536 Grade 60-40-18 ductile iron at a minimum. The gasket shall be SBR standard mechanical joint meeting AWWA C111. The standard sleeve coating shall be Flexi-Coat fusion bonded epoxy. The nuts and bolts are to be 5/8" high strength low alloy steel to AWWA C 111 standards.
- F. The Restrained Coupling Adapter shall be an EBAA Iron, Inc., Series 3800 restrained or approved equal.

3.04 BOLTS, NUTS, AND GASKETS

- A. Flange gaskets shall be 1/8" thick acrylic or aramid fibers bound with nitrile for all sizes of pipe. Gaskets shall be full-face type with pre-punched holes.
- B. Bolts and nuts shall be Type 304 stainless steel, unless otherwise specified or shown on the Drawings.

ARTICLE 4 – EXECUTION

4.01 GENERAL

- A. Contractor is required to verify location of existing force main in all connection areas prior to beginning of construction in that area. Any discrepancies between the construction drawings and field conditions shall be brought to the attention of the Engineer prior to construction in that area.
- B. Installation shall meet the requirements of AWWA C600 and of ASTM F1668.
- C. All sub-surface piping shall be installed with a minimum of thirty-six (36) inches of cover unless otherwise shown on the Drawings.
- D. Pipe and fittings, or other items shall be inspected prior to installation and any items showing a fracture or other defect shall be rejected.
- E. Pipeline joint deflections shall be less than the manufacturer's maximum allowable deflection.
- F. Thrust blocks as a means of thrust restraint shall be installed on buried connections of the new pipe to the existing ductile iron pipe at all tees, plugs, caps, bends and valves, and at all other locations where unbalanced forces exist. The Contractor shall submit design calculation for approval of the Engineer.
- G. Each new section of sewer force main (including all mains, air release valves and all other appurtenances) shall be thoroughly flushed to remove any foreign matter or dirt.
- H. After flushing is completed, assembled valves and appurtenances shall be submitted to

a hydrostatic pressure test for leakage. This test will be performed prior to connecting to active sewer. Water shall be supplied to the main and pumped to the required 100 psi pressure and held for one hour with no leakage.

- I. Transition couplings and tapping saddles shall be visually inspected for leaks with active system operating. Do not backfill trench prior to this inspection.

4.02 TESTING

A. Hydrostatic leakage testing shall comply with ASTM F2164, ASTM F1412, and PPI Handbook of Polyethylene Pipe Chapter 2. The pipe shall be tests at 100 psi for 2 hours. If the test section fails this test, the Contractor shall repair or replace all defective materials and/or workmanship at no additional cost to the District.

ARTICLE 5 – EXECUTION OF HDPE PIPING

5.01 JOINING METHODS

- A. HDPE pipe to HDPE pipe shall be joined by butt fusion or electrofusion.**
- B. Butt Fusion:** the pipe shall be joined by the butt fusion procedure outlined in ASTM F2620 or PPI TR-33. All fusion joints shall be made in compliance with the pipe or fitting manufacturer's recommendations. Fusion joints shall be made by qualified fusion technicians per PPI TN-42.
- C. Electrofusion:** electrofusion joining shall be done in accordance with the manufacturers recommended procedure. Other sources of electrofusion joining information are ASTM F1290 and PPI TN-34. The electrofusion box must be capable of reading and storing the input parameters and the fusion results for later download to a record file. Qualification of the fusion technician shall be demonstrated by evidence of electrofusion training within the past year on the equipment to be utilized for this project. Electrofusion couplings shall be Georg Fischer Plastics (Central), Frialen, Plasson, or approved equal HDPE 4710, IPS DR11, Class 200, NSF 61 listed.
- D. The critical parameters of each fusion joint, as required by the manufacturer and these specifications, shall be recorded either manually or by an electronic data logging device. All fusion joint data shall be included in the Fusion Technician's joint report.**

5.02 INSTALLATION

A. Trenching

- 1. For excavation, embedment, backfill, and bedding requirements, refer to Division 31.
- 2. HDPE pipes and fittings shall be installed in accordance with ASTM D2321 or ASTM D2774 for pressure systems.

B. Horizontal Directional Drilling: refer to Section 33 05 23.

5.03 TESTING

- A. Hydrostatic leakage testing shall comply with ASTM F2164, ASTM F1412, and PPI Handbook of Polyethylene Pipe Chapter 2. The pipe shall be tests at 100 psi for 2 hours. If the test section fails this test, the Contractor shall repair or replace all defective materials and/or workmanship at no additional cost to the District.**
- B. Pneumatic (compressed air) leakage testing of HDPE pressure piping is prohibited.**

END OF SECTION 33 31 00

**APPENDIX: GEOTECHNICAL INVESTIGATION PHASE 3 EL
GRANADA TRANSMISSION PIPELINE REPLACEMENT
PROJECT, CLEARY CONSULTANTS, INC JULY 2007**

PART 5

GEOTECHNICAL INVESTIGATION REPORT

**GEOTECHNICAL INVESTIGATION
PHASE 3 EL GRANADA TRANSMISSION
PIPELINE REPLACEMENT PROJECT
HALF MOON BAY
SAN MATEO COUNTY, CALIFORNIA**

for

**Coastside County Water District
Attn: Joanne Whelen
766 Main Street
Half Moon Bay, CA 94019**

by

**Cleary Consultants, Inc.
900 N. San Antonio Road
Los Altos, California 94022**

July 2007



CLEARY CONSULTANTS, INC.

Geotechnical Engineers and Geologists

J. Michael Cleary, CEG, GE
Christophe A. Ciechanowski, GE
Grant F. Foster, GE

July 10, 2007

Project No. 1239.1

Ser. 1747

Coastside County Water District
Attn: Joanne Whelen
766 Main Street
Half Moon Bay, CA 94019

**RE: GEOTECHNICAL INVESTIGATION
PHASE 3 EL GRANADA TRANSMISSION PIPELINE REPLACEMENT
PROJECT
HALF MOON BAY, SAN MATEO COUNTY, CALIFORNIA**

Dear Ms. Whelen:

As authorized, we have performed a geotechnical investigation for the Phase 3 El Granada Transmission Pipeline Replacement Project in San Mateo County, California. The purpose of this investigation was to explore the subsurface conditions in the area of six (6) of the planned horizontal bore and jack locations for the new underground waterline and to develop geotechnical engineering recommendations for the bore pit shoring design. The accompanying report presents the results of our field investigation, laboratory testing, and engineering analyses. The site and subsurface conditions are discussed and recommendations for the geotechnical engineering aspects of the shoring design are presented. The recommendations presented in this report are contingent upon our review of the temporary shoring plans.

Please refer to the text of the report for detailed recommendations. If you have any questions concerning our findings, please call.

Very truly yours,

CLEARY CONSULTANTS, INC.


Grant Foster
Geotechnical Engineer 2662



GF/JMC:cm

Copies: Addressee (20)
James S. Teter (3)
J.M. Turner Engineering (1) Attn: Hans Vermeulen

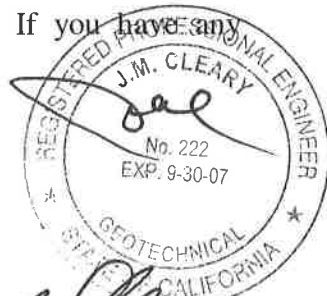
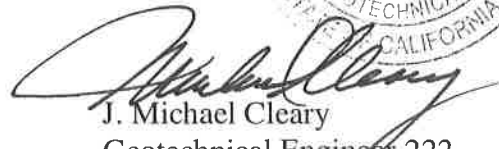


J. Michael Cleary
Geotechnical Engineer 222

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INTRODUCTION

This report presents the results of our geotechnical investigation for six (6) horizontal bore and jack pit locations planned for the construction of the El Granada Transmission Pipeline Replacement Project in Half Moon Bay, California. Additional jack and bore pits are planned at driveway crossings along the new pipeline alignment, however, a study of these locations were not included in our scope of work as they will be relatively shallow (less than 10 feet deep). The general location of the waterline alignment is shown on the Site Vicinity Map, Drawing 1. The purpose of this investigation was to explore the soil conditions in the six deeper jack and bore pit locations and develop recommendations for the geotechnical engineering aspects of the temporary shoring design for the bore and jack pits.

As shown on the Pipeline Plan Sheets, Sheets P1-P24, prepared by James S. Teter, Consulting Engineer, September 11, 2006, the water pipeline replacement project will consist of approximately 10,500 feet of new 16-inch diameter ductile iron pipe, which will be installed using a combination of bore and jack and open trench methods. The alignment of the new pipeline will generally follow the existing waterline along the east and west sides of Highway 1, within the Caltrans property easement. The deeper bore and jack pits will be constructed at four creek undercrossings and two highway undercrossings. The bore pits at these locations will likely range in depth from approximately 10 to 36 feet, as indicated on the Pipeline Profiles, Sheets PR1-PR6, dated May 14, 2007, and will have plan dimensions of about 12 feet in width by 36 feet in length.

SCOPE

As presented in our proposal letter dated January 5, 2007, the scope of our services for this investigation has included:

1. A reconnaissance of the site by our engineer.
2. Subsurface investigation consisting of 12 exploratory borings.
3. Laboratory testing of samples obtained from the borings.
4. Geotechnical engineering analyses.
5. Preparation of this geotechnical investigation report using the results of our office, field and laboratory studies. The report includes findings and recommendations for the following:
 - a. Site soil conditions and soil types encountered based on the Unified Soil Classification System and Cal-OSHA system.
 - b. Groundwater conditions as encountered in the investigation.
 - c. Lateral earth pressures, equivalent fluid pressures and earth pressure diagrams for temporary shoring design.
 - d. Allowable soil bearing capacity for jacking thrust blocks.
 - e. Any other unusual design or construction conditions encountered in the investigation.

This report has been prepared for the specific use of Mr. James Teter, the Coastside County Water District and their consultants in accordance with generally accepted soil engineering principles and practices. No other warranty, either expressed or implied, is made. In the event that any substantial changes in the nature, design or location of the bore and jack pits or other aspects of the waterline improvements are planned, the conclusions and recommendations of this report shall not be considered valid unless such changes are reviewed and the conclusions of this report modified or verified in writing. Any use or reliance of this report or the information contained herein by a third party shall be at such party's sole risk.

It should also be recognized that the passage of time may result in significant changes in technology, building code requirements, state of the practice, economic conditions, or site variations which would render the report inaccurate. Accordingly, neither the owners, nor any other party should rely on the information or conclusions contained in this report after three years from its date of issuance without the express written consent of Cleary Consultants, Inc.

A draft of the report was submitted for review and comments to the District's Engineer and Shoring Design Consultant on May 8, 2007.

METHOD OF INVESTIGATION

A site reconnaissance and the subsurface exploration were performed on March 20 and 21, 2007 under the guidance of our engineer. Six pairs of borings (12 total) were drilled at either ends of the proposed bore and jack sites to a maximum depth of 35.0 feet at the general locations shown on Drawing 2, Boring Location Plan, using a track-mounted CME-55 drilling rig equipped with hollow-stem and solid augers. The boring locations are also indicated on the more detailed site plans of the six locations where it is planned to bore and jack, as presented on Drawings 3 through 10. A key describing the soil classification system and soil consistency terms used in

this report is presented on Drawing 11 and the soil sampling procedures are described in Drawing 12. Logs of the borings are presented on Drawings 14 through 29.

The borings were located in the field by pacing and interpolation of the features shown on the drawings provided us. These locations should be considered accurate only to the degree implied by the method used.

Samples of the soil materials from the borings were returned to our laboratory for classification and testing. The results of moisture content, dry density, percent finer than No. 4 and No. 200 sieves, free swell, and plasticity index testing are shown on the boring logs. Drawing 30, Plasticity Chart, presents additional data on the plasticity index testing.

A list of references consulted during this investigation is included at the end of the text.

SITE CONDITIONS

A. Surface

EB-1 and EB-2 were drilled on the east side of Highway 1 on the north and south sides of Arroyo De En Medio Creek, respectively. The creek crosses under the highway in a two-pipe concrete culvert at Elevation 59.5 feet, approximately 12 feet below the elevation of the highway. EB-1 was drilled approximately 100 feet north of the top of the creek bank in a grass covered area that slopes down gently to the north. EB-2 was drilled approximately 50 feet south of the top of the creek bank in a relatively level grass covered area. The planned length of the bore and jack casing at the creek crossing is approximately 335 feet.

EB-3 and EB-4 were drilled on the east and west sides, respectively, of Highway 1 on the south side of the intersection with Mirada Road. Both grass covered boring sites were located beyond

the roadway shoulders which slope down gently to the south and southeast, and are one to two feet below the elevation of the highway. The planned length of the bore and jack casing at the highway crossing is approximately 75 feet.

EB-5 and EB-6 were drilled on the west side of Highway 1 on the north and south sides, respectively, of Naples Creek. The creek crosses under the highway in a culvert (Elevation 44 feet), approximately five feet below the elevation of the highway. Both borings were drilled approximately 20 feet beyond the top of the creek banks in relatively level grass covered areas. The planned length of the bore and jack casing below Naples Creek is approximately 85 feet.

EB-7 and EB-8 were drilled on the west side of Highway 1 on the north and south sides, respectively, of Pullman Ditch. The creek crosses under the highway in a culvert (Elevation 36 feet), approximately eight feet below the highway. Both borings were drilled approximately 45 feet beyond the top of the creek banks in relatively level grass covered areas off the highway shoulder. The planned length of the bore and jack casing below the creek at this location is approximately 135 feet.

EB-9 and EB-10 were drilled on the west side of Highway 1 on the north and south sides, respectively, of Frenchman's Creek. The creek crosses beneath the highway in a concrete culvert (Elevation 32.5 feet), approximately 32 feet below the highway. An abandoned bridge located on the west side of the highway supports the existing waterline. As shown on the drawings, the planned bore and jack section is located between the abandoned bridge and Highway 1. EB-9 was drilled approximately 10 feet north of the creek bank in a low-lying plant covered area. EB-10 was drilled approximately 50 feet south of the creek bank in a relatively level grass covered area adjacent to a covered horse hitching/feed area. The planned length of the bore and jack crossing below Frenchman's Creek is approximately 230 feet.

EB-11 and EB-12 were drilled on the west and east sides, respectively, of Highway 1, north of the intersection with North Main Street. EB-11 was drilled approximately 40 feet north of the

corner in a relatively level landscaped area west of the sidewalk that adjoins Highway 1. EB-12 was drilled at the northeast corner of the intersection at the base of an existing fill slope in a grass and weed covered area. The fill slope rises up approximately six feet to the east shoulder of Highway 1. The planned length of the bore and jack casing at this location is approximately 140 feet.

B. Subsurface

The exploratory borings drilled in the vicinity of the planned bore and jack locations generally encountered loose to medium dense clayey sand and silty sand to the maximum depths explored (15 feet to 35 feet), with the exception of EB-11 and EB-12 which encountered soft to stiff sandy clay and clayey silt starting at depths of six feet and at the surface, respectively, and continuing to the maximum depth explored, 15 feet. Occasional layers, up to five feet thick, of firm to very stiff sandy clay were also encountered in EB-1 and EB-9.

The predominant soil types at the project site can be classified as clayey sand (SC) and silty sand (SM), or Type C soil (CAL-OSHA). The soils encountered in the borings are also classified as having a low to moderate expansion potential based on their Atterberg Limits (Plasticity Indices of zero to 22 percent).

The attached boring logs and related information depict subsurface conditions only at the specific locations shown on Drawings 2 through 10 and on the particular dates designated on the logs. Soil conditions at other locations may differ from conditions occurring at these boring locations. Also, the passage of time may result in a change of conditions at these boring locations due to environmental changes.

C. Groundwater

The water level was encountered at depths of approximately six feet to 13.5 feet in EB-2 through EB-6, and depths of 23.5 and 25.5 feet in EB-9 and EB-10, respectively, during drilling. Free groundwater was not encountered in the remaining exploratory borings at the time of drilling. It should be noted that the holes were only open for a period of several hours and this may not have been a sufficiently long period of time to establish the stabilized water levels. Fluctuations in the groundwater level may also occur because of variations in rainfall, temperature, runoff, irrigation, and other factors not evident at the time our measurements were made and reported herein.

CONCLUSIONS AND RECOMMENDATIONS

From a geotechnical engineering standpoint, we conclude that the bore and jack pits can be constructed as proposed provided the recommendations contained in this report are incorporated into the design and the construction of the project. Due to the likely presence of groundwater within the anticipated depths of the excavations, and the loose condition of the predominantly clayey and silty sands encountered in the exploratory borings, we recommend that shoring design be relatively conservative and that the potential for soil heave and piping at the bottom of the excavations be considered in the shoring design, as subsequently discussed in this report.

Detailed recommendations for use in design and construction of the bore and jack pit shoring are presented in the remainder of this report.

LATERAL EARTH PRESSURES FOR BORE AND JACK PIT SHORING

All shoring required for the project must be designed to resist lateral earth pressures and any additional lateral loads caused by surcharge loading such as traffic, construction material storage and equipment. We understand based on discussion with J.M. Turner Engineering, Inc. that the shoring for the pit excavations will be braced, and that sheet piling will likely be used as the shoring system. We recommend that braced shoring systems with level or gently sloping backfill conditions up to 3:1 (horizontal to vertical) be designed to resist lateral earth pressures and surcharge loads as indicated in the Braced Shoring Pressure Diagram, Drawing 31, included in this report.

The soil above the groundwater table can be assumed to have a unit weight of 125 pcf, and soil below the groundwater table to have a saturated unit weight of 68 pcf. (See Table 1 below for recommended design groundwater depths.) Active and passive pressure coefficients of 0.35 (K_a) and 2.8 (K_p), respectively, should be used for design, however, suitable factors of safety should be included in the design of the shoring to limit the deflection that will occur to acceptable levels, particularly in the case of passive resistance (i.e. minimum factor of safety of 2.0). Passive resistance can be assumed to start two feet below the pit bottom using a passive equivalent fluid pressure of 200 pcf up to a maximum of 2000 psf.

The recommended design groundwater depths presented in Table 1 below incorporate factors such as the possible rise in groundwater (2006-2007 was a low rainfall year), soil saturation and creek flow elevations.

TABLE 1 – Recommended Design Groundwater Depths

<u>Crossing Location</u>	<u>Design Groundwater Depth (feet)</u>
Arroyo De En Medio (EB-1 and EB-2)	11.5
Mirada Road/Highway 1 (EB-3 and EB-4)	5.5
Naples Creek (EB-5 and EB-6)	4.0
Pullman Ditch (EB-7 and EB-8)	7.0
Frenchman's Creek (EB-9 and EB-10)	21.5
North Main Street (EB-11 and EB-12)	10.0*

* Soil samples were nearly saturated at approximately ten feet

We recommend that an allowable bearing pressure of 2000 psf be used for the design of thrust blocks. Care must be taken not to damage adjacent utilities located within the zone of influence of thrust blocks, which should be taken as the width of the thrust block above, below, laterally and behind the thrust block.

Excavations below the groundwater table in sandy soils are susceptible to heaving, piping and a "quick" condition, which can lead to failure at the base of the excavation or instability in the bottom of the pit. In order to reduce the possibility of this condition, a 12-inch thick lean concrete "mat" can be used to provide a more stable working surface on the pit bottom, and the shoring can be embedded to a greater depth, which has the effect of increasing the seepage flow path from behind and below the shoring to the base of the excavation. We recommend that the sheet piles be extended below the bottom of the excavation to the minimum depth based on the piping calculation provided in the CALTRANS Trenching and Shoring Manual using a minimum factor of safety of 1.5.

Alternatively, the groundwater table can be lowered by pumping the water level down using a series of closely spaced well points; however, there is a risk of settlement of adjacent roadways and nearby existing structures associated with the localized lowering of the water table.

Therefore, if significant dewatering is to be performed, we recommend that the potential effects of lowering the water table be evaluated based on further geotechnical analysis.

LIST OF REFERENCES

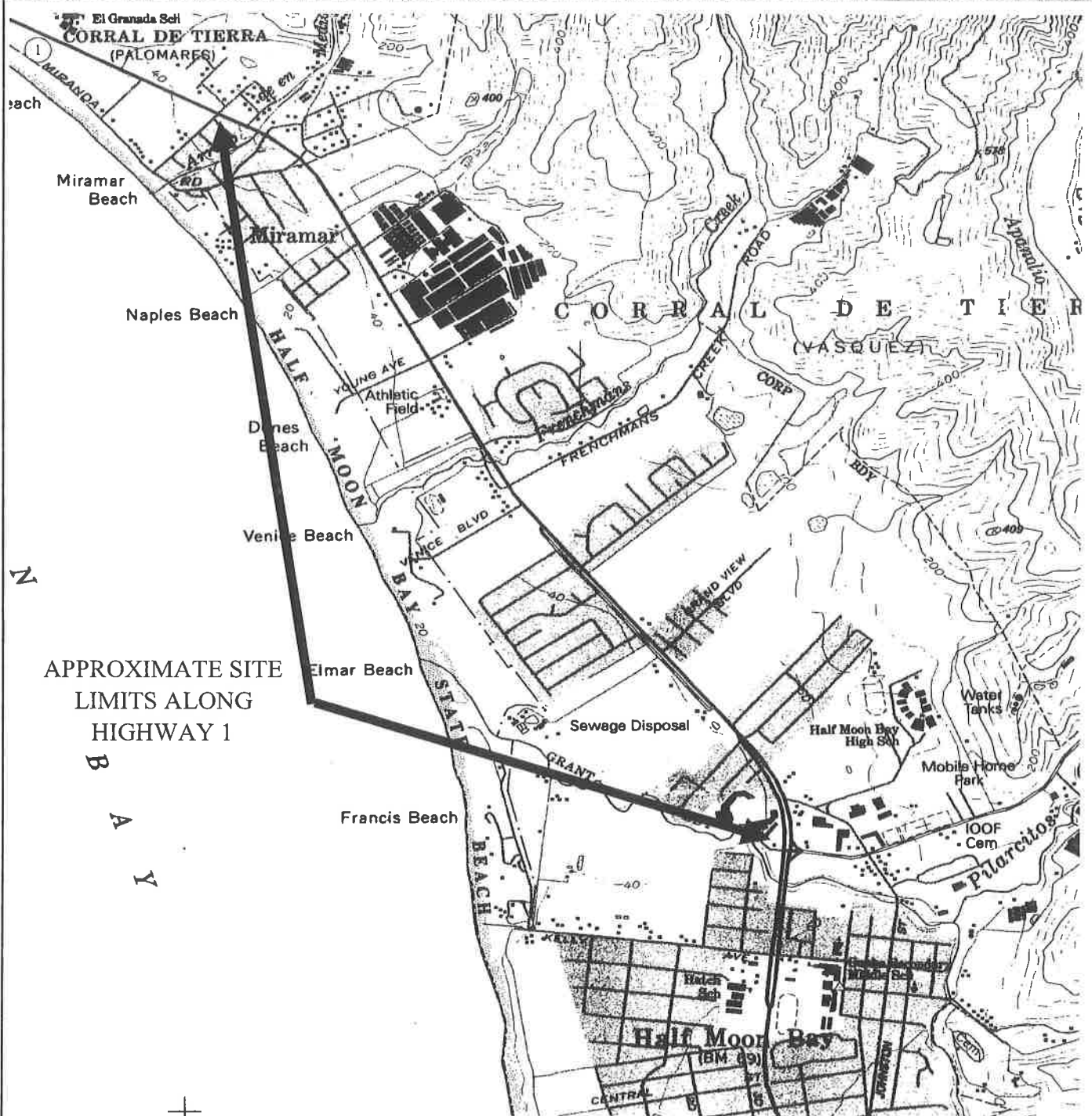
CALTRANS, Trenching and Shoring Manual, Revised January 12, 2000.

Lambe, T.W. and Whitman, .R.V., 1969, Soil Mechanics, John Wiley and Sons, Inc., New York, New York.

NAVFAC DM-7.1 and 7.2, 1982.

State of California, 2004, CAL-OSHA Pocket Guide for the Construction Industry, Excavation, Trenches and Earthwork Section, Pages 65-73. Downloaded from http://www.dir.ca.gov/dosh/dosh_publications/const_guide.pdf

U. S. Geological Survey, 7 1/2' Half Moon Bay Quadrangle Map.



BASE: U.S. Geological Survey, Half Moon Bay 7.5' Quadrangle, Half Moon Bay, California

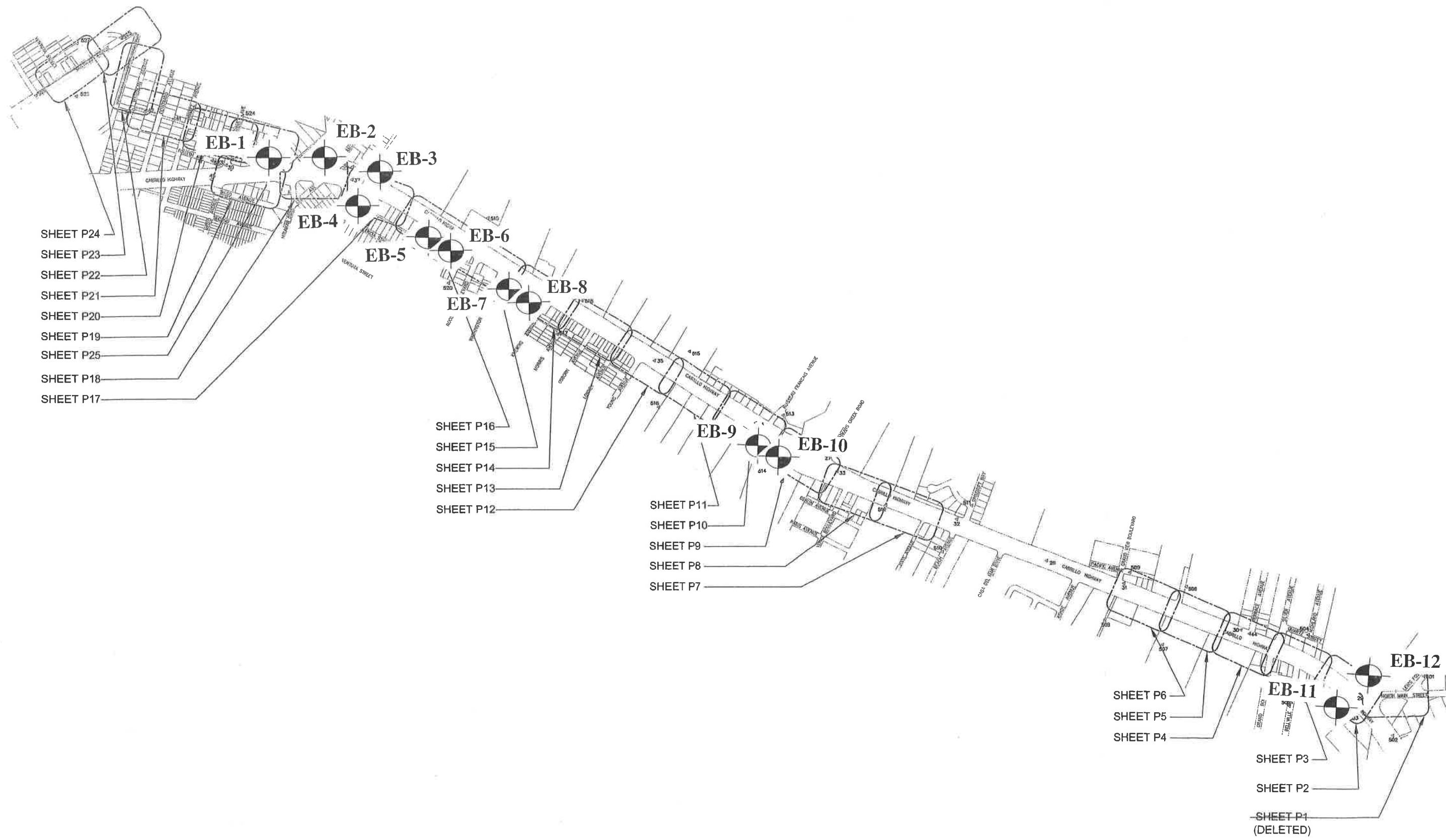
SITE VICINITY MAP



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EL GRANADA WATERLINE
Coastside County Water District
Half Moon Bay, California


APPROVED BY	SCALE	PROJECT NO.	DATE	DRAWING NO.
GF	1" = 2000'	1239.1	July 2007	1

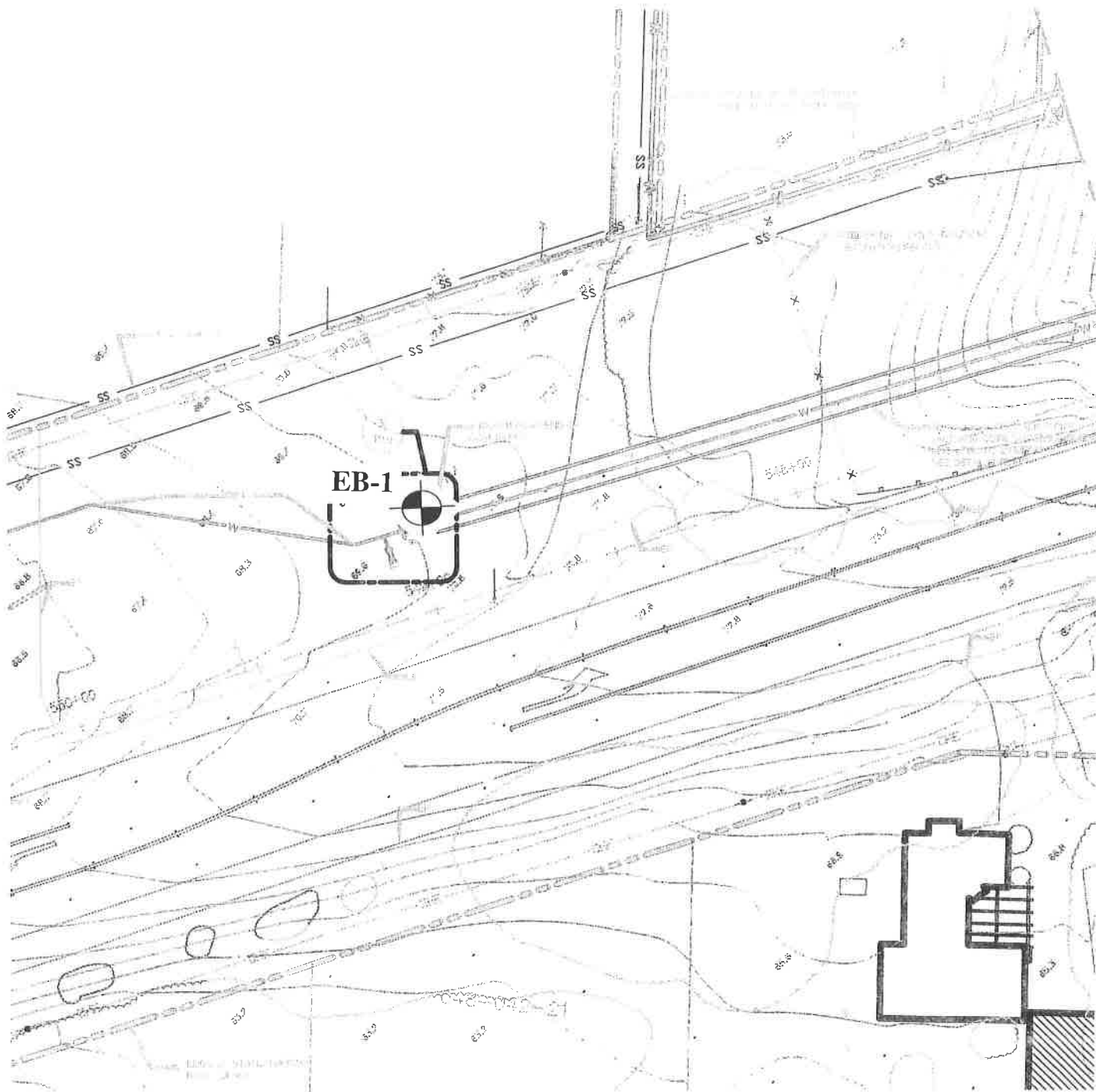


EXPLANATION

EB-1  Approximate Location of Exploratory Borings

BASE: Project Location and Sheet Index Map, Prepared by James S. Teter, September 11, 2006

BORING LOCATION PLAN				
 CLEARY CONSULTANTS, INC. <i>Geotechnical Engineers and Geologists</i>		EL GRANADA WATERLINE Coastside County Water District Half Moon Bay, California		
		PROJECT NO.	DATE	DRAWING NO.
APPROVED BY	SCALE	1239.1	July 2007	2
GF	1" = 900' ±			

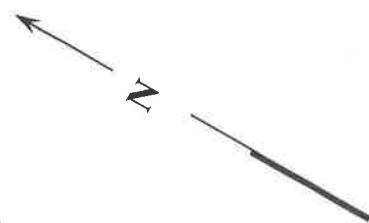


EXPLANATION

EB-1



Approximate Location of Exploratory Boring



BASE: Pipeline Plan Sheet P19, Prepared by James S. Teter, September 11, 2006

SITE PLAN (ARROYO DE EN MEDIO)

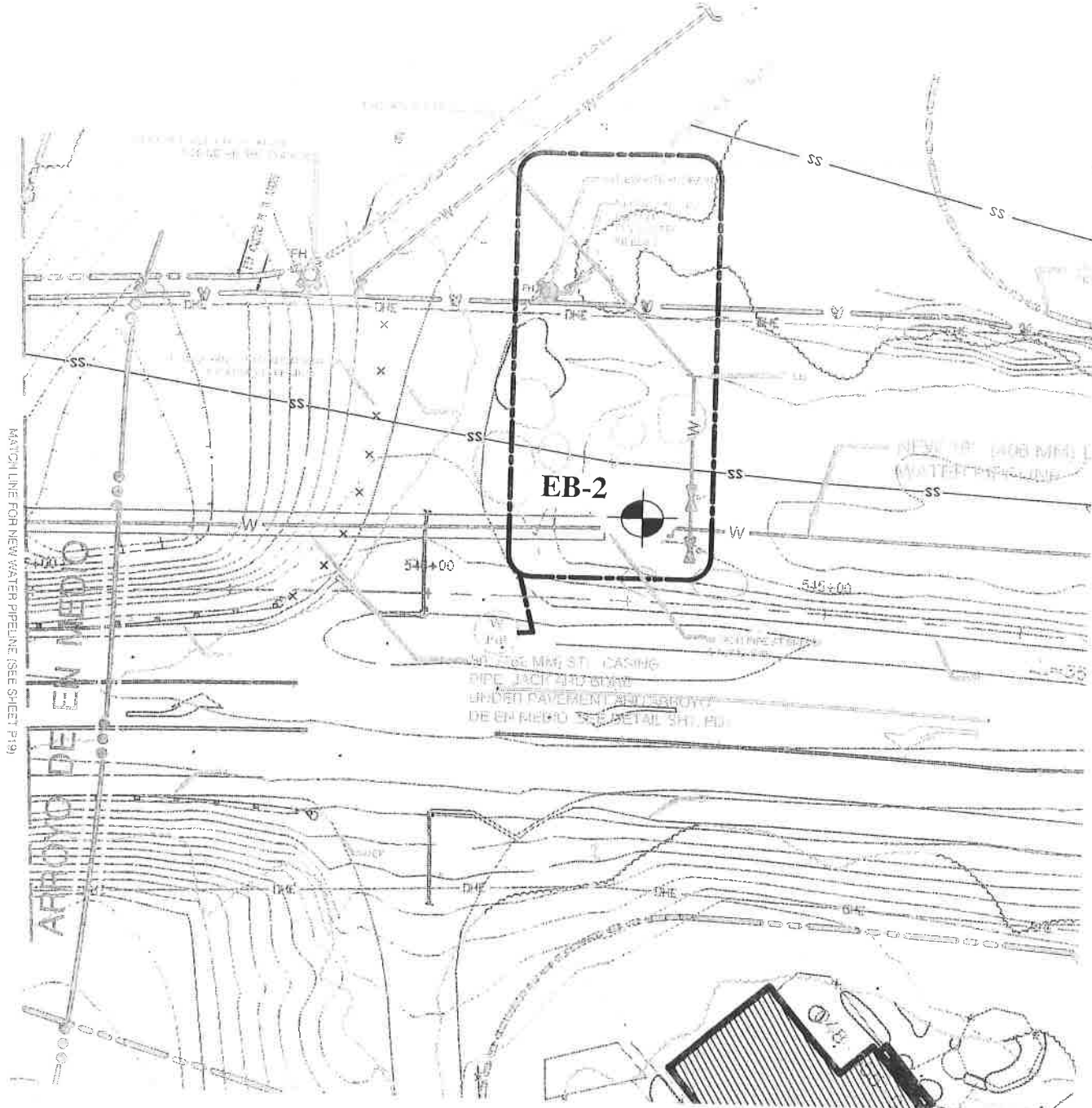


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EL GRANADA WATERLINE
Coastside County Water District
Half Moon Bay, California

APPROVED BY	SCALE	PROJECT NO.	DATE	DRAWING NO.
GF	1" = 40' ±	1239.1	July 2007	3

MATCH LINE FOR NEW WATER PIPELINE (SEE SHEET P-19)



EXPLANATION

EB-2



Approximate Location of Exploratory Boring

BASE: Pipeline Plan Sheet P18, Prepared by James S. Teter, September 11, 2006

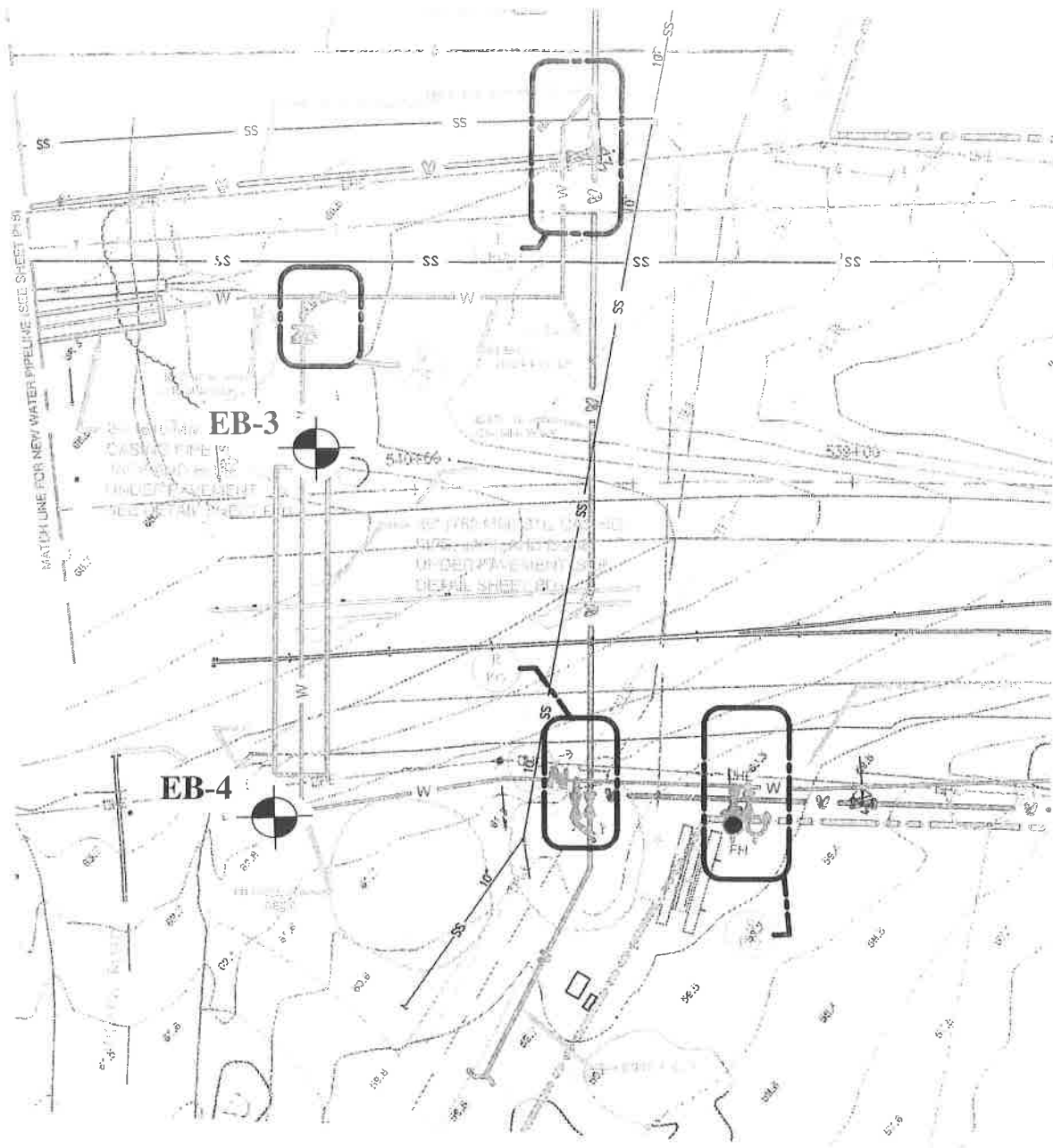
SITE PLAN (ARROYO DE EN MEDIO)



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EL GRANADA WATERLINE
Coastside County Water District
Half Moon Bay, California

APPROVED BY	SCALE	PROJECT NO.	DATE	DRAWING NO.
GF	1" = 40' ±	1239.1	July 2007	4

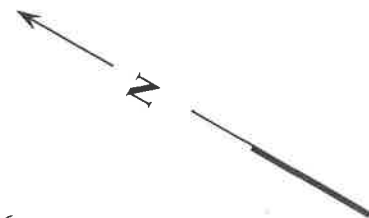


EXPLANATION

EB-3



Approximate Location of Exploratory Boring



BASE: Pipeline Plan Sheet P17, Prepared by James S. Teter, September 11, 2006

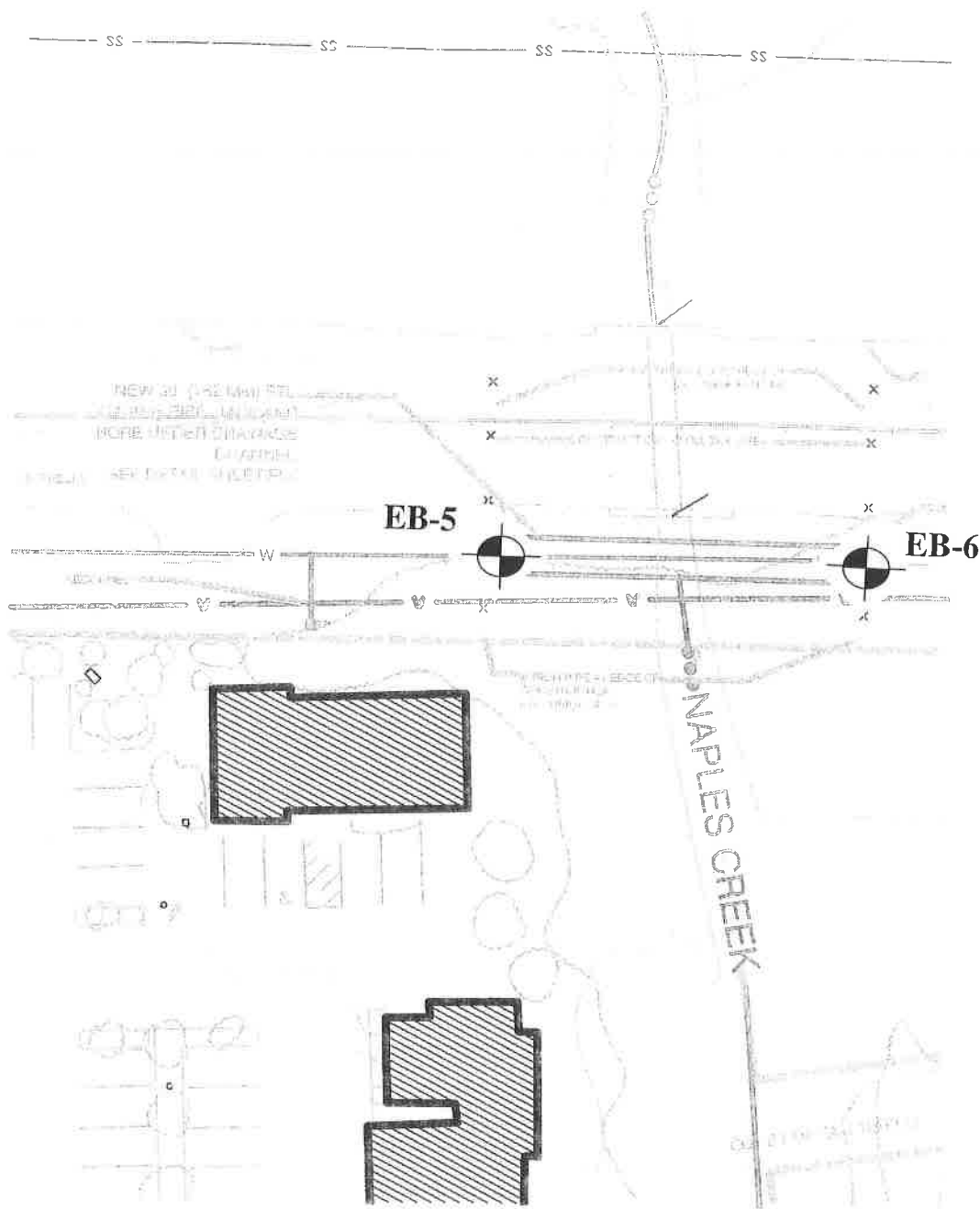
SITE PLAN (HIGHWAY 1 AT MIRADA ROAD)



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Half Moon Bay, California

APPROVED BY	SCALE	PROJECT NO.	DATE	DRAWING NO.
GF	1" = 40' ±	1239.1	July 2007	5



EXPLANATION



Approximate Location of Exploratory Boring

BASE: Pipeline Plan Sheet P16, Prepared by James S. Teter, September 11, 2006

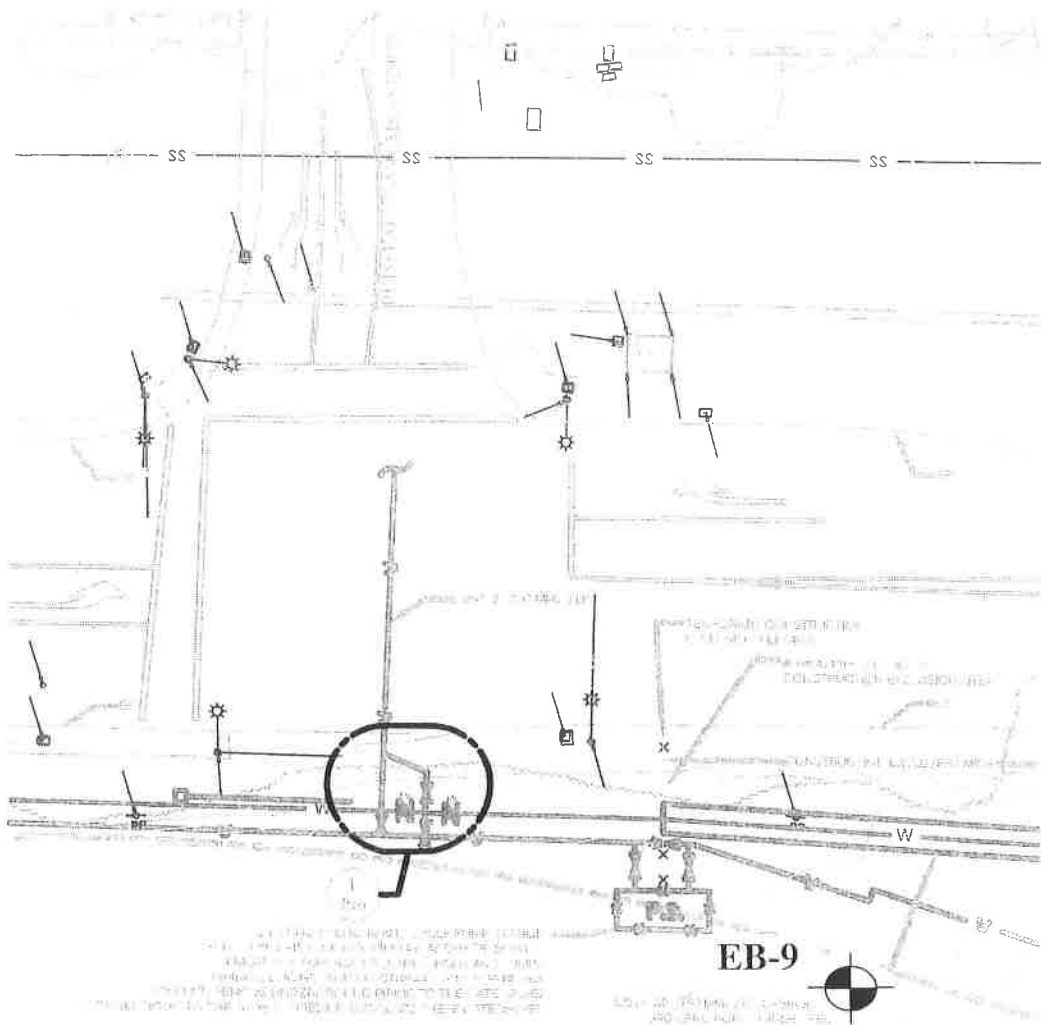
SITE PLAN (NAPLES CREEK)



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EL GRANADA WATERLINE
Coastside County Water District
Half Moon Bay, California

APPROVED BY	SCALE	PROJECT NO.	DATE	DRAWING NO.
GF	1" = 40' ±	1239.1	July 2007	6



EXPLANATION



Approximate Location of Exploratory Boring

BASE: Pipeline Plan Sheet P10, Prepared by James S. Teter, September 11, 2006

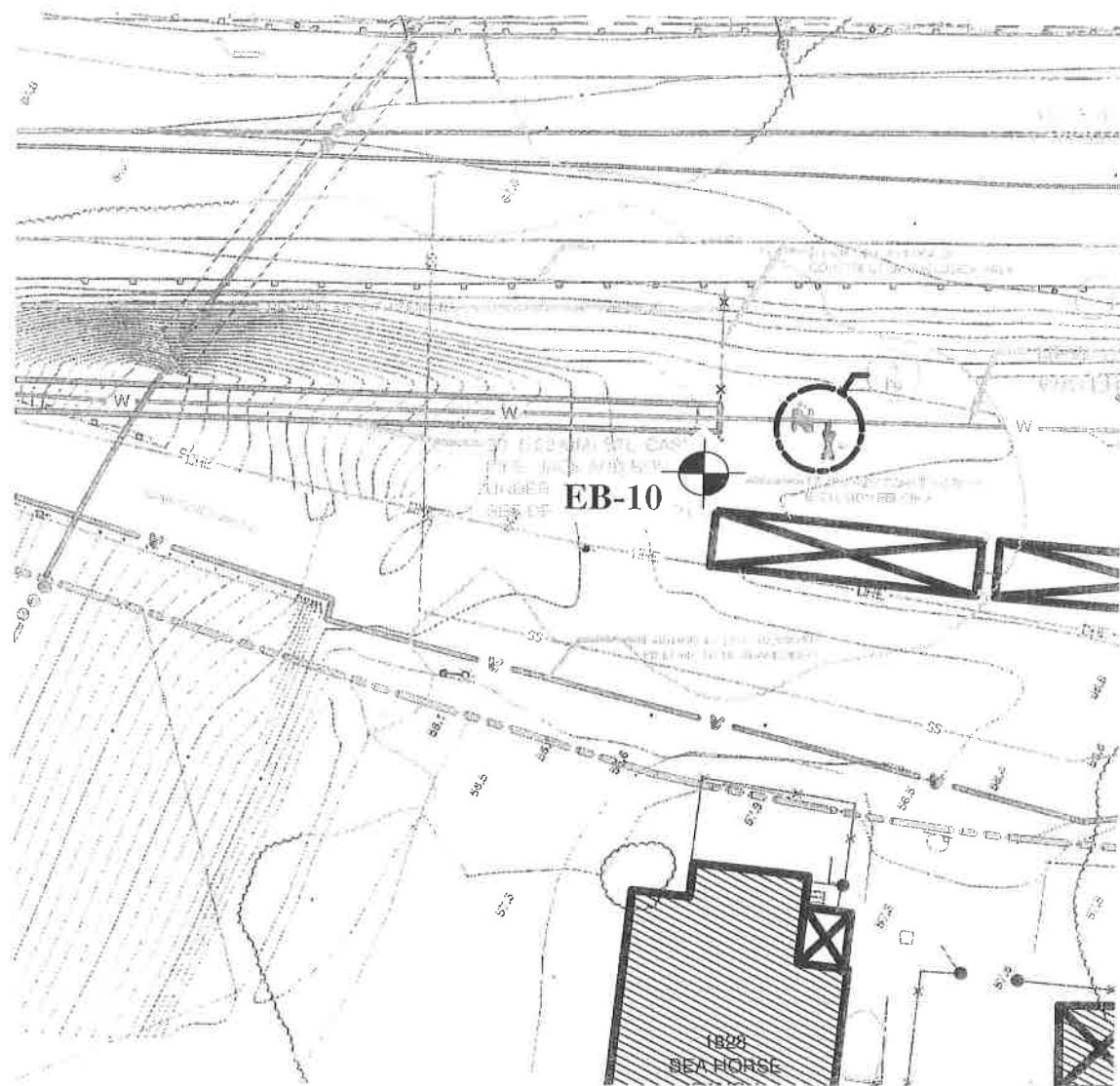
SITE PLAN (FRENCHMAN'S CREEK)



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EL GRANADA WATERLINE
Coastside County Water District
Half Moon Bay, California

APPROVED BY	SCALE	PROJECT NO.	DATE	DRAWING NO.
GF	1" = 40' ±	1239.1	July 2007	8

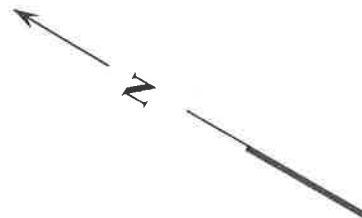


EXPLANATION

EB-10




Approximate Location of Exploratory Boring



BASE: Pipeline Plan Sheet P9, Prepared by James S. Teter, September 11, 2006

SITE PLAN (FRENCHMAN'S CREEK)

 CLEARY CONSULTANTS, INC. <i>Geotechnical Engineers and Geologists</i>		EL GRANADA WATERLINE Coastside County Water District Half Moon Bay, California		
APPROVED BY	SCALE	PROJECT NO.	DATE	DRAWING NO.
GF	1" = 40' ±	1239.1	July 2007	9

PRIMARY DIVISIONS			GROUP SYMBOL	SECONDARY DIVISION
COARSE GRAINED SOILS MORE THAN HALF OF MATERIAL IS LARGER THAN NO. 200 SIEVE SIZE	GRAVELS MORE THAN HALF OF COARSE FRACTION IS LARGER THAN NO. 4 SIEVE	CLEAN GRAVELS (LESS THAN 5% FINES)	GW	Well graded gravels, gravel-sand mixtures, little or no fines
			GP	Poorly graded gravels or gravel-sand mixtures, little or no fines
		GRAVEL WITH FINES	GM	Silty gravels, gravel-sand-silt mixtures, non-plastic fines
			GC	Clayey gravels, gravel-sand-clay mixtures, plastic fines
	SANDS MORE THAN HALF OF COARSE FRACTION IS SMALLER THAN NO. 4 SIEVE	CLEAN SANDS (LESS THAN 5% FINES)	SW	Well graded sands, gravelly sands, little or no fines
			SP	Poorly graded sands or gravelly sands, little or no fines
		SANDS WITH FINES	SM	Silty sands, sand-silt mixtures, non-plastic fines
			SC	Clayey sands, sand-clay mixtures, plastic fines
FINE GRAINED SOILS MORE THAN HALF OF MATERIAL IS SMALLER THAN NO. 200 SIEVE SIZE	SILTS AND CLAYS LIQUID LIMIT IS LESS THAN 50%		ML	Inorganic silts and very fine sands, rock flour, silty or clayey fine sands or clayey silts with slight plasticity
			CL	Inorganic clays of low to medium plasticity, gravelly clays, sandy clays, silty clays, lean clays
			OL	Organic silts and organic silty clays of low plasticity
	SILTS AND CLAYS LIQUID LIMIT IS GREATER THAN 50%		MH	Inorganic silts, micaceous or diatomaceous fine sandy or silty soils, elastic silts
			CH	Inorganic clays of high plasticity, fat clays
			OH	Organic clays of medium to high plasticity, organic silts
	HIGHLY ORGANIC SOILS			Pt

UNIFIED SOIL CLASSIFICATION SYSTEM (ASTM D-2487)

U.S. STANDARD SERIES SIEVE

CLEAR SQUARE SIEVE OPENINGS

200

40

10

4

3/4"

3"

12"

SILTS AND CLAYS	SAND			GRAVEL		COBBLES	BOULDERS
	FINE	MEDIUM	COARSE	FINE	COARSE		

GRAIN SIZES

SANDS AND GRAVELS	BLOWS/FOOT ↕
VERY LOOSE	0 - 4
LOOSE	4 - 10
MEDIUM DENSE	10 - 30
DENSE	30 - 50
VERY DENSE	OVER 50


SILTS AND CLAYS	STRENGTH ☆	BLOWS/FOOT ↕
VERY SOFT	0 - 1/4	0 - 2
SOFT	1/4 - 1/2	2 - 4
FIRM	1/2 - 1	4 - 8
STIFF	1 - 2	8 - 16
VERY STIFF	2 - 4	16 - 32
HARD	OVER 4	OVER 32

RELATIVE DENSITY

CONSISTENCY

↕ Number of blows of 140 pound hammer falling 30 inches to drive a 2 inch O.D. (1-3/8 inch I.D.) split barrel (ASTM D-1586).

☆ Unconfined compressive strength in tons/sq.ft. as determined by laboratory testing or approximated by the standard penetration test (ASTM D-1586), pocket penetrometer, torvane, or visual observation.

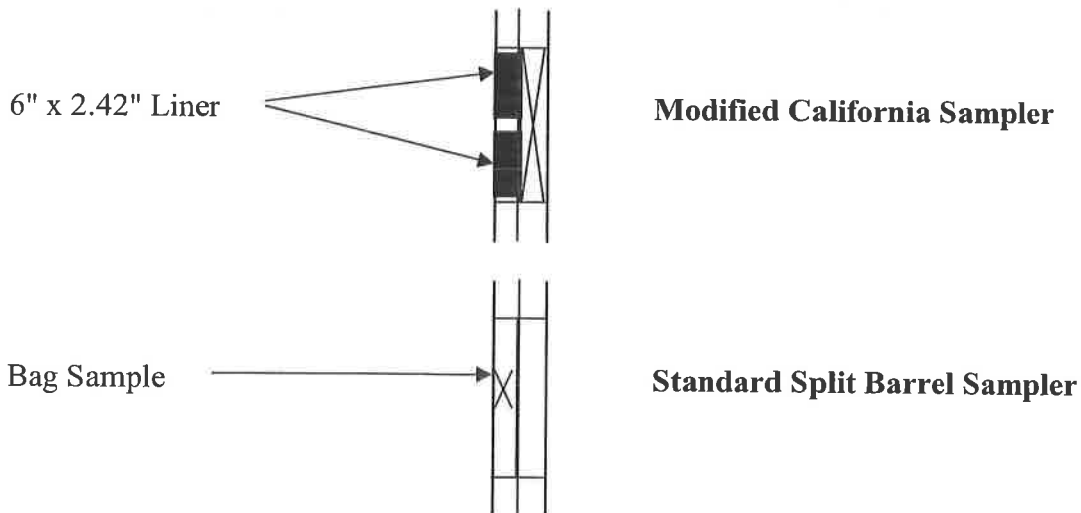
 CLEARY CONSULTANTS, INC. <i>Geotechnical Engineers and Geologists</i>	KEY TO EXPLORATORY BORING LOGS		
	EL GRANADA WATERLINE Coastside County Water District Half Moon Bay, California		
	PROJECT NO.	DATE	DRAWING NO.
	1239.1	July 2007	11

FIELD SAMPLING PROCEDURES

The soils encountered in the borings were continuously logged in the field by our representative and described in accordance with the Unified Soil Classification System (ASTM D-2487).

Representative soil samples were obtained from the borings at selected depths appropriate to the soil investigation. All samples were returned to our laboratory for classification and testing.

In accordance with the ASTM D1586 procedure, the standard penetration resistance was obtained by dropping a 140 pound hammer through a 30-inch free fall. The 2-inch O.D. Standard split barrel sampler was driven 18 inches or to practical refusal and the number of blows were recorded for each 6-inch penetration interval. The blows per foot recorded on the boring logs represent the accumulated number of blows, or N-value, required to drive the penetration sampler the final 12 inches. In addition, 3.0 inch O.D. x 2.42 inch I.D. drive samples were obtained using a Modified California Sampler and 140 pound hammer. Blow counts for the Modified California Sampler were converted to standard penetration resistance by multiplying by 0.6. The sample type is shown on the boring logs in accordance with the designation below.



Where obtained, the shear strength of the soil samples using either Torvane (TV) or Pocket Penetrometer (PP) devices is shown on the boring logs in the far right hand column.



CLEARY CONSULTANTS, INC.
Geotechnical Engineers and Geologists

SUMMARY OF FIELD SAMPLING PROCEDURES

EL GRANADA WATERLINE
Coastside County Water District
Half Moon Bay, California

PROJECT NO.

1239.1

DATE

July 2007

DRAWING NO.

12

LABORATORY TESTING PROCEDURES

The laboratory testing program was directed toward a quantitative and qualitative evaluation of the physical and mechanical properties of the soils underlying the site(s).

The natural water content was determined on 133 samples of the materials recovered from the borings in accordance with the ASTM D2216 Test Procedure. These water contents are recorded on the boring logs at the appropriate sample depths.

Dry density determinations were performed on 89 samples to measure the unit weight of the subsurface soils in accordance with the ASTM D2937 Test Procedure. The results of these tests are shown on the boring logs at the appropriate sample depths.

Ten Atterberg Limit determinations were performed on samples of the subsurface soils in accordance with the ASTM D4318 Test Procedure to determine the range of water contents over which the material exhibited plasticity. The Atterberg Limits are used to classify the soils in accordance with the Unified Soil Classification System and to evaluate the soil's expansion potential. The results of these tests are presented on Drawing 30 and on the boring logs at the appropriate sample depth.

The percent soil fraction passing the #4 and #200 sieves was determined on eight and 32 samples, respectively, of the subsurface soils in accordance with the ASTM D1140 Test Procedure to aid in the classification of the soils. The results of these tests are shown on the boring logs at the appropriate sample depths.


DRAWING NO. 13


CLEARY CONSULTANTS, INC.


EQUIPMENT	8" Diameter Hollow Stem Auger*	ELEVATION	70.0' ±	LOGGED BY	MR
DEPTH TO GROUNDWATER	Not Enc.	DEPTH TO BEDROCK	Not Enc.	DATE DRILLED	3/20/2007


DESCRIPTION AND CLASSIFICATION				DEPTH (feet)	SAMPLER	PENETRATION RESISTANCE (BLOWS/FT)	WATER CONTENT (%)	DRY DENSITY (PCF)	SHEAR STRENGTH (KSF)
DESCRIPTION AND REMARKS	COLOR	CONSIST.	SOIL TYPE						
CLAYEY SAND, moist, fine to medium grained sand, occasional fine subangular to subrounded gravel, micaceous, rootlets @1.5': Finer than #4 = 97% Finer than #200 = 35% @4.5': grades coarser, no rootlets Liquid Limit = 28% Plasticity Index = 9% Finer than #4 = 97% Finer than #200 = 26% * Drilled with a CME-55 Track Mounted Rig PP = Pocket Penetrometer	Dark Brown	Loose	SC	1					
				2		7	14	99	PP=4.5
				3	X	4	16	100	
				4					
				5		3	14	111	PP=2.5
	Brown			6	X	4	15	112	
				7					
				8					
				9					
				10		6	19	109	PP=2.0
				11			19	109	
				12					
				13					
				14					
		Medium Dense		15	X	13	10		
				16					
				17					
				18					
				19					
		Loose		20	X	4			


THE STRATIFICATION LINES REPRESENT THE APPROXIMATE BOUNDARY BETWEEN SOIL TYPES AND THE TRANSITION MAY BE GRADUAL
















 CLEARY CONSULTANTS, INC. Geotechnical Engineers and Geologists		LOG OF EXPLORATORY BORING NO. 1		
		EL GRANADA WATERLINE Coastside County Water District Half Moon Bay, California		
APPROVED BY	SCALE	PROJECT NO.	DATE	DRAWING NO.
GF		1239.1	July 2007	14

EQUIPMENT 8" Diameter Hollow Stem Auger*		ELEVATION 70.0' ±		LOGGED BY		MR			
DEPTH TO GROUNDWATER Not Enc.		DEPTH TO BEDROCK Not Enc.		DATE DRILLED		3/20/2007			
DESCRIPTION AND CLASSIFICATION									
DESCRIPTION AND REMARKS	COLOR	CONSIST.	SOIL TYPE	DEPTH (feet)	SAMPLER	PENETRATION RESISTANCE (BLOWS/FT)	WATER CONTENT (%)	DRY DENSITY (PCF)	SHEAR STRENGTH (KSF)
CLAYEY SAND, very moist to wet, continued	Yellowish Brown	Loose	SC	21					
				22					
				23					
		Medium Dense		24					
@24.5': Finer than #200 = 46%				25	X	15	18		
				26					
				27					
				28					
SANDY CLAY, very moist to wet, fine to medium grained sand, occasional fine subangular to subrounded gravel, iron staining	Reddish Yellowish Brown	Very Stiff	CL-SC	29	X	20	17	112	PP > 4.5
@29.5': Finer than #4 = 100%				30	X		17	109	
Finer than #200 = 53%				31					
				32					
				33					
				34					
				35	X	25	17		
Bottom of Boring = 35.0'				36					
				37					
				38					
				39					
* Drilled with a CME-55 Track Mounted Rig				40					
PP = Pocket Penetrometer									
THE STRATIFICATION LINES REPRESENT THE APPROXIMATE BOUNDARY BETWEEN SOIL TYPES AND THE TRANSITION MAY BE GRADUAL									
 CLEARY CONSULTANTS, INC. Geotechnical Engineers and Geologists				LOG OF EXPLORATORY BORING NO. 1					
				EL GRANADA WATERLINE Coastside County Water District Half Moon Bay, California					
APPROVED BY		SCALE		PROJECT NO.		DATE		DRAWING NO.	
GF				1239.1		July 2007		15	

EQUIPMENT	8" Diameter Hollow Stem Auger*	ELEVATION	72.5' ±	LOGGED BY	MR
DEPTH TO GROUNDWATER	13.5' ±	DEPTH TO BEDROCK	Not Enc.	DATE DRILLED	3/20/2007
DESCRIPTION AND CLASSIFICATION					
DESCRIPTION AND REMARKS	COLOR	CONSIST.	SOIL TYPE	DEPTH (feet)	SAMPLER PENETRATION RESISTANCE (BLOWS/FT) WATER CONTENT (%) DRY DENSITY (PCF) SHEAR STRENGTH (KSF)
CLAYEY SAND, moist to very moist, fine to medium grained sand, occasional fine subangular to subrounded gravel, micaceous	Dark Brown	Loose	SC	1	X
				2	X
				3	X
				4	X
				5	X
		Very Loose		6	X
				7	
				8	
@9.5': Finer than #200 = 35%	Brown	Loose		9	X
				10	X
				11	
				12	
				13	
				14	X
				15	X
				16	
				17	
				18	
@19.5': sample wet				19	X
* Drilled with a CME-55 Track Mounted Rig PP = Pocket Penetrometer				20	X
THE STRATIFICATION LINES REPRESENT THE APPROXIMATE BOUNDARY BETWEEN SOIL TYPES AND THE TRANSITION MAY BE GRADUAL					
 CLEARY CONSULTANTS, INC. <i>Geotechnical Engineers and Geologists</i>		LOG OF EXPLORATORY BORING NO. 2 EL GRANADA WATERLINE Coastside County Water District Half Moon Bay, California			
APPROVED BY	SCALE	PROJECT NO.	DATE	DRAWING NO.	
GF	----	1239.1	July 2007	16	

EQUIPMENT	8" Diameter Hollow Stem Auger*	ELEVATION	72.0' ±	LOGGED BY	MR
DEPTH TO GROUNDWATER	13.5' ±	DEPTH TO BEDROCK	Not Enc.	DATE DRILLED	3/20/2007
DESCRIPTION AND CLASSIFICATION					
DESCRIPTION AND REMARKS	COLOR	CONSIST.	SOIL TYPE	DEPTH (feet)	SAMPLER PENETRATION RESISTANCE (BLOWS/FT) WATER CONTENT (%) DRY DENSITY (PCF) SHEAR STRENGTH (KSF)
CLAYEY SAND, wet, continued	Brown	Loose	SC	21	
				22	
				23	
		Medium Dense		24	14
				25	24
				26	22
				27	102
	Grayish Brown			28	103
				29	PP=4.5
@34.0': Finer than #200 = 31%		Loose		30	
				31	8
				32	18
				33	
		Medium Dense		34	10
				35	17
				36	19
				37	122
				38	104
				39	
				40	
Bottom of Boring = 35.0'					
* Drilled with a CME-55 Track Mounted Rig PP = Pocket Penetrometer					
THE STRATIFICATION LINES REPRESENT THE APPROXIMATE BOUNDARY BETWEEN SOIL TYPES AND THE TRANSITION MAY BE GRADUAL					
 CLEARY CONSULTANTS, INC. Geotechnical Engineers and Geologists		LOG OF EXPLORATORY BORING NO. 2 EL GRANADA WATERLINE Coastside County Water District Half Moon Bay, California			
APPROVED BY	SCALE	PROJECT NO.	DATE	DRAWING NO.	
GF		1239.1	July 2007	17	

EQUIPMENT 4" Diameter Continuous Flight Auger*		ELEVATION 66.0' ±		LOGGED BY		MR			
DEPTH TO GROUNDWATER 7.5' ±		DEPTH TO BEDROCK Not Enc.		DATE DRILLED		3/20/2007			
DESCRIPTION AND CLASSIFICATION									
DESCRIPTION AND REMARKS	COLOR	CONSIST.	SOIL TYPE	DEPTH (feet)	SAMPLER	PENETRATION RESISTANCE (BLOWS/FT)	WATER CONTENT (%)	DRY DENSITY (PCF)	SHEAR STRENGTH (KSF)
SILTY SAND, moist, fine to medium grained sand, occasional fine subangular gravel, rootlets @4.5': Liquid Limit = Non-Plastic Plasticity Index = Non-Plastic Finer than #4 = 95% Finer than #200 = 14%	Dark Brown	Loose	SM	1		5	11	116	PP=1.0
				2		13	91		
				3		5	13		
				4		4	13		
				5		13	111		
				6		4	19		
				7		▽			
CLAYEY SAND, moist to wet, fine to medium grained sand @9.0': samples wet @9.5': Finer than #200 = 52%	Dark Yellowish Brown	Loose	SC-CL	8					PP=2.0
				9		4	17	119	
				10		18	111		
				11					
				12					
				13					
				14		7	21	109	
				15		20	108		
Bottom of Boring = 15.0' Hole caved to 7.5' after drilling * Drilled with a CME-55 Track Mounted Rig ▽ Water level as encountered during drilling PP = Pocket Penetrometer				16					
17									
18									
19									
20									
THE STRATIFICATION LINES REPRESENT THE APPROXIMATE BOUNDARY BETWEEN SOIL TYPES AND THE TRANSITION MAY BE GRADUAL									
 CLEARY CONSULTANTS, INC. Geotechnical Engineers and Geologists				LOG OF EXPLORATORY BORING NO. 3 EL GRANADA WATERLINE Coastside County Water District Half Moon Bay, California					
APPROVED BY		SCALE		PROJECT NO.		DATE		DRAWING NO.	
GF				1239.1		July 2007		18	

EQUIPMENT				4" Diameter Continuous Flight Auger*		ELEVATION		63.0' ±		LOGGED BY		MR									
DEPTH TO GROUNDWATER				9.0' ±		DEPTH TO BEDROCK		Not Enc.		DATE DRILLED		3/20/2007									
DESCRIPTION AND CLASSIFICATION																					
DESCRIPTION AND REMARKS						COLOR	CONSIST.	SOIL TYPE	DEPTH (feet)	SAMPLER	PENETRATION RESISTANCE (BLOWS/FT)	WATER CONTENT (%)	DRY DENSITY (PCF)	SHEAR STRENGTH (KSF)							
CLAYEY SAND, moist to very moist, fine to medium grained sand, occasional fine subangular gravel						Dark Brown	Loose	SC	1		5	15	107	PP=2.3							
									2			17	113								
									3			4	15								
						Brown									4		5	7	110	PP=1.3	
															5			5	103		
															6		5	7			
															7						
															8						
															9		7		11	86	PP=2.0
						10		11	69												
																					
																					11
																					12
																					13
																					14
@14.5': Liquid Limit = 40% Plasticity Index = 22% Finer than #200 = 38%						Grayish Brown	Medium Dense		14		10	20									
15																					
Bottom of Boring = 15.0'									16												
									17												
									18												
									19												
									20												
* Drilled with a CME-55 Track Mounted Rig  Water level as encountered during drilling  Water level as measured 10 minutes after drilling PP = Pocket Penetrometer																					
THE STRATIFICATION LINES REPRESENT THE APPROXIMATE BOUNDARY BETWEEN SOIL TYPES AND THE TRANSITION MAY BE GRADUAL																					
 CLEARY CONSULTANTS, INC. Geotechnical Engineers and Geologists						LOG OF EXPLORATORY BORING NO. 4															
						EL GRANADA WATERLINE Coastside County Water District Half Moon Bay, California															
APPROVED BY			SCALE			PROJECT NO.		DATE		DRAWING NO.											
GF						1239.1		July 2007		19											

EQUIPMENT4" Diameter Continuous Flight Auger*		ELEVATION49.0'±		LOGGED BYMR					
DEPTH TO GROUNDWATER13.5'±		DEPTH TO BEDROCKNot Enc.		DATE DRILLED3/20/2007					
DESCRIPTION AND CLASSIFICATION				DEPTH (feet)	SAMPLER	PENETRATION RESISTANCE (BLOWS/FT)	WATER CONTENT (%)	DRY DENSITY (PCF)	SHEAR STRENGTH (KSF)
DESCRIPTION AND REMARKS	COLOR	CONSIST.	SOIL TYPE						
CLAYEY SAND, very moist, fine to medium grained sand, occasional fine subangular to subrounded gravel, micaceous @1.5': Liquid Limit = 32% Plasticity Index = 11% Finer than #4 = 99% Finer than #200 = 29% 									

EQUIPMENT 4" Diameter Continuous Flight Auger* ELEVATION 48.5'± LOGGED BY MR
 DEPTH TO GROUNDWATER 6.0'± DEPTH TO BEDROCK Not Enc. DATE DRILLED 3/21/2007

DESCRIPTION AND CLASSIFICATION				DEPTH (feet)	SAMPLER	PENETRATION RESISTANCE (BLOWS/FT)	WATER CONTENT (%)	DRY DENSITY (PCF)	SHEAR STRENGTH (KSF)
CLAYEY SAND, moist, fine to medium grained sand, occasional fine subangular to subrounded gravel, micaceous @4.0': Finer than #4 = 100% Finer than #200 = 30%	Dark Brown	Loose	SC	1		5	12	102	PP=4.5
				2		12	12	103	
				3		5	12		
				4		8	16	110	
				5		17	17	110	
	Brown	Medium Dense		6		10	15		
				7					
				8					
				9					
				10		11			
				11					
				12					
				13					
				14					
				15		8	19		
SILTY SAND, wet, fine to coarse grained sand, occasional fine subangular to subrounded gravel @19.0': grades coarser * Drilled with a CME-55 Track Mounted Rig Water level as encountered during drilling Water level as measured 8 minutes after drilling PP = Pocket Penetrometer Bottom of Boring = 20.0'	Yellowish Brown	Medium Dense	SM	16					
				17					
				18					
				19					
				20		23	17	120	
				21		15	15	117	


THE STRATIFICATION LINES REPRESENT THE APPROXIMATE BOUNDARY BETWEEN SOIL TYPES AND THE TRANSITION MAY BE GRADUAL


CLEARY CONSULTANTS, INC. Geotechnical Engineers and Geologists		LOG OF EXPLORATORY BORING NO. 6		
		EL GRANADA WATERLINE Coastside County Water District Half Moon Bay, California		
APPROVED BY	SCALE	PROJECT NO.	DATE	DRAWING NO.
GF	----	1239.1	July 2007	21

EQUIPMENT	4" Diameter Continuous Flight Auger*	ELEVATION	45.0' ±	LOGGED BY	MR
DEPTH TO GROUNDWATER	Not Enc.	DEPTH TO BEDROCK	Not Enc.	DATE DRILLED	3/21/2007

DESCRIPTION AND CLASSIFICATION				DEPTH (feet)	SAMPLER	PENETRATION RESISTANCE (BLOWS/FT)	WATER CONTENT (%)	DRY DENSITY (PCF)	SHEAR STRENGTH (KSF)
DESCRIPTION AND REMARKS	COLOR	CONSIST.	SOIL TYPE						
CLAYEY SAND, moist to very moist, fine to medium grained sand, occasional fine subangular to subrounded gravel, micaceous @3.0': Liquid Limit = 37% Plasticity Index = 15% Finer than #200 = 27% @6.0': Finer than #200 = 48% @14.5': Liquid Limit = 31% Plasticity Index = 14% Finer than #200 = 31% * Drilled with a CME-55 Track Mounted Rig PP = Pocket Penetrometer Bottom of Boring = 20.0'	Brown	Medium Dense	SC	1		10	13	112	PP > 4.5
				2			10	121	
				3	X	13	11		
				4					
				5		10	15	103	PP = 3.0
	Mottled Gray and Yellowish Brown		SC- CL	6	X	12	17		
				7					
				8					
				9		8	18	103	PP = 3.0
	Yellowish Brown	Loose		10			19	98	
				11					
				12					
				13					
				14		12			
		Medium Dense		15	X		18		
				16					
				17					
				18					
				19		22	14	123	
				20			14	122	

THE STRATIFICATION LINES REPRESENT THE APPROXIMATE BOUNDARY BETWEEN SOIL TYPES AND THE TRANSITION MAY BE GRADUAL

 CLEARY CONSULTANTS, INC. <i>Geotechnical Engineers and Geologists</i>		LOG OF EXPLORATORY BORING NO. 7		
		EL GRANADA WATERLINE Coastside County Water District Half Moon Bay, California		
APPROVED BY	SCALE	PROJECT NO.	DATE	DRAWING NO.
GF		1239.1	July 2007	22


EQUIPMENT		4" Diameter Continuous Flight Auger*		ELEVATION		44.0 ±		LOGGED BY		MR	
DEPTH TO GROUNDWATER		Not Enc.		DEPTH TO BEDROCK		Not Enc.		DATE DRILLED		3/21/2007	
DESCRIPTION AND CLASSIFICATION											
DESCRIPTION AND REMARKS	COLOR	CONSIST.	SOIL TYPE	DEPTH (feet)	SAMPLER	PENETRATION RESISTANCE (BLOWS/FT)	WATER CONTENT (%)	DRY DENSITY (PCF)	SHEAR STRENGTH (KSF)		
GRAVELLY CLAYEY SAND, very moist, fine to coarse grained sand, subangular gravel @1.5': Finer than #4 = 98% Finer than #200 = 30%	Mottled Gray and Olive Brown	Medium Dense	SC	1							
				2		13	10	108		PP > 4.5	
		Very Dense		3	X	52	12	122			
				4			15				
CLAYEY SAND, very moist, fine grained sand, occasional fine subangular to subrounded gravel, micaceous @6.0': Finer than #200 = 38%	Brown	Medium Dense	SC	5		11	12	110		PP = 3.0	
				6	X	10	17	96			
				7			18				
				8							
				9							
				10		14	18	109		PP = 4.0	
				11			18	110			
				12							
				13							
				14							
@14.5': Finer than #200 = 42%	Yellowish Brown			15	X	18	17				
				16							
				17							
				18							
gravel, micaceous				19							
* Drilled with a CME-55 Track Mounted Rig PP = Pocket Penetrometer Bottom of Boring = 20.0'				20							
				21							
				22		22	15	119		PP > 4.5	
				23			15	102			
THE STRATIFICATION LINES REPRESENT THE APPROXIMATE BOUNDARY BETWEEN SOIL TYPES AND THE TRANSITION MAY BE GRADUAL											
 CLEARY CONSULTANTS, INC. Geotechnical Engineers and Geologists				LOG OF EXPLORATORY BORING NO. 8 EL GRANADA WATERLINE Coastside County Water District Half Moon Bay, California							
APPROVED BY		SCALE		PROJECT NO.		DATE		DRAWING NO.			
GF				1239.1		July 2007		23			

EQUIPMENT	8" Diameter Hollow Stem Auger*	ELEVATION	53.0' ±	LOGGED BY	MR
DEPTH TO GROUNDWATER	23.5' ±	DEPTH TO BEDROCK	Not Enc.	DATE DRILLED	3/21/2007

DESCRIPTION AND CLASSIFICATION				DEPTH (feet)	SAMPLER	PENETRATION RESISTANCE (BLOWS/FT)	WATER CONTENT (%)	DRY DENSITY (PCF)	SHEAR STRENGTH (KSF)
DESCRIPTION AND REMARKS	COLOR	CONSIST.	SOIL TYPE						
CLAYEY SAND, slightly moist, fine to medium grained sand, occasional fine subrounded gravel, micaceous	Brown	Loose	SC	1					
				2		6	5	117	PP=4.5
	Dark Brown	Very Loose		3	X		5	96	
				4		2	10		
				5		2	28	36	
		Medium Dense		6	X	10	15		
				7					
SANDY CLAY, moist, fine grained sand @9.5': Liquid Limit = 25% Plasticity Index = 14% Finer than #200 = 58%	Brown	Stiff	CL	8					PP > 4.5
				9					
				10		16	7	106	
				11			11	98	
CLAYEY SAND, moist to wet @14.5': Finer than #200 = 40%	Grayish Yellowish Brown	Medium Dense	SC	12					PP > 4.5
				13					
				14					
				15	X	25	15		
				16					
				17					
				18					
				19					
				20		24	12	113	
							14	111	

* Drilled with a CME-55 Track Mounted Rig
PP = Pocket Penetrometer

THE STRATIFICATION LINES REPRESENT THE APPROXIMATE BOUNDARY BETWEEN SOIL TYPES AND THE TRANSITION MAY BE GRADUAL

 CLEARY CONSULTANTS, INC. Geotechnical Engineers and Geologists		LOG OF EXPLORATORY BORING NO. 9		
		EL GRANADA WATERLINE Coastside County Water District Half Moon Bay, California		
APPROVED BY	SCALE	PROJECT NO.	DATE	DRAWING NO.
GF		244 1239.1	July 2007	24

EQUIPMENT 8" Diameter Hollow Stem Auger*	ELEVATION 53.0' ±	LOGGED BY MR
DEPTH TO GROUNDWATER 23.5' ±	DEPTH TO BEDROCK Not Enc.	DATE DRILLED 3/21/2007

DESCRIPTION AND CLASSIFICATION				DEPTH (feet)	SAMPLER	PENETRATION RESISTANCE (BLOWS/FT)	WATER CONTENT (%)	DRY DENSITY (PCF)	SHEAR STRENGTH (KSF)
DESCRIPTION AND REMARKS	COLOR	CONSIST.	SOIL TYPE						
CLAYEY SAND, moist to wet, continued	Red and Yellowish Brown	Medium Dense	SC	21					
				22					
				23					
				24					
				25	X	11	22		
				26					
				27					
				28					
				29					
				30		13	19 18	110	
				31					
				32					
				33					
				34					
				35	X	19	19		
Bottom of Boring = 35.0'				36					
				37					
				38					
				39					
				40					


* Drilled with a CME-55 Track Mounted Rig

▽ Water level as encountered during drilling

▽ Water level as measured 10 minutes after drilling

THE STRATIFICATION LINES REPRESENT THE APPROXIMATE BOUNDARY BETWEEN SOIL TYPES AND THE TRANSITION MAY BE GRADUAL

CLEARY CONSULTANTS, INC. <i>Geotechnical Engineers and Geologists</i>		LOG OF EXPLORATORY BORING NO. 9 EL GRANADA WATERLINE Coastside County Water District Half Moon Bay, California		
		PROJECT NO.	DATE	DRAWING NO.
APPROVED BY	SCALE	1239.1	July 2007	25
GF				

THE STRATIFICATION LINES REPRESENT THE APPROXIMATE BOUNDARY BETWEEN SOIL TYPES AND THE TRANSITION MAY BE GRADUAL				
 CLEARY CONSULTANTS, INC. <i>Geotechnical Engineers and Geologists</i>		LOG OF EXPLORATORY BORING NO. 10		
		EL GRANADA WATERLINE Coastside County Water District Half Moon Bay, California		
APPROVED BY	SCALE	PROJECT NO.	DATE	DRAWING NO.
GF		1239.1	July 2007	26

EQUIPMENT 8" Diameter Hollow Stem Auger* ELEVATION 57.0 ± MR
 DEPTH TO GROUNDWATER 25.5'± DEPTH TO BEDROCK Not Enc. DATE DRILLED 3/21/2007

DESCRIPTION AND CLASSIFICATION

DESCRIPTION AND REMARKS	COLOR	CONSIST.	SOIL TYPE	DEPTH (feet)	SAMPLER	PENETRATION RESISTANCE (BLOWS/FT)	WATER CONTENT (%)	DRY DENSITY (PCF)	SHEAR STRENGTH (KSF)
CLAYEY SAND, moist, continued	Yellowish Brown	Medium Dense	SC	21 22 23 24 25 26 27 28		14	19		
@29.0': grades finer @29.5': Finer than #200 = 57%			SC-CL	29 30 31 32 33		15	19 22	111 107	
SANDY SILT, wet, fine grained sand, occasional fine subangular to subrounded gravel, micaceous @34.5': Finer than #200 = 51%	Gray and Yellow Brown	Very Stiff	ML-SM	34 35		18	32		
Bottom of Boring = 35.0'				36 37 38 39 40					

* Drilled with a CME-55 Track Mounted Rig
 ▽ Water level as encountered during drilling
 ▽ Water level as measured 10 minutes after drilling

THE STRATIFICATION LINES REPRESENT THE APPROXIMATE BOUNDARY BETWEEN SOIL TYPES AND THE TRANSITION MAY BE GRADUAL



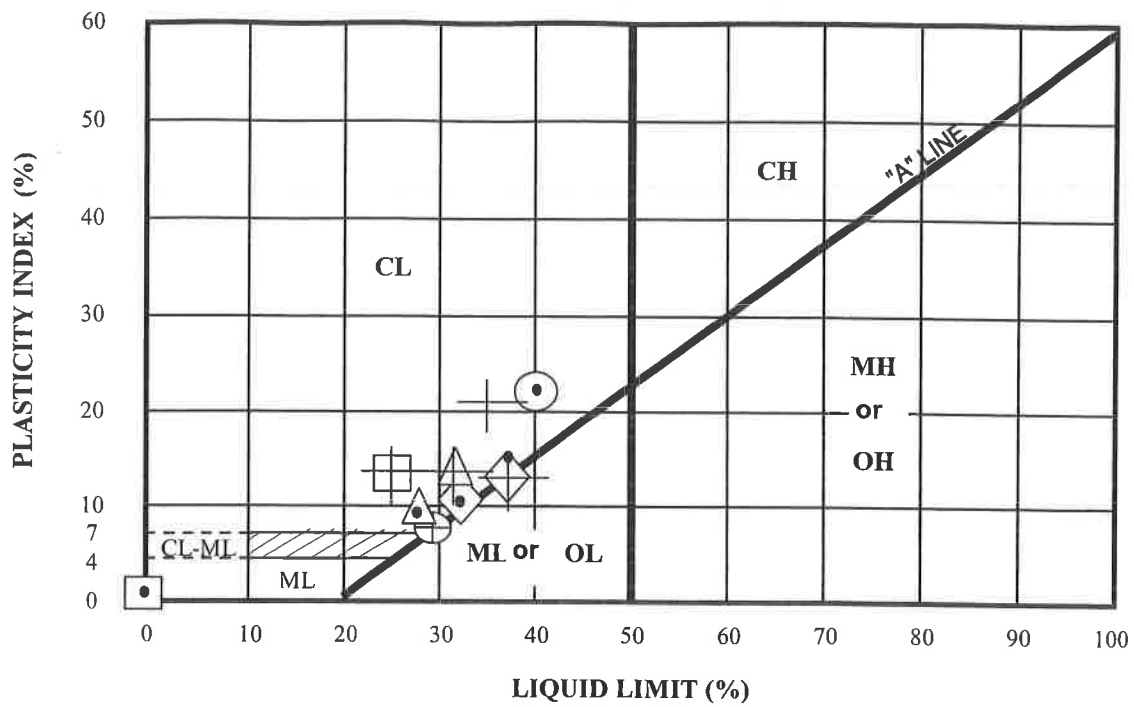
CLEARY CONSULTANTS, INC.
 Geotechnical Engineers and Geologists

LOG OF EXPLORATORY BORING NO. 10

EL GRANADA WATERLINE
 Coastside County Water District
 Half Moon Bay, California

APPROVED BY	SCALE	PROJECT NO.	DATE	DRAWING NO.
GF	----	1239.1	July 2007	27

EQUIPMENT		4" Diameter Continuous Flight Auger*		ELEVATION		54.5' ±		LOGGED BY		MR	
DEPTH TO GROUNDWATER		Not Enc.		DEPTH TO BEDROCK		Not Enc.		DATE DRILLED		3/21/2007	
DESCRIPTION AND CLASSIFICATION						DEPTH (feet)	SAMPLER	PENETRATION RESISTANCE (BLOWS/FT)	WATER CONTENT (%)	DRY DENSITY (PCF)	SHEAR STRENGTH (KSF)
DESCRIPTION AND REMARKS			COLOR	CONSIST.	SOIL TYPE						
CLAYEY TO SILTY SAND, slightly moist, fine to medium grained sand, occasional fine subangular to subrounded gravel, micaceous, organics 											



KEY SYMBOL	BORING NO.	SAMPLE DEPTH (feet)	NATURAL WATER CONTENT %	LIQUID LIMIT %	PLASTICITY INDEX %	PASSING NO. 200 SIEVE %	LIQUIDITY INDEX	UNIFIED SOIL CLASSIFICATION SYMBOL
	1	4.5	15	28	9	26	-0.4	SC*
	3	4.5	13	0	0	14	---	SM*
	4	14.5	20	40	22	38	0.1	SC*
	5	1.5	14	32	11	29	-0.6	SC*
	7	3.0	11	37	15	27	-0.7	SC*
	7	14.5	18	31	14	31	0.1	SC*
	9	9.5	11	25	14	58	0.0	CL
	11	4.5	18	29	8	41	-0.4	SC - SM*
	12	6.0	28	37	13	92	0.3	ML
	12	14.5	17	35	21	63	0.1	CL

*Classified as coarse-grained soil since less than 50% passes #200 sieve



CLEARY CONSULTANTS, INC.
Geotechnical Engineers and Geologists

PLASTICITY CHART

EL GRANADA WATERLINE
Coastside County Water District
Half Moon Bay, California

PROJECT NO.

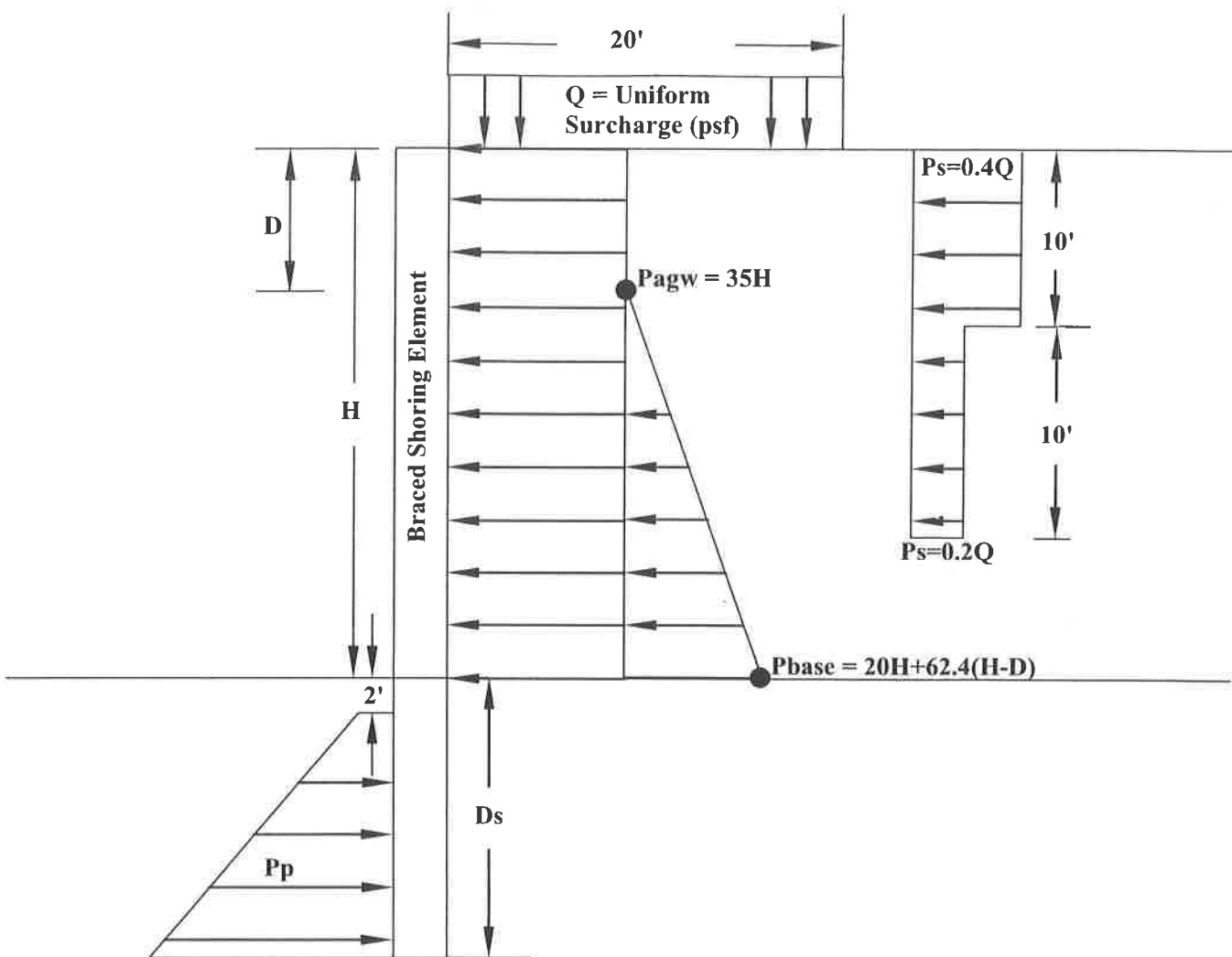
1239.1

DATE

July 2007

DRAWING NO.

30



EXPLANATION

H = Excavation Height, in feet, varies
D = Depth to Groundwater in feet, varies
P_{agw} = Lateral Earth Pressure above groundwater = $35H$
P_{base} = Lateral Earth Pressure at base of excavation
P_s = Lateral Surcharge Pressure
P_p = Passive Resistance = 200 pcf EFP up to 2000psf max.
D_s = Minimum Sheet Pile Embedment Depth based on piping calculation using factor of safety of 1.5 (greater depth may be required as determined by the shoring designer)

SOIL PARAMETERS

K_a = 0.35
K_p = 2.80
 γ_w = 62.4 pcf
 γ_m = 125 pcf
 γ_{sub} = 68 pcf

BRACED SHORING PRESSURE DIAGRAM



CLEARY CONSULTANTS, INC.
 Geotechnical Engineers and Geologists

EL GRANADA WATERLINE
 Coastside County Water District
 Half Moon Bay, California

APPROVED BY	SCALE	PROJECT NO.	DATE	DRAWING NO.
GF	Not to Scale	1239.1	July 2007	31



SHEET INDEX

PROJECT DIRECTORY

S R T
consultants
90 New Montgomery St,
Ste 905
San Francisco, CA 94109
Ph 415.776.5800
Fx 415.776.5200

SEWER AUTHORITY
MID-COASTSIDE
1000 N. Cabrillo Highway

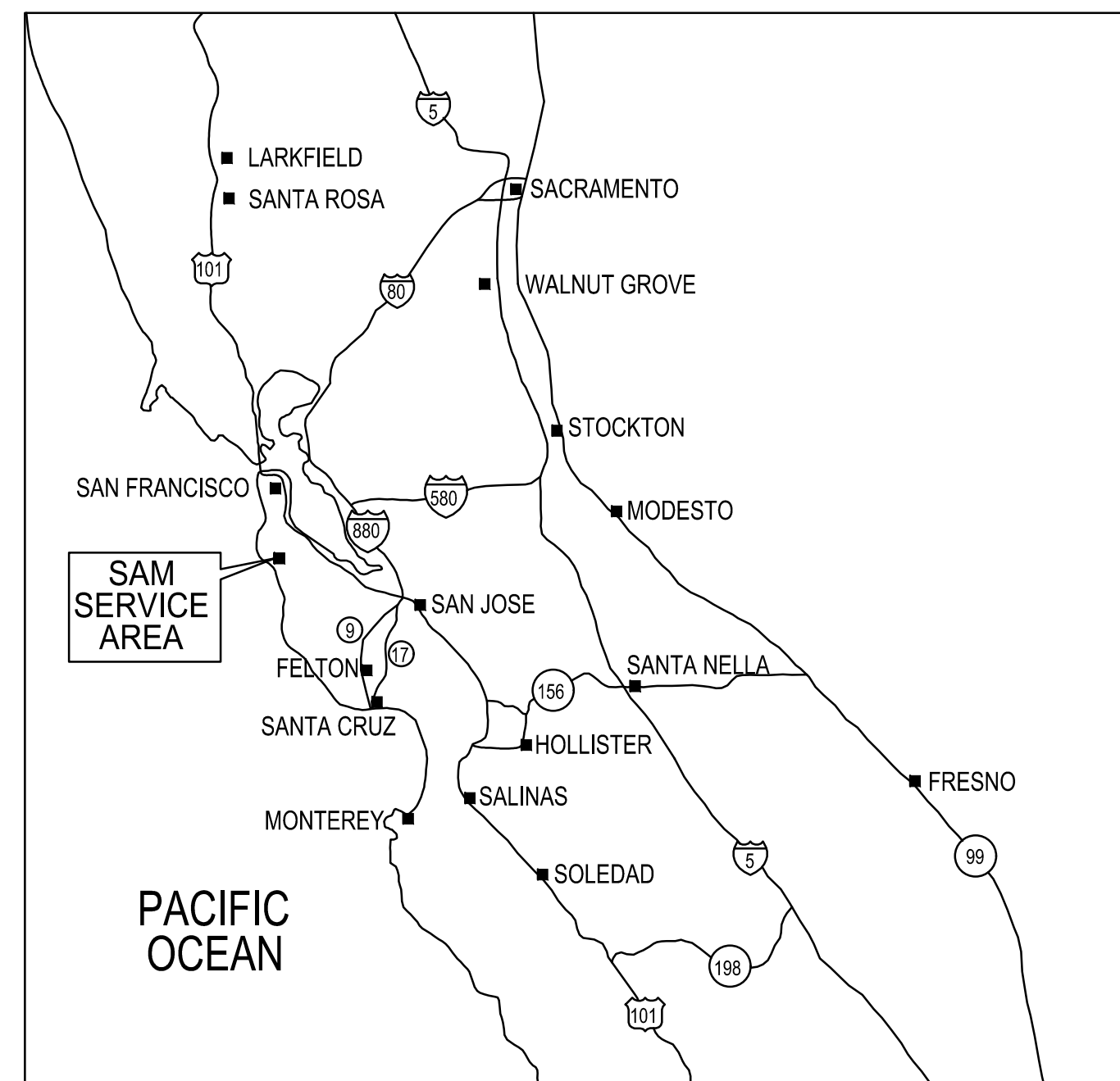
1000 N. Cabrinco Highway
Half Moon Bay, CA 94019

GRANADA FORCE MAIN
SEGMENT 4
REPLACEMENT PROJECT

TITLE SHEET

DATE	AUG 2019	
SCALE	AS SHOWN	
DESIGN	T. MONAHAN	
DRAWN	N. MAO	
CHECK	T. YUROVSKY	
SHEET	01	OF 10

G1

[illegible]

VICINITY MAP

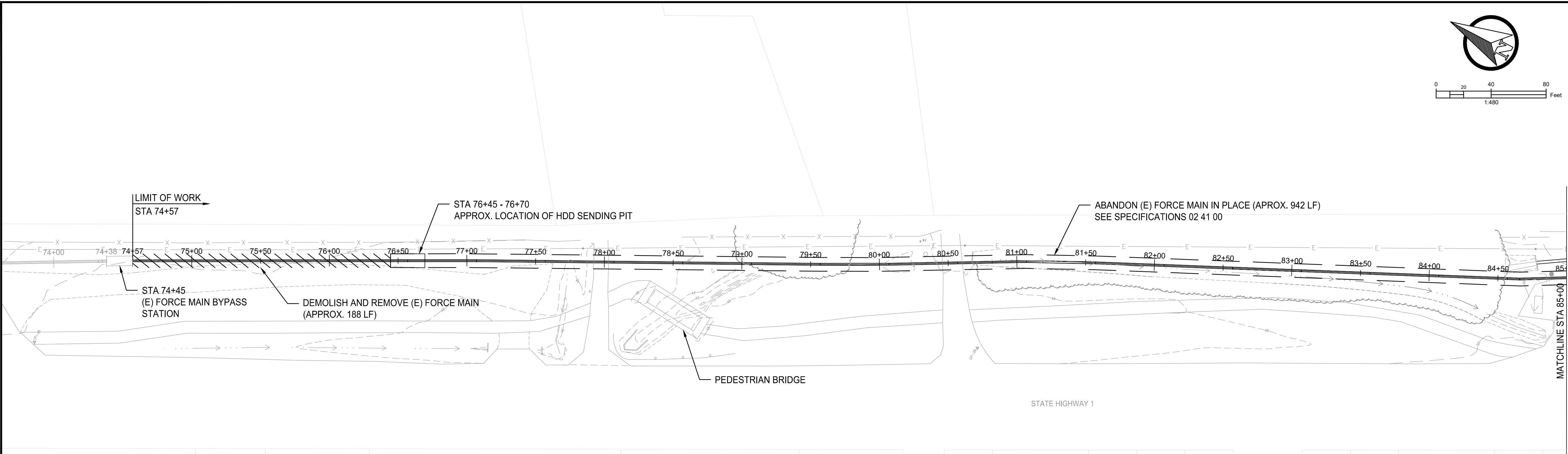
SCALE: NONE

LOCATION MAP

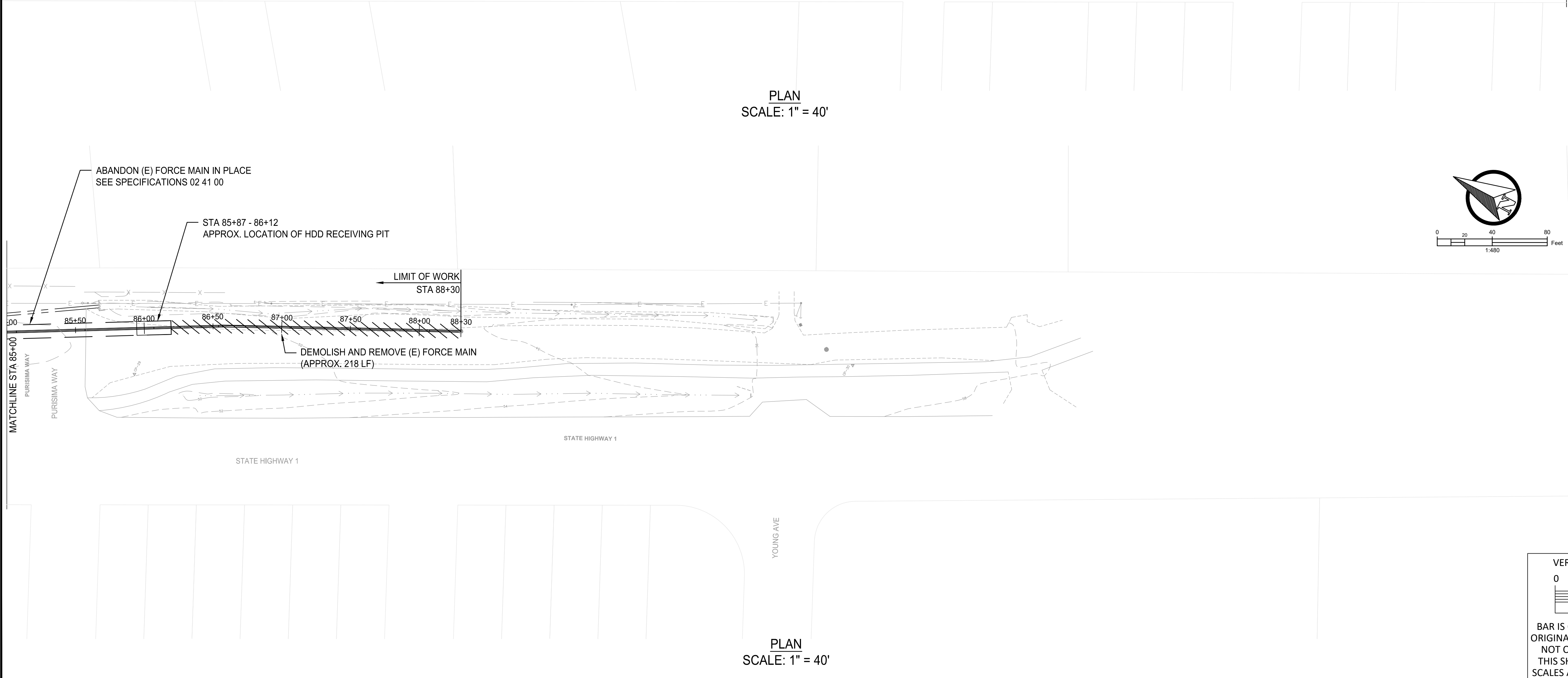
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DRAWING NAME: \\Newserver\sr\01_PROJECTS\Sewer Authority Mid-Coastside (1020)\01_ACTIVE\2019 Granada Force Main Segment 4\01 Design\CA0\SFMA4-G.dwg
PLOT DATE: Aug 21, 2019 - 6:37pm PLOTTED BY: Nino

DRAWING NAME: \\Ninersw\er\01_PROJECTS\Sewer_Authority_Mid-Coastside (1020)\01_ACTIVE\2017 Granada Force Main Replacement\02 Tasks\01 Design\GD\GFM-D_SECD.dwg
PLOT DATE: Aug 21, 2019 - 8:41pm PLOTTED BY: Nina



PLAN
SCALE: 1" = 40'



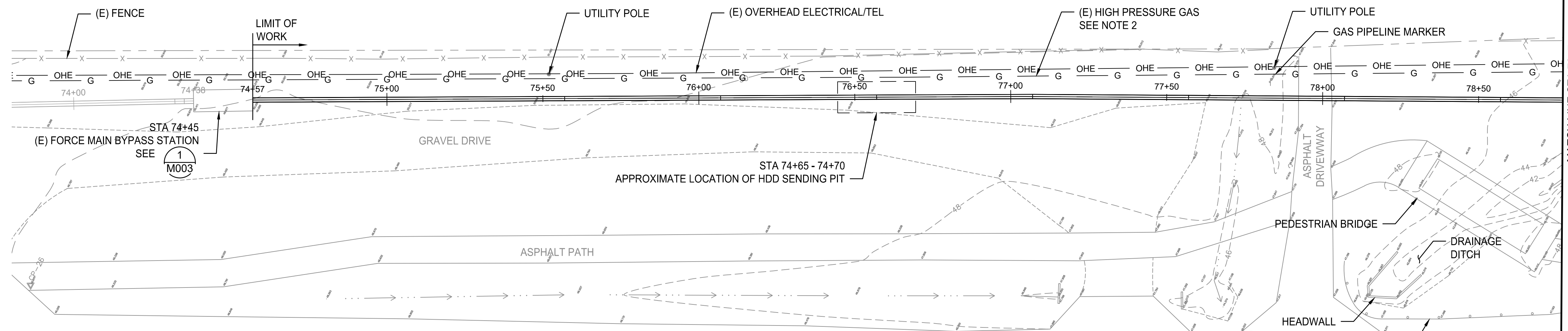
PLAN
SCALE: 1" = 40'

VERIFY SCALE

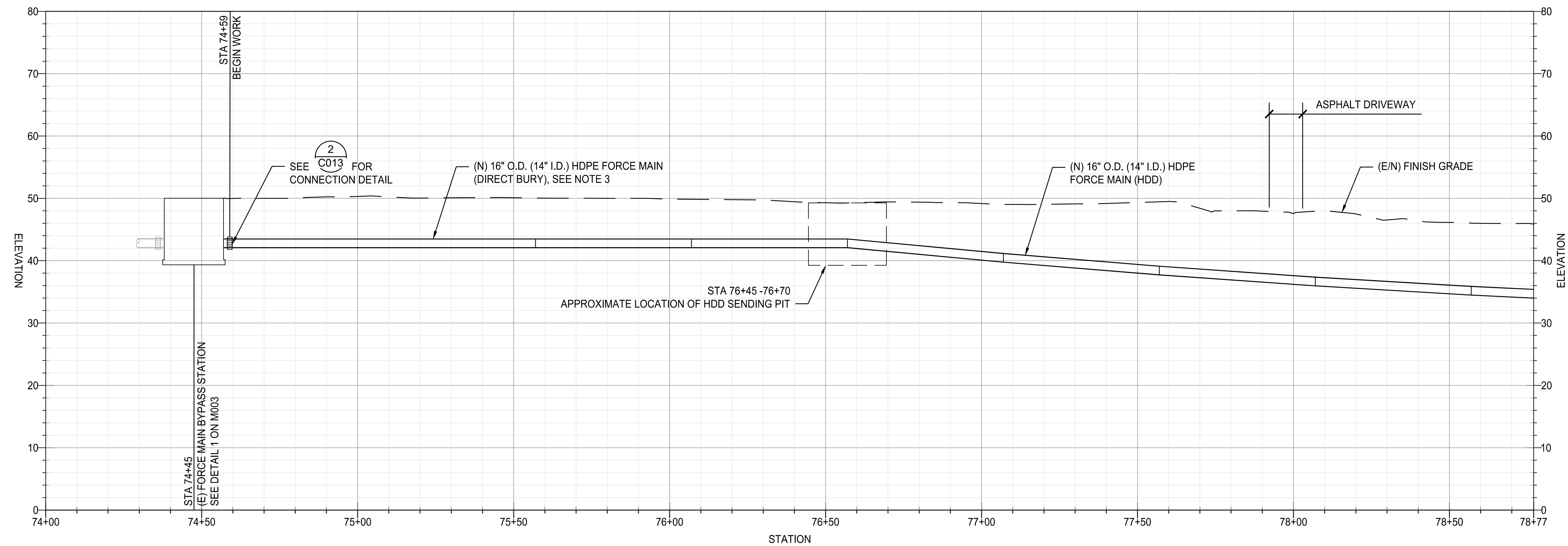
0 1"

BAR IS ONE INCH ON ORIGINAL DRAWING. IF NOT ONE INCH ON THIS SHEET, ADJUST SCALES ACCORDINGLY.

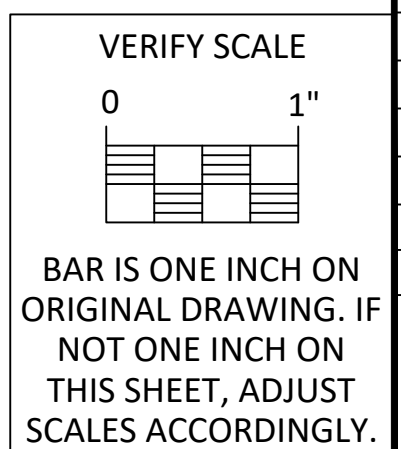
GRANADA FORCE MAIN SEGMENT 4 REPLACEMENT PROJECT		SEWER AUTHORITY MID-COASTSIDE 1000 N. Cabrillo Highway Half Moon Bay, CA 94109		NOT FOR CONSTRUCTION		S R T consultants 90 New Montgomery Street, Suite 905 San Francisco, CA 94105 Ph 415.776.5800 Fx 415.776.5200		REVISIONS	
DATE	AUG 2019	SCALE	AS SHOWN	DESIGN	T. MONAHAN	95% DESIGN	SYMBOL	DATE	APPROVED
DRAWN	N. MAO	CHECK	T. YUROVSKY	DATE	08/2019	DATE			
SHEET	03 OF 10								
D1									



PLAN
SCALE: 1" = 20'

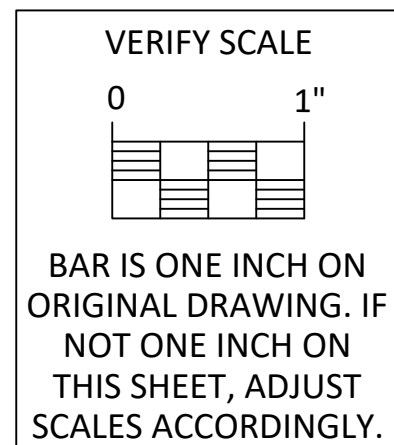
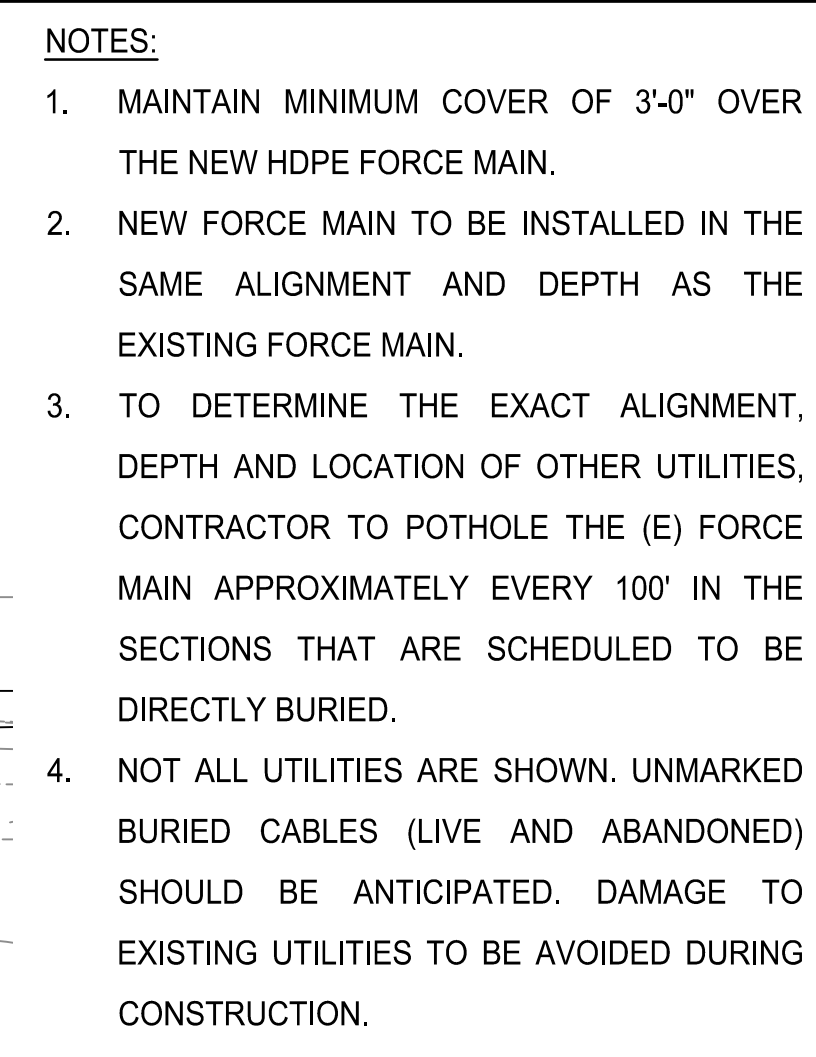


PROFILE
HORIZONTAL SCALE: 1" = 20'
VERTICAL SCALE: 1" = 10'



1. MAINTAIN MINIMUM COVER OF 3'-0" OVER THE NEW HDPE FORCE MAIN.
2. NEW FORCE MAIN TO BE INSTALLED IN THE SAME ALIGNMENT AND DEPTH AS THE EXISTING FORCE MAIN.
3. TO DETERMINE THE EXACT ALIGNMENT, DEPTH AND LOCATION OF OTHER UTILITIES, CONTRACTOR TO POTHOLE THE (E) FORCE MAIN APPROXIMATELY EVERY 100' IN THE SECTIONS THAT ARE SCHEDULED TO BE DIRECTLY BURIED.
4. NOT ALL UTILITIES ARE SHOWN. UNMARKED BURIED CABLES (LIVE AND ABANDONED) SHOULD BE ANTICIPATED. DAMAGE TO EXISTING UTILITIES TO BE AVOIDED DURING CONSTRUCTION.

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SEWER AUTHORITY MID-COASTSIDE

Staff Report

TO: Honorable Board of Directors

FROM: Kishen Prathivadi, Acting General Manager

SUBJECT: Discuss and Review the SAM Budget Process and Timeline

Executive Summary

The purpose of this report is for the Board of Directors to discuss and review the SAM Budget Process and Timeline.

Fiscal Impact

There is no fiscal impact

Strategic Plan Compliance

The recommendation complies with the SAM Strategic Plan Goal 3: *“Consider long term costs and ensure that finances are stable and understandable by the board, member agencies, and the public.”*

Background and Discussion/Report

The SAM Budget Process and Timeline was discussed briefly at the Finance Committee on August 13. It is important that all the member agencies be given enough time to review and give feedback on the proposed budget. Therefore, a copy of the budget process and timeline was sent to all member agency managers on August 14th requesting for feedback to ensure that sufficient time is given in the timeline for them to review the budget and take it to their respective Board/ Council.

All the member agencies have concurred with the timeline and stressed the need for a more collaborative effort from start with meetings between member agencies and SAM to discuss the Capital Improvement Plan and gain consensus.

Staff Recommendation

BOARD MEMBERS:	J. Blanchard	S. Boyd	D. Penrose
	D. Ruddock	K. Slater-Carter	L. Woren
ALTERNATE MEMBERS:	M. Clark	B. Dye	J.
Harvey	B. Huber	H. Rarback	

Staff recommends that the Board of Directors discuss and review the budget process and timeline.

Supporting Documents

Attachment A: SAM Budget Process & Timeline

BOARD MEMBERS:	J. Blanchard	S. Boyd	D. Penrose
	D. Ruddock	K. Slater-Carter	L. Woren
ALTERNATE MEMBERS:	M. Clark	B. Dye	J.
Harvey	B. Huber	H. Rarback	

SAM Budget Process & Timeline

Date	Action
9/1/19	SAM engineer and consultants review existing CIP documentation and set criteria for review of projects for the following year
9/30/19	SAM's engineers and consultants review the CIP and create a list of recommended projects
	SAM Board Strategic Plan workshop
10/14/19	Agency managers and engineers review proposed list and provide comments to SAM Engineer
10/16/19	SAM engineer, staff, and GM review the comments
10/28/19	SAM Board reviews proposed list of projects and background information
11/7/19	SAM engineer revises 5-Year Infrastructure Plan based on comments, noting any areas where there is a difference of opinion
11/25/19	SAM Board reviews and adopts the 5-Year Infrastructure Plan
12/13/19	Member Agency Council/Boards review and approve the SAM 5-Year Infrastructure Plan
12/20/19	SAM Manager delivers draft budget (V1) to Member Agency Managers for review
1/2/20	Member Agency Managers Meet with the SAM Manager to review and discuss the proposed budget and any issues that have been raised
1/20/20	Member Agency Managers provide written input (ideas, preferences, suggestions) to SAM Manager
1/27/20	SAM Manager confirms receipt and asks any questions to clarify.
2/7/20	Member Agency Managers have the opportunity to consult with Agency Boards regarding budget issues
2/14/20	Member Agency Managers provide additional comments to the SAM Manager, including any feedback from Agency Boards.
After previous input considered	SAM Manager updates the Draft Budget (V2) after considering input of member Agency Managers and Boards, noting areas that differ from the Agency Managers' recommendations
2/24/20	SAM Manager presents the Draft Budget (V2) to the SAM Finance Committee
2/24/20	SAM Finance Committee reviews and comments on draft budget
2/26/20	SAM Manager updates budget (V3) based on Finance Committee input
3/2/20	SAM Manager presents draft Budget (V3) to the SAM Board
3/2/20	SAM Board reviews and comments on draft Budget

SAM Budget Process & Timeline

Date	Action
3/5/20	SAM Manager sends draft budget (V3) including SAM Board comments to the Member Agencies for comments
	Member Agency Boards review and comment on draft Budget
3/20/20	Member Agency Managers convey Agency Board comments to SAM Manager
3/25/20	SAM Manager updates Budget (V4) based on Agency Council/Boards and Member Agency input
3/25/20	SAM Manager submits Budget to SAM Finance Committee
3/27/20	SAM Finance Committee reviews and requests any final changes
3/30/20	SAM Manager updates Budget based on Finance Committee feedback (V5) , noting areas that differ from the Finance Committee recommendations
4/13/20	SAM Board reviews Budget and makes final comments
4/13/20	SAM Board authorizes SAM Manager to submit Proposed Budget (V6) to member agencies
4/20/20	SAM Manager makes final revisions (V6) based on Board comments, noting areas that differ from the SAM Board recommendations
5/15/20	Member Agency Boards review and approve Proposed Budget and send resolutions to SAM
5/25/20	SAM Manager presents Final Budget to SAM Board for adoption
5/25/20	SAM Board reviews and adopts
5/25/20	SAM Manager sends Adopted Budget to Member Agencies, County, and State Controller

SAM Manager
Member Agency
SAM Finance Committee
Member Agency Boards
SAM Board
Agencies and Boards
SAM Engineer



SEWER AUTHORITY MID-COASTSIDE
Staff Report

TO: Honorable Board of Directors

FROM: Kishen Prathivadi, Acting General Manager

SUBJECT: **Confirm Cancellation of the October 14, November 11, and December 23, 2019, Regular Board Meetings**

Executive Summary

The purpose of this report is for the Board of Directors to confirm that the October 14, November 11, and December 23, 2019, regular Board meetings will be cancelled due to the observance of recognized holidays.

Fiscal Impact

There is no fiscal impact if the meeting is cancelled as the savings were already included in the budget, but there would be a cost of approximately \$2,400 if the meetings are held.

Strategic Plan Compliance

The recommendations in the General Budget comply with the SAM Strategic Plan Goal 4: *"A well organized, motivated and well-trained staff with an effective Board of directors are the most important keys to success for SAM."*

Background and Discussion/Report

The Board adopted the schedule of Board of Directors meetings for 2019 (Attachment A). The scheduled identified October 14, November 11, and December 23, 2019, as cancelled due to the observance of Indigenous People's Day, Veterans Day, and Christmas Day. This item is placed on the agenda for the Board to confirm that the meetings will be cancelled as planned.

BOARD MEMBERS:	J. Blanchard	S. Boyd	D. Penrose
	D. Ruddock	K. Slater-Carter	L. Woren
ALTERNATE MEMBERS:	M. Clark	B. Dye	A.
Eisen	J. Harvey	B. Huber	H. Rarback

Staff Recommendation

Staff recommends that the Board confirm that the regular Board meetings for October 14, November 11, and December 23, 2019, will be cancelled.

Supporting Documents

Attachment A: Schedule of Board of Directors Meetings 2019

BOARD MEMBERS:	J. Blanchard	S. Boyd	D. Penrose
	D. Ruddock	K. Slater-Carter	L. Woren
ALTERNATE MEMBERS:	M. Clark	B. Dye	A.
Eisen	J. Harvey	B. Huber	H. Rarback

SEWER AUTHORITY MID-COASTSIDE

Schedule of Board of Directors Meetings 2019

Date	Day	Type	Location
January 14, 2019	Monday	Regular	SAM Administration Building
January 28, 2019	Monday	Regular	SAM Administration Building
February 11, 2019	Monday	Regular	SAM Administration Building
February 25, 2019	Monday	Regular	SAM Administration Building
March 11, 2019	Monday	Regular	SAM Administration Building
March 25, 2019	Monday	Regular	SAM Administration Building
April 8, 2019	Monday	Regular	SAM Administration Building
April 22, 2019	Monday	Regular	SAM Administration Building
May 13, 2019	Monday	Regular	SAM Administration Building
May 27, 2019	Monday	Regular	SAM Administration Building
June 10, 2019	Monday	Regular	SAM Administration Building
June 24, 2019	Monday	Regular	SAM Administration Building
July 8, 2019	Monday	Regular	SAM Administration Building
July 22, 2019	Monday	Regular	SAM Administration Building
August 12, 2019	Monday	Regular	SAM Administration Building
August 26, 2019	Monday	Regular	SAM Administration Building
September 9, 2019	Monday	Regular	SAM Administration Building
September 23, 2019	Monday	Regular	SAM Administration Building
October 14, 2019	Monday	Regular	SAM Administration Building
October 28, 2019	Monday	Regular	SAM Administration Building
November 11, 2019	Monday	Regular	SAM Administration Building
November 25, 2019	Monday	Regular	SAM Administration Building
December 9, 2019	Monday	Regular	SAM Administration Building
December 23, 2019	Monday	Regular	SAM Administration Building

Note: This schedule is subject to change at the direction of the Board.



SEWER AUTHORITY MID-COASTSIDE

Staff Report

TO: Honorable Board of Directors

FROM: Kishen Prathivadi, Acting General Manager

BY: Stacey Thompson, Supervisor of Administrative Services

SUBJECT: **Review and Discuss Costs of Changing Medical Insurance from OE3 to CALPERS**

Executive Summary

The purpose of this report is for the Board of Directors to review the costs of changing from OE3 to CALPERS as a Health Insurance Broker.

Fiscal Impact

Strategic Plan Compliance

The recommendation complies with the SAM Strategic Plan Goal 4: *"this is really part of succession planning, as more than half of the staff could retire within five years."*

Background and Discussion/Report

Attached please find the language from CALPERS regarding the switch from one carrier to another.

Monthly Rates for Medical:

The current MOU for local 39 reads that from page 14, effective January 1, 2020 the employer's minimum contribution is \$134 per month for employee and retirees.

In another paragraph it states for the term of this MOU the authority agrees to maintain a Cafeteria plan pursuant to section 125 of the Internal Revenue Code for purposes of providing employees with a flexible spending account to access various health and

BOARD MEMBERS:	J. Blanchard	B. Dye	R. Lohman
	D. Penrose	D. Ruddock	K. Slater-Carter
ALTERNATE MEMBERS:	S. Boyd	M. Clark	A. Eisen
	J. Harvey	H. Rarback	

welfare benefits. Benefits through the Plan include medical insurance and prescription plan premiums. The authority agrees to provide a Plan allowance to each eligible employee up to a maximum of \$1,819 per month for regular full-time employees.

Staff Recommendation

Staff recommends that the Board accept the resolution and move to CALPERS for Medical Insurance. This is the request of all of the Staff.

Supporting Documents

Attachment A: Resolution from CALPERS
Attachment B: Mou with Local 39
Attachment C: CALPERS Rates
Attachment D: Dental and Vision Pricing
Attachment E: More Dental and Vision information

BOARD MEMBERS:	J. Blanchard	B. Dye	R. Lohman
	D. Penrose	D. Ruddock	K. Slater-Carter
ALTERNATE MEMBERS:	S. Boyd	M. Clark	A. Eisen
	J. Harvey	H. Rarback	

RESOLUTION NO. 2019-8
ELECTING TO BE SUBJECT TO THE PUBLIC EMPLOYEES' MEDICAL AND HOSPITAL CARE ACT
AT AN EQUAL AMOUNT FOR EMPLOYEES AND ANNUITANTS

- WHEREAS, (1) A contracting agency meeting the eligibility requirements set forth in Government Code Section 22920, may obtain health benefit plan(s), as defined under Government Code Section 22777, by submitting a resolution to the Board of Administration of the California Public Employees' Retirement System (the "Board"), and upon approval of such resolution by the Board, become subject to the Public Employees' Medical and Hospital Care Act (the "Act"); and
- WHEREAS, (2) Sewer Authority Mid-Coastside is a contracting agency eligible to be subject to the Act under Government Code Section 22920; and
- WHEREAS, (3) Government Code Section 22892(a) provides that a contracting agency subject to Act shall fix the amount of the employer contribution by resolution; and
- WHEREAS, (4) Government Code Section 22892(b) provides that the employer contribution shall be an equal amount for both employees and annuitants, but may not be less than the amount prescribed by Section 22892(b) of the Act; and
- WHEREAS, (5) Sewer Authority Mid-Coastside desires to obtain for its employees and annuitants the benefit of the Act and to accept the liabilities and obligations of an employer under the Act; now, therefore, be it
- RESOLVED, (a) Sewer Authority Mid-Coastside elects to be subject to the provisions of the Act; and be it further
- RESOLVED, (b) That the employer contribution for each employee or annuitant shall be the amount necessary to pay the full cost of his/her enrollment, including the enrollment of family members, in a health benefits plan up to a maximum of the PEMHCA Minimum per month, plus administrative fees and Contingency Reserve Fund assessments; and be it further
- RESOLVED, (c) Sewer Authority Mid-Coastside has fully complied with any and all applicable provisions of Government Code Section 7507 in electing the benefits set forth above; and be it further
- RESOLVED, (d) That the participation of the employees and annuitants of Sewer Authority Mid-Coastside shall be subject to determination of its status as an "agency or instrumentality of the state or political subdivision of a State" that is eligible to participate in a governmental plan within the meaning of Section 414(d) of the Internal Revenue Code, upon publication of final Regulations pursuant to such Section. If it is determined that Sewer Authority Mid-Coastside would not qualify as an agency or instrumentality of the state or political subdivision of a State under such final Regulations, CalPERS may be obligated, and reserves the right to terminate the health coverage of all participants of the employer.
- RESOLVED, (e) That the executive body appoint and direct, and it does hereby appoint and direct,

Barbara Dye, Board Secretary to file with the Board a verified copy of this resolution, and to perform on behalf of Sewer Authority Mid-Coastside all functions required of it under the Act; and be it further

RESOLVED, (f) That coverage under the Act be effective on January 1, 2020.

Adopted at a regular meeting of the Board of Directors of the Sewer Authority Mid-Coastside at 1000 Cabrillo Highway, North Half Moon Bay, CA 94019, this 26th day of August, 2019.

Signed: _____
Dr. Deborah Penrose, Chair

Attest: _____
Barbara Dye, Board Secretary

INSTRUCTIONS

This resolution form is the approved form designated by the California Public Employees' Retirement System (CalPERS). It should be used by a contracting agency for the purpose of electing to be subject to Public Employees' Medical and Hospital Care Act (PEMHCA) and to fix the monthly employer health contribution for employees and annuitants in accordance with Government Code Section 22892.

If the resolution is filed **on or before the tenth day of any month, it will be effective on the first of the following month** (date stamped as received by CalPERS; See address below).

WHEREAS, (2) should be completed with full name of the contracting agency.

WHEREAS, (5) should be completed with full name of the contracting agency.

RESOLVED, (a) should be completed with full name of the contracting agency.

RESOLVED, (b) should be completed to specify the amount of the employer contribution toward the cost of enrollment for active employees and annuitants. The amount specified must be an amount equal to or greater than that prescribed by Section 22892(b).

Commencing January 1, 2009, the employer contribution shall be adjusted annually by the Board to reflect any change in the medical component of the Consumer Price Index, and shall be rounded to the nearest dollar.

RESOLVED, (c) should be completed with full name of the contracting agency.

RESOLVED, (d) should be completed with full name of the contracting agency.

RESOLVED, (e) requests the position title of the individual who handles the PEMHCA resolution for the contracting agency.

RESOLVED, (e) should be completed with full name of the contracting agency.

RESOLVED, (f) should be completed with the date the coverage is to become effective.

Because resolutions serve as a legally binding document, we require the original resolution, certified copy with original signatures, or a copy of the resolution with the agency's raised seal.

For resolution processing, deliver to the following:

Overnight Mail Service

California Public Employees' Retirement System
Health Resolution & Compliance Services, HAMD
400 Q Street
Sacramento, CA 95811

Regular Mail

California Public Employees' Retirement System
Health Resolution & Compliance Services, HAMD
PO BOX 942714
Sacramento, CA 94229-2714

The certification shown following the resolution is to be completed by those individuals authorized to sign for the contracting agency in legal actions and is to include the name of the executive body; i.e. Board of Directors, Board of Trustees, etc., the location and the date of signing.

**Memorandum of Understanding
between**



Sewer Authority Mid-Coastside

and



International Union of Operating Engineers -

Stationary Engineers, Local No. 39,

AFL-CIO

July 1, 2019 – January 31, 2023

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**Memorandum of Understanding
Sewer Authority Mid-Coastside
And
International Union of Operating Engineers, Stationary Local No. 39
July 1, 2019 – January 31, 2023**

This Memorandum of Understanding (MOU) is entered into by and between the Sewer Authority Mid-Coastside ("Authority"), and the International Union of Operating Engineers, Stationary Local No. 39, ("Union").

PREAMBLE

It is the purpose of the MOU to achieve and maintain harmonious relations between the parties and to provide for the peaceful and equitable adjustment of difference which may arise, and to establish wages, hours and other terms and conditions of employment.

ARTICLE I RECOGNITION

The Authority recognizes the Union as the exclusive bargaining agent for all employees working in the following classifications.

ACCOUNTING TECHNICIAN
ADMINISTRATIVE ASSISTANT
COLLECTION MAINTENANCE WORKER I/II/III
LABORATORY AND SOURCE CONTROL PROGRAM COORDINATOR (LSCPC)
LEAD COLLECTION MAINTENANCE WORKER
LEAD WASTEWATER OPERATOR
MAINTENANCE TECHNICIAN I/II/III
OPERATOR IN TRAINING
SUPERVISOR OF TREATMENT/FIELD OPERATIONS
UTILITY WORKER
WASTEWATER OPERATOR I/II/III

The Union and its authorized representatives have the exclusive right to represent bargaining unit members on all matters within the scope of representation.

No changes can be made to this list of classifications without meeting and consulting with the Union.

ARTICLE II UNION SECURITY

A. UNION MEMBERSHIP

The parties to this Memorandum of Understanding mutually understand and agree that all members of the bargaining unit have to right to join or not join the Union.

If a bargaining unit member elects to join the Union, the employee shall provide authorization to the Union for membership dues deduction. The Authority shall deduct the appropriate Union dues and /or initiation fees from the employee's paycheck upon

receipt of written certification from the Union that the Union has received and has on file the employee's voluntary authorization for the deduction.

B. PAYROLL DEDUCTIONS AND PAY OVER

Upon receipt of the Union's dues deduction authorization, the Authority shall start payroll deduction of the dues and /or initiation fees from the employee's paycheck effective the first full pay period following receipt of the authorization. Dues deductions shall be for a specific amount and shall not include fines. The amounts deducted shall be transmitted as soon as administratively possible to the Union to an account specified by the Union.

Upon written request from the Union, the Authority agrees to provide the Union with an electronic file that shows a list of names and the amount deducted for each employee for whom a deduction was made.

C. SUFFICIENCY OF EARNINGS

The employee's earnings must be sufficient after the other legal and required deductions are made to cover the amount of the dues authorization. When an employee is in a non-pay status for an entire pay period, no withholding will be made to cover the pay period from future earnings. In case of an employee who is in non-pay status during only part of the pay period, and the salary is not sufficient to cover the full withholding, no deduction shall be made. In this connection, all other legal and required deductions (including health care deductions) have priority over Union dues.

D. INDEMNIFICATION BY THE UNION

The Union shall file with the General Manager an indemnification statement wherein the Union shall indemnify, defend and hold the Authority harmless against any claim made and any suit initiated against the Authority on account of Union dues deductions.

E. NOTICE OF NEW EMPLOYEES AND NEW EMPLOYEE ORIENTATION

1. Employee Information

The following provisions will apply regarding notice of new employees:

The Authority shall provide the Union with an electronic list of the following information for new employees within thirty (30) days of hire:

- a. employee's full name,
- b. employee status,
- c. hire date,
- d. department,
- e. job title,
- f. hourly rate,
- g. assigned work location,
- h. phone number (home (if available), personal cellular (if available), and work),
- i. email address, personal and work, if available, and
- j. address (home and mailing).

In addition, the Authority agrees to provide an electronic list to the Union of the employee information above for all bargaining unit employees at least every one hundred twenty (120) days.

2. New Employee Orientation

- A. The Authority shall notify new employees represented by Local 39 that Local 39 is the recognized employee organization for the employee's classification. Within thirty (30) days of hire into the Local 39 bargaining unit, the Union shall have the opportunity to make a 30-minute presentation to each new employee. The Authority shall notify the Union of a new hire at the earliest opportunity but no later than ten (10) calendar days in advance of the employee's start date.
- B. The Authority shall provide thirty (30) minutes of Authority paid release time for a Local 39 Shop Steward to make a presentation on the Union's behalf to a new employee. A shop steward shall be selected by the Union.

ARTICLE III NO DISCRIMINATION

The Authority prohibits discrimination against or harassment of an individual due to that individual's sex, sexual orientation, age, race, religious creed, color, national origin, ancestry, marital status, physical disability, mental disability, medical condition, political opinions or affiliations.

ARTICLE IV UNION RIGHTS

A. WORK ACCESS

Reasonable access to employee work locations shall be granted officers of the Union and their officially designated representatives for the purpose of processing grievances or contacting members of the Union concerning business within the scope of representation. Such officers or representatives shall not enter any work location without the consent of the Manager. Access shall be restricted so as not to interfere with the normal operations of the department or with established safety or security requirements.

Solicitation of membership and activities concerned with the internal management of the Union, such as collecting dues, holding, membership meetings, campaigning for office, conducting elections and distributing literature shall not be conducted during the working hours.

B. BULLETIN BOARD

The Authority will furnish reasonable bulletin board spaces for posting of Union Notices. Unless special arrangements are made, materials posted will be removed by the Authority 31 days after the posting date.

C. MEETING SPACE

Authority employees or their representatives or the Union may, with the prior approval of the General Manager, be granted the use of Authority facilities during non-work hours for meetings of Authority employees provided space is available.

D. SHOP STEWARDS

Authority employees who are shop stewards of the Union shall be given reasonable time off with pay to attend meetings with management representatives or to be present at hearings where matters within the scope of representation or grievances are being considered. The use of official time for this purpose shall be reasonable and shall not interfere with the performance of Authority services as determined by the Authority. Except by mutual agreement, the number of employees excused for such purposes shall not exceed three.

ARTICLE V HOURS AND OVERTIME

A. WORK SCHEDULES

The standard work week shall be defined as beginning at 12:01 a.m. Saturday and ending at 12:00 midnight Friday.

The standard work week for all bargaining unit employees other than the certified Wastewater Operator classifications shall consist of 40 hours of work during five consecutive work days.

The standard work day for all bargaining unit employees other than the certified Wastewater Operator classifications shall consist of 8 consecutive hours of work which may be interrupted by a meal period.

A four-day, 10-hour work schedule shall be established for the certified Wastewater Operator classifications only. This schedule will be maintained only if, in the sole discretion of the Authority, it is operationally feasible.

If the Authority discontinues a four-day, 10-hour work schedule for the certified Wastewater Operator classification, the Authority and the Union shall meet and confer to discuss a 5% differential for shifts scheduled on Saturdays and Sundays.

Work schedules showing employee shifts, work days, and hours shall be posted on employee bulletin boards.

- Except in cases of emergency shifts, no bargaining unit employee will have their schedule work hours changed unless and until they have been given ten days' written notice of such change.
- Any bargaining unit employee whose scheduled hours are changed without the requisite notice, except in cases of emergency, shall be paid a 10% premium in addition to regular pay, for all hours worked outside the previously scheduled hours until the 10-day notice has been complied with.

Classifications other than the certified Wastewater Operator classifications may work with the Authority to develop flexible scheduling. Such scheduling will be implemented and maintained only if, in the sole discretion of the Authority, it is operationally feasible.

B. MEAL AND REST PERIOD

When working a shift scheduled to be six or more hours, an employee shall be granted a meal period of at least 30 but not more than 60 minutes, at or near the mid-point of the shift.

After each four-hour segment of overtime work, an employee shall be granted a 30-minute and duty free meal period.

Employee shall be entitled to a paid rest period of 15 minutes during each four-hour segment of work.

C. OVERTIME

An employee required to work in excess of their work week shall be compensated for such overtime work as follows.

1. Any time worked in excess of the standard eight-hour work day for employees other than the certified Wastewater Operator classifications, the 10-hour work day for the certified Wastewater Operator classification, or the standard 40-hour work week, shall be considered overtime work and shall be compensated at the overtime pay rate of one and one-half times the employees' regular hourly rate of pay, with the exception identified in 2) below.
2. Any time worked in excess of the standard eight-hour work day (or other such negotiated "flexible" schedule as stipulated in Article V, Hours and Overtime, A. Work Schedules, 5), or ten-hour work day in the case of the certified Wastewater Operators, and four hours overtime (as in all cases), will be compensated at the overtime rate of two times the employee's hourly rate of pay for such time. As in the example of employees other than the Operators classification, work in excess of 12 consecutive hours would be considered double time hours. For the certified Wastewater Operators classifications, work in excess of 14 consecutive hours would be considered double time hours.
3. All overtime must be approved in advance by the General Manager or their designated representative, except when such work is required in response to an after-hours service call, in an emergency in order to prevent a threat to the public's health and safety, loss of life, injury or damage to person or property or to insure the proper operation of the Authority facilities.
4. It is the policy of the Authority that overtime work shall be discouraged. The Authority shall notify employees of the need for overtime work as far in advance as possible and, except in cases of emergency or threat to health and safety, employee shall have the right to accept or reject the offer of overtime work. The Authority shall attempt to distribute overtime work equitably among bargaining unit employees.

5. Compensation for overtime work shall be in an amount equal to one and one-half times the applicable hourly rate of pay of the employee entitled to such compensation times the number of hours of overtime worked. Notwithstanding the foregoing, and upon request of an employee entitled to overtime compensation, the Supervisor/General Manager may approve Compensatory Time Off (CTO) with pay for a period equal to one and one-half times the amount of time during which such overtime work was performed, in lieu of overtime pay, up to the accrual level for compensatory time off.
6. Employees may accumulate up to a total of sixty-five (65) hours of CTO. In the event an employee resigns or is terminated, the employee shall be entitled to compensation for their accumulated CTO.

D. CALL BACK

Employees called back to work after completion of their regular shifts or on days off shall be entitled to a minimum of three (3) hours of call-back time for each duty call that involves leaving their place of residence or other location. If the employee is called back to work, the employee shall be compensated at one and one-half times his/her base wage for the three-hour minimum call back time and any time worked beyond the minimum call-back time.

If a subsequent call is received within the original three-hour minimum call-back time, the responding employee shall not receive an additional three-hour minimum call back pay. Instead, the employee shall be paid for actual time worked, but no less than the original minimum three hours of call back time.

Time worked for which an employee is entitled to compensation shall include reasonable travel time to and from employee's residence not to exceed 60 minutes of total travel time. Such allowable travel time shall begin from the time an employee is notified of the call out.

Employees who are called in within one hour of their start time shall not receive call back minimum.

For the purposes of FLSA overtime premium calculations, the portion of the minimum three-hour call-back time that was not actually worked shall not be counted towards the total hours worked during the regular work week.

E. STAND-BY DUTY

The Authority may assign regular employees to stand-by duty. Employees assigned to stand-by duty shall be available for service at all times. Standby duties require an employee to report to the appropriate District location within 60 minutes of receiving a service call or alarm. The 60-minute response time will begin at the time that the employee departs their residence, or the site from which the employee was located when they received the call or alarm, and ends when they arrive at the appropriate District location. Failure to respond to a call while on standby may be grounds for disciplinary action.

The Authority shall make reasonable efforts to notify employees that they are to be assigned to standby duty at least two weeks in advance. Such assignments are to be on a rotational basis for one week periods.

Employees assigned to work standby duty shall receive \$3.50 per hour on standby duty. If an employee responds to a call or alarm and the employee is able to resolve the issue without actually driving to the appropriate work site, the employee shall be paid at one and one-half times their base wage for actual time worked in 15-minute increments. If the employee is required to return to his/her work place, the time worked to initially resolve the issue shall be included in three-hour minimum call-back pay.

If an employee who is assigned standby duty is able to find a substitute from the lists of those willing to work extra standby, the employee assigned may be relieved of their standby duty assignment.

Both the employee assigned standby duty and the substitute must together notify the supervisor, in writing, of the substitution and obtain approval. Notification must be not less than one week and no more than four weeks prior to the substitution.

Employees assigned to work standby duty shall carry a cell phone and any additional equipment necessary to respond to service calls or alarms.

ARTICLE VI PAY AND ALLOWANCES

A. WAGES

Effective July 1, 2019, the wage ranges for all bargaining unit positions shall be as set out in Appendix "A", which is incorporated into and subject to the provisions of this MOU.

B. COLA

Effective July 1, 2020, the wage schedule for classifications covered by this MOU shall be adjusted by 4%.

Effective July 1, 2021, the wage schedule for classifications covered by this MOU shall be adjusted by 3%.

Effective July 1, 2022, the wage schedule for classifications covered by this MOU shall be adjusted by 3%.

C. Y-RATED WAGES

Employees whose wage rate is above the current top step of the employee's job classification shall be "Y-rated" and shall not be eligible to receive additional salary increases until such time as the classification pay is established at a step or range higher than the employee's pay rate.

For the term of the MOU, each employee whose classification is "Y-Rated" shall not receive a wage increase but shall receive a lump sum amount up to the percentage

equivalent of the increase in the wage schedules received by other employees in the bargaining unit for that year. This lump sum amount shall be paid out on July 1 and, if applicable, January 1 of each fiscal year and shall cease when the employee's wage rate is matched by the same rate as other employees in that classification for that year. This lump sum shall not be included in the base wage rate and shall not be reported to CalPERS as reportable wages.

D. WAGE ON PROMOTIONS

Any bargaining unit employee who is promoted to a position having a higher wage range shall receive the minimum step in the new range that provides the employee with the negotiated step increase over their previous pay rate.

If employee is eligible for a merit step increase on the same date promotion is to be effective, the step increase shall be granted before the promotion.

Upon meeting minimum qualifications and certifications specified for the next higher level within a classification series, employees in positions within a classification series progress to a higher level within the series without a new probationary period. Flexibly staffed positions progress from level "I" to "II" and "II" to "III". Flexibly staff series include:

Collection Maintenance Worker I/II/III

Maintenance Technician I/II/III

Wastewater Operator I/II/III

Any bargaining unit employee who progresses to a higher level within a classification series position shall be placed on the new wage range at the minimum step in the new range that provides the employee with the negotiated step increase over their previous pay rate.

E. OUT OF CLASS WORK

Any employee who is assigned the duties of a position having a higher salary range shall be paid the minimum step in the new range that provides at least a five percent (5%) increase during the entire period of such assignment.

F. PROFESSIONAL DEVELOPMENT

The Authority and the members of Local 39 Stationary Engineers recognize the value of employees obtaining and maintaining a broad skill base. To this end, the Authority will, whenever possible, provide on-the-job study time in preparation for certification examinations and provide or make available in-house or external certification training. Employees who participate must provide evidence of having taken the examination.

1. Reimbursement for Certifications and Licenses

For employees in classifications that specify a required certificate or license, the Authority will reimburse the employees for the cost of taking the certification exam. Employees must provide proof of satisfactorily passing the exam before the expense will be reimbursed. The Authority will also reimburse employees for the cost of renewing that certificate or license. The Authority will not reimburse

employees for the cost of taking an exam or renewing a certificate that is not required by his/her job classification.

For medical exams required for the Class "B" license, the Authority shall reimburse the difference between the actual expense and what is available under the employee's medical plan; the employee must provide evidence of the medical exam total cost, the amount the employee paid and the amount that the medical plan paid. The Authority shall pay for no more than one such exam per employee every 18 months.

2. Vertical Over Certification Pay

For the purpose of this MOU, vertical over certification is defined as a certificate that is required by an employee's job classification but at a grade higher than what is required.

Upon demonstrating to the Authority that an employee has obtained a higher grade of certification than that required by their classification, the employee shall receive, as of the first pay period following when the employee provides documentation of the higher certification, an on-going incentive of 2.5% of the employee's base hourly pay rate for each grade higher than is required. For example:

Joe Smith is a Wastewater Operator III, which requires a Grade 3 certification. Joe achieves a Grade 5 certification. His base pay rate is \$46.10. He is entitled to an incentive pay of 5% of his base hourly pay rate, which would be \$2.35 per hour.

Jane Thomas is a Maintenance Technician I, which does not require a Class "B" driver's license. She holds a Class "B" license. Her base hourly pay rate is \$29.63. She is entitled to an incentive pay of 2.5% of her base hourly pay rate, which would be \$0.74 per hour.

3. Lateral Over Certification Pay

For the purpose of this MOU, lateral over certification is defined as a certificate that is relevant to the wastewater industry but is not required by an employee's job classification.

Upon demonstrating to the Authority that an employee has obtained a certification in a skill that is not required by their classification, the employee shall receive, as of the first pay period following when the employee provides documentation of the lateral certification, a one-time incentive of \$250. Only one incentive per each skill set shall be granted. Additional certifications in the same skill set shall not qualify for another incentive. For example:

Joe Smith is a Wastewater Operator III, which requires a Grade 3 Wastewater Operator certification. Joe achieves a Grade 1 Maintenance Technician certification. He is entitled to a one-time incentive of \$250. If, in the future, he

achieves a Grade 2 Maintenance Technician certification, he is not entitled to an additional incentive.

Jane Thomas is a Maintenance Technician I, which requires a Maintenance Technician certification. Jane achieves a Grade 1 Collection System Maintenance certification. She is entitled to a one-time incentive of \$250. If, in the future, she achieves a Grade 1 Environmental Compliance Inspector certification, she is entitled to another \$250 incentive.

These incentives may not be compounded, except as described above.

G. OVERTIME MEAL ALLOWANCE

The Authority agrees to either pay for, or to reimburse the cost of providing a hot meal for any employee who works four or more consecutive hours of overtime after completing a regular eight-hour shift, exclusive of certified Wastewater Operator's twelve (12) hour shift.

H. PAY PERIODS

The Authority will provide for pay periods every two weeks.

I. DEFERRED COMPENSATION PROGRAM

The Authority will maintain a deferred compensation program for employees. Contribution amounts and administrative costs will be provided by the employees.

J. PERFORMANCE EVALUATIONS AND MERIT INCREASES

The basic goal of the performance evaluation process is to help each employee perform their job duties more effectively to the mutual benefit of the individual and the Authority. Objectives of this evaluation process include but are not limited to:

- Provide a means of evaluating each employee's performance in the specific context of their job.
- Determine individual needs for improvement and development.
- Secure continuing communication of individual development.
- Provide a basis for giving recognition of exemplary service.

Employees shall not be permitted to grieve performance evaluations. Employees shall have the right to respond either orally or in writing to the evaluation and the supervisor shall meet with the employee to discuss the evaluation.

A performance evaluation shall be completed for each employee by their supervisor at regular intervals during the Probationary Period, upon completion of the Probationary Period, at the employee's anniversary date of hire or promotion to a new position, and annually thereafter. The performance evaluation is due even if no merit increase is provided either (1) due to an overall performance rated as "Needs Improvement" or (2) as a result of an employee being at the top of their wage range.

Each employee appointed to a regular position in a classification within the bargaining unit shall be in a probationary status for the first six months. Contingent upon receiving

an overall "Satisfactory" performance evaluation and attaining regular status, an employee shall receive a merit step increase. After attaining regular status in the classification, and on the annual anniversary date of hire or promotion to a new position thereafter, an employee who receives an overall "Satisfactory" performance evaluation shall receive a merit step increase until the employee achieves the top step of the then current wage range.

Advancement within the established wage range will be granted by the General Manager, based upon performance reviews conducted by the employee's supervisor. If a merit increase is approved, the effective date shall be the first day of the first full pay period following the end of the period being evaluated. If the end of the period being evaluated is the first day of a pay period, the merit increase shall be effective that day.

Each employee shall have a performance review no less than every 12 months. No merit increase will be granted until a performance evaluation is completed by the employee's immediate supervisor and approved by the General Manager. No merit increase shall be granted unless the employee attains an overall "Satisfactory" performance evaluation rating. If there is a delay in the completion of the performance evaluation, the effective date of the merit increase shall be retroactively applied to the first day of the pay period following the end of the period being evaluated.

K. LONGEVITY INCENTIVE PAY

The Authority shall make longevity incentive payments as follows:

- Employees with at least 10 years, but less than 15 years, of full-time Authority service shall receive an annual payment of \$1,000 in the pay period following their anniversary date.
- Employees with at least 15 years, but less than 20 years, of full-time Authority service shall receive an annual payment of \$1,500 in the pay period following their anniversary date.
- Employees with at least 20 years of full-time Authority service shall receive an annual payment of \$2,500 in the pay period following their anniversary date.

Subject to the California Public Employees Retirement System ("CalPERS") regulations, this incentive pay shall be reported as pensionable compensation. This incentive pay shall not be cumulative.

L. BILINGUAL PAY

The General Manager may determine that there is a need for interpreting or translating a language used by a significant population of the Authority's service area. Effective July 1, 2019, members of the bargaining unit who have the ability to speak and understand a second language, as determined by a standard academic test of proficiency, shall receive a lump-sum of \$1,000 in the pay period following their anniversary date. Subject to CalPERS regulations, this incentive pay shall be reported as pensionable compensation.

ARTICLE VII RETIREMENT BENEFITS

The Authority contracts with the California Public Employees Retirement System

("CalPERS") to provide retirement benefits for employees.

A. RETIREMENT BENEFIT FORMULAS

Authority employees are covered by either the CalPERS 2% @ 55 (Classic) or the 2% @ 62 (PEPRA) benefit formula, depending on eligibility.

B. PLAN PARTICIPATION

Participation in the retirement plan shall be consistent with the requirements of the California Public Employees' Pension Reform Act of 2013 ("PEPRA"). To the extent PEPRA conflicts with any provision of this MOU, PEPRA will govern. Retirement benefits are calculated based on the employee's formula eligibility as described below:

1. "New Members" - For purposes of this section "New Member" is defined by PEPRA to be any of the following:
 - a) An individual who becomes a member of any public retirement system for the first time on or after January 1, 2013, and who was not a member of any other public retirement system prior to that date.
 - b) An individual who becomes a member of a public retirement system for the first time on or after January 1, 2013, and who was a member of another public retirement system prior to that date, but who was not subject to reciprocity with the previous system.
 - c) An individual who was an active member in a retirement system and who, after a break in service of more than six months, returned to active membership in that system with a new employer. For purposes of this subdivision, a change in employment between state entities or from one school employer to another shall not be considered as service with a new employer.

Employees who are "New Members", as defined above, are covered by the 2% @ 62 (PEPRA) benefit formula.

2. "Classic Members" - For purposes of this section "Classic Member" is defined as a member who does not meet the definition of a "New Member" as defined by PEPRA. Employees who are "Classic Members", as defined above, are covered by the 2% @ 55 (Classic) benefit formula.

C. PERS-ELIGIBLE COMPENSATION

Only wages and special compensation allowed by CalPERS will be reported to CalPERS for the purposes of calculating pensionable compensation.

D. PERS EMPLOYEE CONTRIBUTION

The PERS employee contribution rate is seven percent (7%) for Classic members.

Effective July 1, 2018, each employee identified as Classic members of CalPERS and covered by first tier (2% @ 55) benefits, shall pay 7.0% of their reportable pay each pay period to CalPERS as the employee's CalPERS contribution.

Each employee identified as a new member of CalPERS and covered by second tier (2% @62) benefits shall contribute 50% of the Total Normal Cost, as determined by CalPERS, or the amount as similarly situated employees, as determined by CalPERS, whichever is greater, of their reportable pay each pay period to CalPERS as the employee's CalPERS contribution.

E. CalPERS EMPLOYEE PAID EMPLOYER CONTRIBUTION

Effective July 1, 2016 employees eligible for Classic benefits will cease to contribute the percentage of the Employer's CalPERS contribution rate that exceeds 14.424%.

ARTICLE VIII EXPENSES AND MATERIALS

A. MILEAGE

It is the policy of the Authority to discourage use of personal vehicles for Authority related business. However, when necessary, bargaining unit employees shall be entitled to reimbursement for each mile traveled on Authority business in a private vehicle at the rate currently provided by the Internal Revenue Service.

B. LODGING

Bargaining unit employees shall be entitled to reimbursement for the actual cost of lodging when away from the Authority overnight on official Authority business. Receipts will be required for payment of claim.

C. MEALS

Bargaining unit employees shall be entitled to reimbursement for necessary meal expenses incurred while on official Authority business.

In addition to meal expenses, tips not to exceed 15% of the cost of meals will be reimbursed. Receipts will be required for payment of claim.

D. UNIFORMS AND BOOT ALLOWANCE

The Authority shall furnish and maintain uniforms and/or clothing required by the Authority to be worn or used by bargaining unit employees. This includes a boot allowance of \$265 per calendar year. The Authority will provide jackets to employees in appropriate positions.

E. TOOLS

The Authority agrees to provide all tools, equipment and supplies reasonably necessary to bargaining unit employees for the performance of employment duties.

F. PERSONAL PROPERTY REIMBURSEMENT

The Authority shall provide reimbursement to employees for the cost of repairing or replacing the property or prostheses of an employee lost or damaged while in the course and scope of employment, without fault of the employee.

Notwithstanding the above, the repair or replacement of an employee's personal watch shall be limited to \$50.00 per incident, only suitable water proof/shock proof watches will be covered.

G. REIMBURSEMENT FOR USE OF TECHNOLOGY

If an employee is required by their supervisor to use their personal cell phone, tablet, laptop or other technology in the course of Authority business, the Authority will provide a stipend of seventy-five dollars (\$75) per month.

ARTICLE IX HEALTH AND WELFARE

A. HEALTH INSURANCE

For the term of this MOU, the Authority shall provide health insurance to all employees.

B. CURRENT EMPLOYEES

Effective July 1, 2019, the Authority will contribute up to \$1,955 each month for medical coverage. This shall be known as the employer's monthly contribution. This contribution shall be terminated effective December 31, 2019.

Effective January 1, 2020, the Authority will contribute up to an amount equal to the minimum employer contribution required under Public Employees Medical Health Care Act (PEMHCA) each month toward the cost of medical insurance premiums. This shall be known as the employer's monthly contribution.

For the term of this MOU, the Authority agrees to maintain a Cafeteria Plan ("Plan"), pursuant to Section 125 of the Internal Revenue Code, for the purpose of providing employees with a flexible spending account to access various health and welfare benefits. Benefits through the Plan include medical insurance and prescription plan premiums. The Authority agrees to provide a Plan allowance to each eligible employee up to a maximum of \$1,819 per month for regular, full-time employees.

For the term of this MOU, commencing January 1 of each year, the maximum Plan allowance will be adjusted to reflect the percentage rate of change in the medical care component of the CPI-U, as determined by CalPERS, rounded to the nearest whole dollar.

Any and all additional sums over and above the amounts stated above that are required to purchase the employee selected medical and prescription plan premiums shall be paid by the employee through payroll deduction.

If the actual cost of an employee's selected coverage for medical, dental and vision is less than the employer's contribution each month, the Authority shall contribute the difference into an IRS Section 125 plan or a Health Reimbursement Arrangement (HRA) plan. Each employee must designate during open enrollment which option they are choosing for the following calendar year. The designation may not be changed until the following year's open enrollment. This contribution shall terminate effective December 31, 2019.

C. RETIREES

Effective July 1, 2019, an employee in the bargaining unit who retires within 120 days of their separation from the Authority and commences drawing retirement from CalPERS in accordance with all the qualifications set forth in Public Employment Retirement Law ("PERL") shall receive an amount equal to the minimum employer contribution required under the Public Employees Medical Health Care Act (PEMHCA) per month into an HRA account in compliance with IRS requirements. This contribution shall cease upon the death of the retiree.

D. VISION PLAN

The Authority shall continue to make an optical and eyeglass plan available to all eligible employees and their dependents at no cost to the employee.

E. LIFE INSURANCE

Employees receive a \$75,000 term life insurance policy with an accidental death and dismemberment (double indemnity) feature.

F. DENTAL PLAN

The Authority shall continue to make a dental plan available to all eligible employees and their dependents at no cost to the employee.

G. CONTINUATION OF BENEFITS

In the event of accident, illness, or layoff of any employee with 90 days or more of employment, the Employer will continue the monthly payments for the employee and his dependents for a period not to exceed three months.

ARTICLE X HOLIDAYS

Regular full-time employees shall be entitled to take all authorized holidays at full pay, not to exceed eight hours for any one day, provided they are in a pay status on both their regularly scheduled workdays immediately preceding and following the holiday. Certified Wastewater Operators working the 10-hour, four-day schedule will receive eight hours of straight-time pay for each holiday and will be given the option for the remaining two hours to utilize vacation or compensatory time or to work the two hours in the same pay period that the holiday falls.

The holidays for the Authority are:

New Year's Day (January 1)
Martin Luther King Day (3rd Monday in January)
Presidents' Day (3rd Monday in February)
César Chávez Day (March 31)
Memorial Day (Last Monday in May)
Independence Day (July 4)
Labor Day (1st Monday in September)
Indigenous Peoples' Day (2nd Monday in October)
Veterans' Day (November 11)
Thanksgiving Day (4th Thursday in November)

Day After Thanksgiving
Christmas Eve
Christmas Day
New Year's Eve (December 31)

When a holiday falls on a Saturday or Sunday, the Friday preceding the Saturday holiday or the Monday following the Sunday holiday shall be deemed to be a holiday in lieu of the day observed.

An employee whose regularly scheduled days off fall on any Authority observed holiday shall be scheduled by the Authority to receive an alternate eight-hour day off with pay or receive eight hours of pay at their straight-time rate of pay in lieu of equivalent time off.

Employees employed in functions requiring seven day a week coverage may not always receive the normally observed holiday date as their holiday day off. In this event an alternate eight-hour day off with pay will be scheduled as close to the normally observed holiday date as possible. Scheduling will, to the extent possible, take into account the employee's preference. If alternate scheduling is not possible, then the employee will receive eight hours of pay at their straight-time rate of pay in lieu of equivalent time off. Note, if the date worked is the normally observed holiday date, compensation will be at time and one half.

If an employee works on a designated Authority holiday, as listed above, they will be compensated at the rate of time and one half their normal hourly rate. Note, if an employee also receives an alternate holiday day off, the benefit received by that employee will be the additional half time pay received for the observed holiday day worked.

ARTICLE XI VACATION

A. ACCRUAL

All full time bargaining Unit employees are entitled to paid vacation time off which shall accrue at the following rate:

Annual Accrual	Pay Period Accrual	Years of Actual Service
12 days	3.69 hours	0 through 5 years
15 days	4.62 hours	6 through 10 years
18 days	5.54 hours	11 through 15 years
21 days	6.46 hours	16 through 20 years
23 days	7.08 hours	21+ years

Each employee shall accrue vacation at the above rate. Vacation Leave accrual shall be posted to an employee's account for each pay period in which the employee was in a paid status for at least 41 hours in the applicable pay period. The amount accrued shall be equal to the employee's annual accrual hours divided by 26 and rounded to the nearest 0.01 hours. In the event an employee's accrual rate changes during a pay period, the Vacation Leave credited during that period shall be at the lower rate.

B. ACCUMULATION

Employees may accumulate up to, but not more than 400 hours (the cap). Vacation Leave shall not be accrued beyond the cap.

It is the employee's responsibility to schedule vacation to avoid exceeding the cap. The Authority will make reasonable efforts to accommodate vacation time requests. If, due to operational necessity, the supervisor denies an employee's request for Vacation Leave, the Authority shall provide the employee with an alternate date.

C. SCHEDULING

Vacation time off may only be taken with the approval of employee immediate supervisor.

D. PAYOFF

No employee shall be allowed to use Vacation Leave during the first six months of employment. If, after six months of continuous service an employee is terminated or resigns, they shall be paid for accrued unused Vacation Leave at the employee's base wage rate.

ARTICLE XII LEAVES

A. SICK LEAVE

Sick leave is intended to be used only when actually required to recover from illness or injury, or as time off for medical and dental appointments to the extent that such appointments cannot be scheduled outside the workday.

1. Accrual

Each regular bargaining unit employee will accrue 3.70 hours of Sick Leave per pay period, provided that the employee was in a paid status for at least 60 hours in the applicable pay period, effective the first day of employment with the Authority. Each employee hired by the Authority on or before 12/31/1999, may accrue Sick Leave up to a maximum cumulative total of 2,000 hours (the cap). Each employee hired by the Authority on or after 1/1/2000 may accrue Sick Leave up to a maximum cumulative total of 1,000 hours (the cap). If an employee reaches the cap in their Sick Leave balance, they shall cease to accrue Sick Leave until their Sick Leave balance is below the cap. The Authority shall keep a cumulative record of Sick Leave for each employee. Sick leave accrual shall begin on the employee's first day of employment.

Employees do not receive compensation for any unused, accrued Sick Leave and the time of separation of employment. However, if an employee is re-hired with the Authority within 365 days of the previous separation of employment, the Authority will reinstate up to 48 hours of unused Sick Leave that the employee previously had accrued.

2. Use

An employee may begin using their accrued paid Sick Leave after completion of 30 days of employment. An employee may use the accrued Sick Leave for one of the following reasons.

- For their own health care needs or for those of the employee's family members (see list below).
- For the employee's own diagnosis, care, or treatment of an existing health condition or preventative care.
- For the diagnosis, care, or treatment of an existing health condition or preventative care for an employee's family member, including:
 - *Child (including a biological, adopted, or foster child, stepchild, legal ward, or a child to whom the employee stands in loco parentis)*
 - *Spouse or Registered Domestic Partner*
 - *Parent (including biological, adoptive, or foster parent, stepparent, or legal guardian of an employee or the employee's spouse or registered domestic partner, or a person who stood in loco parentis when the employee was a minor child)*
 - *Grandparent*
 - *Grandchild*
 - *Sibling*
- To obtain any relief or services related to being a victim of domestic violence, sexual assault, or stalking including the following with appropriate certification of the need for such services:
 - *A temporary restraining order or restraining order.*
 - *Other injunctive relief to help ensure the health, safety or welfare of themselves or their children.*
 - *To seek medical attention for injuries caused by domestic violence, sexual assault, or stalking.*
 - *To obtain services from a domestic violence shelter, program, or rape crisis center as a result of domestic violence, sexual assault, or stalking.*
 - *To obtain psychological counseling related to an experience of domestic violence, sexual assault, or stalking.*
 - *To participate in safety planning and take other actions to increase safety from future domestic violence, sexual assault, or stalking, including temporary or permanent relocation.*

Sick leave is not for "personal" absences. Employees may request accrued Vacation Leave to cover other "personal" absences not covered by Sick Leave.

If an employee is absent longer than three days due to illness, a medical certification of their fitness to return to work that is satisfactory to the Authority may be required. The Authority may deny the use of Sick Leave pay if it is determined that Sick Leave has been misused.

An employee shall provide reasonable advance notification to their supervisor of the need to use Sick Leave if the need for Sick Leave use is foreseeable (e.g.,

doctor's appointment scheduled in advance). If the need for Sick Leave use is unforeseeable, the employee shall provide notice to their supervisor of the need for the leave as soon as is practicable. Failure to do so without good reason shall result in that day of absence being treated as a leave of absence without pay.

An employee who uses Sick Leave must do so with a minimum increment of one hour of sick leave. Sick Leave will not be considered hours worked for purposes of overtime calculation.

In the event that an employee or a member of the employee's immediate family recovers from any such sickness after being granted Sick Leave, and during the regularly scheduled hours of work, then such employee shall notify the appropriate immediate supervisor and be available to return to duty.

Sick Leave will not be granted to any employee absent from duty as a result of any sickness, injury or disability purposely self-inflicted or caused by willful misconduct. Sick Leave will not be granted to any employee to extend the employee's vacation unless the employee suffered an illness or injury while on vacation. A licensed medical practitioner's note may be required to support the request.

Supervisors shall have the discretion to place employees on Sick Leave when, in the judgment of the supervisor, the presence of the employee at work would endanger the health and welfare of other employees or where the illness or injury of the employee interferes with the performance of the employee's duties.

3. Kin Care

Employees may use up to one-half of their annual Sick Leave accrual (6 days or 48 hours) to attend to a child, parent, spouse, registered domestic partner, or registered domestic partner's child who is ill. Leave for this purpose may not be taken until it has actually accrued.

For purposes of kin care sick leave use, the following definitions apply:

- A "child" is defined as a biological, foster, or adopted child; stepchild; or a legal ward. A "child" also may be someone for whom you have accepted the duties and responsibilities of raising, even if they are not your legal child.
- A "parent" is your biological, foster, or adoptive parent; stepparent; or legal guardian.
- A "spouse" is your legal spouse according to the laws of California, which do not recognize "common law" spouses (a union that has not been certified by a civil or religious ceremony). All conditions and restrictions placed on an employee's use of sick leave apply also to sick leave used for care of a child, parent, or spouse.
- A "domestic partner" is another adult with whom you have chosen to share your life in an intimate and committed relationship of mutual caring, and with whom you have filed a Declaration of Domestic Partnership with the Secretary of State.
- A "domestic partner's child" is the biological, foster or adopted child, stepchild, or legal ward of your domestic partner. A "domestic partner's child" also may be

someone for whom your domestic partner has accepted the duties and responsibilities of raising, even if they are not your domestic partner's legal child.

B. WORKERS' COMPENSATION LEAVE

An employee who has suffered an illness or injury arising out of and in the course of their employment with the Authority, as defined by the Workers' Compensation laws of the State of California, and is receiving temporary disability payments shall be entitled to industrial accident leave while so disabled without loss of compensation for a period not to exceed 75 calendar days at a maximum payment of the employee's pre-disability pay. Thereafter, the employee will continue to receive only the temporary disability payments provided under State Law and the Authority will cease to pay the difference. The employee may use their Sick Leave, Vacation Leave, CTO or other accrued leave to make up the difference.

When an employee has exhausted all temporary disability indemnity benefits, they may use accrued Sick Leave, accrued Vacation Leave and accrued CTO to cover the extended absence. Once their accrued leave balances have been exhausted, the employee may request an unpaid leave of absence. Such request must be in writing and must include a licensed medical practitioner's estimated date of return to full duty.

An employee who is authorized by their supervisor to transport an injured employee to a medical facility shall suffer no loss of compensation for the time spent. Authorization shall not be unreasonably denied to an employee who transports an injured employee requiring immediate emergency care when supervision is not present at the site of injury or is unreachable by telephone or radio, provided the transporting employee calls their supervisor immediately upon arrival at the emergency medical facility.

If the treating physician advises the injured employee to go home or the employee is admitted and remains in a hospital or clinic for treatment, the employee shall be paid for their full shift.

C. BEREAVEMENT LEAVE

The maximum period of Bereavement Leave with pay granted to any employee for each death in their family shall be three working days. Bereavement leave with pay granted to an employee for all deaths in their immediate family shall not exceed five (5) working days during any twelve (12) month period except by special action of the Board of Directors for good cause shown, except that an additional day will be granted in each case where the death takes place outside of the State of California. For the purpose of this Section, "immediate family" is defined as spouse or domestic partner, children and children of domestic partner, parents, siblings, grandparents, mother-in-law and father-in-law, step parents, step children, and step siblings.

D. TEMPORARY DISABILITY LEAVE

Any regular employee who, as a result of a medical disability, becomes unable to perform the duties of their position, and any employee who becomes disabled on account of pregnancy, is eligible for a medical leave of absence. The Authority will comply with all applicable requirements under the Family Medical Leave Act, the California Family Rights Act, the American with Disabilities Act, the California Healthy

Workplaces, Healthy Families Act of 2014, California Labor Code section 233 (Kin Care Leave), and any other applicable laws.

E. JURY DUTY LEAVE

A regular employee summoned for attendance to any court for jury duty or called as a witness or defendant in any matter arising out of or in the course of their employment with the Authority shall be deemed to be on duty and is entitled to full pay and shall return to the Authority all jury duty pay, excluding payment for mileage, parking, meals, and other out-of-pocket expenses. Employees are required to submit written documentation issued by the court as proof of jury duty or court service in order to receive payment for Jury Duty Leave.

F. MILITARY LEAVE

Military and Maritime Leave shall be governed by the provisions of the Federal Uniformed Services Employment and Reemployment Rights Act (USERRA) and any regulations published to implement the Act, and the California Military and Veteran's Code.

G. VOTING TIME OFF

If an employee does not have sufficient time to vote outside of their working hours, they may take time off to vote at the beginning or the end of their shift, whichever provides sufficient time to vote. The Authority shall pay the employee for the time taken to vote, up to 2 hours. The employee must provide the Authority with at least 2 working days' notice that they will be taking time off to vote.

H. CHILD RELATED ACTIVITIES LEAVE

In compliance with California Labor Code, Section 230.8, any employee who is a parent of one or more children of the age to attend kindergarten or grades 1 to 12, inclusive, or a licensed child care provider, shall be allowed to take time for the purpose of attending child related activities, as defined in the Labor Code. The employee may use Vacation Leave, Compensatory Time Off, or time off without pay for the purpose of attending these activities. Whenever practical, the employee shall request time off in advance of the time needed to attend these activities and provide documentation from the school or licensed child care provider as proof of participation in these activities.

I. ADMINISTRATIVE LEAVE

Employees exempt under the Fair Labor Standards Act (FLSA) must use accrued paid leave to account for hours not worked if such hours are for requested time off in increments of two or more hours. Use of Administrative Leave must be approved in advance by the employee's supervisor.

Employees in classifications that are FLSA Exempt shall accrue 40 hours of Administrative Leave each calendar year. This leave is granted to employees whose job responsibilities require them to work numerous hours in excess of the normal work week. This leave shall accrue at the rate of 1.54 hours each pay period up to a maximum of 60 hours (the cap). If the employee reaches the cap, they shall cease to accrue Administrative Leave until they are below the cap. In the event an employee resigns or is terminated, the employee shall be entitled to compensation for their

accumulated Administrative Leave.

ARTICLE XIII GRIEVANCE PROCEDURE

A. PURPOSE

It shall be the purpose of this procedure to resolve employee grievances in a fair and equitable manner within a reasonable period of time at the lowest level of administrative review possible.

B. DEFINITION

Grievance shall mean any dispute which may arise concerning the interpretation, application or violation of the express terms of this Memorandum of Understanding, and written rules, regulations and/or policies, Board of Directors resolutions and/or ordinances now in effect or as may from time to time be adopted which effects the wages, hours or other conditions of employment of bargaining unit employees.

C. STANDING

Any bargaining unit member or the Union itself shall have standing to initiate grievances under this procedure.

D. TIME LIMITS

The time limits specified herein shall be strictly observed and may be waived only by mutual agreement of the parties.

E. PROCEDURE

Employee must first informally discuss the grievance, within five working days of the aggrieved incident, with their immediate supervisor who shall respond to the employee's concern(s) within five (5) working days of such discussion.

1. STEP I

If the grievance is not resolved by the immediate supervisor, the aggrieved employee may within five working days of the immediate supervisor's response submit the grievance in writing to either the immediate supervisor, or if applicable, the immediate supervisor's supervisor (such person being other than the Manager). The written grievance shall contain a clear statement of the grievance and the remedy requested. That supervisor, receiving the written grievance, shall respond in writing within five working days of receipt of the grievance.

2. STEP II

If the grievance remains unresolved the aggrieved employee may, within five working days of receipt of the response as provided in Step I submit the grievance to the Authority General Manager for review and decision.

3. STEP III

Grievances concerning the interpretation, application or violation of this Memorandum of Understanding, which remain unresolved by the Authority General Manager's decision, may be submitted, within 30 working days, by Union to arbitration for a decision which shall be binding on the parties. The arbitrator's

decision on non-Memorandum of Understanding grievances shall be an advisory recommendation to the Board of Directors for final determination.

The arbitration proceeding shall be conducted in accordance with the voluntary rules of the American Arbitration Association and the cost of arbitration shall be shared equally by the employee and employer.

Notwithstanding the above, the cost of witnesses, court reporters, and/or transcripts shall be the sole responsibilities of the party requesting same.

ARTICLE XIV DISCIPLINARY ACTIONS

A. DEFINITION

For the purpose of this Section, disciplinary action is deemed to be discharge, demotion or suspension.

B. DISCIPLINARY PROCEDURE

1. Discipline shall be imposed on employees of the bargaining unit only for just cause.
2. An employee whose work or conduct is of such character as to incur Discipline shall first be specifically warned in writing by their supervisor. Such warning shall state the reasons underlying any intention the supervisor may have of recommending any disciplinary action. The supervisor shall give a reasonable period of advance warning specifics to permit the employee to correct the deficiency without incurring disciplinary action.
3. When the Authority seeks the imposition of any disciplinary punishment, notice of such action shall be made in writing and served in person or by Registered Mail upon the employee, with a copy to the Union. The notice shall include:
 - a. The specific charge(s) against the employee, which shall include times, dates, and location of chargeable actions or omissions;
 - b. The penalty proposed;
 - c. A statement of the employee's right to respond, either orally or in writing, and the date of the response meeting, which shall be at least 10 days from notice;
 - d. Notice that if the employee does not submit a written request within five days, they shall have waived the right to appeal the action.
4. The notice referred to in Section B. 3. above shall be accompanied by copies of all materials upon which charges are based.
5. If employee fails to request the opportunity to respond, the Authority may proceed to order the action.
6. If employee requests the opportunity to respond, the response meeting shall be held as specified in the notice unless changed by mutual agreement in writing.

7. The response meeting shall not constitute a formal hearing, and there shall be no right to call witnesses.
8. An employee may be represented by a representative of their choice.
9. Appointing authority shall issue an order taking or determining not to take action at the conclusion of the meeting. The decision shall be put in writing and served upon the employee and the Union within five days following the meeting.
10. An employee may file an appeal from the appointing authority's action within 10 days of receipt of said decision.
11. An appeal, if filed, shall be to the advisory arbitration step of the grievance procedure.

ARTICLE XV HEALTH AND SAFETY COMMITTEE

The Authority will endeavor throughout the term of this Memorandum of Understanding to provide and maintain a safe and healthful place of employment for all bargaining unit members.

The Authority agrees to endeavor to provide clean and sanitary lunch and rest room facilities for bargaining unit employees.

The Authority agrees to appoint a Safety Committee composed of one representative of the Authority Management, who shall be chairman, and two representatives designated by the Union.

1. The committee shall investigate and make recommendations for correcting unsafe conditions and/or employment practices, to the General Manager.
2. Within a reasonable amount of time following receipt of Committee recommendations, the General Manager shall implement same or shall provide the Committee with a written response as to his reasons therefore.
3. Committee members shall suffer no loss of pay or benefits for reasonable time spent on Committee functions.

ARTICLE XVI LAYOFFS

Whenever in the judgment of the Authority one or more positions are to be eliminated for reasons of lack of work, lack of funds, reorganization, or other reasons of economy, efficiency, or lack of need, an employee filling such a position may be laid off or demoted. Employees will be notified in advance of an impending layoff. The Authority and the Union will fulfill their obligations to discuss the layoff as required by law.

A. Notification

Employees shall be notified, in writing, including reasons therefore, at least 45 days prior to the effective date of layoff. The notice shall be sent by certified or registered mail, return receipt requested, or shall be personally served. The employee's representative shall receive concurrent notice.

B. Order of Layoff

The order of layoff shall be by inverse seniority within the below indicated groupings. Seniority is defined as total length of service in a classification. Layoffs shall be by group in the following order:

- Group 1: Temporary and part-time employees
- Group 2: Probationary employees in regular full-time positions
- Group 3: Regular full-time employees who received an overall unsatisfactory ratings on their last performance evaluation
- Group 4: Other regular full-time employees.

If there are two or more employees to be laid off who have identical seniority in a group, the order of layoff shall be by total length of continuous Authority service. If such length of service is also identical, layoff shall be by random selection made by the General Manager.

C. Exceptions to Layoff Seniority

Whenever the General Manager believes that the best interest of the Authority requires the retention of employees with special qualifications and/or skills, the General Manager may grant an exception to the order of layoff.

1. Demotions

Upon request of the employee, and with the approval of the General Manager, an employee who has not held status in a lower classification may be allowed to demote to a vacant authorized position if they meet all the requirements of the lower position as determined by the General Manager.

Upon request of the employee, an employee who has previously held permanent status in a lower classification shall be have the opportunity to demote to such classification. A regular employee that is displaced because of such demotion shall have the same opportunity.

All employees who are demoted will be paid at the same rate of pay as prior to demotion, if, and only if, the rate of pay is within the range of the lower position. If this is not the case, the rate of pay shall be within the salary range of the lower position which is closest to the rate of pay prior to demotion.

2. Transfers

The General Manager may transfer an employee to a vacant authorized position if the employee is qualified and technically capable of performing the duties.

Employees who are transferred will be paid at a rate of pay equal to the rate of pay prior to transfer. Any employee who does not accept a transfer within five (5) working days after a Notice of Transfer is given will have automatically forfeited his or her ability to transfer.

D. Benefits and Assistance

The Authority shall allow the employee to cash out up to 240 hours of the employee's Sick Leave balance, or the maximum amount the employee has accrued, whichever is less, on the employee's final paycheck. The Authority shall continue its regular contribution for Health and Welfare benefits per Article VIII, Section G, Continuation of Benefits.

E. Reemployment of Demoted Employees in Lieu Layoff

Employees who are demoted as a result of a layoff shall have their names placed on a classification reemployment list, in the order of their classification seniority. Vacant positions within a classification series shall be first offered to employees on this list.

F. Re-employment of Employees Laid Off

Employees who are laid off and who held regular status at the time of layoff shall have their names placed on a Reemployment List for classifications in which they previously held status and for classifications at the same or lower salary range for which they qualify in the order of their classification seniority by groups as specified above. Vacant positions in such classifications will be offered to eligible individuals on the Reemployment List who qualify for such vacancies.

The eligibility of the individual on the Reemployment List shall extend for a period of two years from the date of demotion or layoff. Eligible individuals not responding to written notification of an opening within 10 working days after receipt of said notice shall have their names removed from the Reemployment List.

G. Notice of Recall

Notice of recall from layoff shall be by Certified Mail and shall specify the date for reporting to work, which shall not be more than 21 working days from the date the notice is received. Notice shall be deemed to have been received when sent to the last known address on file with the Authority.

H. Restoration of Benefits Upon Reemployment Following a Layoff or Demotion in Lieu Layoff

Upon reemployment, an individual will have the following benefits restored:

- a. Prior uncompensated sick leave accruals
- b. Seniority at time of layoff for purposes of determining merit increases, vacation accruals, longevity incentive pay, and future layoffs.

ARTICLE XVII IMPLEMENTATION

A. FULL FORCE AND EFFECT

The Board of Directors shall amend its written policies and take such other action(s) as may be necessary in order to give full force and effect to the provisions of this MOU.

B. PREVAILING RIGHTS

It is agreed that all rights, privileges, and working conditions presently enjoyed by bargaining unit employees which are not included in this MOU shall remain in full force and effect, unchanged, throughout the term of this MOU unless changed by mutual consent of the parties hereto.

C. SEPARABILITY

Should any provision of this MOU be declared illegal by any court of competent jurisdiction, such invalidation shall not invalidate the remaining portions thereof, which shall remain in full force and effect.

In the event of such invalidation the parties agree to meet within 30 days to negotiate a mutually acceptable replacement provision.

D. TERM

This MOU shall become effective on July 1, 2019 and shall remain in effect to and including January 31, 2023.

SIGNATURE PAGE

SEWER AUTHORITY MID-COASTSIDE

INTERNATIONAL UNION OF
OPERATING ENGINEERS -
STATIONARY ENGINEERS,
LOCAL NO. 39

BY: Beverli A. Marshall
Beverli A. Marshall
General Manager

BY: Bart Florence
Bart Florence
Business Manager-Secretary

BY: Stahly Robert Aldrich
Stahly Robert Aldrich
President

BY: Steve Crouch
Steve Crouch
Director of Public Employees

BY: Stan Eichenberger
Stan Eichenberger
Business Representative
Chief Negotiator

BY: George Long
George Long
Shop Steward
Bargaining Team Member

APPROVED BY THE AUTHORITY
BOARD OF DIRECTORS ON THE 25th DAY OF March, 2019.

Appendix A

7/1/18 to 6/30/19							
Classification	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7
Collection Maint Worker I	2,448	2,521	2,597	2,675	2,755	2,838	2,923
Collection Maint Worker II	2,693	2,773	2,857	2,942	3,031	3,121	3,215
Collection Maint Worker III	2,962	3,051	3,142	3,236	3,334	3,434	3,537
Lab & Source Control Program Coord	3,421	3,524	3,629	3,738	3,850	3,966	4,085
Lead Collection Maint Worker	3,258	3,356	3,456	3,560	3,667	3,777	3,890
Maintenance Mechanic I	2,588	2,666	2,746	2,828	2,913	3,000	3,090
Maintenance Mechanic II	2,847	2,932	3,020	3,111	3,204	3,300	3,399
Maintenance Mechanic III	3,132	3,226	3,322	3,422	3,525	3,630	3,739
Operator I	2,816	2,901	2,988	3,078	3,170	3,265	3,363
Operator II	3,098	3,191	3,287	3,385	3,487	3,592	3,699
Operator III	3,407	3,510	3,615	3,724	3,836	3,951	4,069
Operator in Training	2,203	2,269	2,337	2,407	2,480	2,554	2,631
Administrative Assistant	2,039	2,100	2,163	2,228	2,295	2,364	2,435
Supervisor Treatment/Field Ops	4,198	4,324	4,454	4,588	4,725	4,867	5,013
Lead Operator	3,748	3,861	3,977	4,096	4,219	4,346	4,476
Administrative Assistant (Incumbent)							2,610
Accounting Technician	2,420	2,492	2,567	2,644	2,723	2,805	2,889
Utility Worker	2,203	2,269	2,337	2,407	2,479	2,554	2,630

7/1/19 to 6/30/20							
Classification	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7
Collection Maint Worker I	2,558	2,635	2,714	2,795	2,879	2,966	3,055
Collection Maint Worker II	2,814	2,899	2,986	3,075	3,167	3,262	3,360
Collection Maint Worker III	3,095	3,188	3,284	3,382	3,484	3,588	3,696
Lab & Source Control Program Coord	3,575	3,682	3,793	3,906	4,024	4,144	4,269
Lead Collection Maint Worker	3,405	3,507	3,612	3,720	3,832	3,947	4,065
Maintenance Mechanic I	2,704	2,786	2,869	2,955	3,044	3,135	3,229
Maintenance Mechanic II	2,975	3,064	3,156	3,251	3,349	3,449	3,552
Maintenance Mechanic III	3,273	3,371	3,472	3,576	3,684	3,794	3,908
Operator I	2,943	3,031	3,122	3,216	3,312	3,411	3,514
Operator II	3,237	3,335	3,435	3,538	3,644	3,753	3,866
Operator III	3,560	3,667	3,777	3,890	4,007	4,127	4,251
Operator in Training	2,302	2,371	2,442	2,516	2,591	2,669	2,749
Administrative Assistant	2,131	2,195	2,261	2,328	2,398	2,470	2,544
Supervisor Treatment/Field Ops	4,387	4,519	4,654	4,794	4,938	5,086	5,238
Lead Operator	3,917	4,034	4,155	4,280	4,408	4,540	4,677
Administrative Assistant (Incumbent)							2,610
Accounting Technician	2,529	2,605	2,683	2,763	2,846	2,932	3,020
Utility Worker	2,302	2,371	2,442	2,516	2,591	2,669	2,749

7/1/20 to 6/30/21							
Classification	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7
Collection Maint Worker I	2,660	2,740	2,823	2,907	2,994	3,084	3,177
Collection Maint Worker II	2,927	3,015	3,105	3,198	3,294	3,393	3,495
Collection Maint Worker III	3,219	3,316	3,415	3,518	3,623	3,732	3,844
Lab & Source Control Program Coord	3,718	3,829	3,944	4,063	4,185	4,310	4,439
Lead Collection Maint Worker	3,541	3,647	3,756	3,869	3,985	4,105	4,228
Maintenance Mechanic I	2,813	2,897	2,984	3,073	3,166	3,261	3,358
Maintenance Mechanic II	3,094	3,187	3,283	3,381	3,482	3,587	3,695

Maintenance Mechanic III	3,404	3,506	3,611	3,719	3,831	3,946	4,064
Operator I	3,060	3,152	3,247	3,344	3,445	3,548	3,654
Operator II	3,367	3,468	3,572	3,679	3,789	3,903	4,020
Operator III	3,703	3,814	3,928	4,046	4,167	4,292	4,421
Operator in Training	2,394	2,466	2,540	2,616	2,695	2,776	2,859
Administrative Assistant	2,216	2,282	2,351	2,421	2,494	2,569	2,646
Supervisor Treatment/Field Ops	4,562	4,699	4,840	4,985	5,135	5,289	5,448
Lead Operator	4,073	4,196	4,321	4,451	4,585	4,722	4,864
Accounting Technician	2,630	2,709	2,790	2,874	2,960	3,049	3,140
Utility Worker	2,394	2,466	2,540	2,616	2,695	2,776	2,859

7/1/21 to 6/30/22

Classification	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7
Collection Maint Worker I	2,740	2,823	2,907	2,994	3,084	3,177	3,272
Collection Maint Worker II	3,015	3,105	3,198	3,294	3,393	3,495	3,600
Collection Maint Worker III	3,316	3,415	3,518	3,623	3,732	3,844	3,959
Lab & Source Control Program Coord	3,829	3,944	4,063	4,185	4,310	4,439	4,573
Lead Collection Maint Worker	3,647	3,756	3,869	3,985	4,105	4,228	4,355
Maintenance Mechanic I	2,897	2,984	3,073	3,166	3,261	3,358	3,459
Maintenance Mechanic II	3,187	3,283	3,381	3,482	3,587	3,695	3,805
Maintenance Mechanic III	3,506	3,611	3,719	3,831	3,946	4,064	4,186
Operator I	3,152	3,247	3,344	3,445	3,548	3,654	3,764
Operator II	3,468	3,572	3,679	3,789	3,903	4,020	4,141
Operator III	3,814	3,928	4,046	4,167	4,292	4,421	4,554
Operator in Training	2,466	2,540	2,616	2,695	2,776	2,859	2,945
Administrative Assistant	2,282	2,351	2,421	2,494	2,569	2,646	2,725
Supervisor Treatment/Field Ops	4,699	4,840	4,985	5,135	5,289	5,448	5,611
Lead Operator	4,196	4,321	4,451	4,585	4,722	4,864	5,010
Accounting Technician	2,709	2,790	2,874	2,960	3,049	3,140	3,235
Utility Worker	2,466	2,540	2,616	2,695	2,776	2,859	2,945

7/1/22 to 1/31/23

Classification	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7
Collection Maint Worker I	2,823	2,907	2,994	3,084	3,177	3,272	3,370
Collection Maint Worker II	3,105	3,198	3,294	3,393	3,495	3,600	3,708
Collection Maint Worker III	3,415	3,518	3,623	3,732	3,844	3,959	4,078
Lab & Source Control Program Coord	3,944	4,063	4,185	4,310	4,439	4,573	4,710
Lead Collection Maint Worker	3,756	3,869	3,985	4,105	4,228	4,355	4,485
Maintenance Mechanic I	2,984	3,073	3,166	3,261	3,358	3,459	3,563
Maintenance Mechanic II	3,283	3,381	3,482	3,587	3,695	3,805	3,920
Maintenance Mechanic III	3,611	3,719	3,831	3,946	4,064	4,186	4,312
Operator I	3,247	3,344	3,445	3,548	3,654	3,764	3,877
Operator II	3,572	3,679	3,789	3,903	4,020	4,141	4,265
Operator III	3,928	4,046	4,167	4,292	4,421	4,554	4,691
Operator in Training	2,540	2,616	2,695	2,776	2,859	2,945	3,033
Administrative Assistant	2,351	2,421	2,494	2,569	2,646	2,725	2,807
Supervisor Treatment/Field Ops	4,840	4,985	5,135	5,289	5,448	5,611	5,779
Lead Operator	4,321	4,451	4,585	4,722	4,864	5,010	5,160
Accounting Technician	2,790	2,874	2,960	3,049	3,140	3,235	3,332
Utility Worker	2,540	2,616	2,695	2,776	2,859	2,945	3,033

Sewer Authority Mid-Coastside

and

IUOE, Local 39 AFL-CIO

Side Letter Agreement

RE: Supervisor of Treatment/Field Operations – Job Description

During negotiations for a successor Memorandum of Understanding (MOU), the parties discussed the current Supervisor of Treatment/Field Operations position. The parties agreed to changes in those job duties for the purpose of improving operational efficiency and enhancing service. The changes will be implemented effective following Union ratification and Board approval of the Memorandum of Understanding and after the new management position is filled.

This Side Letter confirms the understanding of the parties regarding the Authority revising the job description for the Supervisor of Treatment / Field Operations:

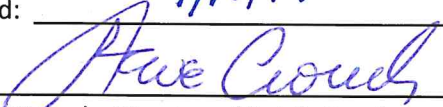
- The position will remain responsible for supervising the operation and maintenance of the wastewater treatment plant;
- The job duties will no longer require the position to serve as the registered *Legally Responsible Official*;
- The duties will no longer require the position to serve as the *Registered Laboratory Director*;
- The Authority will maintain the FLSA exempt benefits for the incumbent in the current MOU until the position reflecting the changed duties is filled; and
- The incumbent in the current position will continue to receive the following benefits until the management position is filled.
 - ✓ 50 hours of Administrative Leave annually in lieu of overtime pay
 - ✓ \$1,500 match annually into deferred compensation account

When the management position is filled, this Side Letter shall expire.



Bart Florence, Business Manager
IUOE, Stationary Local No. 39

Dated: 4/16/19



Steve Crouch, Director of Public Employees

Dated: 4-16-19



Stan Eichenberger, Business Representative

Dated: 2/13/19



Beverli A. Marshall, General Manager
Sewer Authority Mid-Coastside

Dated: 2/13/19



CalPERS 2020 Monthly Premiums for Contracting Agencies Region 1

Alameda, Alpine, Amador, Butte, Calaveras, Colusa, Contra Costa, Del Norte, El Dorado, Glenn, Humboldt, Lake, Lassen, Marin, Mariposa, Mendocino, Merced, Modoc, Mono, Monterey, Napa, Nevada, Placer, Plumas, Sacramento, San Benito, San Francisco, San Joaquin, San Mateo, Santa Clara, Santa Cruz, Shasta, Sierra, Siskiyou, Solano, Sonoma, Stanislaus, Sutter, Tehama, Trinity, Tuolumne, Yolo, Yuba

Actives and Annuitants

Effective Date: 1/1/2020 - 12/31/2020

Basic Monthly Rate (B)

PLAN	Employee Only	Plan Code	Party Rate	Employee & 1 Dependent	Plan Code	Party Rate	Employee & 2+ Dependents	Plan Code	Party Rate
Anthem EPO Del Norte	\$861.18	5041	1	\$1,722.36	5042	2	\$2,239.07	5043	3
Anthem HMO Select	868.98	5061	1	1,737.96	5062	2	2,259.35	5063	3
Anthem HMO Traditional	1,184.84	5091	1	2,369.68	5092	2	3,080.58	5093	3
Blue Shield Access+	1,127.77	5251	1	2,255.54	5252	2	2,932.20	5253	3
Blue Shield EPO	1,127.77	5241	1	2,255.54	5242	2	2,932.20	5243	3
Blue Shield Trio	833.00	4511	1	1,666.00	4512	2	2,165.80	4513	3
Health Net SmartCare	1,000.52	5281	1	2,001.04	5282	2	2,601.35	5283	3
Kaiser Permanente	768.49	5331	1	1,536.98	5332	2	1,998.07	5333	3
PERS Choice	861.18	5481	1	1,722.36	5482	2	2,239.07	5483	3
PERS Select	520.29	5571	1	1,040.58	5572	2	1,352.75	5573	3
PERSCare	1,133.14	5661	1	2,266.28	5662	2	2,946.16	5663	3
PORAC Region 1	774.00	5921	1	1,699.00	5922	2	2,199.00	5923	3
UnitedHealthcare	899.94	5761	1	1,799.88	5762	2	2,339.84	5763	3
Western Health Advantage	731.96	5911	1	1,463.92	5912	2	1,903.10	5913	3

Supplement/Managed Medicare Monthly Rate (M)

PLAN	Employee Only	Plan Code	Party Rate	Employee & 1 Dependent	Plan Code	Party Rate	Employee & 2+ Dependents	Plan Code	Party Rate
Anthem Select Med Pref Health Only	\$388.15	4551	4	\$776.30	4552	5	\$1,164.45	4553	6
Anthem Select Med Pref ¹ Health/Dental/Vision	388.15	4591	4	776.30	4592	5	1,164.45	4593	6
Anthem Traditional Med Pref Health Only	388.15	5151	4	776.30	5152	5	1,164.45	5153	6
Anthem Traditional Med Pref ¹ Health/Dental/Vision	388.15	5121	4	776.30	5122	5	1,164.45	5123	6
Kaiser Senior Adv	339.43	5361	4	678.86	5362	5	1,018.29	5363	6
Kaiser Senior Adv/Dental ²	339.43	5421	4	678.86	5422	5	1,018.29	5423	6
PERS Choice Med Supp	351.39	5511	4	702.78	5512	5	1,054.17	5513	6
PERS Select Med Supp	351.39	5601	4	702.78	5602	5	1,054.17	5603	6
PERSCare Med Supp	384.78	5691	4	769.56	5692	5	1,154.34	5693	6
PORAC Region 1 Med Supp	513.00	5951	4	1,022.00	5952	5	1,635.00	5953	6
UnitedHealthcare Grp Med Adv/PPO Health Only	327.03	5791	4	654.06	5792	5	981.09	5793	6
UnitedHealthcare ³ Grp Med Adv/PPO Health/Dental/Vision	327.03	5851	4	654.06	5852	5	981.09	5853	6

¹Dental and Vision coverage is an additional \$38.00 per member per month premium. You will be billed directly for this amount.

²Dental benefit is an additional \$15.05 per member per month premium. You will be billed directly for this amount.

³Dental and Vision coverage is an additional \$31.65 per member per month premium. You will be billed directly for this amount.

CalPERS 2020 Monthly Premiums for Contracting Agencies Region 1

Alameda, Alpine, Amador, Butte, Calaveras, Colusa, Contra Costa, Del Norte, El Dorado, Glenn, Humboldt, Lake, Lassen, Marin, Mariposa, Mendocino, Merced, Modoc, Mono, Monterey, Napa, Nevada, Placer, Plumas, Sacramento, San Benito, San Francisco, San Joaquin, San Mateo, Santa Clara, Santa Cruz, Shasta, Sierra, Siskiyou, Solano, Sonoma, Stanislaus, Sutter, Tehama, Trinity, Tuolumne, Yolo, Yuba

Actives and Annuitants

Effective Date: 1/1/2020 - 12/31/2020

Combination Monthly Rate

PLAN	Employee in M 1 Dependent in B	Plan Code	Party Rate	Employee in M 2+ Dependents in B	Plan Code	Party Rate	Employee in M & 1 Dependent in M 1+ Dependents in B	Plan Code	Party Rate
Anthem EPO Del Norte/Med Supp	\$1,212.57	5054	7	\$1,729.28	5055	8	\$1,219.49	5056	9
Anthem Select/ Med Pref Health Only	1,257.13	4574	7	1,778.52	4575	8	1,297.69	4576	9
Anthem Select ¹ / Med Pref Health/Dental/Vision	1,257.13	4604	7	1,778.52	4605	8	1,297.69	4606	9
Anthem Traditional/ Med Pref Health Only	1,572.99	5184	7	2,283.89	5185	8	1,487.20	5186	9
Anthem Traditional ¹ / Med Pref Health/Dental/Vision	1,572.99	5214	7	2,283.89	5215	8	1,487.20	5216	9
Kaiser/Senior Adv	1,107.92	5394	7	1,569.01	5395	8	1,139.95	5396	9
Kaiser/Senior Adv/Dental ²	1,107.92	5454	7	1,569.01	5455	8	1,139.95	5456	9
PERS Choice/Med Supp	1,212.57	5544	7	1,729.28	5545	8	1,219.49	5546	9
PERS Select/Med Supp	871.68	5634	7	1,183.85	5635	8	1,014.95	5636	9
PERSCare/Med Supp	1,517.92	5724	7	2,197.80	5725	8	1,449.44	5726	9
PORAC Region 1/Med Supp	1,438.00	5984	7	1,938.00	5985	8	1,522.00	5986	9
UnitedHealthcare/ Grp Med Adv/PPO Health Only	1,226.97	5824	7	1,766.93	5825	8	1,194.02	5826	9
UnitedHealthcare ³ / Grp Med Adv/PPO Health/Dental/Vision	1,226.97	5884	7	1,766.93	5885	8	1,194.02	5886	9

Combination Monthly Rate

PLAN	Employee in B 1 Dependent in M	Plan Code	Party Rate	Employee in B 2+ Dependents in M	Plan Code	Party Rate	Employee in B & 1 Dependent in M 1+ Dependents in B	Plan Code	Party Rate
Anthem EPO Del Norte/Med Supp	\$1,212.57	5057	10	\$1,563.96	5058	11	\$1,729.28	5059	12
Anthem Select/ Med Pref Health Only	1,257.13	4577	10	1,645.28	4578	11	1,778.52	4579	12
Anthem Select ¹ / Med Pref Health/Dental/Vision	1,257.13	4607	10	1,645.28	4608	11	1,778.52	4609	12
Anthem Traditional/ Med Pref Health Only	1,572.99	5187	10	1,961.14	5188	11	2,283.89	5189	12
Anthem Traditional ¹ / Med Pref Health/Dental/Vision	1,572.99	5217	10	1,961.14	5218	11	2,283.89	5219	12
Kaiser/Senior Adv	1,107.92	5397	10	1,447.35	5398	11	1,569.01	5399	12
Kaiser/Senior Adv/Dental ²	1,107.92	5457	10	1,447.35	5458	11	1,569.01	5459	12
PERS Choice/Med Supp	1,212.57	5547	10	1,563.96	5548	11	1,729.28	5549	12
PERS Select/Med Supp	871.68	5637	10	1,223.07	5638	11	1,183.85	5639	12
PERSCare/Med Supp	1,517.92	5727	10	1,902.70	5728	11	2,197.80	5729	12
PORAC Region 1/Med Supp	1,283.00	5987	10	1,896.00	5988	11	1,783.00	5989	12
UnitedHealthcare/ Grp Med Adv/PPO Health Only	1,226.97	5827	10	1,554.00	5828	11	1,766.93	5829	12
UnitedHealthcare ³ / Grp Med Adv/PPO Health/Dental/Vision	1,226.97	5887	10	1,554.00	5888	11	1,766.93	5889	12

¹Dental and Vision coverage is an additional \$38.00 per member per month premium. You will be billed directly for this amount.

²Dental benefit is an additional \$15.05 per member per month premium. You will be billed directly for this amount.

³Dental and Vision coverage is an additional \$31.65 per member per month premium. You will be billed directly for this amount.

Dental

Sewer Authority Mid Coastline



Effective date: January 1, 2020

Dental point of service benefit design management, all other members

	Calendar year deductible			Coinsurance (policy pays)			Calendar year maximum benefit		
	EPO	PPO	Non-network	EPO	PPO	Non-network	EPO	PPO	Non-network
Preventive	\$0	\$0	\$0	100%	100%	100%	\$2,500	\$2,500	\$2,500
Basic	\$0	\$0	\$0	85%	85%	70%	\$2,500	\$2,500	\$2,500
Major	\$0	\$0	\$0	60%	60%	50%	\$2,500	\$2,500	\$2,500

Combined deductibles: deductibles for basic and major EPO services, basic and major in-network services and basic and major non-network services are combined.

Combined maximums: calendar year maximums for preventive, basic and major services are combined.

We process claims using prevailing fees at the 90th percentile.

The maximum accumulation plan was elected. This allows for a portion of unused dollars to roll over to next year's maximum benefit amount. To qualify, a member must have had a dental service performed within the calendar year and use less than a maximum threshold. The threshold is equal to the lesser of 50% of the maximum benefit or \$1000. If qualification is met, 50% of the threshold will be carried over to next year's maximum benefit. Individuals with fourth quarter effectives will start qualifying for rollover at the beginning of the next calendar year. A member can accumulate no more than four times the carry over amount. The entire accumulation amount will be forfeited if no dental service is submitted within a calendar year.

Additional benefit riders

	Lifetime deductible			Coinsurance (policy pays)			Lifetime maximum		
	EPO	PPO	Non-network	EPO	PPO	Non-network	EPO	PPO	Non-network
Orthodontia Child	\$0	\$0	\$0	60%	60%	60%	\$2,500	\$2,500	\$2,500

Minimum enrolled lives required for child orthodontia: 5

Child orthodontia provides coverage for children up to age 19.

Participation: 50% employee participation assumed

Covered services

Preventive	<p>Exams (2 per calendar year)</p> <p>Emergency exams (subject to exam frequency)</p> <p>Second opinion consultation</p> <p>Cleanings (2 per calendar year)</p> <ul style="list-style-type: none"> Expectant mothers, diabetics and those with heart disease receive one additional routine or periodontal cleaning.
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Insurance issued by Principal Life Insurance Company, 711 High Street, Des Moines, IA 50392

GP61691-07 | 09/2018 | Proposal number: 08091910254-2 | Today's date: 08/09/2019 | SIC code: 2899

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...continued	
	<p>X-rays</p> <ul style="list-style-type: none"> • Bitewing (1 per calendar year) • Occlusal (2 per calendar year) • Periapical (4 per calendar year) • Full mouth survey (1 per 60 months) • Extraoral (2 per 12 months) <p>Fluoride application (1 per calendar year); covered only for dependent children under age 14</p> <p>Sealants on first and second permanent molars for dependent children under age 14 (1 per 36 months)</p>
Basic	<p>Periodontal maintenance (if 3 months have elapsed after active surgical periodontal treatment; subject to routine cleaning frequency limit)</p> <ul style="list-style-type: none"> • Expectant mothers, diabetics and those with heart disease receive one additional routine or periodontal cleaning. <p>Space maintainers (covered only for dependent children under age 14; repairs not covered)</p> <p>Harmful habit appliance (covered only for dependent children under age 14)</p> <p>Fillings</p> <p>Stainless steel crowns</p> <p>Simple oral surgery</p> <p>Complex oral surgery</p> <p>General anesthesia/IV sedation</p> <p>Periodontics (non-surgical), including scaling and root planing (1 per quad per 24 months)</p> <p>Periodontal surgical procedures (1 per quad per 36 months)</p> <p>Simple endodontics (root canal therapy for anterior teeth)</p> <p>Complex endodontics (root canal therapy for molar teeth)</p>
Major	<p>Crowns (1 per tooth per 120 months) if tooth cannot be restored by a filling</p> <p>Inlays, onlays, cast post and core, core buildup (1 per tooth per 120 months)</p> <p>Implants (1 per tooth per 120 months)</p> <p>Bridges - initial placement; replacement after 120 months</p> <p>Complete or partial dentures - initial placement; replacement after 60 months</p> <p>Repairs - partial denture, bridge, crown, relines, rebasing, tissue conditioning and adjustment to bridge/denture (within policy limitations)</p>
Orthodontia	<p>X-rays and other diagnostic procedures</p> <p>Fixed and removable appliances</p> <p>Lifetime maximum</p>

Dental

Sewer Authority Mid Coastline



Effective date: January 1, 2020

Highlights	
Coordination of benefits	As allowed by state law, we coordinate benefits with coverage provided by any other employer, trust, union, association, or educational institution - other than student accident policies, governmental program or state law. Total benefits from all sources cannot exceed 100% of covered charges.
Eligibility	<p>Employee: Eligible employees include all active, full-time employees living in the United States (except part-time, seasonal, temporary or contract employees) who work at least 30 hours per week. Employees must be enrolled with coverage before it can be offered to their dependents.</p> <p>Dependent: Eligible dependents include the employee's spouse and children. Additional eligibility requirements may apply.</p>
Future enrollees	<p>Late entrants (those enrolling more than 31 days after becoming eligible) will be subject to an individual benefit waiting period, as outlined below.</p> <ul style="list-style-type: none"> Coverage for preventive services begins on the individual's effective date. There is a 12 month waiting period for basic services, and a 24 month waiting period for major services (including riders).
Waiting periods	None
Prior dental coverage	This proposal assumes the group had prior dental coverage for preventive/basic/major/ortho services.
Annual enrollment	One month before the policy anniversary date, employees and dependents (who were not previously enrolled) can enroll.

Insurance issued by Principal Life Insurance Company, 711 High Street, Des Moines, IA 50392

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...continued

Limitations

The proposed policy contains restrictions and limitations. Before making a purchase decision, review the following limitations and resolve any questions. The following limitations and restrictions are applied as required by state law or as otherwise described in the group policy.

The insurance does not pay for treatment or services above: unless specifically mentioned above, veneers, anterior $\frac{3}{4}$ cast crowns, personalization or cosmetic reasons / performed by an immediate family member / performed by any person who is not a dentist, dental hygienist, or other authorized provider / that do not meet professionally recognized standards of quality / that are not for a covered charge / that exceed prevailing fee charges / unless specifically mentioned above, implants / to alter or maintain vertical dimension or restore or maintain occlusion / that are temporary / for provisional and permanent splinting / for a work related sickness or injury / paid for by U.S. government or its agencies (except Medicaid or as required under state or federal law) / resulting from participation in certain criminal activities / resulting from war or an act of war / for which there would be no cost in the absence of insurance / for duplicating or replacing lost or stolen appliances or prosthetic devices / for replacing tooth structure lost from abrasion or attrition / not expected to correct your dental condition for more than 3 years / for services performed outside a dental office / for patient management / unless specifically mentioned above, occlusal guards / that are an experimental or investigational measure / paid for by a Medicare Supplement Insurance Plan. The insurance also does not cover: drugs or medicines other than antibiotic injections when not billed as part of a listed covered charge / instructions for plaque control, oral hygiene, diet control or nutritional counseling when billed as a separate treatment or service from examinations / bite registration or occlusal analysis orthodontic treatment, service, appliance or bands provided prior to Ortho Procedures effective date / temporomandibular joint (TMJ) disorders.



Sewer Authority Mid Coastline



Effective date: January 1, 2020



Vision for management, all other members		
VSP choice network		
Covered charges	Benefit	Frequency
Exams	\$10 copay	1 per 12 months
Prescription glasses	\$10 copay	
Lenses	Single vision, lined bifocal, lined trifocal, and lenticular lenses; polycarbonate lenses for dependent children under age 18	1 pair per 12 months
Frames*	\$150 allowance for a wide selection of frames; 20% off amount over allowance ¹	1 set per 12 months
Elective contacts	Up to \$60 copay for standard and premium elective contact lens exams (fitting and evaluation)	1 per 12 months
	\$150 allowance for elective contacts	Instead of lens and frames benefit
Necessary contacts ²	\$10 copay	1 per 12 months
	Covered in full for members who have specific conditions.	Instead of lens and frames benefit
Lens enhancements	Most popular options are covered after a copay, saving members an average of 20-25%. Members should see their doctor for special pricing on additional lens enhancements.	
Additional savings ¹	Savings on laser vision correction and additional pairs of prescription glasses and non-prescription sunglasses.	

Insurance issued by Principal Life Insurance Company, 711 High Street, Des Moines, IA 50392. Coverage administered by VSP.

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...continued		
Non-network providers		
Covered charges	Benefit ³	Frequency
Vision exams	Up to \$45	1 per 12 months
Single vision lenses	Up to \$30	1 pair per 12 months
Lined bifocal lenses	Up to \$50	1 pair per 12 months
Lined trifocal lenses	Up to \$65	1 pair per 12 months
Lenticular lenses	Up to \$100	1 pair per 12 months
Frames	Up to \$70	1 set per 12 months
Elective contacts	Up to \$105	1 per 12 months Instead of lens and frame benefits
Necessary contacts ²	Up to \$210	1 per 12 months Instead of lens and frame benefits

¹ Based on applicable laws; benefit may vary by doctor location.

² Prescribed to correct extreme visual problems that cannot be corrected with regular lenses.

³ The benefit amount is the lesser of the maximum payment limit or billed amount minus the applicable copay.

*VSP has agreements established with some participating retail chain providers that may also provide benefits for this covered service. Up to a \$80 allowance is given for a wide selection of frames. Please talk to your provider or contact VSP customer care for further details.

Highlights	
Participation	50% employee participation assumed
Eligibility	<p>Employee: Eligible Employees include all active, full-time employees living in the United States (except part-time, seasonal, temporary or contract employees) who work at least 30 hours per week. Employees must be enrolled with coverage before it can be offered to their dependents.</p> <p>Dependent: Eligible dependents include the employee's spouse and children. Additional eligibility requirements may apply.</p>
Annual enrollment period	One month before the policy anniversary date, employees and dependents (who were not previously enrolled) can enroll.
Future enrollees	Late entrants (those enrolling more than 31 days after becoming eligible) are subject to an individual benefit waiting period.
Coordination of benefits	Benefits from two or more carriers are limited up to 100% of the claimant's covered expenses.



Sewer Authority Mid Coastline



Effective date: January 1, 2020



...continued	
Limitations	<p>The proposed policy contains restrictions and limitations. Before making a purchase decision, review the following limitations and resolve any questions. The following limitations and restrictions are applied as required by state law or as otherwise described in the group policy.</p> <p>No benefits will be paid for: visual analysis or vision aids that are not medically necessary / services and/or materials not specifically included in the benefit schedule / plano lenses / two pairs of glasses instead of bifocals / replacement of lenses, frames and/or contact lenses furnished under this plan which are lost or damaged / orthoptics, vision training or supplemental testing / medical or surgical treatment of the eyes / contact lens insurance policies or service agreements / refitting of contact lenses after the initial fitting period / contact lens modification, polishing or cleaning, local state and/or federal taxes, except where required by law. Benefits will not be paid for any vision care expense for: which proof is submitted by a person who is part of the member's or dependent's immediate family / vision aids provided outside the United States.</p>

VSP is not a member of the Principal Financial Group.

Insurance issued by Principal Life Insurance Company, 711 High Street, Des Moines, IA 50392. Coverage administered by VSP.

GP61693-09 | 07/2019 | Proposal number: 08091910254-2 | Today's date: 08/09/2019 | SIC code: 2899

Group insurance benefits

Proposal for: Sewer Authority Mid Coastline
Effective date: January 1, 2020
Prepared by: Mike Nelsen
Keenan

Thanks for considering group insurance from Principal® for your employee benefits program. This proposal includes rates and benefit information for:

- ✓ Group term life
- Voluntary term life
- ✓ Short-term disability
- ✓ Long-term disability
- ✓ Dental
- ✓ Vision
- Critical illness
- Accident

Benefits you can depend on

You can count on Principal for the choice, flexibility and support you need. Choose from our broad portfolio of products which includes life, short-term disability, long-term disability, dental, vision, critical illness and accident insurance. These comprehensive benefits can help you attract and retain the best employees.

Also, take advantage of our service. Professional staff helps you with employee education, enrollment and account management. And you benefit from our experienced local sales and service teams who are here to address your needs – every step of the way.

Rates

Sewer Authority Mid Coastline



Effective date: January 1, 2020

Group term life					
	Employee monthly rate	Volume	Lives	Estimated monthly cost	Estimated annual cost
Group term life	\$.287 (per \$1,000)	\$1,229,500	14	\$352.86	\$4,234.32
AD&D	\$.034 (per \$1,000)	\$1,229,500	14	\$41.80	\$501.60
Total				\$394.66	\$4,735.92

Rate guarantee: two years, unless volume increases or decreases by more than 25%

Short-term disability per \$10 of weekly benefit				
Rate	Volume	Lives	Estimated monthly cost	Estimated annual cost
\$.38	\$17,824	16	\$677.31	\$8,127.72

Rate guarantee: two years, unless covered weekly earnings increase or decrease by more than 25% since the last policy anniversary

Long-term disability % of CME ¹				
Rate	Volume	Lives	Estimated monthly cost	Estimated annual cost
\$.79	\$112,124	14	\$885.78	\$10,629.36

Rate guarantee: two years, unless covered monthly earnings increase or decrease by more than 25% since the last policy anniversary

¹Covered monthly earnings

Dental				
	Lives	Monthly rate	Estimated monthly cost	Estimated annual cost
Employee	3	\$74.52	\$223.56	\$2,682.72
Employee & spouse	6	\$144.29	\$865.74	\$10,388.88
Employee & child(ren)	0	\$171.73	\$0.00	\$0.00
Family	6	\$253.14	\$1,518.84	\$18,226.08
Total	15	N/A	\$2,608.14	\$31,297.68

Rate guarantee: one year

Rate includes:

- Orthodontia - child

Insurance issued by Principal Life Insurance Company, 711 High Street, Des Moines, IA 50392

GP61690-04 | 03/2018 | Proposal number: 08091910254-3 | Today's date: 08/09/2019 | SIC code: 2899

Rates

Sewer Authority Mid Coastline

Effective date: January 1, 2020



Vision				
	Lives	Monthly rate	Estimated monthly cost	Estimated annual cost
Employee	3	\$6.19	\$18.57	\$222.84
Employee & Spouse	6	\$13.60	\$81.60	\$979.20
Employee & Child(ren)	0	\$14.31	\$0.00	\$0.00
Family	6	\$23.33	\$139.98	\$1,679.76
Total	15	N/A	\$240.15	\$2,881.80
Rate guarantee: two year				

Insurance issued by Principal Life Insurance Company, 711 High Street, Des Moines, IA 50392

GP61690-04 | 03/2018 | Proposal number: 08091910254-3 | Today's date: 08/09/2019 | SIC code: 2899

Group term life

Sewer Authority Mid Coastline



Effective date: January 1, 2020

Group term life for management	
Life benefit	150% of annual salary to a maximum of \$235,000 and a minimum of \$10,000. Benefits are rounded to the next higher \$1,000.
Accidental Death and Dismemberment	150% of annual salary to a maximum of \$235,000 and a minimum of \$10,000. Coverage for employees on and off the job.
Benefit age reduction	35% reduction at age 65 and an additional 15% reduction at age 70 Age reductions apply to the benefit amount after proof of good health.
Proof of good health	Required for life insurance amounts greater than \$100,000 Persons age 70 and over shall have an amount that is the lesser of the amount shown or the amount with the prior carrier. Proof of good health is required if on the date the member becomes eligible for coverage there are fewer than five members insured.

Group term life for all other members	
Life benefit	\$75,000 benefit
Accidental Death and Dismemberment	\$75,000 benefit Coverage for employees on and off the job.
Benefit age reduction	35% reduction at age 65 and an additional 15% reduction at age 70 Age reductions apply to the benefit amount after proof of good health.
Proof of good health	Required for life insurance amounts greater than \$100,000 Persons age 70 and over shall have an amount that is the lesser of the amount shown or the amount with the prior carrier. Proof of good health is required if on the date the member becomes eligible for coverage there are fewer than five members insured.

Additional benefits	
Accelerated benefits	Terminally ill employees can receive up to 75% of their life insurance benefit, up to \$250,000, if their life expectancy is 12 months or less (as diagnosed by a physician) and the death benefit is at least \$10,000. When an employee uses the accelerated benefit, the death benefit is reduced by the accelerated benefit payment. There are possible tax consequences to receiving an accelerated benefit payment and the employee should contact a tax advisor for details. Receipt of accelerated benefits could also affect eligibility for public assistance.

Insurance issued by Principal Life Insurance Company, 711 High Street, Des Moines, IA 50392

GP61695-03 | 03/2018 | Proposal number: 08091910254-3 | Today's date: 08/09/2019 | SIC code: 2899

Group term life

Sewer Authority Mid Coastline



Effective date: January 1, 2020

...continued	
Coverage during disability	If an employee becomes totally disabled before age 60, coverage will continue and premium will be waived. The employee must be totally disabled for 9 months before the waiver begins. Coverage continues without premium payment until the employee recovers or turns age 65, whichever occurs first. No benefits will be paid for any disability that results from: willful self-injury or self-destruction, while sane or insane / war or act of war / voluntary participation in an assault, felony, criminal activity, insurrection, or riot.
Salary changes	Employees' coverage automatically adjusts as their salary adjusts. No proof of good health is required except for increases over 10% and for those employees who were previously declined for group term life insurance coverage.
Accidental Death and Dismemberment	Benefit is paid when the loss occurs within 365 days of the accident. <ul style="list-style-type: none"> Full benefit - Loss of life, loss of both hands, both feet, sight of both eyes, one hand and sight of one eye, one foot and sight of one eye, or one hand and one foot. Half the benefit - Loss of one hand, one foot, or sight of one eye. One fourth the benefit - Loss of thumb and index finger on the same hand. Additional AD&D benefits: <ul style="list-style-type: none"> Standard package - Seatbelt/airbag, education, repatriation, loss of use/paralysis, loss of speech and/or hearing, exposure, disappearance.
Individual purchase rights	Employees who terminate employment may be able to convert to individual policies. Upon coverage termination, employers are required to inform employees of their right to convert to an individual policy without proof of good health. The purchase amount varies depending on the termination situation.

Highlights	
Participation	<ul style="list-style-type: none"> 100% participation for all non-contributory coverages. 50% participation for all contributory coverages.
Eligibility	Employee: Eligible employees include all active, full-time employees living in the United States (except part-time, seasonal, temporary or contract employees) who work at least 30 hours per week.
Express claim processing	For claims meeting certain criteria, decisions are reached within 5 working days without the employer or beneficiary submitting paperwork.
Life benefit limitations and exclusions	Benefits are not paid if you are outside the United States for certain reasons for more than six months.
AD&D limitations	Unless otherwise covered in the policy or required by state or federal law, AD&D benefits are not paid for losses resulting from: willful self-injury or self-destruction / disease or treatment of disease or complications following the surgical treatment of disease / participation in certain criminal activities / participation in certain activities such as flying, ballooning, parachuting, parasailing, bungee jumping or other aeronautic activities / duty as a member of a military organization / war or act of war / the use of alcohol, if the member's alcohol concentration level exceeds the legal limit in the jurisdiction where the injury occurs / the member's operation of a motor vehicle or motor boat if the member's alcohol concentration level exceeds the legal limit in the jurisdiction where the injury occurs / the member's use of certain drugs, narcotics or hallucinogens not prescribed by a licensed physician.

Insurance issued by Principal Life Insurance Company, 711 High Street, Des Moines, IA 50392

GP61695-03 | 03/2018 | Proposal number: 08091910254-3 | Today's date: 08/09/2019 | SIC code: 2899

Short-term disability

Sewer Authority Mid Coastline

Effective date: January 1, 2020



Short-term disability for management, all other members	
Definition of disability	<p>Residual disability An employee will be considered residually disabled, if he/she is not totally disabled and, while working in his/her own occupation, as a result of sickness or injury, he/she is unable to earn 80% or more of his/her predisability earnings.</p> <p>Total disability An employee will be considered totally disabled if, as a result of sickness or injury, the employee is unable to perform with reasonable continuity the substantial and material duties necessary to pursue his/her own occupation in the usual and customary way and he/ she is not working in his/her own occupation.</p>
Elimination period	<p>Benefits begin on:</p> <ul style="list-style-type: none"> • The 8th day for disability due to injury • The 8th day for disability due to sickness
Weekly benefit	<p>Benefit percentage: 70% of predisability earnings</p> <p>Maximum: \$1,252</p>
Minimum weekly benefit	\$25
Maximum benefit duration	12 weeks
Definition of earnings	<p>Base wage</p> <p>Compensation for business owners covers the net profits plus salary, averaged over the prior two calendar years.</p>
Salary continuation	Offset
Preexisting conditions	No limitation applies
Employer contributions	Noncontributory - employer pays 100%
Maternity	Treated the same as any other disability
Work incentive benefit	Applies during the benefit payment period
Coverage for work related disabilities	No

Insurance issued by Principal Life Insurance Company, 711 High Street, Des Moines, IA 50392

GP61697-06 | 07/2019 | Proposal number: 08091910254-3 | Today's date: 08/09/2019 | SIC code: 2899

Short-term disability

Sewer Authority Mid Coastline



Effective date: January 1, 2020

...continued

Replacement of a prior program	If this policy is replacing coverage under a prior program, replacement of prior plan provisions may apply. If employees are not actively at work on the day coverage would become effective, they may still qualify for benefits if they had STD coverage under a prior program, they are not receiving any benefits under the prior program but would have been entitled to these benefits if the prior program remained in force and no provision other than the actively at work provision would otherwise prohibit benefits from being paid under our policy. Any benefit payable is the lesser of the benefits under our policy or the benefits that would have been paid under the prior program, had it remained in force.
Income from other sources	<p>We coordinate disability benefits with income disabled employees receive from other sources. These include all retirement or disability benefits that employees and their dependents receive from Social Security, Canadian Pension Plan, Quebec Pension Plan, Railroad Retirement Act or other government agencies; salary continuance, personal time off or sick pay; Workers' Compensation benefits; income from state disability plans; paid by pension plans sponsored by the policyholder; income received from no-fault auto laws; renewal commissions received from the policyholder; disability benefits received under the Jones Act or any government retirement system (CalPERS); benefits the member receives as a result of the same disability from third party liability judgments, settlements or otherwise (less attorneys' fees); and benefit amounts received as a result of the same disability by compromise or settlement of any claim for permitted offsets (less attorneys' fees).</p> <p>Other income sources do not include individual disability insurance; profit sharing plans; thrift savings plans; nonqualified deferred compensation plans; 401(k) plans; individual retirement accounts (IRAs); stock ownership plans; Keogh (HR-10) plans; any cost of living increases paid in connection with other sources of income; Social Security or pension plan payments that were being received prior to the current disability; and any income the member receives for services rendered prior to the member's date of disability.</p>
Exclusions	<p>The proposed policy contains restrictions and exclusions. Before making a purchase decision, review the following limitations and resolve any questions. The following limitations and restrictions are applied as required by state law or as otherwise described in the group policy.</p> <p>No benefits will be paid to employees with disabilities resulting from: willful self injury while sane or insane/ war or an act of war / results from the commission of or attempt to commit a felony / a new or continuing disability that begins after an employee's benefit payment period has ended, but the employee has not returned to active work / results from sickness or injury for which a Workers' compensation temporary disability benefits are actually paid.</p>

Rehabilitation benefits

Reasonable accommodation benefit	\$500
Rehabilitation incentive benefit	5% increase in the weekly benefit percentage

Insurance issued by Principal Life Insurance Company, 711 High Street, Des Moines, IA 50392

GP61697-06 | 07/2019 | Proposal number: 08091910254-3 | Today's date: 08/09/2019 | SIC code: 2899

Short-term disability

Sewer Authority Mid Coastline

Effective date: January 1, 2020



Highlights	
Eligible employees	All active, full-time employees living in the United States (except part-time, seasonal, temporary or contract employees) who work at least 30 hours per week.
Integration method	Direct offsets
Social security integration	Primary and family
Re-enrollment of coverage	If employees contribute toward the cost of their STD coverage today and Principal Life has agreed to a re-enrollment of coverage, employees may be required to submit proof of good health depending on the method of re-enrollment.
Proof of good health	Required if fewer than 5 members insured.
Recurring disability	Disabled employees who recover and return to work for 30 days or less during the benefit duration are not required to complete a new elimination period if they become disabled again due to the same or related cause.
Weekly payment limit	<p>Benefits paid are reduced if total income exceeds 100% of predisability earnings. Total income includes:</p> <ul style="list-style-type: none"> • The employee's normal benefit payable • Additional benefits payable under the policy • Return to work earnings • Other income sources defined in the policy • PTO, sick pay, and salary continuance payments (if these income sources are not considered other income sources)
W-2 and FICA services	<p>Upon request, we offer W-2 preparation and FICA services for employees on disability.</p> <ul style="list-style-type: none"> • W-2 - Prepare and mail to employees, report to appropriate governmental agencies and provide employers with reports. • Standard FICA services - Calculate and withhold employees' portions of appropriate taxes, deposit employee tax withholdings with appropriate government agencies, provide employers with reports. • Additional FICA services* - Calculating and depositing the employer FICA match with the appropriate government agency, reporting FICA match on our tax deposits, and issuing W-2's to each individual who received a disability payment during the calendar year. <p>*Employers are still responsible for other tax reporting such as Federal Unemployment Tax Act (FUTA) and State Unemployment Tax Act (SUTA).</p>
State mandated disability benefits	The policy does not provide state mandated disability benefits in CA, NY, NJ, RI or HI
Benefit payment period	In no event will a benefit payment continue beyond the lesser of the maximum benefit duration or if any of the following occur: an employee recovers, ceases to be under the regular and appropriate care of a physician, unreasonably fails to provide any required proof of disability, unreasonably fails to submit to a required medical examination, fails to report income from other sources or any other required earnings information, fails to pursue Social Security disability benefits or dies.

Insurance issued by Principal Life Insurance Company, 711 High Street, Des Moines, IA 50392

GP61697-06 | 07/2019 | Proposal number: 08091910254-3 | Today's date: 08/09/2019 | SIC code: 2899

Long-term disability

Sewer Authority Mid Coastline

Effective date: January 1, 2020



Long-term disability for management, all other members											
Definition of disability	<p>Residual disability An employee will be considered residually disabled if he/she is not totally disabled and, while working in his/her own occupation as a result of sickness or injury, he/she is unable to earn 80% or more of his/her predisability earnings.</p> <p>Total disability An employee will be considered totally disabled if, as a result of sickness or injury, the employee is unable to perform with reasonable continuity the substantial and material duties necessary to pursue his/her own occupation in the usual and customary way and he/she is not working in his/her own occupation.</p>										
Own occupation period	2 years										
Elimination period	90 days										
Monthly benefit	Benefit percentage: 66 2/3% of predisability earnings Maximum: \$8,000										
Minimum monthly benefit	Minimum: \$100										
Benefit duration	<p>To Social Security normal retirement age</p> <p>For employees who become disabled before age 65, disability benefits are payable until the later of the date they reach Social Security normal retirement age or 36 months after the benefit payment period begins. For employees who become disabled at or after age 65, disability benefits are payable until the later of the date they reach Social Security normal retirement age or the date the benefit payment period reaches the number of months shown below:</p> <table> <tr> <th><u>Age disability occurs</u></th><th><u>Length of benefit payment period</u></th></tr> <tr> <td>Age 65 - 67</td><td>24 months</td></tr> <tr> <td>Age 68 - 69</td><td>18 months</td></tr> <tr> <td>Age 70 - 71</td><td>15 months</td></tr> <tr> <td>Age 72 and over</td><td>12 months</td></tr> </table> <p>Disability benefits end when employees recover, cease to be under the regular and appropriate care of a physician, unreasonably fail to provide any required proof of disability, unreasonably fail to submit to a required medical examination, fail to report income from other sources or any other required earnings information, or die.</p>	<u>Age disability occurs</u>	<u>Length of benefit payment period</u>	Age 65 - 67	24 months	Age 68 - 69	18 months	Age 70 - 71	15 months	Age 72 and over	12 months
<u>Age disability occurs</u>	<u>Length of benefit payment period</u>										
Age 65 - 67	24 months										
Age 68 - 69	18 months										
Age 70 - 71	15 months										
Age 72 and over	12 months										
Definition of earnings	<p>Base wage</p> <p>Compensation for business owners covers the net profits plus salary, averaged over the prior two calendar years.</p>										
Salary continuation	Offset										
Preexisting conditions	3 months prior / 12 months insured										
Mental health conditions	24 month benefit limit										

Insurance issued by Principal Life Insurance Company, 711 High Street, Des Moines, IA 50392

GP61698-07 | 03/2018 | Proposal number: 08091910254-3 | Today's date: 08/09/2019 | SIC code: 2899

Long-term disability

Sewer Authority Mid Coastline



Effective date: January 1, 2020

...continued	
Drug and alcohol abuse conditions	24 month benefit limit
Special conditions	Payable the same as any other disability
Employer contributions	Noncontributory - employer pays 100%
Integration method	Direct
Social security integration	Primary and family
Work incentive benefit	12 months
Coverage for work related disabilities	Yes
Survivor benefit	3 months net
Integrated STD/LTD	We integrate LTD and STD into a coordinated package with streamlined claims administration and processing and smooth transition from STD to LTD without payment gaps or benefit overlaps.
Income from other sources	<p>We coordinate disability benefits with income disabled employees receive from other sources. These include all retirement or disability benefits that employees and their dependents receive from Social Security, Canadian Pension Plan, Quebec Pension Plan, Railroad Retirement Act, or other government agencies; salary continuance; personal time off or sick pay; Workers' Compensation benefits; income from state disability plans; income from other group disability insurance policies; disability or retirement benefits paid by pension plans sponsored by the policyholder; income received from no-fault auto laws; renewal commissions received from the policyholder; disability benefits received under the Jones Act or any government retirement system (CalPERS); benefits the member receives as a result of the same disability from third party liability judgments, settlements or otherwise (less attorneys' fees); and benefit amounts received as a result of the same disability by compromise or settlement of any claim for permitted offsets (less attorneys' fees).</p> <p>Other income sources do not include individual disability insurance; profit sharing plans; thrift savings plans; nonqualified deferred compensation plans; 401(k) plans; individual retirement accounts (IRAs); stock ownership plans; Keogh (HR-10) plans; any cost of living increases paid in connection with other sources of income; Social Security or pension plan payments that were being received prior to the current disability; and any income the member receives for services rendered prior to the member's date of disability.</p> <p>Any income the member receives for services rendered prior to the member's date of disability will not be considered other income sources.</p>
Exclusions	<p>The proposed policy contains restrictions and exclusions. Before making a purchase decision, review the following exclusions and resolve any questions. The following exclusions and restrictions are applied as required by state law or as otherwise described in the group policy.</p> <p>No benefits will be paid to employees with disabilities resulting from: willful self injury while sane or insane / war or an act of war / results from the commission of or attempt to commit a felony / a new or continuing disability that begins after an employee's benefit payment period has ended, but the employee has not returned to active work.</p>

Insurance issued by Principal Life Insurance Company, 711 High Street, Des Moines, IA 50392

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Treatment of mental health conditions and drug and alcohol abuse conditions

A disability is considered due to alcohol, drug or chemical abuse, dependency or addiction or a mental health condition if the disability is caused by one of these condition(s) and not by other disabling conditions.

The following maximum benefit payment periods apply:

Mental health conditions: 24 months

Alcohol, drug or chemical abuse conditions: 24 months

The benefit payment period listed above is a lifetime maximum for all periods of disability. All disabilities from conditions with the same maximum benefit payment period contribute toward one lifetime maximum. However, if at the end of the benefit duration, an employee is confined in a hospital or any other type of facility providing treatment for any of these conditions, the benefit payment period may be extended to include the time period an employee remains confined for treatment.

Preexisting conditions

A preexisting condition is any sickness or injury for which a member received medical treatment, care, or services for a diagnosed condition; or took prescription medications for a diagnosed condition in the three month period before he or she became insured under the group policy; or suffered from a physical or mental condition, whether diagnosed or undiagnosed, which was misrepresented or not disclosed in his or her application for which he or she received a physician's advice or treatment within 24 months before he or she became insured under the group policy; or which caused symptoms within 12 months before he or she became insured under this group policy for which a prudent person would usually seek medical advice or treatment.

No benefits will be paid for a disability that is caused or substantially contributed by a preexisting condition unless, on the date the member becomes disabled, he or she has been actively at work for one full day after completing 12 consecutive months during which the member was insured under the group policy.

Replacement of a prior program

This policy is replacing coverage under a prior program. If employees are not actively at work on the day coverage would become effective or if employees are disabled due to a preexisting condition, they may still qualify for benefits if they had LTD coverage under a prior program or they are not receiving any benefits under the prior program but would have been entitled to these benefits if the prior program remained in force and no provision other than the actively at work or preexisting conditions provision would otherwise prohibit benefits from being paid under our policy. Any benefit payable is the lesser of the benefits under our policy or the benefits that would have been paid under the prior program, had it remained in force.

Rehabilitation benefits

Reasonable accommodation benefit	\$2,000
Rehabilitation incentive benefit	5% increase in the monthly benefit percentage for 12 months

Long-term disability

Sewer Authority Mid Coastline

Effective date: January 1, 2020



Highlights	
Eligible employees	All active, full-time employees living in the United States (except part-time, seasonal, temporary or contract employees) who work at least 30 hours per week.
Re-enrollment of coverage	If employees contribute toward the cost of their LTD coverage today and Principal Life has agreed to a re-enrollment of coverage, employees may be required to submit proof of good health depending on the method of re-enrollment.
Proof of good health	Required if fewer than 5 members insured.
Recurring disability	Disabled employees who recover and return to work for 6 months or less during the benefit duration are not required to complete a new elimination period if they become disabled again due to the same or related cause.
Monthly payment limit	Benefits paid are reduced if total income exceeds 100% of predisability earnings. Total income includes: <ul style="list-style-type: none"> • The employee's normal benefit payable • Additional benefits payable under the policy • Return to work earnings • Other income sources defined in the policy • PTO, sick pay, and salary continuance payments (if these income sources are not considered direct offsets under other income sources)
W-2 and FICA services	<p>Upon request, we offer W-2 preparation and FICA services for employees on disability.</p> <ul style="list-style-type: none"> • W-2 - Prepare and mail to employees, report to appropriate governmental agencies and provide employers with reports. • Standard FICA services - Calculate and withhold employees' portions of appropriate taxes, deposit employee tax withholdings with appropriate government agencies, provide employers with reports. • Additional FICA services* - Calculating and depositing the employer FICA match with the appropriate government agency, reporting FICA match on our tax deposits, and issuing W-2's to each individual who received a disability payment during the calendar year. <p>*Employers are still responsible for other tax reporting such as Federal Unemployment Tax Act (FUTA) and State Unemployment Tax Act (SUTA).</p>
State mandated disability benefits	The policy does not provide state mandated disability benefits in CA, NY, NJ, RI or HI.

Insurance issued by Principal Life Insurance Company, 711 High Street, Des Moines, IA 50392

GP61698-07 | 03/2018 | Proposal number: 08091910254-3 | Today's date: 08/09/2019 | SIC code: 2899

Dental point of service benefit design

management, all other members

	Calendar year deductible			Coinsurance (policy pays)			Calendar year maximum benefit		
	EPO	PPO	Non-network	EPO	PPO	Non-network	EPO	PPO	Non-network
Preventive	\$0	\$0	\$0	100%	100%	100%	\$1,500	\$1,500	\$1,500
Basic	\$50	\$50	\$50	90%	90%	90%	\$1,500	\$1,500	\$1,500
Major	\$50	\$50	\$50	60%	60%	60%	\$1,500	\$1,500	\$1,500

Combined deductibles: deductibles for basic and major EPO services, basic and major in-network services and basic and major non-network services are combined.

Combined maximums: calendar year maximums for preventive, basic and major services are combined.

We process claims using prevailing fees at the 95th percentile.

The maximum accumulation plan was elected. This allows for a portion of unused dollars to roll over to next year's maximum benefit amount. To qualify, a member must have had a dental service performed within the calendar year and use less than a maximum threshold. The threshold is equal to the lesser of 50% of the maximum benefit or \$1000. If qualification is met, 50% of the threshold will be carried over to next year's maximum benefit. Individuals with fourth quarter effectives will start qualifying for rollover at the beginning of the next calendar year. A member can accumulate no more than four times the carry over amount. The entire accumulation amount will be forfeited if no dental service is submitted within a calendar year.

Additional benefit riders

	Lifetime deductible			Coinsurance (policy pays)			Lifetime maximum		
	EPO	PPO	Non-network	EPO	PPO	Non-network	EPO	PPO	Non-network
Orthodontia Child	\$0	\$0	\$0	50%	50%	50%	\$1,500	\$1,500	\$1,500

Minimum enrolled lives required for child orthodontia: 5

Child orthodontia provides coverage for children up to age 19.

Participation: 50% employee participation assumed

Covered services

Preventive	<p>Exams (2 per calendar year)</p> <p>Emergency exams (subject to exam frequency)</p> <p>Second opinion consultation</p> <p>Cleanings (2 per calendar year)</p> <ul style="list-style-type: none"> Expectant mothers, diabetics and those with heart disease receive one additional routine or periodontal cleaning.
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	<p>X-rays</p> <ul style="list-style-type: none"> • Bitewing (1 per calendar year) • Occlusal (2 per calendar year) • Periapical (4 per calendar year) • Full mouth survey (1 per 60 months) • Extraoral (2 per 12 months) <p>Fluoride application (1 per calendar year); covered only for dependent children under age 14</p> <p>Sealants on first and second permanent molars for dependent children under age 14 (1 per 36 months)</p>
Basic	<p>Periodontal maintenance (if 3 months have elapsed after active surgical periodontal treatment; subject to routine cleaning frequency limit)</p> <ul style="list-style-type: none"> • Expectant mothers, diabetics and those with heart disease receive one additional routine or periodontal cleaning. <p>Space maintainers (covered only for dependent children under age 14; repairs not covered)</p> <p>Harmful habit appliance (covered only for dependent children under age 14)</p> <p>Fillings</p> <p>Composite fillings on molars</p> <p>Stainless steel crowns</p> <p>Simple oral surgery</p> <p>Complex oral surgery</p> <p>General anesthesia/IV sedation</p> <p>Periodontics (non-surgical), including scaling and root planing (1 per quad per 24 months)</p> <p>Periodontal surgical procedures (1 per quad per 36 months)</p> <p>Simple endodontics (root canal therapy for anterior teeth)</p> <p>Complex endodontics (root canal therapy for molar teeth)</p>
Major	<p>Crowns (1 per tooth per 120 months) if tooth cannot be restored by a filling</p> <p>Inlays, onlays, cast post and core, core buildup (1 per tooth per 120 months)</p> <p>Implants (1 per tooth per 120 months)</p> <p>Bridges - initial placement; replacement after 120 months</p> <p>Complete or partial dentures - initial placement; replacement after 60 months</p> <p>Repairs - partial denture, bridge, crown, relines, rebasing, tissue conditioning and adjustment to bridge/denture (within policy limitations)</p>
Orthodontia	<p>X-rays and other diagnostic procedures</p> <p>Fixed and removable appliances</p> <p>Lifetime maximum</p>

Highlights	
Coordination of benefits	As allowed by state law, we coordinate benefits with coverage provided by any other employer, trust, union, association, or educational institution - other than student accident policies, governmental program or state law. Total benefits from all sources cannot exceed 100% of covered charges.
Eligibility	<p>Employee: Eligible employees include all active, full-time employees living in the United States (except part-time, seasonal, temporary or contract employees) who work at least 30 hours per week. Employees must be enrolled with coverage before it can be offered to their dependents.</p> <p>Dependent: Eligible dependents include the employee's spouse and children. Additional eligibility requirements may apply.</p>
Future enrollees	<p>Late entrants (those enrolling more than 31 days after becoming eligible) will be subject to an individual benefit waiting period, as outlined below.</p> <ul style="list-style-type: none"> Coverage for preventive services begins on the individual's effective date. There is a 12 month waiting period for basic services, and a 24 month waiting period for major services (including riders).
Waiting periods	None
Prior dental coverage	This proposal assumes the group had prior dental coverage for preventive/basic/major/ortho services.
Annual enrollment	One month before the policy anniversary date, employees and dependents (who were not previously enrolled) can enroll.

...continued

Limitations

The proposed policy contains restrictions and limitations. Before making a purchase decision, review the following limitations and resolve any questions. The following limitations and restrictions are applied as required by state law or as otherwise described in the group policy.

The insurance does not pay for treatment or services above: unless specifically mentioned above, veneers, anterior $\frac{3}{4}$ cast crowns, personalization or cosmetic reasons / performed by an immediate family member / performed by any person who is not a dentist, dental hygienist, or other authorized provider / that do not meet professionally recognized standards of quality / that are not for a covered charge / that exceed prevailing fee charges / unless specifically mentioned above, implants / to alter or maintain vertical dimension or restore or maintain occlusion / that are temporary / for provisional and permanent splinting / for a work related sickness or injury / paid for by U.S. government or its agencies (except Medicaid or as required under state or federal law) / resulting from participation in certain criminal activities / resulting from war or an act of war / for which there would be no cost in the absence of insurance / for duplicating or replacing lost or stolen appliances or prosthetic devices / for replacing tooth structure lost from abrasion or attrition / not expected to correct your dental condition for more than 3 years / for services performed outside a dental office / for patient management / unless specifically mentioned above, occlusal guards / that are an experimental or investigational measure / paid for by a Medicare Supplement Insurance Plan. The insurance also does not cover: drugs or medicines other than antibiotic injections when not billed as part of a listed covered charge / instructions for plaque control, oral hygiene, diet control or nutritional counseling when billed as a separate treatment or service from examinations / bite registration or occlusal analysis orthodontic treatment, service, appliance or bands provided prior to Ortho Procedures effective date / temporomandibular joint (TMJ) disorders.



Vision for management, all other members		
VSP choice network		
Covered charges	Benefit	Frequency
Exams	\$10 copay	1 per 12 months
Prescription glasses	\$10 copay	
Lenses	Single vision, lined bifocal, lined trifocal, and lenticular lenses; polycarbonate lenses for dependent children under age 18	1 pair per 12 months
Frames*	\$130 allowance for a wide selection of frames; 20% off amount over allowance ¹	1 set per 24 months
Elective contacts	Up to \$60 copay for standard and premium elective contact lens exams (fitting and evaluation)	1 per 12 months
	\$130 allowance for elective contacts	Instead of lens and frames benefit
Necessary contacts ²	\$10 copay	1 per 12 months
	Covered in full for members who have specific conditions.	Instead of lens and frames benefit
Lens enhancements	Most popular options are covered after a copay, saving members an average of 20-25%. Members should see their doctor for special pricing on additional lens enhancements.	
Additional savings ¹	Savings on laser vision correction and additional pairs of prescription glasses and non-prescription sunglasses.	



...continued

Non-network providers

Covered charges	Benefit ³	Frequency
Vision exams	Up to \$45	1 per 12 months
Single vision lenses	Up to \$30	1 pair per 12 months
Lined bifocal lenses	Up to \$50	1 pair per 12 months
Lined trifocal lenses	Up to \$65	1 pair per 12 months
Lenticular lenses	Up to \$100	1 pair per 12 months
Frames	Up to \$70	1 set per 24 months
Elective contacts	Up to \$105	1 per 12 months Instead of lens and frame benefits
Necessary contacts ²	Up to \$210	1 per 12 months Instead of lens and frame benefits

¹ Based on applicable laws; benefit may vary by doctor location.

² Prescribed to correct extreme visual problems that cannot be corrected with regular lenses.

³ The benefit amount is the lesser of the maximum payment limit or billed amount minus the applicable copay.

*VSP has agreements established with some participating retail chain providers that may also provide benefits for this covered service. Up to a \$70 allowance is given for a wide selection of frames. Please talk to your provider or contact VSP customer care for further details.

Highlights

Participation	50% employee participation assumed
Eligibility	<p>Employee: Eligible Employees include all active, full-time employees living in the United States (except part-time, seasonal, temporary or contract employees) who work at least 30 hours per week. Employees must be enrolled with coverage before it can be offered to their dependents.</p> <p>Dependent: Eligible dependents include the employee's spouse and children. Additional eligibility requirements may apply.</p>
Annual enrollment period	One month before the policy anniversary date, employees and dependents (who were not previously enrolled) can enroll.
Future enrollees	Late entrants (those enrolling more than 31 days after becoming eligible) are subject to an individual benefit waiting period.
Coordination of benefits	Benefits from two or more carriers are limited up to 100% of the claimant's covered expenses.



...continued

Limitations

The proposed policy contains restrictions and limitations. Before making a purchase decision, review the following limitations and resolve any questions. The following limitations and restrictions are applied as required by state law or as otherwise described in the group policy.

No benefits will be paid for: visual analysis or vision aids that are not medically necessary / services and/or materials not specifically included in the benefit schedule / plano lenses / two pairs of glasses instead of bifocals / replacement of lenses, frames and/or contact lenses furnished under this plan which are lost or damaged / orthoptics, vision training or supplemental testing / medical or surgical treatment of the eyes / contact lens insurance policies or service agreements / refitting of contact lenses after the initial fitting period / contact lens modification, polishing or cleaning, local state and/or federal taxes, except where required by law. Benefits will not be paid for any vision care expense for: which proof is submitted by a person who is part of the member's or dependent's immediate family / vision aids provided outside the United States.

VSP is not a member of the Principal Financial Group.

Discounts and services

Sewer Authority Mid Coastline



Effective date: January 1, 2020

Discounts and services	
Laser vision correction	Through the National Lasik Network, administered by LCA-Vision, Inc., employees, their spouses and dependent children receive savings on one of the most frequently performed elective surgeries in America. The discount includes 15% off standard pricing or 5% off promotional pricing.
Hearing aid program	Through American Hearing Benefits, Inc. (AHB), employees and their families are eligible for up to 60% off hearing aids.
Travel assistance	<p>Employees, their spouses and dependent children (whether traveling together or separately) have access to travel, medical, legal and financial assistance plus emergency medical evacuation benefits provided by AXA Assistance¹ when traveling domestically or internationally more than 100 miles from home for up to 120 consecutive days.</p> <ul style="list-style-type: none"> Participants are responsible for any incurred fees or expenses. Insured transportation services are administered by AXA Assistance USA, Inc. and underwritten by a third party licensed insurance company. This service is not part of the coverage and may be changed or discontinued at any time. AXA Assistance USA, Inc. is not a member of the Principal Financial Group®.
Will & legal document center	Employees and their spouses have free access to resources and tools provided by ARAG ² to create a will, living will, healthcare power of attorney, durable power of attorney and medical treatment authorization for minors. Estate planning resources and a personal information organizer are also included.
Identity theft kit	This valuable resource from ARAG provides employees with information on how to protect their identity and restore it if stolen.
Beneficiary support	<p>Beneficiaries receive grief support services from Magellan Healthcare.³</p> <p>Financial professionals are available to help beneficiaries with insurance proceeds.</p> <p>Spouses and dependents also receive three months of free online access to will preparation services provided by ARAG.²</p>
Employee assistance program	Telephonic employee assistance services provided by Magellan Health Services ³ .
Dental Health Edge^{SM4}	This resource helps employees make better decisions about oral health care. Certified dentists can answer questions, and a dental cost estimator shows approximate costs in a specific ZIP code. The site is also available in Spanish.
<p>These discounts are not insurance.</p> <p>The discounts and services listed here are available to members, and/or their dependents or beneficiaries, with group coverage underwritten by or with administrative services provided by Principal Life Insurance Company. The discounts and services are not a part of the policy or contract and may be changed or discontinued at any time. Although Principal has arranged to make these programs available to you, the third party providers are solely responsible for their products and services.</p> <p>¹Participants are responsible for any incurred fees or expenses. Insured transportation services are administered by AXA Assistance USA, Inc. and underwritten by a third-party licensed insurance company.</p> <p>²The use of the services provided by ARAG® Services, LLC should not be considered as a substitute for consultation with an attorney.</p> <p>³The use of services provided by Magellan Healthcare is not a substitute for consultation with a licensed medical professional. Principal Life Insurance Company is not responsible for any loss, injury, claim, liability, or damages related to the use of Grief Support Services. Magellan Healthcare is not a member of the Principal Financial Group®.</p>	

Insurance issued by Principal Life Insurance Company, 711 High Street, Des Moines, IA 50392

GP61699-04 | 07/2019 | Proposal number: 08091910254-3 | Today's date: 08/09/2019 | SIC code: 2899

Discounts and services

Sewer Authority Mid Coastline

Effective date: January 1, 2020



⁴The articles and resources on Employers Dental Health Edge are made available for the sole purpose of general education on dental health related matters. This information is not intended as medical advice. For answers to your own health concerns, contact your dentist or other health care provider. Employers Dental Services (EDS) does not provide dental or medical advice. EDS is a member of the Principal Financial Group® .

Our services

Online benefit administration	eService offers free administration and management of all group insurance for employers and employees. Employers can add or remove employees, view and update employee information, pay premiums and more. Employees can view statuses of claims, confirm covered dependents and more.
Claim services	At Principal Life, we know filing a claim is a defining moment for clients. That's why we strive to make the claims process quick and easy for our customers. Vision claim services are handled by VSP.

General provisions

Renewing your coverage	Your insurance runs annually or based on your rate guarantee period, but no less than annually, unless the policy terminates before that date. While the insurance is in force and subject to its termination provisions, you may renew at the applicable premium rates in effect on your anniversary.
Termination and renewability of your coverage	The insurance is renewable at your option. Principal Life has the right to nonrenew or terminate the insurance if: you fail to pay premium / fraud or misrepresentation occurs / your company relocates to a state where Principal Life does not offer group coverage(s) provided by your policy / your company no longer meets the participation or contribution rules / you no longer qualify as an eligible business or group / we give you advance notice of termination as required by your state.
Policy changes	Principal Life has the right to modify coverage under the group policy at any time to meet legal requirements or to ensure consistent application of policy provisions. In addition, you may request coverage changes, subject to approval by Principal Life.
Federal and state laws	Various federal and state laws may affect the rights of insureds to continue coverage. The Consolidated Omnibus Budget Reconciliation Act of 1985 (COBRA), the Family Medical Leave Act (FMLA) and the Uniform Services Employment and Reemployment Rights Act of 1994 (USERRA) are examples. As an employer, you are responsible for meeting the obligations imposed by any federal and state continuation laws. However, we design and administer our policies to comply.

Rating assumptions

Sewer Authority Mid Coastline

Effective date: January 1, 2020



Rating assumptions

These rates are based on the following:

California as the contract state. If you have employees located in other states, we may apply benefits based on those states' provisions, when applicable.

An effective date of January 1, 2020. Suggested premiums and benefits are provided for illustration purposes only. Acceptance of your group, the final premium rates and actual benefits cannot be offered to you until all necessary information about your group has been received and reviewed by home office underwriters of Principal Life and approved by an officer of Principal Life. Rates will be recalculated based on actual enrollment under the policy and are subject to change if the number of employees on the effective date varies by more than 15% from the sold proposal. Changes in assumptions, group demographics, policy design and policy effective date may also affect your rates. Final rates will apply for the period of time specified in the contract. Rates may increase on renewal in accordance with the terms of the policy.

There are limitations, restrictions and exclusions in this policy. There are also certain restrictions involving payment of premium, termination, fraud, eligibility and participation. Final rates are dependent on entering into an insurance contract where all limitations, exclusions, and restrictions are taken into consideration.

Group Term Life commissions are paid using a flat 10%.

STD commissions are paid using a flat 10%.

LTD commissions are paid using a flat 10%.

Dental commissions are paid using a flat 10%.

Vision commissions are paid using a flat 10%.

This proposal is a general description. It is not a policy and does not modify or change the provisions of any policy or rider. If there is a discrepancy, the policy is the final arbiter of the coverage. Policy definitions and provisions may vary by state, read your policy carefully for the exact definitions and provisions. Policy limitations and exclusions apply. Benefits are limited when living outside the United States. Insurance issued by Principal Life Insurance Company, a member of the Principal Financial Group®.

Principal, Principal and symbol design and Principal Financial Group are trademarks and service marks of Principal Financial Services, Inc., a member of the Principal Financial Group.

Compensation information

Sewer Authority Mid Coastline

Effective date: January 1, 2020



Disclosure of compensation information

As a result of this sale, I (or my firm) may receive compensation (cash or otherwise) that is based in part on factors such as total deposits, assets or premium volume and persistency or profitability of the business I sell. The cost of this compensation may be directly or indirectly reflected in the premium or fee for this product. I may receive this compensation from the insurer and/or entities through which I place business.

Please contact me if you have any questions about this compensation.

Note: Customer's signature is required only when the producer is also receiving compensation directly from the customer. A copy of the signed document should be given to the customer. The broker should keep the original in the client file.

I acknowledge paying compensation directly to the producer and receipt of the above information before purchasing the contract under consideration.

Customer signature

Date

cc: Client File



SEWER AUTHORITY MID-COASTSIDE

Staff Report

TO: Honorable Board of Directors

THROUGH: Kishen Prathivadi, Acting General Manager

FROM: Stacey Thompson, Supervisor of Administrative Services
Tim Costello, Supervisor of Technical / Field Services

SUBJECT: Monthly Manager's Report – July 2019

Executive Summary

The purpose of this report is to keep the Board and public informed of SAM's day-to-day operations.

Fiscal Impact

There is no fiscal impact from this report.

Strategic Plan Compliance

The recommendation complies with the SAM Strategic Plan Goal 5.5: *"Operations and maintenance should be proactively planned, and the Board shall be kept up to date on progress on operations and maintenance issues."*

Background and Discussion/Report

The following data is presented for the month of July 2019.

Key Indicators of Performance

NPDES Permit Violations:	0
Accidents, Injuries, etc.:	0
Reportable Spills Cat 1:	0
Reportable Spills Cat 2:	0
Reportable Spills Cat 3:	0

Flow Report (See Attachment A)

Half Moon Bay	0.644	55.2%
Granada CSD	0.276	23.6%
Montara W&SD	<u>0.246</u>	<u>21.1%</u>
Total	1.166	100%

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	D. Penrose	D. Ruddock	K. Slater-Carter
ALTERNATE MEMBERS:	S. Boyd	M. Clark	A. Eisen
	J. Harvey	H. Rarback	

Administration

There was one board meeting during the month of July. There were no requests for public records. The Half Moon Bay Review had one article “District wants more input on the Burnham Park”, July 31, 2019

There were no work-related accidents, injuries, or illnesses resulting in lost time in the month of July. Staff has worked since March 10, 2011, without a lost time incident (3,065 days). This is anticipated to change effective August 5, 2019.

There was no employee anniversary during the month of July.

Operations & Maintenance

The following permanent flow storage installations are in place and functioning properly.

Montara Pump Station – Walker Tank, which has a capacity of 434,000 gallons.

The Portola Station – Wet Weather Facility, which has a capacity of 200,000 gallons.

The Portola pump station has the ability to use the Wet Weather Facility as a modified equalization basin or as wet weather flow storage as originally designed.

Operations were good overall in July; we did have the Gas blower that we were working with at the beginning of the month. RF came in to address Boiler #1. Work on the ignition system continued as we started the migration. We did some more work on the piping for the RDT to increase feed rate. Various other projects continued forward.

We are still waiting on the formal report from the state that occurred in June.

We have been working with Star Creek Land Stewards and coordinating with the City of Half Moon Bay to address the Fire department concerns regarding the property in front of the plant. The goats would have already been here prior to this July 26th meeting, I will have a report from the biologist as to the before and after as we adhere to our land use permit in next month's MMR.

We have begun Initial steps of Lucy system and will be running concurrently with our existing system during this transition. There will be a learning curve associated with it so I expect it to take a little while before it is fully implemented.

Gas blower which were approved at last month's board meeting have been ordered, we have one in the shop being repaired right now, (the repair company was kind enough to

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meet supervisor Costello in Santa Barbara to pick it up in early July). As was pointed out previously the lead time for the new ones can be up to fourteen weeks.

During the month of July 2019, rainfall was below normal for Half Moon Bay. The 10-year average for the area is 0.16 inches of rain in July. This year 0.10 inches were recorded (US climate data HMB). Rainfall totals were as follows: 0.08 inches at the treatment plant, 0.07 inches in the GCSD service are, and 0.11 inches at the MWSD weather station. There were micro-climate variations verified by the data.

Below is a chronological summary of some of the occurrences during the month of July 2019.

- 7/1/2019 – Work on Digester Gas Blower system with Cal-Con
- 7/2/2019 – Richard from Vaughn Industrial Repair was in to work on the gas blower.
- 7/4/2019 – RTD solids at 7.65%, better then then the roughly 1 to 1.5 % we were feeding with the combined WAS and Primary sludge.
- 7/5/2019 – Boiler tripped but we were able to reset it.
- 7/8/2019 – Cal-Con in to work on ignition system, Felipe, our newest employee started today in the collection worker position.
- 7/10/2019 – Cal-Con in working on ignition system.
- 7/11/2019 – Working with Cal-Con on digester gas pressure switches. Staff attended SSMP training conducted by Doug Humphrey.
- 7/12/2019 – The crew had to clean out the digester heat exchanger due to a blockage.
- 7/15/2019 – Boiler #2 was having issues, had to call in RF McDonald to repair.
- 7/17/2019 – Crew had safety training today.
- 7/18/2019 – Cal-Con in to replace VFD for RAS pump #3.
- 7/19/2019 – RF McDonald in working on Boiler #1, continued work on RDT sludge line.
- 7/22/2019 – Cal-Con in and RF McDonald working on boiler #1.
- 7/23/2019 – Tut-hill / Harrington reps here to check out pump system.

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- 7/24/2019 – City Mechanical in to work on HVAC unit over lab area. Cal-Con in working on ignition system.
- 7/25/2019 – City Mechanical back to work on HVAC unit. Cal-Con in to work on calibrations. Collection system interviews conducted today.
- 7/26/2019 – Cal-Con in work on Calibrations.
- 7/29/2019 – Work on RDT piping.
- 7/30/2019 – Cal-Con in working on ignition system. Work on RDT piping some more.
- 7/31/2019 – Misco/Evoqua here for primary clarifier inspection and to measure skimmer trough for repair options. Univar was in to evacuate sodium hydroxide tank of 20 year old product. Cal-Con in switching over to ignition system. Del-Secco in to core hole for RDT and for drain.

There were 14 deliveries (approximately 5,575 gallons) of trucked waste discharged at the SAM plant for a total revenue of \$ 557.50. There were 231 leachate deliveries to the SAM IPS line in the month of July, for a total leachate volume of 1,386,893 gallons.

The NPDES data report for July 2019 is attached reference (Attachment B).

Contract Collection Services

The SAM crew cleaned 36,825 feet of sewer line and responded to 8 service calls in contract service areas. Five were during regular business hours, three were after hours. One was in the HMB service area, four were in the GCSD service area, and three were in the MWSD service area.

- HMB – The one service call in HMB was as follows: (7/12) – This call was on the maintenance side; it was for a call at the Bell Moon Lift Station. The issue was caused by a battery back up at the station that had failed, the battery has been replaced and is fully functional again.

There were no collection service calls in HMB area this month.

- GCSD – There were four calls in the GCSD service area, they were as follows; (7/9) – A blockage caused by wipes in the lower part of the lateral that GCSD will assist with, they crew cleared the blockage to return service flow. (7/25) a resident called about water running on the side of the apartment that upon further inspection was from a sump pump. (7/25) a resident called about a lateral issue; they crew cleared the blockage to return flow. It appeared to

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be caused by wipes, the owner was advised not to flush “flushable wipes”. (7/27) lateral back up at a repeat address, could be an issue at connection to main line, lateral was televised and delivered to GCSD for further review.

There were no maintenance service calls in GCSD area this month.

MWSD – There were three sewer related call in the MWSD area.

(7/11) - Resident called due to slow toilets, the crew flushed the main to confirm it was clear and found nothing. (7/22) – Crew was called for a grinder pump issue, they cleaned out the vault and washed it down so that the maintenance crew could work on it following day. (7/23)- Grinder pump was replaced by maintenance staff at residence were collection crew was the previous day.

The July collection system data report is provided for the Board’s information. There were no Category 1, no Category 2, and no Category 3 SSOs during the month of July 2019.

Staff Recommendation

Staff recommends that the Board receive the Manager’s Report for July 2019.

Supporting Documents

Attachment A: Monthly Flow Report July 2019

Attachment B: Monthly NPDES Report July 2019

Attachment C: Collection System Data July 2019

Attachment D: Contract Collection Services Report July 2019

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Attachment A

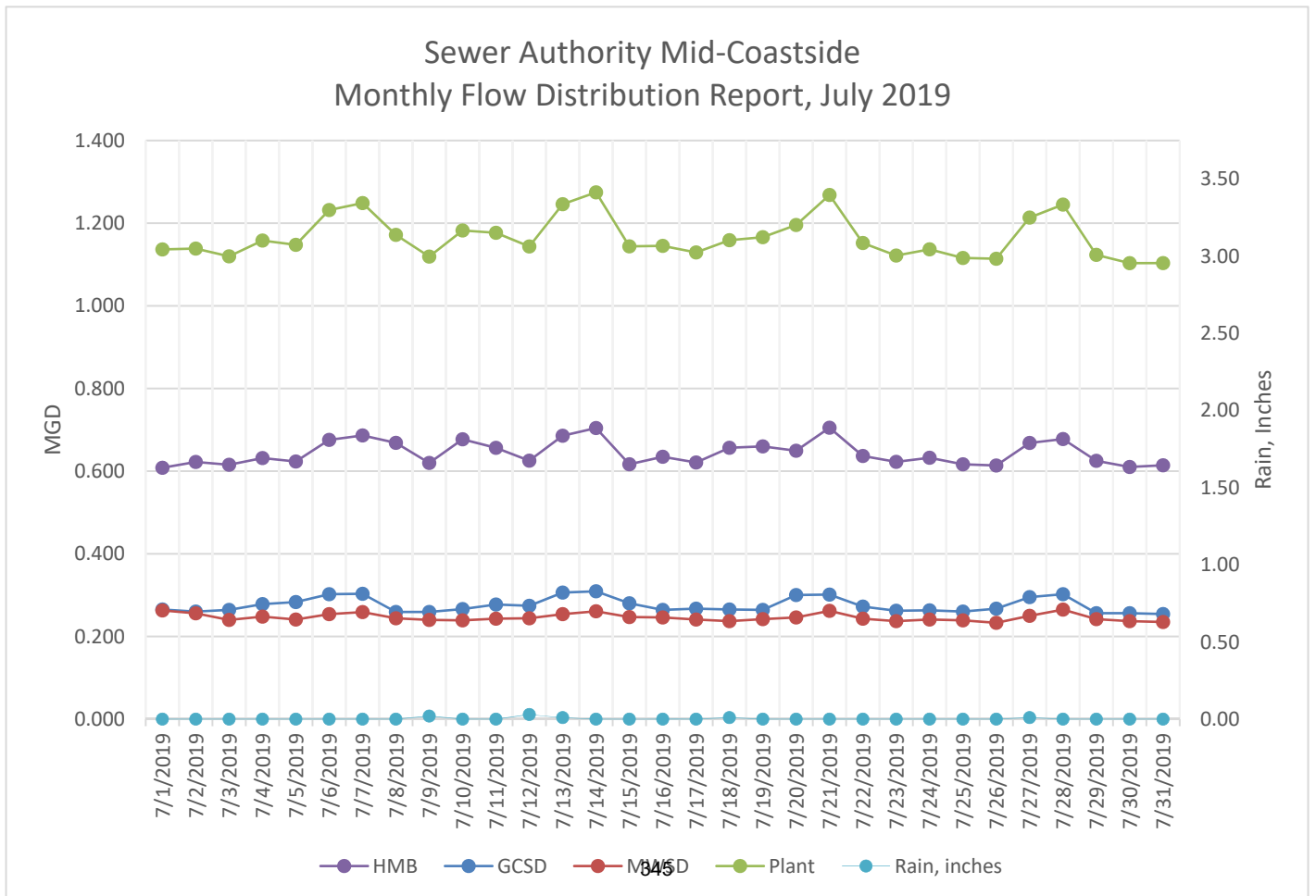
Flow Distribution Report Summary for July 2019

The daily flow report figures for the month of July 2019
have been converted to an Average

Daily Flow (ADF) for each Member Agency.
The results are attached for your review.

The summary of the ADF information is as follows:

	<u>MGD</u>	<u>%</u>
The City of Half Moon Bay	0.644	55.2%
Granada Community Services District	0.276	23.6%
Montara Water and Sanitary District	<u>0.246</u>	<u>21.1%</u>
Total	1.166	100.0%



Sewer Authority Mid-Coastside

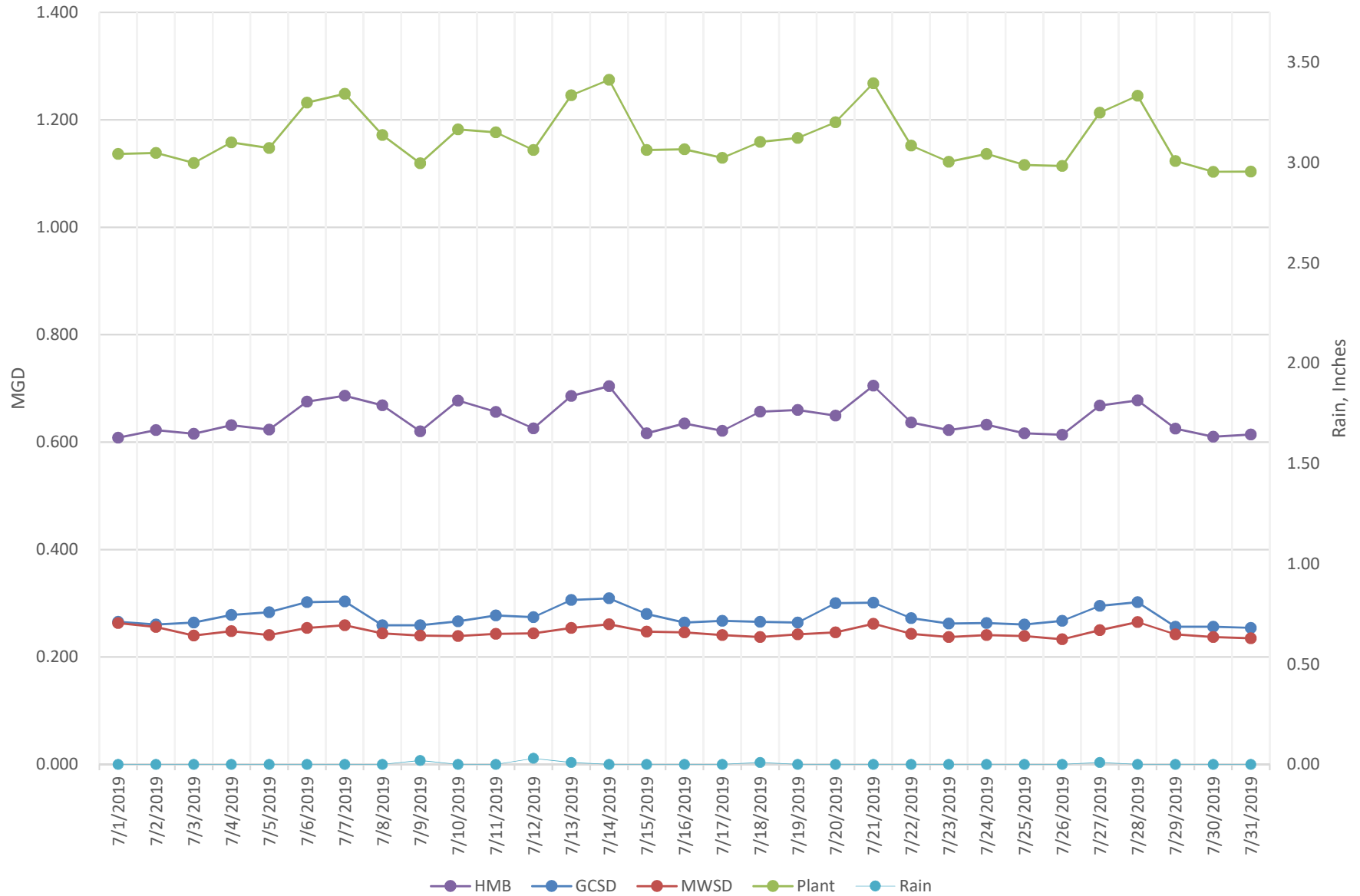
Monthly Flow Distribution Report for July 2019

<u>Date</u>	<u>HMB</u>	<u>GCSD</u>	<u>MWSD</u>	<u>Plant</u>	<u>Rain Plant</u>	<u>Rain Portola</u>	<u>Rain Montara</u>
7/1/2019	0.608	0.265	0.263	1.136	0.00	0.00	0.00
7/2/2019	0.622	0.260	0.256	1.139	0.00	0.00	0.00
7/3/2019	0.616	0.264	0.240	1.120	0.00	0.00	0.00
7/4/2019	0.632	0.278	0.248	1.158	0.00	0.00	0.00
7/5/2019	0.623	0.283	0.241	1.148	0.00	0.00	0.00
7/6/2019	0.676	0.302	0.254	1.232	0.00	0.00	0.00
7/7/2019	0.686	0.303	0.259	1.249	0.00	0.00	0.00
7/8/2019	0.668	0.259	0.244	1.172	0.00	0.00	0.00
7/9/2019	0.620	0.259	0.240	1.119	0.02	0.02	0.03
7/10/2019	0.677	0.266	0.239	1.182	0.00	0.00	0.00
7/11/2019	0.656	0.277	0.243	1.177	0.00	0.01	0.01
7/12/2019	0.625	0.274	0.244	1.144	0.03	0.02	0.03
7/13/2019	0.686	0.306	0.254	1.246	0.01	0.01	0.02
7/14/2019	0.704	0.309	0.261	1.275	0.00	0.00	0.00
7/15/2019	0.617	0.280	0.247	1.144	0.00	0.00	0.00
7/16/2019	0.635	0.264	0.246	1.145	0.00	0.01	0.02
7/17/2019	0.621	0.267	0.241	1.129	0.00	0.00	0.00
7/18/2019	0.657	0.265	0.237	1.159	0.01	0.00	0.00
7/19/2019	0.660	0.264	0.242	1.166	0.00	0.00	0.00
7/20/2019	0.649	0.300	0.246	1.196	0.00	0.00	0.00
7/21/2019	0.705	0.301	0.262	1.268	0.00	0.00	0.00
7/22/2019	0.637	0.272	0.243	1.152	0.00	0.00	0.00
7/23/2019	0.622	0.262	0.237	1.122	0.00	0.00	0.00
7/24/2019	0.632	0.263	0.241	1.137	0.00	0.00	0.00
7/25/2019	0.617	0.260	0.239	1.116	0.00	0.00	0.00
7/26/2019	0.614	0.267	0.233	1.114	0.00	0.00	0.00
7/27/2019	0.668	0.295	0.250	1.214	0.01	0.00	0.00
7/28/2019	0.678	0.302	0.265	1.245	0.00	0.00	0.00
7/29/2019	0.625	0.256	0.242	1.123	0.00	0.00	0.00
7/30/2019	0.610	0.256	0.237	1.103	0.00	0.00	0.00
7/31/2019	0.614	0.254	0.235	1.103	0.00	0.00	0.00
Totals	19.961	8.541	7.629	36.131	0.08	0.07	0.11

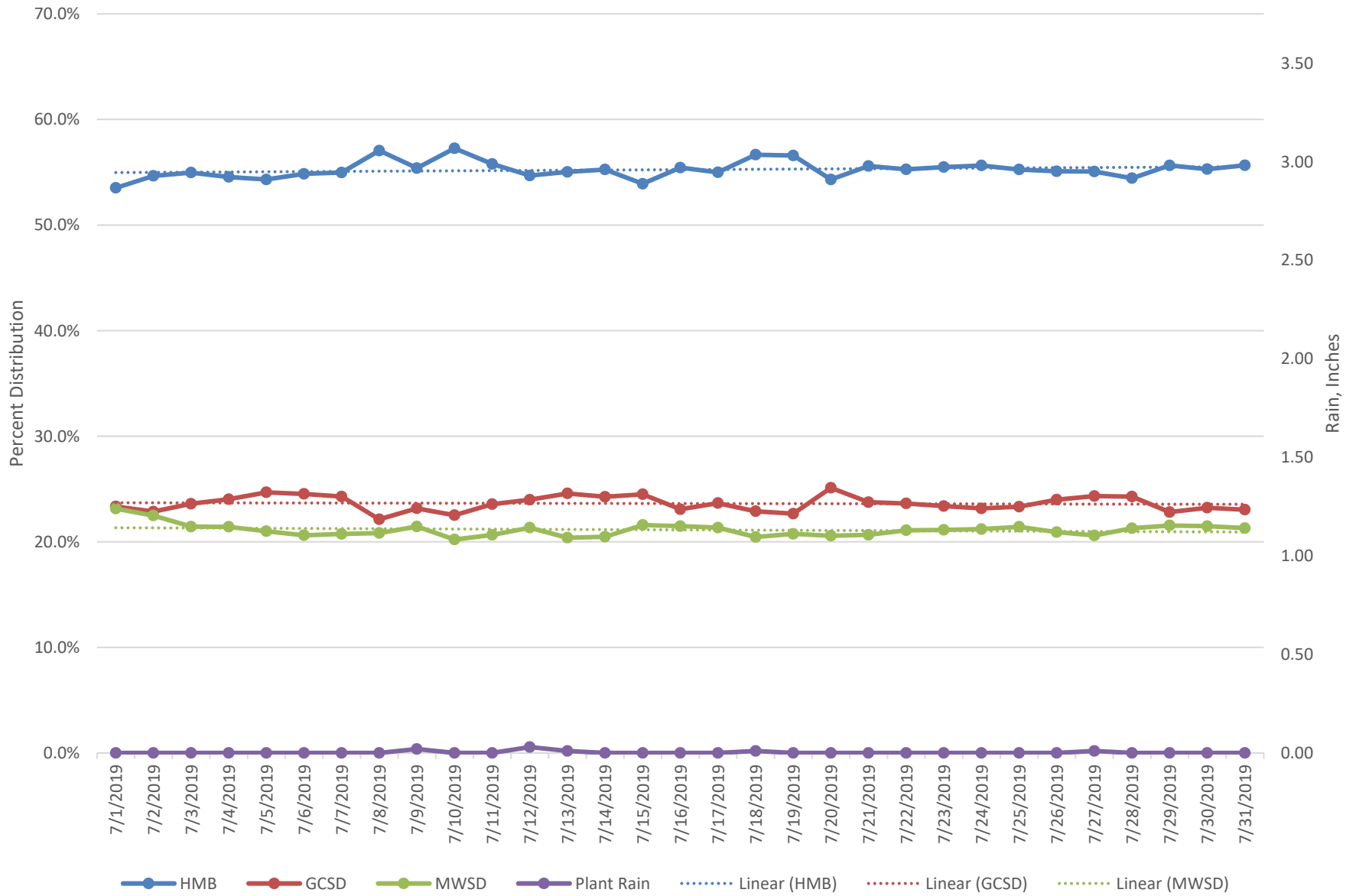
Summary

	<u>HMB</u>	<u>GCSD</u>	<u>MWSD</u>	<u>Plant</u>
Minimum	0.608	0.254	0.233	1.103
Average	0.644	0.276	0.246	1.166
Maximum	0.705	0.309	0.265	1.275
Distribution	55.2%	23.6%	21.1%	100.0%

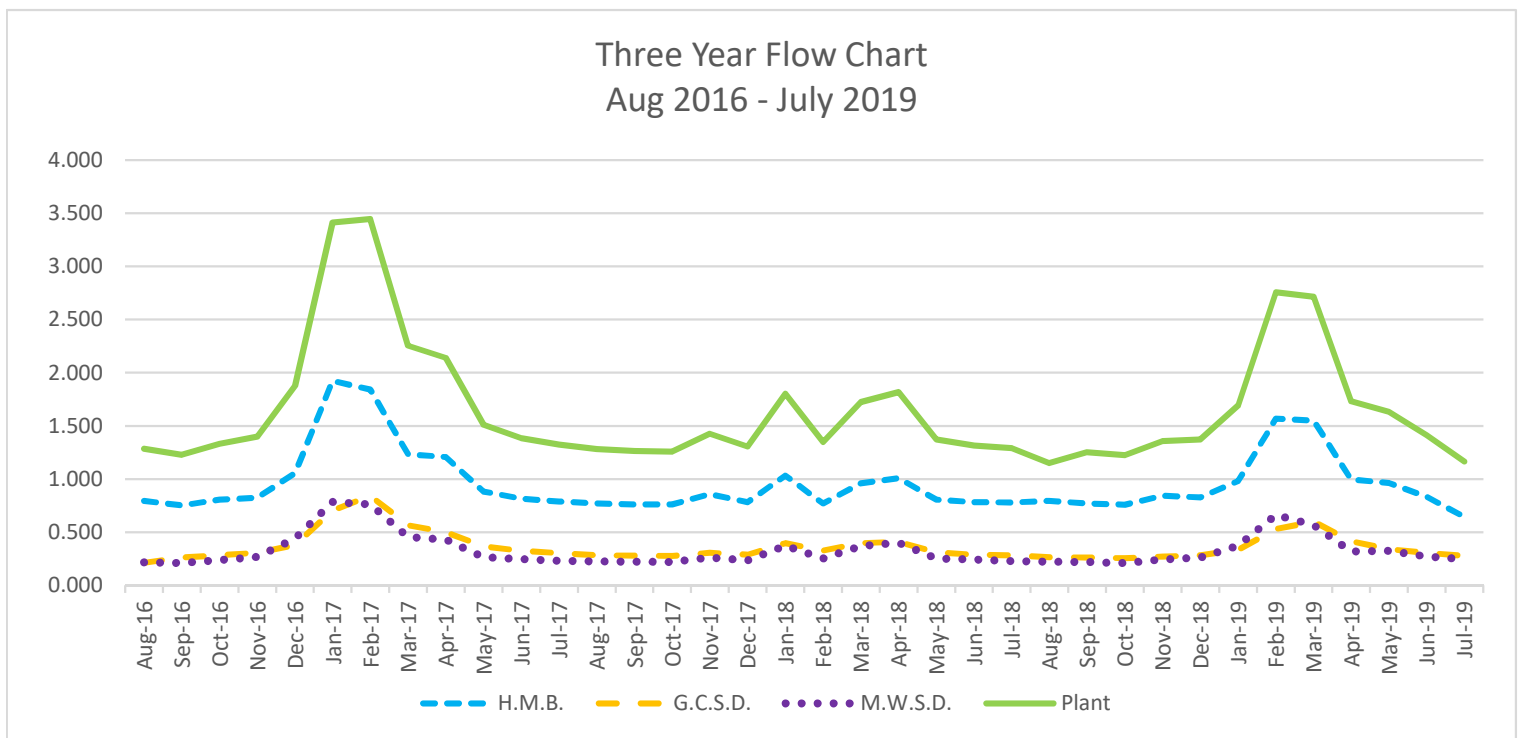
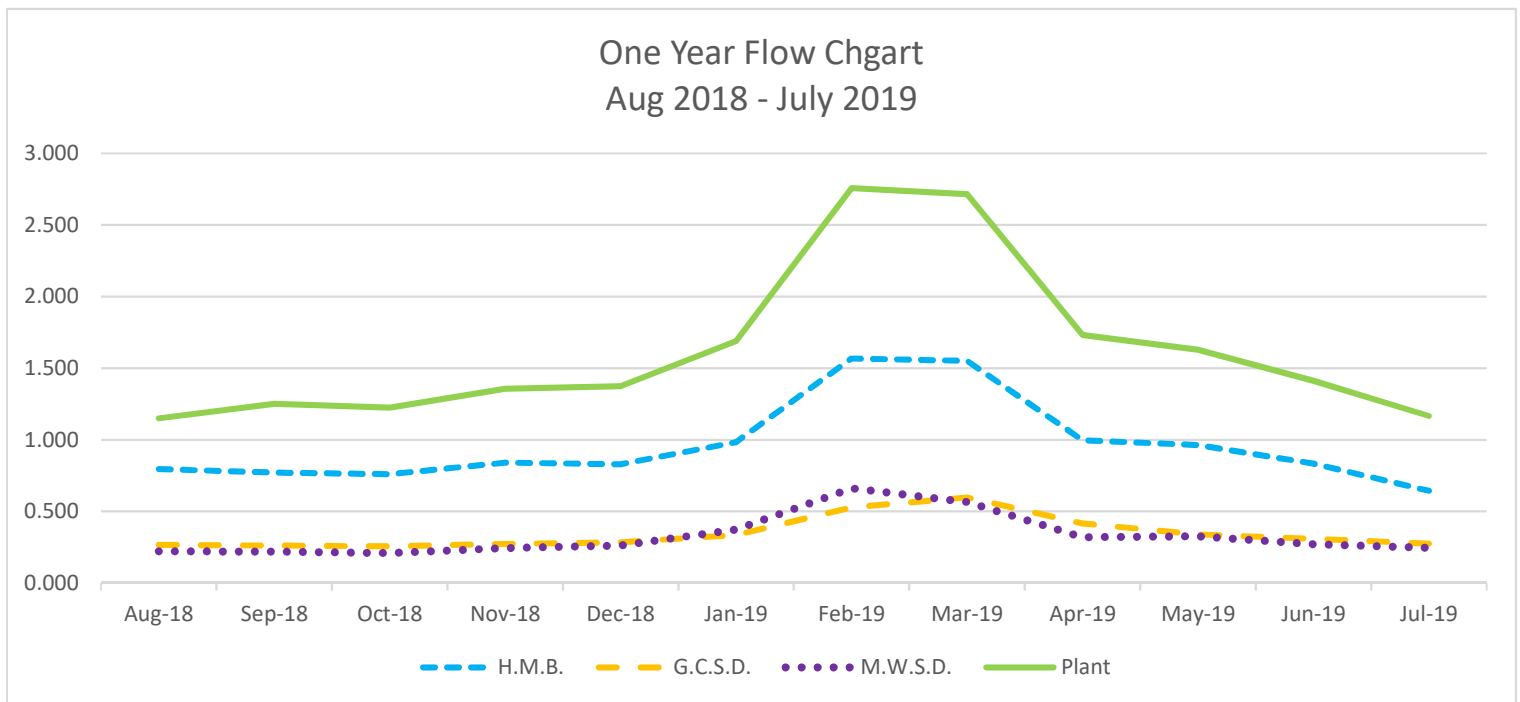
Sewer Authority Mid-Coastside Monthly Flow Distribution Report, July 2019



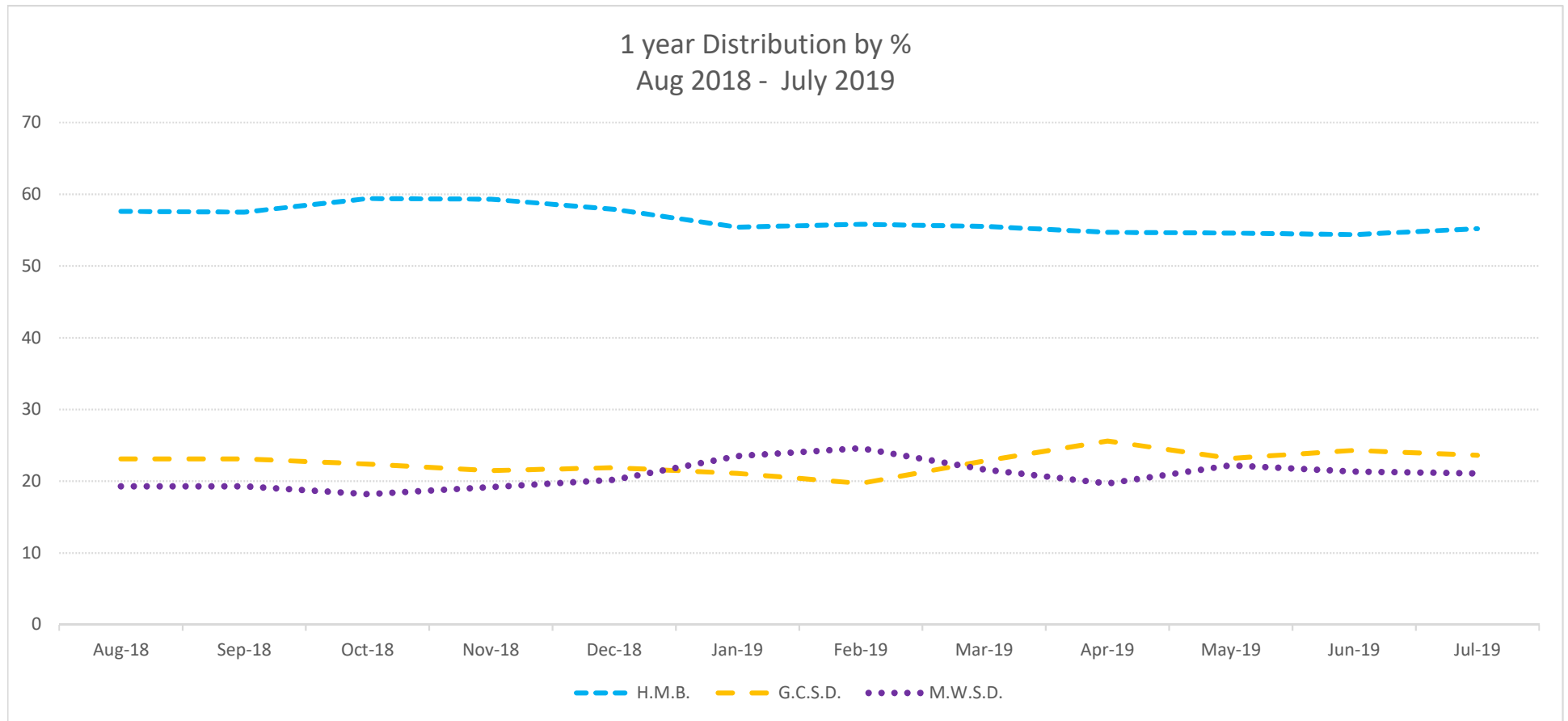
Percent Distribution July 2019



Most recent flow calibration April 2018 PS, April 2018 Plant



Flow based percent distribution based for past year



SAM E-001 July 2019

Date	Inf TSS mg/l	Eff TSS mg/l	Eff TSS Weekly Avg	TSS % Removal	Inf BOD mg/l	Eff BOD mg/l	Eff BOD Weekly Avg mg/l
7/1/2019	340	11.2		96.7%	380	27	
7/2/2019							
7/3/2019							
7/4/2019							
7/5/2019							
7/6/2019			11.20				27.00
7/7/2019							
7/8/2019	392	6.62		98.3%	440	14	
7/9/2019	302	5.38		98.2%	360	13.0	
7/10/2019							
7/11/2019							
7/12/2019							
7/13/2019			6.00				13.50
7/14/2019							
7/15/2019							
7/16/2019	296	6.75		97.7%	340	18.0	
7/17/2019	326	6.50		98.0%	350	17.0	
7/18/2019							
7/19/2019							
7/20/2019			6.63				17.50
7/21/2019							
7/22/2019							
7/23/2019							
7/24/2019	270	5.62		97.9%	310	9.5	
7/25/2019	294	3.38		98.9%	320	7.1	
7/26/2019							
7/27/2019			4.50				8.30
7/28/2019	322	5.75		98.2%	380	9.6	
7/29/2019	310	6.90		97.8%	370	8.8	
7/30/2019							
7/31/2019			6.33				9.20
Count	9	9	5	9	9	9	5
Minimum	270	3.38	4.50	96.7%	310	7.1	8.3
Average	317	6.46	6.93	98.0%	361	13.8	15.1
Maximum	392	11.20	11.20	98.9%	440	27.0	27.0
Percent Removal				85			
5 Sample Median							
High							
Low							
Daily Max							
Weekly Max			45				45
Monthly Average		30				30	

SAM E-001 July 2019

Date	BOD % Removal	Eff Settleable Matter mg/l		Eff Settleable Matter Weekly Avg mg/l		Eff Turbidity NTU	Eff Turbidity Weekly Avg NTU	Chlorine Residual Day Max
7/1/2019	92.9%		0.8			5.2		0.00
7/2/2019								0.00
7/3/2019								0.00
7/4/2019								0.00
7/5/2019								0.00
7/6/2019					0.80		5.20	0.00
7/7/2019								0.00
7/8/2019	96.8%		0.1			4.4		0.00
7/9/2019	96.4%		0.1			4		0.00
7/10/2019								0.00
7/11/2019								0.00
7/12/2019								0.00
7/13/2019					0.10		4.20	0.00
7/14/2019								0.00
7/15/2019								0.00
7/16/2019	94.7%		0.4			4.20		0.00
7/17/2019	95.1%		0.5			4.50		0.00
7/18/2019								0.00
7/19/2019								0.00
7/20/2019					0.45		4.35	0.00
7/21/2019								0.00
7/22/2019								0.00
7/23/2019								0.00
7/24/2019	96.9%		0.1			4.60		0.00
7/25/2019	97.8%		0.1			3.30		0.00
7/26/2019								0.00
7/27/2019					0.10		3.95	0.00
7/28/2019	97.5%		1.1			5.00		0.00
7/29/2019	97.6%		0.5			5.20		0.00
7/30/2019								0.00
7/31/2019					0.80		5.10	0.00
Count	9		9		5	9	5	31
Minimum	92.9%	<	0.1		0.10	3.30	3.95	0.0
Average	96.2%	<	0.41	<	0.45	4.49	4.56	0.0
Maximum	97.8%		1.1		0.8	5.20	5.20	0.0
Percent Removal	85							
5 Sample Median								
High								
Low								
Daily Max						225		4.8
Weekly Max							100	
Monthly Average						75		

SAM E-001 July 2019

Date	Chlorine time Minutes	Ammonia Nitrogen Distilled mg/l	Eff pH	Eff Temp	Entero- cocci MPN		30 day geo mean		Eff DO mg/l	Eff DO % Saturation
7/1/2019	0.00	33.2	7.32	20.8	<	10			6.83	76.3
7/2/2019	0.00		7.30	20.9					6.60	73.7
7/3/2019	0.00		7.45	20.8					7.35	82.0
7/4/2019	0.00		7.38	20.9					6.84	76.5
7/5/2019	0.00		7.38	20.7					7.30	81.3
7/6/2019	0.00		7.36	21.2			<	10	6.42	72.3
7/7/2019	0.00		7.34	21.4					6.67	75.3
7/8/2019	0.00		7.38	20.8					7.22	80.6
7/9/2019	0.00	35.2	7.39	20.6	<	10			7.36	81.8
7/10/2019	0.00		7.43	21.3					7.00	78.8
7/11/2019	0.00		7.29	21.5					6.52	73.8
7/12/2019	0.00		7.26	21.2					6.46	72.7
7/13/2019	0.00		7.43	21.2			<	10	6.84	76.9
7/14/2019	0.00		7.23	21.6					5.78	64.2
7/15/2019	0.00		7.34	21.2					6.98	78.5
7/16/2019	0.00		7.36	21.5					7.09	80.3
7/17/2019	0.00	52.2	7.45	21.9	<	10			6.59	75.2
7/18/2019	0.00		7.40	21.7					6.87	78.1
7/19/2019	0.00		7.37	21.7					6.73	76.4
7/20/2019	0.00		7.28	22.0			<	10	6.45	73.5
7/21/2019	0.00		7.28	22.0					6.22	71.2
7/22/2019	0.00		7.33	21.4					6.65	75.1
7/23/2019	0.00		7.36	21.2					7.00	78.7
7/24/2019	0.00		7.50	21.5					7.13	80.8
7/25/2019	0.00		7.44	21.5	<	10			6.95	78.6
7/26/2019	0.00		7.35	21.4					6.93	78.3
7/27/2019	0.00		7.39	21.4			<	10	6.58	74.3
7/28/2019	0.00		7.24	21.8					5.81	65.8
7/29/2019	0.00		7.32	21.7					6.55	74.5
7/30/2019	0.00		7.32	21.3					6.83	77.0
7/31/2019	0.00		7.44	21.7					7.00	79.5
Count	31	3	31	31		4		4	31	31
Minimum	0.00	33.2	7.23	20.6	<	10	<	10	5.78	64.2
Average	0.0	40.2	7.36	21.3	<	10	<	10	6.76	76.2
Maximum	0.00	52.2	7.50	22.0	<	10	<	10	7.36	82.0
Percent Removal										
5 Sample Median							2,800			
High			9							
Low			6							
Daily Max					8,300					
Weekly Max										
Monthly Average										

Sewer Authority Mid-Coastside

Monthly Collection System Activity/SSO Distribution Report, July 2019

July 2019

		Number of S.S.O.'s			
	Total	HMB	GCSD	MWSD	SAM
Roots	0	0	0	0	0
Grease	0	0	0	0	0
Mechanical	0	0	0	0	0
Wet Weather	0	0	0	0	0
Other	0	0	0	0	0
Total	0	0	0	0	0

12 Month Moving Total

		12 month rolling Number			
	Total	HMB	GCSD	MWSD	SAM
Roots	0	0	0	0	0
Grease	0	0	0	0	0
Mechanical	1	0	0	0	1
Wet Weather	0	0	0	0	0
Other	0	0	0	0	0
Total	1	0	0	0	1
		0%	0%	0%	100%

Reportable SSOs

		Reportable Number of S.S.O.'s			
	Total	HMB	GCSD	MWSD	SAM
July 2019	0	0	0	0	0
12 Month Moving Total	1	0	0	0	1

SSOs / Year / 100 Miles

		Number of S.S.O.'s /Year/100 Miles			
	Total	HMB	GCSD	MWSD	SAM
July 2019	0.0	0.0	0.0	0.0	0.0
12 Month Moving Total	1.0	0.0	0.0	0.0	13.7
Category 1	0.0	0.0	0.0	0.0	0.0
Category 2	1.0	0.0	0.0	0.0	13.7
Category 3	0.0	0.0	0.0	0.0	0.0
Miles of Sewers	104.5	37.0	33.2	27.0	7.3
		35.4%	31.8%	25.8%	7.0%

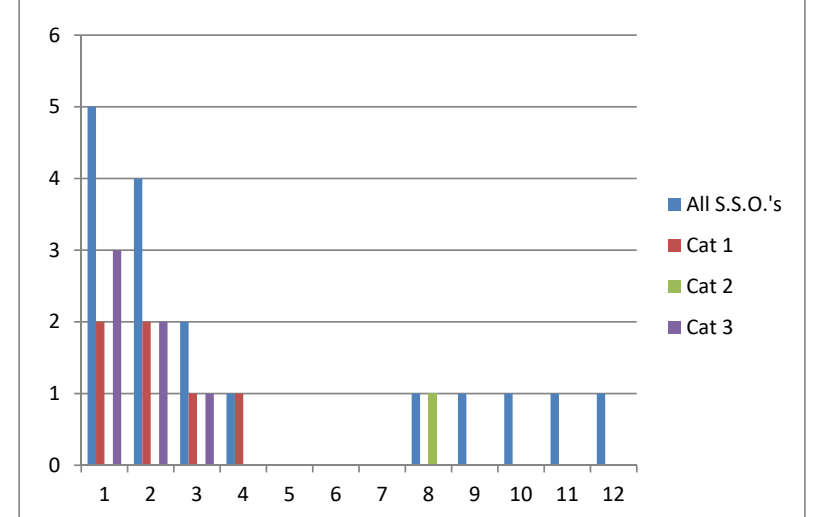
12 Month Rolling Total Sewer Cleaning Summary

Month	HMB	GCSD	MWSD	Total Feet	Total Miles
Aug - 18	22,610	22,232	16,155	60,997	11.6
Sep - 18	15,448	16,407	11,416	43,271	8.2
Oct - 18	21,189	10,969	14,786	46,944	8.9
Nov - 18	19,571	27,546	10,338	57,455	10.9
Dec - 18	27,756	17,357	9,422	54,535	10.3
Jan - 19	17,682	11,504	11,240	40,426	7.7
Feb - 19	10,374	9,126	11,371	30,871	5.8
Mar - 19	11,777	10,890	10,020	32,687	6.2
Apr - 19	12,934	10,801	11,247	34,982	6.6
May - 19	11,193	12,786	10,094	34,073	6.5
June - 19	14,529	18,431	10,419	43,379	8.2
July - 19	8,754	18,560	9,511	36,825	7.0

Annual ft	193,817	186,609	136,019	516,445	
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Annual Mi.	36.7	35.3	25.8		97.8
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12 Month Moving SSO Totals Through July 2019



TASK SUMMARY-HMB 2019-2020

Task	Target Total	July	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Total to Date	% Complete
Sewer Line Cleaning	92,400	3,363												3,363	4%
Hot Spot Cleaning	9,000	5,391												5,391	60%
Lift Station Inspection - Weekly	52	5												5	10%
Lift Station Inspection - Quarterly	4	-												-	0%
Lift Station Inspection - Annually	1	-												-	0%
Maint. Work Orders - Completed	-	14												14	-
Maint. Work Orders - Incomplete	-	-												-	-
Manhole Inspection	844	49												49	6%
USA Markings	852	88												88	10%
F.O.G.	20	-													
Customer Service Call - Reg	-	1												1	-
Customer Service Call - OT	-	-												-	-
SSO Response - Category 1	-	-												-	-
SSO Response - Category 2	-	-												-	-
SSO Response - Category 3	-	-												-	-

TASK SUMMARY- GCSD 2019-2020

Task	Target Total	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Total to Date	% Complete
Sewer Line Cleaning	174,000	16,438												16,438	9%
Hot Spot Cleaning	5,400	2,122												2,122	39%
Lift Station Inspection - Daily	260	22												22	0%
Lift Station Inspection - Annually	3	-												-	0%
Maint. Work Orders - Completed	-	22												22	-
Maint. Work Orders - Incomplete	-	-												-	-
Manhole Inspection	879	89												89	10%
USA Markings	372	52												52	14%
F.O.G. Inspections Completed	10	-												-	0%
F.O.G. Inspections Passed	10	-												-	0%
F.O.G. Inspection Failed	-	-												-	-
Lateral Inspections	-													-	-
Customer Service Call - Reg	-	2												2	-
Customer Service Call - OT	-	2												2	-
SSO Response - Category 1	-	-												-	-
SSO Response - Category 2	-	-												-	-
SSO Response - Category 3	-	-												-	-
Insurance Claims Filed	-	0												-	-

TASK SUMMARY -MWSD 2019-2020

Task	Target Total	Units	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Total to Date	% Complete
Sewer Line Cleaning	126,000	Linear feet	8,123												8,123	6%
Hot Spot Cleaning	16,500	Linear feet	1,388												1,388	8%
Lift Station Inspection - Daily	3,380	Each	286												286	8%
Lift Station Inspection - Annually	13	Each	-												-	0%
Maint. Work Orders - Completed	-	Each	290												290	-
Maint. Work Orders - Incomplete	-	Each	-												-	-
Manhole Inspection	572	Each	46												46	8%
USA Markings	252	Each	20												20	8%
F.O.G. Inspections Completed	6	Each	-												-	0%
F.O.G. Inspections Passed	6	Each	-												-	0%
F.O.G. Inspection Failed	-	Each	-												-	-
Customer Service Call - Reg	-	Each	2												2	-
Customer Service Call - OT	-	Each	1												1	-
SSO Response - Category 1	-	Each	-												-	-
SSO Response - Category 2	-	Each	-												-	-
SSO Response - Category 3	-	Each	-												-	-
Insurance Claims Filed	-	Each	-												-	-



SEWER AUTHORITY MID-COASTSIDE

Staff Report

TO: Honorable Board of Directors

FROM: Kishen Prathivadi, Acting General Manager

SUBJECT: **Attorney's Report**

Executive Summary

The purpose of this report is for information purposes only.

Fiscal Impact

There is no fiscal impact from this report.

Strategic Plan Compliance

The recommendation complies with the SAM Strategic Plan Goal 4: *"A well-organized, motivated, and well-trained staff with an effective Board of Directors are the most important keys to success for SAM."*

Background and Discussion/Report

This item is placed on the agenda to allow for any report from the Attorney.

Staff Recommendation

Staff recommends that the Board of Directors receive the report.

Supporting Documents

None

BOARD MEMBERS:	J. Blanchard	B. Dye	R. Lohman
	D. Penrose	D. Ruddock	K. Slater-Carter
ALTERNATE MEMBERS:	S. Boyd	M. Clark	A. Eisen
	J. Harvey	H. Rarback	



SEWER AUTHORITY MID-COASTSIDE

Staff Report

TO: Honorable Board of Directors

FROM: Kishen Prathivadi, Acting General Manager

SUBJECT: Directors' Reports

Executive Summary

The purpose of this report is for information purposes only.

Fiscal Impact

There is no fiscal impact from this report.

Strategic Plan Compliance

The recommendation complies with the SAM Strategic Plan Goal 4: *"A well-organized, motivated, and well-trained staff with an effective Board of Directors are the most important keys to success for SAM."*

Background and Discussion/Report

This item is placed on the agenda to allow for any reports from the Directors.

Staff Recommendation

Staff recommends that the Board of Directors receive the report.

Supporting Documents

None

BOARD MEMBERS:	J. Blanchard	B. Dye	R. Lohman
	D. Penrose	D. Ruddock	K. Slater-Carter
ALTERNATE MEMBERS:	S. Boyd	M. Clark	A. Eisen
	J. Harvey	H. Rarback	



SEWER AUTHORITY MID-COASTSIDE

Staff Report

TO: Honorable Board of Directors

FROM: Kishen Prathivadi, Acting General Manager

SUBJECT: Topics for Future Agenda Board Consideration

Executive Summary

The purpose of this report is for information purposes only.

Fiscal Impact

There is no fiscal impact from this report.

Strategic Plan Compliance

The recommendation complies with the SAM Strategic Plan Goal 4: *“A well-organized, motivated, and well-trained staff with an effective Board of Directors are the most important keys to success for SAM.”*

Background and Discussion/Report

This item is placed on the agenda to allow for the Board’s continuing review of items for future agendas.

Staff Recommendation

Staff recommends that the Board of Directors receive the report.

Supporting Documents

Attachment A: List of Future Agenda Items

BOARD MEMBERS:	J. Blanchard	B. Dye	R. Lohman
	D. Penrose	D. Ruddock	K. Slater-Carter
ALTERNATE MEMBERS:	S. Boyd	M. Clark	A. Eisen
	J. Harvey	H. Rarback	

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SEWER AUTHORITY MID-COASTSIDE
Future Agenda Items

Attachment A

	Items	Requested / Required By	Priority	Scheduled for	Status / Notes
1	Closed Session - Interim General Manager	Contract		6/24/19	Ongoing
2	Disengagement of Maze	Board		9/9/19	
3	Audit Presentation for FYE 6/30/18	Policy		9/9/19	
4	Adopt Bi-weekly Wage Schedule FY 2019/20	CalPERS		6/24/19	Completed
5	Authorize CalPERS Lump Sum Payment FY 19/20	CalPERS		6/24/19	Completed
6	Draft Public Records Act Policy	Ruddock		9/23/19	Pending
7	Draft Policy for Minutes	Penrose		9/23/19	Pending
8	Adopt Resolution for CalPERS Health Coverage Plans	CalPERS		8/12/19	Pending
9	Quarterly Investments Report 6/30/19			7/22/19	Ongoing
10	Approve Contract for General Counsel Services	Board		9/23/19	
11	Recycled Water	MA		9/23/19	
12	Strategic Plan Workshop	Board		10/5/19	
13	Board Reviews Proposed 5-Year CIP 2020 - 2024	FC		10/28/19	
14	Quarterly Investments Report 9/30/19	GC		11/25/19	
15	Board Adopts 5-Year CIP 2020 - 2024	FC		11/25/19	
16	Amend Unrepresented Employees Manual	Policy		12/9/19	
17	Audit Presentation for FYE 6/30/19	Policy		12/9/19	
18	Mid-Year Budget Amendment (if needed)	Policy		1/13/20	
19	Quarterly Investments Report 1/31/20	GC		1/27/20	
20				2/10/20	
21				2/24/20	
22				3/9/20	
23				3/23/20	
24	Closed Session - General Manager's Review			4/13/20	
25	Quarterly Investments Report 3/31/20			4/27/20	
26					
27					
28					
29					
30					
31					

FC = Finance Committee

GC = Government Code

MA = Member Agency

BOC = Board Operations Committee