



SEWER AUTHORITY MID-COASTSIDE

Board of Directors Meeting Agenda

Regular Board Meeting 7:00 PM, Monday, February 14, 2022

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

Computer Audio: Please click the link below to join the Zoom webinar:

Join Zoom Meeting

<https://us02web.zoom.us/j/87118854482?pwd=ZGVKWEITRDU4MUtNSHN0aGw0ZXpPUT09>

Meeting ID: 871 1885 4482

Passcode: 163230

One tap mobile

+16699006833,,87118854482#,,,,*163230# US (San Jose)

If you have a disability and require special assistance related to participating in this teleconference meeting, please contact the Authority at least two working days in advance of the meeting at (650) 726-0124 or via email at kishen@samcleanswater.org.

1. CALL TO ORDER

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

B. AB 361 Board Determination and Resolution to Continue Authorization for Remote Meeting Participation per Government Code Section 54953(e) (**Attachment**)

2. PUBLIC COMMENT / ORAL COMMUNICATION

Members of the public are welcome to submit comments via e-mail by sending them to kishen@samcleanswater.org. All comments so submitted prior to 7 pm on February 14, 2022 will be read out loud during the discussion of the respective item(s) identified in the e-mail; comments without such identification shall be read during this Item. Members of the public may also provide comments telephonically or electronically on individual items

following recognition by the Board Chair presiding over the meeting.

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 January 24, 2022 Regular Board Meeting (**Attachment**)

B. Approve Disbursements for February 14, 2022 (**Attachment**)

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

A. Authorize General Manager to Issue a Purchase Order to Thomas & Associates for the Purchase of Five Replacement Pumps for the Influent Pump Station at SAM Plant in the Amount of \$103,807 (**Attachment**)

B. Authorize General Manager to Issue a Purchase Order to Pacific Water Resources for the Purchase of One Replacement Pump for the Effluent Pump Station at SAM Plant in the Amount of \$103,644 (**Attachment**)

C. Authorize General Manager to Enter into a Contract for Non-Domestic Wastewater Source Control Registration, Inspection and Permitting Services Not to Exceed \$ 57,805 (**Attachment**)

5. GENERAL MANAGER'S REPORT

6. ATTORNEY'S REPORT

7. DIRECTORS' REPORT

8. TOPICS FOR FUTURE BOARD CONSIDERATION (**Attachment**)

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

B. CONFERENCE WITH LEGAL COUNSEL –SIGNIFICANT RISK OF LITIGATION (1 CASE) Pursuant to Government Code Section 54956.9 (d) (2)

C. PUBLIC EMPLOYEE PERFORMANCE EVALUATION

Pursuant to Government Code 54957- Title: General Counsel

D. PUBLIC EMPLOYEE PERFORMANCE EVALUATION

Pursuant to Government Code 54957- Title: General Manager

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

11. ADJOURNMENT

- Upcoming Regular Board Meetings: February 28, 2022 and March 14, 2022

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.

**RESOLUTION OF THE BOARD OF DIRECTORS OF
THE SEWER AUTHORITY MID-COASTSIDE**

RESOLUTION NO. 1-2022

**RESOLUTION OF THE BOARD OF DIRECTORS OF THE SEWER AUTHORITY
MID-COASTSIDE RELYING ON GOVERNOR NEWSOM’S MARCH 4, 2020
PROCLAMATION OF A STATE OF EMERGENCY, AND AUTHORIZING
VIRTUAL BOARD AND COMMITTEE MEETINGS PURSUANT TO AB 361**

WHEREAS, the Sewer Authority Mid-Coastside (“SAM”) is a joint powers authority organized under the Joint Exercise of Powers Act, Government Code _____ et seq.

WHEREAS, on March 4, 2020, Governor Newsom proclaimed a State of Emergency in California as a result of the threat of COVID-19; and

WHEREAS, the District is committed to preserving and nurturing public access and participation in meetings of the District’s Board of Directors (“Board”); and

WHEREAS, all meetings of the Board are open and public, as required by the Ralph M. Brown Act (Cal. Gov. Code 54950 – 54963), so that any member of the public may attend, participate, and watch the Board conduct its business; and

WHEREAS, the Brown Act, Government Code section 54953(e), makes provisions for remote teleconferencing participation in meetings by members of a legislative body, without compliance with the requirements of Government Code section 54953(b)(3), subject to the existence of certain conditions; and

WHEREAS, a required condition is that a state of emergency is declared by the Governor pursuant to Government Code section 8625, proclaiming the existence of conditions of disaster or of extreme peril to the safety of persons and property within the state and county caused by conditions as described in Government Code section 8558; and

WHEREAS, a proclamation is made when there is an actual incident, threat of disaster, or extreme peril to the safety of persons and property within the Authority’s boundaries, caused by natural, technological, or human-caused disasters; and

WHEREAS, it is further required that state or local officials have imposed or recommended measures to promote social distancing, or, that the legislative body meeting in-person would present imminent risks to the health and safety of attendees;

WHEREAS, such conditions now exist within the Sewer Authority Mid-Coastside (“Authority”), specifically, by the Governor of the State of California’s executive order declaring a State Emergency as a result of the COVID-19 virus pandemic pursuant to Government Code section 8625 and by the County of San Mateo declaring a local emergency a result of the COVID-19 virus pandemic pursuant to Government Code section 8630 and Health and Safety Code Section 101080; and

WHEREAS, holding in-person meetings of the Authority’s Board of Directors (the “Board”) could present an imminent risk to the health and safety of Board members, Authority staff and attendees and directly impacts their ability to meet safely due to the SARS-CoV-2 B.1.617.2 (Delta) variant, which has been circulating in San Mateo County, is highly transmissible in indoor settings and requires multi- component prevention strategies to reduce spread; despite high vaccination rates, San Mateo County continues to experience substantial levels of community transmission due to the Delta variant and while most COVID-19 cases are among unvaccinated residents, breakthrough cases continue and remain a concern; and

WHEREAS, as a consequence of the State declared emergency, the Board does hereby declare that it shall conduct its meetings without compliance with paragraph (3) of subdivision (b) of Government Code section 54953, as authorized by subdivision (e) of section 54953, and shall comply with the requirements to provide the public with access to the meetings as prescribed in paragraph (2) of subdivision (e) of section 54953; and

WHEREAS, the Board does hereby declare that the Authority shall take all measures reasonably necessary to ensure access to remote teleconference meetings for the public in accordance with paragraph (2) of subdivision (e) of section 54953.

NOW, THEREFORE, be it resolved by the Board of the Sewer Authority Mid-Coastside, a public agency in the County of San Mateo, California, as follows:

Section 1: Continuation of Remote Teleconference Meetings: Consistent with the provisions of Government Code Section 54953(e), the Board finds and determines that (1) a state of emergency related to COVID-19 is currently in effect; (2) state and/or local officials have recommended measures to promote social distancing in connection with COVID-19; and (3) due to the COVID-19 emergency, meeting in person would present imminent risks to the health and safety of attendees; and, based on the foregoing facts, findings and determinations, the Board authorizes staff to conduct remote teleconference meetings of the Board of Directors, including Committee meetings, per the provisions of Government Code Section 54953(e).

Section 2: Effective Date of Resolution. This Resolution shall take effect upon adoption and shall be effective for 30 days unless earlier extended by a majority vote of the Board of Directors

* * * * *

I CERTIFY that this resolution was duly adopted by the Board of Directors of the Sewer Authority Mid-Coastside, San Mateo County, California, at a regular meeting held on the 14th day of February, 2022, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Secretary of the Board of Directors
Sewer Authority Mid-Coastside
San Mateo County, California



SEWER AUTHORITY MID-COASTSIDE

Staff Report

TO: Honorable Board of Directors
FROM: Kishen Prathivadi, General Manager
BY: Suzie Turbay, Administrative Assistant
SUBJECT: Approve Minutes of January 24, 2022 Regular Board Meeting

Executive Summary

The purpose of this report is for the Board of Directors to review the minutes for January 24, 2022

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 of January 24, 2022 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 January 24, 2022 Regular Board Meeting

BOARD MEMBERS:	M. Clark	B. Dye	R. Lohman
	D. Penrose	D. Ruddock	K. Slater-Carter
ALTERNATE MEMBERS:	S. Boyd	E. Suchomel	P. Dekker
	J. Harvey	H. Rarback	

MINUTES
SAM BOARD OF DIRECTORS REGULAR MEETING
January 24, 2022

1. CALL TO ORDER

Chair Ruddock called the meeting to order at 7:01 p.m. from her residence in Half Moon Bay, CA. Directors attended the meeting through teleconferencing pursuant to and as permitted by Executive Order N-29-20. Consistent with Executive Order N-29-20, the San Mateo County Health Officer Shelter-In-Place order issued on March 16, 2020, members of the public were able to observe the open session portions of the meeting electronically by using the link that was provided on the agenda for the January 24, 2022 regular meeting.

A. Roll Call

Directors Dye, Lohman, Clark, Penrose, Slater-Carter, and Ruddock, were present. Also present via teleconferencing were General Manager Kishen Prathivadi, Supervisor of Treatment/Field Operations Tim Costello, and General Counsel Jeremy Jungreis.

B. January Employee Anniversary

1. Carlos Mendez, Maintenance Mechanic III, 9 Years

Tim Costello, Supervisor of Treatment/Field Operations described Carlos as being very detail oriented, working well with others, humorous, and an all-around good guy to have around. Chair Ruddock congratulated Carlos on his 9 years of service to SAM. Carlos stated what a pleasure it is to work at SAM, and provide an essential service to the local community. He stated that he takes his career at SAM very seriously in knowing that what we do is for the benefit of the health and safety of the general public of the coastside. He thanked Tim for his kind words, and the General Manager, and Board for having him at the evenings meeting.

2. PUBLIC COMMENT/ORAL COMMUNICATION/ITEMS NOT ON THE AGENDA

There were no public comments.

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 January 10, 2022
- B. Approve Disbursements for January 10, 2022
- C. Monthly Revenue and Expense Report for Period Ending December 31, 2021

Director Slater-Carter moved, and Director Dye seconded the motion to approve all consent agenda items as presented.

Slater-Carter/Dye/Roll Call Vote: Dye Aye/Lohman Aye/Clark Aye/Penrose Aye/Slater-Carter Aye/Ruddock Aye/8 Ayes/0 Noes. The motion passed.

4. REGULAR BUSINESS

A. Recognition for CSRMA Workers Comp Excellence Award

General Manager Prathivadi reviewed the staff report and informed the Board that SAM was one out of 5 agency's recognized for the CSRMA Workers Comp Excellence Award, and will be receiving a plaque, banner, and a cash prize. Director Slater-Carter thanked the General Manager for putting in all of the information. Director Penrose also thanked the General Manager and all that work on the application.

B. Receive the Flow Distribution Details for Calendar Year 2021

General Manager Prathivadi reviewed the staff report and following a brief discussion, Director Slater-Carter moved, and Director Lohman seconded the motion to receive and file the Flow Distribution Details for Calendar Year 2021.

Slater-Carter/Lohman/ Roll Call Vote: Dye Aye/Lohman Aye/Clark Aye/Penrose Aye/Slater-Carter Aye/Ruddock Aye/8 Ayes/0 Noes. The motion passed.

C. Adopt Ordinance No. 22-01 Amending the Authority's Non-Domestic Waste Source Control Program and replacing Ordinance 19-01 and Directing Staff and Counsel to Publish Ordinance No. 22-01as Required by Law

General Manager Prathivadi reviewed the staff report, and General Counsel Jungreis summarized a public comment from Delia Comito, resident of El Granada, sent via email. General Manager Prathivadi reviewed the current revisions to the new ordinance and recommended that the Board of Directors adopt Ordinance No. 22-01 for the Non-Domestic Waste Source Control Program (NDWSCP) as drafted, and direct staff and Counsel to publish the Ordinance as required by law. A discussion ensued. Director Slater-Carter suggested including an addition that states the member agencies endorse ordinance 2019-01 and make sure it is fully funded so it can be used to work together with the member agencies to get it as a fully functioning program. Following comments from the Board, Director Penrose moved, and Chair Ruddock seconded the motion to adopt Ordinance 22-01, and establish a social funding mechanism for it. Director Slater-Carter requested she would like to see the vote divided in to two parts, funding for the NDWSCP portion for SAM in an up or down vote, and change in the ordinance in an up or down vote, as she feels they should not be tied together. John Doughty, Public Works Director for the City of Half Moon Bay recommended, for all parties, to agree to

try this. Director Penrose restated her motion, and Chair Ruddock seconded the motion to adopt Ordinance 22-01 per staff recommendation with the idea that the Board will create a funding program to support it.

Penrose/Ruddock/Roll Call Vote: Dye Abstain/Lohman No/Clark No/Penrose Aye/Slater-Carter No/Ruddock Aye/ 4 Ayes/3 Noes/1 Abstain (Dye). The motion did not pass. (Director Slater-Carter stated that she is sorry that this was set up to not fund the Non-Domestic Waste Source Control Program). Chair Ruddock recommended on going forward that Directors not abstain, as it is the responsibility and a requirement that Directors take a position.

Chair Ruddock called for an alternative motion. Director Slater-Carter moved, and Director Lohman seconded the motion to affirm that the Authority's existing NDWSCP, remains in effect as a result of the Authority Board's unanimous approval of Ordinance 19-01, in 2019, and further that Ordinance 2019-01 be funded in the future at adequate levels per Ordinance 2019-1. General Counsel Jungreis clarified that any future funding decisions regarding NDWSCP above and beyond the General Manager's procurement authority would need to come back to the Board for approval.

Slater-Carter/Lohman/Roll Call Vote: Dye No/Lohman Aye/Clark Aye/Penrose No/Slater-Carter Aye/Ruddock Aye/5 Ayes/3 Noes (Dye, Penrose.) The motion passed.

5. GENERAL MANAGERS REPORT

A. Monthly Manager's Report - December 2021

Following a brief discussion, the Board concurred to receive and file the Managers' monthly report for December 2021.

6. ATTORNEY'S REPORT - NONE

7. DIRECTOR'S REPORT - NONE

8. TOPICS FOR FUTURE BOARD CONSIDERATION

Director Clark requested discussing the maintenance plan for all equipment as a future topic for Board consideration. Director Slater-Carter requested a performance review for General Counsel as a future topic for Board consideration.

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

The Board went in to Closed Session at 8:28 pm.

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

The Board came out of Closed Session at 8:39 pm. There was no reportable action.

11. ADJOURNMENT

Chair Ruddock adjourned the meeting at 8:39 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, General Manager
BY: George Evans, Finance Officer
SUBJECT: **Approve Disbursements for February 14, 2022**

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 FY2120/22. The total expenditure amount for February 14, 2022 is \$619,576.07.

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 register for the period of January 25, 2022 through February 14, 2022 (\$517,641.91) as well as the payroll check registers for the pay periods ending January 21, 2022 (\$53,174.75) and February 4, 2022 (\$48,759.41).

Staff Recommendation

Staff recommends that the Board approve the disbursements for the period of January 25, 2022 through February 14, 2022, and the payroll check registers for the pay periods ending January 21, 2022 and February 4, 2022 as presented.

BOARD MEMBERS:	M. Clark	B. Dye	R. Lohman
	D. Penrose	D. Ruddock	K. Slater-Carter
ALTERNATE MEMBERS:	S. Boyd	E. Suchomel	P. Dekker
	J. Harvey	H. Rarback	

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Supporting Documents

- Attachment A: AP Check Register for February 14, 2022
- Attachment B: Payroll Check Register for PPE January 21, 2022
- Attachment C: Payroll Check Register for PPE February 4, 2022
- Attachment D: Visa Summary Report for January 31, 2022

BOARD MEMBERS:	M. Clark	B. Dye	R. Lohman
	D. Penrose	D. Ruddock	K. Slater-Carter
ALTERNATE MEMBERS:	S. Boyd	E. Suchomel	P. Dekker
	J. Harvey	H. Rarback	



Sewer Authority Mid-Coastside

Check Register

By Vendor Name

Payment Dates 1/25/2022 - 2/14/2022

Payment Number	Payment Date	Vendor Name	Payable Date	Description (Item)	Amount
Vendor: 0008 - AAAA Generator Services					
105394	02/14/2022	AAAA Generator Services	01/20/2022	Annual Standby Power Systems...	4,395.00
105394	02/14/2022	AAAA Generator Services	01/20/2022	Annual Standby Power Systems...	4,395.00
105394	02/14/2022	AAAA Generator Services	01/20/2022	Annual Standby Power Systems...	4,395.00
Vendor 0008 - AAAA Generator Services Total:					13,185.00
Vendor: 0028 - Alpha Analytical Laboratories, Inc					
105395	02/14/2022	Alpha Analytical Laboratories, I...	01/18/2022	BAL BOD Tests/Handling & Disp...	510.00
105395	02/14/2022	Alpha Analytical Laboratories, I...	01/18/2022	BAL BOD Tests/Handling & Disp...	510.00
105395	02/14/2022	Alpha Analytical Laboratories, I...	01/20/2022	BAL BOD Tests/Handling & Disp...	445.00
105395	02/14/2022	Alpha Analytical Laboratories, I...	01/20/2022	BAL BOD Tests/Handling & Disp...	310.00
105395	02/14/2022	Alpha Analytical Laboratories, I...	01/24/2022	BAL BOD Tests/Handling & Disp...	305.00
105395	02/14/2022	Alpha Analytical Laboratories, I...	01/26/2022	BAL BOD Tests/Handling & Disp...	305.00
105395	02/14/2022	Alpha Analytical Laboratories, I...	01/27/2022	BAL BOD Tests/Handling & Disp...	510.00
105395	02/14/2022	Alpha Analytical Laboratories, I...	01/31/2022	BAL BOD Tests/Handling & Disp...	510.00
105395	02/14/2022	Alpha Analytical Laboratories, I...	02/07/2022	BAL BOD Tests/Handling & Disp...	335.00
105395	02/14/2022	Alpha Analytical Laboratories, I...	02/09/2022	BAL BOD Tests/Handling & Disp...	320.00
Vendor 0028 - Alpha Analytical Laboratories, Inc Total:					4,060.00
Vendor: 0125 - American Fidelity Assurance Company - Flex Plan					
105397	02/14/2022	American Fidelity Assurance C...	01/31/2022	URM Plan - Pay Periods 01/14 &...	311.50
Vendor 0125 - American Fidelity Assurance Company - Flex Plan Total:					311.50
Vendor: 0124 - American Fidelity Assurance Company					
105396	02/14/2022	American Fidelity Assurance C...	02/01/2022	Employee Optional Insurance - ...	445.40
Vendor 0124 - American Fidelity Assurance Company Total:					445.40
Vendor: 0745 - AT&T Fiber Optic					
105401	02/14/2022	AT&T Fiber Optic	01/19/2022	January Service 171-800-9371 0...	664.56
Vendor 0745 - AT&T Fiber Optic Total:					664.56
Vendor: 0051 - AT&T					
105398	02/14/2022	AT&T	01/12/2022	January Internet Service	64.20
Vendor 0051 - AT&T Total:					64.20
Vendor: 0053 - AT&T					
105399	02/14/2022	AT&T	01/17/2022	January/February Service 650 7...	207.36
Vendor 0053 - AT&T Total:					207.36
Vendor: 0055 - AT&T					
105400	02/14/2022	AT&T	01/31/2022	January Service 960 757-1068 5...	1,917.93
Vendor 0055 - AT&T Total:					1,917.93
Vendor: 0065 - Bay Alarm Company					
105402	02/14/2022	Bay Alarm Company	01/15/2022	2022-0201 - 2022-0430 Alarm ...	356.61
Vendor 0065 - Bay Alarm Company Total:					356.61
Vendor: 0094 - Boucher Law, PC					
105406	02/14/2022	Boucher Law, PC	10/31/2021	Labor & Employee Law Matters:...	9,875.00
105406	02/14/2022	Boucher Law, PC	11/30/2021	Labor & Employee Law Matters:...	11,144.42
105406	02/14/2022	Boucher Law, PC	11/30/2021	Labor & Employee Law Matters:...	165.00
Vendor 0094 - Boucher Law, PC Total:					21,184.42
Vendor: 0096 - Brown and Caldwell					
105403	02/14/2022	Brown and Caldwell	01/31/2022	WWTP Operation Assistance	5,062.03
Vendor 0096 - Brown and Caldwell Total:					5,062.03
Vendor: 0153 - Cal Quality Painting, Inc.					
105404	02/14/2022	Cal Quality Painting, Inc.	02/06/2022	Prep/Prime/Paint Doors/Casings..	2,100.00
Vendor 0153 - Cal Quality Painting, Inc. Total:					2,100.00

Check Register

Payment Dates: 1/25/2022 - 2/14/2022

Payment Number	Payment Date	Vendor Name	Payable Date	Description (Item)	Amount
Vendor: 0107 - Calcon Systems, Inc.					
105405	02/14/2022	Calcon Systems, Inc.	12/31/2021	HD VFD & Spare: Princeton PS	21,000.00
105405	02/14/2022	Calcon Systems, Inc.	12/31/2021	Bottom Sludge Transfer Pump ...	18,750.00
105405	02/14/2022	Calcon Systems, Inc.	12/30/2021	December SCADA Service Calls: ...	4,423.08
Vendor 0107 - Calcon Systems, Inc. Total:					44,173.08
Vendor: 0134 - Cintas Corporation #464					
105409	02/14/2022	Cintas Corporation #464	01/24/2022	Nitrile Safety Gloves: Plant	656.25
105409	02/14/2022	Cintas Corporation #464	01/24/2022	Uniforms	424.16
105409	02/14/2022	Cintas Corporation #464	01/24/2022	Uniforms	32.44
105409	02/14/2022	Cintas Corporation #464	01/24/2022	Uniforms	26.71
105409	02/14/2022	Cintas Corporation #464	01/24/2022	Uniforms	36.26
105409	02/14/2022	Cintas Corporation #464	01/31/2022	Uniforms	441.19
105409	02/14/2022	Cintas Corporation #464	01/31/2022	Uniforms	32.44
105409	02/14/2022	Cintas Corporation #464	01/31/2022	Uniforms	26.71
105409	02/14/2022	Cintas Corporation #464	01/31/2022	Uniforms	36.26
105409	02/14/2022	Cintas Corporation #464	02/07/2022	Uniforms	481.14
105409	02/14/2022	Cintas Corporation #464	02/07/2022	Uniforms	32.44
105409	02/14/2022	Cintas Corporation #464	02/07/2022	Uniforms	26.71
105409	02/14/2022	Cintas Corporation #464	02/07/2022	Uniforms	36.26
Vendor 0134 - Cintas Corporation #464 Total:					2,288.97
Vendor: 0133 - Cintas					
105407	02/14/2022	Cintas	01/21/2022	Electrostatic Spray Admin Areas	776.60
105407	02/14/2022	Cintas	02/04/2022	Electrostatic Spray Admin Areas	776.60
Vendor 0133 - Cintas Total:					1,553.20
Vendor: 0136 - Cintas					
105408	02/14/2022	Cintas	01/19/2022	Maintain Safety Eyewash Station	293.80
105408	02/14/2022	Cintas	01/20/2022	Maintain Safety Supplies Cabinet	66.61
Vendor 0136 - Cintas Total:					360.41
Vendor: 0122 - Coastside County Water District					
105411	02/14/2022	Coastside County Water District	12/31/2021	Hydrant Meter 180262748 Base...	34.00
105411	02/14/2022	Coastside County Water District	12/31/2021	Hydrant Meter 180262748 Base...	28.00
105411	02/14/2022	Coastside County Water District	12/31/2021	Hydrant Meter 180262748 Base...	38.00
105411	02/14/2022	Coastside County Water District	12/31/2021	Hydrant Meter 180262749 Base...	127.30
105411	02/14/2022	Coastside County Water District	12/31/2021	Hydrant Meter 180262749 Base...	104.83
105411	02/14/2022	Coastside County Water District	12/31/2021	Hydrant Meter 180262749 Base...	142.27
105411	02/14/2022	Coastside County Water District	01/31/2022	Pilarcitos Ave_DC	69.58
105411	02/14/2022	Coastside County Water District	01/31/2022	Pilarcitos Ave	4,141.36
105411	02/14/2022	Coastside County Water District	01/31/2022	SAM/West Point Ls	89.81
105411	02/14/2022	Coastside County Water District	01/31/2022	529 Obispo Rd	129.66
105411	02/14/2022	Coastside County Water District	01/31/2022	Hydrant Meter 180262748 Base...	34.00
105411	02/14/2022	Coastside County Water District	01/31/2022	Hydrant Meter 180262748 Base...	28.00
105411	02/14/2022	Coastside County Water District	01/31/2022	Hydrant Meter 180262748 Base...	38.00
105411	02/14/2022	Coastside County Water District	01/31/2022	Hydrant Meter 180262749 Base...	120.15
105411	02/14/2022	Coastside County Water District	01/31/2022	Hydrant Meter 180262749 Base...	98.94
105411	02/14/2022	Coastside County Water District	01/31/2022	Hydrant Meter 180262749 Base...	134.28
Vendor 0122 - Coastside County Water District Total:					5,358.18
Vendor: 0754 - DKF Solutions Group, LLC					
105414	02/14/2022	DKF Solutions Group, LLC	02/01/2022	Online Safety Resources Month...	395.00
Vendor 0754 - DKF Solutions Group, LLC Total:					395.00
Vendor: 0289 - Hassett Hardware					
105415	02/14/2022	Hassett Hardware	01/18/2022	Repair Hardware: Princeton PS	51.38
105415	02/14/2022	Hassett Hardware	01/19/2022	Fasteners: Plant	7.85
105415	02/14/2022	Hassett Hardware	01/20/2022	PVC Fittings: Plant	63.37
105415	02/14/2022	Hassett Hardware	01/31/2022	Key Accessories/Fasteners: Plant	9.12
105415	02/14/2022	Hassett Hardware	02/03/2022	Fittings/Hardware/Screwdriver:...	85.51
105415	02/14/2022	Hassett Hardware	01/24/2022	DI Water: Lab	117.73
105415	02/14/2022	Hassett Hardware	01/20/2022	Pipe Fittings/Fasteners: Plant	13.09

Check Register

Payment Dates: 1/25/2022 - 2/14/2022

Payment Number	Payment Date	Vendor Name	Payable Date	Description (Item)	Amount
105415	02/14/2022	Hassett Hardware	01/24/2022	Break Room Sink Trap/Hardwar...	49.18
Vendor 0289 - Hassett Hardware Total:					397.23
Vendor: 0299 - ICMA Retirement					
105390	01/28/2022	ICMA Retirement	01/28/2022	ICMA 457 Deferred Comp	385.00
105392	02/11/2022	ICMA Retirement	02/11/2022	ICMA 457 Deferred Comp	385.00
Vendor 0299 - ICMA Retirement Total:					770.00
Vendor: 0312 - Iron Mountain					
105416	02/14/2022	Iron Mountain	01/31/2022	February 2022 Offsite Storage	1,044.81
Vendor 0312 - Iron Mountain Total:					1,044.81
Vendor: 0343 - Johnson Controls					
105417	02/14/2022	Johnson Controls	01/25/2022	Lab Fume Hood Repairs: Plant	3,634.98
Vendor 0343 - Johnson Controls Total:					3,634.98
Vendor: 0756 - KBA Docusys, Inc.					
105418	02/14/2022	KBA Docusys, Inc.	02/08/2022	Copier Lease Usage/Supplies	137.06
Vendor 0756 - KBA Docusys, Inc. Total:					137.06
Vendor: 0388 - Mark Thomas & Company, Inc.					
105419	02/14/2022	Mark Thomas & Company, Inc.	02/02/2022	FOG Service - 11/1/21 - 1/2/22:...	2,532.67
105419	02/14/2022	Mark Thomas & Company, Inc.	02/02/2022	FOG Service - 11/1/21 - 1/2/22:...	7,592.67
Vendor 0388 - Mark Thomas & Company, Inc. Total:					10,125.34
Vendor: 0387 - Maze & Associates					
105420	02/14/2022	Maze & Associates	01/31/2022	Annual Report-Financial Transac..	2,325.00
105420	02/14/2022	Maze & Associates	01/31/2022	Accounting Services	5,500.00
Vendor 0387 - Maze & Associates Total:					7,825.00
Vendor: 0393 - McMaster-Carr Supply Co.					
105421	02/14/2022	McMaster-Carr Supply Co.	01/18/2022	Replace Oven/Thermometer: L...	1,115.26
105421	02/14/2022	McMaster-Carr Supply Co.	01/19/2022	PVC Plastic Piping: Plant	101.10
105421	02/14/2022	McMaster-Carr Supply Co.	01/26/2022	Clamps/Water Hose: Plant	820.62
Vendor 0393 - McMaster-Carr Supply Co. Total:					2,036.98
Vendor: 0121 - Michelle Dragony					
105413	02/14/2022	Michelle Dragony	12/31/2021	Monthly Promotion - December...	1,500.00
Vendor 0121 - Michelle Dragony Total:					1,500.00
Vendor: 0278 - MTA Parts Inc.					
105422	02/14/2022	MTA Parts Inc.	01/21/2022	Equipment Drive Belts: Plant	167.28
105422	02/14/2022	MTA Parts Inc.	01/21/2022	Equipment Drive Belts: Plant	106.07
Vendor 0278 - MTA Parts Inc. Total:					273.35
Vendor: 0417 - Municipal Maintenance Equipment					
105423	02/14/2022	Municipal Maintenance Equipm...	01/31/2022	Pipehunter Truck	195,577.38
Vendor 0417 - Municipal Maintenance Equipment Total:					195,577.38
Vendor: 0449 - Olin Corp. - Chlor Alkali					
105391	01/25/2022	Olin Corp. - Chlor Alkali	07/19/2021	Sodium Hypochlorite: Plant	3,835.01
105391	01/25/2022	Olin Corp. - Chlor Alkali	08/16/2021	Sodium Hypochlorite: Plant	3,950.88
105391	01/25/2022	Olin Corp. - Chlor Alkali	09/30/2021	Sodium Hypochlorite: Plant	3,863.99
105391	01/25/2022	Olin Corp. - Chlor Alkali	10/26/2021	Sodium Hypochlorite: Plant	3,976.74
105391	01/25/2022	Olin Corp. - Chlor Alkali	12/14/2021	Sodium Hypochlorite: Plant	3,984.83
105391	01/25/2022	Olin Corp. - Chlor Alkali	01/04/2022	Sodium Hypochlorite: Plant	3,971.90
Vendor 0449 - Olin Corp. - Chlor Alkali Total:					23,583.35
Vendor: 0450 - Operating Engineers Local 39					
105393	02/11/2022	Operating Engineers Local 39	02/11/2022	Union Dues	1,165.03
105393	02/11/2022	Operating Engineers Local 39	02/11/2022	Per Capita	183.00
Vendor 0450 - Operating Engineers Local 39 Total:					1,348.03
Vendor: 0741 - Pacific States Petroleum, Inc.					
105424	02/14/2022	Pacific States Petroleum, Inc.	02/02/2022	Back Up Generator Diesel Fuel: ...	10,774.25
Vendor 0741 - Pacific States Petroleum, Inc. Total:					10,774.25

Check Register

Payment Dates: 1/25/2022 - 2/14/2022

Payment Number	Payment Date	Vendor Name	Payable Date	Description (Item)	Amount
Vendor: 0468 - Pacifica Community Television					
105425	02/14/2022	Pacifica Community Television	02/02/2022	Video Recording Sessions 01/10...	600.00
Vendor 0468 - Pacifica Community Television Total:					600.00
Vendor: 0479 - Peninsula Pump & Equipment, Inc					
105426	02/14/2022	Peninsula Pump & Equipment, L...	01/31/2022	Rebuild #1 Pump Motor: Portola...	7,605.35
105426	02/14/2022	Peninsula Pump & Equipment, L...	02/01/2022	Annual Maintenance: SAM Pum...	7,605.00
Vendor 0479 - Peninsula Pump & Equipment, Inc Total:					15,210.35
Vendor: 0480 - Peterson Holding Company					
105427	02/14/2022	Peterson Holding Company	02/02/2022	Annual Generator Testing/Servi...	30,065.63
Vendor 0480 - Peterson Holding Company Total:					30,065.63
Vendor: 0482 - PG&E					
105428	02/14/2022	PG&E	01/31/2022	Electric & Gas Usage for January	35,518.91
Vendor 0482 - PG&E Total:					35,518.91
Vendor: 0487 - Polydyne, Inc.					
105429	02/14/2022	Polydyne, Inc.	02/08/2022	Clarifloc WE-250	3,521.87
105429	02/14/2022	Polydyne, Inc.	02/08/2022	Clarifloc WE-2115	3,521.88
Vendor 0487 - Polydyne, Inc. Total:					7,043.75
Vendor: 0490 - Precision IT Consulting					
105430	02/14/2022	Precision IT Consulting	01/26/2022	Office Desktop Computer	1,263.97
105430	02/14/2022	Precision IT Consulting	01/26/2022	Hardware Warranty Extension	220.80
105430	02/14/2022	Precision IT Consulting	01/31/2022	Monthly 360 Bronze Coverage:...	3,096.60
Vendor 0490 - Precision IT Consulting Total:					4,581.37
Vendor: 0524 - Republic Services #925					
105431	02/14/2022	Republic Services #925	01/25/2022	Solid Waste: January Lifts	1,524.65
Vendor 0524 - Republic Services #925 Total:					1,524.65
Vendor: 0525 - Republic Services of San Mateo County					
105432	02/14/2022	Republic Services of San Mateo ...	01/31/2022	January Disposal & Hauling Fees	13,307.51
Vendor 0525 - Republic Services of San Mateo County Total:					13,307.51
Vendor: 0541 - Rutan & Tucker, LLP					
105433	02/14/2022	Rutan & Tucker, LLP	12/31/2021	General Counsel: December 20...	1,032.50
105433	02/14/2022	Rutan & Tucker, LLP	12/31/2021	Environmental Counsel: Decem...	2,940.00
105433	02/14/2022	Rutan & Tucker, LLP	12/31/2021	Litigation Counsel: December 2...	199.00
Vendor 0541 - Rutan & Tucker, LLP Total:					4,171.50
Vendor: 0543 - Sacramento Windustrial Company					
105434	02/14/2022	Sacramento Windustrial Comp...	01/31/2022	Flow Meter Parts: Plant	661.10
Vendor 0543 - Sacramento Windustrial Company Total:					661.10
Vendor: 0558 - San Mateo County Mosquito & Vector Control					
105435	02/14/2022	San Mateo County Mosquito & ...	01/31/2022	January Service	70.51
Vendor 0558 - San Mateo County Mosquito & Vector Control Total:					70.51
Vendor: 0594 - Sonic					
105436	02/14/2022	Sonic	02/03/2022	FlexLink Ethernet: March 2022	399.00
Vendor 0594 - Sonic Total:					399.00
Vendor: 0602 - SRT Consultants Inc.					
105437	02/14/2022	SRT Consultants Inc.	01/31/2022	Jan Engineering: Aeration Basin...	960.00
105437	02/14/2022	SRT Consultants Inc.	01/31/2022	January Engineering Support: 2...	140.00
105437	02/14/2022	SRT Consultants Inc.	01/31/2022	January Engineering Support: 2...	210.00
105437	02/14/2022	SRT Consultants Inc.	01/31/2022	January Engineering Support: 2...	210.00
105437	02/14/2022	SRT Consultants Inc.	01/31/2022	January Engineering Support: 2...	1,390.00
105437	02/14/2022	SRT Consultants Inc.	01/31/2022	January Engineering Support: 2...	922.50
105437	02/14/2022	SRT Consultants Inc.	01/31/2022	January Engineering Support: 2...	1,072.50
105437	02/14/2022	SRT Consultants Inc.	01/31/2022	January Engineering Support: 2...	1,102.50
105437	02/14/2022	SRT Consultants Inc.	01/31/2022	January Engineering Support: 2...	280.00
105437	02/14/2022	SRT Consultants Inc.	01/31/2022	January Engineering Support	16,092.48
Vendor 0602 - SRT Consultants Inc. Total:					22,379.98
Vendor: 0604 - Staples Business Credit					
105438	02/14/2022	Staples Business Credit	01/18/2022	Lunchroom Supplies	9.58

Check Register

Payment Dates: 1/25/2022 - 2/14/2022

Payment Number	Payment Date	Vendor Name	Payable Date	Description (Item)	Amount
105438	02/14/2022	Staples Business Credit	01/18/2022	Lunchroom Supplies	22.37
105438	02/14/2022	Staples Business Credit	01/18/2022	Safety Masks: Plant	27.33
105438	02/14/2022	Staples Business Credit	01/27/2022	Office Supplies: Envelopes	3.57
105438	02/14/2022	Staples Business Credit	01/27/2022	Office Supplies: Envelopes	8.34
105438	02/14/2022	Staples Business Credit	01/27/2022	Office & Lunchroom Supplies: W..	13.48
105438	02/14/2022	Staples Business Credit	01/27/2022	Office & Lunchroom Supplies: W..	31.46
105438	02/14/2022	Staples Business Credit	01/28/2022	Office Supplies: Files	82.92
105438	02/14/2022	Staples Business Credit	01/28/2022	Office Supplies: Files	193.49
105438	02/14/2022	Staples Business Credit	02/04/2022	Lunchroom Supplies	2.32
105438	02/14/2022	Staples Business Credit	02/04/2022	Lunchroom Supplies	5.41
105438	02/14/2022	Staples Business Credit	02/04/2022	Lunchroom Supplies	38.92
105438	02/14/2022	Staples Business Credit	02/04/2022	Lunchroom Supplies	90.82
Vendor 0604 - Staples Business Credit Total:					530.01
Vendor: 0612 - Steven Melo, Inc.					
105440	02/14/2022	Steven Melo, Inc.	01/19/2022	January Yard Maintenance: Plant	100.00
105440	02/14/2022	Steven Melo, Inc.	01/19/2022	January Yard Maintenance: Prin...	90.00
Vendor 0612 - Steven Melo, Inc. Total:					190.00
Vendor: 0618 - Strawflower Electronics					
105441	02/14/2022	Strawflower Electronics	01/21/2022	Computer HDMI Cable: Office	21.82
Vendor 0618 - Strawflower Electronics Total:					21.82
Vendor: 0625 - Tap Master, Inc.					
105442	02/14/2022	Tap Master, Inc.	01/19/2022	Install Hot Tap Discharge Heade...	1,860.00
Vendor 0625 - Tap Master, Inc. Total:					1,860.00
Vendor: 0643 - The UPS Store					
105444	02/14/2022	The UPS Store	02/07/2022	Sample Shipping: Lab	222.04
Vendor 0643 - The UPS Store Total:					222.04
Vendor: 0649 - Tim Suydam					
105443	02/14/2022	Tim Suydam	01/31/2022	January Consulting: NDWSCP Pr...	3,429.65
Vendor 0649 - Tim Suydam Total:					3,429.65
Vendor: 0663 - Umpqua Bank					
105445	02/14/2022	Umpqua Bank	01/31/2022	Annual Rebate	-577.26
105445	02/14/2022	Umpqua Bank	01/31/2022	Visa Statement	300.00
105445	02/14/2022	Umpqua Bank	01/31/2022	Visa Statement	180.00
105445	02/14/2022	Umpqua Bank	01/31/2022	Visa Statement	104.21
105445	02/14/2022	Umpqua Bank	01/31/2022	Visa Statement	160.00
105445	02/14/2022	Umpqua Bank	01/31/2022	Visa Statement	149.90
105445	02/14/2022	Umpqua Bank	01/31/2022	Visa Statement	37.67
105445	02/14/2022	Umpqua Bank	01/31/2022	Visa Statement	757.34
105445	02/14/2022	Umpqua Bank	01/31/2022	Visa Statement	929.55
105445	02/14/2022	Umpqua Bank	01/31/2022	Visa Statement	50.00
105445	02/14/2022	Umpqua Bank	01/31/2022	Visa Statement	195.00
105445	02/14/2022	Umpqua Bank	01/31/2022	Visa Statement	561.95
105445	02/14/2022	Umpqua Bank	01/31/2022	Visa Statement	20.76
105445	02/14/2022	Umpqua Bank	01/31/2022	Visa Statement	367.31
105445	02/14/2022	Umpqua Bank	01/31/2022	Visa Statement	45.00
105445	02/14/2022	Umpqua Bank	01/31/2022	Visa Statement	8.73
Vendor 0663 - Umpqua Bank Total:					3,290.16
Vendor: 0671 - Univar USA Inc					
105447	02/14/2022	Univar USA Inc	02/01/2022	Sodium Bisulfite: Plant	5,335.18
105447	02/14/2022	Univar USA Inc	02/04/2022	25% Sodium Hydroxide: Plant	1,353.68
Vendor 0671 - Univar USA Inc Total:					6,688.86
Vendor: 0761 - US Bank Equipment Finance					
105448	02/14/2022	US Bank Equipment Finance	01/18/2022	Copier Lease: Equipment Upgra...	476.73
Vendor 0761 - US Bank Equipment Finance Total:					476.73
Vendor: 0685 - Verizon Wireless					
105449	02/14/2022	Verizon Wireless	01/15/2022	January Wireless Service	65.09
105449	02/14/2022	Verizon Wireless	01/15/2022	January Wireless Service	130.18

Check Register

Payment Dates: 1/25/2022 - 2/14/2022

Payment Number	Payment Date	Vendor Name	Payable Date	Description (Item)	Amount
105449	02/14/2022	Verizon Wireless	01/15/2022	January Wireless Service	34.96
105449	02/14/2022	Verizon Wireless	01/15/2022	January Wireless Service	28.79
105449	02/14/2022	Verizon Wireless	01/15/2022	January Wireless Service	39.07
Vendor 0685 - Verizon Wireless Total:					298.09
Vendor: 0694 - Voyager Fleet Systems, Inc.					
105450	02/14/2022	Voyager Fleet Systems, Inc.	01/24/2022	Fuel Purchases	682.30
105450	02/14/2022	Voyager Fleet Systems, Inc.	01/24/2022	Fuel Purchases	465.93
105450	02/14/2022	Voyager Fleet Systems, Inc.	01/24/2022	Fuel Purchases	383.71
105450	02/14/2022	Voyager Fleet Systems, Inc.	01/24/2022	Fuel Purchases	520.74
Vendor 0694 - Voyager Fleet Systems, Inc. Total:					2,052.68
Vendor: 0702 - Water Environment Federation					
105451	02/14/2022	Water Environment Federation	02/01/2022	Annual Membership Renewal-A...	332.00
Vendor 0702 - Water Environment Federation Total:					332.00
Grand Total:					517,641.91

Report Summary

Fund Summary

Fund	Payment Amount
100 - Operating Fund	514,954.71
300 - Contract Services	2,687.20
Grand Total:	517,641.91

Account Summary

Account Number	Account Name	Payment Amount
100-1010-5114	Bonus, Awards, Certificati...	300.00
100-1010-5310	General Counsel	3,972.50
100-1010-5311	Employment Legal Fees	21,184.42
100-1010-5312	Late Fees, Interest & Pena...	-577.26
100-1010-5322	Computer & Network Mai...	4,761.37
100-1010-5323	Software License & Maint...	567.41
100-1010-5330	Misc. Professional Services	8,624.00
100-1010-5410	Professional dues and fees	160.00
100-1010-5416	Advertising and Publishing	1,500.00
100-1010-5418	Misc. Other Services	1,044.81
100-1010-5421	Telephones	2,939.75
100-1010-5422	Cellular Servcies	65.09
100-1010-5511	Rental/Lease Equipment -...	613.79
100-1010-5610	Janitorial Services	1,553.20
100-1010-5812	Food	37.67
100-1010-5816	Office Supplies	172.61
100-2021-5318	Engineering & Architectur...	16,092.48
100-2021-5326	Equipment Maintenance	43,954.06
100-2021-5330	Misc. Professional Services	18,617.02
100-2021-5410	Professional dues and fees	527.00
100-2021-5411	Registration Fees	395.00
100-2021-5417	Uniform Services	1,346.49
100-2021-5422	Cellular Servcies	130.18
100-2021-5431	Water	4,430.41
100-2021-5432	Gas/Electricity	35,518.91
100-2021-5433	Solid Waste (Trash)	14,832.16
100-2021-5611	Landscape Services	260.51
100-2021-5612	Building & Structures Mai...	27,086.93
100-2021-5613	Security Services	356.61
100-2021-5814	Maintenance Supplies	2,893.01
100-2021-5816	Office Supplies	372.65
100-2021-5817	Chemicals	37,315.96
100-2021-5818	Safety Supplies	2,340.85
100-2021-5822	Fuel, Oil, Lubricant	11,551.55
100-2021-6121	Machinery and Equipment..	21,000.00
100-2022-5326	Equipment Maintenance	1,115.26
100-2022-5330	Misc. Professional Services	4,060.00
100-2022-5813	Laboratory Supplies	348.50
100-2024	Union Dues	1,348.03
100-2027	Deferred Comp	770.00
100-2035	Misc Benefits - Pre Tax	311.50
100-2036	Misc Benefits - Post Tax	445.40
100-4041-5318	Engineering & Architectur...	6,287.50
100-4041-6121	Machinery and Equipment..	214,327.38
300-3031-5417	Uniform Services	97.32
300-3031-5422	Cellular Servcies	34.96
300-3031-5431	Water	315.45
300-3031-5822	Fuel, Oil, Lubricant	465.93
300-3032-5417	Uniform Services	80.13
300-3032-5422	Cellular Servcies	28.79
300-3032-5431	Water	259.77

Account Summary

Account Number	Account Name	Payment Amount
300-3032-5822	Fuel, Oil, Lubricant	383.71
300-3033-5417	Uniform Services	108.78
300-3033-5422	Cellular Servcies	39.07
300-3033-5431	Water	352.55
300-3033-5822	Fuel, Oil, Lubricant	520.74
Grand Total:		517,641.91

Project Account Summary

Project Account Key	Payment Amount
None	297,027.03
21MP01-5318	1,390.00
21MP03-5318	280.00
21OT02-6121	195,577.38
21PO01-5318	140.00
21TP02-5318	2,032.50
21TP03-5318	1,102.50
21TP04-5318	922.50
21TP08-5318	210.00
21TP09-6121	18,750.00
21TP11-5318	210.00
Grand Total:	517,641.91



Sewer Authority Mid-Coastside

Payroll Check Register Checks

Pay Period: 1/8/2022-1/21/2022

Packet: PYPKT00889 - PPE 2022-0121

Payroll Set: Sewer Authority Mid-Coastside - 01

Employee	Employee #	Check Type	Date	Amount	Number
Clark, Matthew	0026	Regular	01/28/2022	92.35	1734
Dye, Barbara	0031	Regular	01/28/2022	92.35	1735
Slater-Carter, Kathryn	0015	Regular	01/28/2022	92.35	1736



Sewer Authority Mid-Coastside

Payroll Check Register

Direct Deposits

Pay Period: 1/8/2022-1/21/2022

Packet: PYPKT00889 - PPE 2022-0121

Payroll Set: Sewer Authority Mid-Coastside - 01

Employee	Employee #	Date	Amount	Number
Aguilar-Ibal, Gabriel	0004	01/28/2022	5,404.38	3275
Costello, Timothy J	0001	01/28/2022	100.00	3276
Costello, Timothy J	0001	01/28/2022	4,500.72	3276
Harvey, Keith	0010	01/28/2022	3,125.02	3277
Hussein, Jr., Tazammal Aiyub	0040	01/28/2022	500.00	3278
Hussein, Jr., Tazammal Aiyub	0040	01/28/2022	200.00	3278
Hussein, Jr., Tazammal Aiyub	0040	01/28/2022	1,937.18	3278
Long, George J	0002	01/28/2022	4,057.36	3279
Mejia, Julio A	0044	01/28/2022	785.39	3280
Mendez, Carlos	0009	01/28/2022	3,045.34	3281
Partida, David	0006	01/28/2022	4,738.05	3282
Rovai, Angelo	0042	01/28/2022	756.56	3283
Rovai, Angelo	0042	01/28/2022	2,000.00	3283
Ahumada, Jose	0039	01/28/2022	2,355.14	3284
Preciado , Felipe	0036	01/28/2022	2,738.77	3285
Young, Anthony Edward	0024	01/28/2022	3,583.68	3286
Evans, George	0025	01/28/2022	250.00	3287
Evans, George	0025	01/28/2022	3,733.67	3287
Prathivadi, Kishen	0012	01/28/2022	6,330.23	3288
Turbay, Susan	0007	01/28/2022	2,479.16	3289
Lohman , Richard	0017	01/28/2022	92.35	3290
Penrose, Deborah	0021	01/28/2022	92.35	3291
Ruddock, Deborah Rose	0018	01/28/2022	92.35	3292



Sewer Authority Mid-Coastside

Payroll Check Register

Report Summary

Pay Period: 1/8/2022-1/21/2022

Packet: PYPKT00889 - PPE 2022-0121

Payroll Set: Sewer Authority Mid-Coastside - 01

Type	Count	Amount
Regular Checks	3	277.05
Manual Checks	0	0.00
Reversals	0	0.00
Voided Checks	0	0.00
Direct Deposits	23	52,897.70
Total	26	53,174.75



Sewer Authority Mid-Coastside

Payroll Check Register Checks

Pay Period: 1/22/2022-2/4/2022

Packet: PYPKT00892 - PPE 2022-0204

Payroll Set: Sewer Authority Mid-Coastside - 01

Employee	Employee #	Check Type	Date	Amount	Number
Clark, Matthew	0026	Regular	02/11/2022	184.70	1737
Dye, Barbara	0031	Regular	02/11/2022	92.35	1738
Slater-Carter, Kathryn	0015	Regular	02/11/2022	184.70	1739



Sewer Authority Mid-Coastside

Payroll Check Register

Direct Deposits

Pay Period: 1/22/2022-2/4/2022

Packet: PYPKT00892 - PPE 2022-0204

Payroll Set: Sewer Authority Mid-Coastside - 01

Employee	Employee #	Date	Amount	Number
Aguilar-Ibal, Gabriel	0004	02/11/2022	3,827.87	3293
Costello, Timothy J	0001	02/11/2022	4,049.42	3294
Costello, Timothy J	0001	02/11/2022	100.00	3294
Harvey, Keith	0010	02/11/2022	2,603.76	3295
Hussein, Jr., Tazammal Aiyub	0040	02/11/2022	500.00	3296
Hussein, Jr., Tazammal Aiyub	0040	02/11/2022	1,518.73	3296
Hussein, Jr., Tazammal Aiyub	0040	02/11/2022	200.00	3296
Long, George J	0002	02/11/2022	3,197.42	3297
Mejia, Julio A	0044	02/11/2022	981.75	3298
Mendez, Carlos	0009	02/11/2022	2,810.46	3299
Partida, David	0006	02/11/2022	4,226.79	3300
Rovai, Angelo	0042	02/11/2022	2,000.00	3301
Rovai, Angelo	0042	02/11/2022	924.41	3301
Ahumada, Jose	0039	02/11/2022	2,439.94	3302
Preciado , Felipe	0036	02/11/2022	3,035.45	3303
Young, Anthony Edward	0024	02/11/2022	2,693.03	3304
Evans, George	0025	02/11/2022	250.00	3305
Evans, George	0025	02/11/2022	3,781.91	3305
Prathivadi, Kishen	0012	02/11/2022	6,341.80	3306
Turbay, Susan	0007	02/11/2022	2,445.52	3307
Lohman , Richard	0017	02/11/2022	92.35	3308
Penrose, Deborah	0021	02/11/2022	184.70	3309
Ruddock, Deborah Rose	0018	02/11/2022	92.35	3310



Sewer Authority Mid-Coastside

Payroll Check Register

Report Summary

Pay Period: 1/22/2022-2/4/2022

Packet: PYPKT00892 - PPE 2022-0204

Payroll Set: Sewer Authority Mid-Coastside - 01

Type	Count	Amount
Regular Checks	3	461.75
Manual Checks	0	0.00
Reversals	0	0.00
Voided Checks	0	0.00
Direct Deposits	23	48,297.66
Total	26	48,759.41

Cardholder	GL Account	Details	Amount
Kishen	100-1010-5114	Employee Health Program Incentive	300.00
Kishen	100-1010-5322	Annual Software: Box Inc	180.00
Kishen	100-1010-5323	Internet Services	104.21
Kishen	100-1010-5410	Annual Membership: GFO	160.00
Kishen	100-1010-5421	Annual: Zoom	149.90
Kishen	100-1010-5812	Lunchroom Supplies	37.67
Kishen	100-2021-5814	Stand Material: Plant	757.34
Kishen	100-2021-5818	Safety Supplies: Rapid Tests/Gloves	929.55
Kishen	100-2021-5822	Forklift Propane	50.00
		Total Kishen:	2,668.67
Tim	100-2021-5410	CA Water Environment Dues	195.00
Tim	100-2021-5612	Plant Equipment Repair: Shipping	561.95
Tim	100-2021-5816	Mesh Covers	20.76
Tim	100-2021-5818	Safety Supplies: Rapid Tests/Gloves	367.31
Tim	100-2021-5822	Forklift Propane	45.00
Tim	100-2022-5813	Sample Ice: Lab	8.73
		Total Tim:	1,198.75
Statement	100-1010-5312	Annual Rebate:	(577.26)

Statement Total:	3,290.16
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SEWER AUTHORITY MID-COASTSIDE

Staff Report

TO: Honorable Board of Directors

FROM: Kishen Prathivadi, General Manager

DATE: February 14, 2022

SUBJECT: **Authorize General Manager to Issue a Purchase Order to Thomas & Associates for the Purchase of Five Replacement Pumps for the Influent Pump Station at SAM Plant in the Amount of \$103,807**

Executive Summary

The purpose of this report is to discuss the need to replace Five Pumps at the Influent Pump Station at SAM Plant.

Fiscal Impact

The fiscal impact is not to exceed \$103,807. Project 9.01 from the adopted Infrastructure Budget includes \$260,000 for the purchase and installation of the replacement pumps.

Strategic Plan Compliance

The recommendation complies with Goal 5 of the SAM Strategic Plan, “**Infrastructure, Operations, and Maintenance,**” Goal 5.3 – “**Develop a longest term reasonable perspective in concrete spending terms of potential alternative approaches to managing the system with the objective of decreasing long term costs and environmental impacts and increasing safety.**”

Background and Discussion/Report

The influent pumps are located downstream of the plants mechanical bar racks. There are a total of eight self-priming influent pumps to pump wastewater from the influent wet well to the grit tanks. The five smaller pumps discharge through one line and the three larger pumps discharge through another. The present pumps are outdated models that have deteriorated and need to be replaced with modern equipment. The pumps at the

BOARD MEMBERS:	M. Clark	B. Dye	R. Lohman
	D. Penrose	D. Ruddock	K. Slater-Carter
ALTERNATE MEMBERS:	S. Boyd	E. Suchomel	P. Dekker
	J. Harvey	H. Rarback	

influent wet well tend to deteriorate faster than other outdoor equipment due to the salt air and sewage environment. The entire treatment process depends on these pumps lifting the wastewater into the plant.

SAM reached out to the present manufacturer of the Influent Pumps to replace in kind with identical specified equipment. The advantage in using the existing pump manufacturer is to be able to install in the same footprint and use the existing inlet and outlet configurations.

Attached is the proposal received from Thomas & Associates for the pumps manufactured by Gorman Rupp.

Staff Recommendation:

Staff recommends that the Board authorize the General Manager to issue a purchase order to Thomas & Associates for the purchase of five replacement pumps for the Influent Pump Station at SAM Plant in the amount of \$103,807.

Attachments

Attachment A: Proposal from Thomas & Associates

BOARD MEMBERS:	M. Clark	B. Dye	R. Lohman
	D. Penrose	D. Ruddock	K. Slater-Carter
ALTERNATE MEMBERS:	S. Boyd	E. Suchomel	P. Dekker
	J. Harvey	H. Rarback	



Quotation # DP04668B

**7 PAMARON WAY, SUITE A, NOVATO, CA 94949
P. 415-884-4501, F. 415-883-3961**

To: Kishen Prathivadi @ S.A.M. General
Manager

Date: February 8, 2022

From: Dennis Prahm

Pages: 2

Subject: Sewer Authority Mid-Coastside, Half Moon Bay, CA.
Replacement of five (5) existing Gorman-Rupp Model T6A3-B self-priming pumps, new 20 HP motors and mounting bases.

Qty.	Item Description	Net Price	Ext. Net Price
5	<p>Gorman-Rupp Pump Model T6A3S-B /F; 6" "Super-T" Series Self-Priming Centrifugal pump in standard materials of construction with oil lubricated tungsten titanium carbide mechanical seal. Includes 6" Suction and Discharge ANSI spool flanges. The pump shall be mounted on a factory standard fabricated steel horizontal base, and shall be flexible coupled to a Baldor or WEG 20 HP, 1,175 RPM, 286T Frame, 3-phase, 230/460VAC, Premium Efficient, Inverter Duty rated, CI, TEFC motor.</p> <p>Includes the following:</p> <ul style="list-style-type: none"> - OSHA coupling guard - Pump, mounting base, and coupling guard shall be primed and painted using Sherwin-Williams Macropoxy 646-100 epoxy coating, for marine environments. (Owner or Contractor shall provide the recommended color needed to match the surrounding piping and station valves. - All external hardware pump and motor mounting hardware shall be furnished in 316 sst. construction. The motor plate support studs, bolts and washers shall be galvanized steel <p>Notes:</p> <ol style="list-style-type: none"> 1) The Impellers furnished shall be full diameter impeller. 2) The pump(s) duty condition is 900 GPM @ 24' TDH <p><i>Shipping weight: 1,710 lbs. each</i></p>	\$14,987.00	\$74,935.00
Lot	<p>Factory certified 'witnessed' testing of each pump, cost breakdown as follows:</p> <p>Witnessed testing of 1st pump - \$5,000.00 each Witness testing of each additional pump, \$1,542.00/ea. x 4 = \$6,172.00 One (1) individual from Thomas and Associates present; 3 work days, @ \$1,500/day = \$4,500.00 Two (2) Round Trip Air Travel, Economy seating for two (2) individuals from SF</p>	\$19,072.00	\$19,072.00

	to Columbus, OH, \$2,000.00 Lot Two (2) nights, two (2) rooms at local Holiday Inn, or Hampton Inn in Mansfield, OH. \$800.00 Lot Meals for 3 days, for two (2) individuals; \$300.00 Lot Three (3) days use of rental car, Mid-Size, Insurance, Gas.; \$300.00 Lot		
Lot	Two (2) 8-hour day of onsite start-up services and training shall be provided. Includes On-site witnessed testing for the pumps and motors.		\$3,000.00
		Subtotal	\$97,007.00
		Freight Charges to Job Site	\$6,800.00
		Total Net Sale	\$103,807.00

Inclusions/Exclusions:

- 1) Includes field start-up reports, and signed Certificates of proper installation.
- 2) Includes Installation, Operation and Maintenance Manuals
- 3) Off-loading of equipment shall be by others
- 4) Anchor bolts, conduit connections, and all external gauges and fittings shall be furnished by others.
- 5) Pricing does not include any spare parts
- 6) Pumps and motors do not include any factory test reports
- 7) Field alignment of the pumps and motors shall be provided by others. Field laser alignment is recommended.
- 8) Vibration testing and sound data testing is not included.
- 9) **Seismic calculations for anchor bolt sizing not included. If needed, add \$1,100.00 total to the net pricing. Seismic calculations shall be performed by a CA licensed Structural Engineer.**
- 10) **If the owner intends to use the existing bases, and existing coupling guards, Deduct: \$9,285.00 Lot from the total Net amount.**
- 11) The warranty for the pumps is 5-years from date of shipment.
- 12) The warranty for the motors shall be 3 years from the date of shipment.
- 13) Certified 'Witnessed' Testing of pumps shall be per HI 14.6 Acceptance Grade 2B for one guarantee point.
 - A. Testing is on a minimum lift unless otherwise specified.
 - B. Dynamometer tests include head, flow, power, and pump efficiency. Power and pump efficiency provided as reference and not guaranteed unless otherwise specified.

FOB: Mansfield, OH

Subject to our standard terms and conditions of sale, Terms: Net 30 days.

No Federal, State, local Sales or Use Tax included

Pricing valid for 90 days

Lead time: 12 - 14 weeks to ship; after approved submittals

Off-loading of equipment shall be by others.

Provided by,

Dennis Prahm

Dennis Prahm



SEWER AUTHORITY MID-COASTSIDE

Staff Report

TO: Honorable Board of Directors

FROM: Kishen Prathivadi, General Manager

DATE: February 14, 2022

SUBJECT: **Authorize General Manager to Issue a Purchase Order to Pacific Water Resources for the Purchase of One Replacement Pump for the Effluent Pump Station at SAM Plant in the Amount of \$103,644**

Executive Summary

The purpose of this report is to discuss the need to replace one pump at the Effluent Pump Station at SAM Plant.

Fiscal Impact

The fiscal impact is not to exceed \$103,644. Project 13.01 from the adopted Infrastructure Budget includes \$104,000 for the purchase of the replacement pumps.

Strategic Plan Compliance

The recommendation complies with Goal 5 of the SAM Strategic Plan, “**Infrastructure, Operations, and Maintenance,**” Goal 5.3 – “**Develop a longest term reasonable perspective in concrete spending terms of potential alternative approaches to managing the system with the objective of decreasing long term costs and environmental impacts and increasing safety.**”

Background and Discussion/Report

The effluent pumps are responsible for conveying the treated wastewater out of the Treatment Plant to the outfall during storm events and high tide when ocean outfall can no longer flow by gravity. There are three variable speed effluent pumps which operate automatically in a lead-lag sequence to maintain the level in the wet well. It is intended to replace the three pumps over a two year period.

BOARD MEMBERS:	M. Clark	B. Dye	R. Lohman
	D. Penrose	D. Ruddock	K. Slater-Carter
ALTERNATE MEMBERS:	S. Boyd	E. Suchomel	P. Dekker
	J. Harvey	H. Rarback	

SAM reached out to the present manufacturer of the Effluent Pumps to replace in kind with identical specified equipment. The advantage in using the existing pump manufacturer is to be able to install in the same footprint and use the existing inlet and outlet configurations.

Attached is the proposal received from Pacific Water Resources for the pumps manufactured by Flowserve.

Staff Recommendation:

Staff recommends that the Board authorize the General Manager to issue a purchase order to Pacific Water Resources for the purchase of one pump for the Effluent Pump Station at SAM Plant in the amount of \$103,644.

Attachments

Attachment A: Proposal from Pacific Water Resources

BOARD MEMBERS:	M. Clark	B. Dye	R. Lohman
	D. Penrose	D. Ruddock	K. Slater-Carter
ALTERNATE MEMBERS:	S. Boyd	E. Suchomel	P. Dekker
	J. Harvey	H. Rarback	

PACIFIC
Water Resources

1499 Bayshore Boulevard, Suite 201
 Burlingame, California 94010-1741
 (650) 259-0320 • Fax (650) 259-0322
 www.pacificwaterresources.com

February 7, 2022

Sewer Authority Mid-Coastside (SAM)
 1000 North Cabrillo Highway
 Half Moon Bay, CA 94019

Attention: Kishen Prathivadi
 General Manager

RE: 2021 SAM CIP
 Flowsolve Pump
 Model 20EPL-1 Stage
 PWR Quote #22-209

Dear Mr. Prathivadi,

Pacific Water Resources is pleased to offer you the following proposal and data sheets for your review:

One (1) Flowsolve Vertical Turbine Pump, Model 20 EPL-1 Stage.

- Cast Iron, Bronze Trim, Fabricated Steel Discharge Head to match existing field dimensions, Tnemec Pota-Pox Coating, 316 SS Hardware.
- 75 HP, High Efficiency, 1185 RPM, WP-1, 3/60/460 Volts.
- Pump will have Non-Witness Hydro, Vitrial Performance Testing for the customer, Freight to Jobsite, Start-up And Testing.

Net Price..... \$103,644.00

Freight to Jobsite Included.

Delivery..... 22 Weeks

Submittals..... 16 Weeks

Terms..... Net 30

Sales Tax..... Extra

Quote Validity..... 60 Days



SEWER AUTHORITY MID-COASTSIDE

Staff Report

TO: Honorable Board of Directors

FROM: Kishen Prathivadi, General Manager

DATE: February 14, 2022

SUBJECT: Authorize General Manager to Enter into a Contract for Non-Domestic Wastewater Source Control Permitting Not to Exceed \$57,805

Executive Summary

The purpose of this report is to review and authorize the General Manager to enter into a contract for non-domestic wastewater source control permitting.

Fiscal Impact

The fiscal impact is not to exceed \$57,800.

Strategic Plan Compliance

The recommendation complies with Goal 5 of the SAM Strategic Plan, “**Infrastructure, Operations, and Maintenance,**” Goal 5.3 – “**Develop a longest term reasonable perspective in concrete spending terms of potential alternative approaches to managing the system with the objective of decreasing long term costs and environmental impacts and increasing safety.**”

Background and Discussion/Report

SAM Board decided at the board meeting on January 24, 2022, to forego adoption of proposed Ordinance 22-01 (which would have authorized a greater role for member agencies in identifying and permitting non-domestic discharges), and instead to continue implementation of SAM’s existing ordinance 19-01 which approved and implements SAM’s complete Non-Domestic Wastewater Source Control Program (NDWSCP).

BOARD MEMBERS:	M. Clark	B. Dye	R. Lohman
	D. Penrose	D. Ruddock	K. Slater-Carter
ALTERNATE MEMBERS:	S. Boyd	E. Suchomel	P. Dekker
	J. Harvey	H. Rarback	

This Ordinance, 19-01, assigns primary authority to SAM for managing the NDWSCP Program, to include identifying, registering, and permitting users of the SAM publicly owned treatment works (POTW) that discharge non-domestic wastewater to the POTW.

SAM reached out to three (3) potentially qualified wastewater consultants with experience in pretreatment and sewer use ordinances and requested that they submit a quote for the scope of work summarized below. The scope of work that was the subject of the request for proposals required the following to be performed on 10 establishments within the SAM area in order to evaluate and potentially permit non-domestic discharges:

- Work with SAM to contact dischargers and inform them of commencement of inspections and permitting to further implement SAM's NDWSCP per 19-01.
- Work with SAM to obtain registration documents and review registration documents that would allow SAM to determine whether the discharge to the POTW should be categorized as non-domestic and therefore required to obtain a permit from SAM as a condition of continued discharge.
- Conduct on site visit to each registered discharger's facility to assess operations, verify volumes, types of processes, toxic and organic materials and quantities. Establish preliminary sampling location and specific analyses for each discharger, as well as to inspect summary reports which would also include assessments and inventories provided by the consultant.
- Coordinate discharge sampling.
- Review Inspection reports and sampling results to determine if permit is required as per Ordinance 19-01.
- Prepare draft NDWSCP Permits for review of SAM's General Manager, and discuss with non-domestic dischargers permit conditions and requirements required to protect the POTW.
- Assist SAM with NDWSCP Monitoring reports and review before and after permitting under the NDWSCP.

SAM's Fats, Oils and Grease program is a separate program that is not being addressed in this NDWSCP scope of work, as FOG work has been completed for this fiscal year.

Three proposals were received in response to the request for quotes. Details are as follows:

BOARD MEMBERS:	M. Clark	B. Dye	R. Lohman
	D. Penrose	D. Ruddock	K. Slater-Carter
ALTERNATE MEMBERS:	S. Boyd	E. Suchomel	P. Dekker
	J. Harvey	H. Rarback	

1. TAS Consulting - \$52,550
2. Mark Thomas - \$63,100
3. Wastewater Management Specialists LLC - \$75,525

It is proposed that a follow up inspection may also be required prior to issue of the permit for which an extra 10% is also being added to the proposal, resulting in a total request for authorization to expend up to \$57,800 for NDWSCP program assistance as SAM does not currently have adequate staffing or expertise to perform this requirement in house. Staff is recommending selection of TAS Consulting as the lowest priced option as well as in consideration of their familiarity with potential non-domestic discharges within the Coastside area. They recently completed an evaluation of a potential non-domestic user at the request of Montara and they have familiarity with 19-01, 2-94, and the history of SAM's NDWSCP program, resulting in the ability to immediately provide assistance and at lower cost.

It is recommended that the funding for this program this year be processed as a pass through to the Member Agencies as opposed to being flow based. This will be consistent with the existing FOG program which is funded as a pass through to the Member agencies.

As far as sustaining the program for the next year, SAM will work out the details and bring it back to the Board at a later date to consider a pass through to the businesses and develop a fee structure schedule adjustment accordingly.

Staff Recommendation:

Staff recommends the Board to authorize General Manager enter a Contract for Non-Domestic Wastewater Source Control Permitting to TASC in an amount not to exceed \$57,805 (\$52,550+10%) with funding to be a pass through this year to Member Agencies.

Attachments

Attachment A: Proposal from TASC

Attachment B: Proposal from Mark Thomas

Attachment C: Proposal from Wastewater Management Specialists LLC

BOARD MEMBERS:	M. Clark	B. Dye	R. Lohman
	D. Penrose	D. Ruddock	K. Slater-Carter
ALTERNATE MEMBERS:	S. Boyd	E. Suchomel	P. Dekker
	J. Harvey	H. Rarback	

Scope of Work
Non-Domestic Wastewater Source Control Program (NDWSCP) Permitting for Phase 1 Dischargers
January 2022

The Sewer Authority Mid-Coastside (SAM) owns and operates a 1.4 mgd WWTP that serves three member agencies in the Half Moon Bay communities: City of Half Moon Bay (CHMB), Montara Water and Sanitary District (MWSD), and the Granada Community Services District GCSD). Within SAM’s service area, there are several non-domestic wastewater (NDW) dischargers with the potential to upset or otherwise interfere with the wastewater treatment plant’s processes and its compliance with water quality requirements specified by the California State Water Resources Control Board.

In July 2021, SAM performed a source control sampling survey and determined that there are several general locations where the organic strength of the wastewater significantly exceeded SAM’s Maximum Allowable Concentrations Limits (MACLs).

As a result of these findings, SAM has commenced a phased approach to Source Control Permitting outlined in Resolution 19-01’s Non-Domestic Wastewater Source Control Program (NDWSCP).

In the first phase, SAM has requested registration information from nearby and previously permitted NDW dischargers. A few dischargers still need to submit registration documents. A few dischargers have been inspected, and one discharger permitting assessment is already under way.

TAS Consulting (TASC), a wastewater consulting service, proposes to continue the inspection and permitting process of the previously identified dischargers, review registration information, conduct on-site surveys of NDW dischargers manufacturing and processing facilities, verify on-site toxic and organic materials, specify sampling locations and constituent analyses, and assist SAM in the review and drafting of NDWSCP permits, required as a result of this in-depth and careful evaluation.

Phase 1 NDW Dischargers and their current NDW status are as follows:

Potential NDW Discharger	Member Agency	Registration	Inspected	Draft Permit
Sacrilege	C O HMB	Yes	No	No
Moss Beach Kombucha	MWSD	Yes	Yes	Yes
Half Moon Bay Brewing	GCSD	Yes	Yes	No
Hop Dogma	GCSD	Yes	No	No
Jetty Wave	GCSD	No	No	No
HMB Distillery	GCSD	No	No	No
Blue Ocean Brewing	GCSD	Yes	No	No
Romeo Packing Co	GCSD	Yes	No	No
San Mateo County Harbor District	GCSD	Yes	No	No
Rocket Farms	GCSD	No	No	No

C O HMB = City of Half Moon Bay;
 MWSD = Montara Water and Sewer District;
 GCSD = Granada Community Services District

TAS Consulting shall provide the following services:

1. Outreach and Program Preparation

Work with SAM to contact dischargers and inform them inspections and permitting is resuming.

2. Inventory and assess Dischargers

Work with SAM to obtain registration documents from those not submitted. Review registration documents from each Discharger to identify production type, water use volumes, and discharge constituents and practices, along with any pre-treatment or previous sampling results.

3. Inspect Facilities and Identify Sampling Locations

Conduct on-site visit to each registered NDW discharger's facility to assess operations, verify volumes, types of processes, toxic and organic materials and quantities, waste stream practices and volumes. SAM representative will attend inspections to identify sampling location with TASC. Establish preliminary sampling location and specific analyses for each discharger. TASC will provide inspection summary reports to SAM, that includes assessments, and inventories.

4. Coordinate Sampling Oversight

Coordinate discharge sampling dates and SAM (staff) verification during sample collection to ensure sample is representative of the NDW discharger's process wastewater streams. SAM staff will oversee sampler set up at correct location, and verify sampling is occurring during production. TASC to coordinate with SAM and Discharger to obtain analytical results.

5. Determine if NDWSC Permit is Required

Review Inspection Reports and sampling results with SAM. Based on results determine if permit is required using Resolution 19-05. Provide list of NDW dischargers recommended to be permitted. (NDW dischargers that do not warrant permitting or pretreatment will also be listed.)

6. Prepare Draft NDWSC Permits and Source Control Monitoring Programs

Prepare draft NDWSC permit for each specific NDW discharger for SAM, Legal Counsel and Member Agency review. Draft permits will first be reviewed by SAM and legal counsel, then respective Member Agency. TASC to incorporate revisions to draft permits and SAM will transmit a final draft to each NDW discharger. After each NDW discharger has reviewed the draft permit, TASC will meet remotely via Team or Zoom to discuss the permit conditions and requirements as well as answer any questions. TASC will prepare final permits for issuance by SAM (or Member Agency).

7. Assist SAM with NDWSC Monitoring Report Development and Review

Assist SAM with development of NDWSC monitoring reports and review of initial reports.

8. Project Controls

Provide invoicing, project summaries and coordination as required.

All correspondence related to these services shall include Jeremy Jungreis from Rutan as these actions are being implemented because of SAM discharge issues.

Fee Estimate
Sewer Authority Mid-Coastside NDWSC Permitting for Phase 1 Dischargers

TAS Consulting

No.	Task	Labor Hours		Total	Labor Cost		ODCs	Total	Assumptions
		Leo	Tim	Hours	Leo	Tim			
1	PROGRAM REGISTRATION								
1.1	Develop Registration Documents	10	6	16	\$ 1,500	\$ 900		\$ 2,400	
2	INVENTORY AND ASSESS DISCHARGERS								
2.1	Obtain Registration Documents	4	2	6	\$ 600	\$ 300	\$ -	\$ 900	
2.2	Review Registration Documents and water use	10	6	16	\$ 1,500	\$ 900	\$ -	\$ 2,400	
	Task 2 Totals	14	8	22	\$ 2,100	\$ 1,200	\$ -	\$ 3,300	
3	Inspect Facilities and Identify Sampling Locations								
3.1	Inspect Discharger Facilities/Identify Sampling Location	40	16	56	\$ 6,000	\$ 2,400	\$ 5,300	\$ 13,700	Leo full week; Tim half week;
3.2	Prepare Inspection Reports	20	6	26	\$ 3,000	\$ 900		\$ 3,900	
	Task 3 Totals	60	22	82	\$ 9,000	\$ 3,300	\$ 5,300	\$ 17,600	
4	COORDINATE SAMPLING OVERSIGHT								
4.1	Coordinate Dischargers sampling with SAM	5	5	10	\$ 750	\$ 750	\$ -	\$ 1,500	
4.2	Coordinate with SAM on sampler set-up and collection	10	5	15	\$ 1,500	\$ 750		\$ 2,250	Assumes SAM oversees all sampling
	Task 4 Totals	15	10	25	\$ 2,250	\$ 1,500	\$ -	\$ 3,750	
5	DETERMINE PERMIT NEED								
5.1	Review Inspection/Analytical Reports with SAM determine need	10	6	16	\$ 1,500	\$ 900		\$ 2,400	
5.2	Prepare Priority List	2	2	4	\$ 300	\$ 300		\$ 600	
	Task 5 Totals	12	8	20	\$ 1,800	\$ 1,200	\$ -	\$ 3,000	
6	PREPARE DRAFT NDWSC PERMITS								
6.1	Prepare draft NDWSC permits	20	6	26	\$ 3,000	\$ 900		\$ 3,900	
6.2	Review permits with SAM, Legal Counsel, and MAs	10	5	15	\$ 1,500	\$ 750		\$ 2,250	
6.3	Prepare final draft permits for review by Discharger	10	5	15	\$ 1,500	\$ 750		\$ 2,250	
6.4	Transmit final draft permit to Discharger and meet to discuss	5	5	10	\$ 750	\$ 750		\$ 1,500	
6.5	Prepare final permit for issuance by SAM or MA	10	4	14	\$ 1,500	\$ 600		\$ 2,100	
	Task 6 Totals	55	25	80	\$ 8,250	\$ 3,750	\$ -	\$ 12,000	
7	ASSIST WITH MONITORING REPORT DEVELOPMENT AND REVIEW								
7.1	Develop NDWSC Monitoring Report format	10	5	15	\$ 1,500	\$ 750		\$ 2,250	
7.2	Review initial monitoring reports	10	5	15	\$ 1,500	\$ 750		\$ 2,250	
	Task 4 Totals	20	10	30	\$ 3,000	\$ 1,500	\$ -	\$ 4,500	
8	PROJECT CONTROLS SUPPORT								
8.1	Invoicing, Scheduling, Coordination	20	20	40	\$ 3,000	\$ 3,000		\$ 6,000	10 hrs per month for 4 months
	Task 6 Totals	20	20	40	\$ 3,000	\$ 3,000	\$ -	\$ 6,000	
	Totals	206	109	315	30,900	16,350	5,300	52,550	

ODCs = Other direct costs (airfare, hotel, meals, rental car)

PROJECT SCOPE

All tasks described below will be performed on a time and materials basis with a not-to-exceed budget, except where noted. This project scope covers the following establishments.

HMB:

1. Sacrilege Brewery

GCSD:

1. Blue Ocean
2. HMB Brewing Company
3. HMB Distillery
4. Hop Dogma
5. Jetty Wave
6. Rocket Farms
7. Romeo Packing
8. SMC Harbor District

TASK 1. OUTREACH AND PROGRAM PREPARATION

Task 1.1. Create package for all Non-Domestic Source businesses

Mark Thomas will work with SAM to create an application, best practices for specific industries (starting w/ Breweries/distilleries, plant nurseries, and fertilizer warehouses).

TASK 2. IDENTIFICATION AND REGISTRATION OF NDW DISCHARGERS

Task 2.1. Identification of NDW Dischargers

Mark Thomas will identify the types of non- domestic, utilizing business database based on water use and working with any oversight agencies to identify additional new or changed businesses and shares with Member Agencies and SAM

Task 2.2. Conduct preliminary assessment of Dischargers

Based on type of production, water use/volume and category of business (Manufacturers, Beverage and Food Processors). Mark Thomas and SAM jointly prioritize list based on assessment, requires submission of registration documents from prioritized Dischargers.

TASK 3. INSPECT AND IDENTIFY SAMPLING LOCATION

Mark Thomas will support this task, which will be led by SAM. SAM coordinates/schedules with Mark Thomas and Dischargers to inspect facilities. Mark Thomas and SAM staff inspect facilities, verify water use, and identify effluent sampling location and system modifications for sample collection, if necessary, for 24 hour composite sample and/or other samples as required to characterize discharge.

TASK 4. COORDINATE SAMPLING OVERSIGHT

After Discharger has scheduled composite sampler, Mark Thomas and SAM coordinate to oversee set up, verify adequate sample can be collected and verify sample will be collected during representative production period and notifies Mark Thomas. Discharger to pay for sample set up and testing.

SAM and Mark Thomas visit site during sampling to verify sample is collected appropriately and production/regulated activity is occurring at time of sample.

Discharger submits analytical report to MA within 7 days and MA transmits to SAM

TASK 5. DETERMINE IF NDWSC PERMIT IS REQUIRED

Mark Thomas reviews inspection, operations, water use, analytical results, BMPs, etc. Mark Thomas coordinates w/ SAM if permit is required using criteria in 19- 05. Mark Thomas notifies Discharger of determination per criteria in 19- 05.


TASK 6. DRAFT AND ISSUE PERMIT

Discharger applies for permit per steps in Section 3 of 19- 05 upon notification that they are a non- domestic discharger. Upon submission of a complete application, Mark Thomas drafts permit for SAM review. Mark Thomas incorporates any SAM edits and submits draft to Discharger. Any requested edits by Discharger (received within 7 days) are reviewed for program consistency and must be mutually agreed upon by SAM and MA; Mark Thomas finalizes permit requirements. MA issues permit to Discharger with copy to SAM. MA collect Permit Fees.

TASK 7. COMPLIANCE MONITORING AND REPORTING

Mark Thomas reviews monitoring reports (at a frequency required in permit). Discharger to pay for required sample set up and testing. MA transmits reports to SAM for review and comment. MA/SAM periodically verifies compliance with on- site inspections. SAM conducts annual inspections and enforces wherever necessary and keeps MA informed of it. SAM shall request MA to make necessary changes in permit if monitoring frequency is required to be changed. If wastewater surcharges are assessed due to flow or constituent concentrations, MA coordinates with SAM so dischargers are billed appropriately, and revenue is allocated appropriately.

COST PROPOSAL FOR PROJECT SCOPE - NON-DOMESTIC SOURCES

	Mark Thomas							Total Hours	Total MT Cost
	Engineering and Inspection Services								
	Engineering Manager \$300	Operations Manager Frank Quach \$196	Project Engineer \$180	Sr. Inspector \$154	Inspector \$133	Sr. Project Assistant \$123			
1.0 Outreach and Program Preparation									
1.1 Create package for all NDS business	8	4	32			2	46	\$9,190	
Subtotal Phase 1	8	4	32	0	0	2	46	\$9,190	
2.0 Identification and Registration of NDW Dischargers									
2.1 Identify types of non-domestic users	2	2	8			2	14	\$2,678	
Conduct assessment of dischargers based on type of production, water use, and business category	1	2	16		16		35	\$5,700	
Subtotal Phase 2	3	4	24	0	16	2	49	\$8,378	
3.0 Inspect and Identify Sampling Location									
3.1 Inspect facility, verify water use	2	4	8		16		30	\$4,952	
3.2 Effluent sampling location and system modifications	2	4	8		16		30	\$4,952	
Subtotal Phase 3	4	8	16	0	32	0	60	\$9,904	
4.0 Coordinate Sampling Oversight									
4.1 Coordinate to oversee set up	1	4			24	4	33	\$4,768	
4.2 Verify sample collect procedure & regulate activity	1	4			24	4	33	\$4,768	
Subtotal Phase 4	2	8	0	0	48	8	66	\$9,536	
5.0 Determine if NDWSC Permit is Required									
5.1 Coordinate with MA to review documents (Inspection, Operations, Water use, BMPs, etc.) for permit requirements using criteria 19-05	2	2	16				20	\$3,872	
Subtotal Phase 5	4	10	16	0	48	8	20	\$3,872	
6.0 Draft and Issue Permit									
6.1 Coordinate with MA to review permit application	2	2	24				28	\$5,312	
6.2 Review permit requirement and provide recommendation to MA for final approval	2	2	16				20	\$3,872	
Subtotal Phase 6	4	4	40	0	0	0	48	\$9,184	
7.0 Compliance Monitoring and Reporting									
7.1 Review monitoring reports	2	2	12				16	\$3,152	
7.2 Conduct Quarterly and Annual Inspection for compliance					24		24	\$3,192	
7.3 Coordinate with MA for permit and enforcement violation		4	16		16			\$5,792	
Subtotal Phase 7	2	6	28	0	40	0	40	\$12,136	
TOTAL HOURS	25	36	156	0	136	12	329		
Anticipated Salary Increases								\$0	
OTHER DIRECT COSTS (Mileage)								\$900	
TOTAL COST	\$7,500	\$7,056	\$28,080	\$0	\$18,088	\$1,476		\$63,100	

Kishen Prathivadi

From: Daniel Child <wastewatermanagementspecialist@gmail.com>
Sent: Monday, January 31, 2022 7:03 PM
To: Kishen Prathivadi
Subject: Proposal for Services Related to NDWSCP Permitting for Phase 1 Dischargers

Dear Kishen.

Thank you for inviting Wastewater Management Specialists LLC (WMS) to provide a proposal for the development of NDWSCP permits and sampling protocols for dischargers to the SAM wastewater collection and treatment systems. We have reviewed the proposed Scope of Work and believe we are able to meet the needs of the agency and look forward to working with you and your staff on the project.

WMS believes the proposed work will require two hundred and eighty five (285) hours to complete. Though without more detail regarding the identified dischargers and their processes, it is difficult to be detailed in the evaluation of the work to be performed.

WMS current hourly rate is \$265 per hour. Based on our evaluation of the scope of work and the resultant 285 hours of time needed to complete the work, WMS proposes to perform the work outlined in the provided Scope of Work for a lump sum price of Seventy Five Thousand Five Hundred Twenty Five dollars (\$75,525.00).

We sincerely appreciate the opportunity to provide this proposal and welcome any questions or comments you may have. Please feel free to contact me at your convenience.

Sincerely,

Daniel T. Child
LLC Manager
Wastewater Management Specialists, LLC
(650) 208-9515

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SEWER AUTHORITY MID-COASTSIDE

Staff Report

TO: Honorable Board of Directors
FROM: Kishen Prathivadi, 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:	M. Clark	B. Dye	R. Lohman
	D. Penrose	D. Ruddock	K. Slater-Carter
ALTERNATE MEMBERS:	S. Boyd	E. Suchomel	P. Dekker
	J. Harvey	H. Rarback	



SEWER AUTHORITY MID-COASTSIDE

Staff Report

TO: Honorable Board of Directors
FROM: Kishen Prathivadi, 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:	M. Clark	B. Dye	R. Lohman
	D. Penrose	D. Ruddock	K. Slater-Carter
ALTERNATE MEMBERS:	S. Boyd	E. Suchomel	P. Dekker
	J. Harvey	H. Rarback	



SEWER AUTHORITY MID-COASTSIDE
Staff Report

TO: Honorable Board of Directors

FROM: Kishen Prathivadi, 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:	M. Clark	B. Dye	R. Lohman
	D. Penrose	D. Ruddock	K. Slater-Carter
ALTERNATE MEMBERS:	S. Boyd	E. Suchomel	P. Dekker
	J. Harvey	H. Rarback	

SEWER AUTHORITY MID-COASTSIDE
Future Agenda Items

	Items	Requested / Required By	Priority	Scheduled for	Status / Notes
1	Draft Public Records Act Policy	Ruddock		3/14/22	
2	Draft Policy for Minutes	Penrose		3/14/22	
3	Recycled Water	MA		TBD	
4	Strategic Plan Workshop	Board		TBD	
5	Board Reviews Proposed 5-Year CIP 2021 - 2025	FC		3/14/22	
6	Board Adopts 5-Year CIP 2021 - 2025	FC		3/14/22	
7	Closed Session - General Manager's Review	Board		11/9/20	Completed
8	Quarterly Investments Report	GC		5/24/21	Completed
9	Updated Aging Reports	Board		12/13/21	Completed
10	Update Records Retention Policy	Slater Carter		3/14/22	

FC = Finance Committee

GC = Government Code

MA = Member Agency

BOC = Board Operations Committee