

AGENDA

BOARD OF DIRECTORS MEETING

DELTA DIABLO
(a California Special District)

2500 Pittsburg-Antioch Highway | Antioch, CA 94509
(Note: There will be no in-person meeting at the District.)
WEDNESDAY, MAY 11, 2022
4:30 P.M.

In lieu of a public gathering, the Board of Directors meeting will be accessible via ZOOM to all members of the public as permitted by the Government Code Section 54953(e).

The Board of Directors meeting on May 11, 2022 will not be physically open to the public and all Board Members will be teleconferencing into the meeting. Members of the public can observe the meeting by following the steps listed below to view and listen to the Board Meeting.

Persons who wish to address the Board during the Public Comment period or with respect to an item on the Agenda will be limited to two (2) minutes. The Secretary to the Board will call on members of the public at the beginning of the meeting to establish a speaking order. Please indicate whether you wish to speak during the Public Comment period or on a specific Agenda item at that time.

The Board Chair may reduce the amount of time allotted to provide comments at the beginning of each item or public comment period depending on the number of comments and the business of the day. Your patience is appreciated.

Presentations will be made available online at <https://www.deltadiablo.org/board-meetings> approximately one hour prior to the start of the Board meeting.

How to view, listen to, and provide a Public Comment during the meeting via ZOOM:

Using your computer, access the Zoom meeting at: <https://us02web.zoom.us/j/89990917418>

How to listen and provide a Public Comment during the meeting via ZOOM:

§ **Using your telephone, access the Zoom meeting by dialing (669) 900-6833**

§ **Meeting ID: 899 9091 7418**

The District will provide reasonable accommodations for persons with disabilities who plan to participate in Board (or committee) meetings by contacting the Secretary to the Board 24 hours prior to the scheduled meeting at (925) 756-1927. Disclosable public records related to an open session item on a regular meeting agenda and distributed by the District to a majority of members of the Board of Directors less than 72 hours prior to that meeting are available for public inspection on the District website at www.deltadiablo.org



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BOARD OF DIRECTORS MEETING

DELTA DIABLO (a California Special District)

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WEDNESDAY, MAY 11, 2022
4:30 P.M.

A. ROLL CALL

B. PLEDGE OF ALLEGIANCE

C. PUBLIC COMMENTS

D. RECOGNITION

Introduction of Michael Placencia, Laboratory Manager, to the District (Dean Eckerson)

E. CONSENT CALENDAR

- 1) **Approve** Minutes of the Special Board of Directors Meeting, April 20, 2022 (Cecelia Nichols-Fritzler)
- 2) **Receive** District Monthly Check Register, March 2022 (Eka Ekanem)
- 3) **Receive** Notes from Finance Committee Meeting, May 4, 2022 (Cecelia Nichols-Fritzler)
- 4) **Receive** Third Quarter Fiscal Year 2021/2022 District Investment Report (Anika Lyons)
- 5) **Authorize** Issuance of the Following Purchase Orders for One Year Beginning July 1, 2022: in an Amount Not to Exceed \$339,000, Univar USA Inc., Supply and Delivery of Sodium Bisulfite; in an Amount Not to Exceed \$223,000, Kemira Water Solutions, Inc., Supply and Delivery of Ferrous Chloride; in an Amount Not to Exceed \$324,000, Chemtrade Logistics, Inc., Supply and Delivery of Liquid Aluminum Sulfate; in an Amount Not to Exceed \$691,000, Univar USA, Inc., Supply and Delivery of Sodium Hypochlorite; in an Amount Not to Exceed \$380,000, Polydyne Inc., Supply and Delivery of Dry Polymer; and in an Amount Not to Exceed \$147,000, Polydyne Inc., Supply and Delivery of Liquid Polymer (Judy Phan)
- 6) **Approve** Project Design; **Award** and **Authorize** General Manager to Execute Construction Services Contract in an Amount Not to Exceed \$769,136.00, Construction Corp DBA: CIC; **Authorize** General Manager to **Approve** Contract Change Orders in an Amount Not to Exceed 10% of Contract Amount; and **Take** Related Actions, Onsite Fueling Station Replacement, Project No. 19112 (Chris Thomas)
- 7) **Authorize** General Manager to Transfer Monies to BHPS Diversion Structure Pump Replacement Project from SCADA Communication Network/PLC Processor Upgrade Project within Wastewater Capital Asset Replacement Fund in the amount of \$50,000, for a total project budget of \$190,000; **Authorize** General Manager to Execute Purchase

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Order in an Amount Not to Exceed \$166,440, Shape Incorporated, BHPS Diversion Structure Pump Replacement, Project No. 21112 (Thank Vo)

- 8) **Make** Findings and **Approve** Continuing Teleconference Meetings (AB 361, Government Code Section 54953[e]) (Cecelia Nichols-Fritzler)
- 9) **Authorize** General Manager to Execute Purchase Order in an Amount Not to Exceed \$106,000, Peerless Pump, CCT Service Water Pump Replacement, Project No. 21116 (Dean Eckerson)
- 10) **Receive** Updated Report from General Manager about the Actions and Contracts Necessary to Respond to the Emergency Declared by the Board on February 9, 2022 for the Shore Acres Interceptor Emergency Repair Project; **Authorize** General Manager to Transfer Monies to the Shore Acres Interceptor Emergency Repair from the Wastewater Capital Asset Replacement (WW CAR) Fund Reserves in the Amount of \$400,000, for a New Total Project Budget of \$875,000; **Authorize** General Manager to Execute a Construction Services Contract Amendment with Con-Quest Contractors, Inc. in the Amount of \$375,000, for a New Total Contract Amount Not to Exceed \$785,000 or to Negotiate an Emergency Repair Contract with Another Qualified Contractor in an Amount Not to Exceed \$375,000; and **Take** Related Actions under the California Environmental Quality Act, Shore Acres Interceptor Emergency Repair, Project No. 22129 (Thank Vo)

F. DELIBERATION ITEMS

Review Proposed Fiscal Year 2022/2023 through Fiscal Year 2026/2027 Capital Improvement Program (CIP) and **Set** Public Hearing for June 22, 2022 to Consider Approval of 5-Year CIP (Thank Vo)

G. PRESENTATIONS AND REPORTS

- 1) **Receive** Report on Key Assumptions for Proposed Fiscal Year 2022/2023 Operating Budget (Anika Lyons)
- 2) **Receive** Report on 40-Year Anniversary of District's Wastewater Treatment Plant (Dean Eckerson)

H. MANAGER'S COMMENTS

I. DIRECTORS' COMMENTS

J. CORRESPONDENCE

Receive Monthly Lobbyist Report Dated April 2022, Key Advocates, Inc., Western Recycled Water Coalition (Thank Vo)

K. CLOSED SESSION

None.

L. ADJOURNMENT

The next Board of Directors meeting will be held on June 22, 2022 at 5:30 p.m.

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ITEM D

May 11, 2022

INTRODUCTION OF MICHAEL PLACENCIA, LABORATORY MANAGER, TO THE DISTRICT

Recommendation

Welcome Mr. Michael Placencia, Laboratory Manager, to the District.

Background Information

The District recently completed a recruitment and selection process to fill the vacant Laboratory Manager position. Based on the results of a comprehensive and highly competitive recruitment process, Mr. Placencia was selected as the most qualified candidate for this position and joined the District on May 2, 2022.

Analysis

Mr. Placencia has 17 years of public sector laboratory and environmental compliance experience in the wastewater industry with progressively increasing levels of responsibility. Prior to joining the District, he administered a pretreatment program as an Environmental Compliance Supervisor at the City of Riverside. In addition, Mr. Placencia worked in the wastewater laboratory and supported the industrial waste inspector program for Los Angeles County Sanitation Districts. He earned a Master's Degree in Business Administration from the University of Redlands and a Bachelor of Science Degree in Biology from the University of California, Los Angeles. Mr. Placencia has significant knowledge and experience in wastewater treatment and pretreatment technologies and applications and holds several certifications including CWEA Environmental Compliance Inspector Grade 4 and Laboratory Analyst Grade 2. He will apply his extensive knowledge and experience to effectively manage the Laboratory Division in support of the Environmental Stewardship goal in the District's Strategic Plan.

Financial Impact

Sufficient funding for the Laboratory Manager position is included in the adopted Fiscal Year 2021/2022 Budget.

Attachments

None.



Reviewed by: _____

Dean Eckerson
Resource Recovery Services Director

cc: Mr. Michael Placencia, Laboratory Manager
District File No. HR.01-PEF



May 11, 2022

APPROVE MINUTES OF THE SPECIAL MEETING OF THE BOARD OF DIRECTORS,
APRIL 20, 2022

Recommendation

Approve Minutes of the Special Meeting of the Board of Directors held on April 20, 2022.

DRAFT

Minutes of the Meeting of the Board of Directors

DELTA DIABLO

April 20, 2022

The meeting was called to order by Chair Wilson at 4:31 p.m., on Wednesday, April 20, 2022, via Zoom. Present were Vice Chair Juan Banales, and Director Federal Glover (arrived at 4:42 pm). Also present were Mary Ann Mason, District Counsel; Vince De Lange, General Manager; Stacy Tucker, Acting Office Manager/Secretary to the Board; Brian Thomas, Acting Business Services Director; Dean Eckerson, Resource Recovery Services Director; Thanh Vo, Acting Engineering Services Director; and Anika Lyons, Finance Manager.

Chair Wilson read the following statement: “In lieu of a public gathering, the Board of Directors meeting will be accessible via ZOOM to all members of the public as permitted by the Government Code Section 54953(e).”

Ms. Tucker read a statement regarding the process for receiving public comments.

PUBLIC COMMENTS

None.

RECOGNITION

None.

CONSENT CALENDAR

Vice Chair Banales moved approval of Consent Calendar, seconded by Chair Wilson, and by roll call vote (Ayes: *Banales, Wilson*, Noes: *None*; Absent: *Glover*, Abstain: *None*); the following Consent items were approved: Approve Minutes of the Special Meeting of the Board of Directors, March 30, 2022; Receive District Monthly Check Register, February 2022; Receive Finance Committee Meeting Notes, April 13, 2022; Make Findings and Approve Continuing Teleconference Meetings (AB 361, Government Code Section 54953[e]); Authorize General Manager to Execute Amendment No. 3 in an Amount Not to Exceed \$114,702, for a New Total Contract Amount of \$223,704, Woodard & Curran, Inc., Engineering Services, Onsite Fueling Station Replacement, Project No. 19112; Authorize General Manager to Execute Utility Agreement with Pacific Gas and Electric Company in an Amount Not to Exceed \$150,000, Installation of New Electrical Service Facilities, Treatment Plant Electrical Switchgear Replacement, Project No. 17120; Authorize General Manager to Establish a New Fiscal Year 2021/2022 Project in the Wastewater Capital Asset Replacement Fund, and to Transfer Monies to this Project from Aboveground Fuel Storage Tank Rehabilitation Project within Wastewater Capital Asset Replacement Fund in the Amount of \$100,000, for a Total Project Budget of \$100,000; and Approve Project and Take Related Actions under the California Environmental Quality Act, Plant Operations Center Conduit and Generator Wiring Repair, Project

No. 22130; Authorize General Manager to Execute Amendment No. 1 to Consulting Services Contract in an Amount Not to Exceed \$134,243, for a New Total Contract Amount of \$234,208, Kennedy Jenks Consultants, Engineering Services, Manhole, Gravity Interceptor, and Easement Road Improvements, Project No. 21114; Authorize Amendment to Purchase Order in the Amount of \$79,000, for a New Total Amount Not to Exceed \$364,000, Thatcher Company of California, Inc., Supply and Delivery of Liquid Aluminum Sulfate, and Authorize Amendment to Purchase Order in the Amount of \$35,000, for a New Total Amount Not to Exceed \$143,000, Polydyne, Inc., Supply and Delivery of Liquid Polymer for Fiscal Year 2021/2022; Approve Assignment of Agreement for Street Sweeping Services from Contract Sweeping Services, LLC to SCA of CA, LLC, Effective upon Board Approval, and Authorize General Manager to Execute the Assignment; and Authorize General Manager to Execute Amendment No. 2 to General Services Contract in the Amount of \$50,000 for a New Total Contract Amount Not to Exceed \$186,399, Liebert Cassidy Whitmore, Labor Negotiation Services.

PRESENTATIONS AND REPORTS

None.

DELIBERATION ITEMS

Review Proposed Sewer Service Charge Increases for Fiscal Year 2022/23; Set Public Hearing for June 22, 2022, at 5:30 p.m., to Consider Protests Against Sewer Service Charge Increases for Fiscal Year 2022/23, and to Consider Authorizing Collection of Fiscal Year 2022/23 Sewer Service Charges on the Tax Roll; and Authorize Distribution of Proposition 218 Hearing Notices and Publication of Hearing Notices

Mr. Thomas reviewed the District's Sewer Service Charge (SSC), Capital Improvement Program (CIP), and budget development schedule for Fiscal Year 2022/2023 (FY22/23). He noted the importance of SSC adjustments to ensure sufficient revenue is generated to support critical capital investment needs in aging infrastructure and increasing operating costs. Mr. Thomas reviewed key actions staff has implemented in developing the proposed FY22/23 SSCs to support the District's guiding principles for ensuring long-term financial sustainability and alignment with the District's Strategic Plan. He discussed key assumptions used in developing the updated 5-year financial plan, including operating costs, 5-year CIP costs, debt management, Ad Valorem Tax revenue, and utilization of existing Wastewater Operations and Maintenance (O&M) Fund equity.

Mr. Thomas reviewed the proposed FY22/23 SSC increase of 4.5% for residential customers in Antioch/Pittsburg/Bay Point residents, as well as non-residential customers (i.e., commercial, industrial). He stated that the proposed SSC increase is expected to generate an additional \$1.2 million in revenue in FY22/23 to meet the District's capital and operating financial needs. Mr. Thomas reviewed the proposed allocation of SSC revenue in FY22/23 to various District funds and added there will be no increase in the Street Sweeping Service Charge for residential or non-residential customers.

Mr. Thomas presented a comparison of the District's SSCs relative to its peer agencies in the San Francisco Bay Area, which highlighted that the District remains below peer-agency average costs for providing wastewater collection, conveyance, and treatment services. He compared the updated 5-year SSC increase projection to last year's projection and noted three key drivers for the lower FY22/23 SSC increase (4.5%) relative to the projected FY22/23 SSC increase (5.8%) at this time last year—additional SSC revenue due to higher than expected growth in the District's service area, reduced operating budget expenditures which increased available fund balances, and delay in implementing the \$60.0 million Secondary Process Improvements Project. He noted inter-fund

loans included in the updated 5-year financial plan. He closed by reviewing the draft Proposition 218 Notice, the associated SSC review and approval schedule, and staff recommendations.

Mr. Thomas noted a comment made at the Finance Committee from Director Banales as it spoke to efforts staff has implemented to manage costs related to our operating and capital budgets, which allowed the District to achieve lower than projected SSC increases while continuing to maintain sound investments in infrastructure.

Director Glover moved approval, seconded by Director Banales, to set the public hearing for June 22, 2022 at 5:30 p.m. to consider protests against Sewer Service Charge increases for Fiscal Year 2022/23, and to consider authorizing collection of Fiscal Year 2022/23 Sewer Service Charges on the tax roll; and authorize distribution of the Proposition 218 Hearing Notice and publication of hearing notices and by roll call vote (Ayes: *Glover, Banales, Wilson*, Noes: *None*, Abstain: *None*), the motion was approved.

MANAGER'S COMMENTS

None.

DIRECTORS' COMMENTS

None.

CORRESPONDENCE

Receive Monthly Lobbyist Report Dated March 2022, Key Advocates, Inc., Western Recycled Water Coalition

The Board received and filed the report.

CLOSED SESSION

Before convening to Closed Session, the Secretary to the Board asked for public comments on the Closed Session item. No comments were made. At 5:03 p.m., Chair Wilson convened the Board of Directors meeting to Closed Session. Following Closed Session, Chair Wilson reconvened the Board of Directors meeting in open session at 5:46 p.m. and stated there was nothing to report from Closed Session.

ADJOURNMENT

Chair Wilson adjourned the meeting at 5:47 p.m. and noted the next meeting is scheduled for May 11, 2022.

Federal Glover
Board Secretary

(Recording Secretary:
DeAnna Blakeslee)

cc: District File No. BRD.01-MINS



ITEM E/2

May 11, 2022

RECEIVE DISTRICT MONTHLY CHECK REGISTER, MARCH 2022

Recommendation

Receive District Monthly Check Register for the month ending March 31, 2022.

Background Information

Attached is the Check Register for the month of March 2022. The report reflects payments to the District's suppliers, consultants, service providers, and contractors. A total of \$1,887,996.01 was disbursed in the month of March 2022, which includes 176 checks.

Financial Impact

All payments made during the month are within funding levels included in the adopted Fiscal Year 2021/2022 Budget.

Attachment

Check Register for month ending March 31, 2022

Reviewed by:



Brian Thomas
Acting Business Services Director

cc: District File No. BRD.01-ACTS



CHECK REGISTER
DELTA DIABLO
CASH DISBURSEMENTS FOR THE MONTH OF MARCH 2022

CHECK DATE	VENDOR NAME	INVOICE NO.	CHECK NO.	INVOICE AMOUNT	DESCRIPTION	CHECK AMOUNT
3/17/2022	SPARLING INSTRUMENTS, LLC	57256	36922	679.50	FLOWMETERS FT1310 AND FT1311 REPLACEMENT DISPLAYS	679.50
3/3/2022	AFLAC	57576 57577	37069	573.38 573.38	INSURANCE INSURANCE	1,146.76
3/3/2022	AT&T	57560	37070	2,149.77	PHONE EXP	2,149.77
3/3/2022	CALTEST ANALYTICAL LABORATORY	57539	37071	1,296.90	PROVIDE LAB TESTING FOR NPDES PERMIT COMPLAINE	1,296.90
3/3/2022	CDW GOVERNMENT, INC.	57561 57563 57611	37072	21.99 24.19 179.99	Network Equipment/Extension for Aeration Building Network Equipment/Extension for Aeration Building Network Equipment/Extension for Aeration Building	226.17
3/3/2022	CLEAN EARTH ENVIRONMENTAL SOLUTIONS, INC	57452	37073	31,841.83	PROVIDE TRANS/DISPOSAL/LABOR FOR HHW & TEMP EVENTS	31,841.83
3/3/2022	CONCENTRA/OCCUPATIONAL HEALTH CENTERS	57579	37074	341.00	OCCUP SAFETY / PRE EMPL COST	341.00
3/3/2022	DXP ENTERPRISES, INC	57543	37075	2,858.40	TEMPOARY MAINTENANCE BACKFILL LABOR	2,858.40
3/3/2022	HARRINGTON PLASTICS INC	57618 57619	37076	1,538.86 504.23	VALVES AND ISOLATION JOINTS TO REPAIR HYPO TANKS BRINE SYSTEM MODIFICATIONS	2,043.09
3/3/2022	INFERRERA CONSTRUCTION MANAGEMENT GROUP INC.	57580 57581 57595	37077	13,778.83 4,215.88 666.93	CSC PN 80008 CSC PN 80008 CSC PN 80008	18,661.64
3/3/2022	IRONHOUSE SANITARY DISTRICT	57582	37078	2,713.45	PERMIT & REG FEES	2,713.45
3/3/2022	JW BACKHOE & CONSTRUCTION, INC	57565 57566 57567	37079	18,138.85 13,646.74 13,646.74	BRIDGEHEAD FM TEMPORARY BYPASS BRIDGEHEAD FM TEMPORARY BYPASS BRIDGEHEAD FM TEMPORARY BYPASS	45,432.33
3/3/2022	KEMIRA WATER SOLUTIONS, INC.	57584	37080	6,649.76	FERROUS CHLORIDE	6,649.76
3/3/2022	KOA HILLS CONSULTING LLC.	57536 57537	37081	350.00 437.50	KOA HILLS CONSULTING MUNIS SUPPORT SERVICES MUNIS ERP ENHANCEMENT PROJECT	787.50
3/3/2022	LEE & RO, INC.	57586	37082	62,423.16	DESIGN SERVICES DURING CONSTRUCTION	62,423.16
3/3/2022	MCMaster CARR SUPPLY CO	57620	37083	935.35	INVENTORY	935.35
3/3/2022	NETRONIX INTEGRATION	57505	37084	480.00	SECURITY SYSTEM SERVER WORK	480.00
3/3/2022	NEW IMAGE LANDSCAPE COMPANY	57588	37085	2,563.00	LANDSCAPE SERVICES	2,563.00
3/3/2022	NORTHPOINT SECURITY SERVICES, INC	57574 57621 57622	37086	11,010.64 4,740.56 5,331.76	SECURITY PATROL SERVICES SECURITY PATROL SERVICES SECURITY PATROL SERVICES	21,082.96
3/3/2022	PACIFIC GAS & ELECTRIC COMPANY	57570	37087	34,363.66	AC# 5138050344-4	34,363.66
3/3/2022	PSOMAS	57499 57500	37088	6,587.50 23,800.00	CM&I SERVICES FOR PN21123 CM&I SERVICES FOR PN21123	30,387.50
3/3/2022	QUALITY ASSURANCE SOLUTIONS, LLC	57541	37089	546.25	CONSULTANT TNI SUPPORT FOR LAB STAFF	546.25
3/3/2022	RH TECHNOLOGY		37090			5,527.10

CHECK DATE	VENDOR NAME	INVOICE NO.	CHECK NO.	INVOICE AMOUNT	DESCRIPTION	CHECK AMOUNT
		57590		1,618.94	O/S TEMP	
		57591		3,908.16	O/S TEMP	
3/3/2022	STANDARD INSURANCE COMPANY		37091			3,398.87
		57592		3,398.87	LIFE & LTD INS.	
3/3/2022	T & T VALVE AND INSTRUMENT		37092			2,748.59
		57534		2,748.59	INVENTORY	
3/3/2022	UNIFIRST CORPORATION		37093			1,309.74
		57596		125.10	UNIFORM/ LAUNDRY SERVICE	
		57597		168.42	UNIFORM/ LAUNDRY SERVICE	
		57598		30.19	UNIFORM/ LAUNDRY SERVICE	
		57599		177.90	UNIFORM/ LAUNDRY SERVICE	
		57600		177.05	UNIFORM/ LAUNDRY SERVICE	
		57601		169.86	UNIFORM/ LAUNDRY SERVICE	
		57612		129.09	UNIFORM/ LAUNDRY SERVICE	
		57613		301.94	UNIFORM/ LAUNDRY SERVICE	
		57614		30.19	UNIFORM/ LAUNDRY SERVICE	
3/3/2022	UNIVAR USA INC		37094			7,077.93
		57470		3,539.51	SODIUM HYPOCHLORITE	
		57571		3,538.42	SODIUM HYPOCHLORITE	
3/3/2022	V.W. HOUSEN & ASSOCIATES, INC.		37095			40,598.81
		57568		27,217.31	ENGINEERING DESIGN SVS APS & CONVEYANCE PN 20121	
		57569		13,381.50	ENGINEERING DESIGN SVS APS & CONVEYANCE PN 20121	
3/3/2022	VERIZON WIRELESS		37096			2,128.77
		57610		2,128.77	PHONE EXP	
3/3/2022	VISION SERVICE PLAN		37097			1,691.71
		57593		50.98	COBRA VISION	
		57594		1,640.73	VISION INSURANCE	
3/10/2022	AFSCME DISTRICT COUNCIL 57		37098			4,477.72
		562705		2,988.51	UNION DUES O&M	
		562715		1,489.21	UNION DUES P&T	
3/10/2022	ALAMEDA ELECTRIC DISTRIBUTORS		37099			285.35
		57634		285.35	INVENTORY	
3/10/2022	CITY OF ANTIOCH- WATER		37100			894.10
		57675		94.60	AC# 004-01510	
		57676		799.50	AC# 004-01513	
3/10/2022	ARCO BUSINESS SOLUTIONS		37101			2,442.12
		57635		2,442.12	GAS	
3/10/2022	ASSOCIATED SERVICES COMPANY		37102			1,714.18
		57701		628.94	PROVIDE PREMIUM COFFEE SERVICE TO DISTRICT quote*	
		57702		444.91	PROVIDE PREMIUM COFFEE SERVICE TO DISTRICT quote*	
		57703		490.84	PROVIDE PREMIUM COFFEE SERVICE TO DISTRICT quote*	
		57704		149.49	PROVIDE PREMIUM COFFEE SERVICE TO DISTRICT quote*	
3/10/2022	SCOT ALLISON CAMPBELL		37103			517.20
		57636		517.20	INVENTORY	
3/10/2022	CALIFORNIA PRODUCT STEWARDSHIP COUNCIL		37104			735.00
		57705		735.00	ASSIST WITH IMPLEMENTATION OF CALRECYCLE GRANT	
3/10/2022	CAROLLO ENGINEERS		37105			7,192.50
		57654		7,192.50	PRIMARY CLARIFIER AREA IMPROVE	
3/10/2022	COMCAST BUSINESS COMMUNICATIONS, LLC		37106			1,104.95
		57717		556.59	PHONE EXP	
		57718		548.36	PHONE EXP	
3/10/2022	CONCENTRA/OCCUPATIONAL HEALTH CENTERS		37107			229.00
		57698		229.00	PRE EMPL COST	
3/10/2022	CORELOGIC INFORMATION SOLUTIONS, INC		37108			165.00
		57695		165.00	REALQUEST PROPERTY INFORMATION	
3/10/2022	VINCENT DE LANGE		37109			691.26
		57707		453.14	T&M	
		57708		238.12	T&M	
3/10/2022	DEPT OF GENERAL SERVICES		37110			20,418.75
		57637		20,418.75	UTILITIES	
3/10/2022	GOLDEN STATE WATER CO.		37112			2,114.11

CHECK DATE	VENDOR NAME	INVOICE NO.	CHECK NO.	INVOICE AMOUNT	DESCRIPTION	CHECK AMOUNT
		57327		-28.24	AC# 32249200000	
		57638		1,348.21	AC# 07744100004	
		57639		794.14	AC# 32249200000	
3/10/2022	GRAINGER		37113			2,866.17
		57640		606.67	INVENTORY	
		57641		2,259.50	INVENTORY	
3/10/2022	JAC INDUSTRIAL TECHNOLOGIES, LLC		37114			413.70
		57625		413.70	INVENTORY	
3/10/2022	JW BACKHOE & CONSTRUCTION, INC		37115			2,932.50
		57710		2,932.50	ARCY LANE STEEL PLATE RENTAL PN 90091	
3/10/2022	KEMIRA WATER SOLUTIONS, INC.		37116			13,005.87
		57629		6,438.11	FERROUS CHLORIDE	
		57630		6,567.76	FERROUS CHLORIDE	
3/10/2022	KENNEDY/JENKS CONSULTANTS INC.		37117			2,087.92
		57583		2,087.92	ASSET MANAGEMENT PROGRAM DEVELOPMENT PN 19109	
3/10/2022	KOFFLER ELECTRICAL MECHANICAL APPARATUS REPAIR,INC		37118			950.00
		57585		950.00	TROUBLESHOOT PPS ELECTRICAL FAILURE	
3/10/2022	LARRY WALKER ASSOCIATES		37119			661.00
		57706		661.00	NPDES REGULATORY SUPPORT, LOCAL LIMITS REVISIONS	
3/10/2022	LEGAL SHIELD		37120			52.85
		57715		52.85	LEGAL MEMBERSHIP	
3/10/2022	MAINSAYER SOFTWARE		37121			6,841.50
		57626		6,841.50	MAINSAYER SOFTWARE ANNUAL AGREEMENT	
3/10/2022	MANAGED HEALTH NETWORK		37122			337.05
		57681		337.05	EAP	
3/10/2022	MCMASTER CARR SUPPLY CO		37123			337.05
		57643		337.05	INVENTORY	
3/10/2022	MDRR PITTSBURG		37124			5,241.37
		57644		1,310.40	AC# 10-0018920	
		57655		3,683.25	AC# 10-0031550	
		57678		247.72	WASTE	
3/10/2022	NORTHPOINT SECURITY SERVICES, INC		37125			5,184.00
		57653		5,184.00	SECURITY PATROL SERVICES	
3/10/2022	OEM AIR COMPRESSOR CORP.		37126			41.63
		57647		41.63	INVENTORY	
3/10/2022	OFFICE DEPOT		37127			123.49
		57692		43.31	OFFICE SUPPLIES	
		57693		20.07	OFFICE SUPPLIES	
		57694		60.11	OFFICE SUPPLIES	
3/10/2022	PACIFIC ECO-RISK LABORATORIES		37128			3,366.00
		57668		3,366.00	QUARTERLY CHRONIC TOXICITY TESTING	
3/10/2022	PACIFIC GAS & ELECTRIC COMPANY		37129			52,025.72
		57711		52,025.72	AC# 4887173962-8	
3/10/2022	CITY OF PITTSBURG		37130			585.35
		57627		585.35	UTILITIES	
3/10/2022	PLATT ELECTRIC SUPPLY INC		37131			4,592.03
		57669		2,422.22	SAPS PUMP REPLACEMENT PROJECT ELECTRICAL PARTS	
		57670		184.18	MATERIALS FOR SBS TANK VEGA RADAR INSTALLATION	
		57671		240.59	MATERIALS FOR SBS TANK VEGA RADAR INSTALLATION	
		57672		1,365.27	MATERIALS FOR SBS TANK VEGA RADAR INSTALLATION	
		57673		379.77	MATERIALS FOR SBS TANK VEGA RADAR INSTALLATION	
3/10/2022	REPUBLIC SERVICES #210		37132			5,836.87
		57648		4,661.06	WASTE	
		57649		1,175.81	WASTE	
3/10/2022	RH TECHNOLOGY		37133			6,583.76
		57680		1,698.56	O/S TEMP	
		57700		4,885.20	O/S TEMP	
3/10/2022	ROGERS MACHINERY COMPANY, INC		37134			10,529.43
		57650		10,529.43	CP8192 SERVICE AIR COMPRESSOR REPLACEMENT	
3/10/2022	THATCHER COMPANY OF CALIFORNIA, INC		37135			3,354.33

CHECK DATE	VENDOR NAME	INVOICE NO.	CHECK NO.	INVOICE AMOUNT	DESCRIPTION	CHECK AMOUNT
		57682		3,354.33	ALUMINUM SULFATE	
3/10/2022	UNIFIRST CORPORATION		37136			336.34
		57602		126.78	UNIFORM/ LAUNDRY SERVICE	
		57603		179.37	UNIFORM/ LAUNDRY SERVICE	
		57604		30.19	UNIFORM/ LAUNDRY SERVICE	
3/10/2022	UNIVAR USA INC		37137			9,106.59
		57608		3,540.30	SODIUM HYPOCHLORITE	
		57685		5,566.29	SODIUM BISULFITE	
3/10/2022	VOYTEN ELECTRIC		37138			10,500.00
		57713		10,500.00	GENERATOR BREAKER FOR GEN2401	
3/10/2022	YORKE ENGINEERING, LLC		37139			936.90
		57714		936.90	AIR QUALITY SUPPORT, COMPLIANCE ASSISTANCE	
3/10/2022	FLYERS ENERGY LLC		37140			150.00
		57719		150.00	NET15 TEMPORARY TANK RENTAL AND FUELING PN19112	
3/17/2022	ALHAMBRA & SIERRA SPRGS WATER		37141			386.36
		57735		169.71	BOTTLED WATER SERVICE	
		57783		216.65	BOTTLED WATER SERVICE	
3/17/2022	ALPHA MEDIA II LLC		37142			750.00
		57666		750.00	RADIO ADS BY KUIC FOR POLLUTION PREVENTION	
3/17/2022	CITY OF ANTIOCH- WATER		37143			4,471.32
		57743		94.60	AC# 013-00021	
		57744		94.60	AC# 013-00022	
		57745		66.90	AC# 013-00023	
		57746		94.60	AC# 013-00024	
		57747		4,120.62	AC# 013-00110	
3/17/2022	JUAN AREVALO		37144			55.08
		57492		55.08	REIMBURSEMENT	
3/17/2022	ASSOCIATED SERVICES COMPANY		37145			154.85
		57691		154.85	PROVIDE PREMIUM COFFEE SERVICE TO DISTRICT quote*	
3/17/2022	MICHAEL AUER		37146			245.36
		57775		245.36	REIMBURSEMENT	
3/17/2022	MICHAEL BAKALDIN		37147			245.36
		57776		245.36	REIMBURSEMENT	
3/17/2022	BASIC BENEFITS, LLC		37148			70.00
		57758		70.00	FSA	
3/17/2022	BRENTWOOD PRESS		37149			89.00
		57770		89.00	AD	
3/17/2022	CALIFORNIA DEPT OF TAX AND FEE		37150			19.34
		57732		19.34	PERMIT & REGULATORY FEE	
3/17/2022	CALTEST ANALYTICAL LABORATORY		37151			436.50
		57667		436.50	PROVIDE LAB TESTING FOR NPDES PERMIT COMPLIANCE	
3/17/2022	CLEAN EARTH ENVIRONMENTAL SOLUTIONS, INC		37152			43,622.15
		57709		43,622.15	PROVIDE TRANS/DISPOSAL/LABOR FOR HHW & TEMP EVENTS	
3/17/2022	CONTRA COSTA HEALTH SERVICES		37153			660.00
		57769		660.00	ANNUAL GREEN BUSINESS DUES	
3/17/2022	CONTRA COSTA WATER DISTRICT		37154			35.78
		57748		35.78	UTILITIES	
3/17/2022	CONTRACT SWEEPING SERVICES		37155			70,353.38
		57721		35,885.17	STREET SWEEPING SERVICES	
		57722		34,468.21	STREET SWEEPING SERVICES	
3/17/2022	CUPERTINO ELECTRIC, INC		37156			45,205.67
		57656		45,205.67	CONSTRUCTION SERVICES FOR PROJECT NO. 17120	
3/17/2022	DIABLO WATER DISTRICT		37157			139.14
		57731		139.14	UTILITIES	
3/17/2022	DXP ENTERPRISES, INC		37158			3,811.20
		57741		3,811.20	TEMPOARY MAINTENANCE BACKFILL LABOR	
3/17/2022	FLOTTWEG SEPARATION		37159			9,541.45
		57727		9,541.45	CENTRIFUGE REPAIR PARTS	
3/17/2022	GOT POWER, INC.		37160			52,383.72

CHECK DATE	VENDOR NAME	INVOICE NO.	CHECK NO.	INVOICE AMOUNT	DESCRIPTION	CHECK AMOUNT
		57738		52,383.72	EMERGENCY 1000KW PORTABLE GENERATOR RENTAL	
3/17/2022	HAZEN & SAWYER		37161			7,066.25
		57696		7,066.25	RESOURCE RECOVERY FACILITY MASTER PLAN PN 18120	
3/17/2022	INFERRERA CONSTRUCTION MANAGEMENT GROUP INC.		37162			9,148.10
		57628		9,148.10	CSC PN 80008 (17128, 17129, 17	
3/17/2022	JOHN MUIR HEALTH		37163			853.16
		57689		853.16	Annual Corporate Wellness Services	
3/17/2022	LEEANN KNIGHT		37164			224.82
		57774		224.82	REIMBURSEMENT	
3/17/2022	KOA HILLS CONSULTING LLC.		37165			1,793.75
		57572		612.50	KOA HILLS CONSULTING MUNIS SUPPORT SERVICES	
		57573		393.75	MUNIS ERP ENHANCEMENT PROJECT	
		57651		787.50	MUNIS ERP ENHANCEMENT PROJECT	
3/17/2022	KONE. INC.		37166			117.76
		57768		117.76	ELEVATOR SERVICE	
3/17/2022	LYSTEK INTERNATIONAL LIMITED		37167			3,949.12
		57642		3,949.12	BIOSOLIDS DISPOSAL	
3/17/2022	McCAULEY AGRICULTURAL & PEST SERVICES		37168			180.00
		57788		60.00	PEST CONTROL SERVICES	
		57789		60.00	PEST CONTROL SERVICES	
		57790		60.00	PEST CONTROL SERVICES	
3/17/2022	MONUMENT CAR PARTS		37169			878.09
		57794		878.09	INVENTORY	
3/17/2022	MSC INDUSTRIAL SUPPLY CO. INC.		37170			28.36
		57645		28.36	INVENTORY	
3/17/2022	MUNIQUIP, LLC		37171			3,326.01
		57646		3,326.01	INVENTORY	
3/17/2022	NEW IMAGE LANDSCAPE COMPANY		37172			2,563.00
		57589		2,563.00	LANDSCAPE SERVICES	
3/17/2022	NORTHPOINT SECURITY SERVICES, INC		37173			11,613.00
		57728		6,872.44	SECURITY PATROL SERVICES	
		57729		4,740.56	SECURITY PATROL SERVICES	
3/17/2022	OFFICE DEPOT		37174			212.19
		57761		212.19	OFFICE SUPPLIES	
3/17/2022	PACIFIC GAS & ELECTRIC COMPANY		37175			334.04
		57749		334.04	UTILITIES	
3/17/2022	PACIFIC GAS & ELECTRIC COMPANY		37176			53.70
		57750		53.70	UTILITIES	
3/17/2022	PACIFIC GAS & ELECTRIC COMPANY		37177			3,470.02
		57751		3,470.02	AC# 4835091675-4	
3/17/2022	ABEL PALACIO		37178			918.63
		57771		918.63	REIMBURSEMENT	
3/17/2022	PITTSBURG WINSUPPLY		37179			1,046.67
		57730		1,046.67	INVENTORY	
3/17/2022	CITY OF PITTSBURG		37180			23,826.60
		57780		23,826.60	STREET SWEEPING SERVICES	
3/17/2022	CITY OF PITTSBURG		37181			26,346.90
		57781		26,346.90	STREET SWEEPING SERVICES	
3/17/2022	QUADIENT LEASING USA, INC.		37182			288.48
		57733		288.48	LEASING OF QUADIENT POSTAGE MACHINE	
3/17/2022	RH TECHNOLOGY		37183			6,955.32
		57760		2,070.12	O/S TEMP	
		57782		4,885.20	O/S TEMP	
3/17/2022	CHERYL RHODES ALEXANDER		37184			96.17
		57772		96.17	REIMBURSEMENT	
3/17/2022	SEMITORR GROUP INC		37185			537.78
		57623		537.78	INVENTORY	
3/17/2022	SERVICE MASTER RESTORATION SERVICES		37186			1,325.79
		57795		1,325.79	BIO CLEANING DUE TO COVID EXPOSURE	
3/17/2022	TERRY SPURGEON		37187			483.62

CHECK DATE	VENDOR NAME	INVOICE NO.	CHECK NO.	INVOICE AMOUNT	DESCRIPTION	CHECK AMOUNT
		57777		483.62	REIMBURSEMENT	
3/17/2022	STREAMLINE		37188			550.00
		57631		550.00	SOFTWARE	
3/17/2022	JAYNE STROMMER		37189			166.12
		57773		166.12	REIMBURSEMENT	
3/17/2022	THATCHER COMPANY OF CALIFORNIA, INC		37190			10,065.94
		57683		3,357.26	ALUMINUM SULFATE	
		57684		3,357.26	ALUMINUM SULFATE	
		57690		3,351.42	ALUMINUM SULFATE	
3/17/2022	TOYOTA MATERIAL HANDLING		37191			46,687.80
		57765		15,562.60	Replacement carts for E23 E28 E29 Taylor Dunn Sour	
		57766		15,562.60	Replacement carts for E23 E28 E29 Taylor Dunn Sour	
		57767		15,562.60	Replacement carts for E23 E28 E29 Taylor Dunn Sour	
3/17/2022	TRI-VALLEY JANITORIAL SERVICE & SUPPLY INC,		37192			9,555.04
		57632		219.04	NIGHTLY JANITORIAL SERVICES	
		57633		9,336.00	NIGHTLY JANITORIAL SERVICES	
3/17/2022	TYLER TECHNOLOGIES, INC.		37193			18,311.08
		57578		18,311.08	SOFTWARE RENEWAL	
3/17/2022	UNIFIRST CORPORATION		37194			318.29
		57605		57.17	UNIFORM/ LAUNDRY SERVICE	
		57606		230.93	UNIFORM/ LAUNDRY SERVICE	
		57607		30.19	UNIFORM/ LAUNDRY SERVICE	
3/17/2022	UNIVAR USA INC		37195			12,677.68
		57609		3,539.04	SODIUM HYPOCHLORITE	
		57686		5,601.09	SODIUM BISULFITE	
		57687		3,537.55	SODIUM HYPOCHLORITE	
3/17/2022	VEE JAY ENTERPRISES, INC		37196			50.00
		57779		50.00		
3/24/2022	ASSOCIATED SERVICES COMPANY		37197			140.22
		57734		140.22	PROVIDE PREMIUM COFFEE SERVICE TO DISTRICT quote*	
3/24/2022	CONCENTRA/OCCUPATIONAL HEALTH CENTERS		37198			460.00
		57836		460.00	PRE EMPL COST	
3/24/2022	CWEA - CA WATER ENVIRONMENT		37199			290.00
		57699		290.00	AD	
3/24/2022	DXP ENTERPRISES, INC		37200			9,438.68
		57801		4,853.33	TEMPOARY MAINTENANCE BACKFILL LABOR	
		57802		4,585.35	TEMPOARY MAINTENANCE BACKFILL LABOR	
3/24/2022	FASTENAL COMPANY		37201			1,624.79
		57797		494.37	MAINTENANCE CONSUMABLE ITEMS	
		57813		328.93	MAINTENANCE CONSUMABLE ITEMS	
		57814		801.49	MAINTENANCE CONSUMABLE ITEMS	
3/24/2022	FLUID COMPONENTS INTL., LLC		37202			4,386.23
		57786		4,386.23	ST80 FLOW METER	
3/24/2022	FLYERS ENERGY LLC		37203			5,856.41
		57815		150.00	NET15 TEMPORARY TANK RENTAL AND FUELING PN19112	
		57823		5,706.41	DISTRICT FUEL SERVICES	
3/24/2022	IB CONSULTING, LLC		37204			1,410.00
		57804		630.00	FY22-23 RATE STUDY	
		57805		780.00	FY22-23 RATE STUDY	
3/24/2022	MOTION INDUSTRIES INC.		37205			341.08
		57716		341.08	INVENTORY	
3/24/2022	MUNIQUEP, LLC		37206			6,762.86
		57800		6,734.85	MOYNO PUMP PARTS	
		57807		28.01	MOYNO PUMP PARTS	
3/24/2022	NWN CORPORATION		37207			11,850.40
		57825		817.95	PHONE EXP	
		57826		3,118.43	PHONE EXP	
		57827		817.95	PHONE EXP	
		57828		3,167.32	PHONE EXP	
		57829		817.95	PHONE EXP	
		57830		3,110.80	PHONE EXP	
3/24/2022	OFFICE DEPOT		37208			196.18
		57819		67.41	OFFICE SUPPLIES	
		57820		50.21	OFFICE SUPPLIES	

CHECK DATE	VENDOR NAME	INVOICE NO.	CHECK NO.	INVOICE AMOUNT	DESCRIPTION	CHECK AMOUNT
		57821		78.56	OFFICE SUPPLIES	
3/24/2022	PACIFIC GAS & ELECTRIC COMPANY		37209			21,370.06
		57824		21,370.06	AC# 4835091675-4	
3/24/2022	POLYDYNE INC		37210			59,577.79
		57762		59,577.79	DRY POLY	
3/24/2022	TAC AMERICAS, INC.		37211			1,695.49
		57809		1,695.49	POC HVAC SERVICE/ REPAIRS	
3/24/2022	STATE WATER RESOURCES		37212			326,357.73
		57803		326,357.73	LOAN PAYMENT	
3/24/2022	STACY TUCKER		37213			20.00
		57559		20.00	REIMBURSEMENT	
3/24/2022	UNIVAR USA INC		37214			3,539.21
		57688		3,539.21	SODIUM HYPOCHLORITE	
3/24/2022	THE WATER RESEARCH FOUNDATION		37215			8,662.00
		57799		8,662.00	M&D DISTRICT WIDE	
3/24/2022	WILSON, MONICA		37216			255.49
		57817		255.49	T&M	
3/31/2022	AIRGAS USA, LLC		37217			3,123.80
		57840		2,738.91	INVENTORY	
		57841		384.89	INVENTORY	
3/31/2022	AMARO, TAYLOR		37218			175.00
		57855		175.00	SAFETY SHOES T. AMARO	
3/31/2022	AT&T		37219			2,036.25
		57842		2,036.25	PHONE EXP	
3/31/2022	BOUCHER LAW, PC		37220			6,624.00
		57752		1,116.50	RECRUITMENT SERVICES	
		57753		562.50	RECRUITMENT SERVICES	
		57754		675.00	RECRUITMENT SERVICES	
		57755		3,212.50	COVID-19 Administration Support	
		57756		1,057.50	RECRUITMENT SERVICES	
3/31/2022	BRENTWOOD PRESS		37221			1,999.00
		57857		1,999.00	AD	
3/31/2022	CALTROL		37222			1,916.74
		57720		1,916.74	RWF P12201 MICROSAND PUMP REPLACEMENT ISORING	
3/31/2022	CLEAN HARBORS ENVIRONMENTAL		37223			12,975.14
		57859		12,975.14	MARINE FLARE COLLECTION EVENT	
3/31/2022	CON-QUEST CONTRACTORS, INC		37224			329,010.00
		57883		329,010.00	SHORE ACRES INERCEPTOR EMERGENCY REPAIR, PN 22129	
3/31/2022	CONCENTRA/OCCUPATIONAL HEALTH CENTERS		37225			115.00
		57872		115.00	OCCUP SAFETY	
3/31/2022	DXP ENTERPRISES, INC		37226			4,853.33
		57796		4,853.33	TEMPOARY MAINTENANCE BACKFILL LABOR	
3/31/2022	GOLDEN STATE WATER CO.		37227			2,205.89
		57866		1,418.80	AC# 07744100004	
		57867		787.09	AC# 32249200000	
3/31/2022	HOTSYPACIFIC		37228			1,138.06
		57848		1,138.06	INVENTORY	
3/31/2022	KENNEDY/JENKS CONSULTANTS INC.		37229			318.43
		57723		318.43	ASSET MANAGEMENT PROGRAM DEVELOPMENT PN 19109	
3/31/2022	KOA HILLS CONSULTING LLC.		37230			1,006.25
		57726		1,006.25	MUNIS ERP ENHANCEMENT PROJECT	
3/31/2022	MCMMASTER CARR SUPPLY CO		37231			527.21
		57798		527.21	INVENTORY	
3/31/2022	MEYERS NAVE		37232			1,365.12
		57724		1,365.12	LEGAL SERVICES	
3/31/2022	PACIFIC GAS & ELECTRIC COMPANY		37233			36,809.32
		57862		36,809.32	AC# 5138050344-4	
3/31/2022	CITY OF PITTSBURG		37234			580.00
		57856		580.00	UTILITIES	
3/31/2022	POLYDYNE INC		37235			14,539.68
		57865		14,539.68	LIQUID POLYMER	

CHECK DATE	VENDOR NAME	INVOICE NO.	CHECK NO.	INVOICE AMOUNT	DESCRIPTION	CHECK AMOUNT
3/31/2022	QUINCY COMPRESSOR LLC		37236			10,745.05
		57850		10,570.00	RWF SAND FILTER AIR COMPRESSOR REPLACEMENT	
		57851		600.00	RWF SAND FILTER AIR COMPRESSOR REPLACEMENT	
		57853		600.00	RWF SAND FILTER AIR COMPRESSOR REPLACEMENT	
		57854		-1,024.95	RWF SAND FILTER AIR COMPRESSOR REPLACEMENT	
3/31/2022	RED WING SHOE STORE 165		37237			166.36
		57712		166.36	SAFETY SHOES B. PADILLA	
3/31/2022	RH TECHNOLOGY		37238			6,634.00
		57846		2,123.20	O/S TEMP	
		57849		4,510.80	O/S TEMP	
3/31/2022	TAC AMERICAS, INC.		37239			1,695.49
		57810		1,695.49	POC HVAC SERVICE/ REPAIRS	
3/31/2022	THATCHER COMPANY OF CALIFORNIA, INC		37240			6,723.27
		57868		3,366.01	ALUMINUM SULFATE	
		57869		3,357.26	ALUMINUM SULFATE	
3/31/2022	TOSHIBA INTERNATIONAL CORP		37241			217.41
		57811		217.41	COPIER USAGE	
3/31/2022	UNIVAR USA INC		37242			9,195.73
		57763		5,659.99	SODIUM BISULFITE	
		57764		3,535.74	SODIUM HYPOCHLORITE	
3/31/2022	WESCO		37243			2,318.76
		57835		2,318.76	THOMAS BETTS FITTINGS/ MATERIALS	
GRAND TOTAL						<u>1,887,996.01</u>

May 11, 2022

RECEIVE NOTES FROM FINANCE COMMITTEE MEETING, MAY 4, 2022

Recommendation

Note receipt and file.

Background Information

The Finance Committee met on May 4, 2022. The meeting was attended by Committee Chair, Juan Banales; Vince De Lange, General Manager; Brian Thomas, Acting Business Services Director; Dean Eckerson, Resource Recovery Services Director; Thanh Vo, Acting Engineering Services Director; Anika Lyons, Finance Manager; and Cecelia Nichols-Fritzler, Office Manager/Secretary to the Board.

The purpose of the meeting was to: 1) Review Key Assumptions for Proposed Fiscal Year 2022/2023 (FY22/23) Operating Budget, and 2) Review Report on Preparation of Proposed FY22/23-FY26/27 Capital Improvement Program.

Analysis

Committee Chair Banales recommended that both items be submitted for consideration at the Board of Directors meeting on May 11, 2022. Committee meeting notes are provided as an informational report at regular Board Meetings as part of the Consent Calendar.

Financial Impact

None.

Attachments

1. Finance Committee Meeting Notes, May 4, 2022
2. Finance Committee Agenda, May 4, 2022 (without attachments)

Prepared by:



Cecelia Nichols-Fritzler
Office Manager/Secretary to the Board

Reviewed by:



Vince De Lange
General Manager

District File No. BRD.01-MINS



DRAFT MEETING NOTES

**BOARD OF DIRECTORS FINANCE COMMITTEE MEETING
DELTA DIABLO
(a California Special District)**

2500 Pittsburg-Antioch Highway | Antioch, CA 94509
(Note: There will be no in-person meeting at the District.)
WEDNESDAY, MAY 4, 2022
5:00 P.M.

The Finance Committee meeting was called to order by Committee Chair Juan Banales on Wednesday, May 4, 2022 at 5:01 p.m. via Zoom. Present on the call were Vince De Lange, General Manager; Brian Thomas, Acting Business Services Director; Dean Eckerson, Resource Recovery Services Director; Thanh Vo, Acting Engineering Services Director; Anika Lyons, Finance Manager; and Cecelia Nichols-Fritzler, Office Manager/Secretary to the Board.

Chair Banales read the following statement: “In lieu of a public gathering, the Board of Directors Finance Committee Meeting will be accessible via ZOOM to all members of the public as permitted by the Government Code Section 54953(e).” He noted that presentations are available at: <https://www.deltadiablo.org/finance-subcommittee-meetings>

PUBLIC COMMENTS

None.

**REVIEW KEY ASSUMPTIONS FOR PROPOSED FISCAL YEAR 2022/2023
OPERATING BUDGET**

Ms. Lyons reviewed the FY22/23 Budget and Sewer Service Charge (SSC) development schedule. As an overview, she noted that the preliminary FY22/23 Operating Budget totals \$31.6 million, which represents a \$2.3 million increase (7.7%) compared to FY21/22 (\$29.3 million). Ms. Lyons noted that the annual trend for operating budget cost escalation generally aligns with escalation assumptions in the long-term financial model and have the actually grown at a lower-than-expected rate over the past five years due to staff efforts to critically review the budget development process and effectively manage operating costs. She presented a breakdown of the proposed operating budget by major category, as well as the source of revenue for each of the District’s services. In noting that Salaries and Benefits comprise 57% (\$18.0 million) of the overall operating budget, Ms. Lyons emphasized the District’s efforts to ensure appropriate staffing levels, deliver efficiency through a highly-skilled workforce, meet licensing and certification requirements, and navigate a competitive labor market. She reviewed key assumptions for Salaries, Benefits, Chemicals, Utilities, Office and Operating, and Other cost centers for the proposed FY22/23 Operating Budget. In closing, Ms. Lyons highlighted that staff has developed an operating budget that supports the District’s Strategic Plan and financial sustainability guiding principles and prepared an SSC-related fact sheet and Frequently Asked Questions document, which is available to the public via the District’s website.

Following the presentation, Chair Banales asked for and received confirmation from staff that the two-year average increase to the operating budget equals approximately 3.7% per year. He noted

that the budget increases are lower than expected and thanked staff for their efforts to manage costs and develop a well-reviewed operating budget.

REVIEW REPORT ON PREPARATION OF PROPOSED FISCAL YEAR 2022/2023 – 2026/2027 CAPITAL IMPROVEMENT PROGRAM

Mr. Vo provided an overview of the Capital Improvement Program (CIP) development process, noting staff efforts to incorporate asset management principles and master planning findings into the project prioritization process. He stated that the proposed 5-year CIP totals \$135.9 million with estimated expenditures of \$16.8 million in Fiscal Year 2022/2023 (FY22/23), which is proposed to be funded with an FY22/23 CIP budget appropriation of \$9.1 million and carryover of \$7.7 million in existing budget appropriations. Mr. Vo presented a breakdown of 5-year CIP expenditures by major components of the District's major infrastructure locations, as well as a comparison of planned expenditures by fiscal year compared to the current 5-year CIP.

Mr. Vo noted staff efforts to address key focus areas as part of the CIP development process, including: 1) Addressing New Infrastructure Needs (7 new projects added = \$3.0 million), 2) Investing in Existing Wastewater Infrastructure Renewal (78% of CIP), 3) Incorporating the Secondary Process Improvements Project (\$60 million), 4) Ensuring the Integrity of the Bay Point Collection System (\$3.6 million), and 5) Planning for the Future (\$1.8 million for master planning). In closing, Mr. Vo reviewed the planned CIP review and approval timeline.

During the presentation, Chair Banales emphasized and thanked staff for the focus on infrastructure investment and incorporation of asset management principles in developing the CIP. Following the presentation, Chair Banales, asked about the unanticipated funds associated with Bay Point, specifically to ensure funding is available in the event of unforeseen failures. Staff informed Chair Banales in the event of an unanticipated failure, appropriate funding is available to initiate the repair but, pending the magnitude of the repair, will have to follow up with Board action(s) to reallocate monies within the respective funds as needed.

ADJOURNMENT

The meeting was adjourned by Chair Banales at 5:31p.m.

(Recording Secretary: Cecelia Nichols-Fritzler)



AGENDA

BOARD OF DIRECTORS FINANCE COMMITTEE MEETING

(Note: There will be no in-person meeting at the District.)

WEDNESDAY, MAY 4, 2022

5:00 P.M.

A. PUBLIC COMMENTS

B. REVIEW KEY ASSUMPTIONS FOR PROPOSED FISCAL YEAR 2022/2023 OPERATING BUDGET (Anika Lyons)

C. REVIEW REPORT ON PREPARATION OF PROPOSED FISCAL YEAR 2022/2023- 2026/2027 CAPITAL IMPROVEMENT PROGRAM (Thanh Vo)

D. ADJOURNMENT

The District will provide reasonable accommodations for persons with disabilities who plan to participate in Committee meetings by contacting the Secretary to the Board 24 hours prior to the scheduled meeting at (925) 756-1927. Disclosable public records related to an open session item on a meeting agenda and distributed by the District to the Committee members less than 72 hours prior to that meeting are available for public inspection on the District website at www.deltadiablo.org and at the District office located at 2500 Pittsburg-Antioch Highway, Antioch, CA 94509.



May 11, 2022

RECEIVE THIRD QUARTER FISCAL YEAR 2021/2022 DISTRICT INVESTMENT REPORT

Recommendation

Receive Third Quarter Fiscal Year 2021/2022 (FY21/22) District Investment Report.

Background Information

The purpose of this Investment Report (Quarterly Schedule of Cash and Investments) is to provide the Board with an update of the District's investment portfolio as of March 31, 2022, in accordance with the District's Investment Policy, which was adopted on February 12, 2020. The Investment Report includes a summary of portfolio composition and performance, and other key investment and cash flow information.

The Policy includes the following primary investment portfolio objectives (in priority order): 1) safety of the principal invested, 2) sufficient liquidity to meet ongoing cash flow requirements, and 3) a return (or yield) on investments that exceeds the state of California's Local Agency Investment Fund (LAIF) yield and is comparable to the six-month U.S. Treasury yield.

Analysis

The District's total Cash and Investments as of March 31, 2022, was \$85.6 million, including \$23.4 million (27%) in cash, \$56.9 million (67%) in LAIF, and \$5.3 million (6%) in the California Asset Management Program (CAMP), which is a California Joint Powers Authority (JPA) established in 1989 to provide public agencies with professional investment services. This represents a decrease of \$2.3 million from the quarter ending December 31, 2021, and an increase of \$20.1 million from last year's balance during the same period of \$65.5 million. The Cash and Investments balance fluctuates from quarter to quarter primarily due to the timing of service charges, receipt of loan proceeds, and disbursement of debt service and/or large construction project progress payments.

At the recommendation of the District's investment advisor (PFM), the District has invested a total of \$5.3 million in CAMP. The District's Investment Policy includes the ability to use the CAMP pool to provide further diversification of invested funds, as it is a permitted short-term cash reserve portfolio for all local agencies under Government Code Section 53601(p) and supports planned short-term cash flow needs for capital projects.

Cash on deposit with Wells Fargo Bank is used for operating purposes. Because the interest earned is used to offset the Wells Fargo service fees, the Wells Fargo balance is excluded from the investment yield calculation. For the quarter ending March 31, 2022, LAIF had an effective yield of 0.32%, while CAMP had a yield of 0.12%. The blended yield for the quarter was 0.3%, which is an increase from the blended yield of 0.2% for the quarter ending December 31, 2021. This blended yield was on par with the target rate-of-return for the overall portfolio, which was designed to exceed LAIF and be comparable to the six-month Treasury Bill rate, which was 1.06% as of March 31, 2022. It should be noted that current economic conditions have resulted



in Treasury Bill rates that higher than historic trends which account for the significant deviation from the blend yield of the District's investment funds.

Financial Impact

In FY20/21, annual investment earnings contributed approximately \$242,000 (or 0.5%) to the District's total revenue of \$52.1 million. LAIF investments and deposits are made in such a way as to realize the maximum return consistent with safe and prudent fund management. The rate of return is maintained on a consistent level that is representative of current market yield direction, which fluctuates based on several factors including those taken by the Federal Reserve. Staff will continue to monitor yields and implement strategies within the Policy to maximize yields in support of fiscal stewardship.

Attachment

Quarterly Schedule of Cash and Investments as of March 31, 2022

Reviewed by:



Brian Thomas
Acting Business Services Director

cc: District File No. FIN.12-REP



Delta Diablo
Quarterly Schedule of Cash and Investments Ending March 31, 2022

DESCRIPTION OF SECURITY	CUSIP NUMBER	SECURITY TYPE	COUPON RATE	MATURITY DATE	INVESTED AMOUNT	% OF TOTAL INVESTMENTS	PAR VALUE	MARKET VALUE	Quarterly Yield	PRICING SOURCE
<u>FUNDS SUBJECT TO INVESTMENT POLICY</u>										
<i>Cash Accounts</i>										
Cash - Wells Fargo			N/A	N/A	\$ 23,046,359.08	26.92%	\$ 23,046,359.08	\$ 23,046,359.08	See note (1)	
Cash - Cash Held at the County			N/A	N/A	393,226.61	0.46%	393,226.61	393,226.61		
Cash - Petty Cash			N/A	N/A	600.00	0.00%	600.00	600.00		
Cash and Cash Equivalents-MUFG-US Bank			N/A	N/A	1,543.77	0.00%	1,543.77	1,543.77		
				Total Cash	\$ 23,441,729.46	27.38%	\$ 23,441,729.46	\$ 23,441,729.46		
<i>Investment</i>										
LAIF:										
County Treasurer-Capital Exp Project Funds		Public Agency Pool	N/A	N/A	\$ 78,335.16	0.09%	\$ 78,335.16	\$ 77,454.17	0.320%	LAIF
District/Integrated Finance		Public Agency Pool	N/A	N/A	56,791,799.03	66.34%	56,791,799.03	56,153,092.22	0.320%	LAIF
California Asset Management Program (CAMP)		Short-term Cash Portfolio	N/A	N/A	5,293,309.99	6.18%	5,293,309.99	5,293,309.99	0.120%	CAMP
				Total Investments:	\$ 62,163,444.18	72.62%	\$ 62,163,444.18	\$ 61,523,856.38		
				Grand Total	\$ 85,605,173.64	100.00%	\$ 85,605,173.64	\$ 84,965,585.84		

NOTE: This is the information required by Government Code Section 53646 (6).
All report information is unaudited but due diligence was utilized in its preparation with the most current information available.
(1) Interest earned (earnings credit) on account balance is used to offset banking fees and charges for Wells Fargo account.

COMPLIANCE STATEMENT:
I certify that this report reflects all District investments and is in conformity with the Investment Policy of Delta Diablo.
A copy of the investment policy is available at the Administrative building.
The Investment Program provides sufficient cash flow liquidity to meet the next six (6) months expenditure requirements.



 Anika Lyons
 Finance Manager

May 11, 2022

AUTHORIZE ISSUANCE OF THE FOLLOWING PURCHASE ORDERS FOR ONE YEAR BEGINNING JULY 1, 2022: IN AN AMOUNT NOT TO EXCEED \$339,000, UNIVAR USA INC., SUPPLY AND DELIVERY OF SODIUM BISULFITE; IN AN AMOUNT NOT TO EXCEED \$223,000, KEMIRA WATER SOLUTIONS, INC., SUPPLY AND DELIVERY OF FERROUS CHLORIDE; IN AN AMOUNT NOT TO EXCEED \$324,000, CHEMTRADE LOGISTICS, INC., SUPPLY AND DELIVERY OF LIQUID ALUMINUM SULFATE; IN AN AMOUNT NOT TO EXCEED \$691,000, UNIVAR USA INC., SUPPLY AND DELIVERY OF SODIUM HYPOCHLORITE; IN AN AMOUNT NOT TO EXCEED \$380,000, POLYDYNE INC., SUPPLY AND DELIVERY OF DRY POLYMER; AND IN AN AMOUNT NOT TO EXCEED \$147,000, POLYDYNE INC., SUPPLY AND DELIVERY OF LIQUID POLYMER

Recommendation

Authorize issuance of purchase orders for Fiscal Year 2022/2023 (FY22/23) (one year beginning July 1, 2022 through June 30, 2023) for the following:

1. Univar USA Inc., in an amount not to exceed \$339,000 for supply and delivery of sodium bisulfite.
2. Kemira Water Solutions, Inc., in an amount not to exceed \$223,000 for supply and delivery of ferrous chloride.
3. Chemtrade Logistics, Inc., in an amount not to exceed \$324,000 for supply and delivery of liquid aluminum sulfate.
4. Univar USA Inc., in an amount not to exceed \$691,000 for supply and delivery of sodium hypochlorite.
5. Polydyne Inc., in an amount not to exceed \$380,000 for supply and delivery of dry polymer.
6. Polydyne Inc., in an amount not to exceed \$147,000 for supply and delivery of liquid polymer.

Background Information

The District uses various chemicals at its Wastewater Treatment Plant (WWTP) to meet National Pollution Discharge Elimination System (NPDES) permit discharge requirements, ensure effective treatment process performance, provide high-quality recycled water to customers, and control odors. The District is a member of the Bay Area Chemical Consortium (BACC), which administers an annual bidding process for water and wastewater treatment chemicals to reduce unit costs from chemical suppliers and overall costs by collectively pooling chemical volumes. For FY21/22, the District participated in the BACC bidding process and received bids for sodium bisulfite, liquid aluminum sulfate, and sodium hypochlorite. In addition, staff directly negotiated unit costs for ferrous chloride, dry polymer, and liquid polymer.

Analysis

Sodium bisulfite is used to eliminate residual chlorine from the WWTP effluent following disinfection with sodium hypochlorite prior to discharge to receiving waters. The lowest responsive, responsible BACC bidder was Univar USA Inc. at \$1.48 per gallon delivered, which is \$0.27 (22%) higher than the FY21/22 unit cost of \$1.21 per gallon.

Liquid aluminum sulfate is used for solids coagulation at the District's Recycled Water Facility (RWF) prior to settling in the tertiary clarifiers. The lowest responsive, responsible BACC bidder was Chemtrade Logistics at \$0.87 per gallon delivered, which is \$0.13 (17%) higher than the FY21/22 unit cost of \$0.74 per gallon.



Sodium hypochlorite is used for disinfecting both treated wastewater and recycled water, and controlling odors at several District facilities. The lowest responsive, responsible BACC bidder was Univar USA Inc. at \$1.39 per gallon delivered, which is \$0.68 (95%) higher than the FY21/22 unit cost of \$0.71 per gallon. Sodium hypochlorite has increase significantly due to high demand, product cost inflation, and supply chain issues.

Ferrous chloride is used to control hydrogen sulfide concentrations in the biogas generated in the anaerobic digesters at the WWTP, which helps extend the time interval between major cogeneration engine maintenance activities. In addition, this chemical is used for odor and corrosion control purposes at the District's wastewater pump stations. The lowest responsive, responsible BACC bidder was Kemira Water Solutions, Inc. at a unit price of \$930.48 per dry ton delivered, which is \$100.43 (12%) higher than the FY21/22 unit cost of \$830.05 per dry ton delivered.

Dry polymer (Clarifloc WE-223) is used as part of the solids dewatering centrifuge process at the WWTP following anaerobic digestion. In response to a sole-source solicitation that was issued due to the site-specific nature of polymer selection and District digested solids characteristics, Polydyne Inc. agreed to a price of \$2.82 per pound delivered, which is \$0.47 (20%) higher than the FY21/22 unit cost of \$2.35 per pound delivered.


Liquid polymer (Clarifloc WE-363) is used for solids coagulation at RWF. In response to a sole-source solicitation that was issued due to the site-specific nature of polymer selection, Polydyne Inc. agreed to a price of \$1.72 per pound delivered, which is \$0.28 (19%) higher than the FY21/22 unit cost of \$1.44 per pound delivered.

Financial Impact

The estimated Chemical budget for FY22/23 is approximately \$2.2 million, including \$1.3 million for wastewater and \$0.9 million for recycled water, which represents a 26% increase from the FY21/22 budget (\$1.7 million). Sufficient funds will be included in the proposed FY22/23 operating budget for these purchase orders. Although BACC participation allows the District to benefit from the most competitive market prices, supply chain challenges have resulted in increased chemical unit costs for FY22/23. Staff continues to refine total annual chemical usage estimates, while working to optimize chemical consumption, to partially offset the impact of higher chemical supply costs.

Attachments

None.

Reviewed by: 

Dean Eckerson
Resource Recovery Services Director

cc: District File No. BRD.01-ACTS



May 11, 2022

APPROVE PROJECT DESIGN; AWARD AND AUTHORIZE GENERAL MANAGER TO EXECUTE CONSTRUCTION SERVICES CONTRACT IN AN AMOUNT NOT TO EXCEED \$769,136.00, CONSTRUCTICON CORP DBA: CIC; AUTHORIZE GENERAL MANAGER TO APPROVE CONTRACT CHANGE ORDERS IN AN AMOUNT NOT TO EXCEED 10% OF CONTRACT AMOUNT; AND TAKE RELATED ACTIONS, ONSITE FUELING STATION REPLACEMENT, PROJECT NO. 19112

Recommendations

1. Approve the plans, specifications, addendum, and design for the Onsite Fueling Station Replacement (Project).
2. Award a Construction Services Contract for the Project to Construction Corp DBA: CIC (CIC), the lowest responsible bidder, in an amount not to exceed \$769,136.00.
3. Authorize the General Manager to approve construction contract change orders up to 10% of the contract amount (i.e., up to an additional \$76,913.60), for a total authorization of \$846,049.60.
4. Direct that CIC present two good and sufficient surety bonds in the amount of \$769,136.00 and that the General Manager shall prepare the Construction Services Contract.
5. Authorize the General Manager to execute the Construction Services Contract after CIC has signed the contract and returned to it, together with the bonds, certificates of insurance, and other required documents, and after the General Manager or his designee has reviewed and found them to be sufficient.
6. Direct that, in accordance with the project specifications and/or upon the execution of the contract by the General Manager, any bonds posted by the bidders be exonerated and any checks or cash submitted for bid security be returned.
7. Declare that, should the contract award to CIC be invalidated for any reason, the Board in any event would not have awarded the contract to the other bidder but instead would have exercised its discretion to reject all bids received. Nothing herein shall prevent the Board from awarding the contract to another bidder in cases where the successful bidder establishes a mistake, refuses to sign the contract, or fails to furnish required bonds of insurance (see Public Contract Code, Section 5100-5107).

Background Information

In September 2019, the District executed a consulting services contract with Woodard and Curran, Inc. for design services to replace the existing District fueling station storage facilities. The project was advertised for bids in June 2021 after completion of design activities in May 2021. In September 2021, the Board exercised its discretion under Public Contract Code Section 20783 and rejected all bids to allow for further evaluation of the project scope and construction environment. After careful consideration, it was determined the original project scope meets District needs with the project being requiring to comply with regulatory requirements. The project was rebid in April 2022.

Analysis

Two bids were received for the project on May 3, 2022, as shown in the Attachment. The low bid was submitted by CIC in the amount of \$769,136.00, which is \$864.00 (0.1%) lower than the Engineer's Estimate of \$770,000. According to the cost estimate classification table from ACE International, the Engineer's Estimate is normally expected to be within -10% to +15% of the



contractor bids. Based on this industry standard, CIC bid is within the range of industry acceptability. The second bid amount is within 14.5% of the low bid, which suggests that bids are competitive within the current construction bidding environment.

Staff has completed a detailed review of the submitted bid documents. Based on this review, the lowest responsive and responsible bidder, CIC, which submitted the lowest monetary bid, complied with the bid requirements and is recommended for contract award.

The Project's contract documents, consisting of plans and specifications, are available at the District's administrative office for Board member and public review.

The Board previously determined that the Project is exempt from California Environmental Quality Act (CEQA) environmental review pursuant to CEQA Guidelines Section 15061. A CEQA Notice of Exemption was filed with the County Clerk-Recorder on April 27, 2021.

Financial Impact

The adopted FY21/22-FY25/26 Capital Improvement Program (CIP) includes appropriations of \$600,000 through FY21/22 for the Onsite Fueling Station Replacement Project in the Wastewater Capital Asset Replacement Fund. Sufficient funding is available in the current fiscal year for the planned expenditures. Staff will include an additional appropriation request in the upcoming 5-year CIP to reflect the new total project cost estimate of \$1.25 million, which includes planning, design, construction management and inspection, and contingencies.

Attachment

Onsite Fueling Station Replacement Project Bid Summary

Reviewed by: _____



Thanh Vo
Acting Engineering Services Director

cc: District File No. P.19112.01.01





**ONSITE FUELING STATION REPLACEMENT PROJECT
DELTA DIABLO PROJECT NO. 19112**

Bid Opening: May 3, 2022, 2:00 pm

Construction Cost Estimate: \$770,000 (Engineer's Estimate)

BID RESULTS

BIDDER

BID AMOUNT

Constructicon Corp DBA: CIC⁽¹⁾

\$769,136.00

GEMS Environmental Management Services, Inc.

\$880,972.27

Notes:

⁽¹⁾Lowest responsive and responsible bidder.

May 11, 2022

AUTHORIZE GENERAL MANAGER TO TRANSFER MONIES TO BHPS DIVERSION STRUCTURE PUMP REPLACEMENT PROJECT FROM SCADA COMMUNICATION NETWORK/PLC PROCESSOR UPGRADE PROJECT WITHIN WASTEWATER CAPITAL ASSET REPLACEMENT FUND IN THE AMOUNT OF \$50,000, FOR A TOTAL PROJECT BUDGET OF \$190,000; AUTHORIZE GENERAL MANAGER TO EXECUTE PURCHASE ORDER IN THE AMOUNT NOT TO EXCEED \$166,440, SHAPE INCORPORATED, BHPS DIVERSION STRUCTURE PUMP REPLACEMENT, PROJECT NO. 21112

Recommendation

1. Authorize the General Manager to transfer monies to the BHPS Diversion Structure Pump Replacement Project from the SCADA Communication Network/PLC Processor Upgrade Project within the Wastewater Capital Asset Replacement (WW CAR) Fund in the amount of \$50,000, for a total project budget of \$190,000.
2. Authorize the General Manager to execute a Purchase Order with Shape Incorporated (Shape) in an amount not to exceed \$166,400.

Background Information

The adopted Fiscal Year 2021/2022-2025/2026 (FY21/22-FY25/26) Capital Improvement Program (CIP) includes an appropriation of \$140,000 through FY21/22 for the Bridgehead Pump Station Diversion Structure Project to replace two submersible pumps that were installed as part of the original installation in the early 1990s. These submersible pumps are over 30 years old with aging components, which are scheduled to be replaced in FY21/22.

Analysis

Staff recently received quotes to purchase and install two submersible pumps that were higher than the original estimate of \$140,000. Based on a detailed evaluation, staff determined the material costs have nearly doubled in the past year due to COVID-19 pandemic impacts on the construction supply chain. To ensure these submersible pumps are procured and replaced prior to the 2022 wet weather season, staff recommends that the Board authorize the General Manager to increase the project budget by \$50,000 to account for this unforeseen cost increase and execute a Purchase Order with Shape in an amount not to exceed \$166,440 to procure the replacement submersible pumps.

Financial Impact

Sufficient funding is available for transfer from the existing SCADA Communication Network/PLC Processor Upgrade Project within the WW CAR Fund in the approved FY21/22-FY25/26 CIP for this recommended action.

Attachment

Summary of Required Transfer within WW CAR Fund

Prepared by: _____



Thanh Vo
Acting Engineering Services Director

cc: District File No. P. 21112.01.01



**BHPS DIVERSION STRUCTURE PUMP REPLACEMENT
PROJECT NO. 22112**

SUMMARY OF REQUIRED TRANSFERS WITHIN WW CAR FUND

Description	Original Estimate	Additional Budget	Revised FY21/22 Project Budget
Flygt Submersible Pumps	\$ 140,000	\$ 12,000	\$ 152,000
Sales Tax (9.75%)		\$ 14,820	\$ 14,820
Labor		\$ 23,180	\$ 23,180
TOTAL	\$ 140,000	\$ 50,000	\$ 190,000

FY21/22-FY25/26 Wastewater Capital Asset Replacement CIP Project(s)

	Existing FY21/22 Budget	Budget Transfer	Revised FY21/22 Budget
SCADA Communication Network/PLC Processor Upgrade	\$ 200,000	\$ 50,000	\$ 150,000
TOTAL	\$ 200,000	\$ 50,000	\$ 150,000

May 11, 2022

**MAKE FINDINGS AND APPROVE CONTINUING TELECONFERENCE MEETINGS
(AB 361, GOVERNMENT CODE SECTION 54953[e])**

Recommendations

1. Find that the following circumstances exist: (a) the Statewide state of emergency and the Countywide local emergency continue to directly impact the ability of the Board of Directors, in all its capacities, and its subcommittees and advisory bodies, to meet safely in person; and (b) the Contra Costa County Health Officer's recommendations encourage online meetings (i.e., teleconference meetings) to minimize the risk of COVID-19 transmission where practical, as these meetings present the lowest risk of transmission of the virus that causes COVID-19.
2. Authorize the Board of Directors, in all its capacities, and its Subcommittees, to conduct teleconference meetings under Government Code Section 54953(e).
3. Determine that these bodies will hold virtual meetings for the next 30 days.
4. Direct the General Manager to return to the Board acting in all its capacities, within 30 days with an item to reconsider the state of emergency and whether to continue meeting virtually under the provisions of Government Code Section 54953(e) and to make required findings as to all bodies covered by this Board order.

Background Information

On October 13, 2021, November 17, 2021, January 12, 2022, and March 30, 2022, the Board adopted Resolution Nos. 15/2021, 19/2021 and 01/2022, 08/2022, respectively, which authorized the Board, in all its capacities, and subcommittees, to conduct teleconferencing meetings under Government Code Section 54953(e). In addition, the Board also authorized the continuance of teleconference meetings at its December 8, 2021, February 9, 2022, and April 20, 2022 meetings.

Government Code Section 54953(e), added to the Brown Act by Assembly Bill 361 (AB 361), allows a local agency to use special teleconferencing rules during a declared state of emergency. When a legislative body uses the emergency teleconferencing provisions under Government Code Section 54953(e), the following rules apply:

- The agency must provide notice of the meeting and post an agenda as required by the Brown Act and Better Government Ordinance, but the agenda does not need to list each teleconference location or be physically posted at each teleconference location.
- The agenda must state how members of the public can access the meeting and provide public comment.
- The agenda must include an option for all persons to attend via a call-in or internet-based service option.
- The body must conduct the meeting in a manner that protects the constitutional and statutory rights of the public.
- If there is a disruption in the public broadcast of the meeting, or of the public's ability to comment virtually for reasons within the body's control, the legislative body must stop the meeting and take no further action on agenda items until public access and/or ability to comment is restored.



- Local agencies may not require public comments to be submitted in advance of the meeting and must allow virtual comments to be submitted in real time.
- The body must allow a reasonable amount of time per agenda item to permit members of the public to comment, including time to register or otherwise be recognized for the purposes of comment.
- If the body provides a timed period for all public comment on an item, it may not close that period before the time has elapsed.
- AB 361 sunsets on January 1, 2024.

Analysis

Under Government Code Section 54953(e), if the local agency wishes to continue using these special teleconferencing rules after adopting an initial resolution, the legislative body must reconsider the circumstances of the state of emergency every 30 days and make certain findings. The agency must find that the state declared emergency continues to exist and either that it continues to directly impact the ability of officials and members of the public to meet safely in person, or that state or local officials continue to impose or recommend measures to promote social distancing.

The Board last made the required findings and approved continuing special teleconference meetings and rules on April 20, 2022. The Board can again make these findings. The statewide state of emergency continues to exist, and the state and the countywide local emergencies continue to directly impact the ability of the Board of Directors, in all its capacities, and its subcommittees to meet safely in person. The current trends as of May 4, 2022 in COVID-19 case rate and COVID-19 hospitalizations have plateaued at this time, but wastewater surveillance data and COVID-19 test positivity has been increasing. In addition to this, the predominant variant of COVID-19 being identified continues to be the Omicron variant, the impact of which on the spread of COVID-19 has shown to dramatically increase COVID-19 transmission.


If the Board wishes to continue teleconferencing under Section 54953(e), at its next meeting, the Board must reconsider the circumstances of the state of emergency and find that one or both of the following circumstances exists: a) the state declared emergency continues to directly impact the ability of members to safely meet in person, or b) state or local officials continue to impose or recommend measures to promote social distancing. If the state declared emergency no longer exists, or if the Board does not make these findings by majority vote, then it and its subcommittees will no longer be exempt from the Brown Act’s non-emergency teleconferencing rules.

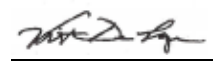
Fiscal Impact

None.

Attachments

None.

Prepared by: 
 Cecelia Nichols-Fritzler
 Office Manager/Secretary to the Board

Reviewed by: 
 Vince De Lange
 General Manager

cc: District File No. BRD.01-ACTS



May 11, 2022

AUTHORIZE GENERAL MANAGER TO EXECUTE PURCHASE ORDER IN AN AMOUNT NOT TO EXCEED \$106,000, PEERLESS PUMP, CCT SERVICE WATER PUMP REPLACEMENT, PROJECT NO. 22116

Recommendation

Authorize the General Manager to execute a Purchase Order with Peerless Pump (Peerless) in an amount not to exceed \$106,000.

Background Information

The adopted Fiscal Year 2021/2022 - FY2025/2026 (FY21/22-FY25/26) Capital Improvement Program (CIP) includes an appropriation of \$150,000 in FY21/22 for the CCT Service Water Pumps Replacement Project to replace four vertical turbine pumps that were installed as part of the original plant construction in the early 1980s, which are scheduled for replacement in FY21/22.

Analysis

Staff recently received a quote to purchase and install four vertical turbine pumps from Peerless. Peerless is the manufacturer of the existing pumps and has been approved as a sole source vendor. To ensure these vertical turbine pumps are procured and replaced in a timely manner, staff recommends that the Board authorize the General Manager to execute a Purchase Order with Peerless in an amount not to exceed \$106,000 to procure the replacement vertical turbine pumps.

Financial Impact

Sufficient funding is available in the approved FY21/22-FY25/26 CIP within the WW CAR Fund for this recommended action.

Attachment

None

Prepared by:



Dean Eckerson
Resource Recovery Services Director

cc: District File No. P. 22116.01.01



May 11, 2022

RECEIVE UPDATED REPORT FROM GENERAL MANAGER ABOUT ACTIONS AND CONTRACTS NECESSARY TO RESPOND TO THE EMERGENCY DECLARED BY THE BOARD ON FEBRUARY 9, 2022 FOR SHORE ACRES INTERCEPTOR EMERGENCY REPAIR PROJECT; AUTHORIZE GENERAL MANAGER TO TRANSFER MONIES TO SHORE ACRES INTERCEPTOR EMERGENCY REPAIR PROJECT FROM WASTEWATER CAPITAL ASSET REPLACEMENT FUND RESERVES IN THE AMOUNT OF \$400,000, FOR A TOTAL PROJECT BUDGET OF \$875,000; AUTHORIZE GENERAL MANAGER TO EXECUTE AMENDMENT NO. 2 TO CONSTRUCTION SERVICES CONTRACT IN THE AMOUNT OF \$375,000, FOR A NEW TOTAL CONTRACT AMOUNT NOT TO EXCEED \$785,000, CON-QUEST CONTRACTOR, INC., OR NEGOTIATE AN EMERGENCY REPAIR CONTRACT WITH ANOTHER QUALIFIED CONTRACTOR IN AN AMOUNT NOT TO EXCEED \$375,000; AND TAKE RELATED ACTIONS UNDER THE CALIFORNIA ENVIRONMENTAL QUALITY ACT, SHORE ACRES INTERCEPTOR EMERGENCY REPAIR, PROJECT NO. 22129

Recommendations

- 1) Pursuant to Public Contract Code Sections 20783 and 22050, receive updated report from the General Manager about the actions and contracts necessary to respond to the emergency declared by the Board on February 9, 2022 for the Shore Acres Interceptor Emergency Repair Project.
- 2) Authorize the General Manager to transfer monies to the Shore Acres Interceptor Emergency Repair from the Wastewater Capital Asset Replacement (WW CAR) Fund Reserves in the amount of \$400,000, for a new total project budget of \$875,000.
- 3) Authorize the General Manager to execute Amendment No. 2 to the construction services contract with Con-Quest Contractors, Inc. (Con-Quest) in the amount of \$375,000, for a new total contract amount not to exceed \$785,000, to provide additional construction services, or to negotiate an emergency repair contract with another qualified contractor in an amount not to exceed \$375,000.
- 4) Determine that the continuing emergency repair of the Shore Acres Interceptor is exempt from environmental review under the California Environmental Quality Act (CEQA), pursuant to Section 15302 (Replacement or Reconstruction) of the CEQA Guidelines, and direct the General Manager, or his designee, to file an additional CEQA Notice of Exemption (NOE) with the County Clerk-Recorder.

Background Information

The Shore Acres Interceptor, formerly West Pittsburg Conveyance System, consists of a pressurized force main and gravity pipeline of various materials ranging in size from 16 to 30 inches in diameter. This system was constructed in 1980 and conveys wastewater flows from Bay Point to the District's Pittsburg Pump Station. These flows account for approximately 15-20% of the total average dry weather plant flow (i.e., 2.0 to 2.6 million gallons per day). Following notification of a sinkhole on January 12, 2022, staff responded immediately and conducted a field investigation that revealed a reinforced concrete pipe (RCP) segment of the District's 30-inch gravity interceptor pipeline experienced a limited, localized failure (e.g., two holes less than one foot in diameter) near an abandoned railroad track. The pipeline failure was exposed and stabilized to allow continued operation. In addition, a temporary bypass pump system was installed to ensure conveyance reliability while staff implemented the necessary



emergency repair work. This failure event did not result in a sanitary sewer overflow (SSO) and the District maintained service to all customers without disruption.

Staff investigated the failure point via closed-circuit television inspection and determined that an 80-foot section of RCP, connected to upstream and downstream segments of vitrified clay pipe (VCP), was severely corroded (due to hydrogen sulfide gases) resulting in loss of structural integrity. The VCP portions of the 30-inch gravity pipeline were found to be in good condition as this material is more resistant to hydrogen sulfide corrosion. Staff evaluated multiple repair methods and determined that rehabilitating the entire pipeline segment, approximately 200 linear feet from manhole to manhole, with a new corrosion-resistant, reinforced structural liner system (i.e., cured-in-place pipe [CIPP]) was the best solution to restore reliable operation while maintaining compliance with the historical railroad license agreements in this area. The proposed repair work also included replacement of associated corroded manhole structures. The compromised structural integrity created a high likelihood of complete pipeline failure in this section of RCP, which would result in the inability to provide sufficient wastewater conveyance capacity to the District's Wastewater Treatment Plant. As of January 12, 2022, there existed a significant potential for great public calamity resulting from the inability to safely and reliably operate the Shore Acres Interceptor, which necessitated an emergency project to restore operability of this line. Based on the emergency repair work required, it is infeasible to solicit bids for this work because of the danger to life, health, and property that exist without a reliable pipeline in service. For these reasons, it was necessary to proceed with the emergency repair of the 30-inch gravity pipeline to mitigate these immediate risks and protect life, health, and property.

On February 9, 2022, the Board adopted a resolution declaring an emergency and finding that public interest and necessity demanded the immediate expenditure of public money to repair the unanticipated structural failure of a 30-inch gravity sewer segment of the Shore Acres Interceptor on January 12, 2022, without submitting the expenditure to public bid, to safeguard life, health, and property. In addition, the Board ratified the General Manager's negotiation and execution of agreements for material procurement, construction, and other related services as required to complete the necessary emergency repair in an amount of \$350,000, which was later amended to \$410,000. Con-Quest was contracted to perform the emergency repair and finished the initial project work to the Shore Acres Interceptor by February 4, 2022.

Analysis

Subsequent to the repair of the initial location (i.e., 200 linear feet of 30-inch gravity interceptor), staff became aware of another location in the same interceptor that is also in danger of imminent collapse. Since this new location is part of the same interceptor and poses the same potential risk to public safety and the District's conveyance system, it is necessary to immediately address this emergency repair, which was recently discovered, in a similar manner.

It is recommended that the Board accept this update report from the General Manager and authorize the General Manager to execute Amendment No. 2 to the existing construction services contract with Con-Quest or to negotiate an emergency repair contract with another qualified contractor for the emergency repairs at the new location in an amount not to exceed \$375,000. In addition, staff recommends the Board authorize the General Manager to transfer monies from the Wastewater Capital Asset Replacement (WW CAR) Fund reserves increase to the Shore Acres Interceptor Emergency Repair Project budget by \$400,000 to account for the estimated cost of the emergency repairs at the new location.



Since the CEQA Notice of Exemption filed by the District in February only described the first emergency repair location, it is also recommended that the Board approve a CEQA exemption for the new site and direct staff to file another Notice of Exemption with the County Clerk.

Financial Impact

Sufficient WW CAR Fund reserves are available to support the recommended transfer of funds totaling \$400,000 to increase the project budget.

Attachments

Draft CEQA Notice of Exemption

Prepared by:  _____

Thanh Vo
Acting Engineering Services Director

cc: District File No. P.22129.01.01



NOTICE OF EXEMPTION

TO: County Clerk
County of Contra Costa
555 Escobar Street
Martinez, CA 94553

PROJECT APPLICANT: Vince De Lange, General Manager
Delta Diablo, Local Public Agency
2500 Pittsburg-Antioch Highway
Antioch, CA 94509-1373
Telephone: (925) 756-1900

Vincent P. De Lange, General Manager

Date

SUBJECT: FILING OF NOTICE OF EXEMPTION IN COMPLIANCE WITH PUBLIC RESOURCES CODE 21152

PROJECT TITLE: SHORE ACRES INTERCEPTOR EMERGENCY REPAIR, PROJECT NO. 22129

DATE ON WHICH AGENCY APPROVED THE PROJECT: May 11, 2022

STATE CLEARINGHOUSE NUMBER: N/A

PROJECT LOCATION: West of District's Pittsburg Pump Station in Pittsburg, CA

PROJECT DESCRIPTION: The project, in general, consists of installing a temporary bypass system and rehabilitating approximately 100 lineal feet of 30-inch diameter gravity pipeline, using either trenchless technology or conventional replacement, and associated manholes.

LEAD AGENCY APPROVING AND CARRYING OUT PROJECT: Delta Diablo

CONTACT PERSON: Thanh Vo, Acting Engineering Services Director, (925) 756-1949

EXEMPT STATUS: The Board of Directors of the District finds this project is categorically exempt from CEQA as a Class 2(c) Categorical Exemption under Public Resources Code Section 21084.

REASONS WHY PROJECT IS EXEMPT: The project consists of replacing or reconstructing existing facilities where the new structure will be located on the same site as the structure replaced and will have substantially the same purpose and capacity as the structure replaced as allowed under CEQA Guidelines 15032, Class 2(c) and Public Resources Code 21084.

AFFIDAVIT OF POSTING

I declare that on _____, I received and posted this Notice as required by Public Resources Code 21152(c). It will remain posted for 30 days.

Signature

Title

ITEM F

May 11, 2022

REVIEW PROPOSED FISCAL YEAR 2022/2023 THROUGH FISCAL YEAR 2026/2027 CAPITAL IMPROVEMENT PROGRAM (CIP) AND SET PUBLIC HEARING FOR JUNE 22, 2022 TO CONSIDER APPROVAL OF 5-YEAR CIP

Recommendations

- 1) Review Proposed Fiscal Year 2022/2023-2026/2027 (FY22/23-FY26/27) Capital Improvement Program (CIP).
- 2) Set Public Hearing for June 22, 2022 at 5:30 p.m. to consider approval of the FY22/23-FY26/27 CIP.

Background Information

Staff has developed a new 5-year CIP for FY22/23-FY26/27 to guide planning, design, construction, and financing of prioritized capital projects in the District's wastewater collection, conveyance, and treatment systems, and recycled water system. These critical projects are necessary to ensure the continued effective and reliable operation of existing infrastructure, address future service needs, and meet current and future regulatory requirements. Staff prepares an updated 5-year CIP each year to reflect current priorities, address new project needs, and adjust estimated project costs and implementation schedules. In addition, this process assists in identifying long-term financial and resource needs, and budget appropriations required to support project implementation at the start of each fiscal year. The proposed 5-year CIP was considered in developing both the proposed Sewer Service Charges (SSCs) for FY22/23 and the 5-year SSC forecast, which were presented to the Board on April 20, 2022. The preliminary CIP was presented to the Finance Committee on May 4, 2022, which recommended that the proposed CIP be present to the Board for consideration at the May 11, 2022 Board Meeting.

Supporting documentation used during CIP development includes city and county General Plans, city collection system master plans, and detailed master plans prepared by the District for its wastewater treatment, recycled water, and conveyance system facilities. The District completed a Conveyance System Master Plan update in April 2010 and a Recycled Water Master Plan in August 2013 and is currently finalizing a Resource Recovery Facility Master Plan (RRFMP).

Analysis

The proposed FY22/23-FY26/27 CIP includes approximately \$135.9 million in prioritized capital improvements. The required FY22/23 CIP budget appropriation is \$9.1 million and the estimated FY22/23 CIP expenditures total \$16.8 million. As reported at the Board Meeting on March 30, 2022, staff has incorporated significant findings and recommendations from recent condition assessment and master planning activities, as well as changes to existing projects, in developing the 5-year CIP. Key CIP highlights include the following:

- § **Secondary Process Improvements Project:** The RRFMP indicates that the District's Wastewater Treatment Plant (WWTP) is near 80 percent of loading capacity, which may be exceeded in 10 to 15 years due to growth in the service area and increased organics and solids concentrations. The District identified the \$60 million Secondary Process



Improvements Project to address a significant regulatory compliance vulnerability associated with potential loss of critical infrastructure and associated treatment capacity, ensure compatibility with long-term nutrient management plant upgrades, and accommodate growth in the District’s service area through 2040. While the estimated total cost remains unchanged from the current 5-year CIP, staff has adjusted cash flow estimates based on delays in initiating pre-design and design activities in FY21/22 with the bulk of the \$60 million cost occurring in FY23/24-FY25/26.

- § Addressing New Infrastructure Needs: The proposed 5-year CIP includes seven new projects with an estimated total project cost of \$3.0 million, including \$0.3 million for the RWF Condition Assessment Project and \$0.3 million for the Arc Flash Study, both of which will inform future infrastructure renewal needs.
- § Investing in Existing Wastewater Infrastructure Renewal: Approximately 78% of the CIP total is allocated to support rehabilitation and/or replacement of existing critical wastewater infrastructure, including Antioch Pump Station and Conveyance System Improvements (\$17.6 million), WWTP Electrical Switchgear Replacement (\$6.0 million), WWTP Cogeneration System Improvements (\$5.0 million), Bridgehead Pipeline Replacement (\$1.3 million), and Manhole, Gravity Interceptor, and Easement Road Improvements (\$1.5 million).
- § Ensuring Integrity of Bay Point Collection System: The District owns and operates 43 miles of gravity sewers in Bay Point. The CIP includes \$3.6 million to support inspection, repair, and rehabilitation of prioritized segments over the next five years.
- § Planning for the Future: The proposed 5-year CIP includes \$1.8 million for various master planning efforts to identify near- and long-term strategies, needs, and priorities associated with specific focus area, including electrical systems (\$0.3 million in FY24/25), supervisory control and data acquisition (SCADA) systems (\$0.5 million in FY23/24), biosolids management (\$0.4 million in FY25/26), and recycled water (\$0.3 million FY23/24).

The proposed 5-year CIP is provided in the CIP Program Summary (refer to Attachment). A summary of capital project expenditures by major fund is presented in Table 1 below.

Table 1 – Proposed FY22/23-FY26/27 CIP Totals by Major District Fund

Fund	5-year CIP Total (\$M)	% of 5-Year CIP Total
Wastewater		
Capital Asset	2.4	1.8
Capital Asset Replacement	105.5	77.6
Expansion	13.1	9.6
Advanced Treatment	4.2	3.1
Recycled Water		
Capital Asset	1.6	1.2
Capital Asset Replacement	4.2	3.1
Expansion	0.2	0.1
Bay Point Collection	4.2	3.1
Household Hazardous Waste	0.5	0.4
Total	\$135.9M	100%

The FY22/23-FY26/27 CIP includes information regarding the location, scope, schedule, budget, risk, financing needs, and other information to adequately justify the need for capital projects.



During development of the CIP, staff coordinated with planning agencies in the District's service area (i.e., the cities of Antioch and Pittsburg, and Contra Costa County) to ensure that recommended projects in the CIP are consistent with the respective agency's applicable specific and general plans. Staff used previously developed District planning documents to determine the recommended timing, scope, and budget for projects in the CIP. In accordance with the District's CIP development process, the CIP shall be adopted by, and shall be annually reviewed and revised by, resolution of the Board, following issuance of a notice of public hearing. Notice of the hearing will be given in accordance with Government Code Section 65090. The final CIP will be presented for approval at the same time the budget is presented for approval. Following the Board's adoption of the CIP, staff will provide copies of the approved CIP to the planning agencies in the District's service area and update the District's website to describe priority projects. Staff anticipates presenting the final CIP for consideration at the June 22, 2022 Board Meeting.

Financial Impact

The proposed FY22/23-FY26/27 CIP includes approximately \$135.9 million in capital investment needs. As presented at the Board Meeting on April 20, 2022, staff is recommending that the majority of the District's capital spending be cash funded (versus debt financed) to provide the highest overall value to the District's customers. The proposed CIP has been incorporated into the current FY22/23 SSC analysis, which would provide necessary funding to support planned capital expenditures in FY22/23.

Attachment

FY22/23-FY26/27 CIP Program Summary

Prepared by: _____



Thanh Vo
Acting Engineering Services Director

cc: District File BRD.01-ACTS



Delta Diablo 5-Year Capital Improvement Program
FY2022/2023 - FY2026/2027

Table with columns: Page, Project Name, Project No., Priority, Lead Dept., Total Approved Budget, Adjusted Budget FY20/21 to FY21/22, Approved Budget FY21/22, Total FY21/22 Budget Appropriation, Projected FY21/22 Cash Flow (as of Apr), Estimated Carryover Budget FY21/22 to FY22/23, Anticipated Cashflows (FY22/23 to 5-Year Total), and Fund Distribution (WW CA, WW CAR, WW Exp, AT, RW CA, RW CAR, RW Exp, BP Coll., HHW).

May 11, 2022

RECEIVE REPORT ON KEY ASSUMPTIONS FOR PROPOSED FISCAL YEAR 2022/2023
OPERATING BUDGET

Recommendations

Receive report on key assumptions for the proposed Fiscal Year 2022/2023 (FY22/23) Operating Budget.

Background Information

Following critical review of operating budget adjustment needs and opportunities, staff has developed a proposed FY22/23 Operating Budget, which served as the baseline for calculation of the proposed Sewer Service Charges (SSCs) presented to the Board on April 20, 2022. This critical review directly supports the District's long-term financial sustainability and effective stewardship of limited ratepayer funds in operating the District's wastewater collection, conveyance, and treatment systems; recycled water system; household hazardous waste collection facility; and street sweeping services program.

On May 4, 2022, staff presented the key assumptions for the FY22/23 Operating Budget to the Finance Committee, which recommended that this item be submitted to the Board for review on May 11, 2022. Following receipt of Board comments on key assumptions for the FY22/23 Operating Budget and the proposed 5-year Capital Improvement Program, staff intends to present the proposed FY22/23 Budget for consideration and approval at the Board meeting on June 22, 2022.

Analysis

The proposed FY22/23 Operating Budget totals \$31.6 million, which represents a \$2.3 million increase (7.7%) relative to FY21/22 (\$29.3 million). This section highlights major cost categories in the FY22/23 Operating Budget, including salaries and benefits, chemicals, utilities, office and operating, and outside services. The District anticipates that it will continue to experience progressive increases in annual operating costs in future years due to escalations in labor, chemicals, energy, materials, supplies, equipment, hauling, and services costs, as well as increasingly more stringent regulatory requirements and has incorporated these cost increases in financial planning activities.

Salaries and Benefits (\$18.0 million): This category represents approximately 57% of the District's FY22/23 Operating Budget.

- § Cost-of-Living Adjustment (COLA): An annual COLA is specified in the memoranda of understanding (MOUs) for each of the District's three bargaining units. The MOUs (expired on July 1, 2021) specify that the District will adjust salaries for the first full pay period after July 1 each year, from a minimum of 2% up to 5% based on the April-to-April change in the Consumer Price Index (CPI), San Francisco/Bay Area Wage Earners. The actual percentage will be available in May and associated labor cost increases will be included in the proposed FY22/23 Operating Budget for the Board's consideration in June.
- § Unfunded Positions: A total of 77.5 full-time equivalent (FTE) positions are budgeted for FY22/23, including 2.5 FTEs for part-time positions. Based on an assessment of resource



needs, four positions are proposed to remain unfilled and unfunded in FY22/23, which results in an annual savings of \$0.9 million.

§ Position Changes: There is no change to total FTEs from FY21/22. The proposed FY22/23 Operating Budget includes funding the Deputy General Manager position and not funding the Government Affairs Manager position, which results in a net annual cost increase of approximately \$0.1 million.

§ Medical Insurance: Annual medical insurance premium costs have been increased by 14%, while most other health benefits (e.g., vision, Employee Assistance Program, dental, and life insurance) are not expected to increase significantly.

§ California Public Employees' Retirement System (CalPERS) Funding: In November 2011, the Board adopted CalPERS Tier 2 (2.0% at age 55), which applies to employees hired between July 1, 2012 and December 31, 2012, or hired on or after January 1, 2013, as a member of a qualified public pension plan (e.g., CalPERS, Contra Costa County Employee Retirement Plan, etc.). Prior to July 1, 2012, 100% of all employees were enrolled in CalPERS Tier 1 (2.7% at age 55). In addition, the Public Employees' Pension Reform Act of 2013 (PEPRA), effective January 1, 2013, established Tier 3 (2.0% at age 62), which applied to employees hired on or after January 1, 2013, who are not members of a qualified public pension plan.

In FY22/23, 68% of all employees are assumed to be in either Tier 2 or Tier 3, compared to 54% in FY21/22. Because new hires are no longer eligible to become members of Tier 1, the District receives ongoing savings as employees leave the District and vacant positions are filled at Tiers 2 and 3. The District assumes that new journey level, professional, and management hires will be in Tier 2, because it is probable that they would have been a CalPERS or a reciprocal plan member. The District assumes that new entry level hires will be in Tier 3, because it is unlikely that these hires would have been CalPERS or a reciprocal plan member. In addition to the lower employer-paid contributions into CalPERS, all new hires pay their full employee contributions into CalPERS, as well as contributions into the Other Post-employment Benefits (OPEB) Trust, which is 3.0% of base salary.

§ CalPERS Pension Unfunded Liability Contribution: This cost is budgeted at \$1.6 million, which is an increase of approximately \$0.3 million from FY21/22.

§ Contra Costa County Retirees' Association (CCCERA) Funding: In July 2014, the Board established Contributed Benefit Savings funding levels of 3.75% of salaries to maintain the integrity of the CCCERA plan for District retirees and employees who remained in the CCCERA system after the District transitioned from the CCCERA pension plan to CalPERS in July 2014.

§ OPEB Trust Fund Annual Funding: The Board's adopted OPEB Trust Funding Policy states the intent to fund the District's Actuarially Determined Contribution (ADC) within 30 years, which the District has done each year since the trust fund was established in February 2010. District employees pay 3% of base salaries into the trust and the District budgets the required 3% match, as well as actual retiree medical costs which are deposited into the OPEB Trust. The FY22/23 Operating Budget includes an ADC of \$0.6 million and will be evaluated in accordance with the OPEB Trust Funding Policy after receipt of the audited financial statements.



§ **Public Agency Retirement Services (PARS) Funding:** The FY22/23 Operating Budget includes a one-time payment of \$0.1 million to PARS. The PARS Trust account was established to pre-fund both CalPERS pension obligations and/or OPEB obligations. The additional funds in PARS will provide funding to mitigate future rate revenue required for projected sharp increases in pension or OPEB costs due to decreases in discount rates, an accelerated amortization schedule, and/or investment losses.

Chemicals (\$2.2 million): This cost is approximately 7% of the FY22/23 Operating Budget, and includes \$1.3 million for Wastewater and \$0.9 million for Recycled Water. The District participates in the Bay Area Chemical Consortium (BACC), which administers an annual bidding process for water and wastewater treatment chemicals, to leverage purchasing power among the members and receive cost-effective bids. Although this approach allows the District to benefit from the most competitive market prices, supply chain challenges have resulted in increased chemical unit costs. Staff continues to refine total annual chemical usage estimates, while working to optimize chemical consumption, to partially offset the impact of higher chemical supply costs. The Chemicals budget increased from \$1.7 million in FY21/22 to \$2.2 million (+26%) in FY22/23, which is driven largely by an increase of \$0.3 million in anticipated Recycled Water chemical expenditures.

Utilities (\$2.6 million): This category represents approximately 8% of the FY22/23 Operating Budget. The budget increased \$0.2 million (11%) due to increased natural gas supply costs. Staff has implemented several changes to reduce on-site energy demand and increase renewable energy production. The most recent action is construction of the Sand Filter Intermittent Backwash System Project, which decreases energy usage and chemical consumption at the Recycled Water Facility. The budget assumes 85% uptime for the on-site cogeneration engine at the District's Wastewater Treatment Plant, which is expected to meet over 50% of plant power demand and provide waste heat for the anaerobic digesters.

Office and Operating (\$3.4 million): This category represents approximately 11% of the FY22/23 Operating Budget. The budget increased 3% (\$0.1 million) due to expected increases in general insurance premiums, and staff training and professional development costs. This budget also includes allowances for general office supplies, technology systems and applications, hauling services, and program administration.

Outside Services (\$4.5 million): This category represents approximately 14% of the FY22/23 Operating Budget and includes items such as temporary, legal, and professional services. Outside Services increased 12% (\$0.5 million) over last year for planned organizational improvement initiatives, including Munis Enterprise Resource Planning enhancements, Capital Facilities Capacity Charges study, regulatory compliance support services, confined space rescue standby services, COVID-19 testing services, and updates to District standards in FY22/23.

Other (\$0.9 million): This category represents 3% of the FY22/23 Operating Budget and includes a contingency allowance of \$0.3 million and accounts for transfers to other District funds.

Fiscal Impact

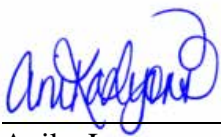
The proposed FY22/23 Operating Budget totals \$31.6 million, which represents a \$2.3 million increase (+7.7%) relative to FY21/22 (\$29.3 million). The operating budget assumptions help ensure the District is recovering its operating expenses, while also highlighting efforts to




implement budget adjustment strategies that support long-term financial sustainability and responsible stewardship of limited ratepayer funds. Staff has included these assumptions in the District's long-term 5-year SSC analysis, which was presented to the Board for review on April 20, 2022.

Attachments

None.

Prepared by: 
Anika Lyons
Finance Manager

Reviewed by: 
Brian Thomas
Acting Business Services Director

cc: District File No. BRD.01-ACTS



May 11, 2022

RECEIVE REPORT ON 40-YEAR ANNIVERSARY OF DISTRICT'S WASTEWATER TREATMENT PLANT

Recommendation

Receive report commemorating the 40-year anniversary of the District's Wastewater Treatment Plant (WWTP).

Background Information

On May 13, 2022, the District will mark the 40-year anniversary of its WWTP, which was officially opened during a ceremonial event after the Board Meeting on May 13, 1982 and attended by congressional representatives and local elected officials. During this event, the unofficial agency name—"Delta Diablo Sanitation District"—was identified following a naming contest with local schoolchildren, and officially adopted in 1989 and modified to "Delta Diablo" in July 2013. Formation of the District required significant planning, coordination, and negotiation between state and local agencies to determine governance structure, funding sources, and operational requirements, including the following major historical milestones:

- § In 1972, the federal government passed the Clean Water Act, which set forth requirements to implement secondary treatment of wastewater and pollution prevention programs
- § In 1974, the East/Central Contra Costa County Wastewater Management Agency was formed in response to state and regional policy encouraging planning and implementation of subregional water pollution control systems and wastewater management programs. This agency prepared comprehensive studies recommending new wastewater conveyance and treatment facilities to serve Antioch, Pittsburg, and West Pittsburg (now Bay Point).
- § In October 1976, Contra Costa County Sanitation District No. 7-A (formed in 1955) annexed Antioch and Pittsburg to establish authority necessary to proceed with design, construction, and operation of the new wastewater conveyance and treatment facilities.
- § In early 1982, construction of the Industrial Shore Facilities was completed, which included the Antioch, Pittsburg, and Shore Acres pump stations and conveyance pipelines, the West Pittsburg and Montezuma conveyance systems, the Industrial Shore Water Pollution Control Facility (IS WPCF), and the New York Slough outfall, at a project cost of \$50 million. Federal grants provided approximately \$42 million in funding, while the \$8 million balance was financed through voter-approved revenue bonds in 1977, as well as other local funding.

The original IS WPCF (now referred to as WWTP) included an equalization storage basin, bar screens, aerated grit chambers, primary clarifiers, a dual-stage biological treatment process (tower trickling filters, activated sludge), secondary clarifiers, disinfection, solids handling (dissolved air flotation tanks, anaerobic digesters, dewatering centrifuges), on-site energy production (via cogeneration engines), and a discharge outfall to New York Slough.

Analysis

In 1982, the District treated 7.0 million gallons per day (MGD) of wastewater from nearly 100,000 customers at the WWTP. Following 40 years of operation, the District now treats 13.6 MGD and serves over 215,000 customers. During its history, the District has achieved an exemplary regulatory compliance record—highlighted by a recent 14-year streak without any discharge permit violations—and become a recognized industry leader known for its progressive "Utility of the Future" commitment to resource recovery, organizational excellence, environmental



stewardship, fiscal responsibility, high-quality customer service, and innovation. Since facility startup, over 350 employees have directly contributed to achieving the District's core mission of protecting public health and the environment in concert with leadership and guidance from numerous Board of Directors members representing their respective communities.

Since startup of wastewater conveyance and treatment facilities in 1982, the District has made significant capital investments to ensure ongoing infrastructure effectiveness and reliability while providing expanded wastewater conveyance and treatment capabilities and services to its customers. A summary of major infrastructure improvements to the original facilities over the last 40 years is attached.

Because the WWTP is now 40 years old and the wastewater sector continues to face emerging regulatory requirements, the District continues to maintain an organizational focus on effective stewardship of limited public resources to meet infrastructure investment and operational needs. In August 2021, the Board of Directors approved a new District Strategic Plan following broad engagement with staff at all levels in the organization. This document established a new District Mission, Vision, and Behavioral Values, while highlighting key goals, strategies, and objectives to guide District activities over the next few years.

District Mission: Delta Diablo protects public health and the environment for our communities by safely providing exceptional wastewater conveyance, treatment, and resource recovery

District Vision: Delta Diablo will achieve sustained organizational excellence through dedicated commitment to public service, stewardship, innovation, industry leadership, and active engagement at all levels

Financial Impact

None.

Attachment

Major WWTP and Conveyance Infrastructure Improvements since Facility Opening in 1982

Prepared by:  _____

Dean Eckerson
Resource Recovery Services Director

cc: District File No. BRD.01-ACTS



Major WWTP and Conveyance Infrastructure Improvements since Facility Opening in 1982

Year	WWTP Infrastructure Improvement
1982	Additional primary clarifier, secondary clarifier, and aeration basin for expanded treatment capacity
1983	Additional digester, aeration basin, secondary clarifier, and chlorine contact tank for expanded treatment capacity
1989	Pittsburg-Antioch interceptor line to support development of the Buchanan Road corridor
1993	Pump station improvements for operational reliability; Plant Operations Center Building for expanded staff
1998	Installation of Supervisory Control and Data Acquisition (SCADA) system to provide advanced plant process monitoring and operation
1999	Additional Antioch force main and headworks improvements for additional conveyance capacity
2000	Recycled Water Facility, recycled water storage and distribution system; conversion of disinfection process from chlorine gas to sodium hypochlorite and sodium bisulfite for improved operational safety and reliability; Flow Equalization Basin added to maximize production of tertiary recycled water at newly constructed Recycled Water Facility
2003	Bridgehead expansion to provide additional pumping and conveyance capacity for southeast Antioch growth and development
2006	Odor control facilities added to control odors generated at headworks and tower trickling filters
2010	Aeration system improvements project to convert from mechanical mixers to fine bubble diffusion for improved operational efficiency; activated sludge process improvements to increase plant processing capacity
2012	Digester No. 1 rehabilitation to improve operational reliability; photovoltaic energy generation system installed to provide electrical energy for the Plant Operations Center building; primary influent line repair to address aging infrastructure
2013	Antioch force main repair to address aging infrastructure
2015	Bay Point sewer collection system repair and rehabilitation to address aging infrastructure
2017	Fats, Oils, & Grease receiving facility installed to increase electrical energy generation for the wastewater treatment plant
2018	Tower pump station and wet well rehabilitation and repair to address aging infrastructure; Second Pittsburg force main installed to increase conveyance capacity and improve operational reliability
2020	Bay Point sewer collection system repair and rehabilitation to address aging infrastructure
2021	Office building roof replacement to address aging infrastructure
2022	Primary clarifier area improvements to address aging infrastructure; headworks improvements to address aging infrastructure and improve operational effectiveness

ITEM J

May 11, 2022

**RECEIVE MONTHLY LOBBYIST REPORT DATED APRIL 2022, KEY ADVOCATES, INC.,
WESTERN RECYCLED WATER COALITION**

Recommendation

Receive and file report.

Background Information

Beginning in January 2022, Ironhouse Sanitary District (ISD) assumed the role of lead agency for the Western Recycled Water Coalition (WRWC). As a member of the WRWC, the District receives a monthly summary report related to lobbying activities from Key Advocates, Inc. (KA).

Analysis

Attached is the report for April 2022, which was produced by KA and distributed by ISD to WRWC members.

Financial Impact

None.

Attachment

KA Monthly Report, April 2022

Prepared by:



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cc: District File No. BRD.01-ACTS





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April 29, 2022

To: Western Recycled Water Coalition
From: Sante Esposito
Subject: April Monthly Report

Pending Advocacy Efforts

- Inclusion of funding for the Alternative Water Source Program in the final Build Back Better bill;
- Inclusion of funding for other water programs of interest in the final Build Back Better bill;
- Enactment of Title XVI reform legislation;
- Introduction of the Coalition projects bill in the Senate;
- Continued increased funding for the Clean Water SRF, Title XVI WIIN grants and other water programs of interest in the FY23 appropriations process;
- Monitor existing Federal programs such as EPA's STAG grants for funding opportunities;
- Support Coalition members' FY22 WIIN grant applications, if requested; and,
- Support Coalition members' FY22 earmark applications, if any and if requested.

“Build Back Better” Bills (BBB)

The Senate situation is still a work in progress. The House-passed mega bill is dead in the Senate. The focus now in the Senate is on a version that highlights climate change and tax reform. However, the expectation is that even with that focus noncontroversial items will also be included. Included in the House-passed bill of interest to the Coalition

- \$30B for Safe Drinking Water SRF lead service line replacement projects;
- \$100M for state public water systems;
- \$700M to reduce lead in school drinking water;
- \$100M for large scale water recycling projects;
- \$1.15B for emergency drought relief;
- \$125M for Alternative Water Source Program grants; and,
- \$2B for sewer overflow and storm water reuse grants.

No funding for the Clean Water SRF is included in the House BBB. It does include new taxes.

Unofficially, the Senate Environment and Public Works Committee released its BBB title which includes \$9B for SDWSRF-funded lead remediation projects, \$225M for rural and low-income water assistance grants, \$125M for Alternative Water Source Program grants, and \$500M for sewer overflow and storm water reuse municipal grants.

“Infrastructure Investment and Jobs Act” (BIF)

The \$1.2T law (P.L. 117-58) includes the following (it does not include any new taxes) –

- For FY22-26 \$12.838B for the Clean Water State SRF, starting at \$2.127B in FY22 and going up to \$2.828B in FY26;
- \$35.713B over five years for the Safe Drinking Water SRF, starting at \$6.702B in FY22 and going up to \$7.403B in FY26;
- No appropriations are included for the Alternative Water Source Projects program (an authorization of \$125M over 5 fiscal years is included);
- \$8.3B for the USBR for FY22-26 with an annual cap of \$1.66B per year including a number of programs under USBR’s jurisdiction with specific appropriated amounts but without specifying annual funding amounts for each program;
- For water recycling, the bill appropriates \$1B over 5 FY’s, broken down to \$550M for Title XVI and WIIN Act grants and \$450M for “large scale” projects (those with project costs >\$500M);
- \$400M over 5 FY’s for WaterSMART;
- \$1.2B for water storage and groundwater;
- \$25M for desalination; and,
- S. 914, as passed by the Senate, which authorizes \$14.65B over five fiscal years for the Clean Water SRF and the Safe Drinking Water SRF, and \$125M for the AWSP and which includes the Feinstein-Padilla amendment which limits the prohibition against applying for Alternative Water Source Program (AWSP) grants to USBR projects that received construction funds; and,

Other core infrastructure -

- \$65B for Broadband
- \$17B for Ports
- \$25B for Airports
- \$7.5B for Zero and Low-Emission Buses and Ferries
- \$7.5B for Plug-In Electric Vehicle Chargers
- \$65B to Rebuild the Electric Grid
- \$21B for Superfund and Brownfield sites

Funding Opportunities

The focus is on implementation of the new law. The following programs will be monitored: Clean Water SRF, Safe Drinking Water SRF, EPA’s State and Tribal Assistance grant program, USBR’s Title XVI grant programs, and the Alternative Water Source Program if it gets funding

in the final Build Back Better bill.

USBR Title XVI Recycled Water Grants – applications for \$245M for FY22 are to be submitted by March 15.

EPA has released its Clean Water SRF state allocations – see link:

<https://www.epa.gov/system/files/documents/2021-12/fy-2022-bil-srfs-allotment-summary-508.pdf>

State and Tribal Assistance grants – nothing announced so far.

Alternative Water Source Program grants – pending action on the Build Back Better bills.

Mentioning a fifth – WRDA which is up for reauthorization this year. We will monitor the process but don't expect it to address any issues of interest although it might be a possible vehicle for including the Title XVI "fixes." On March 16, the Water Resources Subcommittee of the House Transportation and Infrastructure Committee held a hearing to examine Members' priorities in the development of the Water Resources Development Act of 2022.

FY22 WIIN Grants

Application deadline was March 15 for \$245M for FY22. There were four Coalition member submissions: Mountain View for \$1.24M, Valley Water for \$2.0M, Monterey One (waiting for info), and Palo Alto for \$12.868M. Key Advocates will work USBR headquarters in support of these, if requested, pending receipt of a one-page application summary. Per the USBR, they received 27 applications totaling \$368.6M for the \$245M. The final decision goal is the end of June.

FY23 Earmarks ("Community Project Funding")

Member earmark application requests/submissions are ongoing with different Member deadlines. Both Appropriations Committee have posted their internal subcommittee deadlines and guidelines. Key Advocates is available to assist Coalition members. No member requests have been reported.

President's FY23 Proposed "Water" Budget

On March 28, the President released his FY23 Budget. It includes \$1.638B for the Clean Water SRF, \$1.126B for the Safe Drinking Water SRF and \$4M for WIIN grants. See last line below - amounts are in addition to the SRF funding in the Bipartisan Infrastructure Law. The Budget provides roughly \$4B for water infrastructure, an increase of \$1B over the 2021 enacted level. These resources would advance efforts to upgrade drinking water and wastewater infrastructure nationwide, with a focus on underserved communities that have historically been overlooked. The budget funds all of the authorizations in the original Drinking Water and Wastewater Infrastructure Act of 2021, including the creation of 20 new targeted water grant programs and

an increase of over \$160M above 2021 enacted levels for the Reducing Lead in Drinking Water grant program. The budget also maintains funding for EPA's State Revolving Funds (SRF) at 2021 enacted levels, which would complement the \$23.4B provided for the traditional SRF programs in the Bipartisan Infrastructure Law.

FY22 "Water" Appropriations

On March 15, the President signed into law the FY22 Omnibus Appropriations Act funding all 12 appropriations bills for the remainder of the current fiscal year. Included in the bill are \$1.638B for the Clean Water SRF, \$1.126B for the Safe Drinking Water SRF, \$35.693M for the traditional Title XVI program, and \$17.5M for Title XVI WIIN grants. These funding amounts are over and above those included in the Bipartisan Infrastructure Law - \$2.127B for the Clean Water SRF, \$6.702B for the Safe Drinking Water SRF, and \$500M for Title XVI and the Title XVI WIIN programs combined. As a result, for the current fiscal year total funding for the Clean Water SRF is \$3.765B, \$7.828 for the Safe Drinking Water SRF, and \$553.193M for both Title XVI programs.

Bills of Interest

Note: the following bills have some policy issues which were not addressed in the bipartisan infrastructure law and the House-passed BBB. Issues of interest in some of the bills below (H.R. 1015, H.R. 3404, STREAM Act) include raising the Federal share project cap from \$20 to \$30 M (although for FY22 the USBR has done so), removing the congressional approval process requirement, and providing opportunities for unauthorized projects to compete for both traditional Title XVI and Title XVI WIIN grants. The goal is to get these changes enacted into law notwithstanding any administrative effort by the USBR to address the issues.

Note: twice we spoke with Morgan Leonard, LA, Congresswoman Napolitano, and asked her what the plans are for H.R.1015. She said she would contact the Natural Resources committee and report back. Waiting to hear.

Note: also on March 2, via a virtual meeting, Angela Ebner and Sarah Swig, LA's, Senator Padilla, requested, in response to our inquiry regarding the Senator introducing the Coalition's projects bill, that we check with Congressman McNerney's office on the plans in the House for the bill. We did check with Chloe Koseff, LA, Congressman McNerney twice and she said she would check with the Natural Resources Committee and report back. Waiting to hear.

H.R. 1015, "Water Recycling Investment and Improvement Act" and STREAM Act ("Support to Rehydrate the Environment, Agriculture and Municipalities Act")

H.R. 1015 not only authorizes \$500M for WIIN Act grants but also eliminates the requirement that Congress must approve funding awards for specific projects by designating them in an enacted appropriations bill and increases the Federal share from \$20M to \$30M.

The STREAM Act, while authorizing the WIIN grant program at \$250M, includes the same WIIN grant changes and establishes a new Reclamation Infrastructure Finance Program,

expedites congressional approval for water shortage projects of \$750 million, and authorizes \$100 million for desalination projects.

H.R. 3404, “FUTURE Western Water Infrastructure and Drought Resiliency Act”

H.R 3404 also authorizes \$500M for the WIIN Act grant program, increases the Federal share to \$30M, and authorizes a new \$300M water trust fund with \$100M earmarked for recycled water projects.

H.R. 4099, the “Large Scale Water Recycling Project Investment Act”

The BIF appropriates \$450M for large water recycling projects with total estimated cost of at least \$500M with the Federal share at 25%.

H.R. 3112, Western Water Recycling and Drought Relief Act of 2021

We have inquired twice of Congressman McNerney’s staff on the plans in the House for his bill. Staff is checking with the Natural Resources Committee. Waiting to hear.

Bill Tracking

Tracking bills that are marked up by committees and/or come to our attention.