



**UNION SANITARY DISTRICT BOARD MEETING/
UNION SANITARY DISTRICT FINANCING AUTHORITY
AGENDA**

**Monday, March 8, 2021
Regular Meeting - 4:00 P.M.**

**Union Sanitary District
Administration Building
5072 Benson Road
Union City, CA 94587**

Directors
Manny Fernandez
Tom Handley
Pat Kite
Anjali Lathi
Jennifer Toy

Officers
Paul R. Eldredge
*General Manager/
District Engineer*

Karen W. Murphy
Attorney

CORONAVIRUS (COVID-19) ADVISORY NOTICE

Consistent with Executive Orders No. N-25-20 and No. N-29-20 from the Executive Department of the State of California, the Alameda County March 31, 2020 Updated Shelter in Place Order, and Executive Order No. N-33-20, Stay-at-Home Order, the Monday, March 8, 2021, Regular Board Meeting will not be physically open to the public and all Board Members will be teleconferencing into the meeting. **To maximize public safety while still maintaining transparency and public access, members of the public can observe the meeting by following the steps listed below to listen to the Board Meeting, and may provide public comment by sending comments to the Board Clerk by email at assistanttogm@unionsanitary.ca.gov or via voicemail by calling 510-477-7599 before 3:00 p.m. on the date of the meeting.** Comments will then be read into the record, with a maximum allowance of 3 minutes per individual comment, subject to the Board President's discretion. All comments should be a maximum of 500 words, which corresponds to approximately 3 minutes of speaking time. If a comment is received after the agenda item is heard but before the close of the meeting, the comment will still be included as a part of the record of the meeting but will not be read into the record.

Any member of the public who needs accommodations should email or call the Board Clerk who will use their best efforts to provide reasonable accommodations to provide as much accessibility as possible while also maintaining public safety in accordance with the Union Sanitary District procedure for resolving reasonable accommodation requests.

To listen to this Regular Board Meeting:

Call: 1-888-788-0099 or 1-877-853-5247

Meeting ID: 824 7770 0770 #

Participant ID: #

Click the Zoom link below to watch and listen:

<https://us02web.zoom.us/j/82477700770>

	1.	Call to Order.
	2.	Salute to the Flag. (This item has been suspended due to the COVID-19 pandemic.)
	3.	Roll Call.
Motion	4.	Approve Minutes of the Union Sanitary District Board Meeting of February 22, 2021.
Motion	5.	Approve Minutes of the Union Sanitary District Special Board Meeting of February 24, 2021.
Information	6.	Second Quarter Fiscal Year 2021 District-Wide Balanced Scorecard Measures <i>(to be reviewed by the Legal/Community Affairs Committee)</i> .
	7.	Written Communications.
	8.	Public Comment. Public Comment is limited to three minutes per individual, with a maximum of 30 minutes per subject. If the comment relates to an agenda item, the speaker should address the Board at the time the item is considered. Speaker cards will be available in the Boardroom and are requested to be completed prior to the start of the meeting.
Motion	9.	Consider a Resolution Authorizing the Preparation and Submission of an Environmental Protection Agency Water Infrastructure Finance and Innovation Act Application for the Enhanced Treatment and Site Upgrade Phase 1 Project <i>(to be reviewed by the Budget & Finance Committee)</i> .
Direction	10.	Board Feedback Following Enhanced Treatment and Site Upgrade (ETSU) Phase 1 Update Board Workshop.
Information	11.	Information Technology Software & Hardware Agreement Summary <i>(to be reviewed by the Engineering and Information Technology Committee)</i> .
Information	12.	COVID-19 Update.
Information	13.	Check Register.
Information	14.	Committee Meeting Reports. <i>(No Board action is taken at Committee meetings):</i> <ol style="list-style-type: none"> Legal/Community Affairs Committee – Thursday, March 4, 2021, at 1:00 p.m. <ul style="list-style-type: none"> Director Toy and Director Fernandez Budget & Finance Committee – Friday, March 5, 2021, at 10:00 a.m. <ul style="list-style-type: none"> Director Kite and Director Toy Engineering and Information Technology Committee – Friday, March 5, 2021, at 11:00 a.m. <ul style="list-style-type: none"> Director Lathi and Director Handley Legislative Committee – will not meet. Personnel Committee – will not meet.
Information	15.	General Manager’s Report. <i>(Information on recent issues of interest to the Board)</i> .

16. Other Business:
 - a. Comments and questions. *Directors can share information relating to District business and are welcome to request information from staff.*
 - b. Scheduling matters for future consideration.

17. Adjournment – The Board will adjourn to a Combined Board Workshop to be held virtually on Tuesday, March 9, 2021, at 4:00 p.m.

18. Adjournment – The Board will then adjourn to the next Regular Board Meeting to be held virtually on Monday, March 22, 2021, at 4:00 p.m.

The facilities at the District Offices are wheelchair accessible. Any attendee requiring special accommodations at the meeting should contact the General Manager's office at (510) 477-7503 at least 24 hours in advance of the meeting.



LEGAL/COMMUNITY AFFAIRS COMMITTEE MEETING

Committee Members: Director Toy and Director Fernandez

Directors

Manny Fernandez
Tom Handley
Pat Kite
Anjali Lathi
Jennifer Toy

AGENDA

Thursday, March 4, 2021

1:00 P.M.

Alvarado Conference Room

5072 Benson Road

Union City, CA 94587

Officers

Paul R. Eldredge
*General Manager/
District Engineer*

Karen W. Murphy
Attorney

Consistent with Executive Orders No. N-25-20 and No. N-29-20 from the Executive Department of the State of California, the Alameda County May 18, 2020 Updated Shelter in Place Order, and Executive Order No. N-33-20, Stay-at-Home Order, this meeting will not be physically open to the public and all Board Members will be teleconferencing into the meeting via conference call.

To maximize public safety while still maintaining public access, members of the public can observe the meeting by calling 510-477-6190 to listen to the committee meeting, and may provide public comment by sending comments to the Board Clerk by email at assistanttogm@unionsanitary.ca.gov or via voicemail by calling 510-477-7599 up to one hour before the scheduled meeting start time.

1. Call to Order
2. Roll Call
3. Public Comment
Public Comment is limited to three minutes per individual, with a maximum of 30 minutes per subject. If the comment relates to an agenda item, the speaker should address the Board at the time the item is considered. Speaker cards will be available and are requested to be completed prior to the start of the meeting.
4. Items to be reviewed for the Regular Board meeting of March 8, 2021:
 - 2nd Quarter Fiscal Year 2021 District-Wide Balanced Scorecard Measures
5. Adjournment

Items reviewed at committee meetings will be included in the agenda packet for the upcoming Board meeting.
No action will be taken at committee meetings.

The facilities at the District Offices are wheelchair accessible. Any attendee requiring special accommodations at the meeting should contact the General Manager's office at (510) 477-7503 at least 24 hours in advance of the meeting.



BUDGET & FINANCE COMMITTEE MEETING
Committee Members: Director Kite and Director Toy

Directors
Manny Fernandez
Tom Handley
Pat Kite
Anjali Lathi
Jennifer Toy

AGENDA
Friday, March 5, 2021
10:00 A.M.

Officers
Paul R. Eldredge
*General Manager/
District Engineer*

Alvarado Conference Room
5072 Benson Road
Union City, CA 94587

Karen W. Murphy
Attorney

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1. Call to Order
2. Roll Call
3. Public Comment
Public Comment is limited to three minutes per individual, with a maximum of 30 minutes per subject. If the comment relates to an agenda item, the speaker should address the Board at the time the item is considered. Speaker cards will be available and are requested to be completed prior to the start of the meeting.
4. Items to be reviewed for the Regular Board meeting of March 8, 2021:
 - Consider a Resolution Authorizing the Preparation and Submission of an Environmental Projection Agency Water Infrastructure Finance and Innovation Act Application for the Enhanced Treatment and Site Upgrade Phase 1 Project
5. Adjournment

Items reviewed at committee meetings will be included in the agenda packet for the upcoming Board meeting. No action will be taken at committee meetings.
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The facilities at the District Offices are wheelchair accessible. Any attendee requiring special accommodations at the meeting should contact the General Manager's office at (510) 477-7503 at least 24 hours in advance of the meeting.



**ENGINEERING AND INFORMATION TECHNOLOGY
COMMITTEE MEETING**

Committee Members: Director Lathi and Director Handley

AGENDA

Friday, March 5, 2021

11:00 A.M.

**Alvarado Conference Room
5072 Benson Road
Union City, CA 94587**

Directors

Manny Fernandez
Tom Handley
Pat Kite
Anjali Lathi
Jennifer Toy

Officers

Paul R. Eldredge
*General Manager/
District Engineer*

Karen W. Murphy
Attorney

Consistent with Executive Orders No. N-25-20 and No. N-29-20 from the Executive Department of the State of California, the Alameda County May 18, 2020 Updated Shelter in Place Order, and Executive Order No. N-33-20, Stay-at-Home Order, this meeting will not be physically open to the public and all Board Members will be teleconferencing into the meeting via conference call. To maximize public safety while still maintaining public access, members of the public can observe the meeting by calling 510-477-6190 to listen to the committee meeting, and may provide public comment by sending comments to the Board Clerk by email at assistanttogm@unionsanitary.ca.gov or via voicemail by calling 510-477-7599 up to one hour before the scheduled meeting start time.

1. Call to Order

2. Roll Call

3. Public Comment

Public Comment is limited to three minutes per individual, with a maximum of 30 minutes per subject. If the comment relates to an agenda item, the speaker should address the Board at the time the item is considered. Speaker cards will be available and are requested to be completed prior to the start of the meeting.

4. Items to be reviewed for the Regular Board meeting of March 8, 2021:

- Information Technology Software and Hardware Agreement Summary

5. Adjournment

Items reviewed at committee meetings will be included in the agenda packet for the upcoming Board meeting.

No action will be taken at committee meetings.

The facilities at the District Offices are wheelchair accessible. Any attendee requiring special accommodations at the meeting should contact the General Manager's office at (510) 477-7503 at least 24 hours in advance of the meeting.

**MINUTES OF THE MEETING OF THE
BOARD OF DIRECTORS OF
UNION SANITARY DISTRICT/UNION SANITARY DISTRICT FINANCING
AUTHORITY
February 22, 2021**

Consistent with Executive Orders No. N-25-20 and No. N-29-20 from the Executive Department of the State of California, the Alameda County March 16, 2020 Shelter in Place Order, and Executive Order No. N-33-20, Stay-at-Home Order, the Monday, February 22, 2021, Regular Board Meeting was not physically open to the public and all Board Members teleconferenced into the meeting. To maximize public safety while still maintaining transparency and public access, members of the public were able to listen to the Board Meeting, and provide public comment by sending comments to the Board Clerk.

CALL TO ORDER

President Handley called the meeting to order at 4:00 p.m. The regular meeting time was modified due to the COVID-19 emergency.

SALUTE TO THE FLAG

ROLL CALL

PRESENT: Tom Handley, President
Pat Kite, Vice President
Anjali Lathi, Secretary
Manny Fernandez, Director
Jennifer Toy, Director

STAFF: Paul Eldredge, General Manager/District Engineer
Karen Murphy, District Counsel
Mark Carlson, Business Services Manager/CFO
Sami Ghossain, Technical Services Manager
James Schofield, Collection Services Manager
Robert Simonich, Fabrication Construction and Maintenance Manager
Armando Lopez, Treatment and Disposal Services Manager
Ric Pipkin, Enhanced Treatment and Site Upgrade Program Manager
Regina McEvoy, Executive Assistant to the General Manager/Board Clerk

GUEST: Monique Spyke, PFM Asset Management LLC, Managing Director

**APPROVE MINUTES OF THE UNION SANITARY DISTRICT BOARD MEETING OF
FEBRUARY 8, 2021**

It was moved by Secretary Lathi, seconded by Director Toy, to Approve the Minutes of the Special Board Meeting of February 8, 2021. Motion carried with the following vote:

AYES: Fernandez, Handley, Kite, Lathi, Toy
NOES: None
ABSTAIN: None
ABSENT: None

APPROVE MINUTES OF THE UNION SANITARY DISTRICT SPECIAL BOARD MEETING OF FEBRUARY 9, 2021

It was moved by Vice President Kite, seconded by Secretary Lathi, to Approve the Minutes of the Special Board Meeting of February 9, 2021. Motion carried with the following vote:

AYES: Fernandez, Handley, Kite, Lathi, Toy
NOES: None
ABSTAIN: None
ABSENT: None

JANUARY 2021 MONTHLY OPERATIONS REPORT

This item was reviewed by the Budget & Finance and Legal/Community Affairs Committees. General Manager Eldredge provided an overview of the Odor Report and Work Group Reports and Business Services Manager Carlson reviewed the financial reports included in the Board meeting packet.

FISCAL YEAR 2021 2ND QUARTER MANAGED INVESTMENT PORTFOLIO REPORT

This item was reviewed by the Budget & Finance Committee. Business Services Manager Carlson introduced PFM Asset Management Managing Director Spyke who summarized the Investment Portfolio Report included in the Board meeting packet.

WRITTEN COMMUNICATIONS

Directors stated they each received a letter from the Alameda County Superior Court of California requesting nominations for the Alameda County Civil Grand Jury for the 2021-2022 Term.

PUBLIC COMMENT

There was no public comment.

AUTHORIZE THE GENERAL MANAGER TO EXECUTE AN AGREEMENT AND TASK ORDER NO. 1 WITH PSOMAS FOR VALUE ENGINEERING, CONSTRUCTABILITY REVIEW, AND CONSTRUCTION MANAGEMENT SERVICES FOR THE ENHANCED TREATMENT AND SITE UPGRADE PHASE 1A PROJECT

This item was reviewed by the Engineering and Information Technology Committee. Enhanced Treatment and Site Upgrade Program Manager Pipkin stated staff developed the Phase 1A Project scope which includes construction of both the Aeration Basin Modifications and Campus Building projects. The two projects will be designed together for initial construction because they are the first two concurrent projects that must be constructed to facilitate construction of the remainder of the Phase 1 program. The purpose of Task Order No. 1 is for Psomas to provide all construction management services for the Project, which will include preconstruction value engineering and constructability review services, and program management support. The total not to exceed fee negotiated with Psomas for Task Order No. 1 is \$10,986,283. Staff anticipates

completion of the design of the Aeration Basin Modifications portion of the Project by July 2021 and the Campus Building portion of the Project by October 2021 with construction to begin in late 2021 or early 2022. Staff recommended the Board authorize the General Manager to execute an Agreement and Task Order No. 1 with Psomas for value engineering, constructability review, and construction management services for the Enhanced Treatment and Site Upgrade (ETSU) Phase 1A Project in the amount of \$10,986,283.

It was moved by Secretary Lathi, seconded by Director Fernandez, to Authorize the General Manager to Execute an Agreement and Task Order No. 1 with Psomas for Value Engineering, Constructability Review, and Construction Management Services for the Enhanced Treatment and Site Upgrade (ETSU) Phase 1A Project in the Amount of \$10,986,283. Motion carried with the following vote:

AYES: Fernandez, Handley, Kite, Lathi, Toy
NOES: None
ABSTAIN: None
ABSENT: None

AUTHORIZE THE GENERAL MANAGER TO EXECUTE TASK ORDER NO. 2 WITH WOODARD & CURRAN, INC. FOR THE IRVINGTON BASIN REINFORCED CONCRETE PIPE REHABILITATION PROJECT

This item was reviewed by the Engineering and Information Technology Committee. Technical Services Manager Ghossain stated Woodard and Curran (WC) provided predesign services for the Project, which included the assessment of approximately 33,000 feet of reinforced concrete pipe trunk sewer mains, under Task Order No. 1. In January 2021, Woodard and Curran completed their video inspection assessment of the reinforced concrete pipe trunk sewer mains and field inspections of the trunk sewer manholes. The inspection videos revealed various stages of concrete deterioration. Woodard and Curran identified the cured-in-place pipe liner method to rehabilitate the trunk sewer mains. The purpose of Task Order No. 2 is to authorize WC to provide final design and bid period services for the near-term rehabilitation of the trunk sewer mains and rehabilitation in several trunk sewer manholes. Woodard and Curran is scheduled to complete design by October 2021, with construction anticipated to follow in Spring 2022. Staff recommended the Board authorize the General Manager to execute Task Order No. 2 with Woodard & Curran, Inc. in the amount of \$271,417 for final design and bid period services of the Irvington Basin Reinforced Concrete Pipe Rehabilitation Project.

It was moved by Secretary Lathi, seconded by Director Toy, to Authorize the General Manager to Execute Task Order No. 2 with Woodard & Curran, Inc. in the Amount of \$271,417 for Final Design and Bid Period Services of the Irvington Basin Reinforced Concrete Pipe Rehabilitation Project. Motion carried with the following vote:

AYES: Fernandez, Handley, Kite, Lathi, Toy
NOES: None
ABSTAIN: None
ABSENT: None

CONSIDER A RESOLUTION TO ACCEPT A SANITARY SEWER EASEMENT, QUITCLAIM TWO SANITARY SEWER EASEMENTS AND QUITCLAIM PART OF A SANITARY SEWER EASEMENT FOR TRACT 8314 – PALM AVENUE PROPERTY, LOCATED NEAR TANGELO COURT AND SAN MARCO AVENUE, IN THE CITY OF FREMONT

This item was reviewed by the Legal/Community Affairs Committee. Technical Services Manager Ghossain stated Tri-Pointe Homes, Inc. will construct a residential development for Tract 8314, located south of the intersection of Tangelo Court and San Marco Avenue in Fremont. USD has an existing sewer within a 10-foot-wide and two 15-foot-wide sanitary sewer easements. The alignment of the sanitary sewer and corresponding easements conflicted with the proposed streets and parcel layout of the development and Tri Point Homes was required to relocate the existing sewer main. Tri Point Homes was also required to grant a new easement to the District while the District would quitclaim two sanitary sewer easements and quitclaim part of another sanitary sewer easement. The new sewer main is located in Majestic Palm Avenue and Areca Palm Street, new public streets in the development, and discharges to an existing sewer main in Tangelo Court. The existing 10-foot-wide easement was replaced with a 15-foot-wide easement where a new manhole was installed in a parcel between I-680 and Majestic Palm Avenue. Staff recommended the Board consider a resolution to accept a sanitary sewer easement, quitclaim two sanitary sewer easements, and quitclaim part of a sanitary sewer easement for Tract 8314 – Palm Avenue Property, located near Tangelo Court and San Marco Avenue, in the City of Fremont.

It was moved by Director Fernandez, seconded by Vice President Kite, to Adopt Resolution No. 2918 to Accept a Sanitary Sewer Easement, Quitclaim Two Sanitary Sewer Easements, and Quitclaim Part of a Sanitary Sewer Easement for Tract 8314 – Palm Avenue Property, Located Near Tangelo Court and San Marco Avenue, in the City of Fremont. Motion carried with the following vote:

AYES: Fernandez, Handley, Kite, Lathi, Toy
NOES: None
ABSTAIN: None
ABSENT: None

REVIEW AND CONSIDER APPROVAL OF POLICY NO. 5160, LEGAL DEFENSE FOR VIOLATION OF ENVIRONMENTAL LAWS AND RESCIND RESOLUTION NO. 2351.1, PROVIDING FOR DEFENSE OF CRIMINAL OR CIVIL ACTION OR PROCEEDING FOR UNION SANITARY DISTRICT EMPLOYEES AND ELECTED OFFICIALS CHARGED WITH A VIOLATION OF CERTAIN ENVIRONMENTAL LAWS

This item was reviewed by the Legal/Community Affairs Committee. District Counsel Murphy stated staff reviewed Policy No. 5160, Legal Defense for Violation of Environmental Laws, and determined that a number of revisions were required to be consistent with state law. Staff also reviewed Resolution No. 2351.1, Providing for Defense of a Criminal or Civil Action or Proceeding for District Employees and Elected Officials Charged with a Violation of Certain Environmental Laws, and determined it is duplicative of Policy No. 5160, and can be rescinded. District Counsel Murphy stated there was a question raised during the Legal/Community Affairs Committee meeting to inquire if Policy No. 5160 had been needed, staff confirmed it had not been used to date.

Staff recommended the Board consider approval of Policy No. 5160, Legal Defense for Violation of Environmental Laws, and Rescind Resolution No. 2351.1, Providing for Defense of a Criminal or Civil Action or Proceeding for District Employees and Elected Officials Charged with a Violation of Certain Environmental Laws.

It was moved by Director Fernandez, seconded by Director Toy, to Approve Policy No. 5160, Legal Defense for Violation of Environmental Laws, and Rescind Resolution No. 2351.1, Providing for Defense of a Criminal or Civil Action or Proceeding for District Employees and Elected Officials Charged with a Violation of Certain Environmental Laws. Motion carried with the following vote:

AYES: Fernandez, Handley, Kite, Lathi, Toy
NOES: None
ABSTAIN: None
ABSENT: None

AUTHORIZE THE GENERAL MANAGER TO EXECUTE TASK ORDER NO. 2 WITH JACOBS ENGINEERING GROUP INC. FOR THE PUMP STATIONS CHEMICAL SYSTEM IMPROVEMENTS PROJECT

This item was reviewed by the Engineering and Information Technology Committee. Technical Services Manager Ghossain stated, under Task Order No. 1, Jacobs Engineering Group Inc. (Jacobs) provided predesign services for the Project that included evaluation of items at the Newark Pump Station and Irvington Pump Station. In January 2021, Jacobs completed the Basis of Design Report that will serve as the guiding document for the final design in Task Order No. 2. The primary focus of the Report was the evaluation of new odor control systems at the Newark and Irvington Pump Stations. The Report summarized design criteria for the new odor control systems, chemical metering pumps, variable frequency drives, chemical distribution piping system, and the Irvington Pump Station equalization piping modifications. The purpose of Task Order No. 2 is to authorize Jacobs to provide final design and bid period services for the Project. Staff anticipates Jacobs will complete design of the Project by Fall 2021 and construction to begin by early 2022. Staff recommended the Board authorize the General Manager to execute Task Order No. 2 with Jacobs Engineering Group Inc. in the amount of \$638,983 to provide design services for the Pump Stations Chemical System Improvements Project.

It was moved by Secretary Lathi, seconded by Vice President Kite, to Authorize the General Manager to Execute Task Order No. 2 with Jacobs Engineering Group Inc. in the Amount of \$638,983 to Provide Design Services for the Pump Stations Chemical System Improvements Project. Motion carried with the following vote:

AYES: Fernandez, Handley, Kite, Lathi, Toy
NOES: None
ABSTAIN: None
ABSENT: None

INFORMATION ITEMS:

Receive Update on Conflict of Interest Code Biennial Review

District Counsel Murphy provided an update on the District's Conflict of Interest Biennial Review.

Report on the East Bay Dischargers Authority Meeting of January 21, 2021

Director Toy provided an overview of the East Bay Dischargers Authority Meeting held January 21, 2021.

COVID-19 Update

General Manager Eldredge provided an update regarding COVID-19 impacts on District operations and coordinated efforts.

Check Register

There were no questions regarding the check register.

COMMITTEE MEETING REPORTS:

The Legal/Community Affairs, Budget & Finance, and Engineering and Information Technology Committees met.

GENERAL MANAGER'S REPORT:

General Manager Eldredge stated the following:

- Board officers will be appointed at the first regular Board meeting in April. Staff will distribute internal and external committee preferences forms at the same meeting; committee assignments will be finalized at the second regular Board meeting in April.
- A Combined Board Workshop will be conducted virtually on Wednesday, February 24, 2021, at 4:00 p.m.
- The General Manager will present an informational report summarizing Board feedback received following the recent Enhanced Treatment and Site Upgrade (ETSU) Phase 1 Update Board Workshop at the first Board meeting in March.
- The Mid-Year Budget and Capacity Fee Program Board Workshop will be held virtually at 4:00 p.m. on Tuesday, March 9, 2021.

OTHER BUSINESS:

There was no other business.

ADJOURNMENT:

The meeting was adjourned at 4:57 p.m. to a Board Workshop to be held virtually at 4:00 p.m. on Wednesday, February 24, 2021.

SUBMITTED:

ATTEST:

REGINA McEVOY
BOARD CLERK

ANJALI LATHI
SECRETARY

APPROVED:

TOM HANDLEY
PRESIDENT

Adopted this 8th day of March 2021

**MINUTES OF THE SPECIAL MEETING OF THE
BOARD OF DIRECTORS OF
UNION SANITARY DISTRICT
February 24, 2021**

Consistent with Executive Order No. N-25-20 and N-29-20 from the Executive Department of the State of California and the Alameda County Public Health Department's Updated March 31, 2020 Shelter in Place Order, and Executive Order No. N-33-20, Stay-at-Home Order, the District's February 24, 2021, Special Meeting was not physically open to the public. In order to maximize public safety while still maintaining transparency, members of the public were able to attend the meeting telephonically and electronically.

CALL TO ORDER

President Handley called the special meeting to order at 4:00 p.m.

ROLL CALL

PRESENT: Tom Handley, President
Pat Kite, Vice President
Anjali Lathi, Secretary
Manny Fernandez, Director
Jennifer Toy, Director

STAFF: Paul Eldredge, General Manager/District Engineer
Mark Carlson, Business Services Manager/CFO
Regina McEvoy, Executive Assistant to the General Manager/Board Clerk

PUBLIC COMMENT

There was no public comment.

BOARD WORKSHOP

General Manager Eldredge and Business Services Manager/CFO Carlson presented information regarding:

- California Public Employees' Retirement System (CalPERS) Unfunded Liability
- Other Post-Employment Benefits (OPEB) Unfunded Liability
- Fiscal Model Update

ADJOURNMENT:

The special meeting was adjourned at approximately 5:32 p.m. to the next Regular Meeting to be held virtually on Monday, March 8, 2021, at 4:00 p.m.

SUBMITTED:

ATTEST:

REGINA McEVOY
BOARD CLERK

ANJALI LATHI
SECRETARY

APPROVED:

TOM HANDLEY
PRESIDENT

Adopted this 8th day of March, 2021

**Directors**

Manny Fernandez
Tom Handley
Pat Kite
Anjali Lathi
Jennifer Toy

Officers

Paul R. Eldredge
*General Manager/
District Engineer*

Karen W. Murphy
Attorney

**MARCH 8, 2021
BOARD OF DIRECTORS MEETING
AGENDA ITEM # 6**

TITLE: **Second Quarter FY 21 District-Wide Balanced Scorecard Measures (*This is an Information Item*)**

SUBMITTED: Paul R. Eldredge, General Manager/District Engineer
Mark Carlson, CFO/ Business Services Work Group Manager
Gene Boucher, Organizational Support Team Coach
Karoline Terrazas, Organizational Performance Manager

Recommendation

Information only.

Discussion

This report summarizes progress meeting the District's strategic objectives and safety measures for the second quarter of fiscal year 2021 (July 1 – December 31, 2020).

Safety

The District has exceeded the targets for "Average Full Time Employee Lost Time" and "Total Cost: Lost Time Wages", due to employees with open injury claims and out for an extended period. Additionally, the District exceeded its target for "Cost associated with vehicle/equipment claims." The total of \$8,025. 32 is based on two current vehicle claims.

We continue to respond to COVID-19 safety protocols and align with the guidance of the Alameda County Health Department, CDC, and Cal OSHA. Our District management team discusses safety strategies weekly and communicates COVID related updates to employees on an ongoing basis.

Operational Excellence

Our customer, financial, and internal process objectives and measures are all within target in the 2nd quarter ensuring a timely response to our customers and oversight of our processes.

District operations remains a priority as we to navigate through the pandemic. We continue to focus our efforts to ensure employees get the required safety and operational training and offered in an online environment with an appropriate timeline.

Background

District-Wide Balanced Scorecard Measures are presented quarterly.

Previous Board Action

None

Attachment:

Table 1: Safety Objectives and Measures

Table 2: Operational Excellence Objectives and Measures

Table 1: Safety Objectives and Measures

Objectives	Measurements	1st Qtr	2nd Qtr	YTD Actual	Comments	Target	FY20	FY19	FY18
Reduce the number of accidents	Total accidents with lost days	2	0	2		0	0	1	2
	Other OSHA recordable accidents	1	0	1		≤4	1	0	0
	# Incidents of vehicle or equipment accidents/damage	0	0	0		≤2	6	2	2
Reduce the impact of accidents on employees and the District	Cost associated with vehicle/equipment accidents	\$0.00	\$8,025.32	\$8,025.32		≤\$5000	\$ -	\$ 646.00	\$0
	Ave FTE lost time	1.44	0.96	1.2	2 long term and 1 short W/C cases	<0.5	0.66	0.09	0.33
	Total Costs: Lost time/Wages only	\$40,910.02	\$32,822.81	\$73,732.83		≤\$46,883	\$ 70,759.00	\$ 2,164.50	\$32,052.64
	Ave FTE limited duty time	0	0	0		≤0.5	0	0	.08
	Total costs: Limited duty/Other 1/2 wages	\$0.00	\$0.00	\$0.00		≤\$23,441	\$0.00	\$0.00	\$2,930.91
	X-Mod			0.94		≤1.0	0.94	0.82	0.78
Identify and correct poor practices and potential hazards	# Facility inspections completed (SIT)				On hold due to COVID	0	1	4	4
	% of areas of concern identified during internal facility inspections that are resolved within 45 days of report					0	100%	93%	94.59%
	# work site inspections completed	78	79	157		278	335	335	373
Implement industry best practices	# site visits (for potential BMPS) completed and discussed by ET				On hold due to COVID	0	0	1	1
Communicate our commitment to safety	# GM communications on status of safety program and performance	7	12	19		≥4	19	7	7
	# safety strategy reviews conducted by ET and EHSPM	12	12	24		4	12	4	8

Table 1: Safety Objectives and Measures (Continued)

Objectives	Measurements	1st Qtr	2nd Qtr	YTD Actual	Comments	Target	FY20	FY19	FY18
Educate employees in safe work practices	# of major safety training events offered	2	2	4		9	9	11	11
	Ave % of targeted employees trained vs. plan	97.14%	85.00%	91.07%		≥90%	89.77%	90.73%	94.02%
Create a positive safety culture	% Positive responses on the employees safety survey (aver)				Postponed at this time	≥75%	POSTPONED	N/A	94.08%

Table 2: Operational Excellence Objectives and Measures

	Objectives	Measures	1st	2nd	YTD Actual	Comments	Target	FY20	FY19	FY18
Customer Objectives	Stewardship: Demonstrate responsible stewardship of District assets and the environment	Progress implementing outreach plan milestones	20.83%	20.83%	41.67%		≥90%	87%	88%	91.80%
	Service: Provide reliable, high quality service	Response time to calls for service: % under 1 hr	100.00%	98.00%	100.00%	Q1- 48/48, Q2- 44/45	≥95%	98.780%	96.9%	96.83%
		Response time to contact USD inquiries: % within 3 business days	98.00%	100.00%	99.00%	Q1- 61/62, Q2- 42/42	≥90%	98.50%	100%	94.08%
		# Total adverse impacts on customers	1	0	1		≤10	3	3	4
	Be prepared for emergencies	# emergency preparedness events (drills, trainings)	1	1	1		3	4	4	5
Financial Objectives	Fiscal responsibility: Ensure funding for critical programs and projects, while maintaining comparable rates	Residential SSC compared to other agencies			5.8th		≤33rd percentile	5.8th	5.8th	11.5
	Accurately project and control costs	% Budget expended, Operating Expenditures			Annual Report		95-103%	N/A	94%	105%
		% expended Priority 1 Special Projects			Annual Report		80-110%	N/A	72.2%	107.00%
		# regional projects/initiatives with financial benefit	3	3	3		≥3	3	3	3

Table 2: Operational Excellence Objectives and Measures (continued)

AS OF 2/10/21										
	Objectives	Measures	1st	2nd	YTD Actual	Comments	Target	FY20	FY19	FY18
Internal Process Objectives	Asset Management: Manage and maintain assets and infrastructure	# Critical asset failures w/o negative impacts	1	1	2	Generators	≤2	0	2	0
		# critical asset failures with negative impacts	0	0	0		0	0	0	0
		% asset renewal/year: Plant			Annual Report		Track & Report	N/A	2.32%	1.74%
		% asset renewal/year: Collection System			Annual Report		Track & Report	N/A	0.08%	0.18%
		Priority CIP Project milestones met vs. planned	100%	82%	91%	14 of 17 projects on schedule	85%	84%	83%	85%
	Environmental Protection: Maintain our ability to meet current and future regulations Implement projects and programs that benefit the environment	# adverse impacts on environment (Cat 1 SSO)	0	0	0		0	0	0	0
		Category 2/3 SSOs	1	0	1		≤10	1	2	2
		# regional projects/initiatives with environmental benefit	3	3	3		≥2	3	3	3
Employee Growth & Development Objectives	Employees: Maintain a highly competent, flexible workforce	Employee Turnover Rate- total			Annual Report		Track and report	5.11%	5.11%	6.11%
		Employee Turnover Rate- nonretirement			Annual Report		Track and report	2.19%	2.0%	2.29%
		% Training System Milestones Completed (accum)	18.0%	36.0%	36.0%		90%	50%	105%	100%
		# competency assessments completed	3	1	4		7	30	48	73
	Safety: Work safely; reduce accidents and injuries	See safety scorecard								
	Culture: Foster a collaborative employee-management relationship that encourages new ideas and continuous improvement	Ave % non-mgmt. employees participating in District committees and taskforce activities.		36%	36%	Limited committee and taskforce activities.	45-55%	44%	43%	45.00%
		% non-mgmt. employees participating in alternative compensation program (accumulative total)			Annual Report		Track & Report	66%	42%	43.00%

**Directors**

Manny Fernandez
Tom Handley
Pat Kite
Anjali Lathi
Jennifer Toy

Officers

Paul R. Eldredge
*General Manager/
District Engineer*

Karen W. Murphy
Attorney

**MARCH 8, 2021
BOARD OF DIRECTORS MEETING
AGENDA ITEM # 9**

TITLE: **A Resolution of the Union Sanitary District Authorizing the Preparation and Submission of an Environmental Protection Agency Water Infrastructure Finance and Innovation Act Application for the ETSU Phase 1 Project. *(This is a Motion Item)***

SUBMITTED: Paul R. Eldredge, General Manager/District Engineer
Mark Carlson, CFO. Work Group Manager

Recommendation

Staff is recommending that the Board approve the attached resolution authorizing the submittal of an Environmental Protection Agency Water Infrastructure Finance and Innovation Act (WIFIA) Application for the ETSU Phase 1 Project to include the payment of an application fee in the amount of \$100,000.

Discussion

As part of the next phase of the EPA's loan process the District needs to pass a resolution authorizing the General Manager to prepare and submit on behalf of the District the WIFIA Loan Application to include the \$100,000 non-refundable application fee. With this approval, staff will prepare the application along with all supporting documents and submit it to the EPA at the end of March 2021.

Background

In the fall of 2020, the District applied to the EPA to be considered for a WIFIA loan in the amount of \$189 million for the ETSU Phase 1 project. The loan amount will cover 49% of the total cost for the project with the balance of the funds supplied by either SRF or bond financing.

In January of 2021, the District was notified that it was successful in its application and was invited to the next phase of the process.

The ETSU Program is the culmination of the District's planning efforts and is based on the outcomes and findings of the Plant Solids System/Capacity Assessment – Phases 1 and 2, Administration/Control/FMC Buildings Evaluation, the Effluent Management Study and the Secondary Treatment Process Improvements evaluation. The program includes projects recommended for implementation that will be phased to address both immediate drivers (poor sludge settleability, treatment capacity, effluent disposal and aging infrastructure), while preparing for future requirements such as nutrient regulations for discharge in the Bay that are currently being considered by the Regional Water Quality Control Board.

The Phase 1 and 2 projects included in this program were presented to the Board during the workshop held on May 8, 2019 and are summarized in the Final Report which was approved by the Board on August 26, 2019. A third phase of projects was briefly outlined that covered the timeframe from 2040 to 2058 and included potentially stricter nutrient limits in the more distant future. The projects identified in the ETSU Program and modified by the 30% design report to be implemented in the near-term (the next seven to ten years) are included in Phase 1 and are summarized in the table below.

Phase 1A	Aeration Basin Modifications	Retrofitting existing Aeration Basins 1 through 7 and construction of an 8 th aeration basin with the flexibility to operate initially with an anaerobic selector during the implementation phase and transitioning to a biological nutrient removal (BNR) process following completion.
Phase 1A	Campus Building (Admin, FMC, Ops)	Construction of a new combined Campus Building, including associated site and utility improvements.
Phase 1B	Secondary Clarifiers	Construction of four new 160-foot diameter secondary clarifiers, mixed liquor control box, and centralized RAS pump station.
Phase 1B	Effluent Facilities	Construction of new chlorination/dechlorination contact basins, effluent pump stations, and relocation of existing effluent force main.
Phase 1C	Plant Equalization Storage	Retrofitting existing Secondary Clarifiers 1 through 4 to operate as primary effluent equalization basins.

The full version of the ETSU Program report, including appendices, can be found at the following link: <https://unionsanitary.ca.gov/ETSU>.

Previous Board Action

December 12, 2016, the Board authorized the General Manager to execute an agreement and Task Order No. 1 with Woodard & Curran (formerly RMC Water and Environment) in the amount of \$265,217 to study, review and assess the District's near- and long-term projects.

January 9, 2017, the Board authorized the General Manager to execute Task Order No. 2 with Carollo Engineers in the amount of \$279,698 for the Plant Solids System/Capacity Assessment – Phase 2.

March 27, 2017, the Board authorized the General Manager to execute Task Order No. 2 with Woodard & Curran in the amount of \$69,877 for the Effluent Management Study.

July 11, 2017, the Board held Workshop No. 1 on the background and analysis of the Administration and Control Buildings and cost comparison of the retrofit and new building alternatives.

January 22, 2018, the Board authorized the General Manager to execute Amendment No. 2 to Task Order No. 2 with Woodard & Curran in the amount of \$74,518 to evaluate strategies for early adoption of nutrient removal process at the Plant and at the Hayward Marsh during the Effluent Management Study.

March 19, 2018, the Board held Workshop No. 2 on the retrofit vs. new options for the Administration and Control Buildings, the options for secondary process improvements, and the need to vet the membrane bioreactor treatment technology.

May 8, 2019, the Board held Workshop No. 3 on results from the secondary process evaluation, the alternatives and phasing of the secondary treatment process improvements, the new campus building alternative, and the capital and O&M cost updates.

July 22, 2019, the Board approved the Enhanced Treatment & Site Upgrade Program Manager (Limited Duration) and Enhanced Treatment & Site Upgrade Assistant Program Manager (Limited Duration) Job Descriptions and Salary Ranges.

August 26, 2019, the Board Adopted Resolution 2864 Approving the District's Final Report for the Enhanced Treatment & Site Upgrade Program.

January 13, 2020, the Board authorized the General Manager to execute an Agreement and Task Order No. 1 with Hazen and Sawyer in the amount of \$6,752,860 for the Enhanced Treatment and Site Upgrade Phase 1A Project to provide the 30% design services for all projects in Phase 1 of the ETSU Program (excluding the Campus Building project) and final design services associated with the Aeration Basin Modifications Project.

March 9, 2020, the Board authorized the General Manager to execute Task Order No. 2 with Hazen and Sawyer in the amount of \$3,737,412 for the Enhanced Treatment and Site Upgrade Phase 1A Project to complete the design of the Campus Building Project.

July 13, 2020, the Board authorized the General Manager to execute Amendment No. 1 to Task Order No.1 with Hazen and Sawyer in the amount of \$98,335 for the Enhanced Treatment and Site Upgrade Phase 1A Project to include the Design of Aeration Basin No. 8 in the 30% Design of the Aeration Basin Modifications Project.

November 11, 2020, the Board authorized the General Manager to execute Amendment No. 2 to Task Order No. 1 with Hazen and Sawyer in the amount of \$750,760 for the Enhanced Treatment and Site Upgrade Phase 1A Project to include Aeration Basin No. 8 in the Final Design of the Aeration Basin Modifications Project.

January 11, 2021, the Board authorized the General Manager to execute an Agreement with Hazen and Sawyer for design services for the Enhanced Treatment and Site Upgrade Phase 1B and 1C Projects and Task Order No. 1 for design of the ETSU Phase 1B Project in the amount of \$7,960,952.

UNION SANITARY DISTRICT

RESOLUTION NO. _____

A RESOLUTION OF THE UNION SANITARY DISTRICT AUTHORIZING THE PREPARATION AND SUBMISSION OF AN ENVIRONMENTAL PROTECTION AGENCY WATER INFRASTRUCTURE FINANCE AND INNOVATION ACT APPLICATION FOR THE ETSU PHASE 1 PROJECTS

WHEREAS, the Union Sanitary District (the “District”) is a sanitary district duly organized and existing under and by virtue of the laws of the State of California; and

WHEREAS, the District previously submitted a letter of interest (the “Letter of Interest”) to the United States Environmental Protection Agency (“EPA”) expressing the District’s interest in participating in EPA’s Water Infrastructure Finance and Innovation Act (“WIFIA”) loan program (the “WIFIA Program”) for the purpose of receiving a loan to be made by EPA to assist in financing the design and construction of the Enhance Treatment and Site Upgrade (“ETSU”) Phase 1 Projects consisting of infrastructure improvements to the Alvarado Wastewater Treatment Plant (the “Project”); and

WHEREAS, on January 12, 2021, in response to the Letter of Interest, EPA formally invited the District to submit an application to EPA for a loan pursuant to the WIFIA Program; and

WHEREAS, the District has determined to submit an application to EPA for a loan in an amount up to \$188,758,204 (the “WIFIA Loan”) which will be used to partially fund the design and construction of the Project (the “WIFIA Loan Application”).

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE UNION SANITARY DISTRICT AS FOLLOWS:

SECTION 1. The General Manager (the “Authorized Officer”) or his or her designee is hereby authorized and directed to prepare and submit on behalf of the District the WIFIA Loan Application.

SECTION 2. In connection with the submission of the WIFIA Loan Application, the Authorized Officer or his or her designee is hereby authorized and directed to submit a \$100,000 non-refundable application fee payable to EPA.

SECTION 3. The Authorized Officer or his or her designee and any other proper officer of the District, acting singly, is authorized and directed to do any and all things and to execute and deliver any and all documents and certificates which he may deem necessary or advisable for the submission of the WIFIA Loan Application and the transactions contemplated by this Resolution, and such actions previously taken by such officers are hereby ratified, confirmed and approved.

On motion duly made and seconded, the foregoing resolution was passed and adopted by the Board of Directors of the Union Sanitary District on _____, 2021, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

TOM HANDLEY
President, Board of Directors
Union Sanitary District

Attest:

ANJALI LATHI
Secretary, Board of Directors
Union Sanitary District

**Directors**

Manny Fernandez
Tom Handley
Pat Kite
Anjali Lathi
Jennifer Toy

Officers

Paul R. Eldredge
*General Manager/
District Engineer*

Karen W. Murphy
Attorney

**MARCH 8, 2021
BOARD OF DIRECTORS MEETING
AGENDA ITEM # 10**

TITLE: Board Feedback Following Enhanced Treatment and Site Upgrade (ETSU)
Phase 1 Update Board Workshop (*This is a Direction Item*)

SUBMITTED: Paul R. Eldredge, General Manager/District Engineer
Ric Pipkin, Enhanced Treatment and Site Upgrade Program Manager
Curtis Bosick, Enhanced Treatment and Site Upgrade Assistant PM
ETSU Steering Committee (Armando Lopez, Sami Ghossain, Robert Simonich)

Recommendation

Staff is seeking feedback on the individual comments received from Board Members regarding the ETSU Board workshop held February 9, 2021, and additional comments and direction, as necessary.

Discussion

Below is a summary of the comments received from Board members in relation to the ETSU workshop held on February 9, 2021. The comments have been organized into various categories and are in no particular order. Staff is seeking direction from the Board on the comments listed; specifically, are there any additional thoughts or comments to be shared with the ETSU Team and would the Board prefer to remove or amend any suggestions below. Additionally, staff has provided answers to some of the more commonly asked questions and comments at the end of the discussion section of this report.

Boardroom

1. The layout, size and configuration of the Boardroom looks good as proposed.
2. Ceiling should be as high as possible.
3. Keep the layout of the room as flexible as possible.

4. Reduce the amount of built-in furniture as much as possible.
5. Make sure the room is accessible.
6. No need for a separate restroom for the Boardroom.
7. Make sure the Boardroom is wired and prepped for future live broadcast and/or streaming of Board meetings.
8. Make sure there are multiple video screens in the Boardroom so the Board, staff, and the public can easily see any information on the screens.
9. Should each Board member have an individual screen built in at their seat at the dais?
10. Can we look into a voting software?
11. Make sure the HVAC system is a separate system and can be individually controlled from the Boardroom.
12. Could we evaluate a movable dais so the Boardroom could be usable for other configurations?
13. Would prefer staff seating in the Boardroom be similar to what we have been doing (Board on a raised dais, staff at separate tables on the side at a lower elevation).
14. Would like to see staff seating at the dais, that is a part of the dais, but at a lower level than the Board in a "U" or semi-circle configuration. Can examples be provided at the next workshop for the Board's consideration?

Exterior and Other Items

1. It would be good to make sure posts or other security measures are in place to preclude a vehicle from driving into the lobby.
2. Security measures in the lobby need to be taken into consideration. The current lobby does not preclude unauthorized access very well.
3. General support for removing the cul-de-sacs.
4. Could support the removal of the cul-de-sac but would prefer them to stay.
5. All exterior doors should have a card reader/keypad for access.
6. Can we enlarge the entry plaza leading up to the main entrance of the building and remove parking in front of the entry plaza to make the entry more pronounced and increase landscaping around this entry as well?
7. Make sure exterior security lighting in the parking areas and approaches illuminates the areas well.
8. Can the architects make a few suggestions on how to make the moving of the furniture in the upstairs multipurpose room easier when the room setup needs to be modified?

Answers to some of the Questions/Comments

- The design will have security posts or some other means to stop a car from accidentally or purposely driving into the lobby and security measures for the new lobby will be looked into further as the design progresses.

- An audio/video consultant is a part of the architectural team. They have been asked to, at a minimum, prep the Boardroom so it can be converted to live or web streaming in the future.
- The AV consultant will evaluate voting systems to see what that might look like.
- Regarding video screens for each Board member at the dais: These have been installed in other projects with mixed results. Changes in technology move so quickly, these can become obsolete before the project is completed. The more recent trend has been to use a tablet instead of permanently installed monitors. The AV consultant will be asked to evaluate.
- It has been requested the Boardroom have its own HVAC controller to control the temperature in that room separately.
- The intent is to have a card reader or code panel on every exterior door of the building for access.

Background

The ETSU Program is the culmination of the District's planning efforts and is based on the outcomes and findings of the Plant Solids System/Capacity Assessment – Phases 1 and 2, Administration/Control/FMC Buildings Evaluation, the Effluent Management Study, and the Secondary Treatment Process Improvements evaluation. The program includes projects recommended for implementation that will be phased to address both immediate drivers (poor sludge settleability, treatment capacity, effluent disposal, and aging infrastructure), while preparing for future requirements such as nutrient regulations for discharge in the Bay that are currently being considered by the Regional Water Quality Control Board.

The Phase 1 and 2 projects included in this program were presented to the Board during the workshop held on May 8, 2019, and are summarized in the Final Report which was approved by the Board on August 26, 2019. A third phase of projects was briefly outlined that covered the timeframe from 2040 to 2058 and included potentially stricter nutrient limits in the more distant future. The projects identified in the ETSU Program and modified by the 30% design report to be implemented in the near-term (the next seven to ten years) are included in Phase 1 and are summarized in the table below.

Phase 1A	Aeration Basin Modifications	Retrofitting existing Aeration Basins 1 through 7 and construction of an 8 th aeration basin with the flexibility to operate initially with an anaerobic selector during the implementation phase and transitioning to a biological nutrient removal (BNR) process following completion.
Phase 1A	Campus Building (Admin, FMC, Ops)	Construction of a new combined Campus Building, including associated site and utility improvements.

Phase 1B	Secondary Clarifiers	Construction of four new 160-foot diameter secondary clarifiers, mixed liquor control box, and centralized RAS pump station.
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The full version of the ETSU Program report, including appendices, can be found at the following link: <https://unionsanitary.ca.gov/ETSU>.

ETSU Phase 1A Project

Staff developed a Phase 1A Project (Project) scope which includes the Aeration Basin Modifications project and the Campus Building project. These two projects are being designed together for initial construction because they are the first two concurrent projects that must both be completed before the remainder of Phase 1 can be accomplished, specifically the new secondary clarifiers which are necessary for nutrient reduction.

The major scope items for the Aeration Basin Modifications Project are as follows:

- Retrofit Aeration Basins 1 through 7 to initially operate with an anaerobic selector to improve settling and then transition to a Biological Nutrient Removal (BNR) process to remove nutrients at the conclusion of Phase 1B. This work includes but is not limited to the following:
 - Installation of baffling and mechanical mixing to create deoxygenation, anoxic, and flexible aeration zones.
 - Addition of nitrified recycle pumps and dedicated RAS piping for each basin, repurposing of existing channels to facilitate step feed operation and surface wasting and modifications to existing aeration air distribution and diffuser piping systems.
- Construct new Aeration Basin 8
- Replace Roof Deck for Aeration Basins 1 through 4. The existing precast prestressed concrete tee-section beams to be replaced with a new cover.
- Replace Aeration Blowers 7 through 10 and Channel Blowers 1 through 4 with new high-speed turbo blowers. This work includes the replacement/upsizing of existing 480V electrical gear and demolition of existing centrifugal blowers and 4160 kV switchgear.
- Replace Odor Scrubbers 2 through 5. This work includes demolition of the existing odor scrubber facilities.
- Rehabilitate Primary Effluent Lift Station No. 2

- Expand and/or retrofit existing electrical, mechanical, communication, and conveyance systems/equipment as required to accomplish the above scope of work.

The major scope items for the Campus Building project are as follows:

- Construct a new Campus Building that consolidates the District's existing Administration, Control/Lab and Fabrication, and Maintenance and Construction (FMC) buildings and is constructed in accordance with current seismic and safety regulations. This work includes all associated site, landscaping, utility improvements, new parking areas, and driveways.
- Potentially construct a new storm water retention pond and covered parking with solar panels in portions of the new parking lots around the new Campus Building.
- Install electrical and communication/network improvements as required to accomplish the above scope of work.

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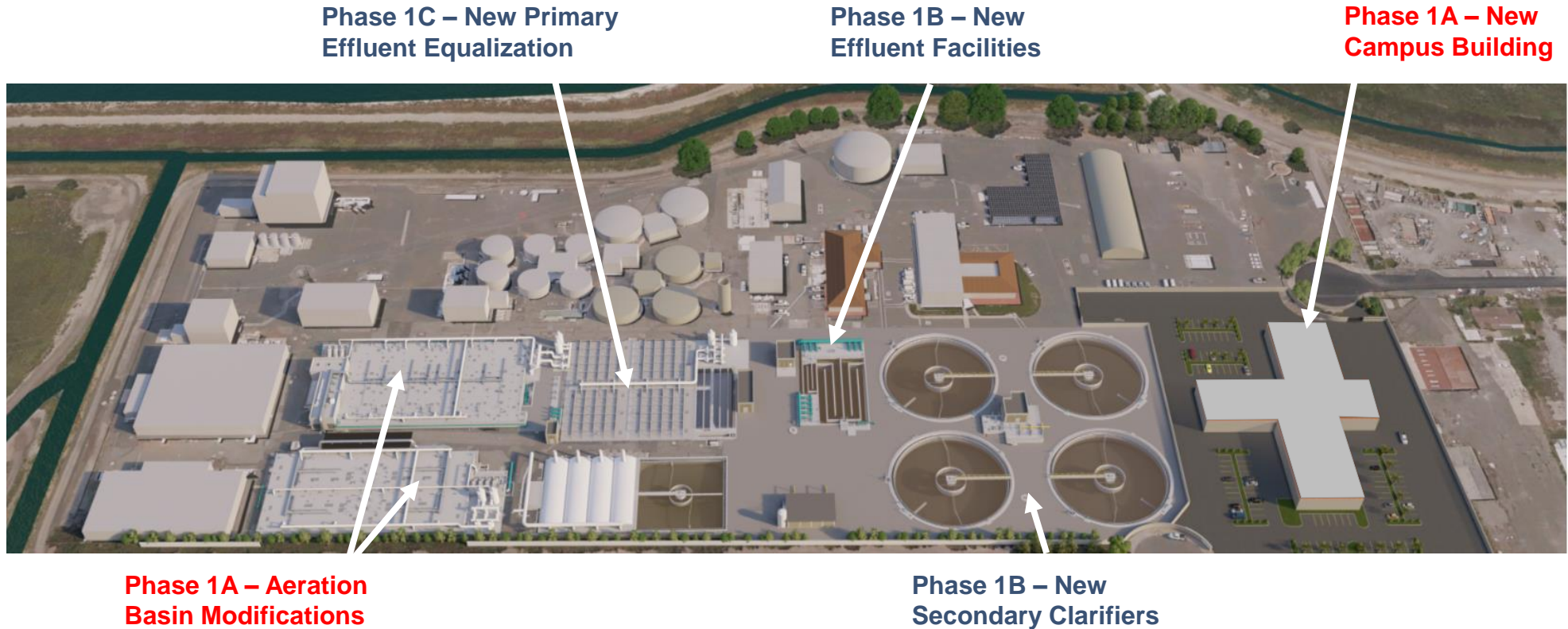
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January 11, 2021, the Board authorized the General Manager to execute an Agreement with Hazen and Sawyer for design services for the Enhanced Treatment and Site Upgrade Phase 1B and 1C Projects and Task Order No. 1 for design of the ETSU Phase 1B Project in the amount of \$7,960,952.

February 22, 2021, the Board authorized the General Manager to execute an Agreement and Task Order No. 1 with Psomas for value engineering, constructability review, and construction management services for the Enhanced Treatment and Site Upgrade (ETSU) Phase 1A Project in the amount of \$10,986,283.

Attachments: Figure 1 – Site Plan

Figure 1: ETSU Program – Phase 1 Project Locations



**Directors**

Manny Fernandez
Tom Handley
Pat Kite
Anjali Lathi
Jennifer Toy

Officers

Paul R. Eldredge
*General Manager/
District Engineer*

Karen W. Murphy
Attorney

**MARCH 8, 2021
BOARD OF DIRECTORS MEETING
AGENDA ITEM # 11**

TITLE: Information Technology Software & Hardware Agreement Summary (*This is an Information Item*)

SUBMITTED: Paul R. Eldredge, General Manager/District Engineer
Robert Simonich, FMC Work Group Manager
Chris Pachmayer, Electrical & Technology Coach

Recommendation

Information only.

Discussion

The District's information technology (IT) team procures licenses for and supports 72 separate IT systems. These systems are a combination of hardware and software that support all IT functions for the District's customers, employees, and Board of Directors.

Background

In 2019, the Board of Directors requested Staff provide a summary of the District's software and hardware annual licensing and maintenance costs. A table summarizing the name of the software or hardware, a description of what each respective software or hardware does, and the annual cost is attached for review.

The annual IT software and hardware agreement summary update to the Board for 2020 did not occur due to the Covid-19 pandemic.

Previous Board Action

No previous Board Action was taken for this subject.

Hardware & Software Maintenance Agreements

System/Equip/Contract		Annual Cost
Cloudberry Backup and Explorer	Software used to upload data to Amazon Web Services (cloud based data storage)	\$68
MetroScan Online	Property Information software subscription (parcel numbers, ownership data, etc.)	\$2,101
Cisco Equipment (consolidated)	Network device support used to monitor how data is routed at the District. Used for both Administrative and Plant Networks	\$34,000
GeoExpress - GIS Software	Software used to compress high resolution imagery for GIS	\$710
Alienvault	IT security (SEIM) Security Information and Event Management	\$6,500
ER/Studio	Data architecture and data design software (used by IT Staff only)	\$1,410
enfoTech iPACS	Environmental Compliance inspection and permitting software	\$12,300
DocAve (O365 Backup)	Backup software for Microsoft Office 365 cloud tenant	\$5,053
KEMP Loadbalancer Enterprise Plus	Proxy used for secure remote access to SharePoint Portal and Hansen	\$1,327
Wistia.com	Video hosting service	\$950
IV&C Longwatch System	Video security services with SCADA alarming (Pump station intrusion cameras)	\$1,595
Network and Phone Support (on call)	Consultant used to assist District with network troubleshooting and phone system issues	\$14,700
TabletMedia radio to email gateway	Software used to transfer SCADA alarm emails into text messages on radios	\$810
Kiwi CatTools Pro	Automatic backup software (used to backup configuration for District routers, switches, firewalls, and gateways)	\$206
Lenel OnGuard	Access control system software (keypad/card readers used to enter District buildings)	\$159

KWIZCOM Calendar Plus Pro Webpart	SharePoint Calendar enhancement	\$850
Ivanti	IT asset management software used to remotely inventory and manage desktop computers	\$2,072
Vault Source Control - SCADA	Version control software that locks down the source code of the SCADA system. This prevents unwanted changes to the District's SCADA system	\$630
AutoCAD Subscriptions	Computerized aided drafting software	\$3,919
Veeam	Software used to backup Virtual Machines. See VMWare below for a description of a virtual machine	\$9,975.00
Meraki	Cisco product. Used for cloud controlled WIFI, routing and security	\$920
IpSwitch - What's Up Gold Premium	Network monitoring software. Allows IT to view and trouble shoot the District's networks or equipment associated with the network	\$2,500
FuelMaster Controller and Software	Automobile fuel system management software.	\$1,275
Cradlepoint Routers	Wireless routers for remote site cellular backup	\$1,400
XLIMS	Laboratory sample processing software	\$2,856
OpenText - RightFax Business Edition	Business electronic fax software	\$1,360
RSA Two Factor Authentication	RSA tokens are used to provide a code to an employee to gain access to the District's network while working on a mobile device	\$1,604
DR Cabinet UPS	Universal Power supply. This device is used to condition power and provide a battery backup of the District's critical network devices during a power outage	\$2,000
PageFreezer Website and Social Media Archive	Software used to archive District social media data (District Facebook posts , etc.)	\$3,826
DocAve (O365 management)	Backup software for on premise Microsoft SharePoint system	\$1,680
Rockwell Automation Tech Connect	Programmable Logic controller (PLC) support	\$2,157

ProjectMates	CIP's Construction Project Management Software	\$27,910
Control Bldg. Server Rm UPS w/Annual PM	Universal Power supply maintenance. This device is used to condition power and provide a battery backup of the District's critical network devices during a power outage	\$965
GE Proficy SCADA Software	Supervisory control and data acquisition software (SCADA). Used by TPO and FMC to monitor the status of Plant and Pump Stations (current flow rates, level of wet wells, etc.)	\$30,452
Bamboo Solutions Alert Plus Webpart	SharePoint alert software (reminders, notices, etc.). For both internal and external contacts	\$249
Server Room UPS with Annual PM	Universal Power supply maintenance. This device is used to condition power and provide a battery backup of the District's critical network devices during a power outage	\$6,590
Telog Enterprise (for manhole monitors)	Remote manhole level monitoring. These devices are used to determine how high the water levels in the collection system are	\$750
Kronos Maintenance Support	District's time recording/keeping system - Annual maintenance and upkeep	\$7,231
Kronos Cloud Hosting Fee	District's time recording/keeping system - Hosting charges in Kronos' cloud	\$13,762
Knowbe4/Optiv	Computer based security training subscription (safe computer practices training)	\$1,803
Palo Alto Edge Firewall	District Internet firewall - Administrative Network	\$2,800
Palo Alto Plant Firewall	District Internet firewall - Plant Network	\$4,000
Brady Link360 LOTO cloud solution	Lock Out Tag Out standard operating procedures software. These SOP's are used to safely take any piece of equipment in the Plant out of service	\$3,800
VMWare	Virtual Machine hypervisor software. A virtual machine is a computer file that behaves like an actual computer. Allows for many computers to be served by one physical computer or server	\$34,000
Vmware Workspace One (AirWatch MDM)	Mobile Device Management software subscription used to secure mobile devices	\$2,055
NEOGOV Subscription	Human resources employee recruiting software	\$4,574
WIN-911 Enterprise	SCADA alarm notification software. Tells operators when a pump has failed or turned off, etc	\$1,400

Geocortex Essentials	Geographic information system (GIS) application development software	\$5,305
OpenText - Alchemy Gold (Don't Renew, in SPO)	Electronic record of project drawings (design/construction drawings for CIP and private development projects)	\$2,101
Optimum Solution	Human resources employee records software (payroll, employee records, ESS, etc.)	\$3,925
Tyler Technologies (includes Crystal site lic.)	Eden system. Used for accounting, product acquisition and financial record keeping (AR, AP, GL, inventory control)	\$33,481
Formula Design Website Maintenance	Public Website hosting, design, and maintenance	\$12,600
Microsoft Licensing	Microsoft Office 365, Microsoft servers (SQL, Windows, O365 licensing)	\$73,583
RealVNC Enterprise Edition Software	Remote access software for desktop computer support	\$3,975
HACH Wims	Operational data management system. Used by TPO, Lab, and Engineering to collect and store Plant data	\$2,418
DocuSign Business Pro w/SPO connector	Software used for electronically sending and signing documents	\$5,363
Cyfin Wavecrest Web Report Software	Employee website monitoring program	\$1,350
Hansen System (includes Neztex & Mobile)	Computerized maintenance management system (CMMS)	\$35,591
Primaviewer	Construction schedule viewer - ETSU program software used to read schedule submittals	\$250
Calero VeraSmart Call Accounting	Phone monitoring system (monitors which numbers and length of calls to USD phone numbers)	\$883
PipeLogix Flexidata System	Collections maintenance video software (televised sewer line software)	\$3,000
Adobe Misac	Adobe software is used to view and manipulate PDF documents. The subscription is purchased through MISAC (government association group)	\$7,565
Security & CCTV System	Closed circuit TV security camera system annual support (entry and secure area cameras).	\$12,576

SingleWire Cisco Phone System Paging	Web and office paging system and software	\$1,749.00
NEOGOV Job Posting Subscription	Human resources employee recruiting software (ability to post jobs and process applications)	\$1,576
ESRI - ArcGIS Desktop and Server Software	Geographic Information Systems mapping software	\$22,500
GoDaddy Wildcard Cert unionsanitary.com	USD public website authenticity certification	\$450
Sophos Endpoint Protection	IT security (virus and malware protection)	\$7,053
FootPrints Helpdesk	IT's helpdesk software. This software is used by employees to alert IT that they are having a problem with a piece of software or hardware.	\$1,629
Hyena Enterprise Edition Software	Active Directory and Windows system management software (manage users of Windows systems)	\$378
Dell VSAN Plant	On premises server support	\$3,600
Unionsanitary.com Domain Name	USD Public Website	\$50

Total Annual Cost

\$506,206



Directors
Manny Fernandez
Tom Handley
Pat Kite
Anjali Lathi
Jennifer Toy

Officers
Paul R. Eldredge
*General Manager/
District Engineer*

Karen W. Murphy
Attorney

**MARCH 8, 2021
BOARD OF DIRECTORS MEETING
AGENDA ITEM # 12**

TITLE: COVID-19 Update (*This is an Information Item*)

SUBMITTED: Paul R. Eldredge, General Manager/District Engineer

Recommendation

Information only.

Discussion

None.

Background

General Manager Eldredge will provide an update on the District's COVID-19 response and staffing levels.

Previous Board Action

None.

**UNION SANITARY DISTRICT
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Check No.	Date	Dept	Invoice No.	Vendor	Description	Invoice Amt	Check Am
176841	2/25/2021	114	200788	OVERAA	PRIMARY DIGESTER NO. 7	\$2,065,015.00	\$2,065,015.00
176829	2/25/2021	143	800501.6	KIEWIT INFRASTRUCTURE WEST CO	ALVARADO INFLUENT PS PUMPS AND VFDS	\$156,037.50	\$156,037.50
176842	2/25/2021	114	200788E	OVERAA	PRIMARY DIGESTER NO. 7 - ESCROW PYMT	\$108,685.00	\$108,685.00
176777	2/18/2021	143	210021	OVERAA	ALVARADO INFLUENT VALVE BOX REHABILITATION	\$93,495.00	\$93,495.00
176792	2/18/2021	170	910184	VINCENT ELECTRIC MOTOR CO	COGEN #1 GENERATOR REPAIR	\$24,807.75	\$49,615.50
	2/18/2021	170	910185		COGEN #2 GENERATOR REPAIR	\$24,807.75	
176781	2/18/2021		36240	PREFERRED BENEFIT INSUR ADMINS	FEBRUARY 2021 DELTA DENTAL STMT	\$23,963.27	\$27,102.47
	2/18/2021		36241		FEBRUARY 2021 VSP STMT	\$3,139.20	
176823	2/25/2021	170	246375	FRANK A OLSEN COMPANY	1 4-IN DEZURIK PLUG VALVE	\$2,470.36	\$25,995.04
	2/25/2021	170	246348		1 NPS MODULATING PLUG VALVE	\$23,524.68	
176789	2/18/2021		533620210122	US BANK CORP PAYMENT SYSTEM	MONTHLY CAL-CARD REPORT - JAN 2021	\$24,977.58	\$24,977.58
176819	2/25/2021	173	93981110	ESRI INC	ARCGIS SWM AGREEMENT	\$22,550.00	\$22,550.00
176788	2/18/2021	110	48925321	UNIVAR SOLUTIONS USA INC	4899.8 GALS SODIUM HYPOCHLORITE	\$3,539.50	\$17,658.09
	2/18/2021	110	48932738		4845.3 GALS SODIUM HYPOCHLORITE	\$3,500.14	
	2/18/2021	110	48935669		4897.8 GALS SODIUM HYPOCHLORITE	\$3,538.07	
	2/18/2021	110	48927748		4901.5 GALS SODIUM HYPOCHLORITE	\$3,540.73	
	2/18/2021	110	48930224		4900 GALS SODIUM HYPOCHLORITE	\$3,539.65	

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176790	2/18/2021	110	24847	UTILITY COST MANAGEMENT LLC	PG&E SAVINGS - ANALYSIS	\$16,590.50	\$16,590.50
176746	2/18/2021	170	4047286120210203	ALAMEDA COUNTY WATER DISTRICT	SERV TO: 02/01/21 - PASEO PADRE	\$56.61	\$14,435.36
	2/18/2021	110	4071036120210120		SERV TO: 01/19/21-BENSON ROAD	\$14,378.75	
176828	2/25/2021	110	9017701545	KEMIRA WATER SOLUTIONS INC	49,080 LBS FERROUS CHLORIDE	\$7,132.97	\$14,220.39
	2/25/2021	110	9017701851		49,120 LBS FERROUS CHLORIDE	\$7,087.42	
176793	2/25/2021	170	318263	ADVANCED CHEMICAL TRANSPORT	HAZARDOUS MATERIAL MANAGEMENT	\$13,036.78	\$13,036.78
176831	2/25/2021	143	6600202	LEE & RO INC	CALCIUM THIOSULFATE CHEMICAL TANK	\$10,852.57	\$10,852.57
176869	2/25/2021		488351	VALLEY OIL COMPANY	BULK OIL	\$1,773.08	\$10,085.28
	2/25/2021	170	52163		DIESEL FUEL FOR PUMP STATION DAY TANKS	\$8,312.20	
176868	2/25/2021	110	101585	USP TECHNOLOGIES	2256 GALS HYDROGEN PEROXIDE	\$9,903.84	\$9,903.84
176816	2/25/2021		10456534902	DELL MARKETING LP C/O DELL USA	2 ETSU LAPTOPS	\$7,688.04	\$7,688.04
176782	2/18/2021	170	24661	PRIME MECHANICAL SERVICE INC	SERVICE CALL: BLDG 90	\$4,936.00	\$7,310.00
	2/18/2021	122	24662		SERVICE CALL: BLDG 70	\$2,374.00	
176758	2/18/2021		20210211	STATE OF CALIFORNIA	SALES & USE TAX 01/01/21 - 01/31/2021	\$7,036.95	\$7,036.95
176866	2/25/2021	110	48946490	UNIVAR SOLUTIONS USA INC	4799.5 GALS SODIUM HYPOCHLORITE	\$3,467.05	\$7,006.70
	2/25/2021	110	48942287		4900 GALS SODIUM HYPOCHLORITE	\$3,539.65	
176770	2/18/2021	110	9017701235	KEMIRA WATER SOLUTIONS INC	48,040 LBS FERROUS CHLORIDE	\$6,941.66	\$6,941.66
176795	2/25/2021	170	281005681	ALFA LAVAL INC	1 GBT SLUDGE SCRAPER WELDMENT	\$2,252.30	\$6,426.14
	2/25/2021	170	281006199		3 GBT E STOP PULL CORD BOXES	\$4,173.84	

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Check No.	Date	Dept	Invoice No.	Vendor	Description	Invoice Amt	Check Am
176873	2/25/2021	143	186110	WOODARD & CURRAN INC	IRVINGTON BASIN RCP REHABILITATION	\$6,414.75	\$6,414.75
176861	2/25/2021	121	30137	THE CONSTRUCTION ZONE LLC	400 SLIMLINE TRAFFIC CONES	\$5,816.75	\$5,816.75
176846	2/25/2021	110	1516985	POLYDYNE INC	42,560 LBS CLARIFLOC WE-539	\$5,801.33	\$5,801.33
176811	2/25/2021	150	264329	BURKE, WILLIAMS & SORENSON LLP	ETSU - DEC 2020	\$166.40	\$5,119.92
	2/25/2021	150	264330		STANDBY POWER PROJECT - DEC 2020	\$765.44	
	2/25/2021	150	264327		FORCE MAIN RELOCATION - DEC 2020	\$1,730.56	
	2/25/2021	150	264337		GENERAL LEGAL - DEC 2020	\$2,429.44	
	2/25/2021	150	264332		BIOSOLIDS BID PROTEST - DEC 2020	\$28.08	
176849	2/25/2021	170	24610	PRIME MECHANICAL SERVICE INC	SERVICE CALL: BLDG 90	\$1,445.00	\$4,714.37
	2/25/2021	170	24492		SERVICE CALL: BLDG 81	\$1,481.08	
	2/25/2021	122	24541		SERVICE CALL: BLDG 70	\$1,178.66	
	2/25/2021	122	24538		SERVICE CALL: BLDG 70	\$609.63	
176780	2/18/2021	130	122021538	PFM ASSET MANAGEMENT LLC	INVESTMENT MANAGEMENT / ADVISORY SERVICES	\$4,187.71	\$4,187.71
176817	2/25/2021	110	1419980	DEPARTMENT OF GENERAL SERVICES	SERV: DEC 2020 PLANT	\$4,013.28	\$4,013.28
176799	2/25/2021		16070519	AT&T	SERV: 01/20/21 - 02/19/21	\$23.49	\$3,811.81
	2/25/2021		16070543		SERV: 01/20/21 - 02/19/21	\$239.20	
	2/25/2021		16070521		SERV: 01/20/21 - 02/19/21	\$3,549.12	
176756	2/18/2021	143	11395505	BROWN & CALDWELL CONSULTANTS	EMERGENCY OUTFALL OUTLET IMPROVEMENTS	\$3,630.31	\$3,630.31
176859	2/25/2021	121	92575423	SUBSITE ELECTRONICS	MTV CAMERA REPAIR	\$3,471.99	\$3,471.99

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Check No.	Date	Dept	Invoice No.	Vendor	Description	Invoice Amt	Check Am
176830	2/25/2021	132	20210203	LAW OFFICE OF LINDA L. DAUBE	LEGAL SERVICES - LABOR/EMPLOYMENT	\$3,357.50	\$3,357.50
176845	2/25/2021	170	140120210210	PACIFIC GAS AND ELECTRIC	SERV TO 02/02/21 IRVINGTON PS	\$23.82	\$3,314.76
	2/25/2021	170	013720210210		SERV TO 02/03/20 BOYCE RD PS	\$3,290.94	
176753	2/18/2021	121	21144	BAYSCAPE LANDSCAPE MANAGEMENT	LANDSCAPE MAINTENANCE SERVICES - JAN 2020	\$3,215.00	\$3,215.00
176810	2/25/2021	170	322591500	BUCKLES SMITH ELECTRIC	1 PROSOFT MVI56-MNET	\$2,817.83	\$2,817.83
176809	2/25/2021	143	11396087	BROWN & CALDWELL CONSULTANTS	STANDBY POWER SYSTEM UPGRADE	\$2,815.95	\$2,815.95
176818	2/25/2021	113	1238753	ENTHALPY ANALYTICAL LLC	45 LAB SAMPLE ANALYSIS	\$2,509.00	\$2,692.00
	2/25/2021	113	1239027		5 LAB SAMPLE ANALYSIS	\$183.00	
176778	2/18/2021	172	20210212	CHRIS PACHMAYER	EXP REIMB: HANDHELD TEMP CALIBRATOR	\$2,565.90	\$2,565.90
176871	2/25/2021	123	12302	VON EUW TRUCKING	SPOILS DUMP FEE	\$2,537.50	\$2,537.50
176827	2/25/2021	141	DHYB840	IRON MOUNTAIN	OFF-SITE STORAGE AND SERVICE - FEB 2021	\$1,371.83	\$2,455.19
	2/25/2021	141	DHVK185		OFF-SITE STORAGE AND SERVICE - FEB 2021	\$780.36	
	2/25/2021	173	202294558		DATA/MEDIA OFF-SITE STORAGE - JAN 2021	\$303.00	
176768	2/18/2021	172	20210216	ISA	REGIS FEE: W. WONG CCST LEVEL 3 EXAM COURSE	\$2,380.00	\$2,380.00
176775	2/18/2021		20210131	NAPA AUTO PARTS	MONTHLY AUTO PARTS STMT - JAN 2021	\$2,201.79	\$2,201.79
176856	2/25/2021		20210222	RICHARD SCOBEE	COMPUTER NOTE	\$2,077.42	\$2,077.42
176814	2/25/2021	173	116575473	COLORADO WASHINGTON INC COMCAST OF	FIBER INTERNET BACKUP - FEB 2021	\$2,010.36	\$2,010.36
176854	2/25/2021	110	21020205	S&S TRUCKING	GRIT HAULING 01/28/2021	\$1,190.40	\$1,976.13
	2/25/2021	110	21012812		GRIT HAULING 01/22/2021	\$785.73	

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176785	2/18/2021	170	101619	SILVERSON MACHINES INC	1 LAB HOMOGENIZER REPAIR	\$1,862.60	\$1,862.60
176832	2/25/2021	173	21916	LOOKINGPOINT INC	BACKUP IMPROVEMENTS CONSULTING SERVICE	\$500.00	\$1,725.00
	2/25/2021	173	22029		ANNUAL PBX AND NETWORK SUPPORT (NEXT CARE)	\$1,225.00	
176796	2/25/2021	120	14298	AMERICAN DISCOUNT SECURITY	01/01/21 - 01/29/21 GUARD AT DISTRICT	\$1,680.00	\$1,680.00
176750	2/18/2021		7798	ARCOS DEVELOPMENT	REFUND # 33356	\$1,662.50	\$1,662.50
176765	2/18/2021	170	246326	FRANK A OLSEN COMPANY	1 BUTTERFLY VALVE	\$1,599.96	\$1,599.96
176763	2/18/2021		20210125	DALE HARDWARE INC	01/21 - ASTD PARTS & MATERIALS	\$1,589.70	\$1,589.70
176794	2/25/2021	170	9977387892	AIRGAS NCN	CYLINDER RENTAL	\$893.17	\$1,349.72
	2/25/2021	170	9109547308		2 CY ARGON	\$456.55	
176860	2/25/2021	170	403700903	TERMINIX COMMERCIAL	DECEMBER PEST CONTROL	\$1,054.00	\$1,346.00
	2/25/2021	170	404591585		PEST CONTROL	\$160.00	
	2/25/2021	170	403700902		PEST CONTROL - RODENTS	\$132.00	
176764	2/18/2021		10047	ER PLUMBING & CONSTRUCTION	REFUND # 33364	\$1,300.00	\$1,300.00
176843	2/25/2021	173	5	AYHAN OZCAN	NON-RESIDENTIAL DATABASE DATA EXTRACTION	\$1,275.00	\$1,275.00
176745	2/18/2021	143	20210211	ALAMEDA COUNTY TREASURER	PERMIT - ALAMEDA CREEK-FORCEMAIN CROSSING GEOTECH	\$1,200.00	\$1,200.00
176857	2/25/2021	170	101628	SILVERSON MACHINES INC	1 LAB HOMOGENIZER LONER	\$1,124.94	\$1,124.94
176755	2/18/2021	121	116506	BRENNTAG PACIFIC INC	2552 LBS SODIUM HYDROXIDE	\$739.75	\$1,111.32
	2/18/2021	121	116505		1276 LBS SODIUM HYDROXIDE	\$371.57	
176808	2/25/2021	121	118439	BRENNTAG PACIFIC INC	3828 LBS SODIUM HYDROXIDE	\$1,109.63	\$1,109.63

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176791	2/18/2021		49534	VALLEY OIL COMPANY	2 DRS ATF DEX III	\$1,096.35	\$1,096.35
176761	2/18/2021	170	20210128	COMMUNICATION & CONTROL INC	UTILITY FEE/ANTENNA RENTAL	\$1,093.84	\$1,093.84
176826	2/25/2021	132	31963	ICE SAFETY SOLUTIONS INC	FIRST AID & AED SUPPLIES	\$872.91	\$1,080.41
	2/25/2021	132	31962		FIRST AID KIT & AED SERVICING	\$207.50	
176747	2/18/2021		109262	AMERICAN TEXTILE & SUPPLY INC	40 RAGS	\$1,080.38	\$1,080.38
176838	2/25/2021	114	2120159	MOBILE MODULAR MANAGEMENT CORP	ETSU TEMPORARY OFFICE SPACE	\$1,071.05	\$1,071.05
176834	2/25/2021	113	2101A74	MCCAMPBELL ANALYTICAL	LAB SAMPLE ANALYSIS	\$361.00	\$1,046.00
	2/25/2021	113	2101F14		LAB SAMPLE ANALYSIS	\$425.00	
	2/25/2021	113	2101C91		LAB SAMPLE ANALYSIS	\$260.00	
176840	2/25/2021	136	1210000089	NBS	BOND DISCLOSURE SERVICES	\$1,040.00	\$1,040.00
176800	2/25/2021		16006614	AT&T	SERV: 01/10/21 - 02/09/21	\$1,007.32	\$1,007.32
176824	2/25/2021		9778350745	GRAINGER INC	ASTD PARTS & MATERIALS	\$791.80	\$991.59
	2/25/2021	170	9775256036		3 LABEL CARTRIDGES	\$199.79	
176865	2/25/2021	122	141688	TRI-SIGNAL INTEGRATION INC	FIRE PROTECTION SERVICE - MONTHLY CHARGE MONITORING AGREE	\$133.33	\$969.89
	2/25/2021	122	104981		SERVICE: REPLACE SMOKE DETECTOR	\$486.56	
	2/25/2021	122	141689		FIRE PROTECTION SERVICE - UL CERTIFICATE	\$350.00	
176863	2/25/2021		24426991	TRI DIM FILTER CORPORATION	400 FILTERS	\$949.06	\$949.06

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176771	2/18/2021	113	2101657	MCCAMPBELL ANALYTICAL	LAB SAMPLE ANALYSIS	\$586.00	\$946.00
	2/18/2021	113	2101A72		LAB SAMPLE ANALYSIS	\$132.00	
	2/18/2021	113	2101722		LAB SAMPLE ANALYSIS	\$228.00	
176835	2/25/2021	170	53337363	MCMaster SUPPLY INC	45 PACKS DISPOSABLE BATTERIES	\$611.76	\$907.91
	2/25/2021		53467345		ASTD PARTS & MATERIALS	\$244.20	
	2/25/2021	170	52785831		ASTD PARTS & MATERIALS	\$51.95	
176774	2/18/2021		24103393	MOTION INDUSTRIES INC	ASTD PARTS & MATERIALS	\$875.48	\$875.48
176787	2/18/2021	170	10296	SUPPORT PRODUCT SERVICES INC	COGEN EMISSIONS ANALYZER CALIBRATION	\$838.24	\$838.24
176748	2/18/2021	170	13359	APGN INC	3 BLOWER SENSORS	\$817.46	\$817.46
176751	2/18/2021	136	2522355799	BANK OF NEW YORK	DEC 2020 SERVICE FEES	\$808.80	\$808.80
176801	2/25/2021		16038622	AT&T	SERV: 01/13/21 - 02/12/21	\$751.30	\$751.30
176779	2/18/2021	170	666720210205	PACIFIC GAS AND ELECTRIC	SERV TO 01/31/2021 PASEO PADRE PS	\$393.27	\$692.81
	2/18/2021	170	898220210205		SERV TO 01/31/21 FREMONT PS	\$227.90	
	2/18/2021	110	892820210205		SERV TO 01/31/21 HAYWARD MARSH	\$71.64	
176852	2/25/2021	170	236592	ROCHESTER MIDLAND CORPORATION	HOT WATER LOOP SERVICE	\$690.75	\$690.75
176820	2/25/2021	170	904781468	EVOQUA WATER TECHNOLOGIES	DI WATER SYSTEM	\$289.42	\$671.02
	2/25/2021	170	904741699		DI WATER SYSTEM	\$381.60	
176813	2/25/2021	132	210314687	CLAREMONT BEHAVIORAL SERVICES	MAR 2021 EAP PREMIUMS	\$667.00	\$667.00

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176798	2/25/2021		1102488233	ARAMARK	UNIFORM LAUNDERING & RUGS	\$262.10	\$656.48
	2/25/2021		1102488248		UNIFORM LAUNDERING SERVICE	\$347.06	
	2/25/2021		1102488286		ASTD DUST MOPS, WET MOPS & TERRY	\$47.32	
176749	2/18/2021		1102484996	ARAMARK	UNIFORM LAUNDERING SERVICE	\$352.06	\$627.16
	2/18/2021		1102484986		UNIFORM LAUNDERING & RUGS	\$275.10	
176766	2/18/2021	122	9769435869	GRAINGER INC	ASTD PARTS & MATERIALS	\$38.59	\$603.59
	2/18/2021	143	9771445864		PRIMARY DIGESTER NO. 2 REHABILITATION - TEST STRIPS	\$25.93	
	2/18/2021	111	9772169893		ASTD PARTS & MATERIALS	\$202.41	
	2/18/2021	122	9769329849		ASTD PARTS & MATERIALS	\$70.33	
	2/18/2021		9769329856		10 BALL VALVES	\$180.54	
	2/18/2021	122	9769435851		ASTD PARTS & MATERIALS	\$85.79	
176773	2/18/2021	170	210153	METROMOBILE COMMUNICATIONS INC	RADIO SERVICE - JAN 2021	\$599.08	\$599.08
176836	2/25/2021	170	210249	METROMOBILE COMMUNICATIONS INC	RADIO SERVICE - FEB 2021	\$599.08	\$599.08
176822	2/25/2021	113	2403659	FISHER SCIENTIFIC	1 ELECTRODE ROSS ULTRA TRIODE	\$578.82	\$578.82
176759	2/18/2021	173	4035227461	CANON SOLUTIONS AMERICA INC	MTHLY MAINTENANCE BASED ON USE	\$226.05	\$540.45
	2/18/2021	173	4035228491		MTHLY MAINTENANCE BASED ON USE	\$314.40	
176786	2/18/2021		10535	SHRIRAM SUNDARAM	REFUND # 33363	\$500.00	\$500.00
176844	2/25/2021	122	2141	PACIFIC CRANE INSPECTION	QUARTERLY CRANE INSPECTION	\$500.00	\$500.00
176784	2/18/2021		57729	SENTRY AIR SYSTEMS INC	1 AIR FILTER	\$470.88	\$470.88

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Check No.	Date	Dept	Invoice No.	Vendor	Description	Invoice Amt	Check Am
176850	2/25/2021	122	23847	R & S ERECTION OF S ALAMEDA	SERVICE: VEHICLE GATE REPAIR	\$460.93	\$460.93
176851	2/25/2021	120	01B0036018380	NESTLE WATERS NO. AMERICA READYREFR	WATER SERVICE 01/07/21 - 02/06/21	\$456.05	\$456.05
176806	2/25/2021	110	123019	BAY AREA AIR QUALITY MGMT DIST	PERMIT RENEWAL: BOYCE LS 4/1/2021 - 4/1/2022	\$447.00	\$447.00
176847	2/25/2021		164685	PREFERRED ALLIANCE INC	JANUARY 2021 SERVICE FEE	\$392.57	\$392.57
176864	2/25/2021		12319507	TRIMBLE INC	5 MANHOLE MONITOR BATTERIES	\$325.96	\$325.96
176760	2/18/2021	172	1901877389	CINTAS CORPORATION	1 SUMMER JACKET FOR JERRY RUIZ	\$104.15	\$293.56
	2/18/2021	172	1901922016		1 WINTER JACKET FOR JERRY RUIZ	\$189.41	
176848	2/25/2021	123	272678	PRESTIGE LENS LAB	SAFETY GLASSES - COUTO, F	\$259.50	\$259.50
176754	2/18/2021	120	15852541	BLAISDELL'S	ASTD OFFICE SUPPLIES	\$3.94	\$249.20
	2/18/2021	144	15855450		ASTD OFFICE SUPPLIES	\$36.05	
	2/18/2021	130	15851640		ASTD OFFICE SUPPLIES	\$18.10	
	2/18/2021	130	15849550		1 WALL CALENDAR	\$31.82	
	2/18/2021	120	15852540		ASTD OFFICE SUPPLIES	\$159.29	
176762	2/18/2021	132	70222159	CONCENTRA MEDICAL CENTERS	1 NEW HIRE PHYSICAL	\$248.00	\$248.00
176752	2/18/2021		19033	BAY AREA BARRICADE SERVICE INC	4 MARKING PAINT	\$231.73	\$231.73
176858	2/25/2021	141	20210130	SPOK INC	FEBRUARY 2021 PAGER SERVICE	\$173.90	\$173.90
176874	2/25/2021	132	20210218	JASON YEATES	EXP REIMB: ASQ MEMBERSHIP RENEWAL	\$169.00	\$169.00
176862	2/25/2021		2116382	TOTAL FILTRATION SERVICES INC	20 FILTERS	\$165.72	\$165.72
176783	2/18/2021		7892788900	RS HUGHES CO INC	ASTD SAFETY SUPPLIES	\$154.95	\$154.95

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176872	2/25/2021	113	8803617161	VWR INTERNATIONAL LLC	LAB SUPPLIES	\$62.50	\$141.31
	2/25/2021	113	8803623429		LAB SUPPLIES	\$78.81	
176833	2/25/2021	170	77997029	MATHESON TRI-GAS INC	MONTHLY CYLINDER RENTAL - JAN 2021	\$134.92	\$134.92
176776	2/18/2021	122	220469	NAYLOR STEEL INC	ASTD METAL, STEEL, STAINLESS & ALUMINUM	\$129.68	\$129.68
176853	2/25/2021		7892788901	RS HUGHES CO INC	ASTD SAFETY SUPPLIES	\$127.95	\$127.95
176805	2/25/2021	170	448313	AUTO BODY TOOLMART	ASTD PARTS & MATERIALS	\$108.71	\$108.71
176802	2/25/2021		16038626	AT&T	SERV: 01/13/21 - 02/12/21	\$88.14	\$88.14
176772	2/18/2021		53183736	MCMASTER SUPPLY INC	ASTD PARTS & MATERIALS	\$87.08	\$87.08
176807	2/25/2021	110	15871331	BLAISDELL'S	2 BX CLIPS	\$13.15	\$84.18
	2/25/2021	110	15871330		ASTD OFFICE SUPPLIES	\$71.03	
176855	2/25/2021		2013788002	SAN LEANDRO ELECTRIC SUPPLY	ASTD ELECTRICAL SUPPLIES	\$46.49	\$79.12
	2/25/2021		2013788003		ASTD ELECTRICAL SUPPLIES	\$32.63	
176803	2/25/2021		16038625	AT&T	SERV: 01/13/21 - 02/12/21	\$66.46	\$66.46
176837	2/25/2021	123	20210224	MICHAEL MINCHACA	EXP REIMB: BOOT INSOLE	\$55.25	\$55.25
176815	2/25/2021	136	26839	DANOC MANUFACTURING	JACKET EMBROIDERY FOR BS SAFETY RECOGNITION	\$55.00	\$55.00
176769	2/18/2021	170	786164	KAMAN INDUSTRIAL TECHNOLOGIES	ASTD PARTS & MATERIALS	\$48.20	\$48.20
176804	2/25/2021		16038624	AT&T	SERV: 01/13/21 - 02/12/21	\$43.20	\$43.20
176825	2/25/2021	122	604223203	HILLYARD/SAN FRANCISCO	ASST JANITORIAL SUPPLIES	\$41.35	\$41.35
176767	2/18/2021		604220572	HILLYARD/SAN FRANCISCO	ASST JANITORIAL SUPPLIES	\$40.17	\$40.17

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176839	2/25/2021	122	220681	NAYLOR STEEL INC	ASTD METAL, STEEL, STAINLESS & ALUMINUM	\$33.74	\$33.74
176812	2/25/2021	132	488892	STATE OF CALIFORNIA	1 NEW HIRE FINGERPRINTS	\$32.00	\$32.00
176797	2/25/2021	170	8480103743	ANDRITZ SEPARATION INC	CENTRIFUGE REBUILD PARTS	\$28.67	\$28.67
176821	2/25/2021	143	726863519	FEDERAL EXPRESS CORPORATION	SHIPPING SERVICE - ALAMEDA CREEK-FORCEMAIN CROSSING GEOTE	\$27.23	\$27.23
176757	2/18/2021	170	40019260	BUREAU VERITAS/ANALYSTS INC	1 LAB SAMPLE ANALYSIS	\$25.65	\$25.65
176870	2/25/2021		9872346054	VERIZON WIRELESS	WIRELESS SERV 01/02/21-02/01/21	\$21.10	\$21.10
176867	2/25/2021	136	98XW53051	UPS - UNITED PARCEL SERVICE	SHIPPING CHARGES W/E 01/30/21	\$13.32	\$13.32

Invoices:

Credit Memos :	0	
\$0 - \$1,000 :	112	32,137.56
\$1,000 - \$10,000 :	66	202,450.32
\$10,000 - \$100,000 :	11	292,984.63
Over \$100,000 :	3	2,329,737.50
Total:	192	2,857,310.01

Checks:

\$0 - \$1,000 :	61	22,793.35
\$1,000 - \$10,000 :	53	164,164.60
\$10,000 - \$100,000 :	13	340,614.56
Over \$100,000 :	3	2,329,737.50
Total:	130	2,857,310.01