



MONTHLY NEWSLETTER

July 2008

ADMINISTRATION

Wet Weather Improvement Project

The project is progressing on schedule and budget, with change orders remaining less than 0.3% of the construction cost.

The primary clarifier excavation and spoils off-hauling were completed in early July, and the installation of reinforcing steel and formwork for the clarifier's gallery and sludge collector sumps has begun. The concrete for the deep gallery drain sump has been placed, and the gallery floor drain system constructed. Concrete placement for the gallery and sludge collector slabs and walls will begin in early August.

Concrete placement for the effluent pump station and chlorine contact tank walls has advanced rapidly over the past month. The pump station's wet well is nearly finished and most of the contact tank interior walls have been placed. Rebar installation and concrete placement for both structures will continue through the summer. The contact tank influent channel slab and walls have been constructed also.

Other work performed in July includes: installation of the 66" valve in the pump station valve vault; completion of excavation and shoring for the outfall wye fitting; construction of the sample building above the meter vault; and electrical conduit installation

continues at various location around the project site.

CMSA has approved an alternate plan by WWC for the installation of the 84" x 66" outfall wye fitting. The plan involves placing a 36" pipe and plug system in the outfall to allow continuous outfall operation while a 20 foot outfall section is removed. Then during a flow diversion to our pond, the plug will be removed and the wye fitting tack welded in place. The pipe and plug will be reinstalled while the wye is being permanently connected to the outfall.

Outfall Improvements Project
Underwater Resources (URI) has been installing internal seals in the offsite portions of the outfall. The seal installation is going forward a bit more slowly than anticipated due to some unexpected complications found at some of the elastomeric joints. The project team (CMSA, Harris & Associates, Carollo, and URI) are working together to resolve these issues and keep the project moving forward. It's still on track to be completed before the wet weather season this fall.

Methane Capture Feasibility Study

The San Rafael City Council approved the Methane Gas Feasibility Study contract with Kennedy/Jenks Consultants. CMSA, San Rafael, and Marin Sanitary Service (MSS) are partnering on the study to evaluate the practicality and

feasibility of CMSA receiving separated food waste from restaurants in the MSS service area. Food waste will undergo further processing at CMSA then injected in our digesters (co-digestion) for treatment. The food waste is converted into methane gas for use as fuel in the Agency's cogeneration engine, offsetting our need to purchase natural gas.

Conceptual project benefits include enhanced energy production, reduced CMSA operating costs, diversion of food waste from the landfill waste stream, and an overall regional reduction of greenhouse gasses and carbon footprint. Also, co-digestion has the potential to reduce the overall volume of residual biosolids needing to be disposed of after digestion is complete.

Barscreen Replacement

The Barscreen Replacement Project's predesign work wrapped up in early June with the selection of the perforated plate screen as the preferred screening technology and a washer/compactor system that can be located in the headworks facility. The project has now moved into the final design phase with the formation of the Agency's design assist project team. Carollo Engineers is currently preparing the screen and washer/compactor equipment specifications and developing the preliminary layout drawings.

In August, the design kick-off meeting will be held between Carollo, CMSA, and Western Water. The project's design assist approach will allow Western Water, the general contractor, to participate in the design process and collaborate with CMSA on many of the equipment field installation decisions. We anticipate completing design during the fall and due to the long equipment lead time, begin installation work in the Spring of 2009.

Facilities Expansion

Engineering staff will meet with staff from the Environmental Services and Maintenance departments soon to scope out the needed facilities expansions. Once the needs are assessed, a project scope will be developed. Solicitation of proposals for design and completion of the design phase will go forward, with actual construction possibly waiting until the WWIP is winding down, due to resource requirements and site congestion associated with the WWIP.

O&M Projects

Operations continues to run two biotowers as part of the Secondary Treatment Optimization study. In this mode, the aeration tanks receive less solids and require less air, which results in a power savings. The biotowers also reduce the solids wasted to the digesters, which results in less biosolids to be dewatered and disposed of, another savings. To collect enough data, we will run this trial until the wet weather season starts.

O&M repair work this month included: Replacement of the Headworks LEL sensor (upgraded) and the oxygen

sensor; restoration of power to the San Rafael meter vault; PM the bioassay pump; Annual PM on the primary clarifiers' gates and drive supports; annual PM on primary clarifier #5;

E/I worked with Tresch Electric to complete the relocation of the bar screen lights and electrical conduit in preparation for bar screen replacement; E/I continues upgrading the florescent lighting in the plant with energy efficient fixtures.

The Marin Conservation Corps has cleaned all the poison oak, grass and broom on a section below Andersen Drive above the digesters. This reduces fuel for fires and continues our efforts to control the invasive broom. Elite Trees has removed all the wind damaged and dead trees between our driveway and the freeway, again reducing fuel for fires.

Centrifuge Control System

This month we completed upgrading the back drive control system for centrifuge #1. Our three centrifuges dewater our digested biosolids so they may be reused as soil amendment or alternate daily cover, ADC. The back drive has two major components, the hydraulic roto-diff which is attached to and can change the speed of the scroll and the CVC that controls the roto-diff. Last year when the second CVC failed (a replacement CVC costs \$7500), Maintenance began researching alternative control methods to reduce maintenance costs and increase reliability. Maintenance approached two centrifuge companies to discuss potential solutions, and Andritz came up with a plan to eliminate the CVC and improve performance by

reprogramming the centrifuge's PLC to control the back drive.

Operations has operated the centrifuge very successfully this month with biosolids concentrations averaging 27.5%. The program allows the operator to set it and walk away. Before the upgrade, the operators would need to continually adjust parameters throughout the centrifuge run. The new control program is very responsive and the feed volume can be left at 100% without any detrimental effect to the centrifuge or product.

AGENCY PROJECTS

Internal Control Audit

During the week of July 14, the Agency's outside auditors, Vavrinek, Trine & Day (VTD), were onsite to perform an internal control audit. The auditors randomly selected financial transactions from payroll processing, accounts payable disbursement, bank deposits, contract execution and reviewed the authorization to undertake these transactions. The Agency's Accountant, Finance Manager, and General Manager were also interviewed by the auditors on fraud detection and prevention and the safeguarding of all Agency assets.

Preparation of Financial Statements for FY 07/08

The Finance Department has initiated the process to "close the books" for FY 07/08 in order to prepare the Agency's FY 07/08 Financial Statements. As part of this process, staff is reviewing all outstanding purchase orders, revenues due to CMSA, and the recording of

fixed asset acquisition and disposition. We plan to close out by mid-August so we can prepare preliminary financial statements that report the Agency's Revenues, Expenses and Assets, and Cash Flow. These preliminary financial statements.

GASB 45 Analysis

We have received a preliminary actuarial analysis from North Bay Pensions of the Agency's cost of providing post-employment retiree health benefits for current employees and retirees. Depending on the rate of return on investment, the actuarial present value retiree health benefits range from \$4.3 to 7.8 million. The report is under review and is planned for presentation to the Board in September. Management will seek Board guidance at a future meeting for direction on the prefunding the GASB 45 liability, amortization period and funding method, and establishment of an OPEB trust.

Congratulation to Antonio Barrios and Russ Turnbull of the Maintenance Department for submitting the closest guesstimates in the Finance Department "Guess the Agency's GASB 45 valuation" contest.

Personnel & Recruitments

The Agency received 36 applications for the Finance/Administrative Analyst position. The Finance Department is working with Koff & Associates to select the top candidates for the initial interviews that will take place during August 2008.

Biosolids Disposal Contract

The Agency's biosolids disposal contract with the Redwood

Landfill is set to expire the end of December 2008. Staff recently met with Redwood's management team to discuss preparing a new 5-year contract. We learned that Redwood will not be executing any new contacts until their use permit is extended by Marin County, and that the permit may contain mitigation measures from their certified EIR that can limit biosolids use as alternate daily cover (ADC).

In the meantime, Redwood is agreeable to work with staff on preparing a draft contract. Staff also met with Marin County Environmental Health Services (EHS) staff to inform them of the benefits of reusing biosolids as ADC, as opposed to direct disposal in the landfill.

Chemical Procurement Contracts

A new Sodium Bisulfite procurement contract is out to bid with bid opening scheduled for Tuesday, August 5. Bid packages were sent to 12 bidders, and we hope for a good response. We anticipate an increase in the unit costs due to the significant increase in diesel fuel and raw materials over the past year.

A contract extension for the Ferric Chloride contract has been prepared, including some alterations to the contract provisions to resolve some invoicing discrepancies, and to streamline the cost adjustment provisions. We hope that the improved cost adjustment provisions will provide a basis for moving into multi-year procurement contracts so as to provide the best value for the Agency.

Safety Assessment

The wastewater agencies that participate in the joint Safety Director program decided to hire a consultant to perform a safety audit and assessment of our pooled and individual safety programs. The findings will be used to develop an implementation plan to meet all Cal/OSHA industry requirements and to raise our programs to a "Best of Class" level.

The consultant will also evaluate alternate methods to manage and implement the pooled safety program, from hiring a new safety director to using a combination of safety director, agency staff, and specialty consultants. We plan to select the most appropriate and cost effective management option by the end of the calendar year and then begin the recruitment process.

Novato Sanitary District will be the contracting agency for the safety consultant work. The service fee will be paid through the safety program budget, and split equally by the program participants.

Staff Training

CMSA responds to "USA" requests, to locate and mark underground utilities that belong to CMSA or SD#2 pump stations, to keep them safe during construction. Under a new OSHA regulation, all employees that do underground utility locating must be trained. This month five maintenance employees attended a two day Locator Training class, that included class room and outside "hands-on" training.

On July 24th the last confined space awareness training was held at the Novato Sanitary District, three O&M employees attended.

ENVIRONMENTAL SERVICES

NPDES Testing

The laboratory testing we performed at CMSA was in compliance with our permit requirements and we had 100% survival of the fish in our July bioassay.

Laboratory

We are currently performing analyses on our performance evaluation samples to maintain our laboratory certification. We must analyze unknown samples for each analysis we perform (TSS, BOD, etc) at least once a year. The results must be very close to the true value of the samples. We submit our sample results to the Environmental Laboratory Accreditation Program (ELAP), State Water Board, and the EPA in order to maintain our laboratory certification to perform testing that is required in our NPDES permit.

Public Outreach Events

Our largest public outreach event every year is the Marin County Fair. Our public education booth was very popular and a total of 1,945 environmental quizzes were handed out. About 50% of the 840 adults and 64% of the 1105 children scored 100%. Our public education topics this year targeted sources of dioxin, proper disposal of mercury and fluorescent lamps, unused pharmaceuticals, Fats Oils and Grease, and inflow and infiltration from broken laterals. The overall

positive public response and the participation with the other Marin County Wastewater Agencies made it a very successful event.

CONTRACT/OUTSIDE SERVICES

San Rafael Sanitation District

We are waiting for the last Food Service Establishments (FSEs) to install their plans or install of Grease Removal Devices (GRDs). Administrative Orders have been issued to Bancrock Thai Express, Mezzo Mezzo, Marin Pizza Man, Lundy's Home Cooking, West Brooklyn Pizza, Café Arrivederci, Pinky's Pizza, and Seafood Peddler with extended deadlines for submission of plans to Marin County and GRD installation. All the facilities except two (Mezzo Mezzo and West Brooklyn Pizza) have approved plans and are in the process of installing GRDs.

If the extended deadlines are not met for GRD installation, an Administrative Citation with a fine and hearing will be issued. We are continuing to perform routine compliance inspections of facilities on permit and compliance has been excellent. Of the 97 regulated FSEs in the SRSD service area, 74 are permitted, 16 have waivers, and the above listed FSEs are in the compliance process.

Las Gallinas Valley Sanitary District

A Notice of Violation (NOV) was issued to McDonalds to pump their interceptor and they complied with the pumping requirement. They must then pay a re-inspection fee for staff to re-inspect the interceptor to ensure the pumping took place.

Ross Valley Sanitary District

Environmental services staff has completed the initial inspections of the 74 RVSD FSEs, and are currently performing dye testing at facilities to determine which plumbing fixtures are connected to GRDs. Permits are being delivered to FSEs that have the required GRDs in place, and we will begin performing routine compliance inspections. The next step is to begin reviewing the inspection reports for FSEs that do not have GRDs in place. We will be drafting installation letters for those facilities in September. The installation letters will require submission of plans to MCEHS, the local authority for building permits, and installation of GRDs.

Sanitary District #2

Maintenance completed regular checks and routine maintenance of the 19 SD2 pump stations for July, and marked several forcemain pipes pursuant to USA locating requirements.

Team Ghilotti is waiting for a new PG&E power feed to the rebuilt Lucky Pump Station, after which station operational testing will commence.

Maintenance has started the annual pump station inspections for safety and maintenance issues. When completed the improvement list will be presented to SD2 staff for review and discussion.