



## MONTHLY NEWSLETTER

August 2008

### PROJECTS

#### Wet Weather Improvement Project

The project remains on schedule and within budget. Change order #6, comprised of 5 minor changes, is in development and has a cost of approximately \$23,000. Total change orders to date are at \$129K.

The majority of the construction work over the past month has been continued concrete placement at the contact tanks, pumps station, and primary clarifiers. The structure are taking shape and concrete placement will remain the focus of the work until wet weather begins.

A major project milestone was completed last week with the successful installation of the outfall wye fitting, that connects the new pump station's 66" forcemain to the 84" outfall. Staff diverted flow to our storage pond during the work and the installation was performed without incident.

Other work performed in August includes: continued demolition at the primary clarifier influent channel and gallery A/B junction; falsework installation for the pump station equipment room floor; concrete slurry backfilling around the new primary clarifier sludge hoppers; and installation of electrical conduits at various locations around the project site.

Outfall Improvements Project  
Underwater Resources continues to install internal seals in the

outfall. The pace of seal installation has picked up, partly due to implementing a modified testing procedure. Eleven of the twenty seals have been installed and tested. The project is still on track to wrap up before the onset of wet weather.

#### Outfall Dredging

It appears that the outfall's diffuser section has become partially blocked by sediment again. The diffuser section was previously dredged in 1993, 1998, and 2002. Staff has been reviewing the sample results, costs, and regulatory history of these previous events and will initiate discussions with the Regional Water Board, the US Army Corps of Engineers, and the Bay Conservation and Development Commission. Their input is needed before finalizing the contract for another internal dredging project, scheduled for completion before the new Effluent Pump Station comes online next winter.

#### Barscreen Replacement

The design phase of the project commenced this month with a kick-off meeting and development of the selected equipment specifications. Western Water Constructors will be preparing a proposal for procurement of the equipment that staff will present to the Board at their September meeting for approval. The equipment has an approximate 6 month lead time, so beginning the procurement process now will allow the equipment to be delivered in the Spring of 2009 for installation.

#### Facilities Expansion

The goal of this project is to develop expansion plans for the Women's' Locker Room, the Environmental and Maintenance offices, and the Maintenance Annex. The interdepartmental team has been formed (Engineering, Operations and Maintenance, and Environmental Services staff) and will meet soon to scope out the needed facilities expansions.

Once the project scope is developed, RFPs will be sent to architecture and engineering firms, a designer will be selected, and the design phase will go forward. Actual construction will likely wait until the WWIP is winding down, due to resource requirements and site congestion associated with the WWIP.

#### Odor Control Evaluation

The Engineering and O&M Departments are collaborating on a review of the status of the nitrate stations, part of CMSA's overall odor and corrosion control system. This provided an opportunity to recapture institutional knowledge on optimizing the system operations, and to revisit how operational guidelines are implemented using the SCADA system. The next step will be to perform more frequent forcemain sulfide sampling to see if there has been any drift in the wastewater characteristics affecting system optimization.

#### O&M Projects

The Secondary Treatment Optimization study continued

this month. This summer we are testing the "two biotower" mode, normal operation is with one biotower. As noted last month we are seeing power savings and a reduction in secondary solids that must be processed. This month we are running one aeration tank instead of two, this will show us if the higher concentration of solids in one tank (instead of two) will settle better in the secondary clarifiers. We will continue testing this mode until the wet weather season starts.

MMWD supplies potable and fire protection water to CMSA from two locations. One supply enters from Andersen Drive and the other from Sir Francis Drake. To protect the water system there are back flow preventers, that prevent water used at the plant from flowing back into the system. The back flow preventers are tested and certified annually. This month one of the two Andersen Drive units began to leak, since it is obsolete, we replaced it with a new style unit. As part of our Asset Management plan, we are replacing the original (now obsolete) units as they fail. This is the second unit that we have replaced.

Electrical staff is completing the Administration Building lighting upgrade. Most of the light fixtures in the Administration building have been converted from the old style ballasts and T12 florescent lamps to energy saving electronic ballasts and T8 florescent lamps. This energy savings project not only reduces energy used by each fixture, but the light output is much better and in many cases half the lights in a room can be turned off for further savings.

O&M repair/project work completed this month included: annual PM'S on the Grit Classifiers, cleaning the air diffusers in Aeration Tanks # 3

and # 4; replacement of the old style Homestead valves on the process piping in the Waste Activated Pump room with the new style full port DeZurik valves; and concrete coring for future process piping installation.

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## **ADMINISTRATION**

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### **FY 07/08 Budget Performance**

The Finance Department has completed the processing of all revenue receipts and expenditures for FY 07/08. The Agency completed FY 2007-08 with 104% budgeted revenues and incurred 95% budgeted operating expenses. Asset Management capital expenses were at 69% of budget. These are preliminary figures that will be used for the Agency's FY 2007-08 financial statements.

### **Financial Audit**

The Agency's outside auditors, Vavrinek, Trine & Day & Co. will be back during the week of September 1 to review and audit the Agency's financial statements for the fiscal year ending June 30, 2008. The audit findings from both the completed internal control audit and scheduled financial audit will be presented to staff in October and the Board in November 2008. The Board accepted financial statements will then become part of the Agency's Comprehensive Annual Financial Report for FY 2007-08.

### **CalPERS Health Plan rates for 2009**

CalPERS has published the 2009 rates for its health plans and has touted its success in managing the smallest increase in over a decade with an overall statewide increase of 4.3%. However, the Agency continues to experience increased costs greater than the 4.3% because of the increased costs for the plans that are

available for the Bay Area Region. For example, the Kaiser rate is increasing 8% and the Kaiser Employee and 2+ dependent coverage rate is \$1,321.58 per month.

### **GASB 45**

We are working with North Bay Pensions to finalize their report presentation for the Board at the September meeting. Depending on the rate of return on investment, the actuarial present value of providing post-employment health benefits to current employees and retirees range from \$4.3 million for a 7.75% investment return to \$7.8 million for a 4.25% return. Management will seek Board guidance at a future meeting for direction on the prefunding of the GASB 45 liability, amortization period and funding method, and establishment of an OPEB trust account.

### **BACWA Engineering Infoshare**

BACWA has decided to redevelop the BACWA Engineering Information Sharing Group that was started a few years ago. To accomplish this, BACWA has retained Whitley Burchett & Associates to facilitate the meetings, similar to the services that they provide for the BACWA Operations and Maintenance Info Sharing Groups. CMSA staff attended the earlier meetings, which were useful and informative, and plan to attend the upcoming meetings.

### **Personnel & Recruitments**

After 21 years of dedicated service, the Agency's Accountant, Amelia Marshman, has announced that she will be retiring on October 24, 2008. We will begin the recruitment for her replacement after the September Board meeting.

Congratulations to Ray Tiongson and Mike Silva for completing probation as Operators in Training. Both have already passed the State's Grade II wastewater certification exam. After completing CMSA hands-on testing on tasks from the Operator 1 and 2 Checklists, they will be processed into Operator 2 positions.

Congratulations to Electrical Instrumentation Technician Jeff Boheim, who passed his CWEA Grade II Electrical and Instrumentation certification exam.

The Finance Department has completed first and second round interviews for the Financial Analyst position. Koff & Associates will be conducting a background check on the top candidate and a conditional offer of employment will be made during the first week of September.

### **Chemical Procurement Contracts**

At their August 12 meeting, the Board awarded the new Sodium Bisulfite (SBS) procurement contract to Basic Chemical Solutions, the low bidder, for the unit cost of \$1.22 per gallon, plus tax, which represents a 96% increase over the previous contract price. The unit cost increase is the result of cost escalation over the past year for diesel fuel and the raw materials used to make the SBS.

The Agency and our ferric chloride vendor were unable to reach agreement on cost adjustments for that contract, even though that contract had cost adjustment provisions. Accordingly, a new contract has been developed and advertised, and bids will be opened on September 3.

Staff has refined the cost adjustment provisions in our chemical contracts after consultation with numerous chemical vendors. We hope that these refined provisions, together with a quieting of market volatility, will allow us to move into a multi-year contract that provides good value for the Agency, fair prices for vendors, and improved predictability for all parties.

### **Safety**

The Agency's Safety Officer is updating our Safety Policies and Programs. As well as updating language and definitions in procedures, the existing 32 Safety Policies and Programs are being bundled into 14, which will be appendices in our Injury Illness Prevention Program (IIPP).

The Safety Assessment RFP, mentioned last month, has been developed and sent to several safety consultants. Proposals are due in late August. The participants in the multi-agency safety program will select a consultant in early September and the contract will be before the Novato Sanitary District Board soon thereafter. The assessment should be completed by the end of the year and will be funded through the safety director program.

### **Staff Training**

Our new employees received safety training for three half days this month, covering Injury Illness Prevention Plans, General Safety Rules, Hazard Communication, Hearing Loss Prevention, Heat Illness Prevention, and Personal Protective.

O&M staff members Brian Bokkin and Mike Cadreau completed State Emergency Management Training (SEMS). This training

was developed to ensure that different agencies could work together toward a common goal in an effective and efficient manner during emergencies.

Kit Groves presented training for Operations staff on our Electrical Distribution system, including the main switchgear and Area MCCs.

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## **ENVIRONMENTAL SERVICES**

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### **Regulatory Update**

The Cyanide Site Specific Objective (SSO) has been approved by the California State Water Resources Control Board and the EPA. This will result in an amendment to the San Francisco Bay Basin Plan that governs discharges to San Francisco Bay. The Regional Water Board has issued a letter to dischargers who have alternate limits included in their NPDES permits that the new limits will now be in effect. CMSA has an alternate cyanide limit, so our cyanide discharge limit will increase from 8.3 ug/L to 41 ug/L.

### **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 August bioassay.

### **Laboratory**

Staff has completed the performance evaluation sample analyses to maintain our laboratory certification and perform testing that is required in our NPDES permit. The results were submitted to the Environmental Laboratory Accreditation Program (ELAP),

State Water Board, and the EPA. We recently were informed that all of our sample results were exactly the same or very close to the true values. Congratulations to Jenny Bender who performed the analyses.

### **Environmental Compliance**

Inspections have begun for 134 zero discharge facilities in the CMSA service area. These facilities perform auto repair that have the potential to discharge material to the sanitary sewer that could pose a problem for the collection system and/or treatment plant.

Staff will be inspecting the facilities to ensure they are not discharging process waste to the sanitary sewer, that they have appropriate storage of their hazardous materials, and that all floor drains that discharge to the sanitary sewer are plugged.

### **Public Outreach Events**

The Wastewater Treatment Agencies are developing our new logo, and have chosen the Starfish as our new "mascot." We are hoping each resident of Marin County will be a Star and do their part to prevent pollution and protect the Bay. For our new promotional items, we will be investigating environmentally friendly products that use less plastic, utilize earth friendly manufacturing processes, and are made of recyclable material where possible.

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## **CONTRACT/OUTSIDE SERVICES**

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### **SRSD FOG**

The last several Food Service Establishments (FSEs) in the SRSD service area will be completing their plans or installing Grease Removal Devices (GRDs).

All FSEs have been making progress and we have been working closely with the business owners, plumbers, and Marin County Environmental Health Services (EHS). One facility (Lundy's Home Cooking) has installed their GRD and the others are in the process of installation. Another facility (Mezzo Mezzo) is closed till mid-October and we will work with them when they re-open. If the extended deadlines are not met for GRD installation, an Administrative Citation with a fine and hearing will be issued.

We have performed 44 compliance inspections of the 74 permitted FSEs this month. Only 3 Notice of Violations have been issued for pumping or cleaning of their GRDs. This is an excellent compliance record and most FSEs have been supportive and have been complying with the FOG program requirements.

### **LGVSD**

Staff inspected the pumping and cleaning of the interceptor at the Safeway store on Las Gallinas Ave, and determined its interceptor is functioning properly. We are also performing routine FOG compliance inspections of the permitted FSEs; all are currently in compliance.

### **RVSD FOG**

There is a total of 74 FSEs in the RVSD service area that are upstream of sewer line "hot spots." Environmental services staff have issued 26 permits to FSEs that have the required GRDs in place, and will begin their routine compliance inspections.

We are completing dye tests at another 12 facilities to determine which plumbing fixtures are connected to GRDs. Permits will be issued for those that are in compliance or re-plumb letters to

those that need to connect additional Drainage Fixture Units (DFUs) to their GRDs.

We are reviewing the inspections for the 36 FSEs that do not have GRDs in place. We will be issuing waivers for those that do not generate FOG waste (4 under review) or drafting installation letters for those that need to be included in the FOG program. 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 preventive maintenance, including generator checks and wet well cleaning, for all 19 pump stations for the month.

PG&E pulled the new power feed to Lucky Pump Station, and on August 27<sup>th</sup> Team Ghilotti connected the station for testing and operation.

Maintenance completed mark ups of pump station piping as required for this month's USA, underground services dig requests.