

Central Marin Sanitation Agency
INFORMATIONAL ITEMS
December 08, 2009

- I-1 Letter date 11/5/09 from CSRMA Re: Pooled Workers' Compensation Program, Eleventh Dividend Declaration
- I-2 Letter dated 11/12/09 from Marin County Civil Grand Jury Re: Request for Program, Board and Financial Information
- I-3 Letter dated 11/23/09 to US Peroxide, LLC Re: Unit Price Adjustment of Hydrogen Peroxide Supply Contract No. 09-05
- I-4 Letter dated 11/24/09 to CSRMA Re: The Agency's application for consideration of the Loss Control Program of the Year Award
- I-5 Letter dated 11/30/09 to the California Regional Water Quality Control Board Re: Monthly Self-Monitoring Report (SMR)—Month of October 2009

JL - 11/9/09



CSRMA California Sanitation Risk Management Authority

c/o ALLIANT INSURANCE SERVICES, INC.
100 Pine Street, 11th Floor, San Francisco, CA 94111-5101

Tel: 415.403.1400

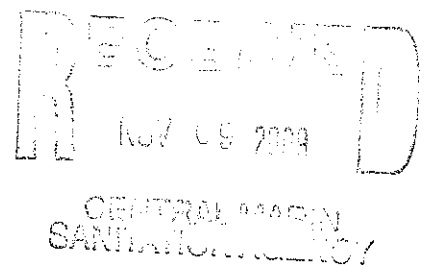
Insurance License No.: 0C36861
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OFFICERS:

Robert Reid, *President*
408.378.2407
Russ Baggerly, *Vice President*
805.646.5548

PAST PRESIDENTS:

Randy Musgraves
2001-2003
Kevin Hardy
2003-2006



November 5, 2009

Mr. Jason Dow
General Manager
Central Marin Sanitation Agency
1301 Andersen Drive
San Rafael, CA 94901

Pooled Workers' Compensation Program
Eleventh Dividend Declaration

Dear Jason:

On August 14, 2009, the Board of Directors declared dividend payments for Program Years 1990/91 to 2002/2003 for all members participating in these years. Enclosed is Central Marin Sanitation Agency's dividend share in the amount of \$10,662.96.

All agencies share in dividends through the formula adopted by the Board of Directors. Dividends are in addition to the Retrospective Rating Program which limits returns to 25% of a member's original deposit. Any remaining unencumbered funds up to 25% of the amount in any one year are shared among the membership as dividends.

Overall, the Pooled Workers' Compensation Program has returned almost \$2,900,000 in dividends to the membership since the program inception in 1990.

Congratulations to Central Marin Sanitation Agency for successfully stabilizing its workers compensation costs. I would also like you to join me in congratulating all the members of CSRMA's Workers Compensation Program for their efforts in making this dividend possible. Together we will continue to stabilize risk costs in a manner beneficial for our rate payers and the communities we serve.

Sincerely,

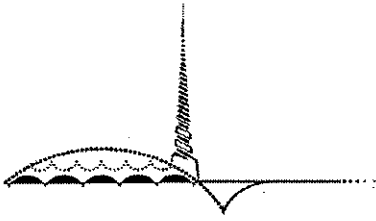
Robert Reid
President

Enclosure

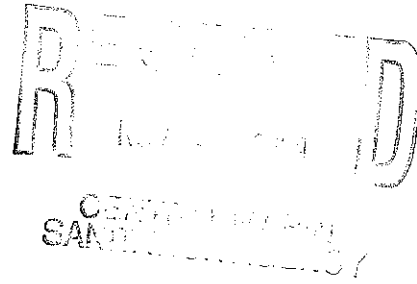
JD

11/16/09

Marin County Civil Grand Jury



November 12, 2009



Jason R. Dow
General Manager
Central Marin Sanitation Agency
1301 Andersen Drive
San Rafael, CA 94901

Subject: Request for Program, Board and Financial Information

Dear Sir/Madam,

The Marin County Civil Grand Jury (GJ) has received the subject information requested by letter in early October.

The GJ understands and appreciates the time, effort and resources required by you to respond to the request.

Thank you for the timely and complete response.

Sincerely,

A handwritten signature in black ink, appearing to read "Judy Chapman".

Judy Chapman, Foreperson
2009/2010 Civil Grand Jury



CENTRAL MARIN SANITATION AGENCY

Jason R. Dow, P.E.
General Manager

1301 Andersen Drive, San Rafael, CA 94901-5339 Phone (415) 459-1455 Fax (415) 459-3971 Web www.cmsa.us

November 23, 2009
return receipt requested

Justina Smith
Business Support Specialist
US Peroxide, LLC
500 Bishop St NW, Suite C3
Atlanta, GA 30318

**Subject: Unit Price Adjustment of Hydrogen Peroxide Supply Contract
CMSA Contract No. 09-05**

Dear Ms. Smith:

The subject contract contains periodic cost adjustment provisions, and CMSA staff have performed the cost analysis and adjustment calculations contained in them. Based on those calculations, the new unit price for hydrogen peroxide will be \$2.289 per gallon, plus the applicable sales tax (currently 9.50% for San Rafael). The cost analysis and adjustment calculations are shown in the table below and the new unit price became effective on December 1, 2009.

Contract Execution 5/4/09	Original Bid Price	Basic Chemical Index	Raw Material Cost	Diesel Fuel Index	Transport	Fixed Costs	Final Cost Before Tax	Tax Rate	Final Cost, Including Tax
Cost Fraction			60%		10%	30%			
1.000	2.2400	339.100	\$ 1.3440	208.30	\$ 0.2240	\$ 0.672	\$ 2.2400	9.50%	\$ 2.4528
First Adjustment, 11/09 (BOLS preliminary data published for September, 2009)		Basic Chemical Index	Raw Material Cost	Diesel Fuel Index	Transport	Fixed Costs	Final Cost Before Tax	Tax Rate	Final Cost, Including Tax
Previous Index		339.100		208.300					
Most Current Index		342.300		242.000					
Percent Change in Indices		0.94%		16.18%					
New Commodity Fractions			\$ 1.357		\$ 0.2602	\$ 0.672	\$ 2.289	9.50%	\$ 2.5064
						% change from 05/09			2.18%

If you have questions, please contact Ken Katen, CMSA's Senior Engineer at 415-459-1455 extension 121 or via email at kkaten@centralmarinsa.org.

Sincerely

Jason R. Dow, P.E.
General Manager





CENTRAL MARIN SANITATION AGENCY

Jason R. Dow, P.E.
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November 24, 2009

Mr. David Patzer
CSRMA Risk Control
170 Dogwood Lane
Vallejo, CA 94591

Dear David:

Enclosed is the Central Marin Sanitation Agency's application package for consideration of the CSRMA Loss Control Program of the Year Award.

The application refers to several improvements to the Agency's comprehensive safety program that have been recently made or are in progress, and points to the processes we have put into place to continue to meet and exceed our safety record goals. Recent key components and activities include:

- Leading the collaborative safety director program with four wastewater agencies in Marin County (the Sewerage Agency of Southern Marin has now joined as a signatory to the program).
- Hiring Du All Safety to perform a thorough safety assessment for the Agency in 2008. Du All has made important recommendations for revisions to the Agency's Policies and Procedures to comply with and exceed CalOSHA's regulations and to achieve safety best practices.
- The safety program participants hired Du-All in June 2009 to complete an extensive scope of work. CMSA's work with Du All is almost half complete at this time.
- Extending the temporary Safety Director's (Elayne Haller) contract to manage the Du-All safety improvement contract work and the safety director program activities.
- Developing a complete Return-to-Work policy with the input and support of Heather Truro, a CSRMA workplace consultant. This policy will be forwarded to our Union in the near future for the "meet and confer" process.
- Joining CSRMA's Medical Provider Network to ensure appropriate, quality care for injured employees.
- Completing CSRMA's online ergonomics assessment, working with Agency employees to evaluate their workstations, purchasing modified equipment where needed, and contracting with a consultant to address high-level accommodations.
- Participating in CSRMA's Functional Capacity Testing pilot to provide critical baseline data.

Looking toward early 2010, CMSA will be working with the participating safety director program agencies to recruit for a new Safety Director to manage and oversee the collaborative safety program. During this period, staff will be fully trained on the recommendations made by Du All.

CMSA continues its commitment to safety matters and is appreciative of the valuable resources CSRMA provides. The Loss Control Program of the Year Award is a significant prize that celebrates an agency's successes, and we thank CSRMA for the opportunity to share our efforts with you and for considering us for this award.


Jason Dow
General Manager


Chris Finton
Safety Officer





CENTRAL MARIN SANITATION AGENCY

Jason R. Dow, P.E.
General Manager

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November 30, 2009

California Regional Water Quality Control Board
San Francisco Bay Region
1515 Clay Street, Suite 1400
Oakland, CA 94612

Attention: Vince Christian

RE: Monthly Self-Monitoring Report (SMR) - Month of October 2009

Enclosed please find the monthly report for the Central Marin Sanitation Agency (CMSA) treatment plant for October 2009. There were no NPDES Permit violations in October.

Effluent results for Cadmium, Cyanide, Lead and Selenium have been "J-flagged" by Caltest Analytical Laboratory. This means these constituents were detected and the concentrations that were reported are Estimated Concentrations. Note that in the electronic reporting, numerical J-flagged values will be reported and commented as DNQ (Do Not Quantitate). The Final Effluent results for Silver was reported as "ND" by Caltest Analytical Laboratory. This means that silver was not detected at or above the listed Method Detection Limit (MDL). Note that in the electronic reporting, constituents reported as ND will be reported as less than (<) the value listed as the MDL.

Semi-annual biosolids testing results are enclosed in this self-monitoring report to complete Redwood Landfill Schedule 1 analyses for phenol.

The upper control limit for precision was exceeded for Final Total Suspended Solids on October 21 and 23. These exceedances were due to tight control limits (as a result of good laboratory procedures) for these analyses. The samples were re-analyzed and the results were within the control limits. Laboratory Corrective Action Plans are on file for these incidents.

We had three events in October during which we temporarily stopped flow to our outfall. On October 6 (0648-1245) our disinfected effluent was diverted to our effluent storage pond in order to install a guide on our 84" final effluent outfall gate. On October 28 (2335-0805) and October 30 (0845-1630) our disinfected effluent was diverted to our effluent storage pond in order to perform field strategy testing of our final effluent pump station. The testing included programming of the computerized control system, operation of the gates, flow measurement and final effluent pump operation.

Once the work had been completed on the above mentioned events, the final effluent was pumped back to the chlorine mixing chamber where it was chlorinated a second time before passing into the chlorine contact tanks.





EPA Forms 3320-1 that reflect CMSA's NPDES Permit, Order #R2-2007-007 that went into effect on April 1, 2007 have been completed. As of the October 2004 monitoring period, EPA Forms 3320-1 have been submitted to the State Water Resources Control Board as requested in the letter sent out by USEPA Region 9, Alexis Strauss, dated October 7, 2004. The 3320-1 forms have been sent since the June 2006 reporting period to the new address that was emailed on July 7, 2006 from the DMR Processing Center. We received notification from the DMR processing center in January 2009 that forms will now be emailed in electronic format. The 2009 forms were emailed on February 18 and will be used for reporting for calendar year 2009. There is an error on the 3320-1 forms for Chromium and the only two choices available are Hexavalent and Trivalent Chromium. I have spoken to the DMR Processing center and they are aware of the error. We will continue to manually cross out Trivalent and hand write "Total Chromium" in the box on the forms until the error is corrected and new forms are sent. Total Chromium is specified as a monitoring requirement in our NPDES permit.

CMSA also plans to submit this report electronically.

If there are any questions please contact me at (415) 459-1455, ext. 142. Quality assurance data are available for all test results cited in this report. Values reported are measured values and are each subject to analytical variability. CMSA reserves the right to question data in an enforcement proceeding.

I certify under penalty of law that this document and all attachments are prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gathered and evaluated the information submitted. Based on my inquiry of the person or persons who managed the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for known violations (40 CFR 122.22(d)).

Robert N. Cole
Environmental Services Manager

enclosures:

Caltest data
Routine DMR data (map, spreadsheets, forms, graphs)

cc: EPA Forms 3320-1
Division of Water Quality
c/o DMR Processing Center
1001 I Street, 15th Floor
Sacramento, CA 95814

