



MONTHLY NEWSLETTER

February 2007

ADMINISTRATION

Ross Valley Relocation

The RVSD successfully moved to CMSA over the February 3rd weekend. They are located in an "interim" area near our chlorine contact tanks in temporary offices, and will move to their more permanent location when Maggiora & Ghilotti completes the corporation yard improvement work. Most utilities, except the fire water line, have been routed to the corporation yard and the grading work is near completion. Next up is the base rock placement, paving, slurry sealing, parking lot striping, and installation of security fencing when the RVSD modular offices arrive.

Construction slowed during the past couple weeks due to the rain, and delays associated with obtaining permit approval of the fire water line connection and piping details from San Rafael. We will hopefully resolve the fire line issues in the near future to allow the work to be completed by the end of March.

NPDES Permit Appeal

Staff has worked with our environmental law attorney, Downey Brand, and our regulatory consultant, Oakley Water Strategies, to appeal our new NPDES permit to the State Water Resources Control Board (SWRCB). The petition letter requests the SWRCB

direct the Regional Water Board to: Remove or revise the effluent limits for copper, mercury, and dioxin; remove the mass limit for mercury; remove all daily effluent limits; delete the compliance schedule for dioxin; delete the mass offset program for dioxin; remove the oil & grease limit; and replace the 85% TSS removal in wet weather with 65%. We have requested the permit be held in abeyance to allow staff to work out the issues with the Regional Board.

Personnel

Operations sent Virgil Sevilla and Alan Burleigh and Environmental Services sent Rob Cole to a two day Biological Secondary Process Control class in Ontario, California. The class covered operating parameters, sampling, troubleshooting and corrective actions to keep the secondary biological process operating optimally.

Seven employees attended the Supervisor's Employment Relations Primer training in Petaluma. This training is provided by Liebert Cassidy Whitmore for supervisors and managers to learn how to comply with applicable personnel law in the workplace.

Operations Supervisor Doug Miller continues training Chris Finton for a smooth transition into his position when Doug retires on March 30th. Besides working at CMSA since the plant started, Doug worked for many years at the San Rafael Sanitation

District Plant before CMSA was built..

Petty Cash Management

The Agency's Financial Policies and Procedure have been updated to reflect new petty cash disbursement procedures. The General Manager and Finance Manager have reviewed these modifications with the Department Managers. The revised procedures provide for better separation of duties and internal control, and are as follows:

- Only the Administrative Assistant can disburse from the Agency's operating petty cash fund
- The Administrative Assistant is responsible for collecting all receipts and change for any petty cash advanced to employees on a weekly basis
- The Accountant will perform a weekly reconciliation of petty cash and notify the Finance Manager of any discrepancies

Finance Related Activities

On February 28, the Agency made its first debt service payment of \$1.1 million on the \$68.7 million in Revenue Bonds that were issued in October 2006. For the next 25 years, CMSA will be making semi-annual debt service payments every March and September; the annual debt service expense will be \$4.7 million. The Finance Department has developed a monthly Treasurer's Report on bond-

funded activities for inclusion in CMSA Board agenda package.

Procurement Contracts

The Board accepted the recommendation to extend the Sodium Hypochlorite contract for one additional year, with a price reduction from \$0.825/gallon to \$0.769/gallon, plus tax. At current usage rates, this is projected to generate a savings of about \$22,500 over the life of the extension.

Staff is now evaluating options to either extend our hydrogen peroxide contract or go out to competitive bidding.

AGENCY PROJECTS

Wet Weather Improvement Project

Carollo Engineers has submitted the 90% design drawings and specifications. Over the next several weeks Agency staff, the CH2MHill peer review team, and Harris & Associates will review and comment on the 388 engineering drawings and two phone book size specification volumes. We intend to submit review comments to Carollo by the end of March, and then the final push will begin to complete the design by May 31st. Public bidding is planned for mid-June 2007.

The geotechnical engineer, Fugro, completed the boring work near the highest locations of the planned retaining wall and have submitted their draft report. In

short, the borings show that the subsurface rock below Andersen Drive is highly weathered and fractured, and disturbing it may result in rock spalling that can trigger larger soil movements. The project team met with Carollo, CH2MHill's value engineering group, H&A, and Fugro to review the findings and decide on how to proceed with the wall design. The group agreed that we maintain the conservative secant pile wall design to minimize the possibility of soil movement and to protect Andersen Drive.

The project team has decided to remove the outfall strengthening and pond restoration elements from the main project and administer these as separate smaller contracts. The pond work is primarily civil/earthwork in nature and can be completed by late summer 2007. By completing the pond work now, we can save general contractor overhead dollars, provide for more wet weather storage during the two winters when the main project will be in construction, and demonstrate to the Regional Water Board that we are minimizing the frequency of blended effluent discharges to the Bay (permit req'd). The outfall work is specialized in nature and can be performed any time prior to operation of the new effluent pump station.

Blending Channel Repairs

The five expansion joint seals in the blending channel have reached the end of their product lifespan and leak into the galleries below when the channel flows. We identified the Sika Corporation's Combiflex™ system as an appropriate means of

replacing the joint seals, and have received quotes from two contractors certified by Sika to apply the system. We have selected Lotus General Contractors of Emeryville to perform the repairs. Lotus has committed to mobilize and complete the work within a short time frame, so that the repairs can be completed before the end of the wet weather season

ADA Accessibility

Most of the in-house work for this project has been completed, with only the door hardware modifications, sign installation, and stair tread painting still pending. The signs have been ordered and should be delivered by the end of March. The contractors have been selected for the front door automation (Access Door Solutions of Daly City) and the restroom remodeling/front counter modifications (A.E. Nelson Construction of Rohnert Park). Once they execute the short form contract agreements and submit their insurance papers, work on those elements will begin. The last remaining outside contractor element will be modifying the asphalt ramp at the entrance to the Solids Handling Building. All work will be wrapped up by June 2007.

Vactor Replacement

The Board accepted this project as complete at their February meeting and staff has filed the Notice of Completion (NOC) with Marin County. 30 days after the NOC filing date, staff will pay Pacific Infrastructures retainage payment. The Vactor and Septage facilities are now operational and being used by

our member agencies and private haulers.

Pond Drain Pump Replacement

Pacific Infrastructure Corporation has submitted the equipment submittals for this project, and the Engineering Department is reviewing them. The equipment will be ordered once the submittals are favorably reviewed, with the pump having the longest lead time (about 16 weeks). The preconstruction meeting will be scheduled at an appropriate time before the equipment arrives onsite. Demolition is expected to begin in June 2007 and construction will be completed by September 2007

Polymer Equipment Upgrade

This project is wrapping up, with only installation of identifying devices still pending. The equipment and control systems are working well, and we expect to take a contract acceptance recommendation to the Board at their March meeting. Contract Change Order No. 2 for \$21,000 is being finalized, and there will be one final, small CCO to be considered with the contract acceptance recommendation. The final phase of dewatering improvement will be to optimize our polymer dilution and mixing rates with our new emulsion polymer and equipment, slated for later this spring.

Outfall Inspection

The final diver inspection of the outfall's diffuser section was completed in late January.

Due to several unforeseen conditions, there were some additional dive mobilizations needed to complete this project, and we have negotiated a Contract Change Order with the diving contractor, Underwater Resources. The next phase of work for the outfall will be detailed internal solids sampling, followed with scoping for a dredging permit to accommodate minor structural upgrades needed as part of the WWIP.

Concrete Deck Coatings

The laboratory analysis report for the failed deck coating materials is being finalized. Once the report is reviewed, we will work with Redwood Painting and the coating manufacturer to develop an appropriate solution, which will be implemented once the dry weather season returns.

Roofing Improvements

The Board adopted the contract documents for this project at their February meeting, and it is being advertised. Bid opening is set Tuesday, March 27, and we expect to take an award recommendation to the Board at their April 10 meeting. Construction is expected to start in late April, or as soon thereafter as conditions permit, and be completed by late summer. Our goal is to have the work completed before the WWIP work commences.

O&M Projects

The plant performed well during the wet weather events this month, during which we saw a high of 68 MGD. The secondary process is working very well and

has not been effected by the high flows or cold rainwater.

E/I upgraded the CMSA website software, found and corrected a software glitch that had locked out some users.

Maintenance researched a bioassay pump failure this month that led to replacing the pump and the backup pump. They resolved some suction piping routing issues and increased the pump Preventive Maintenance frequency to prevent future failures.

Operations is operating the new emulsion polymer system and working on system optimization. All staff have received equipment training from the vendor and control system training from the system integrator.

Maintenance installed a new Muffin Monster grinder on one digester recirculation pump to improve mixing and minimize line plugging. The mechanical installation is completed, and the electrical and controls will be done after the Biotower VFD installation is completed.

Operations continues testing the Water Champ for application of our disinfection hypochlorite. The Water Champ is giving us a decrease in hypochlorite use (of up to 40 %) while maintaining our disinfection level. CMSA will be moving forward to purchase a unit to insure ongoing savings.

PG&E power tripped multiple times on the mornings of the 14th, the 19th, and the 23rd. On the 23rd, PG&E was able to isolate and bypass a malfunctioning electric switch in San Rafael. A secondary problem for CMSA arose when the multiple trips caused our utility breaker actuator to fail. When this actuator failed to open, our emergency generator cannot run. A replacement for this part takes 3 to 4 weeks to manufacture after ordering, so our E/I group analyzed the problems and made repairs. The device was back in service in 2 days

ENVIRONMENTAL SERVICES

Laboratory & NPDES Testing

The NPDES testing we performed in February was in compliance with our permit requirements, and we had 100% survival in our February bioassay.

Public Outreach Events

Environmental Services staff have generated a draft memorandum of understanding (MOU) for a combined public outreach/education program by Marin County wastewater agencies. The MOU will establish a joint effort by CMSA, Las Gallinas Valley Sanitary District (LGVSD), Novato Sanitary District (NSD), Sewerage Agency of Southern Marin, and Sausalito-Marín City Sanitary District, and Sanitary District #5 (Tiburon). The efforts of all agencies will be enhanced by combined resources and a unified

message. The program will expand on the existing combined public education efforts of CMSA, LGVSD, and more recently, NSD. A public education/outreach program is an NPDES permit requirement for CMSA, LGVSD, and NSD.

The joint public outreach and education program will soon have a website, www.1800SAVRBAY.org. When construction is finished, the website will be the place on the internet to visit if Marin residents want to find out about the program or any of the participating agencies, or to research pollution prevention at home.

Staff have developed an ad for "From House To Home" magazine, which will be delivered to all Marin Independent Journal (IJ) subscribers in March as part of a "Green Marin" feature. The ad will invite residents to spend Earth Day touring the wetlands areas at LGVSD. A smaller version of the ad will appear in the IJ the week before Earth Day (April 22).

CONTRACT/OUTSIDE SERVICES

San Rafael Sanitation District FOG

In February, CMSA staff mailed a letter to 95 restaurants in the SRSD service area that are upstream of documented FOG problem areas in the sanitary sewers. The letters explain the FOG program and request the return of a completed (one page) permit application. As was done

in the LGSVD service area, CMSA staff will follow-up to implement the FOG Control Program. The authority for the Program is the CMSA FOG Ordinance, which has been made effective in the SRSD service area by a resolution SRSD Board of Directors.

Sanitary District #2 Pump Stations

Maintenance completed regular checks and routine maintenance of all the pump stations for February. Staff completed installation of the main sanitary district #2 flow meter electronics and has programmed the data over to our Process Control System for recording. We can now monitor wastewater flow from SD#2 which we haven't been able to do for a couple years.

Las Gallinas Sanitary

The initial implementation phase of the LGVSD FOG (Fats, Oils and Grease) Program is now complete. During March, routine compliance inspections will begin at the restaurants that have been issued FOG permits. CMSA inspectors will visit periodically to verify that each restaurant is properly maintaining its grease trap or interceptor.



MARCH 11