



MONTHLY NEWSLETTER

September 2006

ADMINISTRATION

Financial Policies

A final draft Financial Policies Manual, which provides direction on the Agency's fiduciary responsibilities and how the financial affairs should be handled, will be presented to the Board at its October 10 meeting for review and consideration of approval. The policy areas that are included are financial planning, expenditure and revenue management, treasury, debt management, procurement management, and asset management.

CIP Bond Program

At its September 12 meeting, the Board approved a resolution authorizing a revenue bond sale and approval of bond documents to fund the Wet Weather Improvement Project and various other treatment plant improvements. The Board also approved the selection of the Deutsche Bank as trustee for the bonds.

Staff recently gave the bond rating agencies' representatives (Moody's and Standard & Poor's) a presentation covering the Agency, the JPA members, and our bond and capital program, and a facility tour. They subsequently provided ratings of AA and A1, which

are very high for a wastewater agency. The bond sale for an estimated \$70 million, which includes project costs, reserve fund, and costs of bond issuance, is tentatively scheduled on October 12 with final closing and receipt of funds on October 19.

Corporation Yard Sharing

The general manager recently met with the Ross Valley Sanitary District (RVSD) manager and their Board President to scope out the issues needing to be researched, addressed, and resolved prior to CMSA agreeing to share its corporation yard with RVSD. These included space requirements for vehicles, storage, and modular buildings, employee parking lot modifications, utility routing and upgrades, and some of the terms for a use agreement. All agreed that if the move goes forward, all costs will be borne by RVSD.

NPDES Permit Renewal

The Regional Water Board's updated calendar shows our final Draft Permit being adopted in December. We are expecting a Tentative Order for review in October. We will have 30 days to review and comment on the proposed permit and any special conditions that may be included. The thirty day comment period will also allow the EPA and environmental groups to

comment on the proposed permit.

ADA Accessibility

Sally Swanson Architects is finalizing the plans and specifications for the ADA Accessibility Improvements Project, which will modify the front entry area, public counter, restrooms, Board meeting room and selected areas out in the treatment plant to improve ADA accessibility. We expect to advertise the contract by mid-October and start construction in early January 2007. All ADA-related work is expected to be completed by the end of FY 2007.

Staff Training & Recruitments

Mike Cadreau, a mechanical technician, attended the CWEA Northern Regional conference and attended classes on supervision and asset management. O&M personnel attended training for operation and maintenance of the new Paradise Pump Station (SD#2), including its emergency generator. The two new Operations OIT's attended required Safety classes.

Kenji Teshirogi joined CMSA's Engineering staff on September 18. Kenji is a registered Civil Engineer and, prior to coming to CMSA, he worked with North Marin Water District and San Jose Water Company, and most recently he worked for

Earth Tech, an engineering consulting firm in Oakland. His background is in water distribution and treatment, construction project management, and sewer design and inspection. He's heading up the Outfall riser and ADA/Access Barrier Removal projects, and will be managing the upcoming Pond Drain Pump replacement project. Besides specific project management, Kenji will assist the Engineering Department in providing technical support for ongoing Agency committees and initiatives.

We have begun the recruitment for the Environmental Services Analyst position. Advertisements have gone out to relevant websites and publications. Applications are due by the end of October, after which we will begin the review and interview process with an estimated start date in early to mid-January.

Plant Safety

David Patzer, representing California Sanitation Risk Management Authority (CSRMA), conducted an on-site risk management audit on September 7. The audit focused on general liability and worker's compensation exposure, and included reviewing the Agency's Emergency Response Plan, confined space permits, Injury Illness Prevention Program, and plant facilities. The audit results will be available in October. Our plan is to promptly address each

recommendation detailed in the audit as per past practice. CMSA's Safety Committee recently met to discuss the status of the CSRMA audit, the Committee's annual facility safety inspection, and the next safety quiz for Agency staff. The annual safety inspection will occur in mid-October and will cover general safety, electrical safety, hoists, hazardous materials, unit processes, maintenance, and laboratory conditions.

Safety Quiz #11 will be administered in late October and cover construction safety issues since construction projects are beginning at the facility. The results of this semi-annual quiz are used to help focus the Agency's safety tailgates sessions.

Contracts

CMSA amended our sodium bisulfite (SBS) contract to prevent any future "weak load" problems like the one we had in August. Our supplier Basic Chemical Solutions, BCS, has agreed to sample each delivery and supply results within 24 hours so, Operations will know the concentration before needing to use the chemical. The vendor also improved their truck filling procedure to ensure loads are mixed to the correct strength. We have been credited for the cost of the weak load of SBS received last month.

AGENCY PROJECTS

Wet Weather Improvement Project

Staff prepared the Construction Management (CM) Services Request for Proposal document, and sent it to six consulting firms. Proposals are due on Monday October 2nd and will be evaluated by our project team with contribution from Rick Chan, Carollo's project manager. We intend to interview the top ranked firms in November and bring a recommendation to the Board at its December meeting. The selected CM firm will perform constructability and bidability review of the construction documents prior to public bid advertisement, and will perform the full gamut of CM and inspection services during the 30-month construction period.

The final design monthly progress meeting with Carollo covered retaining wall options, roadway and paving design alternatives, and the proposed effluent pump station control strategy. Our peer reviewer, CH2MHill, provided valuable insights and recommendations during the meeting. The 50% design submittal is on schedule for delivery to the Agency in late-October. Staff will have about 4 weeks to review the comprehensive document package and coordinate comments with CH2MHill for submittal to Carollo.

Vector Replacement

Pacific Infrastructure (PIC) has completed the construction of the new RV/Septage receiving

facility. After the paving in the vicinity is complete, we will commission the facility and allow public use. Within the next couple of weeks, PIC will begin demolition of the vactor station. They plan to have the new station build and ready for operation by mid-November, and project completion by the end of the year. While the vactor station is offline, our member agencies will be disposing of vactor truck loads at an alternate location.

Polymer Equipment Upgrade

Most of this project's progress in September was off-site, with the handling facility's platform and stairs being fabricated, which should arrive soon. The next steps are anchoring the dilute polymer tanks, fabricating and installing the steel platform around them, and installing and testing all the equipment, and commissioning the new system. This project is still on track for completion in February.

Outfall Inspection

Underwater Resources began performing the complete visual inspection of our Marine Outfall pipeline in September, and the structural inspection should be wrapped up by late October. On a related note, Parker Diving Service's inspection of the diffusers in June 2006 revealed that additional riser extensions need to be installed to keep the existing diffuser check valves at appropriate levels above the Bay floor. The exact number

of riser extensions to be installed is still being evaluated. A new check valve assembly will also be installed to replace a missing check valve noted in the inspection report. We expect them to start installation of the riser extensions and check valve by mid- to late-October.

Industrial Coatings

The coating work in Primary Clarifiers No. 4 and 5 is nearly complete, with only some minor touch-up and the cleanup remaining. The old waterproof membrane on the Headworks and Aeration Basin deck areas has been stripped and the new system will be installed beginning the first week of October. We expect all work on this contract to be finished by mid-October.

O&M Projects

We continued testing the Water Champ and are seeing ~ 15% savings in chemical while achieving the same disinfection results. This testing is necessary to validate equipment selection for the Wet Weather Improvement Project design. Next month we will test a smaller unit to correlate equipment noise, horsepower and depth in channel. We will also compare operating and maintenance costs of Water Champ to the existing mixer diffuser system.

Another equipment trial for the WWIP is for influent flow metering. The Ross Valley interceptor was "hot tapped" and a magnetic flow meter installed. We will compare the two meters output and if the new meter is accurate, we will

likely install a similar unit on the San Rafael interceptor.

Maintenance continues on our dry weather annual equipment maintenance repairs. Operations is taking equipment out of service and alternating in coordination with Maintenance. This month the secondary clarifiers are being rotated out of operation for inspection and preventive maintenance.

The leaking hydrogen peroxide tank on Sir Francis Drake was replaced this month. As part of our Asset Management Program we plan for replacing one of our 17 chemical tanks per year.

Landscape maintenance this month included removal of dead pine trees along the freeway-side of the plant, and SD#2 mowed the weeds on the steep bank above Andersen Drive.

During our routine oil change on the cogen engine, Valley Power came in to replace a leaking turbo gasket and a coolant pump seal on warranty.

ENVIRONMENTAL SERVICES

Laboratory & NPDES Testing

The NPDES testing we performed for September was in compliance with our permit requirements, and we had 100% survival of the fish in our bioassay.

It has been a very busy month collecting and analyzing samples for our semi-annual comprehensive testing of our final effluent. We perform additional monitoring for herbicides, pesticides, volatile and semi-volatile organics, dioxin, and a variety of other constituents. It was also the semi-annual biosolids testing for landfill and land application requirements. September was the first month for methyl mercury testing of our final effluent as required by a recent 13267 letter from the Regional Water Board.

Public Outreach Events

For Pollution Prevention Week we staffed a public education booth at the Downtown San Rafael Farmer's Market. It was a successful event with 69 people taking our environmental quiz and many others asking about our programs and wastewater treatment facilities.

Novato has agreed to be a partner in our public education and outreach program and we have contacted the other agencies in Marin County to see if they would like to join a County wide program with CMSA as the lead organization facilitating the program. It would allow us to expand our program and help provide additional resources to participate in larger scale projects.

We have submitted applications for the California Water Environment Association (CWEA) Redwood Empire Section Public Education and Safety Program

Awards. If we win either of the Local Section Awards we will be qualified to win a State Award. We did very well last year and hope to do the same this year with our excellent programs.

CalTrans Permits

We are continuing to issue groundwater permits to Caltrans for the freeway expansion project in San Rafael for areas that need to be excavated. Testing continues to be submitted for each site and they have been in compliance with our discharge limits. Monitoring will continue throughout the construction project till the excavations and discharges have ended.

CONTRACT SERVICES

San Rafael Sanitation District FOG

Once the SRSD Resolution adopting our FOG Ordinance is passed by their Board, our staff will mail out permit applications and copies of the Ordinance to Food Service Establishments (FSEs) within the SRSD service area. The FSEs will be requested to fill out a simple one page permit application stating whether they are in compliance with the Ordinance, if they believe they should be exempt, or if they would like a visit from staff to assist them in determining compliance. Once we have reviewed the applications we will visit the establishments to determine compliance and establish compliance schedules.

Sanitary District #2 Pump Stations

Maintenance completed regular checks and routine maintenance of all the pump stations for September. I/E is completing the annual electrical preventive maintenance for all stations in preparation for wet weather. The Trailer Court Pump Station data line was cut for demolition of the other end of the building. AT&T wanted \$5,100 for a temporary line, so SD#2 requested that we move that station up on the Radio Telemetry project list. I/E installed a radio unit and it is fully operational.

SD#2, Nolte Engineering, and Maggiora-Ghilotti successfully brought the new Paradise pump station on line on September 27. CMSA handled station operation and isolation of the forcemain for the change-over.

LGVSD

The permit applications for FSEs upstream of a hot spots have been mailed out and we are currently waiting for the completed applications to be returned. We will then inspect the facilities to ensure compliance, and review requested waivers for program exemption. Permits will then be issued and compliance schedules established to initiate the program.