



MONTHLY NEWSLETTER

February 2009

ADMINISTRATION

Wet Weather Flows

The drought was hit hard this month with storms bringing about 4" of rain over President's Day weekend. On February 15th we measured 1.96" of rain, which resulted in a total daily flow of 46.8 MG and a peak flow of 74.3 MGD.

On February 22nd we measured 2.02" of rain, which resulted in a total daily flow of 51.0 MG and a peak flow of 78.6 MGD.

Monthly Budget Performance

As of January 31, 2008, the Agency has received 52% of the budgeted revenues and incurred 59% of budgeted operating expenses; both are within reasonable operating parameters. Asset Management activities under the Capital Improvement Program are currently at 48% of budget.

The new staff of the Finance Department has established the practice of performing monthly reconciliation of Agency accounts payable and receivable instead of once at fiscal year-end.

FY 2010 Budget

The Finance Department has begun the development of the FY 2009-10 Budget with the issuance of the Budget Development Calendar. The Executive Team has begun the process to update the Revenue Bond Program for presentation to the CMSA Board in March. In March, departments will begin to

develop their Budget proposals for FY 2010. During the month of April, staff will refine the Capital Improvement Program (CIP) and begin finalizing the operating budget and 10-Year forecast. The draft FY 2010 Budget will be presented to the CMSA Board in May 2009 with the final FY 2010 Budget ready for Board adoption in June.

The Agency has formed a CIP Committee comprised of key staff members who will be charged with reformatting and updating the 10-Year CIP for inclusion in the FY 2010 Budget.

Pilot Cost Savings Award Program

At its February 10 meeting, the Board approved the CMSA Cost Savings Award Program as a one-year pilot program. This program is the second of three elements of the Agency's Employee Retention and Recruitment Program. The first element implemented was the Carpool and Alternate Commute Incentive Program. The third element is the development of an apprenticeship program for the Agency's technical positions.

All CMSA employees, except senior managers, are eligible to participate in the program, which awards employees for successful cost savings initiatives. The Program Administrator is currently seeking volunteers to serve on the Program Evaluation Committee.

Employee Fund Committee

The Employee Fund Committee, chaired by Brian Bokkin and attended by Hank Jen, Byron Jones, and Lou Breuer, held its first quarterly meeting for 2009. The committee discussed, updated, and approved the Committee By-laws. It also adopted a meeting schedule for 2009, designated alternates for current committee members, discussed purchasing a currency reader for the vending machine, and potentially increasing prices for vending machine items.

Personnel & Training

Congratulations to our Succession Plan Phase III temporary hires: Chris Finton promoted from Operations Supervisor to Assistant Treatment Plant Manager and Mike Cadeau was promoted from Maintenance Tech Lead to CMMS Administrator. These positions will give the candidates an opportunity to learn the tasks and responsibilities needed for future promotions as O&M managers retire.

Cathodic Protection Survey

The annual cathodic protection survey reports and recommendations for the CMSA outfall and SRSD Simms forcemain were finalized by JDH Corrosion Engineers, with assistance from Agency staff. Engineering staff is working with the Electrical and

Instrumentation Department to implement monitoring improvements recommended by the consultant. SRSD will reimburse CMSA for their portion of the survey expenses.

Procurement Contracts

The previous Sodium Hypochlorite contract expired in February and a new contract was bid out, and subsequently awarded by the Board at their February 10 meeting. The low bidder was Olin Chlor Alkali, the previous vendor, at a total price of \$0.8595 per gallon, an 8.9% increase over the previous contract's price.

The semiannual cost adjustment for sodium bisulfite produced a cost increase of 8.21%, from \$1.316 per gallon to \$1.424 per gallon.

The hydrogen peroxide and calcium nitrate procurement contracts will be rebid this spring, and the new contracts' terms and cost adjustment provisions will align with those of other CMSA procurement contracts.

Safety

O&M staff completed Hazardous Waste Operations (HAZWOPER) level training on February 9th. The training is for employees to properly respond to releases of hazardous substances as part of the initial response.

We have purchased a 4th LifePak 1000 Defibrillator for our maintenance building. Staff have received their refresher training on defibrillator use. We also have defibrillators in the administration, solids handling, and chlorination buildings.

PROJECTS

Wet Weather Improvement Project

Recent milestones have been the placement of the Effluent Pump Station (EPS) engine room walls and about half of the new Primary Clarifier walls. The Primary influent Channel extension and roof beams out to the existing Gallery A wall have also been placed. The Gallery A extension above-ground walls, remaining Primary Clarifier walls and floors, Primary Effluent Channel, and Blending Channel extensions remain to be formed and poured. Various gates, piping, and other mechanical equipment are being installed at the new CCTs and EPS. The factory witness testing of the EPS pumps is planned for late March.

Food-to-Energy (F2E)

The Board has authorized staff to develop a focused workplan for the food-to-energy project. It will include project outreach to the cities and towns in the CMSA service area and a tour of the EBMUD F2E facility. Staff plans to bring a six-month workplan to the March Board meeting which will include outreach, education, and pre-design activities.

Staff gave a presentation at the February Marin City/Town Manager's meeting that included an overview of CMSA, our wet weather program, and the F2E project concept.

Outfall Crack Investigation

A professional service agreement with Carollo Engineers for design services

on the Phase II - Outfall Improvements Project has been prepared and the scope of work and fee for the first task is being developed. Task 1 will be to determine the most cost effective method to investigate the exterior of the outfall in the vicinity of an internal crack. If an external crack exists, Task 2 will focus on designing structural improvements for the outfall pipeline in the crack area.

Staff anticipates having the project design agreement and the Task 1 scope and fee ready by the March Board meeting for consideration of approval.

Bar Screen Replacement

Staff has collaborated with Carollo Engineers to review the barscreen equipment submittals and coordinate the review comments. The equipment manufacturer is responding to the submittal review comments, and equipment fabrication will begin once the comments are satisfactorily addressed. The project is on schedule and Western Water is planning to install the new equipment from late this spring through the end of summer.

Outfall Cleaning

Before the Effluent Pump Station becomes operational next winter the accumulated solids must be removed from the inside of the diffuser section. Staff is finalizing the contract for this work for adoption by the Board at their March 10 meeting, and completing the applications for the last remaining regulatory permits for the work.

The multiagency Dredged Material Management Office determined in November that the Regional Water Board would regulate disposal of the removed interior solids, and that the other lead regulatory stakeholders (US Army Corps of Engineers, Bay Area Conservation and Development Commission, State Lands Commission, and City of San Rafael) would regulate the removal and relocation of bay floor sediments overlying the access hatches.

Since then, the Regional Water Board has concurred with plans to sidecast the removed material alongside the diffuser section, BCDC has issued a permit for the work, and the State Lands Commission has determined that the Agency does not need to obtain a dredging lease. Staff has determined that the use of temporary cofferdams around the access ports will greatly simplify the Corps of Engineers' permitting process, and we continue to work closely with Corps staff to identify the appropriate permit to obtain. The City of San Rafael's Tidelands Work Permit will be obtained in the near future.

Facilities Expansion

The scope of work for this project is being finalized. Next steps will include solicitation of requests for proposals (RFPs) from appropriate design firms, development of a design and construction contract, adoption, bidding, and award of the construction contract, and completion of the construction work. Construction is planned for mid-2010.

Emergency Generator Improvements

The project is currently being advertised for public bid, and the bid proposal opening is scheduled for March 3rd. Eighteen contractors attended the pre-bid tour on February 24th. Their design clarification questions were noted, then answered after the tour by staff and CH2MHill, the design engineer. A contract addendum containing the responses has been sent to all contractors on the planholder's list. The Engineer's Construction Cost Estimate is \$200,000. We anticipate having an award recommendation before the Board at their March 10th meeting.

Cogenerator Repair

Petersen Power began working on the Waukesha engine on January 28th. They have completely disassembled the engine and removed the generator to be rebuilt. The generator work will include new field windings, a "clean and dip," and new bearings.

Parts availability has slowed progress, but Petersen has started the reassembly and now predicts a completion in March. Our PG&E bill for a full month of electricity usage was approximately \$43,000.

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O & M Projects

Maintenance hired a contractor to sandblast and coat the second of our four existing grit classifiers. The WWIP will install one new grit classifier and coat one of the existing classifiers. The maintenance contractor will be scheduled for

blasting and coating the third classifier when the weather dries out.

The Grit Classifier #4 screw conveyor sheared off and was repaired in place. Maintenance sleeved the inside diameter of the screw conveyor pipe that sheared and welded the screw back together.

Maintenance replaced the bearings and seals on Centrifuge #1. Assembly of #3 centrifuge with the rebuilt scroll is wrapping up this month; it will be tested and returned to service in March.

Marin Conservation Corps spent three days pulling and cutting invasive scotch broom off the hillside above Andersen Drive. Pulling it out by the roots reduces the grow back. Our plan is to slowly eliminate the large areas of broom on the north and south sides of Andersen Drive.

ENVIRONMENTAL SERVICES

NPDES Testing

The CMSA lab testing was in compliance with permit requirements, with 100% survival in the February bioassay.

Laboratory

The wet weather has resulted in additional SSO testing for our member agencies. When sanitary sewer overflows occur, we analyze samples, upstream and downstream, of the spill site to determine

levels of bacteria in the water. We also provide the member agency staff with information about spill reporting requirements and interpretation of the testing results.

Public Outreach

Our "Captain Polluto" puppet show reached 230 students this month, and we are already planning our next show for the 2009-2010 school outreach program. We will try to target older students for the next two school years before rotating back to a program for younger children (K-3). By varying the programs offered, we try to keep the schools interested in our education program.

Environmental Compliance

The focus of our Environmental Compliance efforts over the past month has been on the preparation of the Agency's annual biosolids report and pollution prevention (P2) report that we submit to the EPA and Regional Water Board. As part of our contract with Las Gallinas Valley Sanitary District, we produce their annual P2 report. Staff also assists other wastewater agencies on the public outreach component of their P2 reports.

CONTRACT/OUTSIDE SERVICES

SRSD FOG

Staff recently performed 50 compliance inspections for all Food Service Establishments (FSEs) that are permitted to self-clean their grease traps; all FSEs were in compliance with the FOG program requirements. Minor verbal warnings were

issued to two FSEs for not having their trap cleaning logs accessible during the inspections. This is an excellent compliance record, and demonstrates the program's effectiveness.

Seafood Peddler is the last FSE needing to achieve program compliance and has signed a contract to install a 1,200 gallon interceptor. The interceptor is on order and should be installed in the near future.

LGVSD

Chili's restaurant, which has had problems complying with the FOG program, has closed. They pumped their interceptor after closing and we have performed an inspection to ensure it was cleaned. Due to the remodel of the Northgate Mall, many FSEs have temporarily closed until the new food court is completed. A few of the FSEs have moved to new locations requiring additional inspections, and installation of Grease Removal Devices (GRDs).

RVSD FOG

Staff is performing the second round of compliance inspections for FSEs that are already on permit. The implementation of the first stage of the program has been very successful with all of the inspections showing excellent compliance.

We are following up with 13 FSEs that have not submitted their plans to Marin County Environmental Health Services, or that have not contacted staff to discuss GRD installation.

We will be meeting with these FSEs to review the program requirements and ascertain their intentions to comply with the program.

Sanitary District #2

Maintenance completed regular checks and routine preventive maintenance, including generator checks and wet well cleaning for all of the 19 pump stations in February.

The flow signal for the Golden Hind pump station was added to the station's PLC and to the historical logging at CMSA. This information will assist in the analysis of the infiltration/sewer flows study that is ongoing. The annual electrical preventive maintenance for all pump stations was completed this month. For Tamalpais Pump Station, a new style Flyte pump with a cutter bar impeller (to cut up rags that clog the pump) was installed and put into service this month.

Maintenance completed 57 USA (underground services dig requests) mark ups for pump station piping this month.

Tamalpais Community Services District

The TCSD Board unanimously approved the FOG service agreement with CMSA to develop and implement a FOG program for their district. The agreement is on the CMSA Board's March meeting agenda, and if approved, staff will begin preparing the contract work.