

# **AGENDA**

## **REMOTE MEETING NOTICE**

Due to health concerns related to the COVID-19 pandemic, members of the public are encouraged to attend this meeting remotely via zoom as set forth below.

### **INSTRUCTIONS FOR USING ZOOM**

- Join the meeting using the link below.
- You must have audio and microphone capabilities on the device you are using to join the meeting.
- When you join the meeting make sure that you join the meeting with audio and follow the prompts to test your speaker & microphone prior to joining the meeting.

### **TO SPEAK ON AN ITEM USING ZOOM**

- The Board President will call the item and staff will begin the staff report.
- Click on the Raise Hand icon if you would like to speak on the item.
- Your name will be called on when it's your turn to speak.
- When your name is called, you will be prompted to unmute yourself.
- When your time is up, you will be muted.
- You will repeat this process for each item you want to speak on.

### **FOR OPEN SESSION PARTICIPATION**

Join Meeting Electronically at:

<https://us02web.zoom.us/j/84233177071?pwd=QjZOam1BdHVLNjg0QmM5dnowNXFyZz09>

Meeting ID: 842 3317 7071

Passcode: 354641

**A G E N D A**  
REGULAR MEETING OF THE GOVERNING BOARD  
OF THE GOLETA SANITARY DISTRICT  
A PUBLIC AGENCY

One William Moffett Place  
Goleta, California 93117

December 20, 2021

**CALL TO ORDER:** 6:30 p.m.

**ROLL CALL OF MEMBERS**

**BOARD MEMBERS:** Jerry D. Smith  
Steven T. Majoewsky  
George W. Emerson  
Sharon Rose  
Edward Fuller

**CONSIDERATION OF THE MINUTES OF THE BOARD MEETING**

The Board will consider approval of the Minutes of the Regular Meeting of December 6, 2021.

**PUBLIC COMMENTS** - Members of the public may address the Board on items within the jurisdiction of the Board.

**POSTING OF AGENDA** – The agenda notice for this meeting was posted at the main gate of the Goleta Sanitary District and on the District’s web site 72 hours in advance of the meeting.

**BUSINESS:**

1. CONSIDERATION OF AWARD OF CONSTRUCTION CONTRACT AND CONSTRUCTION MANAGEMENT SERVICES AGREEMENT FOR THE INFLUENT PUMP STATION REHABILITATION PROJECT  
(Board may take action on this item.)
  
2. REVIEW AND CONSIDERATION OF AMENDMENT TO ENGINEERING DESIGN SERVICES CONTRACT WITH HAZEN AND SAWYER FOR THE BIOSOLIDS AND ENERGY STRATEGIC PLAN PHASE 1 IMPROVEMENT PROJECT  
(Board may take action on this item.)

3. DISCUSSION AND ACTION RELATED TO DIRECTOR PARTICIPATION ON THE SANTA BARBARA COUNTY LOCAL FORMATION COMMISSION  
(Board may take action on this item.)
4. CONSIDERATION AND ADOPTION OF RESOLUTION CONTINUING THE CONDUCT OF MEETINGS UNDER MODIFIED BROWN ACT REQUIREMENTS  
(Board may take action on this item.)
5. GENERAL MANAGER'S REPORT
6. LEGAL COUNSEL'S REPORT
7. COMMITTEE/DIRECTOR'S REPORTS AND APPROVAL/RATIFICATION OF DIRECTOR'S ACTIVITIES
8. PRESIDENT'S REPORT
9. ITEMS FOR FUTURE MEETINGS
10. CORRESPONDENCE  
(The Board will consider correspondence received by and sent by the District since the last Board Meeting.)
11. APPROVAL OF BOARD COMPENSATION AND EXPENSES AND RATIFICATION OF CLAIMS PAID BY THE DISTRICT  
(The Board will be asked to ratify claims.)

## **ADJOURNMENT**

***Any public records which are distributed less than 72 hours prior to this meeting to all, or a majority of all, of the District's Board members in connection with any agenda item (other than closed sessions) will be available for public inspection at the time of such distribution at the District's office located at One William Moffett Place, Goleta, California 93117.***

# MINUTES

**MINUTES**  
REGULAR MEETING OF THE GOVERNING BOARD  
GOLETA SANITARY DISTRICT  
A PUBLIC AGENCY  
DISTRICT OFFICE CONFERENCE ROOM  
ONE WILLIAM MOFFETT PLACE  
GOLETA, CALIFORNIA 93117

December 6, 2021

**CALL TO ORDER:** President Smith called the meeting to order at 6:30 p.m.

**BOARD MEMBERS PRESENT:** Jerry D. Smith, Steven T. Majoewsky, George W. Emerson (arrived at 6:47 p.m.), Sharon Rose, Edward Fuller

**BOARD MEMBERS ABSENT:** None

**STAFF MEMBERS PRESENT:** Steve Wagner, General Manager/District Engineer, Rob Mangus, Finance and Human Resources Manager/Board Secretary and Richard Battles, Legal Counsel from Howell Moore & Gough LLP.

**OTHERS PRESENT:** Larry Meyer, Director, Goleta West Sanitary District, Tom Evans, Director, Goleta Water District, and Adam Guise, Partner Moss Levy & Hartzheim LLP

**APPROVAL OF MINUTES:** Director Majoewsky made a motion, seconded by Director Fuller, to approve the minutes of the Special Board meeting of 11/20/21. The motion carried by the following vote:

(21/12/2260)

AYES:	4	Smith, Majoewsky, Rose, Fuller
NOES:		None
ABSENT:	1	Emerson
ABSTAIN:		None

**POSTING OF AGENDA:** The agenda notice for this meeting was posted at the main gate of the Goleta Sanitary District and on the District's website 72 hours in advance of the meeting.

**PUBLIC COMMENTS:** None

**BUSINESS:**

1. **DISCUSSION AND PRESENTATION OF THE DISTRICT'S AUDIT REPORT AND FINANCIAL STATUS AS OF JUNE 30, 2021**  
Mr. Wagner began the staff report and introduced Adam Guise, CPA, Partner with Moss, Levy & Hartzheim LLP who presented the audit report to the Board.

Director Majoewsky made a motion, seconded by Director Fuller to accept the FY 2020-21 Audit Report and direct staff to submit the report to the State Controller.

The motion carried by the following vote:

(21/12/2261)

AYES:	5	Smith, Majoewsky, Emerson, Rose, Fuller
NOES:		None
ABSENT:		None
ABSTAIN:		None

2. DISCUSSION AND ADOPTION OF PROPOSED RESOLUTIONS #21-672 AND #21-673 UPDATING AND REVISING DISTRICT POLICIES AND ACTIONS RELATED TO RECENT CALPERS HEALTH INSURANCE PLAN CHANGES

Mr. Wagner gave the staff report.

Director Rose made a motion, seconded by Director Majoewsky to accept and approve Resolution #21-672 Amending Policy #308 of the Human Resources Procedure and Policy Manual regarding benefits and to accept and approve Resolution #21-673 approving revisions to Health Reimbursement Arrangements for Active and Retired District Employees.

The motion carried by the following vote:

(21/12/2262)

AYES:	5	Smith, Majoewsky, Emerson, Rose, Fuller
NOES:		None
ABSENT:		None
ABSTAIN:		None

3. CONSIDERATION OF PENSION LIABILITY MANAGEMENT STRATEGIES

Mr. Wagner gave the staff report.

Director Fuller made a motion, seconded by Director Majoewsky to direct staff to move forward with the plan to pay down the unfunded accrued pension liability with interfund loan and initiate discussions with the Contract Users and report back to the Board.

The motion carried by the following vote:

(21/12/2263)

AYES:	5	Smith, Majoewsky, Emerson, Rose, Fuller
NOES:		None

ABSENT: None  
ABSTAIN: None

4. GENERAL MANAGER'S REPORT

Mr. Wagner gave the report.

5. LEGAL COUNSEL'S REPORT

Mr. Battles reported on a notice from the County regarding CEQA filing fees increase forthcoming.

6. COMMITTEE/DIRECTORS' REPORTS AND APPROVAL/RATIFICATION OF DIRECTORS' ACTIVITIES

Director Fuller – Reported on the Finance Committee meeting he attended.

Director Emerson – No report.

Director Majoewsky – No report.

Director Rose – No report.

7. PRESIDENT'S REPORT

President Smith – Reported on the Finance Committee meeting he attended.

8. ITEMS FOR FUTURE MEETINGS

No Board action was taken to return with an item.

9. CORRESPONDENCE

The Board reviewed and discussed the list of correspondence to and from the District in the agenda.

10. APPROVAL OF BOARD COMPENSATION AND EXPENSES AND RATIFICATION OF CLAIMS PAID BY THE DISTRICT

Director Emerson made a motion, seconded by Director Rose, to ratify and approve the claims, for the period 11/16/21 to 12/06/21 as follows:

Running Expense Fund #4640	\$ 575,283.15
Depreciation Replacement Reserve Fund #4655	\$ 5,551.17
Retiree Health Insurance Sinking Fund #4660	\$ 10,863.21

The motion carried by the following vote:

(21/12/2264)

AYES:	5	Smith, Majoewsky, Emerson, Rose, Fuller
NOES:		None
ABSENT:		None
ABSTAIN:		None

**ADJOURNMENT**

There being no further business, the meeting was adjourned at 7:48 p.m.

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Jerry D. Smith  
Governing Board President

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Robert O. Mangus, Jr.  
Governing Board Secretary

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Steven T. Majoewsky

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George W. Emerson

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Sharon Rose

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Edward Fuller

# **AGENDA ITEM #1**

**AGENDA ITEM: 1**

**MEETING DATE: December 20, 2021**

**I. NATURE OF ITEM**

Consideration of Award of Construction Contract and Construction Management Services Agreement for the Influent Pump Station Rehabilitation Project

**II. BACKGROUND INFORMATION**

On July 19, 2021 the District Board approved the plans and specification for the Influent Pump Station (IPS) Rehabilitation Project and authorized staff to put it out to bid. A Notice Inviting Sealed Bids was placed in the Santa Barbara News Press and Project Specifications were sent to area contractors and plan rooms. Sealed bids were opened on December 2, 2021. GSE Construction Company, Inc. of Livermore, CA submitted the apparent low bid of \$3,687,300 for this project.

**III. COMMENTS AND RECOMMENDATIONS**

While several contractors expressed interest in bidding on this project, GSE Construction Company, Inc. (GSE) was the sole contractor to submit a bid. In talking with the other contractors that expressed interest in submitting a bid, many had recently been awarded other construction contracts and no longer had the capacity to complete the IPS project. Nick Panofsky of MNS Engineers, Inc. has reviewed the bid from GSE and found all documents to be in order. GSE is a highly qualified firm that has successfully completed similar projects in the past.

Since GSE was the only bidder to submit a bid, and the bid was greater than the engineer's estimate, staff requested GSE review their proposal to see if there was any possibility of reducing the project cost in the form of a post-bid price concession without a change or reduction in the scope of work. GSE agreed to an \$80,000 price reduction and submitted a revised bid for Board consideration in the amount of \$3,607,300 as their best and final offer. Attached to this report is a spreadsheet showing GSE's original and revised bids, along with the engineer's estimate.

While the revised GSE bid is still 11% higher than the engineer's estimate of \$3,250,000 several market-related challenges have emerged since the engineer's estimate was prepared. These include significant increases in market specific producer price indices, and growing supply chain issues. These issues are unlikely to change anytime soon and delaying the start of this project would likely result in even greater cost increases in the future. Delaying this project could also impact the delivery of the BESP Phase 1 Improvement Project, which would then result in increased costs for that project as well. As such, staff recommends the

Board award a construction contract to GSE for the IPS project based on their revised bid as set forth in this report.

To ensure the project is built in accordance with the approved plans and specifications, staff requires the assistance from an engineering firm for construction management (CM) services. These services include, but are not limited to: Project Review and Pre-Job Coordination, Project Setup, Pre-Construction Conferences, Pre-Construction Site Survey, Contract Administration/Document Control, Project Communication and Coordination, Project Schedule Adherence, Cost Control, Inspection, Permit Management, Safety, Labor Compliance/Certified Payrolls, Record Drawings (As-Builts), Startup and Commissioning, and Closeout.

Staff contacted MNS to provide a proposal for the required CM services for this project based on the final plans and specification. Since MNS provided the design services on the project, they are extremely familiar with the project's scope and construction phasing. MNS is a local engineering firm that has experience in providing CM services on similar projects. A copy of the MNS CM services proposal is attached to this report. The total estimated cost of CM services is \$456,072 or 12.6% of the construction bid price which is within industry standards for this type of project.

The District has appropriated a total of \$3,370,065 for the construction of this project in prior years. A summary of the revised total project cost based on GSE's revised bid along with the prior budget allocations and funding shortfall is shown in the following table:

<b>Project Cost</b>	
<b>Item</b>	<b>Cost</b>
Construction w/add'l bypass	\$3,607,300
Construction Management (CM)	\$456,072
<b>Total</b>	<b>\$4,063,372</b>

<b>Project Budget Appropriations</b>	
Prior years Budget Appropriations	\$3,370,065
<b>Additional Funding Required</b>	<b>\$693,307</b>
<b>Total</b>	<b>\$4,063,372</b>

While the total estimated cost of the project exceeds the amount budgeted, adequate funds exist within the District's Replacement Reserve Fund to complete the project. Given the long lead time associated with acquiring various parts for this project, completion isn't anticipated until fall of 2022 and the additional funding required could be included in the FY 2022-23 budget. As such, staff recommends the Board take the following actions:

1. Authorize the General Manager to execute a construction contract with GSE Construction Company, Inc. for the GSD Wastewater Treatment Plant (WWTP) Influent Pump Station Rehabilitation Project in an amount not to exceed \$3,607,300.
2. Authorize the General Manager to approve contract change orders as needed up to an amount not to exceed 5% of the contract amount or \$180,365.
3. Authorize the General Manager to execute an agreement with MNS Engineering Inc. for construction management services in the form of an addendum to proposal at an amount not-to-exceed \$456,072.
4. Direct staff to include an additional budget appropriation in the FY 2022-23 Budget for the Influent Pump Station Rehabilitation Project in the amount of \$700,000.

#### **IV. REFERENCE MATERIAL**

GSD WWTP Influent Pump Station Rehabilitation Project Bid Tabulation

MNS Engineers, Inc. Recommendation of Award

MNS Engineers, Inc. Proposal for Construction Management Services

## Goleta Sanitary District Influent Pump Station Rehabilitation Project Bid Summary

Bid Item	Description	Unit	Quantity	GSE 12/2/21 Bid		GSE Revised Bid		Engineers Estimate	
				Unit Price	Total	Unit Price	Total	Unit Price	Total
1	Key Submittals	L.S	1	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000
2	Mobilization	L.S	1	\$140,000	\$140,000	\$140,000	\$140,000	\$150,000	\$150,000
3	Electrial Improvements	L.S	1	\$480,000	\$480,000	\$480,000	\$480,000	\$360,000	\$360,000
4	Instrumentation and Controls Improvements	L.S	1	\$270,000	\$270,000	\$270,000	\$270,000	\$130,000	\$130,000
5	Mechanical Piping, Valves, and Pumps Improvements	L.S	1	\$980,000	\$980,000	\$980,000	\$980,000	\$760,000	\$760,000
6	Heating Ventilation and Air Conditioning Improvements	L.S	1	\$630,000	\$630,000	\$550,000	\$550,000	\$840,000	\$840,000
7	Structural Improvements	L.S	1	\$1,037,300	\$1,037,300	\$1,037,300	\$1,037,300	\$740,000	\$740,000
8	Lift Station Bypassing	L.S	1	\$70,000	\$70,000	\$70,000	\$70,000	\$160,000	\$160,000
9	Lift Station Bypassing - Wet Weather Event	L.S	1	\$30,000	\$30,000	\$30,000	\$30,000	\$60,000	\$60,000
10	Contingency Allowance	L.S	1		\$30,000		\$30,000		\$30,000
<b>BID TOTAL</b>				<b>\$3,687,300</b>		<b>\$3,607,300</b>		<b>\$3,250,000</b>	



201 N. Calle Cesar Chavez, Suite 300, Santa Barbara, CA  
Ph. (805) 692-6921 / F. (805) 787-0437

December 10, 2021

Mr. Steve Wagner, PE, General Manager/District Engineer  
Goleta Sanitary District  
One William Moffett Place  
Goleta, CA 93117

**Subject: WWTP Influent Pump Station Rehabilitation Project – Bid Award Recommendation Letter**

Dear Mr. Wagner:

MNS Engineers, Inc. completed a review of the bid proposal submitted by GSE Construction Company Inc. with their bid for the WWTP Influent Pump Station Rehabilitation Project (Project). The bid was submitted to the Goleta Sanitary District (District) on December 2, 2021. The apparent low bidder for the Project was submitted by GSE Construction Company inc. (GSE). MNS prepared a bid tabulation for the project, attached, which compares the Engineer's Opinion of Probable Cost of Construction to the bid provided by GSE.

A single bid was received for the Project. MNS completed a post-bid phone survey of the contractors who received the Project contract documents, but did not bid the job, to determine why only a single bid was received. The results of the survey indicate that there are no issues with the contract documents or bid process that prevented contractors from bidding the work. Feedback indicated that a majority of the firms have high current work backlogs that would prevent them from adequately staffing the Project, and therefore could not bid the work. A comment was received that the Project work is split equally between several disciplines, and as result, includes less potential profit for the prime contractor. This, combined with the extended lead time required to purchase project equipment makes the job less attractive for some contractors.

The single bid received is approximately 13.5% above the Engineer's Opinion of Probable Cost of Construction. MNS attributes this increase in price to multiple factors:

- With most projects, multiple bids provide a range of prices, often with prices well above and below the Engineer's Opinion of Probable Cost of Construction. With only one contractor submitting a bid, this spread was not achieved. While increased competition would tend to lower contractor pricing, re-bidding the project is unlikely to gain sufficient additional interest to obtain additional bids and is not recommended.
- The Engineer's Opinion of Probable Cost of Construction was prepared in September 2021, prior to the current increase in economic inflation. In addition, construction at the project site is not anticipated to begin for approximately 1-year from contract award due to lead times for equipment. Due to the unknown economic conditions and pricing at the time of construction, an increase in bid prices can be expected.

It is MNS' opinion that the fee proposed by GSE is within a range of cost that can be expected for the work, and therefore can be accepted at the District's discretion.

MNS reviewed the bid proposal provided by GSE Construction Company Inc. to verify the proposal is complete and includes signed original copies of the required bid documents, which are listed on the Bid Tabulation attached to this letter. MNS was able to contact one of the three project references listed and received positive feedback on GSE's work. Feedback from owners of the other two listed projects reference is pending at the time of writing this letter, however, we have verified that the projects listed meet the requirements for references assuming the information provided is accurate. MNS has worked with GSE Construction Company Inc. on prior occasions, and we believe they have the necessary tools, equipment, experience, and staff to complete the work.

MNS confirms GSE Construction Company Inc. meets the minimum experience requirements required by the Project contract documents and has submitted a complete bid package.

Mr. Steve Wagner, PE

**December 10, 2021**

Page 2 of 2

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Sincerely,  
MNS Engineers, Inc.



Nick Panofsky, PE  
Lead Engineer/Project Manager

Attachments – Bid Tabulation

**GSE Construction Company Inc.**7633 Southfront Road, Suite 160  
Livermore, CA 94551[Achapman@gseconstruction.com](mailto:Achapman@gseconstruction.com)**Engineer's Estimate, MNS Engineers Inc.**201 N. Calle Cesar Chavez, Suite 300  
Santa Barbra, CA[npanofsky@mnsengineers.com](mailto:npanofsky@mnsengineers.com)

Bid Item #	Bid Item Description	Unit	Estimated Quantity	Unit Price	Total	Unit Price	Total
1	Key Submittals	L.S	1	20,000 \$	20,000	20,000 \$	20,000
2	Mobilization	L.S	1	140,000 \$	140,000	150,000 \$	150,000
3	Electrical Improvements	L.S	1	480,000 \$	480,000	360,000 \$	360,000
4	Instrumentation and Controls Improvements	L.S	1	270,000 \$	270,000	130,000 \$	130,000
5	Mechanical Piping, Valves, and Pumps Improvements	L.S	1	980,000 \$	980,000	760,000 \$	760,000
6	Heating Ventilation and Air Conditioning Improvements	L.S	1	630,000 \$	630,000	840,000 \$	840,000
7	Structural Improvements	L.S	1	1,037,300 \$	1,037,300	740,000 \$	740,000
8	Lift Station Bypassing	L.S	1	70,000 \$	70,000	160,000 \$	160,000
	Contingency Bid Item						
9	Lift Station Bypassing - Wet Weather Event	L.S	1	30,000 \$	30,000	60,000 \$	60,000
	Contingency Bid Allowance						
10	Contingency Allowance	Allowance	Allowance		\$ 30,000		\$ 30,000

**TOTAL****\$ 3,687,300****\$ 3,250,000**

<b>Proposal Form - Bid Schedule</b>	<b>x</b>
<b>Non-collusion Affidavit</b>	<b>x</b>
<b>Designation of Subcontractors</b>	<b>x</b>
<b>Experience Qualifications</b>	<b>x</b>
<b>Sewage Bypassing Qualification Form</b>	<b>x</b>
<b>Bid Bond</b>	<b>x</b>
<b>Security for Compensation Certificate</b>	<b>x</b>
<b>Iran Contracting Act Certificate</b>	<b>x</b>
<b>Addendums Acknowledgment</b>	<b>x</b>

**August 21, 2021**

Goleta Sanitary District  
**Attention: Mr. Steve Wagner**, General Manager  
One William Moffett Place  
Goleta, CA 93117

**SUBJECT: Proposal for Construction Management Services for Influent Pump Station Improvement Project**

Dear Mr. Wagner:

Thank you for the opportunity to submit this proposal for Construction Management Services for the Influent Pump Station Improvement (IPS) Project. MNS Engineers, Inc. (MNS) offers the Goleta Sanitary District (District) a team of qualified construction management professionals with experience in similar rehabilitation and improvements in operating wastewater treatment plants. The MNS team has specific experience in the planning and coordination necessary to ensure that improvement work is conducted in a coordinated manner as to not jeopardize plant operations.

### Project Understanding

The goal of this project is to successfully rehabilitate the existing plant influent pump station's operation and safety. The key objectives of this project include:

- New complete bubbler level control system
- Rehabilitation of four existing influent pumps and motors
- Upgrades and overhaul of the HVAC system to ensure maintenance of classified gas areas and compliance with NFPA requirements
- New sump pump system
- New gas detection system
- Electrical and control modifications including:
  - The replacement of existing Motor Control Centers (MCC) F and FA into a single motor control center.
  - New Automatic Transfer Switch
- Concrete repair and coatings to existing concrete structures including the plant wet well.

This work must be completed in a manner as to maintain the plant operational capability at all times during construction. MNS has reviewed the project's conceptual schedule. We have reviewed the 90% plans and specifications and offer the following insight:

### Risk Management

As the District's advocate, MNS will continually evaluate potential risks to achieving the project's key performance indicators (KPIs). MNS will work directly with the District's Project Manager and the construction contractor to implement risk mitigation strategies to maintain a project on schedule and budget continually.

We have reviewed the construction documents to identify potential project risks and develop mitigation strategies for each of these identified risks.



TABLE 1 Key Project Risks and Mitigation Strategies

Element	Risk	MNS Action
Maintenance of Plant Operations (MOPO)	<ul style="list-style-type: none"> <li>Work will be conducted within the confines of an existing plant. The plant must be operational during all phases of construction.</li> </ul>	<ul style="list-style-type: none"> <li>MNS will institute a Process Shutdown Request (PSR) process that will require the construction contractors to develop detailed planning for any construction activity that could affect ongoing plant operations.</li> <li>MNS will serve as the facilitator between District operations and the contractor to help ensure that the "unplanned consequences of construction" risks are removed as a risk.</li> </ul>
Delays in Delivery of Key equipment	<ul style="list-style-type: none"> <li>Current market conditions could cause a delay in the delivery of critical electrical equipment (MCC) and delay the refurbishment of the pumps. This risk could negatively impact the project schedule and overall budget</li> </ul>	<ul style="list-style-type: none"> <li>MNS will implement its Focused Submittals Review process that engages all project stakeholders in the expedited review of those critical project submittals.</li> <li>MNS recommends the District modify its contract documents to clarify its force majeure clause further to provide extra protection against claims from contractors due to such delays.</li> <li>Monitor and update project construction schedule.</li> <li>Suggest not allowing bypass to begin until delivery of the MCC, ATS, and related items to start until delivery dates are 100% certain.</li> </ul>
Startup and commissioning of new facilities	<ul style="list-style-type: none"> <li>The start-up and commissioning process for new facilities sometimes suffers from a lack of planning and coordination</li> </ul>	<ul style="list-style-type: none"> <li>Implement the MNS "Starting with the End in Mind" program.</li> <li>This program requires contractors to work directly with plant operations and the CM team to develop commissioning plans at the project's outset. This includes training and maintenance planning.</li> </ul>
Plant bypass requirements	<ul style="list-style-type: none"> <li>Plant flow will require to be bypassed during a portion of the work.</li> </ul>	<ul style="list-style-type: none"> <li>MNS will implement its Plant Shutdown Request process to ensure that the contractor's bypass planning is correct and provides redundancy and emergency failure response planning.</li> </ul>

### Construction Management Approach

Our straightforward approach to construction management (CM) focuses on project efficiency and fulfilling all District budget, schedule, and documentation requirements. The following scope was specifically adapted to satisfy the objectives and requirements described in the project scope of work. Our CM scope of work is comprised of three separate tasks:

- Pre-Construction Phase
- Construction Phase
- Post-Construction Phase

MNS will provide the following Scope of Work:

<b>TASK 1</b>	<b>PRE-CONSTRUCTION PHASE</b>
<b>TASK 1.1</b>	<b>Project Review and Pre-Job Coordination</b>

Upon receipt of the Notice to Proceed from the District, MNS will contact the key individuals involved in the project and establish a clear protocol for the contract administration, lines of communication, and levels of authorization. We will coordinate with the District to establish a firm foundation of communication and understanding of the project.



**TASK 1.2** Project Setup

Before commencing construction MNS will establish a cloudbased construction document control and filing system, saving time and reducing risk. The electronic document control system will integrate information from the design, construction, and District's teams.

**TASK 1.3** Pre-Construction Conference

MNS will organize and conduct a pre-construction meeting. The Construction Manager will prepare an agenda and submittal list for the District's review and send to the contractor prior to the meeting. At the pre-construction conference, we will discuss the hierarchy of both the District and the contractor as well as establish the protocol to be used throughout the project. The meeting will set the tone of cooperation for the project and elaborate on contract requirements and concerns. MNS will distribute meeting minutes to all parties in attendance. The meeting will highlight the contractor's responsibility including:

- Safety
- Sequence of work
- Schedule
- Site access and traffic control
- Deliveries
- MOPO protocols
- Underground utilities
- Daily pre-task meetings with plant staff
- Permits
- Schedule of value/progress pay requests/state funding requirements
- Labor compliance and reporting
- Submittals, Requests for Information (RFIs), and Contract Change Orders (CCOs)
- Schedule updates and weekly meeting
- As-builts/record documents
- Project closeout and warranty transfer

**TASK 1.4** Pre-Construction Site Survey

MNS will use both video and photographs to conduct the pre-construction survey. This site survey will provide a record of the conditions of all areas that may be impacted by construction associated with this project.

**TASK 2** CONSTRUCTION PHASE**TASK 2.1** Contract Administration/Document Control

MNS will implement the project administration system discussed in Task 1.2. Our system will contain a method for organizing files and computer-generated forms and spreadsheets to assist in tracking correspondence, submittals, requests for information (RFIs), contract change orders (CCOs), progress payments, and documenting materials testing results. Contract administration includes:

- Daily diaries
- Labor compliance and certified payrolls
- Logs for submittals, RFIs, CCOs, and materials testing results



- Correspondence, permits, and agreements
- Progress schedule/Weekly Statement of Working Days (WSWDs)
- Progress Pay Estimates and quantities
- Potential claims
- Safety and traffic control
- Material verification
- Weekly meetings agenda and minutes

## TASK 2.2 Project Communication and Coordination

The Construction Manager will oversee project communication and coordination with the District, Design Engineer, and contractor throughout the construction phase. The weekly progress meetings will help the construction team to stay abreast of project issues and progress. The Construction Manager will act as the project liaison for the District.

## TASK 2.3 Project Schedule Adherence

The Construction Manager will review and approve the contractor's schedule at the start of the project. The contractor will be required to submit schedule updates, which will also be reviewed by the Construction Manager. MNS will require and review the three-week-look-ahead schedule from the contractor on a weekly basis. The contractor will be issued WSWDs to document the progress of the work and the number of working days expended.

## TASK 2.4 Cost Control

The project's document control system will track and monitor the actual project construction costs. The tracking of contract item payments and quantities is incorporated into the progress payment spreadsheet. Contract change order payments, extra work, and item overruns and underruns will also be tracked. The project contingency balance will be verified as part of the monthly progress pay estimate review and submittal. MNS will work closely with the District and the contractor to resolve all change orders and/or disputes.

## TASK 2.5 Submittal / RFI Review

MNS will perform timely review of submittals and RFIs; all submittals and RFIs will be logged and distributed as necessary. MNS will monitor the log to verify responses are submitted in a timely manner, foremost in the planning process.

### Focused Submittal Reviews

MNS has developed a focused submittal review process for long-lead items. This process identifies those long-lead items requiring expedited submittal review and engineer approval to accelerate its release for fabrication. The process allows the Engineer to review the submittal over a ten-day period. MNS will arrange a meeting to discuss the submittal and any questions/issues requiring clarification before approval (in person or via Zoom). This meeting will include the reviewing engineers, the equipment manufacturer technical team, and the contractor.

Generally, the process of submitting, reviewing, and approving submittals is the most document control-intensive portion of the project. Our cloud-based document control system processes submittals in as few as three clicks. The system distributes submittals as determined in the established communication matrix. All submittal tracking logs are automatically maintained. We will review all submittals for general compliance with the contract documents to minimize the complicated and often project delays associated with resubmittals.



**TASK 2.6** Progress Estimate

MNS will prepare accurate and complete quantity calculations for each contract item and each progress pay estimate. The Inspector will track any extra work and supplemental work costs to be compared against the authorized change order amounts. We will review the contractor's monthly Request for Payment and recommend approval for payment to the District.

**TASK 2.7** Change Order and Claims Management

Before beginning any contract work, MNS will coordinate with the District to define the preferred contract change order (CCO) process. We will provide management of CCO administration. Our initial review will determine entitlement and find a mitigation strategy to lessen the impacts of any change. MNS will manage the change impact process by providing a detailed estimation of costs and time impacts. We will prepare any CCOs, provide recommendations to the District on acceptance and impact mitigation, and maintain documentation of potential change orders, issue files, and change orders with our cloud-based document control system. The Construction Manager will work closely with the District, Design Engineer, and contractor to resolve all change orders and/or disputes. That said, if a dispute has been filed MNS will work diligently to thoroughly understand the nature and extent of the dispute and resolve it as quickly as possible. MNS will work proactively with the contractor, designer, and District to minimize the cost and schedule impacts resulting from project changes.

Our objective is to resolve any conflict or potential claim at the job level before it becomes an actual claim. Notices of Potential Claims (NPCs) submitted by the contractor will be acted on promptly. We will evaluate all NPCs and resolve disputes fairly and with cost in mind, and review resolutions with the District's Project Manager. We have found the risk of dealing with a contract claim can be minimized by:

- Responding timely to RFIs and CCOs
- Anticipating problems and resolve issues proactively
- Resolving conflicts at the lowest possible level
- Being firm but fair when analyzing potential disputes

**TASK 2.8** Inspection

The Construction Manager will implement inspection guidelines for monitoring the quality of the contractor's work. The Construction Inspector will be onsite daily to inspect the work and verify it is performed safely and in accordance with the contract documents. The inspectors' responsibilities include:

- *Meetings.* Host and document pre-installation meetings with installing contractors.
- *QA.* Inspect all work to ensure it meets the requirements and quality of work outlined in the contract documents. Monitor contractor's QC program to ensure compliance with the approved plan.
- *Daily Inspection Reports/Documentation.* The daily report will include an accurate description of the labor and equipment, work description, safety issues, work performed, and weather conditions. Inspector will submit labor compliance reviews, material verifications, track work items, and maintain as-builts.
- *Coordination.* Coordinate testing of systems.
- *Site documentation.* MNS will take pre-construction site photos to document the existing condition of the project limits prior to construction. MNS will document construction throughout the life of the project.
- *Permit/SWPPP Compliance.* Monitor work for compliance with project permits and appropriate stormwater best management practices (BMPs) are being implemented.
- *Verification of Material and Equipment.* Verify the delivered items conform to the project specifications and approved submittals.
- *Punch List* Develop a punch list of items and verify completion per the specifications.



**TASK 2.9** Permit Management

MNS will monitor the construction to ensure all items of work are performed in accordance with the encroachment permit and stormwater pollution control permit requirements. MNS will review the contractor's WPCP prior to the start of construction.

**TASK 2.10** Safety

The contractor has sole responsibility for compliance with safety requirements on the construction contract, but MNS will monitor compliance with their safety program and advise the District of observed deficiencies. The contractor's approved Safety Plan, MUTCD, and Cal/OSHA Safety Orders will guide our inspectors in monitoring the contractor's work. Final payment is addressed in the project closeout section.

**TASK 2.11** Labor Compliance/Certified Payrolls

As part of the monthly closeout, MNS will review certified payroll to verify the contractor and their subcontractors have complied with the California Department of Industrial Relations (DIR) requirements about certified payroll verification and submission. MNS will also conduct field surveys of the contractor's staff and subcontractors to ensure compliance with prevailing wage rate requirements. The Office Administrator will manage this process with the contractors providing that all required information is obtained and processed promptly.

**TASK 2.12** Record Drawings (As-Builts)

MNS will track and maintain as-built drawings in accordance with the contract requirements and ensure they are complete. The Construction Manager will monitor the status of the as-built drawing set which is often made a contingency for approval of the monthly pay request. MNS will also keep a field set of as-built drawings for use in reviewing the contractor's copy. Upon completion, the final set of record drawings will be reviewed by the Construction Manager and submitted to the Design Engineer for final processing.

**TASK 2.13** Startup and Commissioning

The start-up and commissioning planning process begins within 60 days of the Notice to Proceed and continues until the project is substantially complete. This detailed planning process includes plans and testing protocols for each new item of equipment or subsystem. The commissioning process flows through several formal testing and certification stages for each item of an equipment item, including proper installation, functional testing, performance testing, subsystem testing, system testing, and final performance measurement and testing. MNS will review the project specifications to ascertain each system's training requirements and piece of equipment and ensure these requirements are satisfied.

**TASK 3** CONSTRUCTION CLOSEOUT PHASE**TASK 3.1** Closeout

MNS will provide a set of field as-built drawings for final processing of the as-built plans. The Construction Manager, with the assistance of the Construction Inspector, will prepare and submit a final punch list of outstanding contract items to the contractor, and re-inspect the completed work. MNS will also conduct a final inspection in presence of District representatives and the contractor. Once the contractor provides all required documentation, MNS will submit a Final Pay request for final payment. MNS will submit all job files and final reports to the District upon completion of the contract.



## Staff Qualifications

### Willy Nowotny—Project Manager

Mr. Nowotny has over 35 years of experience in the project management of wastewater treatment plant rehabilitation projects. He has successfully managed over \$4B in large, complex wastewater treatment plant conversions. Adding insight to his project management expertise, Willy's first 20 years of experience was as an at-risk contractor. This experience provides Willy with the added insight into understanding the challenges faced by the project from the contractor's perspective and how to best mitigate those challenges to achieve the District's goals.

### Jason Mate—Construction Manager

Mr. Mate has a depth of experience in managing the construction of water and wastewater projects. Jason brings a practical hands on approach to supervising complex projects. Jason has over 14 years of construction experience where his roles have ranged from Project Engineer, Construction Manager, and Resident Engineer, to Project Manager for several large-scale water and wastewater projects. He recently completed managing the construction for the \$110M Advanced Water Treatment Facility for WRD. Jason will be responsible for the overall construction management and will be available to assist the District as needed in any matters requiring clarification or expedited resolution.

### Eddie William—Construction Inspector

Mr. Williams has over 30 years of experience in construction inspection for public works projects including water and wastewater projects. Eddie worked as the lead inspector for the City of Santa Maria where he acted as Construction Manager and Inspector for all types of CIP and private development projects. He recently completed the inspection for the Southland WWTF Sludge Dewatering Screw Press project for Nipomo CSD and provided inspection for the Annual Waterline Replacement project for the City of Santa Cruz.

### Ken Shaner—Construction Inspector

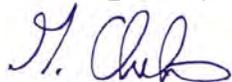
Mr. Shaner has over 34 years of experience in construction management and inspection, with a strong background in water/sewer system, utility relocation projects, and roadway/highway. Ken spent over 20 years as a public works inspector for the County of Ventura where he oversaw the inspection of the Water and Sewer.

## Schedule and Fee

MNS proposes to provide construction management services as outlined in the Work Plan/Scope of Work on a time and materials, not-to-exceed basis. The estimated cost of services is shown in the attached Staffing Plan. Actual costs billed to the District will be on actual time spent. Based upon the anticipated construction duration of 9 months with additional time for start-up, MNS estimates that the total service fee for construction management and inspection for this project is **\$456,072.00**. This is a prevailing wage project; therefore, the inspection will be paid in accordance with DIR prevailing wage rates. Note that the fee is an estimate; the actual costs may fluctuate depending on the contractor's actual operation, changes in scope, and/or the length of time requested by the District to complete this project.

Our proposed construction professionals are committed to delivering quality services to deliver a timely, cost effective project. Again, we appreciate the opportunity to propose on this work. Please feel free to contact me at (805) 692-6921 or at [gchelini@mnsengineers.com](mailto:gchelini@mnsengineers.com) should you have any questions.

Sincerely,  
**MNS Engineers, Inc.**



Greg Chelini, PE  
Vice President

Attachments; Staffing Plan



## Willy Nowotny, CCM, DBIA Principal Construction Manager



### Firm

- MNS Engineers, Inc.

### Areas of Expertise

- Construction management and inspection
- Water/wastewater infrastructure rehabilitation and improvements
- Capital project development
- Alternative Delivery Methods: Lump Sum, Design-Build, CMAR/GMP

### Years of Experience

- Total: 37

### Certifications

- Certified Construction Manager, CMAA
- Design-Build Professional, DBIA
- 10-hour Construction Safety, Cal/OSHA
- CPR and First Aid

### Education

- MA, Public Administration, George Washington University, Washington, DC
- BA, Political Science/Economics, Texas A&M University-Commerce, College Station, TX

### Affiliations

- Construction Management Association of America
- Design Build Institute of America, National Water/Wastewater Steering Committee
- Design Build Institute of America, Houston Chapter President
- Project Management Institute

Willy will provide lead construction management services and oversight of the MNS team on this project. Willy is considered an expert in wastewater treatment plant rehabilitation projects in the United States and overseas. He has more than 40 years' experience, as a contractor and program and construction manager on projects that require careful integration of the new treatment processes while maintaining full-operation of the plant.

Willy is a seasoned construction professional with over 37 years of experience leading multidisciplinary teams in the successful completion of over \$4B in large complex water and wastewater projects throughout the United States, the Dominican Republic, and Peru.

Willy's broad experience includes all aspects of large capital project development processes from design management through project closeout. He provided risk management and consulting for the third set of locks of the Panama Canal. He is proficient in all alternative delivery methods including lump sum, design-build, and CMAR/GMP. His success in the industry is built upon a strong drive to provide the customer with outstanding results—on time and on budget. Willy's experience in team building includes both design and construction professionals.

### His project experience includes:

**Owner's Agent for On-Call Engineering Services, Carmel Area Wastewater District, CA.** *Project Manager.* MNS serves as the direct Owner's Representative and Advisor to the Board of Directors for the largest renovation project at this plant in 25 years. MNS provides the District with project risk mitigation strategies including schedule review, time impact analysis, and claims mitigation services for the construction of this plant work. MNS also provides the District with review and opinion of major change order issues.

**Owner's Agent for the Digester and Thickener Facilities Upgrade, City of San Jose, CA.** *Principal Project Director.* This \$107M upgrade project is part of the 150-million-gallons-per-day San Jose-Santa Clara Regional Wastewater Facility (RWF). Construction upgrades to this 60-year-old facility involve the retrofit of 15 existing digesters and thickener facilities. Renovations include structural, mechanical, electrical, and



instrumentation and controls. As part of the \$8M contract, MNS provides claims management and mitigation services, including change order management, risk identification, mitigation strategies, schedule review, and time impact analysis.

**Owner's Agent/Owner's Engineer Services for GRIP Program, Water Replenishment District of Southern California, CA.** *Construction Manager.* WRD established the GRIP to find alternative sources of water to offset the imported water used for replenishment in the Montebello Forebay. As part of the GRIP, an advanced water treatment facility (AWTF) was designed and constructed to treat 10,000 acre feet per year of tertiary recycled water. Treatment processes include automatic strainer to protect downstream membrane treatments systems from large particles; microfiltration (MF) or ultrafiltration (UF) to reduce turbidity and silt density index (SDI) of reverse osmosis (RO) feed water; cartridge filtration to project downstream of the RO process; RO to remove salts, minerals, metal ions, organic compounds, and microorganisms; advanced oxidation with ultraviolet light (UV) treatment using hydrogen peroxide in concert with UV to reduce N-Nitroso-Dimethylamine (NDMA) concentrations and provide additional disinfection; decarbonation to release excess carbon dioxide and stabilize the product water; and pH adjustment/corrosivity stabilization.

**Valencia Water Reclamation Plant Stage Five Expansion, Los Angeles County Sanitation Districts, Valencia, CA.** *Senior Project Manager.* This \$80M complete expansion of the existing water reclamation plant included influent pumps, primary sedimentation tanks, aeration tanks, final sedimentation tanks, pressure filters, chlorine contact tanks, chemical stations, digesters, solids handling facilities, and associated mechanical, electrical, and instrumentation work as well as construction of a new administration building. Working for the JF Shea Construction Company, responsibilities included day-to-day field management of the Valencia Water Reclamation Plant and Hill Canyon Water Reclamation facility expansion.

**Thomas P. Smith Water Reclamation Expansion, City of Tallahassee, Tallahassee, FL.** *Project Director.* This \$168M water treatment expansion project required innovative contracting strategies and aggressive scheduling. In an effort to keep project costs down while providing needed construction support, a partnership was established with Florida State and Florida A&M to use their top construction and engineering students to serve as interns on the project. His efforts to train and motivate the project team resulted in a true safety culture that

enabled the project to exceed two million man-hours without a Cal/OSHA recordable incident.

**Greenfield Membrane Wastewater Treatment (\$50M), Regional Wastewater Operating Authority, Greenville, SC.** *Project Director.* Wilhelm maximized shared savings by leading the project team to exceed a very aggressive completion schedule by two months, returning to the Owner over \$2M in savings. He motivated and coached the project team into a collaborative partnership with the local contractors. This contributed to the project's success in exceeding one million man-hours without an OSHA recordable incident.

**La Romana Water Treatment Plant, Greenfield Water Treatment Plant, La Romana, Dominican Republic.** For this \$142M project, Willy assumed responsibility for this project at 20% of completion with 35% of budget and schedule exhausted. He reorganized the project team to make best use of available resources. The project was completed on time and on schedule.

**San Francisco de Macoris Water Treatment System, Refurbishment and Enlargement of Existing Water Treatment Plant, San Francisco de Macoris, Dominican Republic.** For this \$178M project, Willy assumed responsibility for this project at 40% of completion with 70% of the budget and schedule exhausted. He completed major buyout of ductile iron pipe saving \$12M against projected cost and obtained a two-month time extension from governmental authority, INAPA. The project was completed on schedule.

**Bani Water Treatment Plant Expansion (\$43M), Bani, DR.** Wilhelm recruited and organized the project team. His leadership of the procurement effort saved \$20M in projected costs through use of worldwide resources. The project brought potable water to over 150,000 residents.

**Low Pressure Membrane Water Treatment Plant (\$75M), Yuma, AZ.** Wilhelm negotiated with Yuma City officials for first ever project completed under an alternative delivery method, Construction Manager at Risk (CMAR). He led the team through a successful schedule development, buyout, and construction planning. The project completed as planned.



## Jason Mate, CCM, CPII Construction Manager



### Firm

- MNS Engineers, Inc.

### Areas of Expertise

- Water/wastewater projects
- Roadways
- Project management

### Years of Experience

- Total: 14

### Certifications

- Certified Construction Manager, CMAA
- Certified Public Infrastructure Inspector, APWA
- Concrete Field Testing Technician, ACI Grade 1
- 10-hour Construction Safety, Cal/OSHA

### Education

- BEng, Environmental Engineering, minor in Civil Engineering (Honors), Griffith University, Queensland, Australia

### Professional Development

- Stormwater Pollution Prevention Plan (SWPPP) training

Mr. Mate has over 14 years of experience in environmental and civil engineering. Jason's roles have ranged from project engineer, resident engineer, to project manager for several large-scale projects involving water/wastewater resources, transportation, and solar energy. His experience includes:

### **New Turn-Out Structures at the San Gabriel River Coastal Basin Spreading Ground, Water Replenishment District of Southern California, CA.**

*Construction Manager.* This project constructed two new turn-out structures and associated discharge structures at the San Gabriel River Coastal Basin Spreading Grounds, which will provide needed operational flexibility for the spreading of an additional 11,000 acre-feet per year (AFY) of tertiary recycled water and 10,000 AFY of advanced treated recycled water. Additional work included shotcrete lining of an existing approximately 6,400-linear-foot distribution channel and the installation of new 66-inch pipelines approximately 500 linear feet along with electrical and instrumentation and control systems.

### **North Pleasant Valley Groundwater Desalter Project, City of Camarillo, CA.**

*Resident Project Representative.* This \$35M facility will process approximately 4,500 acre-feet per year of groundwater, producing about 3,800 acre-feet of drinking water per year. The resulting brine waste of approximately 700 acre-feet per year will be discharged to the Calleguas Regional SMP, Phase 2C. The SMP conveys brine waste to the Pacific Ocean. The North Pleasant Valley Desalter project site is located within the 4.7-acre treatment plant and will treat brackish groundwater for use as potable water. This project includes construction of a new Administration building housing an emergency generator, green sand filtration system, a reverse osmosis treatment system, storage tanks, and other operating facilities; a new perimeter wall, gates, access driveway, and related site improvements: large diameter pipelines to connect Wells A and B to the treatment site; drilling of a new well; pipelines to connect the discharge from the facility to the City's existing water system; a discharge brine line from the facility to the Regional Salinity Management pipeline; wash-water solids settling system and connection to the local sewer.



**EI Estero Wastewater Treatment Plant Tertiary Filter Replacement, City of Santa Barbara, CA.** *Assistant Resident Engineer.* This \$8.4M project replaced the treatment plant's existing filtration system with a microfiltration (MF)/ultrafiltration (UF) facility. Work included demolition of an existing gravity filter, installation of driven concrete piles, construction of a new MF/UF facility, new filter feed pumps, replacement of chemical feed pumps, modifications to the chlorine contact basin, modifications to the reclaimed water storage reservoir, new reclaimed water transfer pumps, yard piping modifications, associated electrical and instrumentation modifications, and other appurtenant work.

**Owner's Agent/Owner's Engineer (OA/OE) Services for the Groundwater Reliability Improvement Program (GRIP), Water Replenishment District of Southern California (WRD), CA.** *Construction Manager.* WRD established the GRIP to find alternative sources of water to offset the imported water used for replenishment in the Montebello Forebay. As part of the GRIP, an advanced water treatment facility (AWTF) is being designed and constructed to treat 10,000 acre feet per year of tertiary recycled water. The GRIP AWTF is located in a 5.2-acre lot, adjacent to the San Gabriel River in the City of Pico Rivera. Treatment processes include automatic strainer to protect downstream membrane treatments systems from large particles; microfiltration (MF) or ultrafiltration (UF) to reduce turbidity and silt density index (SDI) of reverse osmosis (RO) feed water; cartridge filtration to protect downstream of the RO process; RO to remove salts, minerals, metal ions, organic compounds, and microorganisms; advanced oxidation with ultraviolet light (UV) treatment using hydrogen peroxide in concert with UV to reduce N-Nitroso-Dimethylamine (NDMA) concentrations and provide additional disinfection, decarbonation to release excess carbon dioxide and stabilize the product water; and pH adjustment/corrosivity stabilization. The 11,700-sf treatment facility is LEED certified with approximately 40,000 sf of additional surface landscape and bioretention, 4,000 sf of vegetated roof garden, with 79,000 sf of surface parking and pedestrian hardscape.

**Government Wastewater Treatment Plant (WWTP) Upgrade (ICI), Ontario, Canada.** *Project Superintendent/Engineer.* This \$15M project constructed a new state-of-the-art polymer distribution system for sludge discharge, a new oil handling facility, civil cut/fill operation for new roads and access paths, retrofit of entire WWTP facility including a four-story demolition and reinstallation of concrete slabs and office layout. Project management responsibilities included conformance to stringent government specifications, requests for information (RFIs), monthly draws, cost estimating, close-out reports, document control, weekly contract negotiations and bid approval, quality assurance/quality control (QA/QC) inspections, project scheduling and update (250-line CPM schedule), four-week-look-ahead schedule, operations and maintenance (O&M) manuals, as-built markups, cost and budget management, and weekly client meetings. Project completed successfully on time and within budget; 10% extra work was granted with full use of contingency. The project resulted in a \$500K/year savings for client and plant capacity increased from 17M to 22M liters per day.

**Utility Scale Solar Farm (30 megawatts) for FIT program with LEED Certification, Ontario, Canada.** *Assistant Project Manager/Project Engineer.* This \$135M project required CAD layout and pre-side inspection of three utility scale solar farms with road access, module layout, structural footings, cultural excursion zones, racking supports, inverter, structural pads, substation, and interconnection point. Responsibilities included managing the principal contractor (PCL Constructors and RES USA), contract compliance, scheduling milestone and phase construction, problem solving design discrepancies on-site, extra work approvals, and quality assurance/quality control (QA/QC) inspections with 200 manpower on-site daily. Project management tasks included weekly and monthly reporting; monthly draws and cost; requests for information (RFIs); NCR; letters and notices; engineer reporting; chairman meetings; operations and maintenance (O&M) manuals; four-look-ahead forecast schedule; submittal of future project plans, testing plans, permits; contract negotiation; native exclusion zoning; and complete site due diligence for three future solar farm locations.



## Eddie Williams

### Senior Construction Inspector



#### Firm

- MNS Engineers, Inc.

#### Areas of Expertise

- Construction inspection
- Facilities management
- Land development review
- Project management
- Public works projects
- Transportation projects
- Vertical construction

#### Years of Experience

- 31

#### Education

- Resident Engineering Coursework, California State University, Sacramento, CA

#### Professional Development

- Stormwater Prevention
- Construction Traffic Control, Caltrans
- Flagger Safety, Caltrans
- Work Zone Safety, Caltrans

Mr. Williams has over 31 years of experience in the civil engineering industry with a focus on project management, plan development, plan review, and construction inspection for public works as well as private development projects. Prior to MNS, Eddie worked for the City of Santa Maria providing project management, construction inspection, and resident engineering. He has an intricate knowledge and understanding of the operations of a public works department that allows him to easily work for other agencies in the same capacity. Eddie is known as an independent self-starter, complex problem solver, and effective communicator at all levels of construction, design, and management. His experience includes:

**Southland WWTF Sludge Dewatering Screw Press, Nipomo CSD, CA.** *Construction Inspector.* This \$1M upgrade project was necessary to meet requirements of plant's operating permit and to reduce aromatic emissions. Project included modification of plant's existing piping systems to accommodate the installation of the integrated Screw Press with the existing Gravity Belt Thickener. Project involved grading, structural concrete, erection of a new steel structure, and application of protective epoxy coatings. Project also included fiber optic installation and testing, and coordination and tracking of modifications to the Pro Logic digital controls to successfully complete the integration of two ICP's and the plant's existing SCADA system, electrical upgrades to existing switch gear as well as new electrical installation. Mr. Williams provided considerable coordination between plant staff, design team, contractor and construction management reducing plant disruptions.

**Water Street Water Main Replacement, City of Santa Cruz, CA.** *Construction Inspector.* This \$3M project replaced the existing water line and installed approximately 150 feet of 16-inch pipeline, 2,310 feet of 12-inch pipeline, 30 feet of 8-inch pipeline, 260 feet of 6-inch pipeline, 15 feet of 4-inch pipeline, 10 pipeline connections, 46 water service reconnections (3/4 to 6 inch), seven water service renewals, and 90 feet of slip lining along one of the most highly traveled corridors in the City. Installations included fire hydrants; service reconnections; testing, flushing, chlorination, and disinfection of the new pipelines; trenching and shoring; hot mix asphalt (HMA) and Portland cement concrete (PCC) paving; and daily traffic control.



**Moss Landing Rule 20A Underground Utility District, County of Monterey, CA.** *Construction Inspector.* This project involved services to manage the construction of the underground utility improvements. MNS provided a field liaison with utility companies; compliance with Coastal Development Permit, including mitigation monitor plan, Stormwater Pollution Prevention Plan (SWPPP), biological, and Conditions of Approval; coordination and scheduling with the biological, archaeological, and Native American consultants; construction schedule monitoring; parcel owner coordination; survey crew coordination; and request for information responses.

**Main Street Utility Separation Project, City of Santa Maria, CA.** *Construction Management/Inspection.* This project provided sufficient separation between water, sewer, and stormwater to meet health and human services requirements. The project plan was amended mid construction to remove stormwater connections from sanitary sewer system discovered during construction and reroute to appropriate utility. This work was performed in a 12-foot-wide alley in an area of Santa Maria that was constructed in the 1930s one block north of State Route 166, extending four blocks west of State Route 135. This project also required multiple stages of pump around bypass measures during construction of nine new manholes.

**Waterline Replacement Fesler Street, Mill Street, Cypress Street, City of Santa Maria, CA.** *Construction Management/Inspection.* This project replaced old water distribution lines installed in 1930 to 1940. Updated standard fire hydrants, service valves, meters were provided as well as new service lines to many residents.

**UVP Water Distribution Interconnect, City of Santa Maria, CA.** *Construction Management/Inspection.* The project provided dual system controls (i.e. clay valves and two-way bypass valves for connection between Golden State Water and the City of Santa Maria water distribution systems). Connection occurs at the northeast corner of Union Valley Parkway and California Boulevard.

**Broadway Commons Development, City of Santa Maria, CA.** *Construction Management/Inspection.* The project included upsizing the existing sewer main from 8-inch and 10-inch to a 12-inch and replacing three. Manholes maintained sewage flows for the duration of construction. This was a multi-agency effort that included City of Santa Maria, Cal Trans State Route 135 and PG&E.

**The Enos Ranch Development, City of Santa Maria, CA.** *Construction Management/Inspection.* This project had multi-owner/developer entities with varying effluent sewage needs, leading into overlapping department jurisdictions within the City of Santa Maria. Eddie played a key logistic role in determining the appropriate timing and department to oversee varying work scopes as construction progress occurred.

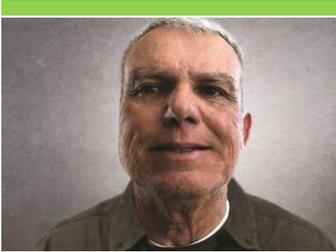
**City of Santa Maria, CA.** *Project Manager/Resident Engineer/Construction Inspector.* During Eddie's career with the City of Santa Maria, the last 11 years were focused on project management, resident engineering, plan review, and construction inspection. Responsibilities included: site inspections; collaboration with contractors and agency officials as on-site Resident Engineer/Construction Inspector; creation of detailed daily activity reports; preparation of basic engineering computations, surveys, and designs; preparation of construction estimates; site progress monitoring and management of on-site issues; conflict resolution between clients, team members, and management; preparation of progress field reports review with professional design consultants; preparation of schedule, review, and track special inspection reports; preparation of daily project generated construction documents tracking; and reviewed public improvement plans for multiple public and private development projects.

**Crossroads Center and Roundabouts, City of Santa Maria, CA.** *Construction Inspector.* The Crossroads Development was as large multi-use development. The improvement involved the construction and improvements of several roadways and the construction of four different two-lane roundabouts at four-way intersections. Eddie was the lead inspector overseeing all inspection of the public works improvements that were part of the development. Project elements included mass grading, roadway grading, Class II base placement, HMA placement, curb, gutter, sidewalk, underground utilities, traffic signals and lighting, and ADA compliance. Construction also included landscape improvements, soil amendments, irrigation, plantings, and hardscape. Underground utilities included storm water collection facilities, two bio swales, City owned sewage conveyance, PG&E placement, Verizon duct bank placements, City Water Distribution lines, Southern California Gas line placements, and future fiber optic conduits. Mr. Williams responsibilities included plans and specification compliance for all construction activity in the public right of way, environmental compliance, project coordination, daily reporting, and SWPPP compliance.



## Ken Shaner

### Senior Construction Inspector



#### Firm

- MNS Engineers, Inc.

#### Areas of Expertise

- Roadway/highway
- Water/stormwater
- Residential development
- Caltrans

#### Years of Experience

- Total: 35

#### Certifications

- 10-hour Construction Safety, Cal/OSHA
- CPR and First Aid

#### Education

- Soils Inspection and Engineering Certificate, California State University, Long Beach, CA

#### Professional Development

- Guardrail and End Terminals, Caltrans
- Temporary Pedestrian Facilities, Caltrans

Mr. Shaner has over 35 years of experience in construction management and inspection, with a strong background in roadway/highway, water/sewer system, and utility relocation projects. Ken spent over 20 years as a public works inspector, developing expertise in a diverse range of public works projects including roadways, bridges, flood control improvements, and wastewater facilities. He is highly skilled in crew supervision and project coordination between clients, utilities, contractors, and agencies such as Caltrans. His experience includes:

**Eigleberry Water Main Replacement, City of Gilroy, CA.** *Construction Inspector.* This project consisted of two projects under one contract. The Eigleberry Street Water Services and Water Line project consisted of the installation of approximately 1,300 linear feet of new 8-inch ductile iron pipe (DIP) water line in two separate sections: the first beginning at a hot-tap tie-in at Sixth Street, with a tie-in to an existing 8-inch waterline at Seventh Street. A second section of new piping was installed at a connection to the existing 8-inch water line at Eighth Street with a tie-in to the existing line at Ninth Street. In addition, the project scope required the installation of new fire hydrants and water service laterals along Eigleberry Street between First and Ninth Streets.

**Eigleberry Street Resurfacing, City of Gilroy, CA.** *Construction Inspector.* This project involved approximately 3,600 tons of hot mix asphalt removal and replacement; 10,400 square yards of concrete profiling grind; various quantities of minor concrete work; 24 curb access ramp upgrades; thermoplastic marking; and utility adjustments. This federally-funded project required thorough knowledge of the contract administration and filing requirements of federally-funded projects including those administered under the Caltrans Local Assistance Procedure Manual.

**Lawrence Drain, City of Thousand Oaks, CA.** *Construction Inspector.* This \$17M project involved installation of a new box drainage culvert and laterals in an existing industrial neighborhood. Work included: 2,500 linear feet of 12- by 3-foot reinforced concrete box culvert and 500 linear feet of 36-inch elliptical RCP; sewer lateral realignment; SWPPP inspection; and over 3,000 cubic yards of earthwork.

**Lake Sherwood Golf Course and Subdivision, Westlake, CA.** *Inspector.* For this \$50+ million golf course and subdivision project, responsibilities included



performing all inspections including over 4 million cy of earthwork; construction of two 12-foot by 12-foot double box culverts and 84-inch triple barrel RCP; several deep retention facilities; concrete lined spillway, concrete intake structures, energy dissipation structures; over 2 miles of RSP along stream embankment; all in-track drainage facilities including 18" – 60" RCP, drainage inlets and outlets.

**Lake Sherwood Water System, Calleguas Municipal Water District, CA.** *Construction Inspector.* This water supply system project included two buried post-tensioned concrete DYK tanks (1.5MG and 5MG) and associated piping; 1 to 5MGD steel tank; and several miles of sewer and water main lines and laterals.

**Prunedale Improvement Project, Caltrans District 5, CA.** *Assistant Resident Engineer.* This \$75M project spanned four areas along an eight-mile stretch of US 101 in the County of Monterey, north of Salinas, CA. The Project realigned over 10 miles of highway in multiple stages; improved the adjacent frontage roads; constructed eight new structures, six concrete and/or soldier pile retaining walls and sound walls, and five reinforced box culverts; and widened one existing structure. Additional elements included over one million cubic yards of earthwork, miles of hot mix asphalt (HMA) and Portland cement concrete (PCC) paving, numerous drainage systems, traffic control, and traffic signals. This was also the first SuperPave project within the State of California. Responsibilities included field construction inspection, field engineering, material verification, daily reports, traffic control, and safety review.

**State Route 246 Pavement Rehabilitation, Caltrans District 5, CA.** *Construction Inspector.* This approximately 2.5-mile pavement rehabilitation project spanned from US 101 to the City of Solvang. Utilizing rubberized hot mix asphalt (RHMA), the \$2M project involved full width grinding of the traffic lanes and shoulders; included dig out and repairs at various locations; drainage repairs and improvements at various locations; high intensity thermoplastic striping and pavement markers; traffic control; replace and upgrade traffic signal loops; Stormwater Pollution Prevention Plan (SWPPP); adjustment of utility manholes and vaults to meet Americans with Disabilities Act (ADA) compliance. The project required daily field grading and adjustments in order to maintain the existing flowlines and maintain ADA compliant sidewalk ramps. Responsibilities included coordination; daily inspection; SWPPP review; calculation of item quantities; traffic control; and daily reports.

**Senior Public Works Inspector, II – IV, County of Ventura, CA.** In this position for over 20years, Ken was responsible for the inspection of County projects. The range of projects he supervised included underground sewer, water, utilities, storm drains, structures, street improvements, reservoirs, grading flood control facilities, and bridge construction for subdivisions and capital projects. Responsibilities included the enforcement of water and sanitation district facilities and improvements relating to subdivisions within the County of Ventura and City of Moorpark. Tasks involved enforcement of Ventura County, State of California, and Caltrans standards; uniform building codes; standard specifications; and Federal and Cal/OSHA standards. Ken provided installation/construction inspection of water pressure reducing stations, reservoirs, sewers, water and storm drain pipelines, sewer mains and cml water mains (by video), flood control structures, lift station facilities, sewage treatment plant expansion, underground utilities, manhole construction.

**Retrofit of Lake Sherwood Dam, County of Ventura, CA.** *Construction Inspector.* This project involved reinforcement of dam concrete, over 8 million cubic yards of earthwork, alluvial streambed removals, dredging of lake bottom, concrete channel walls, and concrete lining of dam spillway and outfall. Additional construction consisted of placement of 18-inch sewer trunk line under the lake and associated manhole shafts; rip rap for scour protection of lake shore; construction of an elevated weir structure; significant environmental restrictions including endangered species, plants, riparian habitat; coordination with Fish and Wildlife and US Army Corps of Engineers; and extensive dewatering and SWPPP compliance.

**Triunfo Sanitation District, Westlake Village, CA.** *Construction Inspector.* This project installed 1.8 miles of 36-inch sewer mainline with open cut excavation to a depth of 24 feet. Additional installations included 72-inch manhole bottoms, safety platforms, and vent shafting.



# Construction Management and Inspection Services Influent Pump Station Improvement Project Goleta Sanitary District



Project Schedule																	
PHASE	2021			2022													
	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec		
Pre-Construction																	\$ 13,796.00
Construction Management																	\$ 403,516.00
Project Closeout																	\$ 23,260.00

PHASE	2021												2022				TOTAL HOURS	HOURLY RATE	TOTAL COST
	Role	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec			
<b>TASK 1 PRE-CONSTRUCTION</b>																			
Project Manager	4	4															8	250.00	\$ 2,000.00
Construction Manager	16	24															40	195.00	\$ 7,800.00
Construction Administrator		20															20	105.00	\$ 2,100.00
Construction Inspector																	0	158.00	\$ -
Electrical Inspector		12															12	158.00	\$ 1,896.00
<b>SUB-TOTAL</b>	<b>20</b>	<b>60</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>80</b>		<b>\$ 13,796.00</b>
<b>TASK 2 CONSTRUCTION MANAGEMENT</b>																			
Project Manager			4	4	4	4	4	4	4	4	4						36	250.00	\$ 9,000.00
Construction Manager			60	60	60	120	100	100	80	80	80						740	195.00	\$ 144,300.00
Construction Administrator			16	16	16	20	20	20	20	20	20						168	105.00	\$ 17,640.00
Construction Inspector					40	172	172	172	172	172	172						1072	158.00	\$ 169,376.00
Electrical Inspector								80	120	120	80						400	158.00	\$ 63,200.00
<b>SUB-TOTAL</b>	<b>0</b>	<b>0</b>	<b>80</b>	<b>80</b>	<b>120</b>	<b>316</b>	<b>296</b>	<b>376</b>	<b>396</b>	<b>396</b>	<b>356</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>2416</b>		<b>\$ 403,516.00</b>
<b>TASK 3 PROJECT CLOSEOUT</b>																			
Project Manager													2	2			4	205.00	\$ 820.00
Construction Manager													80	40			120	152.00	\$ 18,240.00
Construction Administrator													20	20			40	105.00	\$ 4,200.00
Construction Inspector																	16	152.00	\$ 2,432.00
<b>SUB-TOTAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>118</b>	<b>62</b>	<b>0</b>	<b>0</b>	<b>164</b>		<b>\$ 23,260.00</b>
<b>TOTALS</b>	<b>20</b>	<b>60</b>	<b>80</b>	<b>80</b>	<b>120</b>	<b>316</b>	<b>296</b>	<b>376</b>	<b>396</b>	<b>396</b>	<b>356</b>	<b>118</b>	<b>62</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>2660</b>		<b>\$ 440,572.00</b>

SUBCONSULTANT	TOTAL COST
Specialty Inspection	\$ 15,500.00
<b>SUBCONSULTANTS SUB-TOTAL</b>	<b>\$ 15,500.00</b>

<b>CONSTRUCTION PHASE TOTAL</b>	<b>\$ 456,072.00</b>
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- Notes:
- Durations based on a 9 month construction period with a 3 month preliminary permit period based upon the contractor working 8 hours per day with no overtime.
  - Hours and costs are an estimate only; actual hours and costs will be based on contractor's schedule. Hours based upon the contractor working 8 hours per day with no overtime.
  - Overtime not included in this cost estimate. Any OT would be per MNS Standard Fee Schedule.
  - Construction Inspector's rate subject to adjustment if DIR Prevailing Wage rates are applicable.

# **AGENDA ITEM #2**

**AGENDA ITEM: 2**

**MEETING DATE: December 20, 2021**

**I. NATURE OF ITEM**

Review and Consideration of Amendment to Engineering Design Services Contract with Hazen and Sawyer for the Biosolids and Energy Strategic Plan Phase 1 Improvement Project

**II. BACKGROUND INFORMATION**

On November 16, 2020, the District approved a professional services agreement with Hazen and Sawyer (Hazen) for design and engineering services related to the Biosolids and Energy Strategic Plan (BESP) Phase 1 Improvement Project. The scope of the project included the following:

1. Installation of a new larger anaerobic digester to replace an existing smaller digester to meet firm capacity requirements and increase biogas production
2. Installation of a new 450kW Combined Heat and Power (CHP) cogeneration unit with gas conditioning system to convert biogas to electricity and reduce on-grid electrical demand
3. Installation of a low-pressure biogas storage facility to provide consistent flow to the CHP engine.

Since that time staff has been working closely with the Hazen team to review and provide input on the following design issues that were impacting the overall cost and viability of the project, including:

1. Increased costs associated with relocating existing underground utilities that conflicted with the proposed anaerobic digester
2. Increased costs for air quality environmental analysis and APCD permitting requirements associated with the 450kW CHP engine
3. Increased costs associated with the onsite low-pressure biogas storage facility.

The result of this ongoing value engineering effort has resulted in the following proposed modifications to the scope of the BESP Phase1 Improvement Project:

1. Modified digester size and location to minimize utility conflicts
2. Reduced CHP engine size to avoid triggering costly air quality environmental analysis and regulatory permit requirements
3. Deletion of low-pressure biogas storage facility.

The combined cost savings associated with the above modifications is estimated

to be over \$5M or approximately 39% of the total estimated project costs. However, while the value engineering process resulted in significant savings in the overall cost of the project, it also resulted in additional design engineering efforts that were not included in the agreement with Hazen. A summary listing of these additional efforts and their associated costs are shown on the following table:

<b>Additional BESP Design Engineering Efforts</b>	<b>Cost</b>
Project Management	\$21,800
Data Acquisition, Basemapping, Investigations	\$24,800
Regulatory/Permitting	\$40,700
Air Pollution Permit Administration	\$31,500
Project Description for MND	\$9,200
Digester Sizing Evaluation	\$31,700
Additional Gas Storage Analysis	\$31,500
SCR Design Effort	\$76,200
Smaller engine evaluation	\$14,800
160-kW engine design (0-60%)	\$52,700
90/100% Design Credit	(\$8,900)
<b>Total</b>	<b>285,400</b>

An amendment to the Hazen Design Engineering Services Agreement to cover these additional costs has been developed and is presented herein for Board consideration. A copy of the amendment that details the additional design efforts and project cost savings is attached to this report.

### III. COMMENTS AND RECOMMENDATIONS

The total cost of the engineering services based on the original scope of work was \$917,500. With inclusion of the proposed amendment the total cost would be \$1,202,900 or approximately 15% of the total project cost. While this additional amount wasn't included in this year's budget, there are funds available in the District's Capacity Reserve Fund #4650.

The value engineering process used on the BESP Phase 1 Improvement Project as described above resulted in significant savings in the overall project cost that far exceed the cost of the additional design engineering efforts that were required. As such, staff recommends the Board take the following actions:

1. Authorize the General Manager to execute Addendum No. 1 to the BESP Phase 1 Design and Engineering Services Agreement with Hazen in the amount of \$285,400
2. Approve an additional budget appropriation from the Capital Reserve Fund #4650 in the amount of \$285,400 for the BESP Phase 1 Improvement Project.

#### **IV. REFERENCE MATERIAL**

Hazen and Sawyer BESP Phase 1 Design and Engineering Services  
Amendment No. 1



Hazen and Sawyer  
11260 El Camino Real, Suite 102  
San Diego, CA, 92130 • 858.764.5522

November 30, 2021

Steve Wagner, PE  
General Manager/District Engineer  
Goleta Sanitary District  
One William Moffett Place  
Goleta, CA 93117

**Re: Biosolids and Energy Phase 1 Design and Engineering Services Amendment No. 1**

Dear Mr. Wagner:

In a continued effort to optimize the design of the digester and combined heat and power (CHP) system in response to comments from regulators and Goleta Sanitary District (District), Hazen and Sawyer has performed additional evaluations that were not part of the original scope of services of the Biosolids and Energy Phase 1 Design and Engineering Services Contract, dated November 17, 2020. Specifically, this has included the following:

- Additional potholing and associated archaeological services were provided to identify underground utilities where Digester 4 will be built. This was necessary to better define construction conditions.
- Additional considerations for air emissions were necessary resulting from communication with the Santa Barbara Air Pollution Control District (SBAPCD). This required additional evaluation to determine permitting strategies. Due to the additional emissions requirements with the originally proposed Cogen engine, a smaller engine was identified for the project. This required additional engineering analysis to determine overall benefit to the District. Due to the change in Cogen engine, additional engineering and design work was necessary to determine site requirements for the equipment.
- An analysis of gas storage alternatives was conducted to determine how on-site storage would be performed using the existing Digester 1.
- Digester 4 sizing was modified to avoid relocating an electrical duct bank which would have significantly increased the project cost.

Table 1 shows the impact this additional effort has had on the estimate of construction cost. Overall, the project cost has reduced by 39 percent, which is attributed to the additional effort spent on the project. Table 2 summarizes the level of effort for the additional work described above. Due to changes to the project scope, Table 2 also includes design credit for the 90 and 100% design effort. The total amendment amount of \$285,400 increases the overall project budget to \$1,202,900.



**Table 1. Changes to Project Cost due to Modifications to Design**

Item	Previous Cost (\$M)	Current Cost (\$M)	Difference	Notes
Demolition	\$0.16	\$0.10	-34%	Removed demolition at Digester No 1
Digester No 1 Gas Storage	\$0.78	---	---	Deleted from scope
Digester No 4	\$3.68	\$3.93	7%	Changed digester tank from 55-ft diameter outside wrapped to 50-ft diameter inside wrap.
Combined Heat and Power	\$1.31	\$0.78	-40%	Reduction in unit capacity, elimination of additional emissions control
Digester Gas Pretreatment	\$0.94	\$0.34	-64%	Elimination of gas compression/moisture removal and glycol chiller
Digester Gas Blower	\$0.10	\$0.11	9%	Increase in pipe material costs
Waste Gas Flare Modifications	\$0.01	---	---	Deleted from scope
Power and Maintenance Building	---	\$0.12	---	Refinement of scope
Site Work	\$0.07	\$0.07	-3%	--
Yard Piping	\$0.34	\$0.45	33%	Increase in cost of pipe material. Added replacement of gate valves and vaults rather than reuse
Electrical and I&C	\$3.67	\$0.82	-78%	Deleted rerouting of existing duct banks required with larger diameter digester
<b>TOTAL</b>	<b>\$11.1</b>	<b>\$6.70</b>	<b>-39%</b>	
<b>TOTAL with Contingency</b>	<b>\$13.3</b>	<b>\$7.94</b>	<b>-39%</b>	

**Table 2. Level of Effort for Additional Services.**

Task	Item Description	Total Hours	Hazen Labor	Tartaglia	Dudek	Yorke	Total Fee
<b>1</b>	<b>Project Management</b>	<b>98</b>	<b>\$21,800</b>				<b>\$21,800</b>
<b>2</b>	<b>Data Acquisition, Basemapping, Investigations</b>	<b>26</b>	<b>\$6,500</b>	<b>\$10,512</b>	<b>\$7,781</b>		<b>\$24,800</b>
<b>3</b>	<b>Regulatory/Permitting</b>	<b>83</b>	<b>\$18,900</b>			<b>\$21,800</b>	<b>\$40,700</b>
	Air Pollution Permit Administration	38	\$9,700			\$21,800	\$31,500
	Project Description for MND	45	\$9,200				\$9,200
<b>5</b>	<b>Preparation of Contract Documents</b>	<b>1,094</b>	<b>\$198,100</b>				<b>\$198,100</b>
	Digester Sizing Evaluation	197	\$31,700				\$31,700
	Additional Gas Storage Analysis	145	\$31,500				\$31,500
	SCR Design Effort	418	\$76,200				\$76,200
	Smaller engine evaluation	59	\$14,800				\$14,800
	160-kW engine design (0-60%)	319	\$52,700				\$52,700
	90/100% Design Credit	-44	\$(8,900)				\$(8,900)
	<b>Total</b>	<b>1,301</b>	<b>245,400</b>	<b>10,512</b>	<b>7,781</b>	<b>21,800</b>	<b>285,400</b>

Should you have any questions, please contact me at 760-519-7255 or via e-mail at [dguendert@hazenandsawyer.com](mailto:dguendert@hazenandsawyer.com)

Sincerely,

*Dawn Guendert*  
 Dawn Guendert  
 Project Director

Enclosure: Amendment No. 1

**CLIENT:** *Goleta Sanitary District*  
**CONSULTANT** *Hazen and Sawyer*  
**PROJECT:** *Biosolids and Energy Phase 1 Design and Engineering Services*

## **AGREEMENT FOR PROFESSIONAL SERVICES**

### **AMENDMENT № 1**

This Amendment dated the 8 day of December, 2021 to the Agreement for Professional Services ("the "Agreement") dated the 17 day of November , 2020 is made and entered into between Goleta Sanitary District ("**CLIENT**") and Hazen and Sawyer ("**CONSULTANT**"), collectively, "the Parties."

WHEREAS, the Parties desire to amend "**SCHEDULE A – SCOPE OF SERVICES**" and "**SCHEDULE B – COMPENSATION**" of the Agreement

NOW THEREFORE, in consideration of the mutual promises herein contained, **CLIENT** and **HAZEN** agree to modify the following paragraphs of the Agreement.

#### **SCHEDULE A – SCOPE OF SERVICES**

The Scope of Services currently authorized to be performed by **HAZEN** in accordance with the Agreement, and previous Amendments, if any, is modified as follows:

##### **Task 1 – Project Management and Administration**

Due to the changes in project scope, the project schedule has been extended by six months. This scope items covers the additional effort associated with facilitated meetings, monthly progress reporting and general project management activities.

##### **Task 2 – Data Acquisition/Investigations**

Additional potholing was identified during the design process to provide additional information on underground utilities. Potholing was performed at three locations within the plant. Coordination with project archaeologist was performed during the potholing effort.

##### **Task 3.1 – Prepare SBCAPCD Air Permit Application Package**

Due to the changes in the project, the Air Permit application required revision. This involved an update of the emissions calculations as well as the health risk assessment. Additional coordination with SBCAPCD was required as a result of the changes to the project.

##### **Task 3.2 – Prepare CEQA IS/MND**

Due to the changes in project scope, the Project Description that was developed as part of the regulatory effort required revision twice. This task includes the effort involved in those revisions.

##### **Task 5.2 – 60% Design Submittal and Workshop**

The change in project elements resulted in additional design effort. Due to the more stringent air requirements, additional design elements for the 450-kW engine were evaluated and ultimately eliminated due to cost and complexity. A subsequent analysis was performed to determine a more cost-effective approach to energy recovery. This resulted in selection of a 160-kW engine, which required additional design work to develop for the 60% submittal.

**Task 5.7 – Digester Sizing Evaluation**

Performed an analysis of three different digester diameters to avoid relocation of existing duct banks. As part of this evaluation, options for ductbank relocations were also evaluate. This included design activities as well as a cost estimate to generate a recommendation.

**Task 5.8 – Additional Gas Storage Analysis**

Performed an analysis of co-locating gas storage with future FOG receiving facility. This involved evaluating several options including converting the lower portion of Digester 1 for FOG receiving, demolishing Digester 1 to create space for a co-located facility and converting Digester 1 to gas storage and locating the FOG receiving facilities adjacent to Digester 1. This included a cost estimate to evaluate alternatives.

**SCHEDULE B – COMPENSATION**

For the Additional and/or Changed Services to services set forth above, **CLIENT** shall pay **HAZEN** the following additional compensation:

<b>Task</b>	<b>Current Contract Amount</b>	<b>Amendment Amount</b>	<b>Revised Contract Amount</b>
1 Project Management	\$77,400	\$21,800	\$99,200
2 Data Acquisition, Basemapping, Investigations	\$59,600	\$24,800	\$84,500
3 Regulatory/Permitting	\$298,900	\$40,700	\$339,600
4 Grant Funding Support	\$10,600	---	\$10,600
5 Preparation of Contract Documents	\$450,700	\$198,100	\$648,800
6 Bid Phase Services	\$20,300	---	\$20,300
Total	\$917,500	\$285,400	\$1,202,900

**Amendment 1** increases/decreases the current Subcontract Agreement Maximum Amount from **\$917,500** by **\$285,400** to a revised Maximum Amount of **\$1,202,900**. The cost of the additional services shall not exceed **\$285,400**.

Payments to **HAZEN** will be made based upon a time and materials basis pursuant to the fee schedule.



**HAZEN CLIENT:** *Goleta Sanitary District*

*Hazen and Sawyer*

**PROJECT:** *Biosolids and Energy Phase 1 Design Services*

**HAZEN JOB NO.:** *20063-014*

**SUBCONTRACT AGREEMENT FOR PROFESSIONAL SERVICES**

**AMENDMENT No 1**

This Amendment to the Subcontract Agreement for Professional Services (“the “Agreement”) dated the day of November 16, 2021 is made and entered into between **Hazen and Sawyer** (Prime Consultant, hereinafter "**HAZEN**") and Yorke Engineering, LLC (Subconsultant, hereinafter "**SUBCONSULTANT**").

WHEREAS, both parties desire to amend "**SCHEDULE A – SCOPE OF SERVICES**" of the Subcontract Agreement.

WHEREAS, both parties desire to amend "**SCHEDULE B – COMPENSATION**" of the Subcontract Agreement;

NOW THEREFORE, in consideration of the mutual promises herein contained, **HAZEN** and **SUBCONSULTANT** hereto agree to modify the following paragraphs in the Agreement.

**SCHEDULE A – SCOPE OF SERVICES**

The Scope of Services currently authorized to be performed by **SUBCONSULTANT** in accordance with the Subcontract Agreement, and previous Amendments, if any, is modified as follows:

**Task 1 – Prepare SBCAPCD Air Permit Application Package**

The draft ATC application package, which is currently being prepared by **SUBCONSULTANT**, will be updated to reflect the following new equipment:

- A lean-burn spark-ignition “Agenitor 404 BG” engine rated at 160 kW electric output fueled by biogas from the digestors, including a gas pre-treatment system and an oxidation catalyst; and
- A new digester (Digester 4).

The application package will discuss Digester 4 replacing Digester 1, but will not request any change to the permitted status of Digester 1. This should be handled by notifying the SBCAPCD of Digester 1’s decommissioning once it is decommissioned.

Permitting a different sized engine will require that the following subtasks be updated, using the same task numbering as the original proposal:

**Task 1c – Update Emission Calculations with the Final Design**

**SUBCONSULTANT** has completed emission calculations several times for various design options and using various emission factors since the start of this Project. Now that the design is presumed to be finalized, **SUBCONSULTANT** will prepare the revised emission calculations to be included in the ATC applications. **SUBCONSULTANT** will quantify the criteria pollutant emissions on an hourly, daily, and annual basis for use in the permit applications. **SUBCONSULTANT** will also calculate emissions of TACs. **SUBCONSULTANT** do not expect to need to revise the prior BACT determination for the engine.

**Task 1d – Prepare Final Health Risk Assessment**

SUBCONSULTANT will prepare an updated HRA for the proposed new equipment noted above in accordance with SBCAPCD guidelines, along with input received during the review of the preliminary HRA. As SUBCONSULTANT have found in previous runs, SUBCONSULTANT expect that the risks will be acceptable and have assumed only one additional iteration will be needed with the smaller engine.

The HRA will include the use of AERMOD for the air dispersion modeling.

The HRA calculation tool that will be utilized for this Project is the Hotspots Analysis and Reporting Program, version 2 (HARP2), which is distributed by the California Air Resources Board (CARB). The HRA will include inhalation and non-inhalation exposure pathways. The residential/sensitive receptor analysis will include a 30-year exposure duration, and the off-site workplace receptor analysis will include a 25-year exposure duration.

As part of the ATC application package, SUBCONSULTANT will summarize the methodology used and results for the HRA, including the Cancer Risk, Chronic Hazard Index (HIC), and Acute Hazard Index (HIC) for the nearest residential and off-site workplace receptors.

**Task 1e – Finalize ATC Permit Application Package to SBCAPCD Standards**

SUBCONSULTANT will finish preparing an ATC permit application package to SBCAPCD standards. The application package will include the emission calculations prepared in Task 1c, the HRA from Task 1d, and an analysis of SBCAPCD regulations to show compliance with the relevant rules. New Source Review (NSR) requirements, including BACT, offsets, and air quality impact analysis (AQIA) modeling, will also be evaluated. Based on the regulatory analyses completed thus far, SUBCONSULTANT assumes Project emissions will not trigger the need for offsets or air quality modeling, and that BACT requirements will be met by the proposed configuration. SUBCONSULTANT will complete the SBCAPCD application forms, including general and source-specific forms. These forms include information on the facility, owner/operator, equipment specifications, and emissions.

A draft permit application package will be submitted to Hazen and GSD for review and comment. Following incorporation of comments, a final application document will be provided to GSD for signature and submittal to the SBCAPCD. It is assumed that payment of the application fees will be provided by GSD.

Deliverable: A Draft and Final Permit Application Package for the New Equipment

**Task 1f – Follow-Up with the SBCAPCD**

After application submittal, SUBCONSULTANT will follow up with the SBCAPCD to answer questions and track the status of the applications. SUBCONSULTANT will work closely with GSD and SBCAPCD staff to facilitate processing of the permit applications. SUBCONSULTANT will also review the draft ATC permit to ensure correctness. Since the required level of effort is difficult to estimate at this stage, this effort is limited to the hours listed in Table 1. Should additional effort be needed to negotiate permit conditions or address more detailed SBCAPCD questions, SUBCONSULTANT will propose that effort separately for HAZEN approval.

**Task 2 – Prepare CEQA IS/MND**

No changes are being proposed.

**Task 3 – Project Management, Meeting, and Coordination Calls**

Task 3 is modified under this Amendment to include time for the additional coordination that has already been required with the SBCAPCD, Hazen, and GSD, as well as time for future additional coordination around review and submittal of the applications.

**SCHEDULE B – COMPENSATION**

For the Additional Services or modifications to services set forth above, **HAZEN** shall pay **SUBCONSULTANT** the following additional or modified compensation:

**Table 1: Estimated Additional Project Hours and Costs**

Task	Description	Hours	Cost Estimate
1c	Update Emission Calculations with the Final Design	20	\$4,000.00
1d	Prepare Final Health Risk Assessment	32	\$6,400.00
1e	Finalize ATC Permit Application Package to SBCAPCD Standards	28	\$5,600.00
1f	Follow-Up with the SBCAPCD	20	\$4,200.00
3	Project Management, Meeting, and Coordination Calls	8	\$1,600.00
<b>Total Estimate</b>		<b>108</b>	<b>\$21,800.00</b>

**Table 2: 2021 Subcontractor Labor Rates\***

Labor Category	Labor Rate (\$/Hour)
Principal Engineer/Scientist II	\$248
Principal Engineer/CIH/Scientist I	\$233
Senior Engineer	\$219
Senior Scientist	\$206
Engineer	\$186
Scientist	\$167
Staff	\$127
Administrative/Project Support	\$91
ODCs**	

\*Labor rates adjust by 3.5% rounded to the nearest dollar on January 1<sup>st</sup> of each year. Overtime, if required, will be billed at 1.3 times the listed rate.

\*\*Other direct costs, such as shipping and copies, will be billed at cost, and mileage will be billed at the standard IRS rate, except subcontracted services, if required, will be marked up 10%.

**Amendment** increases the current Subcontract Agreement Maximum Amount from **\$95,700** by **\$21,800** to a revised Maximum Amount of **\$117,500**.

**HAZEN** and **SUBCONSULTANT** hereby agree to modify the Subcontract Agreement as set forth in this Amendment. All provisions of the Subcontract Agreement not modified by this or previous Amendments remains in effect.

This Amendment may be executed in counterparts, each of which shall be deemed to be an original.



**HAZEN CLIENT:** *Goleta Sanitary District**Hazen and Sawyer***PROJECT:** *Biosolids and Energy Phase 1 Design Services***HAZEN JOB NO.:** *20063-014***SUBCONTRACT AGREEMENT FOR PROFESSIONAL SERVICES****AMENDMENT No 1**

This Amendment to the Subcontract Agreement for Professional Services ("the "Agreement") dated the 25<sup>th</sup> day of November, 2020 is made and entered into between **Hazen and Sawyer** (Prime Consultant, hereinafter "**HAZEN**") and Dudek (Subconsultant, hereinafter "**SUBCONSULTANT**").

WHEREAS, both parties desire to amend "**SCHEDULE A – SCOPE OF SERVICES**" of the Subcontract Agreement, and/or delete portions of the Scope of Services.

WHEREAS, both parties desire to amend "**SCHEDULE B – COMPENSATION**" of the Subcontract Agreement;

NOW THEREFORE, in consideration of the mutual promises herein contained, **HAZEN** and **SUBCONSULTANT** hereto agree to modify the following paragraphs in the Agreement.

**SCHEDULE A – SCOPE OF SERVICES**

The Scope of Services currently authorized to be performed by **SUBCONSULTANT** in accordance with the Subcontract Agreement, and previous Amendments, if any, is modified as follows:

Task 3a Archeological Monitoring During Geotechnical and Potholing Investigations

**SUBCONSULTANT** will provide exploratory excavations prior to potholing observed by a Native American monitor and will provide an additional two days of Native American and archaeological monitoring during potholing services and a day during the geotechnical field work to support the design. Consult with team on results and coordinate with field crews as needed.

Scope of services for this effort will be complete no later than May 12, 2021.

**SCHEDULE B – COMPENSATION**

For the Additional Services or modifications to services set forth above, **HAZEN** shall pay **SUBCONSULTANT** the following additional or modified compensation:

<b>TASK NUMBER</b>	<b>TASK NAME</b>	<b>AMOUNT</b>
<b>Task 3a</b>	<b>Additional Archaeological Monitoring</b>	<b>\$7,780.80</b>
<b>TOTAL</b>		<b>\$7,780.80</b>



## Certificate Of Completion

Envelope Id: D1AF5095D98D41E898E241B728EF8340	Status: Completed
Subject: Biosolids And Energy Phase I Design Service for GSD	
Source Envelope:	
Document Pages: 2	Signatures: 1
Certificate Pages: 4	Initials: 0
AutoNav: Enabled	Envelope Originator:
Envelopeld Stamping: Enabled	Agiloft-Docusign
Time Zone: (UTC-08:00) Pacific Time (US & Canada)	605 3rd St
	Encinitas, CA 92024
	contracts@dudek.com
	IP Address: 38.127.225.193

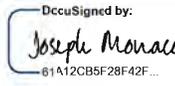
## Record Tracking

Status: Original	Holder: Agiloft-Docusign	Location: DocuSign
5/3/2021 11:27:19 AM	contracts@dudek.com	

## Signer Events

Joseph Monaco  
 jmonaco@dudek.com  
 President and Chief Executive Officer  
 Dudek  
 Security Level: Email, Account Authentication (None)

## Signature

DocuSigned by:  
  
 61A12C85F28F42F...  
 Signature Adoption: Pre-selected Style  
 Using IP Address: 174.195.139.45  
 Signed using mobile

## Timestamp

Sent: 5/3/2021 11:28:30 AM  
 Viewed: 5/3/2021 11:42:05 AM  
 Signed: 5/3/2021 11:42:12 AM

**Electronic Record and Signature Disclosure:**  
 Accepted: 5/3/2021 11:42:05 AM  
 ID: 3d2af289-1976-4c1e-b8b8-dd8fd6d23d11

In Person Signer Events	Signature	Timestamp
Editor Delivery Events	Status	Timestamp
Agent Delivery Events	Status	Timestamp
Intermediary Delivery Events	Status	Timestamp
Certified Delivery Events	Status	Timestamp
Carbon Copy Events	Status	Timestamp
Witness Events	Signature	Timestamp
Notary Events	Signature	Timestamp
Envelope Summary Events	Status	Timestamps
Envelope Sent	Hashed/Encrypted	5/3/2021 11:28:30 AM
Certified Delivered	Security Checked	5/3/2021 11:42:05 AM
Signing Complete	Security Checked	5/3/2021 11:42:12 AM
Completed	Security Checked	5/3/2021 11:42:12 AM

Payment Events	Status	Timestamps
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## Electronic Record and Signature Disclosure

## **ELECTRONIC RECORD AND SIGNATURE DISCLOSURE**

From time to time, Ingram Micro OBO PCM Sales Inc. OBO Dudek (we, us or Company) may be required by law to provide to you certain written notices or disclosures. Described below are the terms and conditions for providing to you such notices and disclosures electronically through the DocuSign system. Please read the information below carefully and thoroughly, and if you can access this information electronically to your satisfaction and agree to this Electronic Record and Signature Disclosure (ERSD), please confirm your agreement by selecting the check-box next to 'I agree to use electronic records and signatures' before clicking 'CONTINUE' within the DocuSign system.

### **Getting paper copies**

At any time, you may request from us a paper copy of any record provided or made available electronically to you by us. You will have the ability to download and print documents we send to you through the DocuSign system during and immediately after the signing session and, if you elect to create a DocuSign account, you may access the documents for a limited period of time (usually 30 days) after such documents are first sent to you. After such time, if you wish for us to send you paper copies of any such documents from our office to you, you will be charged a \$0.00 per-page fee. You may request delivery of such paper copies from us by following the procedure described below.

### **Withdrawing your consent**

If you decide to receive notices and disclosures from us electronically, you may at any time change your mind and tell us that thereafter you want to receive required notices and disclosures only in paper format. How you must inform us of your decision to receive future notices and disclosure in paper format and withdraw your consent to receive notices and disclosures electronically is described below.

### **Consequences of changing your mind**

If you elect to receive required notices and disclosures only in paper format, it will slow the speed at which we can complete certain steps in transactions with you and delivering services to you because we will need first to send the required notices or disclosures to you in paper format, and then wait until we receive back from you your acknowledgment of your receipt of such paper notices or disclosures. Further, you will no longer be able to use the DocuSign system to receive required notices and consents electronically from us or to sign electronically documents from us.

### **All notices and disclosures will be sent to you electronically**

Unless you tell us otherwise in accordance with the procedures described herein, we will provide electronically to you through the DocuSign system all required notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to you during the course of our relationship with you. To reduce the chance of you inadvertently not receiving any notice or disclosure, we prefer to provide all of the required notices and disclosures to you by the same method and to the same address that you have given us. Thus, you can receive all the disclosures and notices electronically or in paper format through the paper mail delivery system. If you do not agree with this process, please let us know as described below. Please also see the paragraph immediately above that describes the consequences of your electing not to receive delivery of the notices and disclosures electronically from us.

**How to contact Ingram Micro OBO PCM Sales Inc. OBO Dudek:**

You may contact us to let us know of your changes as to how we may contact you electronically, to request paper copies of certain information from us, and to withdraw your prior consent to receive notices and disclosures electronically as follows:

To contact us by email send messages to: [bnordmann@dudek.com](mailto:bnordmann@dudek.com)

**To advise Ingram Micro OBO PCM Sales Inc. OBO Dudek of your new email address**

To let us know of a change in your email address where we should send notices and disclosures electronically to you, you must send an email message to us at [bnordmann@dudek.com](mailto:bnordmann@dudek.com) and in the body of such request you must state: your previous email address, your new email address. We do not require any other information from you to change your email address.

If you created a DocuSign account, you may update it with your new email address through your account preferences.

**To request paper copies from Ingram Micro OBO PCM Sales Inc. OBO Dudek**

To request delivery from us of paper copies of the notices and disclosures previously provided by us to you electronically, you must send us an email to [bnordmann@dudek.com](mailto:bnordmann@dudek.com) and in the body of such request you must state your email address, full name, mailing address, and telephone number. We will bill you for any fees at that time, if any.

**To withdraw your consent with Ingram Micro OBO PCM Sales Inc. OBO Dudek**

To inform us that you no longer wish to receive future notices and disclosures in electronic format you may:

- i. decline to sign a document from within your signing session, and on the subsequent page, select the check-box indicating you wish to withdraw your consent, or you may;
- ii. send us an email to [bnordmann@dudek.com](mailto:bnordmann@dudek.com) and in the body of such request you must state your email, full name, mailing address, and telephone number. We do not need any other information from you to withdraw consent.. The consequences of your withdrawing consent for online documents will be that transactions may take a longer time to process..

### **Required hardware and software**

The minimum system requirements for using the DocuSign system may change over time. The current system requirements are found here: <https://support.docusign.com/guides/signer-guide-signing-system-requirements>.

### **Acknowledging your access and consent to receive and sign documents electronically**

To confirm to us that you can access this information electronically, which will be similar to other electronic notices and disclosures that we will provide to you, please confirm that you have read this ERSD, and (i) that you are able to print on paper or electronically save this ERSD for your future reference and access; or (ii) that you are able to email this ERSD to an email address where you will be able to print on paper or save it for your future reference and access. Further, if you consent to receiving notices and disclosures exclusively in electronic format as described herein, then select the check-box next to 'I agree to use electronic records and signatures' before clicking 'CONTINUE' within the DocuSign system.

By selecting the check-box next to 'I agree to use electronic records and signatures', you confirm that:

- You can access and read this Electronic Record and Signature Disclosure; and
- You can print on paper this Electronic Record and Signature Disclosure, or save or send this Electronic Record and Disclosure to a location where you can print it, for future reference and access; and
- Until or unless you notify Ingram Micro OBO PCM Sales Inc. OBO Dudek as described above, you consent to receive exclusively through electronic means all notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to you by Ingram Micro OBO PCM Sales Inc. OBO Dudek during the course of your relationship with Ingram Micro OBO PCM Sales Inc. OBO Dudek.

**HAZEN CLIENT:** *Goleta Sanitary District*

*Hazen and Sawyer*

**PROJECT:** *Biosolids and Energy Phase 1 Design Services*

**HAZEN JOB NO.:** *20063-014*

**SUBCONTRACT AGREEMENT FOR PROFESSIONAL SERVICES**

**AMENDMENT № 1**

This Amendment to the Subcontract Agreement for Professional Services ("the "Agreement") dated the 2<sup>nd</sup> day of December, 2020 is made and entered into between **Hazen and Sawyer** (Prime Consultant, hereinafter "**HAZEN**") and Tartaglia Engineering (Subconsultant, hereinafter "**SUBCONSULTANT**").

WHEREAS, both parties desire to amend "SCHEDULE A – SCOPE OF SERVICES" of the Subcontract Agreement, and/or delete portions of the Scope of Services.

WHEREAS, both parties desire to amend "SCHEDULE B – COMPENSATION" of the Subcontract Agreement;

NOW THEREFORE, in consideration of the mutual promises herein contained, **HAZEN** and **SUBCONSULTANT** hereto agree to modify the following paragraphs in the Agreement.

**SCHEDULE A – SCOPE OF SERVICES**

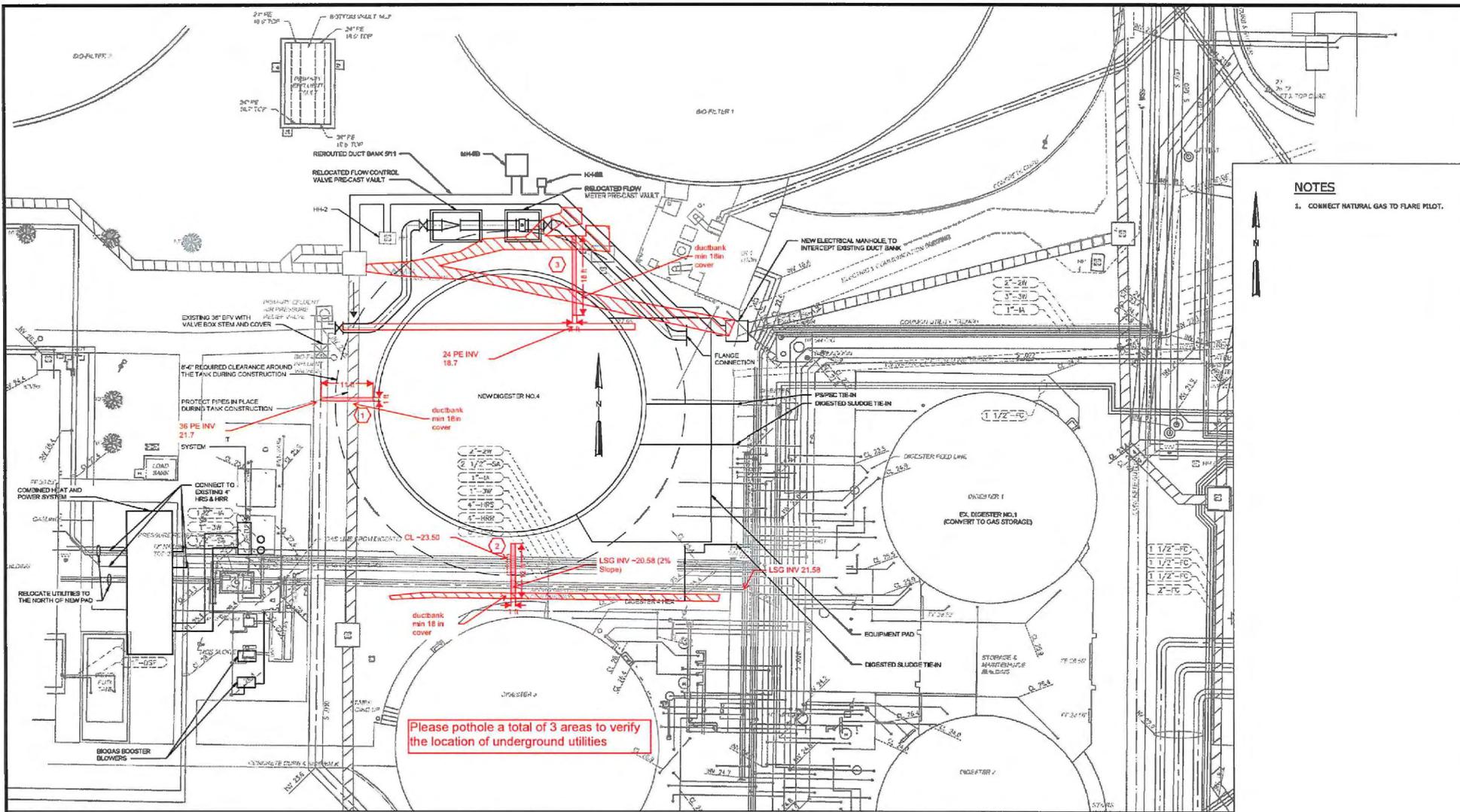
The Scope of Services currently authorized to be performed by **SUBCONSULTANT** in accordance with the Subcontract Agreement, and previous Amendments, if any, is modified as follows:

Subconsultant to provide pothole effort at the Goleta Sanitary District Water Reclamation Facility. The effort is focused at three locations identified on the enclosed Figure, as provided by Hazen. Existing locations are non-paved, non-traffic areas within the plant. Subconsultant shall:

1. Provide 48-hour advance notice to Goleta Sanitary – underground service alert.
2. Mobilize to the site.
3. Layout the limits of all three locations.
4. In close proximity to the effort on a semi-level location, create a slurry drying / inspection bed using strawbales and plastic sheet lining.
5. Remove existing soil within each extraction area using a municipal-grad vacuum extraction machine (hydrovac). Deliver and deposit material at the drying / inspection bed.
6. Locate / document exposed facilities with survey control tied to the plant, being the same control used in generating the project site topographic survey. Photo document exposed materials.
7. Backfill the void either with dried material from the inspection bed or with native earth. Apply water and compactive effort as the material is brought up level to adjacent grade.
8. Remove and off-site dispose drying bed bales, plastic, and any residual earth material.
9. Provide survey data to Hazen within 48 hours.

Subconsultant to provide coordination for an archeologist who will be on-site during material extraction and deposition into the drying bed for cultural evaluation. Coordination is limited to on-site discussions and providing an area for material evaluation.





**NOTES**

- CONNECT NATURAL GAS TO FLARE PILOT.

Please pothole a total of 3 areas to verify the location of underground utilities

PLAN  
T-17

PROJECT ENGINEER:	T. SUYDAM
DESIGNED BY:	S. TAKADA
DRAWN BY:	M. SEEBOLD
CHECKED BY:	G. CUMMINGS
IF THIS BAR DOES NOT MEASURE 1" THEN DRAWING IS NOT TO FULL SCALE	0 1/2" = 1'

30% SUBMITTAL DRAWING  
DO NOT USE FOR CONSTRUCTION

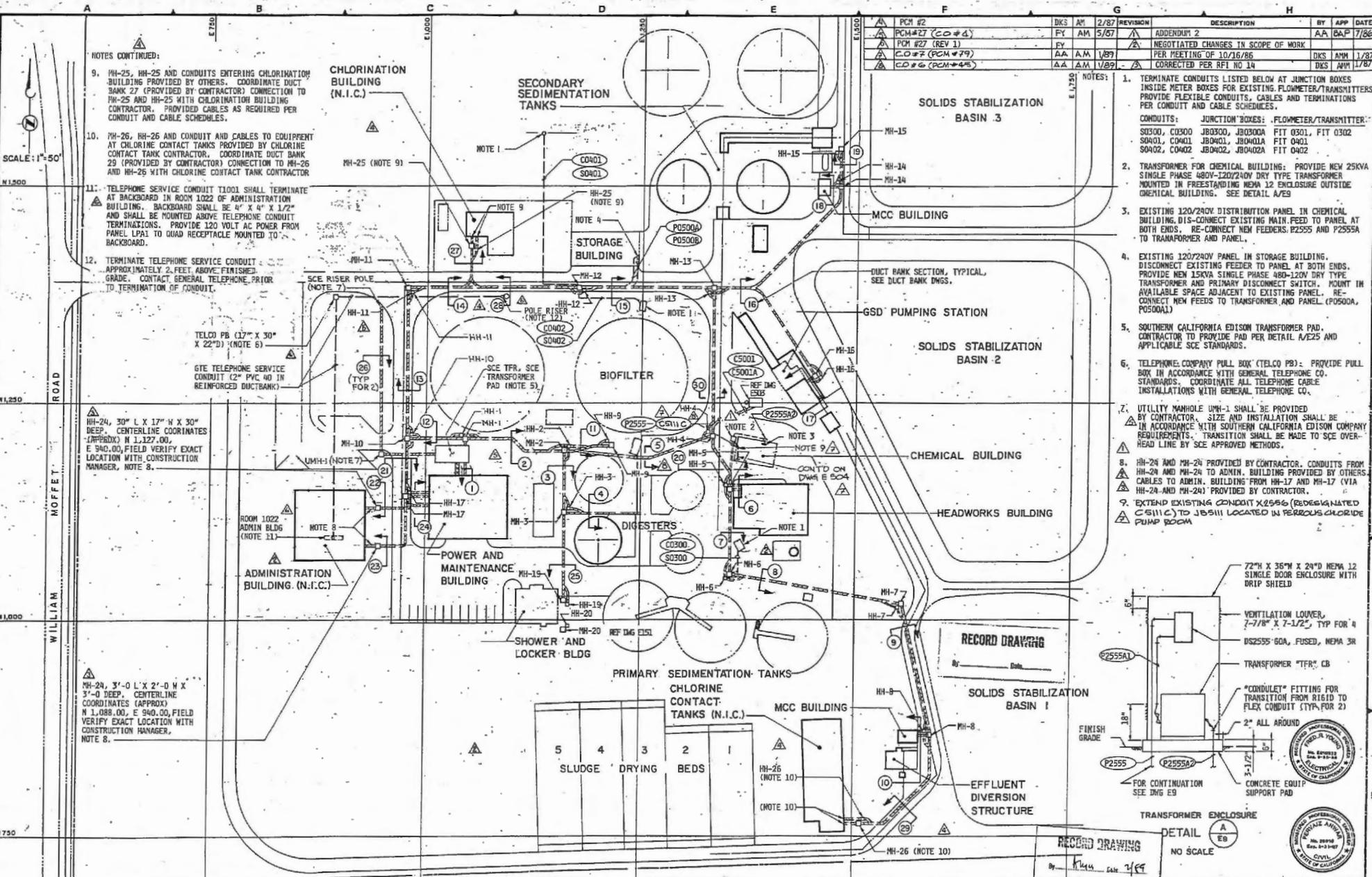
**Hazen**  
HAZEN AND SAWYER  
11280 EL CAMINO REAL, SUITE 102  
SAN DIEGO, CALIFORNIA 92130

GOLETA SANITARY DISTRICT  
SANTA BARBARA COUNTY, CALIFORNIA

BIOSOLIDS AND ENERGY PHASE 1

CIVIL  
YARD PIPING PLAN

DATE	MARCH 2021
HAZEN NO.	20063-014
CONTRACT NO.	1
DRAWING NUMBER	C004



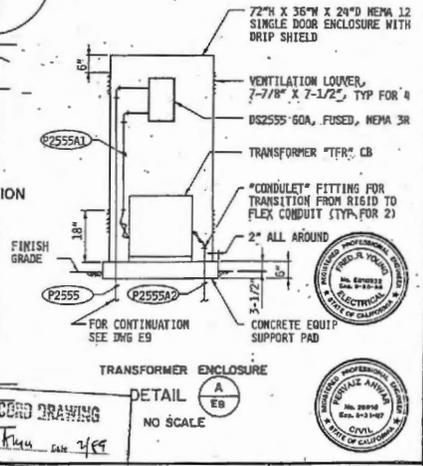
PC#	AM	REVISION	DESCRIPTION	BY	APP	DATE
PC#2	AM	2/87				
PC#27 (CO#4)	FY	5/87	ADDENDUM 2	AA	BAF	7/86
PC#27 (REV 1)	FY		NEGOTIATED CHANGES IN SCOPE OF WORK			
CO#7 (PCM#79)	AA	1/89	PER MEETING OF 10/16/86	DKS	AMM	1/87
CO#6 (PCM#48)	AA	1/89	CORRECTED PER RFI NO 14	DKS	AMM	1/87

NOTES CONTINUED:

- MH-25, HH-25 AND CONDUITS ENTERING CHLORINATION BUILDING PROVIDED BY OTHERS. COORDINATE DUCT BANK 27 (PROVIDED BY CONTRACTOR) CONNECTION TO MH-25 AND HH-25 WITH CHLORINATION BUILDING CONTRACTOR. PROVIDED CABLES AS REQUIRED PER CONDUIT AND CABLE SCHEDULES.
- MH-26, HH-26 AND CONDUIT AND CABLES TO EQUIPMENT AT CHLORINE CONTACT TANKS PROVIDED BY CHLORINE CONTACT TANK CONTRACTOR. COORDINATE DUCT BANK 29 (PROVIDED BY CONTRACTOR) CONNECTION TO MH-26 AND HH-26 WITH CHLORINE CONTACT TANK CONTRACTOR.
- TELEPHONE SERVICE CONDUIT T1001 SHALL TERMINATE AT BACKBOARD IN ROOM 1022 OF ADMINISTRATION BUILDING. BACKBOARD SHALL BE 4" X 4" X 1/2" AND SHALL BE MOUNTED ABOVE TELEPHONE CONDUIT TERMINATIONS. PROVIDE 120 VOLT AC POWER FROM PANEL LP21 TO DUAL RECEPTACLE MOUNTED TO BACKBOARD.
- TERMINATE TELEPHONE SERVICE CONDUIT APPROXIMATELY 2 FEET ABOVE FINISHED GRADE. CONTACT GENERAL TELEPHONE PRIOR TO TERMINATION OF CONDUIT.

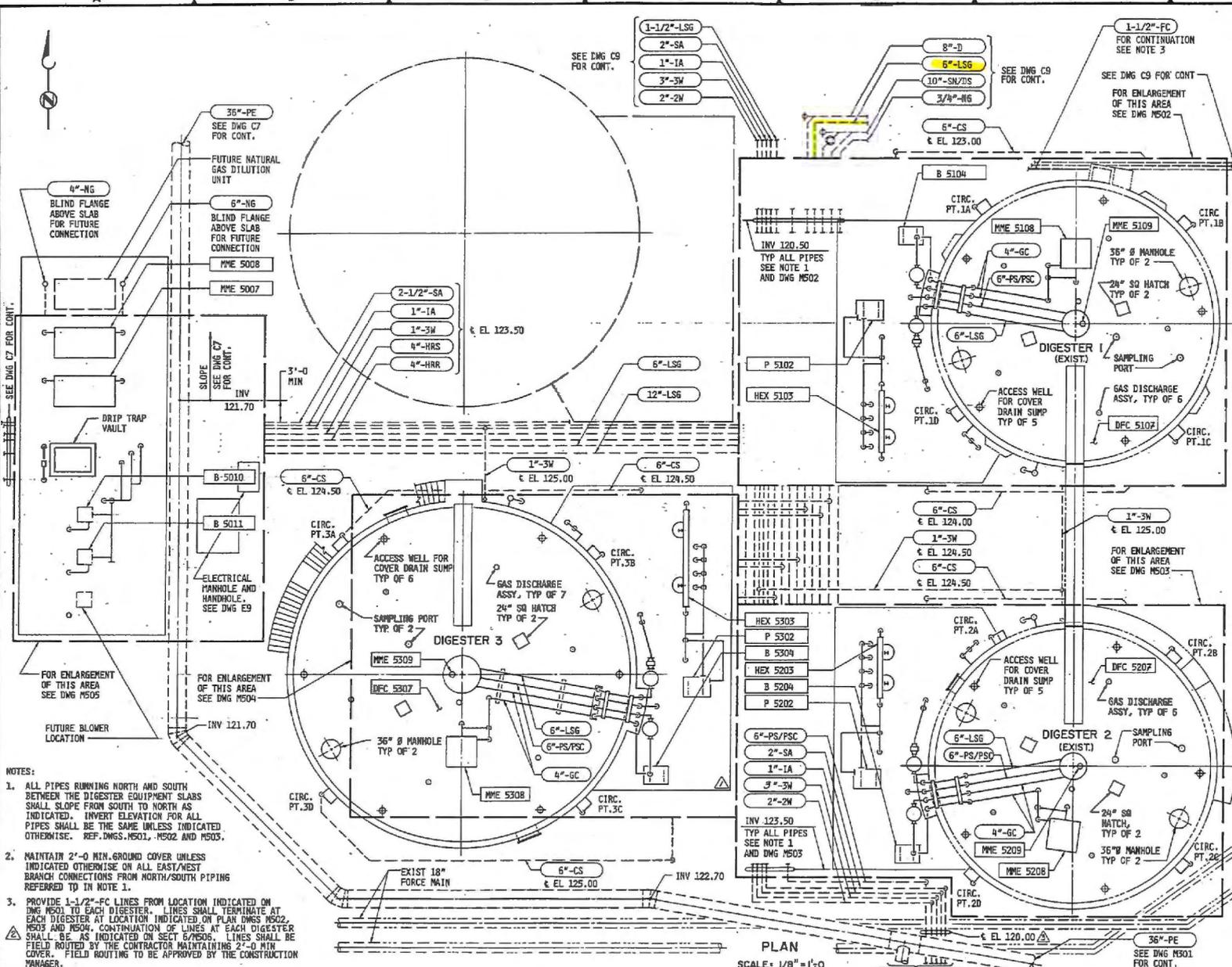
NOTES:

- TERMINATE CONDUITS LISTED BELOW AT JUNCTION BOXES INSIDE METER BOXES FOR EXISTING FLOWMETER/TRANSMITTERS PROVIDE FLEXIBLE CONDUITS, CABLES AND TERMINATIONS PER CONDUIT AND CABLE SCHEDULES.  
CONDUITS: JUNCTION BOXES: FLOWMETER/TRANSMITTER:  
S0300, C0300 JB0300, JB0300A FIT 0301, FIT 0302  
S0401, C0401 JB0401, JB0401A FIT 0401  
S0402, C0402 JB0402, JB0402A FIT 0402
- TRANSFORMER FOR CHEMICAL BUILDING: PROVIDE NEW 25KVA SINGLE PHASE 480V-120/240V DRY TYPE TRANSFORMER MOUNTED IN FREESTANDING NEMA 12 ENCLOSURE OUTSIDE CHEMICAL BUILDING. SEE DETAIL A/E9
- EXISTING 120/240V DISTRIBUTION PANEL IN CHEMICAL BUILDING, DIS-CONNECT EXISTING MAIN FEED TO PANEL AT BOTH ENDS. RE-CONNECT NEW FEEDERS, P2555 AND P2555A TO TRANSFORMER AND PANEL.
- EXISTING 120/240V PANEL IN STORAGE BUILDING, DISCONNECT EXISTING FEEDER TO PANEL AT BOTH ENDS. PROVIDE NEW 15KVA SINGLE PHASE 480-120V DRY TYPE TRANSFORMER AND PRIMARY DISCONNECT SWITCH. MOUNT IN AVAILABLE SPACE ADJACENT TO EXISTING PANEL. RE-CONNECT NEW FEEDS TO TRANSFORMER AND PANEL (P5000, P5000A)
- SOUTHERN CALIFORNIA EDISON TRANSFORMER PAD. CONTRACTOR TO PROVIDE PAD PER DETAIL A/E25 AND APPLICABLE SEE STANDARDS.
- TELEPHONE COMPANY PULL BOX (TELCO PB) - PROVIDE PULL BOX IN ACCORDANCE WITH GENERAL TELEPHONE CO. STANDARDS. COORDINATE ALL TELEPHONE CABLE INSTALLATIONS WITH GENERAL TELEPHONE CO.
- UTILITY MANHOLE UMH-1 SHALL BE PROVIDED BY CONTRACTOR. SIZE AND INSTALLATION SHALL BE IN ACCORDANCE WITH SOUTHERN CALIFORNIA EDISON COMPANY REQUIREMENTS. TRANSITION SHALL BE MADE TO SCE OVERHEAD LINE BY SCE APPROVED METHODS.
- MH-24 AND MH-24 PROVIDED BY CONTRACTOR. CONDUITS FROM MH-24 AND MH-24 TO ADMIN. BUILDING PROVIDED BY OTHERS. CABLES TO ADMIN. BUILDING FROM MH-17 AND MH-17 (VIA MH-24 AND MH-24) PROVIDED BY CONTRACTOR. MH-20 (VIA MH-24 AND MH-20) PROVIDED BY CONTRACTOR. (REDESIGNATED C5111C) TO 185111 LOCATED IN PERVIOUS CHLORINE PUMP ROOM



RECORD DRAWING  
By: K. H. Lee Date: 1/89





REVISION	DESCRIPTION	BY	APP	DATE
1	CA-03 - (PCM#2)			AM 7-87
2	PCM # 79 (CO # 7)	DL	AM	8-88
3	AS BUILT	AA	AM	1-89

**EQUIPMENT LIST**

PSM	5003	LSG PRESSURE SWITCH HIGH
PSL	5003	LSG PRESSURE SWITCH LOW
PIT	5004	LSG PRESSURE CONTROLLER
CV	5005	LSG WASTE CONTROL VALVE
	5006	DILUTED N6 CONTROL VALVE
MME	5007	NATURAL GAS DILUTION UNIT 1
MME	5008	NATURAL GAS DILUTION UNIT 2
FE	5009	NATURAL GAS FLOWMETER
B	5010	NSG BOOSTER BLOWER 1
M	5010	MOTOR
B	5011	NSG BOOSTER BLOWER 2
M	5011	MOTOR
CV	5101	DIGESTER 1 FEED CONTROL VALVE
SV	5101	SOLENOID VALVE
ZS	5101	POSITION SWITCH
DIGESTERS 2 AND 3 FEED CONTROL VALVES SEQUENCE SAME AS DIGESTER 1 FEED CONTROL VALVE. EXCEPT 5201 AND 5301		
P	5102	SLUDGE CIRCULATING PUMP 1
M	5102	MOTOR
SV	5102	SOLENOID VALVE
SLUDGE CIRCULATING PUMPS 2 AND 3 SEQUENCE SAME AS SLUDGE CIRCULATING PUMP 1 EXCEPT 5202 AND 5302		
HEX	5103	DIGESTER 1 HEAT EXCHANGER
P	5103	DIGESTER HEX CIRCULATING PUMP 1
M	5103	MOTOR
CV	5103	DIGESTER HEX CONTROL VALVE
DIGESTERS 2 AND 3 HEAT EXCHANGERS SEQUENCE SAME AS DIGESTER 1 HEAT EXCHANGER EXCEPT 5203 AND 5303		
B	5104	DIGESTER GAS MIXING BLOWER 1
M	5104	MOTOR
PSL	5104	LOW-SUCTION PRESSURE SWITCH
TSH	5104	HIGH DISCHARGE TEMPERATURE SWITCH
DIGESTER GAS MIXING BLOWERS 2 AND 3 SEQUENCE SAME AS DIGESTER GAS MIXING BLOWER 1 EXCEPT 5204 AND 5304		
FE	5106	LSG FLOWMETER 1
FE	5206	LSG FLOWMETER 2
FE	5306	LSG FLOWMETER 3
DFC	5107	DIGESTER 1 FLOATING COVER
LE	5107	DIGESTER 1 COVER LEVEL INDICATOR
DFC	5207	DIGESTER 2 FLOATING COVER
LE	5207	DIGESTER 2 COVER LEVEL INDICATOR
DFC	5307	DIGESTER 3 FLOATING COVER
LE	5307	DIGESTER 3 COVER LEVEL INDICATOR
MME	5108	DIGESTER 1 MIXING ROTARY VALVE ASSY
MME	5208	DIGESTER 2 MIXING ROTARY VALVE ASSY
MME	5308	DIGESTER 3 MIXING ROTARY VALVE ASSY
MME	5109	PRESSURE/VACUUM RELIEF VALVE 1
MME	5209	PRESSURE/VACUUM RELIEF VALVE 2
MME	5309	PRESSURE/VACUUM RELIEF VALVE 3

- NOTES:**
1. ALL PIPES RUNNING NORTH AND SOUTH BETWEEN THE DIGESTER EQUIPMENT SLABS SHALL SLOPE FROM SOUTH TO NORTH AS INDICATED. INVERT ELEVATION FOR ALL PIPES SHALL BE THE SAME UNLESS INDICATED OTHERWISE. REF. DMS, M501, M502 AND M503.
  2. MAINTAIN 2'-0" MIN. GROUND COVER UNLESS INDICATED OTHERWISE ON ALL EAST/WEST BRANCH CONNECTIONS FROM NORTH/SOUTH PIPING REFERRED TO IN NOTE 1.
  3. PROVIDE 1-1/2"-FC LINES FROM LOCATION INDICATED ON DMS M501 TO EACH DIGESTER. LINES SHALL TERMINATE AT EACH DIGESTER AT LOCATION INDICATED ON PLAN DMS M502 M503 AND M504. CONTINUATION OF LINES AT EACH DIGESTER SHALL BE AS INDICATED ON SECT 5/M505. LINES SHALL BE FIELD ROUTED BY THE CONTRACTOR MAINTAINING 2'-0" MIN COVER. FIELD ROUTING TO BE APPROVED BY THE CONSTRUCTION MANAGER.

**BC BROWN AND CALDWELL**  
CONSULTING ENGINEERS  
EUGENE • PASADENA • SEATTLE  
TUCSON • WALNUT CREEK

DESIGNED BSP  
DRAWN DL  
CHECKED BAP

SUBMITTED [Signature] DATE 1/11/88  
APPROVED [Signature] DATE 3/11/88

FILE 2319  
DATE MAY 1986

**GOLETA SANITARY DISTRICT**

APPROVED [Signature] DATE 5/11/86  
GENERAL MANAGER/DISTRICT ENGINEER (REG. NO. 18105)

**WASTEWATER FACILITY  
UPGRADING PROJECT**

**DIGESTERS  
PLAN AND EQUIPMENT LIST**

DRAWING NUMBER **M501**  
SHEET      OF     





# **AGENDA ITEM #3**

**AGENDA ITEM: 3**

**MEETING DATE: December 20, 2021**

**I. NATURE OF ITEM**

Discussion and Action Related to Director Participation on the Santa Barbara County Local Formation Commission

**II. BACKGROUND INFORMATION**

Articles 6 and 7 of the District's Administrative Code provides for Board member participation on various committees and boards of District supported organizations. Certain activities are identified and considered pre-approved in terms of compensation and/or expense reimbursement. For activities that are not considered pre-approved, the Board is authorized to approve such activities on a case-by-case basis.

While certain activities are considered pre-approved, individual Board members must get Board authorization before representing the District and/or participating in any activity that involves possible compensation and/or reimbursement of expenses.

At the December 6, 2021 Board meeting, Director Fuller expressed his interest in serving as a Special District Member on the Local Agency Formation Commission (LAFCO). Since this issue was not on the meeting agenda, the Board directed staff to bring this item back for further discussion and consideration.

**III. COMMENTS AND RECOMMENDATIONS**

LAFCO holds elections for representatives with expiring terms in January of each year. This year the District received a notice for nomination and election of a LAFCO Regular Special District Member. A copy of the LAFCO notice is attached to this report.

There are two regular special district members and one alternate serving on LAFCO. The position currently held by Jay Freeman of the Isla Vista Parks and Recreation District is up for election as his term ends March 1, 2022.

Since participation on LAFCO is not a pre-approved activity for compensation and reimbursement of expenses, the Board must consider approval of Director Fuller's participation in this activity. As such, staff recommends the Board vote on Director Fuller's participation on LAFCO and whether compensation and/or expense reimburse is provided.

#### **IV. REFERENCE MATERIALS**

LAFCO Call for Nominations and Notice of Election for LAFCO Regular Special District Member

# LAFCO

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**Santa Barbara Local Agency Formation Commission**

105 East Anapamu Street ♦ Santa Barbara CA 93101

805/568-3391 ♦ FAX 805/568-2249

www.sblafco.org ♦ lafco@sblafco.org

November 22, 2021

TO: Members of the Independent Special District Selection Committee

SUBJECT: Nominations for and Election of Regular Special District Member to LAFCO;

**CALL FOR NOMINATIONS FOR AND NOTICE OF ELECTION FOR LAFCO REGULAR**

**SPECIAL DISTRICT MEMBER; ELECTION DATE IS JANUARY 24, 2022**

This is a Call for Nominations and Notice of Election of a special district member to serve as the special district regular member on LAFCO. It is recommended that this be placed on your Board's Agenda. The Election will be held at the Santa Barbara Chapter of the CSDA Annual Meeting **on January 24, 2022**, pending a quorum. The Committee is made up of the presiding officer of each district; however, if a presiding officer is unable to participate, a district board may appoint one of its members as an alternate to participate in the presiding officer's place, a copy of the meeting minutes showing the appointment needs to be presented.

A Nomination Form is attached and must be filled out and signed by the presiding officer of a district or, if that person is unable to participate, then by his or her alternate as designated by the district board. (See GC § 56332.) Nominations are requested by no later than January 14, 2022; however, nominations after that date, including at the January 24, 2022 meeting, will be accepted.

**Notice:** There will be no election if pursuant to Government Code section 56332(c)(2), "[at] the end of the nomination period, if only one candidate is nominated for a vacant seat, that candidate shall be deemed appointed" to the Commission.

**Alternative Procedure.** If more than one person is nominated and a quorum cannot be achieved at the January 24, 2022, meeting, the LAFCO Executive Officer will conduct a mailed ballot election.

1. **LAFCO Regular Special District Member.** The current term of office of the current Regular Special District Member ends on March 1, 2022. The term of office shall be four years or until the appointment and qualification of his or her successor. The new term of office ends on March 1, 2026.
2. **Voting Requirements.** The Independent Special District Selection Committee consist of the presiding officer of the legislative body of each independent special district. If the presiding officer of an independent special district is unable to participate in the nomination process or an election, the legislative body of the district may appoint one of its members as an alternate to participate in the presiding officer's place.
3. **Quorum; Majority Vote; Possible Runoff Election.** There are 38 special districts. For the election to be valid, at least 20 valid votes must be received. Election shall be by a majority of those voting, and not by plurality. In the event that a nominee does not receive a majority of votes cast, a runoff election shall be held between the two nominees receiving the highest number of votes.

Nominations for one Regular Special District Member should be submitted to the LAFCO Executive Officer, at the following address, faxed, or emailed by **January 14, 2022**  
Nomination Forms are attached to this notice.

Santa Barbara Local Agency Formation Commission  
105 East Anapamu Street, Santa Barbara CA 93101  
FAX 805/568-2249  
Email Address: [lafco@sblafco.org](mailto:lafco@sblafco.org)

Please contact the LAFCO office if you have any questions.

Sincerely,



Mike Prater  
Executive Officer

Enc.

**SANTA BARBARA  
LOCAL AGENCY FORMATION COMMISSION**

<p style="text-align: center;"><b>NOMINATION FOR <u>REGULAR</u> SPECIAL DISTRICT MEMBER</b></p> <p style="text-align: center;"><i>Return to:</i> Executive Officer Santa Barbara LAFCO 105 East Anapamu Street, Room 407 Santa Barbara CA 93101 or FAX to (805) 568-2249 or email to <a href="mailto:lafco@sblafco.org">lafco@sblafco.org</a></p>	<p>LAFCO STAFF USE</p> <p>Date Received: _____</p>
---	--

Please print in ink or type

<b>POSITION SOUGHT:</b>	Regular Special District Member
-------------------------	---------------------------------

NAME OF NOMINEE: _____
NOMINEE'S DISTRICT: _____
MAILING ADDRESS: _____ _____
π Phone: Bus. _____ Cell: _____

<p><b>SIGNATURE OF NOMINATOR:</b></p> <p>_____ Name of Independent Special District</p> <p>_____ Signature</p> <p>_____ Print Name</p> <p><b>Nominator Title (please check one)</b></p> <p><input type="checkbox"/> Presiding Officer of the Special District Board</p> <p><input type="checkbox"/> Presiding Officer's alternate as designated by Special District Board to vote or make a nomination in this election. (Gov. Code sec. 56332.)</p> <p><b>Date:</b> _____</p>
---

ADDITIONAL INFORMATION: On this form or an accompanying letter, describe the nominee's personal interests, qualifications, experience, education, volunteer activities or community organization memberships that may bear on the nomination for the Alternate Special District Member: This information will be distributed to all independent special districts.

# **AGENDA ITEM #4**

**AGENDA ITEM: 4**

**MEETING DATE: December 20, 2021**

**I. NATURE OF ITEM**

Consideration and Adoption of Resolution Continuing the Conduct of Meetings Under Modified Brown Act Requirements

**II. BACKGROUND INFORMATION**

In 1953 the Ralph M. Brown Act (California Government Code Sections 54950-54963, commonly referred to as the Brown Act) was passed to guarantee the public's right to attend and participate in the meetings of local legislative bodies.

On March 19, 2020 California Governor Gavin Newsom issued a number of executive orders, including a stay-at-home order for the protection of the health and well-being of all Californians. To lessen the anticipated economic impact to workers who get sick, executive order N-25-20 was issued by Gov. Newsom on March 12, 2020 mandating a number of measures, including temporarily loosening the requirements of the Brown Act that apply when local government entities (including the District) hold virtual remote meetings. Executive order N-08-21 rescinded those modifications to the Brown Act as of September 30, 2021.

On September 21, 2021 the Governor signed AB 361 into law, which allows local governments flexibility to conduct remote or hybrid in-person and remote meetings without some of the constraints of doing so under the Brown Act. The criteria were enumerated during the October 7, 2021 board meeting.

On October 7, 2021 the Board adopted Resolution No. 21-669 allowing meetings of the District's legislative bodies to be conducted under the modified Brown Act requirements. The adoption of the resolution permits meetings under the provisions of AB 361 for a maximum period of 30 days. On November 1, 2021 the Board adopted Resolution No. 21-670, extending the provisions of AB 361, which expired on December 1, 2021. On November 20, 2021 the Board adopted Resolution No. 21-671, extending the provisions of AB 361, which expires on December 20, 2021. If a state of emergency remains active, a local agency may continue to hold meetings by teleconferencing under AB 361 by passing a subsequent resolution by majority vote finding that (i) the Board has reconsidered the circumstances of the state of emergency, and (ii) any of the following circumstances exist:

- The state of emergency continues to directly impact the ability of the members to meet safely in person.

- State or local officials continue to impose or recommend measures to promote social distancing.

The Santa Barbara County Health Department's requirement to wear masks indoors and the recommendation to maintain social distancing are still in place through January 2, 2022, at which time the Health Department will evaluate whether or not to extend the indoor mask order and social distancing measures.

AB 361 will sunset on January 1, 2024 if no changes have been made, or if it has not been extended or made permanent.

### **III. COMMENTS AND RECOMMENDATIONS**

The Board should consider if it wishes to maintain the ability to continue to meet remotely by teleconference, or hold hybrid meetings under AB 361. If not, then no action is required at this time, in which case Resolution No. 21-671 will expire on December 20, 2021 and holding of meetings by teleconferencing will be subject to the more restrictive Brown Act requirements that predate AB 361. If the Board desires to have the option to continue to meet remotely due to the ongoing COVID-19 emergency, staff recommends the Board adopt Resolution No. 21-674 pursuant to AB 361 as described herein. The new resolution will allow the District to meet under the AB 361 requirements through January 19, 2022.

### **IV. REFERENCE MATERIALS**

Resolution No. 21-674

**RESOLUTION NO. 21-674**

**A RESOLUTION OF THE GOVERNING BOARD OF THE GOLETA  
SANITARY DISTRICT AUTHORIZING CONTINUATION OF REMOTE  
TELECONFERENCE MEETINGS OF THE DISTRICT'S LEGISLATIVE  
BODIES PURSUANT TO GOVERNMENT CODE SECTION 54953(e)  
FOR THE PERIOD DECEMBER 20, 2021 TO JANUARY 19, 2022**

**WHEREAS**, all meetings the Goleta Sanitary District's Governing Board, standing committees, and other legislative bodies are open and public, as required by the Ralph M. Brown Act (Cal. Gov. Code 54950 – 54963), so that any member of the public may attend, participate, and watch the District's legislative bodies conduct their business; and

**WHEREAS**, Government Code section 54953(e) makes provisions for meetings to be conducted by remote teleconferencing without compliance with the requirements of Government Code section 54953(b)(3), subject to the existence of certain conditions; and

**WHEREAS**, a required condition for conducting meetings using teleconferencing under Government Code section 54953(e) is that a state of emergency has been declared by the Governor pursuant to Government Code section 8625; and

**WHEREAS**, it is further required as a condition for conducting meetings using teleconferencing under Government Code section 54953(e) that (i) state or local officials have imposed or recommended measures to promote social distancing, or (ii) meeting in person would present imminent risks to the health and safety of attendees; and

**WHEREAS**, the Governing Board adopted Resolution No. 21-669 on October 7, 2021 finding that the requisite conditions existed for the Governing Board and other legislative bodies of the Goleta Sanitary District to conduct remote teleconference meetings without compliance with Government Code section 54953(b)(3); and

**WHEREAS**, the Governing Board adopted Resolution No. 21-670 on November 1, 2021 finding that the requisite conditions existed for the Governing Board and other legislative bodies of the Goleta Sanitary District to conduct remote teleconference meetings without compliance with Government Code section 54953(b)(3); and

**WHEREAS**, the Governing Board adopted Resolution No. 21-671 on November 20, 2021 finding that the requisite conditions existed for the Governing Board and other legislative bodies of the Goleta Sanitary District to conduct remote teleconference meetings without compliance with Government Code section 54953(b)(3); and

**WHEREAS**, as a condition of extending the use of the provisions found in Government Code section 54953(e), the Governing Board must find that (i) it has reconsidered the circumstances of the state of emergency, and (ii) any of the following circumstances exist:

- The state of emergency continues to directly impact the ability of the members to meet safely in person.
- State or local officials continue to impose or recommend measures to promote social distancing; and

**WHEREAS**, the state of emergency that was declared by Governor Newsom on March 4, 2020 due to COVID-19 remains active and in effect as of the date of this Resolution; and

**WHEREAS**, local officials continue to impose or recommend measures to promote social distancing in that, on September 28, 2021, the Santa Barbara County Health Department issued a document entitled “Health Officials AB 361 Social Distance Recommendation” which remains in effect as of the date of this Resolution and which states, in part, as follows:

Using teleconferencing options for public meetings in an effective and recommended social distancing measure to facilitate public participation in public affairs and encourage participants to protect themselves and others from the COVID-19 disease. This recommendation is further intended to satisfy the requirement of the Brown Act (specifically Gov’t Code Section 54953(e)(1)(A)), which allows legislative bodies in the County of Santa Barbara to use certain available teleconferencing options set forth in the Brown Act; and

**NOW, THEREFORE, IT IS HEREBY RESOLVED** by the Governing Board of the Goleta Sanitary District, as follows:

**1. Findings.** The Governing Board hereby finds that (i) it has reconsidered the circumstances of the state of emergency declared by Governor Newsom on March 4, 2020 and has determined that such state of emergency remains active, (ii) local officials continue to impose or recommend measures to promote social distancing, and (iii) the legislative bodies of the District are authorized to continue conducting meetings using teleconferencing under Government Code section 54953(e) without compliance with Government Code section 54953(b)(3).

**2. Remote Teleconference Meetings.** The General Manager and staff of the District are hereby authorized and directed to take all actions necessary to carry out the intent and purpose of this Resolution including, continuing to conduct open and public meetings in

accordance with Government Code section 54953(e) and other applicable provisions of the Brown Act.

**3. Public Access.** The legislative bodies of the District shall comply with the requirements to provide the public with access to meetings as prescribed in Government Code Section 54953(e)(2).

**4. Effective Date of Resolution.** This Resolution shall take effect on December 20, 2021, and shall expire on January 19, 2022 unless, on or before that date and every thirty (30) days thereafter, the Governing Board adopts a subsequent resolution setting forth the findings required by Government Code Section 54953(e)(3) to extend the time during which the legislative bodies of the District may continue to teleconference without compliance with Government Code Section 54953(b)(3).

**PASSED AND ADOPTED** this 20th day of December, 2021, by the following vote of the Governing Board of the Goleta Sanitary District:

**AYES:**

**NOES:**

**ABSENT:**

**ABSTAIN:**

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Jerry D. Smith  
President of the Governing Board

Countersigned:

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Robert O. Mangus, Jr.,  
Secretary of the Governing Board

# **GENERAL MANAGER'S REPORT**

## **GOLETA SANITARY DISTRICT GENERAL MANAGER'S REPORT**

The following summary report describes the District's activities from December 7, 2021 through December 20, 2021. It provides updated information on significant activities under three major categories: Collection System, Treatment/Reclamation and Disposal Facilities, and General and Administration Items.

### **1. COLLECTION SYSTEM REPORT**

#### **LINES CLEANING**

Staff is completing priority lines cleaning throughout the District. Staff is also working on routine lines cleaning in the areas of N. San Antonio Creek Road and Via Los Santos.

#### **CCTV INSPECTION**

Staff is conducting routine Closed-Circuit Television (CCTV) inspections with the Envirosight push camera in lines where the truck mounted CUES tractor system will not fit. Please see Repair and Maintenance for an update on the status of the CCTV Inspection truck.

#### **GREASE AND OIL INSPECTIONS**

Staff continues with the annual Grease and Oil inspections.

#### **REPAIR AND MAINTENANCE**

The CCTV Inspection truck has been at Cummins Cal Pacific (Cummins) for a generator repair since Monday, December 6, 2021 for the ongoing issue of the generator's intermittent shut off. Staff traced it to the fuel pump not receiving power. The latest update we received from Cummins was that they were looking into a possible control module issue.

Staff inspected the work by Granite Construction for the Santa Barbara County paving project on Calle Barquero, Walnut Drive, and Via Rueda.

The 2021-2022 emergency winter storm preparation activities are near completion. Staff will continue to update the mutual aid contact list. Staff will continue to update contractors' submittals as received for the District's California Uniform Public Construction Cost Accounting Act (CUPCAA) list of qualified contractors.

During a demo with Rausch USA and Municipal Maintenance Equipment, staff completed a repair of broken pipe using Rausch's QuickLock stainless/rubber repair sleeve. The sleeve mechanically locks into place and for our demo was inserted with Rausch's CCTV Inspection camera.

#### **2021 CCTV PROJECT REVIEW**

Staff continues work with Hazen and Sawyer on the update of the District's Asset Management Program (AMP).

### **2. TREATMENT, RECLAMATION AND DISPOSAL FACILITIES REPORT**

Plant flows have decreased to an average of 4.2 million gallons per day (MGD) as

U.C.S.B. is on winter vacation. The demand for reclaimed water has decreased to less than 0.5 MGD due to lower temperatures and shorter days. Flow concentrations and loadings during the weekends continue to cause intermittent challenges and various levels of plant interference. The Reclamation Disinfection Study by Hazen and Sawyer has kicked off; an initial sampling was completed on December 12, 2021 to quantify the inhibition to the treatment process and its effect on total coliform samples at various locations throughout the process. This project will help identify ways in which we may be able to augment our existing disinfection system and/or to make informed decisions to move to a different technology, such as ultra violet light (UV).

Biofilter #2 has been modified to run as a mixed reactor, having both an aerobic (with oxygen) process and a submerged anaerobic (without oxygen) process. This modification will reduce the biological loading on the activated sludge process and hopefully will reduce the inhibitory impact of cleaning chemicals entering the plant. Approximately 25% of the plant flow will be diverted through this process.

Centrifuge and dredging operations continue in lagoon #2. Lack of commercial drivers for both our sludge hauler and chemical providers is continuing to cause disruptions to deliveries and hauling. Staff is monitoring this issue and will update the Board as needed.

Maintenance staff continue updating the firmware to all of the Programmable Logic Controllers (PLCs) throughout the plant. This type of update is required about every 7 years and ensures the PLCs will continue to operate as intended.

The Lystek Thickened Waste Activated Sludge (TWAS) pre-treatment pilot project has been configured and initially tested. Samples have been taken and will be analyzed in the coming weeks to determine the optimal recipe of heat and alkali that will give the demonstration period the greatest benefit with the lowest cost. The demonstration testing period will begin in January, 2022 when flows and loadings have normalized after the holidays.

The Biosolids and Energy Strategic Plan (BESP) Phase 1 Project has reached the 60% design level. While a significant amount of additional design effort was required due to Air Pollution Control District (APCD) permitting issues, a revised scope of work has been developed that will result in significant savings to the overall project costs. District Staff and Hazen and Sawyer continue to work with APCD to complete an Authority to Construct for this project.

Winter storm preparations are continuing as planned. We have now had our second storm of the season.

### **3. GENERAL AND ADMINISTRATIVE ITEMS**

#### **Financial Report**

The District account balances as of December 6, 2021 shown below are approximations to the nearest dollar and indicate the overall funds available to the District at this time.

Operating Checking Accounts:	\$ 265,008
Investment Accounts:	\$ 28,170,662
Total District Funds:	\$ 28,435,670

The following transactions are reported herein for the period 12/07/21 – 12/20/21.

Regular, Overtime, Cash-outs and Net Payroll:	\$ 120,572
Claims:	\$ 233,780
Total Expenditures:	\$ 354,352
Total Deposits:	\$ 31,886

Transfers of funds:

LAIF to Community West Bank Operational (CWB):	\$ - 0 -
CWB Operational to CWB Money Market:	\$ - 0 -
CWB Money Market to CWB Operational:	\$ - 0 -

The District's investments comply with the District's Investment Policy adopted per Resolution No. 16-606. The District has adequate funds to meet the next six months of normal operating expenses.

**Local Agency Investment Fund (LAIF)**

LAIF Monthly Statement – Previously submitted.

LAIF Quarterly Report – Previously submitted.

PMIA/LAIF Performance – November, 2021

PMIA Effective Yield – November, 2021.

**Community West Bank (CWB)**

CWB Money Market Account – Previously submitted.

**Deferred Compensation Accounts**

CalPERS 457 Deferred Compensation Plan – November, 2021

Lincoln 457 Deferred Compensation Plan – Previously submitted.

**Personnel Update**

A verbal update will be provided at the meeting.

**COVID-19 Response Plan Update**

A verbal update will be provided at the meeting.



# PMIA/LAIF Performance Report as of 12/10/21



## PMIA Average Monthly Effective Yields<sup>(1)</sup>

Nov	0.203
Oct	0.203
Sep	0.206

## Quarterly Performance Quarter Ended 09/30/21

LAIF Apportionment Rate <sup>(2)</sup> :	0.24
LAIF Earnings Ratio <sup>(2)</sup> :	0.00000661958813242
LAIF Fair Value Factor <sup>(1)</sup> :	0.999873661
PMIA Daily <sup>(1)</sup> :	0.20%
PMIA Quarter to Date <sup>(1)</sup> :	0.22%
PMIA Average Life <sup>(1)</sup> :	321

## Pooled Money Investment Account Monthly Portfolio Composition <sup>(1)</sup> 11/30/21 \$178.6 billion

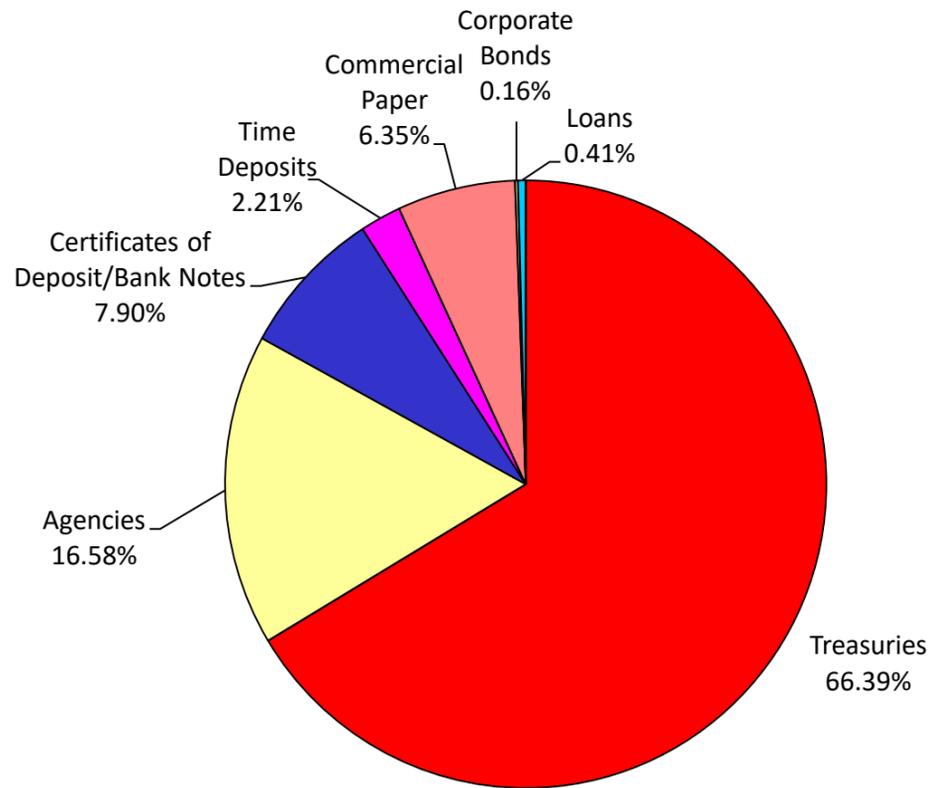


Chart does not include \$7,037,000.00 in mortgages, which equates to 0.003941%. Percentages may not total 100% due to rounding.

Daily rates are now available here. [View PMIA Daily Rates](#)

Notes: The apportionment rate includes interest earned on the CalPERS Supplemental Pension Payment pursuant to Government Code 20825 (c)(1) and interest earned on the Wildfire Fund loan pursuant to Public Utility Code 3288 (a).

Source:

<sup>(1)</sup> State of California, Office of the Treasurer

<sup>(2)</sup> State of California, Office of the Controller



**POOLED MONEY INVESTMENT ACCOUNT**

**PMIA Average Monthly Effective Yields**

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
<b>1977</b>	5.770	5.660	5.660	5.650	5.760	5.850	5.930	6.050	6.090	6.090	6.610	6.730
<b>1978</b>	6.920	7.050	7.140	7.270	7.386	7.569	7.652	7.821	7.871	8.110	8.286	8.769
<b>1979</b>	8.777	8.904	8.820	9.082	9.046	9.224	9.202	9.528	9.259	9.814	10.223	10.218
<b>1980</b>	10.980	11.251	11.490	11.480	12.017	11.798	10.206	9.870	9.945	10.056	10.426	10.961
<b>1981</b>	10.987	11.686	11.130	11.475	12.179	11.442	12.346	12.844	12.059	12.397	11.887	11.484
<b>1982</b>	11.683	12.044	11.835	11.773	12.270	11.994	12.235	11.909	11.151	11.111	10.704	10.401
<b>1983</b>	10.251	9.887	9.688	9.868	9.527	9.600	9.879	10.076	10.202	10.182	10.164	10.227
<b>1984</b>	10.312	10.280	10.382	10.594	10.843	11.119	11.355	11.557	11.597	11.681	11.474	11.024
<b>1985</b>	10.579	10.289	10.118	10.025	10.180	9.743	9.656	9.417	9.572	9.482	9.488	9.371
<b>1986</b>	9.252	9.090	8.958	8.621	8.369	8.225	8.141	7.844	7.512	7.586	7.432	7.439
<b>1987</b>	7.365	7.157	7.205	7.044	7.294	7.289	7.464	7.562	7.712	7.825	8.121	8.071
<b>1988</b>	8.078	8.050	7.945	7.940	7.815	7.929	8.089	8.245	8.341	8.397	8.467	8.563
<b>1989</b>	8.698	8.770	8.870	8.992	9.227	9.204	9.056	8.833	8.801	8.771	8.685	8.645
<b>1990</b>	8.571	8.538	8.506	8.497	8.531	8.538	8.517	8.382	8.333	8.321	8.269	8.279
<b>1991</b>	8.164	8.002	7.775	7.666	7.374	7.169	7.098	7.072	6.859	6.719	6.591	6.318
<b>1992</b>	6.122	5.863	5.680	5.692	5.379	5.323	5.235	4.958	4.760	4.730	4.659	4.647
<b>1993</b>	4.678	4.649	4.624	4.605	4.427	4.554	4.438	4.472	4.430	4.380	4.365	4.384
<b>1994</b>	4.359	4.176	4.248	4.333	4.434	4.623	4.823	4.989	5.106	5.243	5.380	5.528
<b>1995</b>	5.612	5.779	5.934	5.960	6.008	5.997	5.972	5.910	5.832	5.784	5.805	5.748
<b>1996</b>	5.698	5.643	5.557	5.538	5.502	5.548	5.587	5.566	5.601	5.601	5.599	5.574
<b>1997</b>	5.583	5.575	5.580	5.612	5.634	5.667	5.679	5.690	5.707	5.705	5.715	5.744
<b>1998</b>	5.742	5.720	5.680	5.672	5.673	5.671	5.652	5.652	5.639	5.557	5.492	5.374
<b>1999</b>	5.265	5.210	5.136	5.119	5.086	5.095	5.178	5.225	5.274	5.391	5.484	5.639
<b>2000</b>	5.760	5.824	5.851	6.014	6.190	6.349	6.443	6.505	6.502	6.517	6.538	6.535
<b>2001</b>	6.372	6.169	5.976	5.760	5.328	4.958	4.635	4.502	4.288	3.785	3.526	3.261
<b>2002</b>	3.068	2.967	2.861	2.845	2.740	2.687	2.714	2.594	2.604	2.487	2.301	2.201
<b>2003</b>	2.103	1.945	1.904	1.858	1.769	1.697	1.653	1.632	1.635	1.596	1.572	1.545
<b>2004</b>	1.528	1.440	1.474	1.445	1.426	1.469	1.604	1.672	1.771	1.890	2.003	2.134
<b>2005</b>	2.264	2.368	2.542	2.724	2.856	2.967	3.083	3.179	3.324	3.458	3.636	3.808
<b>2006</b>	3.955	4.043	4.142	4.305	4.563	4.700	4.849	4.946	5.023	5.098	5.125	5.129
<b>2007</b>	5.156	5.181	5.214	5.222	5.248	5.250	5.255	5.253	5.231	5.137	4.962	4.801
<b>2008</b>	4.620	4.161	3.777	3.400	3.072	2.894	2.787	2.779	2.774	2.709	2.568	2.353
<b>2009</b>	2.046	1.869	1.822	1.607	1.530	1.377	1.035	0.925	0.750	0.646	0.611	0.569
<b>2010</b>	0.558	0.577	0.547	0.588	0.560	0.528	0.531	0.513	0.500	0.480	0.454	0.462
<b>2011</b>	0.538	0.512	0.500	0.588	0.413	0.448	0.381	0.408	0.378	0.385	0.401	0.382
<b>2012</b>	0.385	0.389	0.383	0.367	0.363	0.358	0.363	0.377	0.348	0.340	0.324	0.326
<b>2013</b>	0.300	0.286	0.285	0.264	0.245	0.244	0.267	0.271	0.257	0.266	0.263	0.264
<b>2014</b>	0.244	0.236	0.236	0.233	0.228	0.228	0.244	0.260	0.246	0.261	0.261	0.267
<b>2015</b>	0.262	0.266	0.278	0.283	0.290	0.299	0.320	0.330	0.337	0.357	0.374	0.400
<b>2016</b>	0.446	0.467	0.506	0.525	0.552	0.576	0.588	0.614	0.634	0.654	0.678	0.719
<b>2017</b>	0.751	0.777	0.821	0.884	0.925	0.978	1.051	1.084	1.111	1.143	1.172	1.239
<b>2018</b>	1.350	1.412	1.524	1.661	1.755	1.854	1.944	1.998	2.063	2.144	2.208	2.291
<b>2019</b>	2.355	2.392	2.436	2.445	2.449	2.428	2.379	2.341	2.280	2.190	2.103	2.043
<b>2020</b>	1.967	1.912	1.787	1.648	1.363	1.217	0.920	0.784	0.685	0.620	0.576	0.540
<b>2021</b>	0.458	0.407	0.357	0.339	0.315	0.262	0.221	0.221	0.206	0.203	0.203	

# **CalPERS 457 Plan**

## **November 30, 2021**

This document includes important information to help you compare the investment options under your retirement plan. If you want additional information about your investment options, you can go to <https://calpers.voya.com>.

A free paper copy of the information available on the website can be obtained by contacting:

Voya Financial  
Attn: CalPERS 457 Plan  
P.O. Box 55772  
Boston, MA 02205-5772  
(800) 260-0659

### **Document Summary**

This document has two parts. Part I consists of performance information for the plan investment options. This part shows you how well the investments have performed in the past. Part I also shows the total annual operating expenses of each investment option.

Part II provides additional information concerning Plan administrative fees that may be charged to your individual account.

# CalPERS 457 PLAN

## Part I. Performance Information For Periods Ended November 30, 2021

<https://calpers.voya.com>

Table 1 focuses on the performance of investment options that do not have a fixed or stated rate of return. Table 1 shows how these options have performed over time and allows you to compare them with an appropriate benchmark for the same time periods<sup>1</sup>. Past performance does not guarantee how the investment option will perform in the future. Your investment in these options could lose money. Information about an investment option's principal risks is available on the website listed above.

Table 1 also shows the Total Annual Operating Expenses of each investment option. Total Annual Operating Expenses are expenses that reduce the rate of return of the investment option<sup>2</sup>. The cumulative effect of fees and expenses can substantially reduce the growth of your retirement savings. Visit the U.S. Department of Labor's website for an example showing the long-term fees and expenses at <http://www.dol.gov/ebsa>. Fees and expenses are only one of many factors to consider when you decide to invest in an option. You may also want to think about whether an investment in a particular option, along with your other investments, will help you achieve your financial goals.

**Table 1 - Variable Net Return Investments**

Name of Fund / Name of Benchmark	Performance		Annualized Performance				Total Annual Operating Expenses <sup>3</sup>	
	3 Month	1 Year	5 Years	10 Years	Since Inception	Inception Date	As a %	Per \$1000
<b>Equity Funds</b>								
State Street Russell All Cap Index Fund - Class I	0.36	26.07	17.09	-	14.35	10/07/13	0.31%	\$3.10
<i>Russell 3000 Index</i>	0.42	26.34	17.51	-	14.74			
State Street Global All Cap Equity ex-US Index Fund - Class I	-5.80	9.60	9.25	-	5.14	10/07/13	0.32%	\$3.20
<i>MSCI ACWI ex-USA IMI Index (net)</i>	-5.51	10.06	9.48	-	5.39			
<b>Fixed Income</b>								
State Street US ShortTerm Gov't/Credit Bond Index Fund - Class I	-0.58	-0.58	1.47	-	1.04	10/07/13	0.32%	\$3.20
<i>Bloomberg US 1-3 yr Gov't/Credit Bond Index</i>	-0.49	-0.23	1.90	-	1.51			
State Street US Bond Fund Index - Class I	-0.68	-1.49	3.33	-	3.02	10/07/13	0.31%	\$3.10
<i>Bloomberg US Aggregate Bond Index</i>	-0.60	-1.15	3.65	-	3.33			
<b>Real Assets</b>								
State Street Real Asset Fund - Class A	0.19	19.51	6.46	-	3.20	10/08/13	0.44%	\$4.40
<i>State Street Custom Benchmark<sup>4</sup></i>	0.34	20.06	6.80	-	3.58			
<b>Cash (Cash Equivalents)</b>								
State Street STIF	-0.05	-0.19	0.94	-	0.63	09/02/14	0.33%	\$3.30
<i>BofA ML 3-month US T-Bill</i>	0.01	0.05	1.15	-	0.84			
<b>Target Retirement Date Funds<sup>5</sup></b>								
CalPERS Target Income Fund	-1.09	5.53	6.18	4.93	5.79	12/01/08	0.32%	\$3.20
<i>SIP Income Policy Benchmark<sup>6</sup></i>	-0.99	5.88	6.41	5.15	6.31			
CalPERS Target Retirement 2015	-1.16	5.89	6.24	5.60	6.84	12/01/08	0.32%	\$3.20
<i>SIP 2015 Policy Benchmark<sup>6</sup></i>	-1.05	6.24	6.46	5.91	7.38			
CalPERS Target Retirement 2020	-1.34	8.33	7.18	6.37	7.59	12/01/08	0.32%	\$3.20
<i>SIP 2020 Policy Benchmark<sup>6</sup></i>	-1.22	8.68	7.40	6.69	8.10			
CalPERS Target Retirement 2025	-1.52	10.77	8.56	7.42	8.50	12/01/08	0.32%	\$3.20
<i>SIP 2025 Policy Benchmark<sup>6</sup></i>	-1.39	11.13	8.77	7.75	9.00			
CalPERS Target Retirement 2030	-1.70	13.25	9.55	8.26	9.38	12/01/08	0.32%	\$3.20
<i>SIP 2030 Policy Benchmark<sup>6</sup></i>	-1.57	13.61	9.85	8.66	9.88			
CalPERS Target Retirement 2035	-1.96	15.73	10.70	9.12	10.15	12/01/08	0.32%	\$3.20
<i>SIP 2035 Policy Benchmark<sup>6</sup></i>	-1.82	16.09	10.98	9.54	10.70			
CalPERS Target Retirement 2040	-2.07	17.81	11.77	9.81	10.71	12/01/08	0.32%	\$3.20
<i>SIP 2040 Policy Benchmark<sup>6</sup></i>	-1.92	18.17	12.07	10.24	11.24			
CalPERS Target Retirement 2045	-2.07	17.81	12.30	10.10	10.90	12/01/08	0.32%	\$3.20
<i>SIP 2045 Policy Benchmark<sup>6</sup></i>	-1.92	18.17	12.60	10.53	11.47			
CalPERS Target Retirement 2050	-2.07	17.80	12.30	10.10	10.98	12/01/08	0.32%	\$3.20
<i>SIP 2050 Policy Benchmark<sup>6</sup></i>	-1.92	18.17	12.60	10.53	11.47			
CalPERS Target Retirement 2055	-2.07	17.80	12.30	-	8.71	10/07/13	0.32%	\$3.20
<i>SIP 2055 Policy Benchmark<sup>6</sup></i>	-1.92	18.17	12.60	-	9.07			
CalPERS Target Retirement 2060	-2.07	17.81	-	-	14.97	11/01/18	0.32%	\$3.20
<i>SIP 2060 Policy Benchmark<sup>6</sup></i>	-1.92	18.17	-	-	15.29			
<b>Broad-Based Benchmarks<sup>7</sup></b>								
<i>Russell 3000 Index</i>	0.42	26.34	17.51	15.95	-	-	-	-
<i>MSCI ACWI ex-USA IMI Index (net)</i>	-5.51	10.06	9.48	7.00	-	-	-	-
<i>Bloomberg US Aggregate Bond Index</i>	-0.60	-1.15	3.65	3.04	-	-	-	-

## Part II. Explanation of CalPERS 457 Plan Expenses November 30, 2021

<https://calpers.voya.com>

Table 2 provides information concerning Plan administrative fees and expenses that may be charged to your individual account if you take advantage of certain features of the Plan. In addition to the fees and expenses described in Table 2 below, some of the Plan's administrative expenses are paid from the Total Annual Operating Expenses of the Plan's investment options.

Table 2 - Fees and Expenses				
Individual Expenses <sup>8</sup>				
Service	Fee Amount	Frequency	Who do you pay this fee to?	Description
Loan Origination Fee	\$50	Per loan application	Voya	The charge covers the processing of your loan and applies each time you request a loan from your retirement account. This fee is deducted from your Plan account.
Maintenance Fee (For loans taken on or after April 1, 2020)	\$35 (\$8.75 assessed quarterly)	Annual	Voya	The charge covers the maintenance costs of your loan and applies on a quarterly basis. This fee is deducted from your Plan account.
Self-Managed Account (SMA) Maintenance Fee	\$50	Annual fee deducted monthly on a pro-rata basis	Voya	Schwab Personal Choice Retirement Account is available to you if your Employer has elected it as an option. This fee is deducted pro rata on a monthly basis from your core fund investments <sup>9</sup> in your CalPERS 457 account. For more information about SMAs, including a complete list of fees charged by Schwab for different types of investment transactions, please contact Schwab at (888) 393-PCRA (7272). Fees may also be incurred as a result of actual brokerage account trades. Before purchasing or selling any investment through the SMA, you should contact Schwab at (888) 393-PCRA (7272) to inquire about any fees, including any undisclosed fees, associated with the purchase or sale of such investment.
Self-Managed Account (SMA) Plan Administrative Fee	0.29% (\$2.90 per \$1,000)	Annual fee deducted monthly on a pro-rata basis	Voya	The SMA Plan Administrative fee pays for recordkeeping costs for assets in your SMA account. This fee is deducted pro rata on a monthly basis from your core fund investments in your CalPERS 457 account. The SMA Plan Administrative Fee is subject to change based on total Plan assets.

### Footnotes for Table 1 and Table 2:

- <sup>1</sup> Fund returns shown are net of investment management and administrative expenses and fees unless otherwise noted. Benchmark performance returns do not reflect any management fees, transaction costs or expenses. Benchmarks are unmanaged. You cannot invest directly in a benchmark.
- <sup>2</sup> Historical annual operating expenses are not available. Reported annual operating expenses are estimated based on SSGA investment management, Voya recordkeeping, and SSGA capped operating expenses.
- <sup>3</sup> Total annual operating expenses are comprised of investment management and administrative expenses and fees incurred by the funds.
- <sup>4</sup> State Street Real Asset Fund has a custom benchmark comprised of 25% Bloomberg Roll Select Commodity Index, 25% S&P® Global Large MidCap Commodity and Resources Index, 10% Dow Jones US Select REIT Index, 20% Bloomberg US Government Inflation-Linked 1-10 Year Bond Index, and 20% S&P Global Infrastructure Index.
- <sup>5</sup> If the ending market value (EMV) falls to zero in any one month, the inception date resets to the next month with an EMV. Performance is then calculated from the new inception date.
- <sup>6</sup> The benchmark for each Target Retirement Date Fund is a composite of asset class benchmarks that are weighted according to each Fund's policy target weights. The asset class benchmarks are Russell 3000 Index, MSCI ACWI ex-USA IMI Index (net), Bloomberg US Aggregate Bond Index, the SSGA customized benchmark for Real Assets (see footnote 4), and BofA ML 3-month US T-Bill.
- <sup>7</sup> Broad-based benchmarks grouped here provide comparative performance standards for domestic equity, international equity and fixed income.
- <sup>8</sup> The CalPERS Board of Administration periodically reviews the plan administrative fees and adjusts fees to reflect expenses incurred by the Plan. Participant fees are charged to reimburse CalPERS for actual administrative fees of the Plan.
- <sup>9</sup> Core fund investments are listed in Table 1 above the Target Retirement Date funds. Core funds include: State Street Russell All Cap Index Fund (Class I), State Street Global All Cap Equity ex-US Index Fund (Class I), State Street US Short Term Government/Credit Bond Index Fund (Class I), State Street US Bond Fund Index (Class I), State Street Real Asset Fund (Class A), and State Street Short Term Investment Fund ("STIF").

**DISTRICT  
CORRESPONDENCE**  
Board Meeting of December 20, 2021



**Date:**                    **Correspondence Sent To:**

1. 12/13/2021 California Regional Water Quality Control Board  
Central Coast Region  
**Subject:** Monthly Monitoring and Reporting Review for November 2021  
Reclamation Facility
  
2. 12/10/2021 Press Release  
**Subject:** Transparency Certificate of Excellence Awarded to Goleta  
Sanitary District by the Special District Leadership Foundation  
Press release sent to:
  - Matt Kettman, Santa Barbara Independent
  - Nick Welsh, Santa Barbara Independent
  - Editor, EdHat
  - William Macfadyen, Noozhawk
  - Scott Steepleton, Santa Barbara News Press
  - Chris Officer, Pacific Coast Business Times
  - Allen Feld, Goleta Gazette

**Date:**                    **Correspondence Received From:**

1. 12/01/2021 City of Santa Barbara, Santa Barbara Airport  
Henry Thompson  
Airport Director  
**Subject:** Firestone Lift Station Flow Meter Concerns
  
2. 12/09/2021 Air Pollution Control District  
Santa Barbara County, Engineering Division  
Kevin Brown, Air Quality Engineer III  
**Subject:** Incomplete Authority to Construct Application 15822
  
3. 12/10/2021 Santa Barbara County Grand Jury Report  
Pamela Olsen, Foreperson  
2021 Santa Barbara County Grand Jury  
**Subject:** Cybersecurity For Special Districts And County Service Areas In  
Santa Barbara County
  
4. 12/12/2021 Mr. Larry Disharoon  
**Subject:** Shared News Article re: Pure Water Oceanside  
(The Coast News Dated: Dec. 3, 2021)

***Hard Copies of the Correspondence are available at the District's Office for review***