



EAST BAY DISCHARGERS AUTHORITY  
2651 Grant Avenue  
San Lorenzo, CA 94580-1841  
(510) 278-5910  
FAX (510) 278-6547

*A Joint Powers Public Agency*

**ITEM NO. 17**

**OPERATIONS & MAINTENANCE COMMITTEE AGENDA**

**Monday, June 17, 2019**

**10:00 A.M.**

**East Bay Dischargers Authority  
2651 Grant Avenue, San Lorenzo, CA 94580**

**Committee Members: Walters (Chair), Handley**

**OM1. Call to Order**

**OM2. Roll Call**

**OM3. Public Forum**

**OM4. EBDA Performance**

(The Committee will be updated on EBDA's NPDES report.)

**OM5. Status Report**

(The Committee will be updated on EBDA's O&M activities.)

**OM6. Resolution Designating Authorized Representatives for FEMA and State OES Disaster Assistance**

(The Committee will consider a resolution designating authorized representatives for disaster cost recovery.)

**OM7. Resolution Approving the Renewal and Replacement Fund Project List for Fiscal Year 2019/2020**

(The Committee will consider a resolution approving the Renewal and Replacement Fund Project List for FY 2019/2020.)

**OM8. Resolution Authorizing the General Manager to Issue a Purchase Order to Univar USA, Inc. for Sodium Bisulfite 25% Solution in FY 2019/2020 in the Amount of \$250,000**

(The Committee will consider a resolution authorizing the General Manager to issue a Purchase Order to Univar USA in the amount of \$250,000 for the purchase of Sodium Bisulfite 25% solution in FY 2019/2020.)

**OM9. Resolution Authorizing the General Manager to Enter Into a Professional Services Agreement With Calcon Systems, Inc. in the Amount of \$450,000 for Electrical, Instrumentation, and Emergency Services in Fiscal Years 2019/2020, 2020/2021, and 2021/2022**

(The Committee will consider a resolution authorizing the General Manager to enter into a professional services agreement with Calcon Systems, Inc. for electrical, instrumentation, and emergency services in FY 2019/2020, 2020/2021, and 2021/2022.)

**OM10. Adjournment**

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(In compliance with the Americans with Disabilities Act of 1990, if you need special assistance to participate in an Authority meeting, or you need a copy of the agenda, or the agenda packet, in an appropriate alternative format, please contact the Administrative Assistant at (510) 278-5910 or [kyambao@ebda.org](mailto:kyambao@ebda.org). Notification of at least 48 hours prior to the meeting or time when services are needed will assist the Authority staff in assuring that reasonable arrangements can be made to provide accessibility to the meeting or service.)

In compliance with SB 343, related writings of open session items are available for public inspection at East Bay Dischargers Authority, 2651 Grant Avenue, San Lorenzo, CA 94580. For your convenience, agenda items are also posted on the East Bay Dischargers Authority website located at <http://www.ebda.org>.

(Any member of the public may address the Committee at the commencement of the meeting on any matter within the jurisdiction of the Committee. This should not relate to any item on the agenda. People addressing the Committee should limit their presentation to three minutes. Non-English speakers using a translator will have a time limit of six minutes. Any member of the public desiring to provide comments to the Committee on any agenda item should do so at the time the item is considered. Oral comments should be limited to three minutes per individual or ten minutes for an organization. Speaker's cards will be available and are to be completed prior to speaking.)

**The next O&M Committee meeting is scheduled on  
Monday, July 15, 2019 at 10:00 a.m.**

#### **ITEM NO. OM4 EBDA PERFORMANCE**

The detailed package is included in the Regulatory Affairs Committee agenda. The NPDES report shows that EBDA continues to operate within the normal compliance range.

**Please see the Regulatory Affairs Committee agenda, Item No. RA4 for the April permit compliance data.**

#### **ITEM NO. OM5 STATUS REPORT**

##### **Alvarado Effluent Pump Station (AEPS)**

##### **Pump Cavitation Study & Station Optimization**

Carollo Engineers, Inc. (Carollo) completed the field testing component of the AEPS Pump Cavitation Study in November 2018, and they are working on the Cavitation Study Project Memorandum, which will summarize the key findings and recommendations. USD contracted with Carollo to perform additional hydraulic modeling, and that parallel project may yield additional data relevant to EBDA's study. As a result, Carollo staff requested that the Cavitation Study Project Memorandum be delayed until the results of the additional modeling are completed, to provide for a more comprehensive Memorandum. The additional modeling is now complete, and the Cavitation Study Project Memorandum is expected shortly.

##### **Hayward Effluent Pump Station (HEPS)**

##### **Motor Control Center (MCC) Replacement Project**

In May, Central Sierra Electric (Central Sierra), GSE's electrical subcontractor, pulled new electrical conductors through conduits between the new MCC building and the pump station and generator. The wires are ready to be connected to the existing pump station equipment and each circuit breaker. The connections will be made when the new MCC is powered from the new PG&E service.

Central Sierra ran a temporary power cord from the old MCC to the new MCC building to provide power for the interior and exterior lighting. Air conditioning units that were shipped separate from the MCC building were installed, and bollards were set around the new PG&E transformer pad. Bollards are metal posts that surround the transformer pad that are required by PG&E and they protect the transformer from being hit by a vehicle.

Pacific Power Testing performed pre-energization field testing of the MCC equipment and grounding systems. New conductors were also tested to verify that they were not damaged during installation.

Installation of the new PG&E service will be scheduled after completion of a final PG&E pre-construction inspection. The new PG&E service installation will require HEPS to be shut down for a maximum of 48 hours. During this time, PG&E will set a new transformer, pull and test new electrical conductors, and connect the new power service to new MCC. Central Sierra will complete the connection from the existing generator to the new MCC, and from the new MCC to the existing MCC. The standby generator will provide the pump station with a backup power source after the new MCC is energized. The existing MCC will be temporarily powered through the new MCC to minimize interruption of service to the pump station. Field testing of the new automatic transfer switch and functional testing of the existing standby power system will be completed before the pump station is returned to normal operation.



MCC Building Air Conditioning Units

Transformer Pad Bollards

### **Effluent Pump No. 1 Variable Frequency Drive (VFD)**

On May 26, 2019, the HEPS Effluent Pump No. 1 VFD experienced a catastrophic failure. The VFD shorted internally, causing the front of the VFD enclosure to blow off. The Effluent Pump #1 breaker should have tripped, isolating the VFD from the rest of the electrical system, but it didn't. This resulted in the station breaker tripping and isolating the old HEPS MCC from PG&E power. The HEPS Emergency Generator started and provided power to the pump station. After talking with EBDA staff, COH staff was able re-establish PG&E power to the pump station and the generator turned off. Later that week, Calcon and the COH Electrician inspected the VFD. Effluent Pump #1 is currently out of service. After discussions with the COH staff, it was determined that because the transfer to the new MCC will occur shortly, nothing further will be done at this time. If HEPS experiences an additional failure, there are several options that can be implemented rather quickly to make additional pumps available.

### **Oro Loma Effluent Pump Station (OLEPS)**

#### **No. 1 & 4 Effluent Pump Discharge Valve Actuator Replacement Project**

On April 5, 2019, the new discharge valve actuators and gear drives for the No. 1 & 4 Effluent Pumps were delivered to OLEPS. EBDA staff is in the process of coordinating their installation. The installation will be scheduled during the normal dry weather wet well preventative maintenance activities. During these activities, the OLEPS wet wells are isolated and pumped down one at a time. The OLSD Maintenance staff performs confined space entries to inspect the heat exchangers on the OLEPS No. 2 and 3 Pumps and inspects the influent gates, the pump suction gates and the wet well cross-connect gate.

#### **PG&E Credit**

For the last several months, EBDA staff has been working with PG&E to resolve a credit that resulted from issues with the OLEPS electric meter in 2018. From January 2018 to November 2018, the old PG&E smart meter stopped transmitting the OLEPS electrical usage to PG&E. As a result, PG&E was estimating the OLEPS electrical usage, and their estimates appeared high once the new meter was installed in November 2018, generating a credit.

EBDA staff worked with our PG&E representative to ensure that the situation was resolved accurately. PG&E stopped sending EBDA invoices from December 2018 to May 2019. In the beginning of June, EBDA received a \$31,708 credit from PG&E for electrical usage at OLEPS. EBDA's PG&E invoice due on June 17, 2019 is \$187,984 after the \$31,708 credit was applied.

### **San Leandro Effluent Pump Station (SLEPS)**

No change; all equipment is operational.

### **Skywest Pump Station**

#### **Recycled Water Production**

During the month of May 2019, the Skywest Recycled Water System produced 5.8 million gallons of recycled water.

### **Marina Dechlorination Facility (MDF)**

No change; all equipment is operational.

### **Force Main**

No change; all equipment is operational.

## **Operations Center**

### **Cyber Security**

In April 2019, consultants from Woodard & Curran completed an analysis of the EBDA and OLSD networks. The consultants recommended certain items for immediate implementation, which EBDA completed. This included installation of three new network cables between EBDA and OLSD, which will allow for an improved separation of EBDA business and SCADA networks and provide OLSD with backup wireless internet access. Woodard & Curran provided the associated programming and worked together with Calcon (EBDA's SCADA consultant) and Cayuga Information Systems (EBDA's business IT consultant). This new EBDA network was implemented on May 6, 2019. Woodard & Curran's complete report was delivered on June 7, 2019. Staff is currently reviewing the recommendations and will provide an update next month.

### **SCADA System Upgrade Project**

Due to network security issues, EBDA is proceeding cautiously with the implementation of the new SCADA system.

## **Miscellaneous Items**

### **Underground Service Alerts**

EBDA received seventy-six (76) Underground Service Alert (USA) tickets during the month of May 2019. Four required field verification.

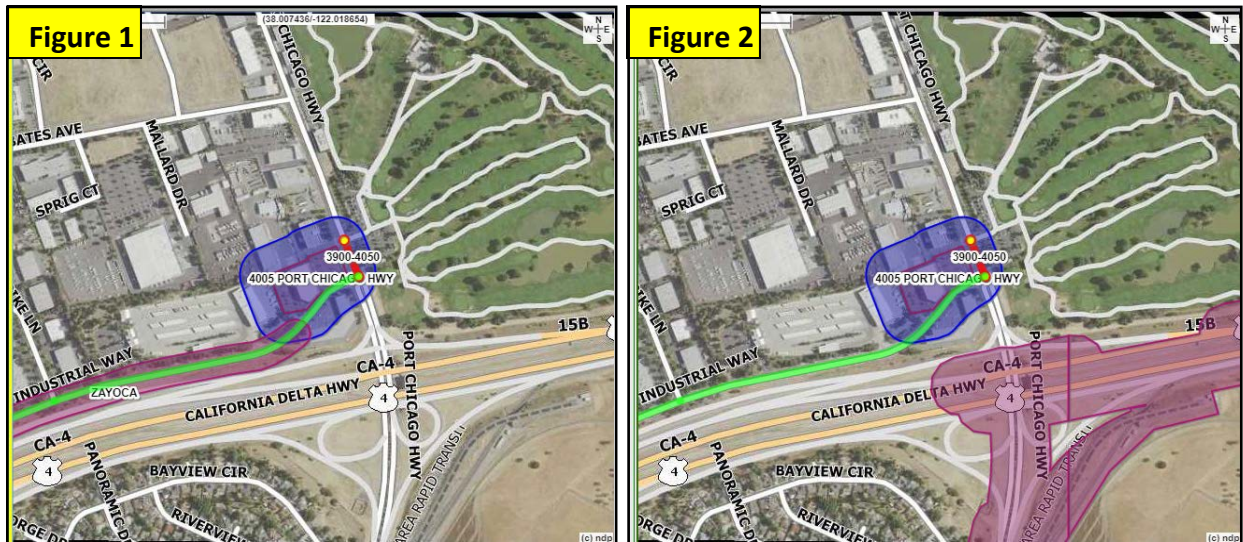
### **USA Service Area Update**

Staff recently completed a project to revise the geographic basis on which EBDA receives USA tickets. Every member of the USA North 811 (USAN) association of utility owners is responsible to define the geographic area for which they wish to be notified (i.e. receive tickets) about upcoming excavation work. This is done by defining in USAN's geographic information system (GIS) a Service Area Registration (SAR) polygon that covers the geographic area where the member's utility infrastructure exists.

When a contractor calls in to USAN to report an excavation location, USAN adds a minimum of 200 feet to the boundaries of the excavation address and generates a "work area polygon." If the work area polygon touches the SAR polygon of a member, the ticket will be delivered to the affected member so the member can be aware of the upcoming excavation and mark its nearby utility lines to protect them from damage. For example, in Figure 1 below, a member's SAR polygon (pink) is touched by the work area polygon (blue), so that member would receive the ticket. In Figure 2, a different member's SAR polygon (pink) is not touched by the work area polygon (blue), so that member would not receive the ticket. Responding to a ticket to evaluate any potential



impacts requires EBDA staff time, and USAN also charges agencies based on the number of tickets received.



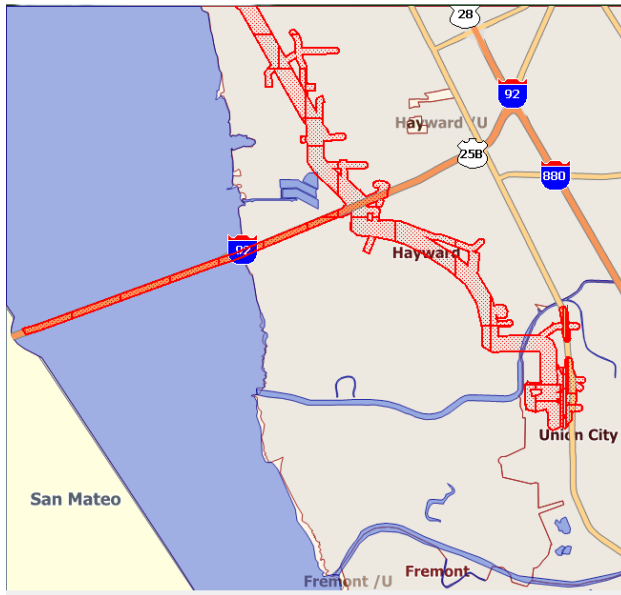
The old EBDA SAR polygons were very large, out of an abundance of caution, because it was difficult to pinpoint the exact location of the force main. As a result, EBDA routinely received tickets for excavations that were several thousand feet (four to six blocks) away from the EBDA force main. EBDA's SAR polygons even included the Alameda County portion of the San Mateo Bridge.

Due to the improvement of GIS, we are now able to more accurately identify the location of the force mains. EBDA staff worked with Erik Zalkin from Brown & Caldwell and Stephen Baker from USAN to update EBDA's SAR polygons, with a goal of ensuring that the polygons are big enough that we do not miss any tickets, but small enough that we avoid unnecessary tickets. The new SAR polygons are 100 feet wide with the force main in the middle.

On May 17, 2019, EBDA's new SAR polygons were activated. Over the last year, EBDA has received an average of 91 USA tickets per month and 21 USA tickets per week. The last two weeks of May, EBDA received an average of 7.5 USA tickets per week. The updated SAR polygons will save a considerable amount of EBDA staff time and result in EBDA's USAN bill being reduced.

Below are examples of EBDA's old and new SAR polygons:

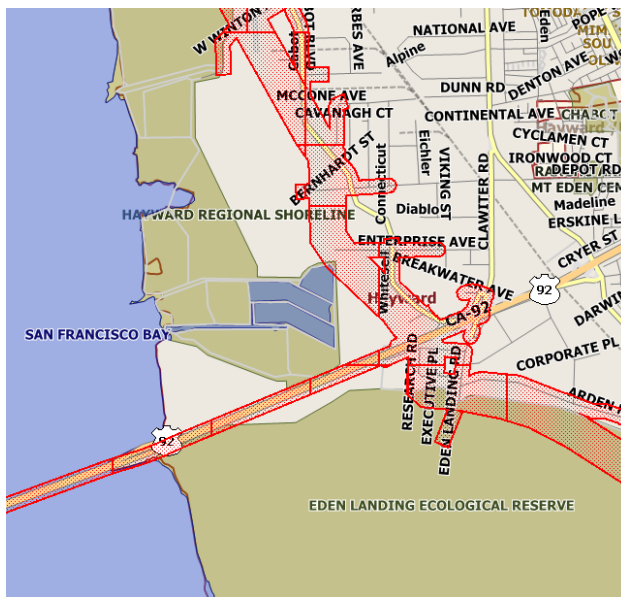
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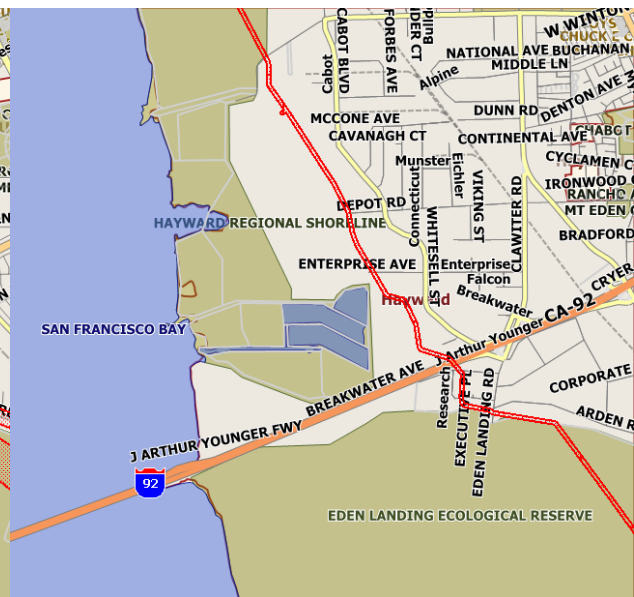
Old SAR Polygon



New SAR Polygon



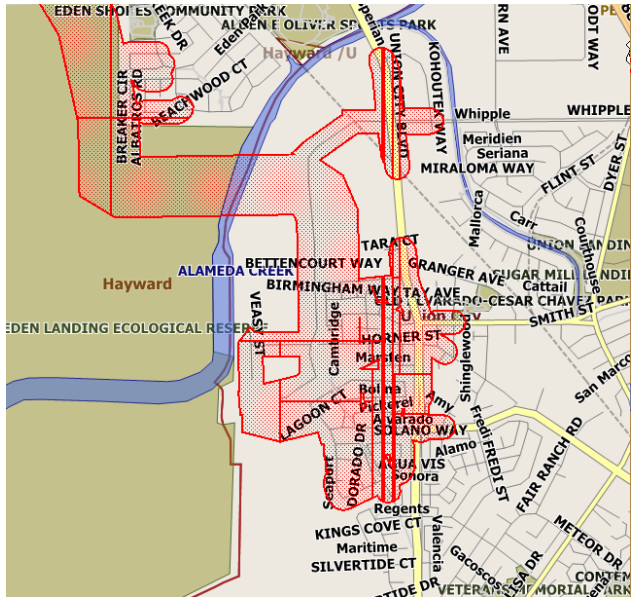
Old SAR Polygon Near HEPS



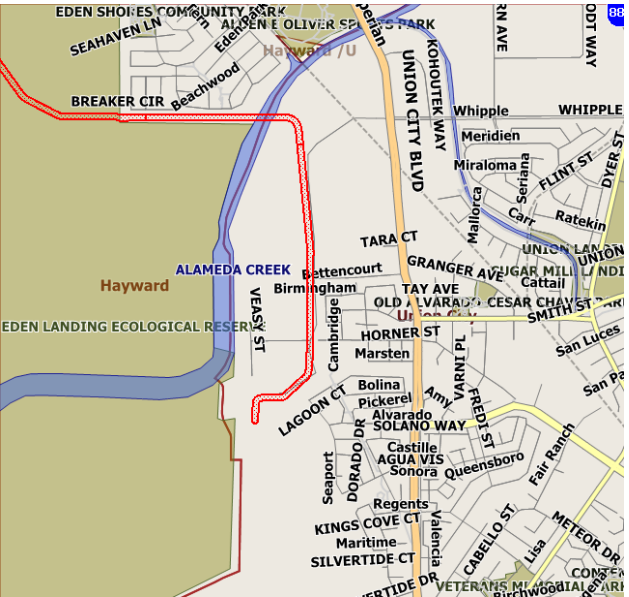
New SAR Polygon Near HEPS



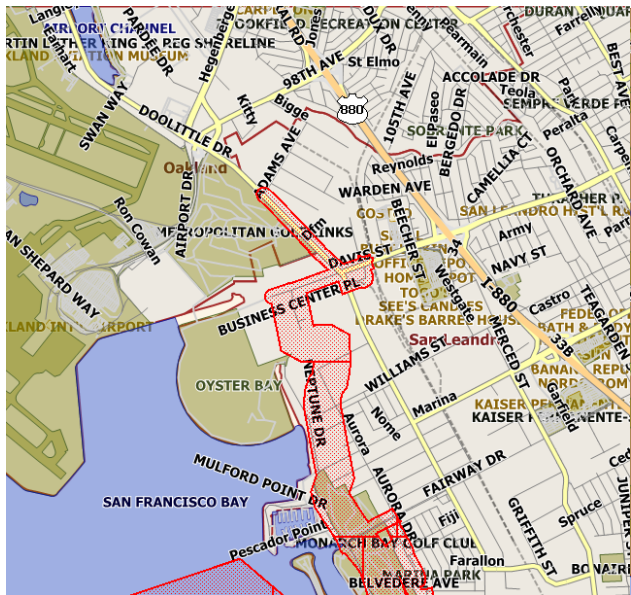
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Old SAR Polygon Near AEPS



New SAR Polygon Near AEPS



Old SAR Polygon Near SLEPS



New SAR Polygon Near SLEPS

### **Wet Weather**

Although it did rain during the month of May 2019, there were no rain events that exceeded 0.75 inches.

### **Special Projects**

#### **Transport System Seismic Reliability Plan**

On April 16, 2019, EBDA received the Transport System Pipeline Seismic Liquefaction Evaluation (Task 3) Final Letter Report, which was presented to the Committee last month. Brown & Caldwell (BC) is currently working to complete the remainder of the Transport System Seismic Reliability Plan, and results are expected in the next few months. BC is also working on refining costs for the recommended transport system seals and spare clamps.

#### **Disaster Cost Recovery Planning Services**

EBDA staff is continuing to work with Kermani Consulting Group (KCG) on disaster cost recovery planning. On May 9, 2019, KCG presented a second training session for EBDA staff, which continued discussions on the public assistance process, eligibility, processes, and forms. KCG is now working on a draft of EBDA's Disaster Cost Recovery Plan for review and discussion. Following delivery of the Plan, the project will conclude with an overview session for member agency staff in the next several months.

#### **Asset Management Plan (AMP) Update**

Staff has finalized a draft of the updated Asset Management Plan, which was shared at the May 15, 2019 MAC meeting. The AMP will form the basis of discussions on future RRF annual contributions and appropriate reserve levels. The AMP will also be the basis for the funding arrangement with USD for AEPS per the JPA. As a next step, EBDA staff is working with USD staff to reach alignment on assumptions in USD's AMP for AEPS versus EBDA's. Following this dialogue, a plan for AEPS, as well as assumptions that carry over to the rest of EBDA's AMP, will be reviewed with the MAC.

#### **EBDA Facilities Electrical Evaluation**

On April 30, 2019, EBDA received the Electrical Evaluation draft report from Beecher Engineering, Inc., EBDA's contract electrical engineering firm. Sections of the draft report were discussed at the MAC meeting on May 15, 2019. EBDA will provide comments to Mr. Beecher to be incorporated in the final report.

#### **Advanced Quantitative Precipitation Information (AQPI) Project**

As discussed previously, AQPI is a Bay Area regional project funded by the California Department of Water Resources (DWR) aimed at improving prediction of precipitation, streamflow, and storm surge through data gathering and model improvement. EBDA is part of a consortium of East Bay agencies working to install a permanent radar in time for the 2019-20 wet season. The goal is for each of the participating agencies to

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approve a Memorandum of Understanding (MOU) this summer with Sonoma Water as the contracting agency. The MOU would commit to funding the installation through the end of the grant in December 2021. It is expected that a broader regional MOU or JPA would be developed for post-grant funding beyond 2021. EBDA staff is waiting for all agencies to complete legal review on the MOU document, and then will bring the MOU to the Commission for consideration. Based on the most recent negotiation, the EBDA contribution to this two-year project is \$29,000, which is included in EBDA's FY2019-20 budget, approved last month.

At the same time that the MOU is moving forward, staff at National Oceanographic and Atmospheric Administration (NOAA), the technical experts on the project, have reached out to EBDA staff to discuss tailoring data and products to make them most useful to EBDA's Member Agencies. Initial technical discussions between NOAA staff and Oro Loma's staff and consultants have taken place, and additional discussions with the MAC are planned.

**EAST BAY DISCHARGERS AUTHORITY**  
**MONTHLY OPERATION AND MAINTENANCE REPORT**  
**May-2019**

1. Summary sheets from the NPDES Report submitted to the RWQCB and EPA are attached for the month of: Apr-19
2. Number of violations reported in the above NPDES Report: **None to Report**
3. The violations included the following: **None Noted**
4. Preventive Maintenance for the month of: Apr-19

LOCATION	NO. TASKS SCHEDULED	NO. TASKS COMPLETED	# TASKS UNFINISHED	PERCENT COMPLETED
San Leandro Pump Station	12	12	0	100%
Oro Loma Pump Station	54	54	0	100%
Sky West Pump Station	20	20	0	100%
Hayward Pump Station	5	5	0	100%
Alvarado Pump Station	49	49	0	100%
Marina Dechlorination Facility	58	58	0	100%
EBDA Responsibility	40	40	0	100%
Force Main - USD	4	4	0	100%
Force Main - San Leandro	88	88	0	100%
Total	330	330	0	100%

5. Unscheduled Maintenance for the month of: May-19

LOCATION	NO. OF WORK ORDERS
San Leandro Pump Station	0
Oro Loma Pump Station	1
Hayward Pump Station	1
Alvarado Pump Station	0
Marina Dechlorination Facility	0
Skywest Pump Station	1
Force Main	0

6. Other Items of significance: May-19

- a. FM: Transport System Seismic Reliability Plan
- b. AEPS: Pump Cavitation Study & Station Optimization
- c. OLEPS: Effluent Pumps No. 1 & 4 Discharge Valve Actuators & Gear Drives
- d. MDF: No Items
- e. HEPS: MCC Replacement Project / Effluent Pump No. 1 VFD Failure
- f. SLEPS: No Items

**ITEM NO. OM6 RESOLUTION DESIGNATING AUTHORIZED REPRESENTATIVES FOR FEMA AND OES DISASTER ASSISTANCE**

**Recommendation**

Adopt a resolution designating authorized representatives for the Federal Emergency Management Agency (FEMA) and California Governor's Office of Emergency Services (Cal OES) disaster assistance.

**Background**

At the Commission's direction, Authority staff has been working to improve readiness to recover costs through federal and state public assistance programs following a disaster. Staff has been working with the Authority's disaster cost recovery consultant, Kermani Consulting Group, to identify steps that the Authority can take in advance of a disaster to smooth the path for cost recovery. Designation of authorized representatives was identified as one such step.

**Discussion**

FEMA administers federal disaster assistance programs, and Cal OES administers state disaster assistance programs. All applicants for federal and/or state aid must submit paperwork related to disaster assistance to Cal OES. One of Cal OES's requirements is designation of the applicant's authorized agent. This designation is done by resolution of the governing body, and can be done on a disaster-specific basis, or as a universal resolution for future disasters. Staff is recommending that the Commission adopt a universal resolution so that we have it in place any time a disaster should occur. The resolution must be renewed every three years.

Staff is requesting that the Commission designate the General Manager and Operations and Maintenance Manager as authorized representatives. It is recommended that titles are used rather than names to avoid any need to resubmit if personnel changes were to occur. Staff is recommending that both manager positions be listed for maximum flexibility, noting that it is likely only one individual would actually serve as the primary point of contact for any given disaster.



EAST BAY DISCHARGERS AUTHORITY  
2651 Grant Avenue  
San Lorenzo, CA 94580-1841  
(510) 278-5910  
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*A Joint Powers Public Agency*

June 20, 2019

Governor's Office of Emergency Services  
ATTN: Robin Shepard @ Grants Processing Unit (GPU)  
3650 Schriever Ave.  
Mather, CA 95655

Re: Cal OES Form 130

Dear Ms. Shepard,

East Bay Dischargers Authority wishes to submit its Designation of Applicant's Agent Resolution, Cal OES Form 130, with the State of California, Governor's Office of Emergency Services.

Attached is an original, certified copy of the resolution and form. Titles of agents authorized to execute for and on behalf of East Bay Dischargers Authority are indicated on the form. Listed below are the names of the employees currently holding these positions and therefore authorized at this time to execute for and on behalf of East Bay Dischargers Authority.

General Manager	Jacqueline Zipkin
Operations and Maintenance Manager	Howard Cin

Please contact me at (510) 278-5910 or [jzipkin@ebda.org](mailto:jzipkin@ebda.org) if you have any questions or require further information.

Sincerely,

Jacqueline Zipkin, P.E.  
General Manager



**DESIGNATION OF APPLICANT'S AGENT RESOLUTION  
FOR NON-STATE AGENCIES**

BE IT RESOLVED BY THE \_\_\_\_\_ OF THE \_\_\_\_\_  
(Governing Body) (Name of Applicant)

THAT \_\_\_\_\_, OR  
(Title of Authorized Agent)

\_\_\_\_\_, OR  
(Title of Authorized Agent)

\_\_\_\_\_  
(Title of Authorized Agent)

is hereby authorized to execute for and on behalf of the \_\_\_\_\_, a public entity  
(Name of Applicant)

established under the laws of the State of California, this application and to file it with the California Governor's Office of Emergency Services for the purpose of obtaining certain federal financial assistance under Public Law 93-288 as amended by the Robert T. Stafford Disaster Relief and Emergency Assistance Act of 1988, and/or state financial assistance under the California Disaster Assistance Act.

THAT the \_\_\_\_\_, a public entity established under the laws of the State of California,  
(Name of Applicant)

hereby authorizes its agent(s) to provide to the Governor's Office of Emergency Services for all matters pertaining to such state disaster assistance the assurances and agreements required.

**Please check the appropriate box below:**

☐ This is a universal resolution and is effective for all open and future disasters up to three (3) years following the date of approval below.

☐ This is a disaster specific resolution and is effective for only disaster number(s) \_\_\_\_\_

Passed and approved this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_

\_\_\_\_\_  
(Name and Title of Governing Body Representative)

\_\_\_\_\_  
(Name and Title of Governing Body Representative)

\_\_\_\_\_  
(Name and Title of Governing Body Representative)

**CERTIFICATION**

I, \_\_\_\_\_, duly appointed and \_\_\_\_\_ of  
(Name) (Title)

\_\_\_\_\_, do hereby certify that the above is a true and correct copy of a  
(Name of Applicant)

Resolution passed and approved by the \_\_\_\_\_ of the \_\_\_\_\_  
(Governing Body) (Name of Applicant)

on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Title)

**Cal OES Form 130 Instructions**

**A Designation of Applicant's Agent Resolution for Non-State Agencies is required of all Applicants to be eligible to receive funding. A new resolution must be submitted if a previously submitted Resolution is older than three (3) years from the last date of approval, is invalid or has not been submitted.**

When completing the Cal OES Form 130, Applicants should fill in the blanks on page 1. The blanks are to be filled in as follows:

**Resolution Section:**

**Governing Body:** This is the group responsible for appointing and approving the Authorized Agents.

Examples include: Board of Directors, City Council, Board of Supervisors, Board of Education, etc.

**Name of Applicant:** The public entity established under the laws of the State of California. Examples include: School District, Office of Education, City, County or Non-profit agency that has applied for the grant, such as: City of San Diego, Sacramento County, Burbank Unified School District, Napa County Office of Education, University Southern California.

**Authorized Agent:** These are the individuals that are authorized by the Governing Body to engage with the Federal Emergency Management Agency and the Governor's Office of Emergency Services regarding grants applied for by the Applicant. There are two ways of completing this section:

1. **Titles Only:** If the Governing Body so chooses, the titles of the Authorized Agents would be entered here, not their names. This allows the document to remain valid (for 3 years) if an Authorized Agent leaves the position and is replaced by another individual in the same title. If "Titles Only" is the chosen method, this document must be accompanied by a cover letter naming the Authorized Agents by name and title. This cover letter can be completed by any authorized person within the agency and does not require the Governing Body's signature.
2. **Names and Titles:** If the Governing Body so chooses, the names **and** titles of the Authorized Agents would be listed. A new Cal OES Form 130 will be required if any of the Authorized Agents are replaced, leave the position listed on the document or their title changes.

**Governing Body Representative:** These are the names and titles of the approving Board Members.

Examples include: Chairman of the Board, Director, Superintendent, etc. The names and titles **cannot** be one of the designated Authorized Agents, and a minimum of two or more approving board members need to be listed.

**Certification Section:**

**Name and Title:** This is the individual that was in attendance and recorded the Resolution creation and approval.

Examples include: City Clerk, Secretary to the Board of Directors, County Clerk, etc. This person **cannot** be one of the designated Authorized Agents or Approving Board Member (if a person holds two positions such as City Manager and Secretary to the Board and the City Manager is to be listed as an Authorized Agent, then the same person holding the Secretary position would sign the document as Secretary to the Board (not City Manager) to eliminate "Self Certification."

**EAST BAY DISCHARGERS COMMISSION**  
**EAST BAY DISCHARGERS AUTHORITY**  
**ALAMEDA COUNTY, CALIFORNIA**

**RESOLUTION NO. 19-23**

**INTRODUCED BY \_\_\_\_\_**

**RESOLUTION DESIGNATING AUTHORIZED REPRESENTATIVES FOR FEMA AND  
OES DISASTER ASSISTANCE**

**WHEREAS**, the Commission of the East Bay Dischargers Authority in Alameda County intends to designate authorized representatives for Federal Emergency Management Agency and Governor's Office of Emergency Services Disaster Assistance; and

**WHEREAS**, the Commission intends to be prepared to the best of its ability in the event of a disaster; and

**WHEREAS**, the Governor's Office of Emergency Services requires the Grantee to certify the Authority's agents by title, by resolution approved by the Commission, and by providing a certified copy of the Designation of Applicant's Agent Resolution (Cal OES Form 130) to the Governor's Office of Emergency Services; and

**NOW, THEREFORE BE IT RESOLVED**, that the General Manager or the Operations and Maintenance Manager is hereby authorized to execute for and on behalf of the East Bay Dischargers Authority, a public entity established under the laws of the State of California, this application and to file it with the Governor's Office of Emergency Services for the purpose of obtaining certain federal assistance under Public Law 93-288 as amended by the Robert T. Stafford Disaster Relief and Emergency Assistance Act of 1988, and/or state financial assistance under the California Disaster Assistance Act;

**BE IT FURTHER RESOLVED**, that the East Bay Dischargers Authority, a public entity established under the laws of the State of California, hereby authorizes its agent(s) to provide to the Governor's Office of Emergency Services for all matters pertaining to such state disaster assistance, the assurances and agreements required.

**SAN LORENZO, CALIFORNIA, JUNE 20, 2019, ADOPTED BY THE FOLLOWING VOTE:**

**AYES:**

**NOES:**

**ABSENT:**

**ABSTAIN:**

\_\_\_\_\_  
**CHAIR**  
**EAST BAY DISCHARGERS COMMISSION**

**ATTEST:** \_\_\_\_\_  
**GENERAL MANAGER**  
**EAST BAY DISCHARGERS AUTHORITY**  
**EX OFFICIO SECRETARY**

**ITEM NO. OM7 RESOLUTION APPROVING THE RENEWAL AND REPLACEMENT  
FUND PROJECT LIST FOR FISCAL YEAR 2019/2020**

**Recommendation**

Approve the Renewal and Replacement Fund (RRF) project list for FY 2019/2020.

**Background**

The Authority's Renewal & Replacement Fund list of projects for FY 2019/2020 has been developed consistent with the Authority's ongoing Asset Management Plan (AMP), as overseen by the MAC. A draft of the RRF project list for FY 2019/2020 was reviewed and revised at the May MAC Meeting. In parallel, staff is continuing to refine the AMP with input from the MAC and will bring the updated plan to the Commission later this year.

**Discussion**

Staff is recommending Commission approval of a total expenditure of \$549,000 for RRF projects for FY 2019/2020, which includes \$100,000 of contingency funds for small and unforeseen projects. The proposed projects for FY 2019/2020, as identified by the AMP for renewal or replacement, are summarized by location in the table below.

**RRF Projects by Facility for FY 2019/2020**

<u>Facility</u>	<u>Renewal Replacement Fund Items</u>	<u>Projected Completion Date</u>	<u>Estimated Cost</u>
HEPS	Replace 4 - 75 HP Effluent Pumps	June 2020	\$ 360,000
OLEPS	Redundant Automatic Transfer Switch Installation & Portable Generator Enclosure	December 2019	\$ 40,000
SLEPS	Electrical Upgrades	July 2019	\$ 34,000
All	PLC Spare Components	December 2019	\$ 15,000
		FY2019/2020 Sub-Total	\$ 449,000
		Contingency	\$ 100,000
		<b>FY2019/2020 Total</b>	<b>\$ 549,000</b>

**HEPS - Replace four 75 HP Effluent Pumps - \$360,000**

Replacement of the four HEPS Effluent Pumps. The AMP calls for two pumps to be replaced in FY 2019/2020 and two pumps to be replaced in five years. Staff suggests replacing all four pumps at once to minimize overhead costs.

**OLEPS - Redundant ATS Installation & Portable Generator Enclosure - \$40,000**

Installation of a second automatic transfer switch to allow a portable generator to provide an automatic backup to the existing station generator. The project also includes installation of a portable generator enclosure on the north side of OLEPS. OLSD will be providing a portable generator until a new EBDA portable generator is purchased in the future.

**SLEPS - Electrical Upgrades - \$34,000**

Should the SLEPS main PG&E breaker fail, a portable third power source connection from the CSL WPCP 480 volt switchboard would be deployed by connecting a portable diesel locomotive (DLO) cable between a new exterior terminal box and the SLEPS automatic transfer switch termination compartment lugs. To make this connection, the existing SLEPS standby generator conductors would need to be temporarily disconnected and replaced by the portable DLO cable connection. These funds would be paid to CSL for the installation of a 400A switchboard circuit breaker and the purchase of DLO cable.

**All - PLC Spare Components - \$15,000**

Purchase of spare PLC components. EBDA currently stocks approximately 67% of the spare components for our PLC's. These funds would purchase the remaining critical spare components.

**Contingency - \$100,000**

The purpose of the contingency fund is to provide additional funding for unidentified projects and/or equipment that may need to be replaced or refurbished in FY 2019/2020 RRF. The reasoning is that much of the smaller ancillary equipment and components that the Authority owns are operated with the intent to 'run to failure'. This is a common practice at wastewater facilities with these types of assets. These assets include fans, valves, actuators, and small pumps and motors. While preventive maintenance is completed on a regular basis, forecasting an exact date of failure is not possible. The criteria for 'run to failure' are both that the equipment can be readily procured and that there is sufficient redundancy to meet system firm capacity. In some cases, staff will purchase critical items and have them readily available, reducing system equipment downtime.



**EAST BAY DISCHARGERS COMMISSION**  
**EAST BAY DISCHARGERS AUTHORITY**  
**ALAMEDA COUNTY, CALIFORNIA**

RESOLUTION NO. 19-24

INTRODUCED BY \_\_\_\_\_

**RESOLUTION APPROVING THE RENEWAL AND REPLACEMENT FUND PROJECT  
LIST FOR FISCAL YEAR 2019/2020**

**WHEREAS**, the East Bay Dischargers Authority adopted Resolution 90-11, Resolution Establishing Policies for Renewal and Replacement Fund, On May 17, 1990; and

**WHEREAS**, Resolution No. 90-11 requires that the schedule be recalculated and reviewed annually based on updates to the master list of items on the schedule; and

**WHEREAS**, the Authority has developed current replacement costs based on the Authority's Asset Management Plan and recent relevant quotes and actual project costs; and

**WHEREAS**, on May 16, 2019, the Commission approved an annual contribution of \$225,000 to the Fund for FY 2019/2020; and

**WHEREAS**, the Authority's Operations and Maintenance Committee has reviewed the replacement schedule and funding scheme, and recommends approval of the FY2019/2020 projects in the amount of \$549,000; and

**WHEREAS**, approval of the schedule specifically authorizes replacement/refurbishment of only those items listed for FY2019/2020.

**NOW, THEREFORE BE IT RESOLVED**, the Commission of the East Bay Dischargers Authority hereby approves the Renewal & Replacement Fund Schedule for Fiscal Year 2019/2020.

**SAN LORENZO, CALIFORNIA, JUNE 20, 2019, ADOPTED BY THE FOLLOWING VOTE:**

**AYES:**

**NOES:**

**ABSENT:**

**ABSTAIN:**

\_\_\_\_\_  
**CHAIR**  
**EAST BAY DISCHARGERS COMMISSION**

**ATTEST:** \_\_\_\_\_  
**GENERAL MANAGER**  
**EAST BAY DISCHARGERS AUTHORITY**  
**EX OFFICIO SECRETARY**

**ITEM NO. OM8 RESOLUTION AUTHORIZING THE GENERAL MANAGER TO ISSUE A PURCHASE ORDER TO UNIVAR USA, INC. FOR SODIUM BISULFITE 25% SOLUTION IN FY 2019/2020 IN THE AMOUNT OF \$250,000**

**Recommendation**

Approve a resolution authorizing the General Manager to issue a Purchase Order to Univar USA, Inc. in the amount of \$250,000 for the purchase of Sodium Bisulfite 25% solution in FY 2019/2020.

**Background**

EBDA elected to work collectively with the Bay Area Chemical Consortium to obtain a bid for Sodium Bisulfite 25% Solution. This year, Univar USA, Inc. was the lowest responsive and responsible bidder, with a delivered cost of \$1.11 per gallon.

The per gallon cost of sodium bisulfite has increased by 10% from FY 2018/2019.



7399 Johnson Drive  
Pleasanton, CA 94588

phone (925) 846-4565  
fax (925) 462-0658  
[www.dsrsd.com](http://www.dsrsd.com)

April 16, 2019

To: See List of Bidders for BACC Bid No. 11-2019 attached

Re: Notice of Intent to Award Contract in Response to Bay Area Chemical Consortium (BACC)  
**Bid No. 11-2019 for Supply and Delivery of Sodium Bisulfite**

After completing our review of the bids received in response to the Bay Area Chemical Consortium (BACC) solicitation for Sodium Bisulfite, Bid No. 11-2019, **Univar USA Inc.** was determined to be the lowest responsive bidder and has been selected for the supply and delivery of Sodium Bisulfite during the period July 1, 2019 through June 30, 2020.

Attached is a copy of the final bid tabulation results. Bay Area Chemical Consortium sincerely appreciates your efforts and we thank you for your interest and participation in the competitive bid process.

If you have any questions, please feel free to contact:

Gemma Z. Lathi

Administrative Analyst II – Operations

DUBLIN SAN RAMON SERVICES DISTRICT, as Coordinating Agency for Bay Area Chemical Consortium

Tel (925) 875-2293, email [lathi@dsrsd.com](mailto:lathi@dsrsd.com)

cc: Bay Area Chemical Consortium Member Agencies

Attachments

List of Bidders for BACC Bid No. 11-2019, Sodium Bisulfite

Univar USA Inc.

Attention: Jennifer M. Perras

8201 S 212th Street

Kent, WA 98032

Chemurgic

Attention: Davis Johnson

PO Box 2106

Turlock, CA 95381

**BAY AREA CHEMICAL CONSORTIUM**FINAL Bid Tabulation for **Bid No. 11-2019**Supply and Delivery of **Sodium Bisulfite**for the period **FYE 2019/2020**Bid Open Date **Tuesday, April 2, 2019 at 9:00 PDT**

Name of Bidder	25% Solution, Unit Price Per Gallon							40% Solution, Unit Price Per Gallon		
	Central Valley	East Bay	Marin Sonoma Napa	North Bay	Peninsula	Sacramento	South Bay	Central Valley	Peninsula	Sacramento
Chemurgic	\$1.23000	\$1.23000	\$1.38000	\$1.38000	\$1.29000	\$1.34000	\$1.25000	\$1.81000	\$1.90000	\$1.86000
Univar USA Inc.	\$1.19200	\$1.11100	\$1.16300	\$1.15600	\$1.13500	\$1.75700	\$1.11100	\$1.69000	\$1.55000	\$1.81000

**Lowest responsive bid***Per Section 2.16 Method of Award*

*Bids may be awarded by the participating BACC agencies to the lowest, responsive, and responsible bidder meeting the specifications for bulk loads for the chemical. The lowest responsive bidder will be determined by multiplying the estimated annual quantity for each participating BACC agency by the bid price for their region, and adding up the aggregate cost to all of the participating agencies in the regions. The **single bid that results in the lowest overall cost to the participating agencies as a group will be determined by BACC to be the low bid**, assuming the bid is determined by BACC to be complete and in compliance with the bid requirements.*

**EAST BAY DISCHARGERS COMMISSION**  
**EAST BAY DISCHARGERS AUTHORITY**  
**ALAMEDA COUNTY, CALIFORNIA**

RESOLUTION NO. 19-25

INTRODUCED BY \_\_\_\_\_

**RESOLUTION AUTHORIZING THE GENERAL MANAGER TO ISSUE A PURCHASE ORDER  
TO UNIVAR USA, INC. FOR SODIUM BISULFITE 25% SOLUTION IN FY 2019/2020 IN THE  
AMOUNT OF \$250,000**

**WHEREAS**, the East Bay Dischargers Authority's agent, Bay Area Chemical Consortium, advertised for bids for Sodium Bisulfite Solution in accordance with the requirements of the Public Contracts Code; and

**WHEREAS**, a Bid Opening was held on April 2, 2019, wherein bids were received before the deadline, were opened and reviewed; and

**WHEREAS**, Authority staff agrees with the award of the contract to Univar USA, Inc. by Bay Area Chemical Consortium as indicated in its April 16, 2019 Notice of Intent to Award Contracts in Response to Bay Area Chemical Consortium, Bid No. 11-2019 for the Supply and Delivery of 25% Sodium Bisulfite, and has determined that the bid is acceptable; and

**WHEREAS**, the Operation & Maintenance Committee has recommended acceptance of the bid and approval of the proposed agreement between the Authority and Univar USA, Inc. for Sodium Bisulfite 25% Solution.

**NOW, THEREFORE BE IT RESOLVED**, the Commission of the East Bay Dischargers Authority hereby accepts the bid of Univar USA, Inc. and approves the proposed agreement between the Authority and Univar USA, Inc. for 25% Sodium Bisulfite Solution in accordance with the accepted bid.

**BE IT FURTHER RESOLVED**, the General Manager is hereby authorized to execute said agreement on behalf of the Authority in the amount of \$250,000.

**SAN LORENZO, CALIFORNIA, JUNE 20, 2019, ADOPTED BY THE FOLLOWING VOTE:**

**AYES:**  
**NOES:**  
**ABSENT:**  
**ABSTAIN:**

\_\_\_\_\_  
**CHAIR**  
**EAST BAY DISCHARGERS COMMISSION**

**ATTEST:** \_\_\_\_\_  
**GENERAL MANAGER**  
**EAST BAY DISCHARGERS AUTHORITY**  
**EX OFFICIO SECRETARY**



**ITEM NO. OM9 RESOLUTION AUTHORIZING THE GENERAL MANAGER TO ENTER INTO A PROFESSIONAL SERVICES AGREEMENT WITH CALCON SYSTEMS, INC. IN THE AMOUNT OF \$450,000 FOR ELECTRICAL, INSTRUMENTATION, AND EMERGENCY SERVICES IN FISCAL YEARS 2019/2020, 2020/2021, AND 2021/2022**

**Recommendation**

Approve a resolution authorizing the General Manager to enter into a professional services agreement with Calcon Systems, Inc. (Calcon) in the amount of \$450,000 for fiscal years 2019/2020, 2020/2021, and 2021/2022.

**Background**

Calcon has provided electrical, instrumentation, and emergency maintenance services to the Authority since 1992 and performs similar work for several EBDA member agencies. The Authority's most recent contract with Calcon was signed in 2014 and included FY 2014/15, 2015/16, and 2016/17, with two optional one-year extensions that were exercised for FY 2017/18 and 2018/19.

Currently, the Calcon contract labor rate is \$130 per hour. Total disbursements to Calcon in FY 2016/2017 and 2017/18 were \$146,497 and \$121,390, respectively.

**Discussion**

Staff is recommending that the Authority enter into a contract similar to the previous one, with labor rates defined for the first three years and an option of two one-year extensions based on contract performance and cost of living.

The following labor rates have been proposed:

- FY 2019-2020: \$135 per hour, plus travel mileage
- FY 2020-2021: \$135 per hour, plus travel mileage
- FY 2021-2022: \$140 per hour, plus travel mileage

Travel mileage at the Standard Mileage Rates for Business as published by the IRS.

Staff anticipates spending up to \$150,000 per year for three years, for a total of \$450,000. This approach is consistent with prior approvals of \$150,000 per year for the last five years. The Authority will only be charged for work actually completed. If additional funds are required for the optional two years, staff would come back to the Commission to amend the contract.

Agenda Explanation  
East Bay Dischargers Authority  
O&M Agenda  
June 17, 2019

There are several reasons for selecting Calcon to provide contract support for the Authority's electrical, instrumentation, and emergency services maintenance requirements. Calcon provides the best value in cost per hour pricing. After contacting nearby agencies, it appears that Calcon is charging EBDA the same or less than the cost for similar work performed at other agencies. They also do not charge EBDA a minimum number of hours per service call or an overtime rate for nights, weekends, holidays or workdays over 8 hours. Calcon has detailed historical knowledge of the entire EBDA system and has proven to be a reliable contractor. They have provided strong performance, excellent work product, and the necessary 24-hour response to EBDA's system emergencies. Calcon provides the 24-hour emergency stand-by service at no additional charge.



May 1, 2019

East Bay Dischargers Authority  
2651 Grant Ave  
San Lorenzo CA 94580

Attention: Howard Cin

**Subject: Instrumentation, Controls, and Electrical  
Annual Maintenance and Support**

Mr. Cin,

Calcon Systems is pleased to provide you with this proposal for our continued service to EBDA for Instrumentation, Controls and Electrical services for the next two years. As we have for several years, it is our goal to provide EBDA with maintenance, support, and emergency services for the Authority's facilities as you require, including such services as:

- Instrument Calibrations
- Preventive Maintenance
- Controls and Electrical Work
- Control System Software Programming and Support
- Troubleshooting
- Repairs
- Emergency Services

As per our previous agreements, we propose to provide services on a T&M basis. Our rates for the next three (3) years are quoted below.

Labor and Travel Rates

2019-2020: \$135 per hour, plus travel mileage

2020-2021: \$135 per hour, plus travel mileage

2021-2022: \$140 per hour, plus travel mileage

Travel mileage at the Standard Mileage Rates for Business as published by the IRS. Current rate is \$0.58 per mile.

Thank you for this opportunity to help with these services. We appreciate the opportunity to continue serving the Authority.

Thank you,

*Ryan Smith*

Ryan Smith  
**Calcon Systems, Inc.**  
Cell (925) 570-5122  
E-mail [rsmith@calcon.com](mailto:rsmith@calcon.com)  
License C-10 No. 508284 | UL File No. E303943

**EAST BAY DISCHARGERS COMMISSION**  
**EAST BAY DISCHARGERS AUTHORITY**  
**ALAMEDA COUNTY, CALIFORNIA**

RESOLUTION NO. 19-26

INTRODUCED BY \_\_\_\_\_

**RESOLUTION AUTHORIZING THE GENERAL MANAGER TO ENTER INTO A  
PROFESSIONAL SERVICES AGREEMENT WITH CALCON SYSTEMS, INC. IN THE  
AMOUNT OF \$450,000 FOR ELECTRICAL, INSTRUMENTATION, AND EMERGENCY  
SERVICES IN FISCAL YEARS 2019/2020, 2020/2021, AND 2021/2022**

**WHEREAS**, the East Bay Dischargers Authority is in need of electrical, instrumentation, and emergency services related to the operation and maintenance of the EBDA System; and

**WHEREAS**, it has been determined by staff that the proposal from Calcon Systems, Inc. is a qualified, responsive and responsible proposal; and

**WHEREAS**, the Operation & Maintenance Committee has recommended authorization for the General Manager to enter into a professional services agreement with Calcon Systems, Inc. for electrical, instrumentation, and emergency services based on their unique historical knowledge, ability to respond in emergency situations, and over 27 years of outstanding craftsmanship and service.

**NOW, THEREFORE BE IT RESOLVED**, the Commission of the East Bay Dischargers Authority hereby accepts the proposal for electrical, instrumentation, and emergency services related to operation and maintenance of the EBDA System from Calcon Systems, Inc. in the amount of \$450,000 for FY 2019/2020, 2020/2021, and 2021/2022.

**BE IT FURTHER RESOLVED**, the General Manager is hereby authorized to execute a professional services agreement on behalf of the Authority with Calcon Systems, Inc.

**SAN LORENZO, CALIFORNIA, JUNE 20, 2019, ADOPTED BY THE FOLLOWING VOTE:**

**AYES:**

**NOES:**

**ABSENT:**

**ABSTAIN:**

\_\_\_\_\_  
**CHAIR**  
**EAST BAY DISCHARGERS COMMISSION**

**ATTEST:** \_\_\_\_\_  
**GENERAL MANAGER**  
**EAST BAY DISCHARGERS AUTHORITY**  
**EX OFFICIO SECRETARY**