



BOARD OF DIRECTORS

Ashley Sangster, President
Ward Roney, Director

Anthony Kalvans, Vice-President
Hector Palafox, Director
Raynette Gregory, Director

REGULAR MEETING AGENDA 6:00 P.M. Closed Session 7:00 P.M. Opened Session SMCSD Boardroom 04-22-2021

IMPORTANT NOTICE REGARDING COVID-19 AND TELECONFERENCE MEETINGS:

Based on the mandates by the Governor in Executive Order 33-20 and the County Public Health Officer to shelter in place and the guidance from the CDC, to minimize the spread of the Corona Virus, please note the following changes to the District's ordinary meeting procedures:

- The District offices are not opened to the public at this time, please call 805-467-3388
- The Meeting will be conducted with social distancing observed.
- All members of the public seeking to observe and comment to the local legislative body may do so in person or telephonically/email in the manner described below.

HOW TO SUBMIT PUBLIC COMMENT IF NOT ATTENDING MEETING:

Written / Read Aloud: Please email your comments to tamara.parent@sanmiguelcsd.org (Board Clerk), write "Public Comment" in the subject line. In the body of the email, include the agenda item number and title, as well as your comments. If you would like your comment to be read aloud at the meeting (keep to three minutes) prominently write "Read Aloud at Meeting" at the top of your email. All comments received before 4:00 PM the day of the meeting will be included as agenda supplement on the District's website under relevant meeting date and will be provided to the Board of Directors.

Voice Mail: Leave a message on the District phone line at 805-467-3388 after 4:30pm before 4:30pm District Staff will take down message. Voice "Public Comment" at beginning of message and include agenda item number and title. All comments received before 4:00 PM the day of the meeting will be included as agenda supplement on the District's website under relevant meeting date and will be provided to the Board of Directors.

PUBLIC RECORD

Public records that relate to any item on the open session agenda for a meeting are available for public inspection. Those records that are distributed after the agenda posting deadline for the meeting are available for public inspection at the same time, they are distributed to all of the members of the Board. The documents may also be obtained by calling the District Board Clerk.

Please see: www.sanmiguelcsd.org

Cell Phones: As a courtesy to others, please silence your cell phone or pager during the meeting and engage in conversations outside the Boardroom.

Americans with Disabilities Act: If you need special assistance to participate in this meeting, please contact the CSD Clerk at (805) 467-3388. Notification 48 hours in advance will enable the CSD to make reasonable arrangements to ensure accessibility to this meeting. Assisted listening devices are available for the hearing impaired.

Public Comment: please see notice.

Please complete a "Request to Speak" form located at the podium in the boardroom in order to address the Board of Directors on any agenda item. Comments are limited to three minutes, unless you have registered your organization with CSD Clerk prior to the meeting. If you wish to speak on an item not on the agenda, you may do so under "Oral Communications." Any member of the public may address the Board of Directors on items on the Consent Calendar. Please complete a "Request to Speak" form as noted above and mark which item number you wish to address.

Meeting Schedule: Regular Board of Director meetings are generally held in the SMCSO Boardroom on the fourth Thursday of each month at 7:00 P.M. Agendas are also posted at: www.sanmiguelcsd.org

Agendas: Agenda packets are available for public inspection 72 hours prior to the scheduled meeting at the Counter/ San Miguel CSD office located at 1150 Mission St., San Miguel, during normal business hours. Any agenda-related writings or documents provided to a majority of the Board of Directors after distribution of the agenda packet are available for public inspection at the same time at the counter/ San Miguel CSD office at 1150 Mission St., San Miguel, during normal business hours.

- I. Call to Order: 6:00 PM**
- II. Pledge of Allegiance:**
- III. Roll Call: Sangster___ Kalvans___ Roney___ Palafox___ Gregory___**
- IV. Approval of Regular Meeting Agenda:**

M_____ S_____ V_____

V. ADJOURN TO CLOSED SESSION: Public Comment for items on closed session agenda
Time:_____

A. CLOSED SESSION AGENDA:

- 1. CONFERENCE WITH LEGAL COUNSEL—ANTICIPATED LITIGATION**
Significant exposure to litigation pursuant to paragraph (2) of subdivision (d) of Section 54956.9: Confidential Complainant
- 2. PUBLIC EMPLOYMENT**
Title: Interim General Manager/Fire Chief; Pursuant to Government Code Section 54954.5
- 3. CONFERENCE WITH DISTRICT GENERAL COUNSEL-ANTICIPATED LITIGATION**
Initiation of litigation pursuant to paragraph (4) of subdivision (d) of Section 54956.9: White Oak

VI. Call to Order for Regular Board Meeting/Report out of Closed Session 7:00 PM
Time:_____

- 1. Report out of closed session by District General Counsel (WhiteBrenner, LLP)

VII. Public Comment and Communications for items not on the Agenda:

Persons wishing to speak on a matter, not on the agenda may be heard at this time; however, no action will be taken until placed on a future agenda. Speakers are limited to three minutes. Please complete a "Request to Speak" form and place it in the basket provided.

VIII. Special Presentations/Public Hearings/Other: None

IX. Staff & Committee Reports – Receive & File:

Non-District Reports:

- | | | |
|--|--|--------------------|
| 1. San Luis Obispo County | | No Report |
| 2. Camp Roberts—Army National Guard (Mitten) | | Verbal/No response |
| 3. Community Service Organizations | | Verbal |

District Staff & Committee Reports:

- | | | |
|-----------------------------|------------------|-----------------|
| 4. Interim General Manager | (Mr. Roberson) | Verbal |
| 5. District General Counsel | (Mr. White) | Verbal |
| 6. District Engineer | (Dr. Reely) | Report Attached |
| 7. Director of Utilities | (Mr. Dodds) | Report Attached |
| 8. Fire Chief | (Chief Roberson) | Report Attached |

X. CONSENT CALENDAR:

The items listed below are scheduled for consideration as a group and one vote. Any Director or a member of the public may request an item be withdrawn from the Consent Agenda to discuss or to change the recommended course of action. Unless an item is pulled for separate consideration by the Board, the following items are recommended for approval without further discussion.

- 1. Approve RESOLUTION 2021-09 Declaring Hazardous Weeds a Public Nuisance within the District.

XI. BOARD ACTION ITEMS:

- 1. Review, Discuss, Receive and File the Enumeration of Financial Report for March 2021 (Dodds)
 - A. Claims Detail Report
 - B. Statement of Revenue Budget vs Actuals
 - C. Rev Budget vs Actual Summary
 - D. Statement of Expenditures Budget vs Actual
 - E. Cash Report -Draft

Public Comments: (Hear public comments prior to Board Action)

M _____ S _____ V _____

- 2. **Receive and discuss proposed Fiscal Year 2021-2022 Operation and Maintenance Budget for San Miguel Community Services District.**

Recommendation: Provide comments to Staff after reviewing the proposed budget presentation.

Public Comments: (Hear public comments prior to Board Action)

- 3. **Discussion and Consideration by the Board of Directors of the San Miguel Community Services District to approve the Request for Proposals (RFP) & Technical Specifications for the Wastewater Treatment Facility Upgrade & Expansion Pre-Engineered Package Membrane Bioreactor Municipal Wastewater Treatment System and authorize Director of Utilities to advertise for qualified cost proposals. (Dodds)**

Recommendation: Authorize the Director of Utilities to release an RFP for the MBR process for the WWTF expansion.

Public Comments: (Hear public comments prior to Board Action)

M _____ S _____ V _____

- 4. **Review and approve RESOLUTION 2021-10 approving a budget adjustment for the CAL OES Community Power Resiliency Grant for Special Districts, in the amount of \$230,000 to the water fund (revenue 50-46115 and expense 50-590). (Dodds)**

Recommendation: Approve Resolution 2021-10 authorizing a budget adjustment in an amount of \$230,000 to revenue and expense.

Public Comments: (Hear public comments prior to Board Action)

M _____ S _____ V _____

- 5. **Review and approve RESOLUTION 2021-11 approving purchase of four (4) standby generators from All Tech Services in an amount not to exceed \$144,658.80 as part of the CAL OES Community Power Resiliency Grant for Special Districts to be paid from water fund CAL OES Resiliency Grant (50-590). (Dodds)**

Recommendation: Approve Resolution 2021-11 authorizing the Director of Utilities to purchase four generators.

Public Comments: (Hear public comments prior to Board Action)

M _____ S _____ V _____

- 6. **Review and approve RESOLUTION 2021-12 Authorizing the General Manager to Execute a Purchase and Sale Agreement for the Sale of Assessor’s Parcel Number 021-261-017.**

Recommendation: Approve resolution 2021-12 Approving the Purchase and Sale Agreement for the Sale of Assessor’s Parcel No. 021-261-014

Public Comments: (Hear public comments prior to Board Action)

M _____ S _____ V _____

7. Review and approve RESOLUTION 2021-03 adoption of the San Miguel CSD Standard Terms and Conditions (Dervin)

Recommendation: Approve Resolution 2021-03 adopting SMCS D Standard Terms and Conditions

Public Comments: (Hear public comments prior to Board Action)

M _____ S _____ V _____

8. Continued discussion on the Fire Department Temporary Housing unit (Young)

Recommendation: Discuss the status and next steps for the Fire Department Temporary Housing unit

Public Comments: (Hear public comments)

9. Discussion on status of Machado Wastewater Treatment Facility expansion and aeration upgrade project (Dodds)

Recommendation: Discuss the status and next steps of the Machado Wastewater Treatment Facility expansion and aeration upgrade projects.

XII. BOARD COMMENT:

This section is intended as an opportunity for Board members to make brief announcements, request information from staff request future agenda item(s) and/or report on their own activities related to District business. No action is to be taken until an item is placed on a future agenda.

XIII. ADJOURNMENT TO NEXT REGULAR MEETING

ATTEST:

STATE OF CALIFORNIA)
COUNTY OF SAN LUIS OBISPO) ss.
COMMUNITY OF SAN MIGUEL)

I, Tamara Parent, Board Clerk of San Miguel Community Services District, hereby certify that I caused the posting of this agenda at the SMCS D office on April 16, 2021

Date: April 16, 2021

Rob Roberson, Fire Chief/Interim General Manager
Ashley Sangster, SMCS D Board President 2021
Tamara Parent, Board Clerk



MONSOON CONSULTANTS

P.O. Box 151 San Luis Obispo, CA 93406
(805) 476-6168 www.monsoonconsultants.com

SAN MIGUEL COMMUNITY SERVICES DISTRICT

Rob Roberson, Interim General Manager
Post Office Box 180
San Miguel, CA 93451
(805) 467-3300

d Roney

BOARD OF DIRECTORS

Ashley Sangster, President
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Hector Palafox
Raynette Gregory
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Re: DISTRICT ENGINEER REPORT - APRIL 2021

Board Members:

The following is a summary of the activities performed and the status of relevant issues which pertain to the duties and responsibilities of this position:

OVERVIEW

(Note: This data was included in previous month's DE Report. Current data was not available at the time this report was prepared). The District produced approximately 5.95 MGAL (7,949 CCF) of water during the month of February 2021. This represents an increase of approximately 42.2% from the prior month. Compared to 1-year ago, the volume of water produced in February 2020 was approximately 5.96 MGAL, which represents a decreased production of 0.2%. There are no significant problems with the District's infrastructure at the time this report was prepared.

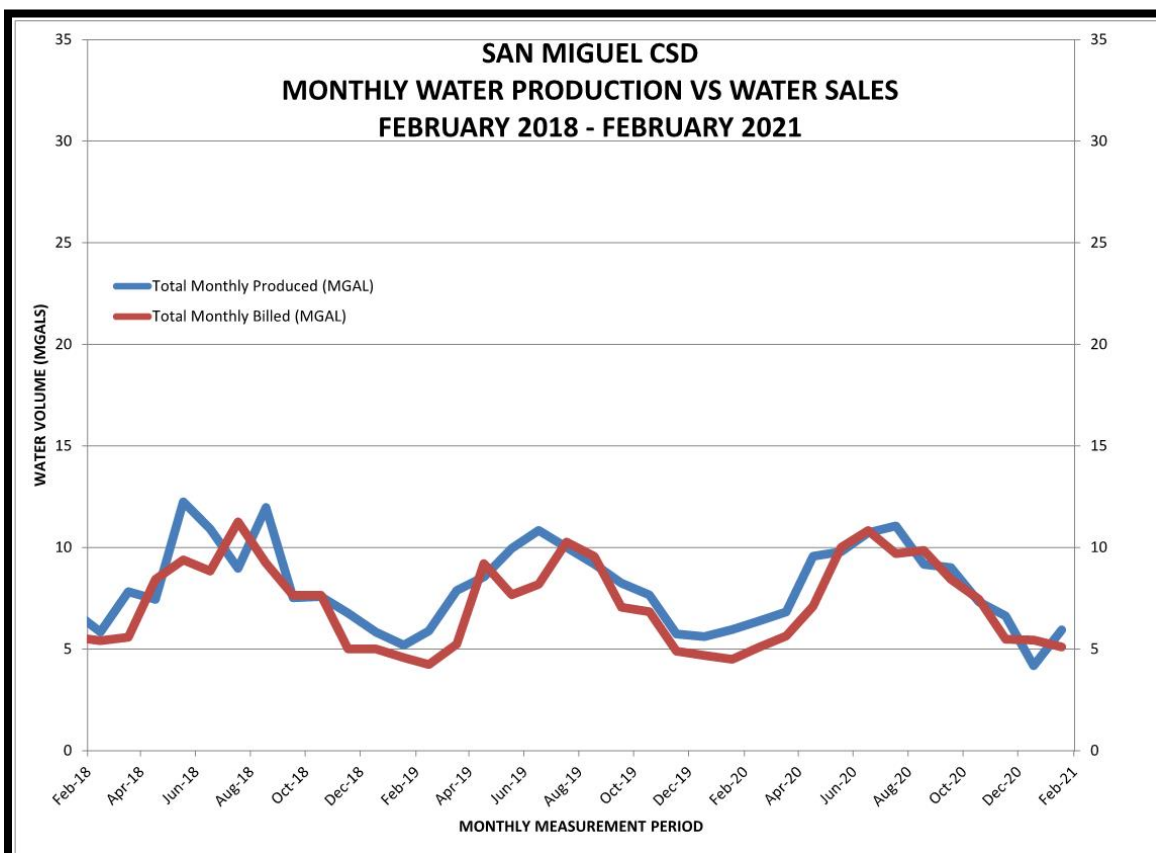
MEETING PARTICIPATION

A summary of relevant issues that were discussed during meetings attended by the DE during the previous month are summarized below. (Note that routine meetings with SMCS staff are not included):

1. March 25, 2021: The DE participated in a ZOOM meeting with the Director of Utilities and Dudek to discuss finalizing the CEQA / NEPA Initial Study and MND.
2. March 25, 2021: The DE participated in a ZOOM meeting with the Director of Utilities, General Manager, Assistant Fire Chief and Camp Roberts personnel to discuss potential for interagency efforts to expand Water & Wastewater system resiliency between District & Camp Roberts.
3. April 1, 2021: The DE participated in a ZOOM meeting with the Director of Utilities and Central Coast Regional Water Quality Control Board staff to discuss the Machado WWTF Upgrade & Expansion project.

WATER PRODUCTION HISTORY

The following graph depicts the water production and sales for the proceeding 36-months. (Note: This data was included in previous month's DE Report. Current data was not available at the time this report was prepared).



CAPITAL IMPROVEMENT PROGRAM

The following is a summary of the principal activities that were related to the Capital Improvements Program during the previous month:

1. Wastewater Treatment Plant Renovation / Upgrade & Recharge Basin Design Phase: The District has received and executed an agreement with the DWR Waterboard for funding in the amount of \$250,000 for Planning & Design for the

Wastewater Treatment Plant renovation. The Board approved an agreement with Monsoon Consultants to provide project management and design services for this project at their October 2019 Board meeting. On April 13, 2020, the DE and the Director of Utilities met with representatives of the USDA to discuss the project and potential financing terms. Based on comments received from the USDA, the DE and staff have been diligently working on the preparation of the documents required to apply for project financing to the USDA. The revised Preliminary Engineering Report (PER) was completed and sent to the USDA and Waterboard on November 5, 2020. The USDA application documents will include, among other items, the CEQA / NEPA documentation currently being prepared by Dudek.

On April 23, 2020, the District awarded a contract to Dudek to provide environmental services to address the NEPA / CEQA requirements of the project. Dudek has initiated the work and performed the initial biological field survey on June 11, 2020. As of the date of this report, Dudek has completed rare plant field survey and San Joaquin kit fox habitat assessment and incorporated into GIS dataset to support preparation of technical report and initial study/mitigated negative declaration. On October 24, 2020 Dudek submitted the DRAFT Archeological Report to the District for review. As of last month's report, A DRAFT CEQA/NEPA Environmental Document was scheduled to be delivered in March 2021. The DRAFT documents have not been finalized as of the date of this DE report.

In addition, the Director of Utilities submitted a Funding Inquiry Form to the CALIFORNIA FINANCING COORDINATING COMMITTEE (CFCC). This submittal represents the initial step in soliciting additional grant and loan funding from a variety of agencies and programs within the State. On May 5, 2020, the DE submitted a Pre-Application to the DWR for \$14,500,000 in funding through the Small Community Funding Program.

In early January 2021, the District submitted an application to the DWR for Prop 68 GSP Implementation Round 1 grant funding for the amount of \$5,000,000. The DRAFT list of funded projects is scheduled to be released in March 2021 with final awards to occur in May 2021. On March 5, 2021, the District received notification from DWR that its grant application was not successful. The DWR recommended grant awards that will provide \$26 million in Proposition 68 grant funding to 6 Awardees. DWR received 15 applications requesting a total of approximately \$70 million in grant funds and approximately \$36.5 million in Local Cost Share. All 6 grant awards were to agencies in the Central Valley for groundwater recharge projects.

A Request for Proposals (RFP) and Technical Specifications have been prepared for the Pre-Engineered Package Membrane Bioreactor System and is ready for cost proposal solicitation. The Engineers Estimate for the MBR System, including the Pre-Engineered Package integrated Membrane Bioreactor (MBR) / UV Disinfection / Sludge Dewatering treatment system, with factory testing, installation, start-up, commissioning, and operator training is approximately \$6,800,000. The DISTRICT is working with the USDA and DWR to secure funding for the overall project, including the work to be performed in conjunction with MBR System.

2. 10th & 11th Street Waterline Replacement Project: Raminha Construction, Inc. initiated work on this project in November 2020. The project is complete and District staff, and the DE are preparing the final documentation for close-out of the construction contract and CDBG grant.

DEVELOPMENT

The following is a summary of private development projects that are either in-progress or planned that staff is currently reviewing or inspecting during construction:

- a) People's Self Help (Tract 2527, formerly Mission Garden Estates): All sixty (60) lots in this subdivision have been built on and all residences are occupied.
- b) Tract 2779 (Nino - 34 lots) – All underground utilities have been installed and paving operations have been completed. New home construction has been completed on the initial fifteen (15) homes and an additional nine (9) homes are currently under construction by Nino Development.
- c) Tract 2647 Hastings The Bluffs - The developer has completed construction on the initial four (4) residences, of which three (3) are sold.
- d) Tract 2723 Mountain View - The developer has applied to the District for this development which will include thirty-eight (38) lots. The Director of Utilities and the DE have reviewed the initial submittal of the improvement plans for the project and have provide the plan check comments back the Developer.

GROUNDWATER SUSTAINABILITY AGENCY

No significant activity occurred during the previous month.

I would like to take this opportunity to thank each of you and District staff that will review the information contained in this report. If there are any questions or you wish to discuss, please do not hesitate to contact me.

Respectfully Submitted,
MONSOON CONSULTANTS

Blaine T. Reely

Blaine T. Reely, Ph.D., P.E.
President, Monsoon Consultants

April 14, 2021

Date



San Miguel Community Services District

UTILITY STATUS REPORT

3-20-2021 Thru 4-16-2021

AGENDA ITEM# IX.7

Well Status:

- Well 4 is partially operational – Well Level 72.8 4/12/2021
- Well 3 is fully operational – Well Level 63.4 4/12/2021
- SLT well is in service – Well Level

Water System status:

Water leaks this month:0 This calendar year: 0

Water related calls through the alarm company after hours this month: 0 This Year: 4

Sewer System status:

Sewer overflows this month: 0 this year: 0

Sewer related calls through the alarm company this month: 0 This Year: 0

WWTF status:

- A weather station was installed at the WWTF. It is online at www.ambientweather.net – Machado WWTF

State Water Resources Control Board (SWRCB):

- DOU and DE met virtually with new Waterboard engineers

Billing related activity:

- **Total active accounts (at the time of this report)**
 - 921 water accounts
 - 795 wastewater accounts
- **Overdue accounts (at the time of this report)**
 - 10 accounts 60 days past due
- **Service orders (for prior month)**
 - 9 service orders issued and completed

Lighting status:

- Working with PGE Rep to get the remainder of the PGE owned streetlights converted to LED.

Landscaping:

- Additional maintenance is being performed throughout the landscape areas to compensate for damage from persons walking through the planters, loss of plants to weather, and theft.

Solid Waste:

Mattress recycling

- Mattresses are accepted by appointment only, and only on Fridays between 8 am and 11 am.

E-Waste collection

- E-waste is accepted on Fridays between 8 am and 11 am also.

Working with IWMA on Household Hazardous waste collection in San Miguel

Project status:

- Well arsenic treatment
 - Working with Awalt Engineering and Monsoon Consultants to identify a viable option for treating arsenic at the District wells.
 - Working to determine a funding mechanism for arsenic treatment.
- The District was awarded a \$230,000 grant allocation from CALOES for purchase of backup generators for the three wells and the tanks/ repeater site. The project must be completed by October so we will be moving expeditiously to get it done.

Board requested information:

- .

Community Development Block Grant (CDBG)

- 10th and 11th street water line replacement – A CDBG funded project
 - This project is nearly complete, we will be working with the contractor to complete closeout documents and punch list items
- Applied for the next round of CDBG funding.

WWTP expansion and Aerator Upgrade

- .

Staffing

- One vacant position.
 - WWTF Operator Lead, which will remain vacant until we are closer to WWTF construction.

SLO County in San Miguel:

- .

Caltrans in San Miguel:

- .

Rain in San Miguel:

2018	9"
2019	12.5"
2020	.50"
2021	.68"

Kelly Dodds

Kelly Dodds
 Director of Utilities
 Date: April 16, 2021

San Miguel Community Services District Board of Directors Meeting



Staff Report

April 22, 2021

AGENDA ITEM: IX 8

SUBJECT: Fire Chief & Asst Fire Chief Report for March 2021

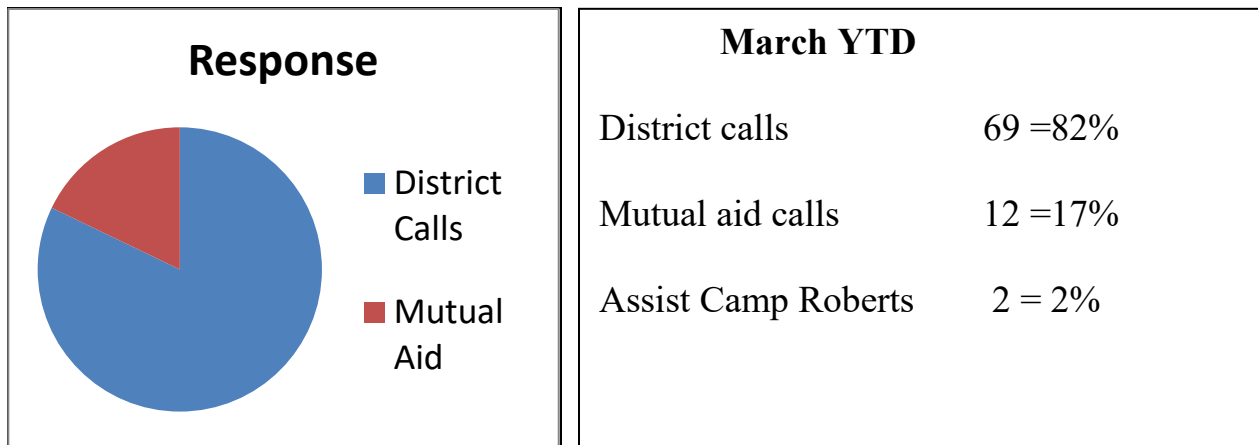
STAFF RECOMMENDATION: Receive and File Monthly Reports for the Fire Department

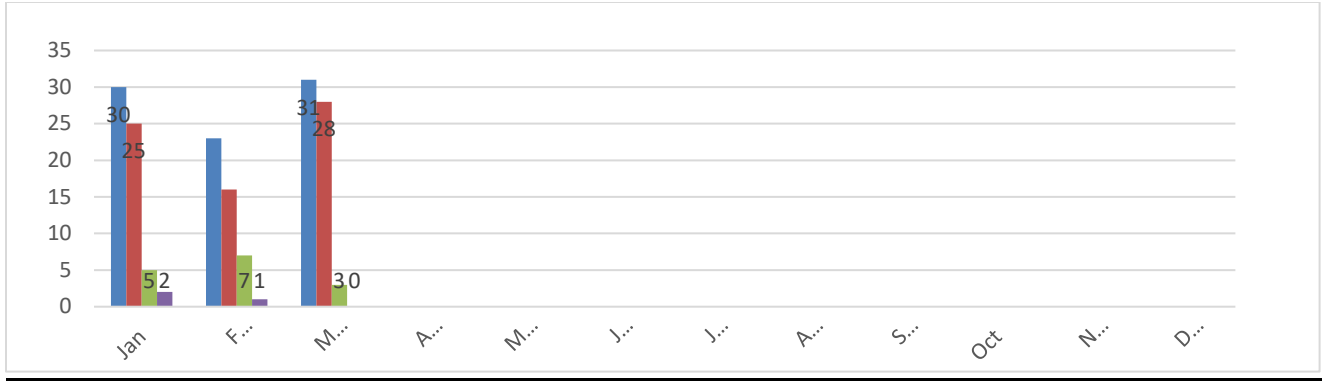
INCIDENT RESPONSE:

- Total Incidents for March 2021 **31**
- Average Calls for per 3 Months in 2021 **28**
- Total calls for the year to date **31**

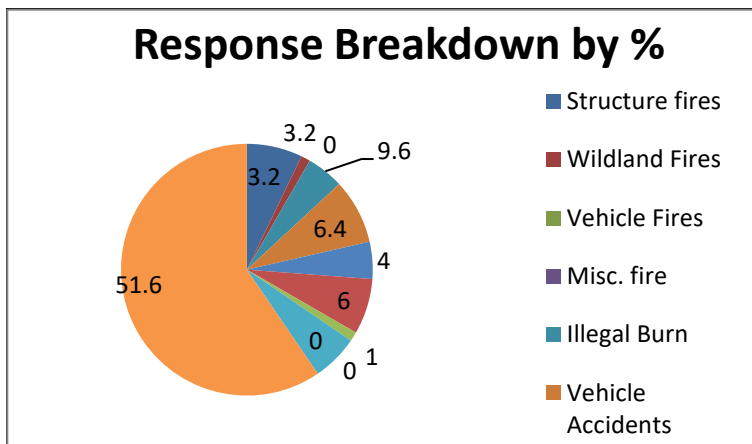
Emergency Response Man Hours in March = 85	Total	249
Stand-By Man Hours for March = 34	Total	<u>121</u>
	Total hr.	370

Emergency Response Man Hours = **2.7 hr.** Per call for March **2.9** Per call for the year
 Stand-By Average per Call = **1** Per call for, March **1.4** Per call for the year





Total calls
District
Mutual Aid
Camp Roberts



For 54 calls for 2 Month in 2021

District Calls	69	82%
Mutual Aid	15	17%
XX		
Structure fires	6	7%
Wildland Fires	1	1%
Vehicle Fires	0	0.0%
Misc. fire	0	0%
Illegal Burn	4	4.0%
Vehicle Accidents	7	8%
False Alarms	4	4%
Haz Condition	6	7%
Haz Mat	1	1.0%
Stand by	0	0.0%
PSA	5	6%
Medical Aids	50	59%

Personnel:

We currently have 13 active members.
 1 Chief
 1 Asst. Chief/ Prevention Officer
 0 Fire Captains
 1 Engineers
 11 Firefighters

Equipment:

- All equipment is in service.

Activities:

- Actively working within the COVID standards
- We are back to training in person using COVID precautions.
- Training and getting ready for the WUI dill and wildland fire season.
- Community Fuel Management Projects
- Working on the Temporary Housing Unit Project.
- Working on our Live Fire Training building.

February

2 Auto fire attack training, Scene size up

6 Auto fire attack training, Fire Attack

16 Auto fire attack training, Fire Attack

March

5 Wildland Fire Weather/ Behavior, 10&18's

12 Wildland Hand Tools, Shelters, Chain Saw

19 Mobile Attack, Firing Ops, Wildland Progressive Hose Lays

26 **Association Meeting**

Information:

- Fire Prevention Report.

Prepared By:

Rob Roberson | Scott Young

Rob Roberson, Fire Chief & Scott Young, Assistant Fire Chief

FIRE EQUIPMENT

2021 MILEAGE / FUEL REPORT

IX-8

Mileage/ Fuel	January		February		March		April		May		June		Total		Avg. MPG
Diesel	mi.	gal.	mi.	gal.	mi.	gal.	mi.	gal.	mi.	gal.	mi.	gal.	mi.	gal.	
E-8696	32	17	115	17	50	40							197	74	2.7
E-8668	67	40.2	30	11	30	20							127	71.2	1.8
P-8651	67	0	47	24	118	12.4							232	36.4	6.4
6 Month Total												556	182	3.1	
Gas	mi.	gal.	mi.	gal.	mi.	gal.	mi.	gal.	mi.	gal.	mi.	gal.	mi.	gal.	
U-8630	7.7	0	920	70	931	66							1994.7	136	14.7
C-8601	663	63	389	36	399	33							1451	132	11.0
C-8600	368	37	216	22	296	18							880	77	11.4
6 Month Total												4325.7	345	12.5	

Mileage / Fuel	July		August		September		October		November		December		Total		Avg. MPG
Diesel	mi.	gal.	mi.	gal.	mi.	gal.	mi.	gal.	mi.	gal.	mi.	gal.	mi.	gal.	
E-8696													197	74	2.7
E-8687/68													127	71.2	1.8
P-8651													232	36.4	6.4
12 Month Total												556	182	3.1	
Gas	mi.	gal.	mi.	gal.	mi.	gal.	mi.	gal.	mi.	gal.	mi.	gal.	mi.	gal.	
U-8630													1994.7	136	14.7
C-8601													1451	132	11.0
C-8600													880	77	11.4
12 Month Total												4325.7	345	12.5	

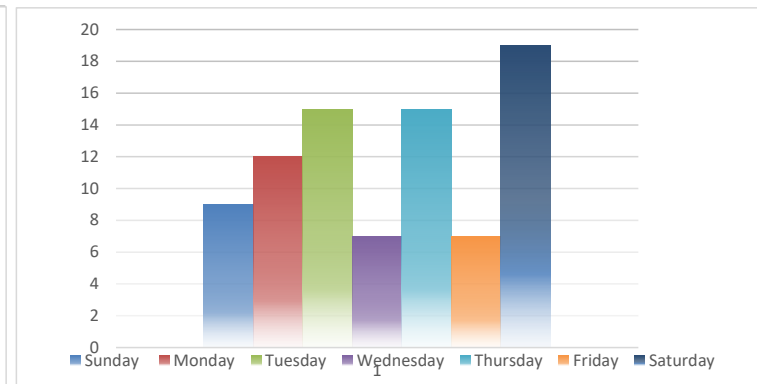
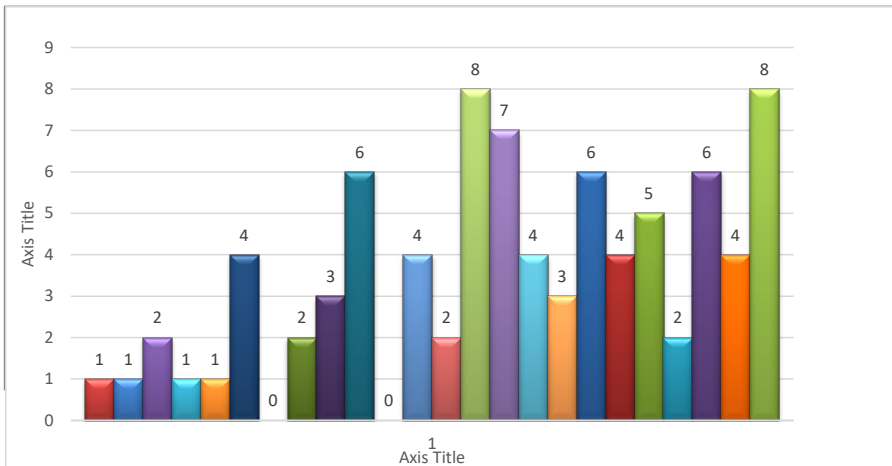
YTD 2021 Total	mi.	gal.	Avg. MPG
Diesel	556	182	3.1
Gas	4325.7	345	12.5

Call per time of day and day of the week 2021

	After Hours					CSD Work Hours											Off Hours										
	0:00	1:00	2:00	3:00	4:00	5:00	6:00	7:00	8:00	9:00	10:00	11:00	12:00	13:00	14:00	15:00	16:00	17:00	18:00	19:00	20:00	21:00	22:00	23:00	Total		
Sunday						1				1				1				3		2		1			9	10%	
Monday			2							3			1	1		1	1	1					1	1	12	14%	
Tuesday				1						2		2					3				1	1	2		15	17%	
Wednesday														2		1		1	1		1	1			7	8%	
Thursday		1							1			2	1	2	1	1			1				2	1	2	15	17%
Friday					1	1													1	1				1	2	7	8%
Saturday	1					2		2	2					2	3	1		1	1				1	1	2	19	22%
Hour Total	1	1	2	1	1	4	0	2	3	6	0	4	2	8	7	4	3	6	4	5	2	6	4	8	84		
	1%	1%	2%	1%	1%	4%	0%	2%	3%	7%	0%	4%	2%	9%	8%	4%	3%	7%	4%	6%	2%	7%	4%	9%			

Total calls during CSD Work Hours	24	28%
Total calls during Off time and weekends	60	71%
After Hours calls 22:00 to 06:00	22	26%
Total Weekend Calls	28	33%
Total Calls Monday thru Friday	56	66%

8am to 8pm 17 20%





	JAN		FEB		MAR		APR		MAY		JUN		JUL		AUG		SEP		OCT		NOV		DEC		TOTAL	
	District	Mutual Aid	District	Mutual Aid	District	Mutual Aid	District	Mutual Aid	District	Mutual Aid	District	Mutual Aid	District	Mutual Aid	District	Mutual Aid	District	Mutual Aid	District	Mutual Aid	District	Mutual Aid	District	Mutual Aid	District	Mutual Aid
Structure Fires	2	0	0	2	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	4	2
Veg. Fires	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1
Vehicle Fires	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Misc. Fires	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Illegal Burning	3	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	4	0
Vehicle Accidents	1	1	1	0	2	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	4	3
False Alarms	2	0	0	0	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	4	0
Hazardous Condition	3	0	0	0	3	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	6	0
Hazardous Materials	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	0
Standby	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Pub.Svc.Asst.	2	0	3	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	5	0
Medical Aids	12	3	11	5	18	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	41	9
Call TOTALS	25	5	16	7	28	3	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	69	15
	30		23		31		0		0		0		0		0		0		0		0		0		84	
<i>CPR</i>	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Mutual Aid SLO/Mon.	3	0	7	0	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	12
Camp Bob Asst.	1		1		0		0		0		0		0		0		0		0		0		0		0	2
Average Calls Per	<i>Month</i>		27.0	<i>Day</i>	1	<i>SLO Co. MA</i>					12	<i>Montrey Co. MA</i>					0	<i>CPR TOTAL</i>					0			

San Miguel Fire Department

San Miguel, CA

This report was generated on 4/14/2021 4:37:07 PM



Daily Log Items for Personnel for Date Range

Personnel: Young, Scott P | Sort By: Activity Code | Start Date: 03/01/2021 | End Date: 03/31/2021

START	END	LOG ITEM TYPE	APP.	NOTES	HOURS
Personnel: Young, Scott P					Grand Total: 740.50
Activity Code: CFF Grant - California Fire Foundation Fuels Management					
3/16/2021 09:00:00	3/16/2021 16:30:00	DAYBOOK	P8651		7.50
3/19/2021 09:00:00	3/19/2021 14:30:00	DAYBOOK	P8651	Fuels Management River Road	5.50
3/24/2021 07:00:00	3/24/2021 16:30:00	DAYBOOK	E8668	Fuels management along Mission Street	9.50
Total Hours for: Activity Code: CFF Grant - California Fire Foundation Fuels Management					22.50
Activity Code: Cover 1 - Cover Station 1					
3/1/2021 08:30:00	3/2/2021 08:30:00	DAYBOOK	SMF 1		24.00
3/2/2021 08:30:00	3/2/2021 22:00:00	DAYBOOK	SMF 1		13.50
3/3/2021 08:30:00	3/3/2021 16:30:00	DAYBOOK	SMF 1		8.00
3/4/2021 08:30:00	3/4/2021 20:30:00	DAYBOOK	SMF 1		12.00
3/7/2021 08:30:00	3/8/2021 08:30:00	DAYBOOK	8601		24.00
3/8/2021 08:30:00	3/9/2021 08:30:00	DAYBOOK	SMF 1		24.00
3/9/2021 08:30:00	3/9/2021 22:30:00	DAYBOOK	SMF 1		14.00
3/10/2021 08:30:00	3/10/2021 16:30:00	DAYBOOK	SMF 1		8.00
3/11/2021 08:30:00	3/11/2021 22:30:00	DAYBOOK	SMF 1		14.00
3/12/2021 08:30:00	3/13/2021 10:00:00	DAYBOOK	8601		25.50
3/13/2021 17:00:00	3/14/2021 08:30:00	DAYBOOK	8601		15.50
3/14/2021 08:30:00	3/15/2021 08:30:00	DAYBOOK	8601		24.00
3/15/2021 08:30:00	3/16/2021 08:30:00	DAYBOOK	SMF 1		24.00
3/16/2021 08:30:00	3/17/2021 08:30:00	DAYBOOK	SMF 1		24.00
3/17/2021 08:30:00	3/17/2021 16:30:00	DAYBOOK	SMF 1		8.00
3/18/2021 08:45:00	3/18/2021 22:00:00	DAYBOOK	SMF 1		13.25
3/21/2021 08:30:00	3/22/2021 08:30:00	DAYBOOK	8601		24.00
3/22/2021 08:30:00	3/23/2021 08:30:00	DAYBOOK	SMF 1		24.00
3/23/2021 08:30:00	3/23/2021 22:00:00	DAYBOOK	SMF 1		13.50
3/24/2021 08:30:00	3/24/2021 16:30:00	DAYBOOK	SMF 1		8.00
3/25/2021 08:30:00	3/25/2021 22:30:00	DAYBOOK	SMF 1		14.00
3/28/2021 08:30:00	3/29/2021 08:30:00	DAYBOOK	8601		24.00
3/29/2021 08:30:00	3/30/2021 08:30:00	DAYBOOK	SMF 1		24.00

Use Report #1142 to find all Daily Log Items with bad End Dates. Daily Log Items for Incidents are only shown for Personnel assigned to an Apparatus.



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START	END	LOG ITEM TYPE	APP.	NOTES	HOURS
Personnel: Young, Scott P					Grand Total: 740.50
Activity Code: Cover 1 - Cover Station 1					
3/26/2021 08:00:00	3/26/2021 10:00:00	DAYBOOK	8601	Provide traffic control for EJ Gallo for road clearing	2.00
3/30/2021 08:30:00	3/30/2021 22:30:00	DAYBOOK	SMF 1		14.00
3/31/2021 08:30:00	3/31/2021 17:00:00	DAYBOOK	SMF 1		8.50
Total Hours for: Activity Code: Cover 1 - Cover Station 1					431.75
Activity Code: Equipment Repair - Equipment Repair					
3/4/2021 13:00:00	3/4/2021 14:00:00	DAYBOOK	SMF 1	Reset entry codes	1.00
Total Hours for: Activity Code: Equipment Repair - Equipment Repair					1.00
Activity Code: Insp - Inspection					
3/8/2021 10:00:00	3/8/2021 11:00:00	DAYBOOK	8601	CS Nino lots 27 & 28 rough fire inspections. Both passed fees are outstanding	1.00
3/15/2021 09:00:00	3/15/2021 10:00:00	DAYBOOK	8601	CS Nino Lots 26 & 27 rough fire inspections.	1.00
3/18/2021 12:28:00	3/18/2021 12:42:00	INSPECTION		An inspection was completed for The Ranch by Young, Scott P	0.23
3/23/2021 10:00:00	3/23/2021 11:30:00	DAYBOOK	8601	Annual Building Inspection CHC	1.50
3/23/2021 09:53:00	3/23/2021 11:00:00	INSPECTION		An inspection was completed for CHC by Young, Scott P	1.12
3/26/2021 10:30:00	3/26/2021 11:30:00	DAYBOOK	8601	Rough Fire Inspection Locatelli Winery Processing Building. Passed	1.00
Total Hours for: Activity Code: Insp - Inspection					5.85
Activity Code: Meet and Confer - Participating in Meet and Confer Activities					
3/4/2021 18:00:00	3/4/2021 18:30:00	DAYBOOK	SMF 1	Special Board Meeting MDC's & Grant	0.50
3/9/2021 14:45:00	3/9/2021 14:45:00	DAYBOOK	SMF 1	Contacted the County regarding the temporary housing Unit. Requested a preapplication meeting.	0.00
3/9/2021 15:00:00	3/9/2021 15:00:00	DAYBOOK	SMF 1	Contacted the County regarding the potential of using structures located at 9756 North River Road for live fire training. Requested a preapplication meeting.	0.00
3/11/2021 09:00:00	3/11/2021 12:00:00	DAYBOOK	SMF 1	Community planning meeting with Camp Roberts	3.00
3/19/2021 09:00:00	3/19/2021 09:45:00	DAYBOOK	SMF 1	County Training Officers Meeting	0.75
3/25/2021 11:00:00	3/25/2021 12:00:00	DAYBOOK	SMF 1	Waste Water Treatment Facility Meeting with District Staff, District Engineer, & Camp Roberts Attendees include Scott Mitten & Blaine Reilly	1.00
3/25/2021 17:00:00	3/25/2021 22:30:00	DAYBOOK	SMF 1	Board of Directors Meeting	5.50
Total Hours for: Activity Code: Meet and Confer - Participating in Meet and Confer Activities					10.75
Activity Code: Plan Check - Review Building Plans					
3/22/2021 14:52:00	4/1/2021 15:31:00	INSPECTION		An inspection was completed for Hunt Building by Young, Scott P	240.65
Total Hours for: Activity Code: Plan Check - Review Building Plans					240.65
Activity Code: Training - Company Training					
3/2/2021 18:00:00	3/2/2021 22:00:00	DAYBOOK		Firefighter Training: RT130 Lead Instructor: Roberson, Robert E	4.00
3/9/2021 18:00:00	3/9/2021 22:00:00	DAYBOOK		Firefighter Training: RT130 Lead Instructor: Young, Scott P	4.00
3/10/2021 09:00:00	3/10/2021 09:00:00	DAYBOOK	8601	Delivery of roll off at 6756 North Rover Road.	0.00
3/11/2021 18:00:00	3/11/2021 22:00:00	DAYBOOK		Firefighter Training: RT130 Lead Instructor: Young, Scott P	4.00
3/16/2021 18:00:00	3/16/2021 22:00:00	DAYBOOK		Firefighter Training: RT130 Lead Instructor: Young, Scott P	4.00
3/18/2021 18:00:00	3/18/2021 22:00:00	DAYBOOK		Firefighter Training: RT130 Lead Instructor: Young, Scott P	4.00

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START	END	LOG ITEM TYPE	APP.	NOTES	HOURS
Personnel: Young, Scott P					Grand Total: 740.50
Activity Code: Training - Company Training					
3/23/2021 18:00:00	3/23/2021 22:00:00	DAYBOOK		Firefighter Training: RT130 Lead Instructor: Young, Scott P	4.00
3/30/2021 18:00:00	3/30/2021 22:00:00	DAYBOOK		Firefighter Training: RT130 Lead Instructor: Young, Scott P	4.00
Total Hours for: Activity Code: Training - Company Training					28.00

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San Miguel Community Services District Board of Directors

Staff Report

April 22, 2021

ITEM: X-1

SUBJECT: Declaring Hazardous Weeds a Public Nuisance within the San Miguel Community Services District by Resolution 2021-09

STAFF RECOMMENDATION:

Staff recommends that the Board of Directors approve and adopt **RESOLUTION NO. 2021-09** declaring hazardous weeds a public nuisance and direct staff to proceed with mailing notices to abate.

DISCUSSION:

District Fire Department conducts a weed abatement program to reduce fuel load and eliminate fire hazards, pursuant to the authority contained in Government Code Section 61100(t), Health and Safety Code Sections 14875 *et seq*, and 2019 California Fire Code Section 4906 & 4907. Abatement is initiated by resolution adoption declaring weeds and accumulation of fuels on identified properties as a public nuisance. Annually, the Fire Department inspects all parcels within its service boundaries for compliance with its weed abatement program. The parcels listed in Exhibit "A" in the attached Resolution were determined to be non-compliant with 138 lots and thereon are deemed a public nuisance.

A formal notice is sent to property owners following adoption of the attached Resolution. In accordance with the comprehensive weed abatement procedures set forth in the Health and Safety Code, a public meeting is scheduled for May 27th, 2021, to consider any objections by affected property owners. All parcels not corrected shall be placed on a list for abatement. Costs of abatement plus administrative expenses are placed as an assessment on each parcel's property tax bill.

FISCAL IMPACT:

None. The costs of abatement are paid by the affected property owner. Administrative expenses are recovered by imposing a service charge.

Prepared by:

Scott Young _____

Assistant Fire Chief
Prevention Officer

Approved by:

Rob Roberson _____

Interim General Manager /Fire Chief

Attachment: Resolution 2021-09



RESOLUTION NO. 2021-08

**A RESOLUTION OF THE BOARD OF DIRECTORS
DECLARING HAZARDOUS WEEDS, A PUBLIC NUISANCE
WITHIN THE SAN MIGUEL COMMUNITY SERVICES DISTRICT**

WHEREAS, the San Miguel Community Services District (“District”) is a duly formed Community Services District under Government Code Section 61100(t), and has the power to provide protection against fire and risks of fire; and

WHEREAS, pursuant to the authority established in Health and Safety Code Section 14875, *et seq.*, the District may declare hazardous weeds a public nuisance for the purposes of proceeding with a weed abatement program; and

WHEREAS, the District Board of Directors finds that it is in the public interest that hazardous weeds within the District be abated as an aid to fire prevention.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the San Miguel Community Services District as follows:

Section 1. That the articles set forth above are true and correct and are incorporated herein by this reference.

Section 2. That the weeds located on the private properties described in Exhibit “A” attached hereto and incorporated herein by this reference, all of which are located within the District, are hereby declared to be a public nuisance.

Section 3. In accordance with Health and Safety Code Section 14890, the District Fire Chief or His / Her Designee is hereby designated as the person to give the notice, substantially in the form proscribed by Health and Safety Code Section 14892, and 2019 California sections 4906, 4907 to destroy, modify, abate and remove such hazardous weeds and accumulation of fuels.

Section 4. That said nuisance, unless otherwise corrected, shall be abated by the District, and the cost thereof shall be assessed upon the parcels from which said nuisance is abated.

Section 5. That a public meeting shall be held on the proposed abatement of hazardous weeds on May 27th, 2021 at 7:00 p.m. at the following address: 1150 Mission Street, San Miguel California, 93451, to provide an opportunity for all property owners having any objections to the proposed removal of such weeds to be heard and given due consideration.

Section 6. That the District Clerk is hereby authorized and directed to mail notice of the said hearing to the property owners as their names and addresses appear from the last equalized assessment roll as authorized by Health and Safety Code Section 14896.

On the motion of Director _____ seconded by Director _____, and on the following roll call vote:

AYES:

NOES:

ABSENT:

ABSTAINING:

The foregoing Resolution is hereby passed and adopted this 22nd day of April 2021.

Ashley Sangster,
President Board of Directors
San Miguel Community Services District

ATTEST:

APPROVED AS TO FORM AND CONTENT:

Rob Roberson, Interim General Manager

Douglas L. White, District General Counsel

4-22-2021 Board Meeting (Exhibit A)

	APN	Number	Street		LEGAL	EST_ACRES	SITEZIP	COMMUNITY
1	021-371-005	00000			T25S R12E PTN SEC 20	0.28	93451	SMIG
2	021-371-003	00000	MONTEREY	RD	T25S R12E PTN SEC 20	0.23	93451	SMIG
3	021-371-002	00777	MONTEREY	RD	T25S R12E SEC 20 PTN	1.72	93451	SMIG
4	021-352-001	00795	SLO MONTEREY	RD	T25S R12E PTN SEC 20	4.85	93451	SMIG
5	021-323-004	00252	9TH	ST	TN SAN MIGUEL T25S R12E PTN SEC 20	0.68	93451	SMIG
6	021-323-006	00899	L	ST	TN SAN MIGUEL MCD ADD BL 77 PTN LTS 1 TO 4	0.24	93451	SMIG
7	021-323-001	00238	9TH	ST	TN SAN MIGUEL MC D ADD BL 77 PTN LTS 1 TO 5	0.23	93451	SMIG
8	021-341-008	00899	MISSION		TN SAN MIG MCD ADD BL 76 LTS 1 & 2	0.18	93451	SMIG
9	021-331-011	00320	9TH	ST	TN SAN MIG MCD ADD BL 61 LTS 17 & 18	0.19	93451	SMIG
10	021-322-009	00257	9TH	ST	TN SAN MIGUEL MC D ADD BL 30 LT 15 16 & PTN 14	0.22	93451	SMIG
11	021-322-015	00939	L	ST	TN SAN MIGUEL MCD ADD BL 30 LTS 12,13& N 1/2 LT 14	0.29	93451	SMIG
12	021-322-014	00947	L	ST	TN SAN MIGUEL MCD ADD BL 30 LTS 10 & 11	0.2	93451	SMIG
13	021-322-013	00965	L	ST	TN SAN MIGUEL MCD ADD BL 30 LTS 7, 8 & 9	0.28	93451	SMIG
14	021-331-034	00968	L	ST	TN SAN MIGUEL MC D ADD BL 61 LTS 23 THUR 24	0.19	93451	SMIG
15	021-331-001	00000	L	ST	TN SAN MIGUEL BL 61 LTS 30 TO 32	0.28	93451	SMIG
16	021-331-019	00000	MISSION	ST	MCD ADD BL 61 LT 4,5,PTN LT 3 & PTN ABD RD	0.28	93451	SMIG
17	021-302-008	01010	L	ST	TN SAN MIG BL 31 LTS 13 TO 16 LESS 50% MR	0.38	93451	SMIG
18	021-302-010	00000			TN SAN MIGUEL BL 31 LTS 10 TO 12	0.3	93451	SMIG
19	021-302-016	01040	K	ST	TN SAN MIG BL 31 LTS 22 TO 24	0.27	93451	SMIG
20	021-301-004	00000	K	ST	TN SAN MIG BL 28 PTN LTS 7 TO 16	0.08	93451	SMIG
21	021-301-006	01099	K	ST	TN SAN MIG BL 28 PTN LTS 1 TO 6 & ABA ST	0.63	93451	SMIG
22	021-302-006	01071	L	ST	TN SAN MIGUEL BL 31 LTS 1 TO 4	0.42	93451	SMIG
23	021-311-004	00301	10TH	ST	TN SAN MIGUEL BL 60 PTN LTS 17 TO 21	0.14	93451	SMIG
24	021-311-003	01042	L	ST	TN SAN MIGUEL BL 60 LTS 22 & 23	0.18	93451	SMIG
25	021-311-010	00310	11TH	ST	TN SAN MIGUEL BL 60 LTS 30 TO 32	0.3	93451	SMIG
26	021-281-014	01111	MISSION	ST	TN SAN MIGUEL BL 59 LOTS 15 & 16	0.17	93451	SMIG
27	021-281-013	01125	MISSION	ST	TN SAN MIGUEL BL 59 LOTS 11 TO 14	0.37	93451	SMIG
28	021-281-020	01148	L	ST	TN SAN MIGUEL BL 59 LTS 22 TO 24	0.29	93451	SMIG
29	021-281-005	01156	L	ST	TN SAN MIG BL 59 LTS 25 & 26	0.19	93451	SMIG
30	021-272-025	01109	L	ST	TN SAN MIGUEL BL 32 LTS 15 & 16	0.18	93451	SMIG
31	021-272-024	01145	L	ST	TN SAN MIGUEL BL 32 LTS 10,11,12	0.27	93451	SMIG
32	021-271-011	01145	K	ST	TN SAN MIGUEL BL 27 LT 8 & PTN LTS 7 & 9	0.1	93451	SMIG
33	021-252-006	01201	L	ST	TN SAN MIGUEL BL 33 LOTS 15 & 16	0.19	93451	SMIG
34	021-252-013	01235	L	ST	TN SAN MIG BL 33 LTS 12 TO 14	0.28	93451	SMIG
35	021-252-004	00000			000.60AC BUILDING	0.74	93451	SMIG
36	021-261-020	01215	MISSION	ST	TN SAN MIGUEL BL 58 LT 15	0.08	93451	SMIG
37	021-261-019	01225	MISSION	ST	TN SAN MIGUEL BL 58 LT 14	0.09	93451	SMIG

4-22-2021 Board Meeting (Exhibit A)

38	021-261-018	01235	MISSION	ST	TN SAN MIGUEL BL 58 LT 13 & PTN LT 12	0.16	93451	SMIG
39	021-261-016	01239	MISSION	ST	TN SAN MIGUEL BL 58 LT 11	0.09	93451	SMIG
40	021-261-017	01231	MISSION	ST	000.01AC PUMP	0.02	93451	SMIG
41	021-261-014	01249	MISSION	ST	TN SAN MIGUEL BL 58 LT 9	0.09	93451	SMIG
42	021-261-013	01257	MISSION	ST	TN SAN MIGUEL BL 58 LT 8	0.08	93451	SMIG
43	021-261-004	01238	L	ST	TN SAN MIG BL 58 LTS 21 TO 23	0.27	93451	SMIG
44	021-261-001	00300	13TH	ST	TN SAN MIGUEL BL 58 LT 27 & PTN LTS 28 TO 32	0.39	93451	SMIG
45	021-202-012	00000	L	ST	TN SAN MIG BL 34 LTS 12 TO 16	0.42	93451	SMIG
46	021-202-016	00000	K	ST	TN SAN MIG BL 34 LTS 17 & 18	0.16	93451	SMIG
47	021-211-012	01337	MISSION	ST	TN SAN MIGUEL BL 57 LTS 12 TO 16	0.42	93451	SMIG
48	021-211-016	01383	MISSION	ST	TN SAN MIGUEL BL 57 LTS 1 TO 5	0.43	93451	SMIG
49	021-211-002	01352	L	ST	TN SAN MIGUEL PTN BL 57	0.66	93451	SMIG
50	021-202-008	01387	L	ST	TN SAN MIGUEL BL 34 LTS 3 & 4	0.18	93451	SMIG
51	021-202-015	01375	L	ST	TN SAN MIG BL 34 LTS 5 & 6	0.18	93451	SMIG
52	021-202-010	01355	L	ST	TN SAN MIG BL 34 LTS 7&8	0.16	93451	SMIG
53	021-202-001	01396	K	ST	TN SAN MIGUEL BL 34 LTS 31 & 32	0.16	93451	SMIG
54	021-202-003	01372	K	ST	TN SAN MIGUEL BL 34 LTS 28 & 29 & PTN LT 30	0.22	93451	SMIG
55	021-202-004	01366	K	ST	TN SAN MIGUEL BL 34 LTS 25 TO 27	0.26	93451	SMIG
56	021-202-005	01354	K	ST	TN SAN MIGUEL BL 34 LTS 22 TO 24	0.23	93451	SMIG
57	021-202-019	01320	K	ST	TN SAN MIG BL 34 LTS 19, 20 & 21	0.26	93451	SMIG
58	021-201-005	01325	K	ST	TN SAN MIGUEL BL 25 LTS 12 TO 14	0.18	93451	SMIG
59	021-201-004	01343	K	ST	TN SAN MIGUEL BL 25 LTS 9 TO 11	0.18	93451	SMIG
60	021-201-012	01377	K	ST	TN SAN MIG BL 25 LTS 4 & 5	0.14	93451	SMIG
61	021-161-005	01421	K	ST	TN SAN MIGUEL BL 24 LTS 12 TO 16	0.28	93451	SMIG
62	021-162-011	01415	L	ST	TN SAN MIGUEL BL 35 LTS 13 & 14	0.17	93451	SMIG
63	021-171-008	00000	14TH	ST	TN SAN MIG BL 56 PTN LTS 17 TO 21	0.18	93451	SMIG
64	021-171-022	00355	14TH	ST	TN SAN MIGUEL BL 56 LTS 14 TO 16	0.28	93451	SMIG
65	021-171-013	01411	MISSION	ST	TN SAN MIGUEL BL 56 LT 13 & PTN LT 12	0.11	93451	SMIG
66	021-171-012	01417	MISSION	ST	TN SAN MIG BL 56 LT 10	0.09	93451	SMIG
67	021-141-023	01402	MISSION	ST	PM 63/67-71 PAR 4	0.24	93451	SMIG
68	021-122-021	01502	K	ST	TN SAN MIGUEL BL 36 PTN LTS 17 TO 19	0.13	93451	SMIG
69	021-122-022	00235	15TH	ST	TN SAN MIGUEL BL 36 E 75'LOTS 17,18 & 19	0.14	93451	SMIG
70	021-131-020	00349	15TH	ST	TN SAN MIGUEL BL 55 LTS 17 & 18	0.2	93451	SMIG
71	021-141-008	01520	MISSION	ST	TN SAN MIGUEL PTN DEPOT GRDS	0.08	93451	SMIG
72	021-141-007	01530	MISSION	ST	TN SAN MIGUEL PTN DEPOT GRDS	0.08	93451	SMIG
73	021-131-011	01525	MISSION	ST	TN SAN MIGUEL PTN BL 55 LESS 75% MIN RTS IN PTN	0.55	93451	SMIG
74	021-131-029	01520	L	ST	TN SAN MIGUEL BL 55 PTN LTS 19 & 20	0.1	93451	SMIG
75	021-131-006	01540	L	ST	TN SAN MIGUEL BL 55 PTN LTS 23 & 24	0.1	93451	SMIG

4-22-2021 Board Meeting (Exhibit A)

76	021-131-025	00340	16TH	ST	TN SAN MIGUEL PM 53-75 PAR 2	0.17	93451	SMIG
77	021-122-012	01599	L	ST	TN SAN MIGUEL BL 36 LTS 1 TO 3	0.23	93451	SMIG
78	021-122-007	01540	K	ST	TN SAN MIGUEL BL 36 LT 24	0.1	93451	SMIG
79	021-122-006	01540	K	ST	TN SAN MIGUEL BL 36 LT 25	0.09	93451	SMIG
80	021-112-002	00000	16TH	ST	TN SAN MIGUEL BL 67 & PTN ABD RD	1.1	93451	SMIG
81	021-092-002	00000	17TH	ST	TN SAN MIGUEL BL 68 & PTN ABD RD	1.28	93451	SMIG
82	021-091-007	01715	MISSION	ST	TN SAN MIG BL 53 LTS 13 & 14	0.18	93451	SMIG
83	021-091-008	01703	MISSION	ST	TN SAN MIG BL 53 LTS 15 & 16	0.18	93451	SMIG
84	021-091-010	01719	MISSION	ST	TN SAN MIG BL 53 LTS 11 & 12	0.17	93451	SMIG
85	021-071-001	00000			002.11AC VACANT	2.07	93451	SMIG
86	021-071-015	01887	MISSION	ST	TN SAN MIG BL 52 LTS 1 & 2	0.12	93451	SMIG
87	021-071-017	01875	MISSION	ST	TN SAN MIG BL 52 LTS 3 & 4	0.13	93451	SMIG
88	021-071-016	01865	MISSION	ST	TN SAN MIG BL 52 LTS 5 & 6	0.14	93451	SMIG
89	021-071-010	01833	MISSION	ST	TN SAN MIG BL 52 LTS 11 & 12	0.14	93451	SMIG
90	021-071-008	01825	MISSION	ST	TN SAN MIG BL 52 LT 13 & 14	0.13	93451	SMIG
91	021-157-028	00615	BENEDICT	ST	TR 2605 LT 28	0.21	93451	SMIG
92	021-153-013	00690	ARMAND	AV	TR 1840-1 LT 13	0.1	93451	SMIG
93	021-157-016	00775	ARMAND	AV	TR 2605 LT 16	0.16	93451	SMIG
94	021-151-043	00000	16TH	ST	T25S R12E PTN SEC 16	0.92	93451	SMIG
95	021-152-041	00540	16TH	ST	TN SAN MIGUEL T25S R12E PTN SEC 16	0.36	93451	SMIG
96	021-192-011	01499	BONITA	PL	TR 32 BL 1 PTN LTS 13&14	0.13	93451	SMIG
97	021-193-016	01470	BONITA	PL	TN SAN MIGUEL TR 32 BL 2 LT 2	0.16	93451	SMIG
98	021-231-035	01380	N	ST	TN SAN MIGUEL BL 72 LTS 3 & 4	0.23	93451	SMIG
99	021-231-036	00000	N	ST	TN SAN MIGUEL BL 72 LTS 5, 6, & 7	0.34	93451	SMIG
100	021-231-004	01350	N	ST	TN SAN MIGUEL BL 72 LTS 8 TO 13	0.74	93451	SMIG
101	021-231-005	00590	14TH	ST	TN SAN MIGUEL T25S R12E PTN SEC 16	0.66	93451	SMIG
102	021-231-024	01222	N	ST	TN SAN MIGUEL BL 73 PTN LTS 10 TO 14	0.48	93451	SMIG
103	021-231-041	00000	N	ST	TN SAN MIGUEL BL 73 PTN LTS 10 THRU 14	0.3	93451	SMIG
104	021-231-032	00000	N	ST	TN SAN MIGUEL BL 73 PTN LTS 15,16 & PTN ABD RD	0.04	93451	SMIG
105	021-231-028	00000	12TH	ST	TN SAN MIGUEL BL 73 PTN LTS 15 & 16	0.03	93451	SMIG
106	021-231-033	00000	12TH	ST	PTN ABD RD	0.01	93451	SMIG
107	021-231-038	00549	12TH	ST	TN SAN MIGUEL PM 44/77 PAR B	0.17	93451	SMIG
108	021-221-017					4.85	93451	SMIG
109	021-241-028	00675	12TH	ST	PM 31/82 PTN PAR B	2.33	93451	SMIG
110	021-401-008	00650	11TH	ST	T25S R12E PTN SEC 16	0.51	93451	SMIG
111	021-241-008	00000	11TH	ST	T25S R12E PTN SEC 16	0.48	93451	SMIG
112	021-362-019	01045	WIMER	WY	TR 2527 LT 48	0.15	93451	SMIG
113	021-361-010	00926	SOKA	WY	TR 2527 LT 60	10.38	93451	SMIG

4-22-2021 Board Meeting (Exhibit A)

114	027-272-003	13095	RIVER BLUFFS	LN	TR 2647 LT 3	1.02	93451	SMIG
115	027-272-002	13075	RIVER BLUFFS	LN	TR 2647 LT 2	1.69	93451	SMIG
116	027-272-001	13060	RIVER BLUFFS	LN	TR 2647 LT 1	1.83	93451	SMIG
117	027-272-008	13040	RIVER BLUFFS	LN	TR 2647 LT 8	1.01	93451	SMIG
118	027-221-002	08795	RIVER	RD	SAN LAWR TER TR PTN LT 28LESS 49% MIN RTS	2	93451	SMIG
119	027-221-065	09960	NO RIVER	RD	PM 79/60-62 PAR 1	0.92	93451	SMIG
120	027-221-003	08705	MISSION	LN	SAN LAWR TER TR PTN LT 27	0.95	93451	SMIG
121	027-221-039	08655	MISSION	LN	SAN LAWR TER LT 24	5.1	93451	SMIG
122	027-231-003	08465	MISSION	LN	SAN LAWR TER LT 7	4.65	93451	NCSAL
123	027-251-017	00000	MAGDALENA	DR	SAN LAWR TER PTN LTS 41 & 42	26.31	93451	SMIG
124	027-251-014	08707	MAGDALENA	DR	SAN LAWR TER PTN LT 44	0.87	93451	SMIG
125	027-251-007	08725	MAGDALENA	DR	SAN LAWR TER PTN LT 45	0.36	93451	SMIG
126	027-251-005	08733	MAGDALENA	DR	SAN LAWR TER PTN LT 45	0.76	93451	SMIG
127	027-251-019	09510	RIVER	RD	SAN LAWR TER LT 48	2.05	93451	SMIG
128	027-251-025	08730	MARTINEZ	DR	TR 2421 LT 6	1.24	93451	SMIG
129	027-251-024	08740	MARTINEZ	DR	TR 2421 LT 5	1.04	93451	SMIG
130	027-221-055	09860	RIVER	RD	PM 42-81 PAR 1	1.08	93451	SMIG
131	027-221-056	09850	RIVER	RD	PM 42-81 PAR 2	1.75	93451	SMIG
132	027-241-038	08860	OAK	DR	PM 32/57 PAR 3	0.22	93451	SMIG
133	027-241-039	00000	OAK	DR	SAN LAWR TER PTN LT 35	0.07	93451	SMIG
134	027-241-061	08740	OAK	DR	PM 62/47-48 PAR 2	0.14	93451	SMIG
135	027-241-060	08708	OAK	DR	PM 62/47-48 PAR 1	0.18	93451	SMIG
136	027-221-041	08750	OAK	DR	SAN LAWR TER PTN LT 31	3.18	93451	SMIG
137	027-221-011	02882	SAN PABLO	DR	SAN LAWR TER PTN LT 32	0.94	93451	SMIG
138	027-221-061	09898	RIVER	RD	SAN LAWR TER PTN LT 30	1.87	93451	SMIG



San Miguel Community Services District Board of Directors

April 22, 2021

AGENDA ITEM: XI - 1

SUBJECT: Financial Report for March 2021

RECOMMENDATION: Review and File the Enumeration for Financial Reports for March 2021

March 2021 Income: \$369,891.13

March 2021 Expenses: \$135,653.50

Project expenses

- RailPros Field Services \$14,475.00 10th and 11th street waterline replacement
- SWCA Environmental Consultants \$9,109.20 10th and 11th street waterline replacement
- Mid Coast Geotechnical Inc \$2,520.00 10th and 11th street waterline replacement
- DUDEK \$9,041.00 Enviromental for WWTF
- Monsoon Consultants \$40,445.00 Fire station, WWTF, Waterline replacement

Legal Services

- Churchwell White LLP \$12,217.90 Legal Services

Normal Operating expenses

- PG&E \$9,504.06 Facilities & Lighting
- Monsoon Consultants \$4,785.00 General engineering, meetings.
- Core & Main \$3,183.05 Water meters
- Alameda Electric \$3,176.45 replacement light pole and lamp

Recommendation: Review and File the Enumeration for the Financial Reports for March 2021.
This item is for information and discussion only.

PREPARED BY:

REVIEWED BY:

Kelly Dodds

Rob Roberson

Kelly Dodds,
Director of Utilities

Rob Roberson
Interim General Manager/Fire Chief

* ... Over spent expenditure

Claim Line #	Check	Invoice #/Inv Date/Description	Vendor #/Name/	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
6567	4119S	247	SDRMA	627.04					
Employee Dental & Vision Insurance Coverage Month: March 2021									
1	37412	02/10/21	Dental	49.02			20 21811		10250
2	37412	02/10/21	Dental	12.78			30 21811		10250
3	37412	02/10/21	Dental	232.81			40 21811		10250
4	37412	02/10/21	Dental	252.07			50 21811		10250
5	37412	02/10/21	Dental	13.62			60 21811		10250
6	37412	02/10/21	Vision	7.25			20 21812		10250
7	37412	02/10/21	Vision	1.74			30 21812		10250
8	37412	02/10/21	Vision	22.85			40 21812		10250
9	37412	02/10/21	Vision	33.14			50 21812		10250
10	37412	02/10/21	Vision	1.76			60 21812		10250
6568	18858S	573	BURT INDUSTRIAL SUPPLY	154.84					
Gloves, Tape									
1	88319	02/26/21	Work Gloves, Pipe tape	77.42			40 64000	305	10200
2	88319	02/26/21	Work Gloves, Pipe tape	77.42			50 65000	305	10200
6569	18866S	510	LOCAL IT EXPERTS	1,068.00					
Managed IT Services, Setup of new employee									
1	285	03/05/21	New Employee Setup	8.90			30 63000	334	10200
2	285	03/05/21	New Employee Setup	80.10			40 64000	334	10200
3	285	03/05/21	New Employee Setup	80.10			50 65000	334	10200
4	285	03/05/21	New Employee Setup	8.90			60 66000	334	10200
5	285	03/05/21	IT Service	204.70*			20 62000	334	10200
6	285	03/05/21	IT Service	17.80			30 63000	334	10200
7	285	03/05/21	IT Service	311.50			40 64000	334	10200
8	285	03/05/21	IT Service	338.20			50 65000	334	10200
9	285	03/05/21	IT Service	17.80			60 66000	334	10200
6570	18874S	589	SOUTH COAST EMERGENCY VEHICLE	934.17					
Install helmet holders in E8687									
1	502220	01/18/21	Install Hemet Holders in E8687	934.17			20 62000	460	10200
6571	18868S	646	MISSION UNIFORM SUPPLY	50.17					
Uniforms; Dodds, Sobotka, Pittman, Paslay									
1	514304653	03/03/21	Employee Uniforms	1.00			30 63000	495	10200
2	514304653	03/03/21	Employee Uniforms	24.08			40 64000	495	10200
3	514304653	03/03/21	Employee Uniforms	24.09			50 65000	495	10200
4	514304653	03/03/21	Employee Uniforms	1.00			60 66000	495	10200

* ... Over spent expenditure

Claim Line #	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
6572	18870S	17 N REX AWALT CORPORATION	19.09					
		1" ball valve and pipe nipples						
1	19717	03/02/21 1" ball valve and nipples	19.09			50 65000	353	10200
6574	18869S	559 MONSOON VENTURES, INC.	1,330.00					
		Temporary Quarters meetings, plans						
1	2691	03/01/21 Temp Fire Quarters plan	1,330.00			20 62000	326	10200
6575	18860S	654 CULLIGAN WATER	8.55					
		Water Delivery						
1	02/28/21	Water Delivery	2.13			30 63000	305	10200
2	02/28/21	Water Delivery	2.13			40 64000	305	10200
3	02/28/21	Water Delivery	2.16			50 65000	305	10200
4	02/28/21	Water Delivery	2.13			60 66000	305	10200
6576	18878S	282 THE BLUEPRINTER	9.05					
		10th - SLO waterline prints						
1	80509	02/21/21 Plan copies	9.05			50 65000	320	10200
6577	18872S	609 SAN LUIS POWER HOUSE	227.88					
		Quarterly Service of standby generator						
1	44471	02/24/21 Generator service at WWTF	188.08			40 64000	334	10200
2	44471	02/24/21 Generator Repair	39.80			40 64000	351	10200
6578	18872S	609 SAN LUIS POWER HOUSE	185.00					
		Quarterly Service of standby generator						
1	44474	02/24/21 Generator service at Fire Stat	185.00*			20 62000	334	10200
6579	18872S	609 SAN LUIS POWER HOUSE	185.00					
		Quarterly Service of standby generator						
1	44473	02/24/21 Generator service at MG Lift S	185.00			40 64000	334	10200
6580	18872S	609 SAN LUIS POWER HOUSE	185.00					
		Quarterly Service of standby generator						
1	44472	02/24/21 Generator service at Well 3	185.00			50 65000	334	10200
6581	18882S	302 US POSTAL SERVICE	150.00					
		Annual PO Box Fees						
1	box 180	03/02/21 PO BOX FEES	30.00			20 62000	305	10200
2	box 180	03/02/21 PO BOX FEES	30.00			30 63000	305	10200
3	box 180	03/02/21 PO BOX FEES	30.00			40 64000	305	10200
4	box 180	03/02/21 PO BOX FEES	30.00			50 65000	305	10200
5	box 180	03/02/21 PO BOX FEES	30.00			60 66000	305	10200

* ... Over spent expenditure

Claim Line #	Check	Invoice #/Inv Date	Vendor #/Name/Description	Document \$/Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
6582 18857S 666 RAILPROS FIELD SERVICES, INC 14,475.00 Watchmen/ Look out services for 10th and 11th street waterline replacement SM2773220210227									
1	210227	02/27/21	Watchmen/ Lookout	14,475.00*			50 65000	500	10200
6583 18879S 491 ULINE 1,312.64 Pallet racking for file storage container									
1	130306255	02/17/21	Pallet racking for file sto	301.91			20 62000	305	10200
2	130306255	02/17/21	Pallet racking for file sto	26.25			30 63000	305	10200
3	130306255	02/17/21	Pallet racking for file sto	459.43			40 64000	305	10200
4	130306255	02/17/21	Pallet racking for file sto	498.80			50 65000	305	10200
5	130306255	02/17/21	Pallet racking for file sto	26.25			60 66000	305	10200
6584 18875S 565 STAR DRUG TESTING, INC. 90.00 New Employees Paslay/ Hido									
1	63416	02/26/21	New Employee Drug Test	22.50*			30 63000	329	10200
2	63416	02/26/21	New Employee Drug Test	22.50			40 64000	329	10200
3	63416	02/26/21	New Employee Drug Test	22.50			50 65000	329	10200
4	63416	02/26/21	New Employee Drug Test	22.50*			60 66000	329	10200
6585 18876S 534 STREAMLINE 200.00 Web Page Hosting Service for March - April 2021 DA029807-0004									
1	03/01	03/01/21	Web Page Monthly Fee	46.00			20 62000	376	10200
2	03/01	03/01/21	Web Page Monthly Fee	4.00			30 63000	376	10200
3	03/01	03/01/21	Web Page Monthly Fee	70.00			40 64000	376	10200
4	03/01	03/01/21	Web Page Monthly Fee	76.00			50 65000	376	10200
5	03/01	03/01/21	Web Page Monthly Fee	4.00			60 66000	376	10200
6586 18880S 664 UNITED STAFFING ASSOCIATES, LLC 153.00 Transcriptionist									
2	175774	02/24/21	Transcriptionist	35.19*			20 62000	330	10200
3	175774	02/24/21	Transcriptionist	3.06			30 63000	330	10200
4	175774	01/27/21	Transcriptionist	53.55			40 64000	330	10200
5	175774	01/27/21	Transcriptionist	58.14			50 65000	330	10200
6	175774	02/24/21	Transcriptionist	3.06*			60 66000	330	10200
6587 18863S 308 FRONTIER COMMUNICATIONS 61.92 Acct #805-467-2818 010412-5 Service from 02/22/21 ~ 03/21/21 1150 Mission Street									
1	Feb21	02/22/21	Building Alarm	20.64			40 64000	310	10200
2	Feb21	02/22/21	Building Alarm	20.64			50 65000	310	10200

* ... Over spent expenditure

Claim Line #	Check	Invoice #/Inv Date	Vendor #/Name/Description	Document \$/ Line \$	Disc \$	PO #	Fund	Org	Acct	Object	Proj	Cash Account
3	Feb21	02/22/21	Building Alarm	20.64			20		62000	310		10200
6588	18868S	646	MISSION UNIFORM SUPPLY	41.06								
Uniforms; Dodds, Sobotka, Pittman, Paslay												
1	514220122	02/17/21	Employee Uniforms	0.83			30		63000	495		10200
2	514220122	02/17/21	Employee Uniforms	19.70			40		64000	495		10200
3	514220122	02/17/21	Employee Uniforms	19.70			50		65000	495		10200
4	514220122	02/17/21	Employee Uniforms	0.83			60		66000	495		10200
6589	18868S	646	MISSION UNIFORM SUPPLY	145.46								
Uniforms; Dodds, Sobotka, Pittman, Paslay												
1	514271025	02/24/21	Employee Uniforms	2.90			30		63000	495		10200
2	514271025	02/24/21	Employee Uniforms	69.83			40		64000	495		10200
3	514271025	02/24/21	Employee Uniforms	69.83			50		65000	495		10200
4	514271025	02/24/21	Employee Uniforms	2.90			60		66000	495		10200
6590	18865S	633	KELLY-MOORE PAINTS	46.05								
Bath for bathroom at WWTF												
1	110312	02/24/21	Paint for bathroom	46.05			40		64000	352		10200
6591	18861S	109	FERGUSON ENTERPRISES	26.25								
1	9042533	02/16/21	4" sewer pipe	26.25			40		64000	353		10200
6592	18864S	125	GREAT WESTERN ALARM	32.00								
GW-661												
Service Period: 03/1/21 ~ 03/31/21												
inv 210200545101												
1	2102005451	03/01/21	Alarm Monitoring	16.00			40		64000	380		10200
2	2102005451	03/01/21	Alarm Monitoring	16.00			50		65000	380		10200
6593	18864S	125	GREAT WESTERN ALARM	75.60								
A0702												
Service Period: 3/01/21 ~ 3/31/21												
Inv 210202242101												
1	2102022421	03/01/21	Answering Service	37.80			40		64000	380		10200
2	2102022421	03/01/21	Answering Service	37.80			50		65000	380		10200
6594	18865S	633	KELLY-MOORE PAINTS	114.57								
Bath for bathroom/ office at WWTF												
1	110421	02/26/21	Paint for WWTF	114.57			40		64000	582		10200

* ... Over spent expenditure

Claim Line #	Check	Invoice #/Inv Date/Description	Vendor #/Name/	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
6595	18867S	430	MASTER METER, INC.	1,500.00					
			Customer #0212020						
			April 1, 2021- March 31, 2022						
1	230023	02/18/21	Masterlink - Support & Maint.	1,500.00			50 65000	334	10200
6596	18868S	646	MISSION UNIFORM SUPPLY	41.06					
			Uniforms; Dodds, Sobotka, Pittman						
1	514176116	02/10/21	Employee Uniforms	0.83			30 63000	495	10200
2	514176116	02/10/21	Employee Uniforms	19.70			40 64000	495	10200
3	514176116	02/10/21	Employee Uniforms	19.70			50 65000	495	10200
4	514176116	02/10/21	Employee Uniforms	0.83			60 66000	495	10200
6597	18862S	112	FGL - ENVIRONMENTAL ANALYTICAL	67.00					
			Acct# 8000653						
1	180272A	02/24/21	Metals Total	67.00			50 65000	358	10200
6598	18862S	112	FGL - ENVIRONMENTAL ANALYTICAL	67.00					
			Acct# 8000653						
1	180457A	02/23/21	Metals Total	67.00			50 65000	358	10200
6599	18862S	112	FGL - ENVIRONMENTAL ANALYTICAL	67.00					
			Acct# 8000653						
1	180380A	02/23/21	Metals Total	67.00			50 65000	358	10200
6600	18862S	112	FGL - ENVIRONMENTAL ANALYTICAL	67.00					
			Acct# 8000653						
1	180214A	02/24/21	Metals Total	67.00			50 65000	358	10200
6601	18862S	112	FGL - ENVIRONMENTAL ANALYTICAL	14.00					
			Acct# 8000653						
1	180385A	02/26/21	NO3-N	14.00			50 65000	357	10200
6602	18862S	112	FGL - ENVIRONMENTAL ANALYTICAL	14.00					
			Acct# 8000653						
1	180384A	02/26/21	NO3-N	14.00			50 65000	356	10200
6603	18862S	112	FGL - ENVIRONMENTAL ANALYTICAL	14.00					
			Acct# 8000653						
1	180382A	02/26/21	NO3-N	14.00			50 65000	358	10200

04/12/21
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SAN MIGUEL COMMUNITY SERVICES DISTRICT
Claim Details
For the Accounting Period: 3/21

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Report ID: AP100

* ... Over spent expenditure

Claim Line #	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
6604	18859S	67 CHARTER COMMUNICATIONS	134.97					
Acct# 8245101050040553								
1765 Bonita Treatment Plant								
Service from 02/2021 ~ 03/2021								
inv 40553021821								
1	02/18/21	Internet/Voice	134.97			40 64000	375	10200
6605	18869S	559 MONSOON VENTURES, INC.	2,320.00					
1	2683 03/01/21	SMCSD BOD MTGs	1,160.00			40 64000	326	10200
2	2683 03/01/21	SMCSD BOD MTGs	1,160.00*			50 65000	326	10200
6606	18869S	559 MONSOON VENTURES, INC.	2,175.00					
2	2684 03/01/21	GSA & GSP MTGs	2,175.00			50 65000	324	10200
6607	18869S	559 MONSOON VENTURES, INC.	26,292.50					
1	2686 03/01/21	WWTF Project Design Con Docs	26,292.50			40 64000	587	10200
6608	18869S	559 MONSOON VENTURES, INC.	3,480.00					
1	2685 03/01/21	WWTF Project Management Svcs	3,480.00			40 64000	587	10200
6609	18869S	559 MONSOON VENTURES, INC.	2,985.00					
1	2693 03/01/21	WWTF Fiscal Sustainability Pla	2,985.00			40 64000	587	10200
6610	18869S	559 MONSOON VENTURES, INC.	290.00					
1	2690 03/01/21	2021 CDBG Application	145.00			40 64000	326	10200
2	2690 03/01/21	2021 CDBG Application	145.00*			50 65000	326	10200
6611	18869S	559 MONSOON VENTURES, INC.	5,270.00					
1	2689 03/01/21	10th to SLO WL Plans	5,270.00*			50 65000	326	10200
6612	18869S	559 MONSOON VENTURES, INC.	435.00					
1	2688 03/01/21	CWSRF Plannin Grant Admin	435.00			40 64000	587	10200
6613	18869S	559 MONSOON VENTURES, INC.	652.50					
1	2687 03/01/21	CDBG Waterline Post Design	652.50*			50 65000	326	10200
6614	18881S	301 US BANK	4,868.98					
1	02/22/21	Adobe	7.50			40 64000	385	10200
2	02/22/21	Adobe	7.49			50 65000	385	10200
3	02/22/21	USPS	25.62			20 62000	315	10200
4	02/22/21	USPS	2.23			30 63000	315	10200
5	02/22/21	USPS	37.17			40 64000	315	10200
6	02/22/21	USPS	40.51			50 65000	315	10200
7	02/22/21	USPS	2.23			60 66000	315	10200

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Claim Line #	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account	
8	02/22/21	ZOOM	3.45*			20	62000	385	10200
9	02/22/21	ZOOM	0.30*			30	63000	385	10200
10	02/22/21	ZOOM	5.25			40	64000	385	10200
11	02/22/21	ZOOM	5.70			50	65000	385	10200
12	02/22/21	ZOOM	0.30*			60	66000	385	10200
13	02/22/21	SONICWALL WWTF	137.00			40	64000	385	10200
14	02/22/21	SONICWALL WWTF	137.00			50	65000	385	10200
15	02/22/21	USPS	1.40			20	62000	315	10200
16	02/22/21	USPS	2.59			20	62000	315	10200
17	02/22/21	USPS	0.23			30	63000	315	10200
18	02/22/21	USPS	3.94			40	64000	315	10200
19	02/22/21	USPS	4.28			50	65000	315	10200
20	02/22/21	USPS	0.23			60	66000	315	10200
21	02/22/21	MICROSOFT 365	88.32*			20	62000	385	10200
22	02/22/21	MICROSOFT 365	26.88*			30	63000	385	10200
23	02/22/21	MICROSOFT 365	307.20			40	64000	385	10200
24	02/22/21	MICROSOFT 365	318.72			50	65000	385	10200
25	02/22/21	MICROSOFT 365	26.88*			60	66000	385	10200
26	02/22/21	AMAZON	85.25			40	64000	410	10200
27	02/22/21	AMAZON	85.25			50	65000	410	10200
28	02/22/21	LOWES	33.83			20	62000	305	10200
29	02/22/21	AMAZON	161.23			20	62000	460	10200
30	02/22/21	AMAZON	214.13			20	62000	305	10200
31	02/22/21	LOWES	47.33			20	62000	305	10200
32	02/22/21	ANTHONY'S TIRE 8601	900.00*			20	62000	354	10200
33	02/22/21	DOLLAR GENERAL	16.09			20	62000	305	10200
34	02/22/21	FIRE STORE	485.24			20	62000	457	10200
35	02/22/21	HOME DEPOT	264.32			40	64000	352	10200
36	02/22/21	HOME DEPOT	264.31			50	65000	352	10200
37	02/22/21	AUTOZONE	14.20*			40	64000	354	10200
38	02/22/21	AUTOZONE	14.20*			50	65000	354	10200
39	02/22/21	AMAZON	182.31			40	64000	305	10200
40	02/22/21	AMAZON	463.32			50	65000	351	10200
41	02/22/21	AMAZON	11.75			40	64000	410	10200
42	02/22/21	AMAZON	11.75			50	65000	410	10200
43	02/22/21	AMAZON	23.17*			40	64000	348	10200
44	02/22/21	AMAZON	23.16*			50	65000	348	10200
45	02/22/21	BATTERY SYSTEMS	56.31			40	64000	351	10200
46	02/22/21	BATTERY SYSTEMS	56.30			50	65000	351	10200
47	02/22/21	AMAZON	39.83*			30	63000	410	10200
48	02/22/21	AMAZON	39.83			40	64000	410	10200
49	02/22/21	AMAZON	39.83			50	65000	410	10200
50	02/22/21	AMAZON	39.83*			60	66000	410	10200
51	02/22/21	LOWES	44.40			40	64000	305	10200
52	02/22/21	LOWES	44.39			50	65000	305	10200

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53	02/22/21	ADOBE		3.45*			20 62000	385	10200
54	02/22/21	ADOBE		0.30*			30 63000	385	10200
55	02/22/21	ADOBE		5.25			40 64000	385	10200
56	02/22/21	ADOBE		5.70			50 65000	385	10200
57	02/22/21	ADOBE		0.30*			60 66000	385	10200
6615	18862S	112 FGL - ENVIRONMENTAL ANALYTICAL		173.00					
1	180359A	03/04/21 2020 CCR		173.00*			50 65000	359	10200
6616	18863S	308 FRONTIER COMMUNICATIONS		64.05					
Acct #805-467-2015-051216-5 Service from 3/1/21 ~ 3/31/21									
SCADA									
1	Mar 2021	02/01/20 Alarm/SCADA		32.03			40 64000	310	10200
2	Mar 2021	02/01/20 Alarm/SCADA		32.02			50 65000	310	10200
6617	18873S	238 SAN MIGUEL GARBAGE		103.98					
Account # 318694 Service 03/01/21 ~ 3/31/21									
1	3-2021	03/01/21 Trash Disposal		51.99			40 64000	383	10200
2	3-2021	03/01/21 Trash Disposal		51.99			50 65000	383	10200
6618	18871S	636 OFFICE1		77.45					
Maintenance Contract #CBM6913-02 Samsung/X4250LX									
Acct No. 013014									
1	AR654473	03/02/21 Maint Contract 3/1/21~3/31/2		25.81*			20 62000	334	10200
2	AR654473	03/02/21 Maint Contract 3/1/21~3/31/2		25.82			40 64000	334	10200
3	AR654473	03/02/21 Maint Contract 3/1/21~3/31/2		25.82			50 65000	334	10200
6619	18877S	280 TEMPLETON UNIFORMS		266.61					
Nomex Pants Cummings, Replace Patch, Belts									
1	135960	03/03/21 Nomex Pants, Belt		266.61*			20 62000	495	10200
6620	18883S	612 WEX BANK		765.59					
1	70090698	02/07/21 Fuel 8600		120.14			20 62000	485	10200
2	70090698	02/07/21 Fuel 8601		83.06			20 62000	485	10200
3	70090698	02/07/21 Fuel 8632		143.32			40 64000	485	10200
4	70090698	02/07/21 Fuel 8632		143.33			50 65000	485	10200
5	70090698	02/07/21 Fuel 8636		137.87			40 64000	485	10200
6	70090698	02/07/21 Fuel 8636		137.87			50 65000	485	10200

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6622	18885S	573 BURT INDUSTRIAL SUPPLY		382.74								
1	88521	03/03/21 4" pipe and threading		382.74			50		65000	353		10200
6623	18892S	646 MISSION UNIFORM SUPPLY		50.17								
1	514347566	03/10/21 Uniforms		1.00			30		63000	495		10200
2	514347566	03/10/21 Uniforms		24.08			40		64000	495		10200
3	514347566	03/10/21 Uniforms		24.09			50		65000	495		10200
4	5143475666	03/10/21 Uniforms		1.00			60		66000	495		10200
6624	18895S	460 STATE WATER RESOURCES CONTROL		125.00								
		Wastewater OIT Paslay										
1		Paslay 03/16/21 WW OIT Paslay		125.00*			40		64000	715		10200
6626	18898S	327 VALLI INFORMATION SYSTEMS		75.00								
1	64201	02/28/21 OTC MONTHLY MAINT		37.50			40		64000	305		10200
2	64201	02/28/21 OTC MONTHLY MAINT		37.50			50		65000	305		10200
6627	18887S	584 CORE & MAIN LP		3,183.05								
1	N566632	03/04/21 water meters		3,183.05			50		65000	526		10200
6628	18894S	250 SLO CO CLERK-RECORDER		703.39								
1	2020elect	03/04/21 2020 Election		161.68			20		62000	305		10200
2	2020elect	03/04/21 2020 Election		14.07			30		63000	305		10200
3	2020elect	03/04/21 2020 Election		246.19			40		64000	305		10200
4	2020elect	03/04/21 2020 Election		267.38			50		65000	305		10200
5	2020elect	03/04/21 2020 Election		14.07			60		66000	305		10200
6629	18896S	280 TEMPLETON UNIFORMS		243.46								
1	136107	03/10/21 Wildland tactical pant		243.46*			20		62000	495		10200
6630	18890S	112 FGL - ENVIRONMENTAL ANALYTICAL		125.00								
1	180649A	03/11/21 Coliform		125.00*			50		65000	359		10200
6631	18888S	668 Davina Sentak		225.00								
		Peer Support/ CISM Training Hosted by PRFD										
1		03/16/21 Peer Support/ Cism Training		225.00*			20		62000	385		10200
6632	18884S	39 BUCKMAN, GIB		11.10								
1		03/13/21 Reimbursment for Bottled water		11.10			20		62000	305		10200

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6633	18891S	MID CO MID-COAST GEOTECHNICAL, INC.	2,520.00					
1	23932	03/12/21 Waterline Observation	2,520.00*			50 65000	500	10200
6634	18889S	660 DUDEK	3,772.50					
1	202100823	02/26/21 WWTF Recycled water 12704.0	3,772.50			40 64000	587	10200
6635	18889S	660 DUDEK	2,128.50					
1	202101046	03/10/21 WWTF Recycled water 12704.0	2,128.50			40 64000	587	10200
6636	18886S	199 CITY OF EL PASO DE ROBLES	475.41					
1	20210318	03/18/21 GSP 2nd annual audit share	475.41			50 65000	324	10200
6637	18892S	646 MISSION UNIFORM SUPPLY	50.17					
Uniforms; Dodds, Sobotka, Pittman, Paslay								
1	514390848	03/17/21 Employee Uniforms	1.00			30 63000	495	10200
2	514390848	03/17/21 Employee Uniforms	24.08			40 64000	495	10200
3	514390848	03/17/21 Employee Uniforms	24.09			50 65000	495	10200
4	514390848	03/17/21 Employee Uniforms	1.00			60 66000	495	10200
6638	18897S	664 UNITED STAFFING ASSOCIATES, LLC	191.25					
Transcriptionist 3-14-21 meeting								
2	176952	03/17/21 Transcriptionist	43.99*			20 62000	330	10200
3	176952	03/17/21 Transcriptionist	3.83			30 63000	330	10200
4	176952	03/17/21 Transcriptionist	66.94			40 64000	330	10200
5	176952	03/17/21 Transcriptionist	72.66			50 65000	330	10200
6	176952	03/17/21 Transcriptionist	3.83*			60 66000	330	10200
6639	18893S	226 ROBERSON, ROB	75.00					
1	02/25/21	Annual physical 2021	75.00			20 62000	121	10200
6640	18899S	511 VERIZON	90.14					
Laptop 805-423-7591,805-591-9233,805-591-9352								
Laptop 805-369-9703								
02/09/21 ~ 03/08/21								
1	9875035185	03/08/21 Tablets	20.05			20 62000	310	10200
2	9875035185	03/08/21 Tablets	35.05			40 64000	310	10200
3	9875035185	03/08/21 Tablets	35.04			50 65000	310	10200
6641	18917S	481 SAN MIGUEL COMMUNITY SERVICES	13.47					
1199 Mission Irrigation Meter								
Acct#01004-00								
03-15-21								
1	03/15/21	1150 Mission 01004-00	6.73			40 64000	384	10200
2	03/15/21	1150 Mission 01004-00	6.74			50 65000	384	10200

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6642	18917S	481 SAN MIGUEL COMMUNITY SERVICES 1203 Mission Irrigation Meter Acct#20547-00		319.56					
03-15-21	1	03/15/21 1203 Mission Irrig 20547-00		319.56			30 63000	384	10200
6643	18917S	481 SAN MIGUEL COMMUNITY SERVICES 942 Soka Way Acct#20840-00		50.03					
03-15-21	1	03/15/21 942 Soka Way #20840-00		50.03			40 64000	384	10200
6644	18917S	481 SAN MIGUEL COMMUNITY SERVICES 1199 Mission Irrigation Meter Acct#27476-00		87.75					
03-15-21	1	03/15/21 1199 Mission Irrig 27476-00		87.75			30 63000	384	10200
6646	18903S	67 CHARTER COMMUNICATIONS Acct# 8245-10-105-0027311 Spectrum Business Internet/Voice		314.94					
Service 03/11/21 ~ 04/10/21									
1	031121	03/11/21 Internet/Voice		94.48			20 62000	375	10200
2	031121	03/11/21 Internet/Voice		110.23			40 64000	375	10200
3	031121	03/11/21 Internet/Voice		110.23			50 65000	375	10200
6647	18922S	327 VALLI INFORMATION SYSTEMS Web Posting service and Postage for March		624.50					
1	64431	03/22/21 Web Posting, Postage		169.78			40 64000	315	10200
2	64431	03/22/21 Web Posting, Postage		169.78			50 65000	315	10200
3	64431	03/22/21 Printed insert ~ Recycle		70.13			20 62000	320	10200
4	64431	03/22/21 Printing		107.41			40 64000	320	10200
5	64431	03/22/21 Printing		107.40			50 65000	320	10200
6648	18911S	646 MISSION UNIFORM SUPPLY Uniforms; Dodds, Sobotka, Pittman, Paslay		50.17					
1	514433769	03/24/21 Employee Uniforms		1.00			30 63000	495	10200
2	514433769	03/24/21 Employee Uniforms		24.08			40 64000	495	10200
3	514433769	03/24/21 Employee Uniforms		24.09			50 65000	495	10200
4	514433769	03/24/21 Employee Uniforms		1.00			60 66000	495	10200

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6650	18915S	209 PG&E #6851-8	8,419.32					
Acct #3675186851-8								
1	03/19/21	Old Fire Station / 1297 L St	24.25			20 62000	381	10200
2	03/19/21	New Fire Station 1150 Mission	9.53			20 62000	381	10200
3	03/19/21	Water Works #1 / Well 3	427.27			50 65000	381	10200
4	03/19/21	Bonita Pl & 16th / Well 4	1,956.72			50 65000	381	10200
5	03/19/21	N St / WWTP	5,627.26			40 64000	381	10200
6	03/19/21	2HP Booster Station	17.58			50 65000	381	10200
7	03/19/21	Mission Heights Booster	9.53			50 65000	381	10200
8	03/19/21	14th St. & K St.	46.05			50 65000	381	10200
9	03/19/21	942 Soka Way lift station	119.19			40 64000	381	10200
10	03/19/21	Missn & 12th Lanscape~St light	98.72			30 63000	381	10200
11	03/19/21	SLT Well	83.22			50 65000	381	10200
6651	18914S	208 PG&E #6480-8	1,084.74					
Acct #8565976480-8								
1	03/18/21	12th & K 8565976725	8.91			30 63000	381	10200
2	03/18/21	Tract 2710 - 8562053214	69.22			30 63000	381	10200
3	03/18/21	Tract 2710 - 8564394360	30.14			30 63000	381	10200
4	03/18/21	Tract 2710 - 8560673934	75.35			30 63000	381	10200
5	03/18/21	Mission Heights - 8565976482	164.27			30 63000	381	10200
6	03/18/21	Tract 2605 - 8565976109	35.20			30 63000	381	10200
7	03/18/21	9898 River Rd. - 8565976002	327.15			30 63000	381	10200
8	03/18/21	9898 River Rd. - 8565976004	42.16			30 63000	381	10200
9	03/18/21	9898 River Rd. - 8565976008	199.14			30 63000	381	10200
10	03/18/21	9898 River Rd. - 8565976014	67.06			30 63000	381	10200
11	03/18/21	9898 River Rd. - 8565976481	46.98			30 63000	381	10200
12	03/18/21	9898 River Rd. - 8565976483	19.16			30 63000	381	10200
6652	18907S	112 FGL - ENVIRONMENTAL ANALYTICAL	67.00					
Acct# 8000653								
1	180600A	03/18/21 Metals Total	67.00			50 65000	358	10200
6653	18907S	112 FGL - ENVIRONMENTAL ANALYTICAL	67.00					
Acct# 8000653								
1	180570A	03/18/21 Metals Total	67.00			50 65000	358	10200
6654	18909S	125 GREAT WESTERN ALARM	75.60					
A0702								
Service Period: 4/01/21 ~ 4/31/21								
Inv 210302242101								
1	2103022421	04/01/21 Answering Service	37.80			40 64000	380	10200
2	2103022421	04/01/21 Answering Service	37.80			50 65000	380	10200

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6655	18909S	125 GREAT WESTERN ALARM		32.00					
GW-661 Service Period: 04/1/21 ~ 04/31/21									
inv 210300545101									
1	2103005451	04/01/21 Alarm Monitoring		16.00			40 64000	380	10200
2	2103005451	04/01/21 Alarm Monitoring		16.00			50 65000	380	10200
6656	18910S	669 Lava Print Signs and Wraps Inc.		75.00					
Vinyl graphics									
1	1089	03/22/21 Vinyl graphic		37.50			40 64000	305	10200
2	1089	03/22/21 Vinyl graphic		37.50			50 65000	305	10200
6657	18916S	226 ROBERSON, ROB		55.98					
Reimbursement for truthfinder									
1	03/26/21			27.99			40 64000	305	10200
2	03/26/21			27.99			50 65000	305	10200
6658	18913S	425 NFPA		175.00					
Membership Rob Roberson									
1	7875593X	03/02/21 NFPA Membership Roberson		175.00*			20 62000	385	10200
6659	18913S	425 NFPA		175.00					
Membership Scott Young									
1	7913332X	03/02/21 NFPA Membership Young		175.00*			20 62000	385	10200
6660	18901S	622 BALDWIN ELECTRIC SERVICE		663.32					
1	300	03/20/21 Wiring for air compressor		33.17			30 63000	354	10200
2	300	03/20/21 Wiring for air compressor		298.49*			40 64000	354	10200
3	300	03/20/21 Wiring for air compressor		298.49*			50 65000	354	10200
4	300	03/20/21 Wiring for air compressor		33.17			60 66000	354	10200
6661	18920S	664 UNITED STAFFING ASSOCIATES, LLC		76.50					
Transcriptionist 3-21-21 meeting									
2	177352	03/24/21 Transcriptionist		17.60*			20 62000	330	10200
3	177352	03/24/21 Transcriptionist		1.53			30 63000	330	10200
4	177352	03/24/21 Transcriptionist		26.77			40 64000	330	10200
5	177352	03/24/21 Transcriptionist		29.07			50 65000	330	10200
6	177352	03/24/21 Transcriptionist		1.53*			60 66000	330	10200

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6662	18902S	999999 CHAD BREWER	21.24					
		C Brewer 895 Camino Del Sol						
1	890 CDS	03/25/21 C Brewer 895 Camino Del Sol	21.24			50 20550		10200
6663	18905S	660 DUDEK	3,140.00					
1	202100824	02/26/21 WWTF Recycled water 12704.0	3,140.00			40 64000	587	10200
6664	18918S	460 STATE WATER RESOURCES CONTROL	110.00					
		Sobotka WW Grade 1 license renewal						
1	03/30/21	Sobotka WW Grade 1 Renewal	110.00*			40 64000	715	10200
6665	18907S	112 FGL - ENVIRONMENTAL ANALYTICAL	225.00					
		Acct# 8000653						
1	180601A	03/25/21 Coliform P/A	225.00*			50 65000	359	10200
6666	18900S	671 Alameda Electrical Distributors	3,176.45					
		Replacement light pole and lamp						
		Inv S5011808.001						
1	S5011808	03/25/21 Replacement light pole/ lamp	3,176.45			30 63000	353	10200
0								
6667	18921S	301 US BANK	5,384.89					
1	03/22/21	Adobe	0.75*			30 63000	385	10200
2	03/22/21	Adobe	6.75			40 64000	384	10200
3	03/22/21	Adobe	6.75			50 65000	385	10200
4	03/22/21	Adobe	0.75*			60 66000	385	10200
5	03/22/21	USPS	1.40			40 64000	315	10200
6	03/22/21	Microsoft	21.05*			20 62000	385	10200
7	03/22/21	Microsoft	1.83*			30 63000	385	10200
8	03/22/21	Microsoft	32.04			40 64000	385	10200
9	03/22/21	Microsoft	34.78			50 65000	385	10200
10	03/22/21	Microsoft	1.83*			60 66000	385	10200
11	03/22/21	Staples	81.30			40 64000	305	10200
12	03/22/21	Staples	81.29			50 65000	305	10200
13	03/22/21	Zoom	3.45*			20 62000	385	10200
14	03/22/21	Zoom	0.30*			30 63000	385	10200
15	03/22/21	Zoom	5.25			40 64000	385	10200
16	03/22/21	Zoom	5.70			50 65000	385	10200
17	03/22/21	Zoom	3.00*			60 66000	385	10200
18	03/22/21	New Egg	112.46			20 62000	305	10200
19	03/22/21	Adobe	3.45*			20 62000	385	10200
20	03/22/21	Adobe	0.30*			30 63000	385	10200
21	03/22/21	Adobe	5.25			40 64000	385	10200
22	03/22/21	Adobe	5.70			50 65000	385	10200

* ... Over spent expenditure

Claim Line #	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
23	03/22/21	Adobe	0.30*			60 66000	385	10200
24	03/22/21	Amazon	-26.76			50 65000	305	10200
25	03/22/21	Amazon	33.57			50 65000	305	10200
26	03/22/21	Lowe's	5.26			30 63000	353	10200
27	03/22/21	Lowe's	47.38			40 64000	353	10200
28	03/22/21	Lowe's	47.38			50 65000	353	10200
29	03/22/21	Lowe's	5.26*			60 66000	353	10200
30	03/22/21	Tractor Supply	32.86*			30 63000	490	10200
31	03/22/21	Tractor Supply	295.74			40 64000	490	10200
32	03/22/21	Tractor Supply	293.02			50 65000	490	10200
33	03/22/21	Tractor Supply	32.86*			60 66000	490	10200
34	03/22/21	Pape Machinery	328.77			20 62000	457	10200
35	03/22/21	Staples	91.04			40 64000	305	10200
36	03/22/21	Staples	91.04			50 65000	305	10200
37	03/22/21	Lowe's	109.86			40 64000	305	10200
38	03/22/21	Lowe's	109.84			50 65000	305	10200
39	03/22/21	Amazon	61.13			30 63000	348	10200
40	03/22/21	Amazon	550.15*			40 64000	348	10200
41	03/22/21	Amazon	550.15*			50 65000	348	10200
42	03/22/21	Amazon	61.13			60 66000	348	10200
43	03/22/21	Amazon	16.41			40 64000	305	10200
44	03/22/21	Amazon	16.41			50 65000	305	10200
45	03/22/21	Staples	240.21			50 65000	320	10200
46	03/22/21	Amazon	18.23*			40 64000	348	10200
47	03/22/21	Amazon	18.23*			50 65000	348	10200
48	03/22/21	Amazon	205.86			20 62000	450	10200
49	03/22/21	Amazon	125.48			20 62000	450	10200
50	03/22/21	Oreillys	39.85			20 62000	305	10200
51	03/22/21	New Egg	406.80			20 62000	470	10200
52	03/22/21	Amazon	235.94			20 62000	450	10200
53	03/22/21	Amazon	291.23			20 62000	450	10200
54	03/22/21	Amazon	150.13			20 62000	450	10200
55	03/22/21	Amazon	25.72			20 62000	305	10200
56	03/22/21	Amazon	38.56			20 62000	305	10200
57	03/22/21	Amazon	214.44			20 62000	450	10200
58	03/22/21	Amazon	107.20			20 62000	305	10200
59	03/22/21	Amazon	98.83			20 62000	305	10200
6668 18919S 663 SWCA ENVIRONMENTAL CONSULTANTS			9,109.20					
Archaeological Monitoring for the San Miguel Waterline Replacement Project 10th & 11th Street								
Resolution #2020-43								
1	122826	02/19/21 Phase 1	9,109.20*			50 65000	500	10200

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SAN MIGUEL COMMUNITY SERVICES DISTRICT
Claim Details
For the Accounting Period: 3/21

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Claim Line #	Check	Invoice #/Inv Date	Vendor #/Name/Description	Document \$/Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
6669	18903S	67	CHARTER COMMUNICATIONS	134.97					
Acct# 8245101050040553									
1765 Bonita Treatment Plant									
Service from 03/18/2021 ~ 04/17/2021									
1	11821	03/18/21	Internet/Voice	134.97			40 64000	375	10200
6670	18908S	308	FRONTIER COMMUNICATIONS	61.92					
Acct #805-467-2818 010412-5									
Service from 03/22/21 ~ 04/21/21									
1150 Mission Street									
1	Feb21	02/22/21	Building Alarm	20.64			40 64000	310	10200
2	Feb21	02/22/21	Building Alarm	20.64			50 65000	310	10200
3	Feb21	02/22/21	Building Alarm	20.64			20 62000	310	10200
6671	18923S	318	WILDHORSE PROPANE	258.52					
4	17731	03/31/21	Propane	59.46			20 62000	382	10200
5	17731	03/31/21	Propane	5.17			30 63000	382	10200
6	17731	03/31/21	Propane	90.48			40 64000	382	10200
7	17731	03/31/21	Propane	98.24			50 65000	382	10200
8	17731	03/31/21	Propane	5.17			60 66000	382	10200
6672	18911S	646	MISSION UNIFORM SUPPLY	50.17					
Uniforms; Dodds, Sobotka, Pittman, Paslay									
1	514474808	03/31/21	Employee Uniforms	1.00			30 63000	495	10200
2	514474808	03/31/21	Employee Uniforms	24.08			40 64000	495	10200
3	514474808	03/31/21	Employee Uniforms	24.09			50 65000	495	10200
4	514474808	03/31/21	Employee Uniforms	1.00			60 66000	495	10200
6673	18912S	17	N REX AWALT CORPORATION	20.14					
1	19734	03/30/21	3/4" Ball valve and fittings	20.14			50 65000	353	10200
6674	18906S	107	FARM SUPPLY	149.27					
1	213392	03/29/21	Herbicide	74.64			40 64000	305	10200
2	213392	03/29/21	Herbicide	74.63			50 65000	305	10200
6675	18904S	473	CHURCHWELL WHITE LLP	12,217.90					
Professional Services Rendered through February 28, 2021									
1	41557	03/15/21	General Counsel	957.40			20 62000	327	10200
2	41557	03/15/21	General Counsel	83.25			30 63000	327	10200
3	41557	03/15/21	General Counsel	1,456.91			40 64000	327	10200
4	41557	03/15/21	General Counsel	1,581.79			50 65000	327	10200
5	41557	03/15/21	General Counsel	83.25			60 66000	327	10200
6	41558	03/15/21	Steinbeck	4,990.60			50 65000	332	10200
7	41559	03/15/21	Water	27.10			50 65000	327	10200

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SAN MIGUEL COMMUNITY SERVICES DISTRICT
Claim Details
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Claim Line #	Check	Invoice #/Inv Date	Vendor #/Name/Date/Description	Document \$/Line \$	Disc \$	PO #	Fund	Org	Acct	Object	Proj	Cash Account
8	41560	03/15/21	White Oaks	2,608.00			50		65000	332		10200
9	41561	03/15/21	HR	59.98			20		62000	327		10200
10	41561	03/15/21	HR	5.22			30		63000	327		10200
11	41561	03/15/21	HR	91.28			40		64000	327		10200
12	41561	03/15/21	HR	99.10			50		65000	327		10200
13	41561	03/15/21	HR	5.22			60		66000	327		10200
14	41562	03/15/21	PRA	84.40			40		64000	327		10200
15	41562	03/15/21	PRA	84.40			50		65000	327		10200
6676	4120S	247	SDRMA	627.04								
Employee Dental & Vision Insurance												
Coverage Month: April 2021												
1	34925	03/10/21	Dental	49.02			20		21811			10250
2	34925	03/10/21	Dental	12.78			30		21811			10250
3	34925	03/10/21	Dental	232.81			40		21811			10250
4	34925	03/10/21	Dental	252.07			50		21811			10250
5	34925	03/10/21	Dental	13.62			60		21811			10250
6	34925	03/10/21	Vision	7.25			20		21812			10250
7	34925	03/10/21	Vision	1.74			30		21812			10250
8	34925	03/10/21	Vision	22.85			40		21812			10250
9	34925	03/10/21	Vision	33.14			50		21812			10250
10	34925	03/10/21	Vision	1.76			60		21812			10250
			# of Claims	105			Total:		135,653.50			

Fund/Account	Amount
20 FIRE PROTECTION DEPARTMENT	
10200 Operating Cash - Premier	\$10,418.88
10250 Pac Premier - Payroll	\$112.54
30 STREET LIGHTING DEPARTMENT	
10200 Operating Cash - Premier	\$5,209.86
10250 Pac Premier - Payroll	\$29.04
40 WASTEWATER DEPARTMENT	
10200 Operating Cash - Premier	\$57,769.78
10250 Pac Premier - Payroll	\$511.32
50 WATER DEPARTMENT	
10200 Operating Cash - Premier	\$60,555.56
10250 Pac Premier - Payroll	\$570.42
60 SOLID WASTE DEPARTMENT	
10200 Operating Cash - Premier	\$445.34
10250 Pac Premier - Payroll	\$30.76
Total:	\$135,653.50

Fund	Account	Received Current Month	Received YTD	Estimated Revenue	Revenue To Be Received	% Received
20 FIRE PROTECTION DEPARTMENT						
40000						
40220	Weed Abatement Fees	0.00	0.00	2,000.00	2,000.00	0 %
40310	Fireworks Refundable C/Up Bond	0.00	-1,000.00	2,700.00	3,700.00	-37 %
40410	Mutual Aid Fires ~ OES	0.00	47,246.47	0.00	-47,246.47	** %
40420	Ambulance Reimbursement	1,261.01	3,759.52	4,400.00	640.48	85 %
40500	VFA Assistance Grant	0.00	0.00	20,000.00	20,000.00	0 %
40505	CFF~California Fire Foundation	0.00	15,000.00	0.00	-15,000.00	** %
	Account Group Total:	1,261.01	65,005.99	29,100.00	-35,905.99	223 %
43000	Property Taxes Collected					
43000	Property Taxes Collected	24,783.38	291,281.36	417,997.00	126,715.64	70 %
	Account Group Total:	24,783.38	291,281.36	417,997.00	126,715.64	70 %
46000	Revenues & Interest					
46000	Revenues & Interest	71.66	808.90	0.00	-808.90	** %
46150	Miscellaneous Income	64.18	9,750.28	0.00	-9,750.28	** %
46151	Refund/Adjustments	0.00	98.23	0.00	-98.23	** %
46153	Plan Check Fees and Inspections	2,550.00	10,553.72	2,000.00	-8,553.72	528 %
	Account Group Total:	2,685.84	21,211.13	2,000.00	-19,211.13	*** %
	Fund Total:	28,730.23	377,498.48	449,097.00	71,598.52	84 %
30 STREET LIGHTING DEPARTMENT						
43000	Property Taxes Collected					
43000	Property Taxes Collected	7,605.66	86,662.48	124,439.00	37,776.52	70 %
	Account Group Total:	7,605.66	86,662.48	124,439.00	37,776.52	70 %
46000	Revenues & Interest					
46000	Revenues & Interest	203.79	4,071.46	0.00	-4,071.46	** %
46100	Realized Earnings	-773.10	-2,104.50	0.00	2,104.50	** %
46150	Miscellaneous Income	0.00	11,733.76	0.00	-11,733.76	** %
46151	Refund/Adjustments	0.00	6.71	0.00	-6.71	** %
	Account Group Total:	-569.31	13,707.43	0.00	-13,707.43	** %
	Fund Total:	7,036.35	100,369.91	124,439.00	24,069.09	81 %
40 WASTEWATER DEPARTMENT						
40000						
40850	Wastewater Hook-up Fees	0.00	330,704.00	0.00	-330,704.00	** %
40900	Wastewater Sales	91,262.29	808,794.51	954,125.00	145,330.49	85 %
	Account Group Total:	91,262.29	1,139,498.51	954,125.00	-185,373.51	119 %
43000	Property Taxes Collected					
43000	Property Taxes Collected	3,740.14	43,176.97	62,508.00	19,331.03	69 %
	Account Group Total:	3,740.14	43,176.97	62,508.00	19,331.03	69 %

Fund	Account	Received Current Month	Received YTD	Estimated Revenue	Revenue To Be Received	% Received
40 WASTEWATER DEPARTMENT						
46000	Revenues & Interest					
46000	Revenues & Interest	143.03	1,507.96	0.00	-1,507.96	** %
46006	IRWM Grants	0.00	8,561.77	0.00	-8,561.77	** %
46008	DWR Grants	0.00	39,433.00	250,000.00	210,567.00	16 %
46150	Miscellaneous Income	1,154.08	16,018.47	0.00	-16,018.47	** %
46151	Refund/Adjustments	5.00	123.42	0.00	-123.42	** %
46152	Recycling	0.00	99.50	0.00	-99.50	** %
46155	Will Serve Processing Fees	0.00	750.00	0.00	-750.00	** %
	Account Group Total:	1,302.11	66,494.12	250,000.00	183,505.88	27 %
	Fund Total:	96,304.54	1,249,169.60	1,266,633.00	17,463.40	99 %
50 WATER DEPARTMENT						
40000						
40440	CDBG Grant	164,387.50	164,387.50	0.00	-164,387.50	** %
	Account Group Total:	164,387.50	164,387.50	0.00	-164,387.50	** %
41000	Water Sales					
41000	Water Sales	67,900.92	692,169.97	895,101.00	202,931.03	77 %
41001	Water Connection Fees	0.00	332,852.00	0.00	-332,852.00	** %
41010	Water Meter Fees	0.00	12,150.00	0.00	-12,150.00	** %
	Account Group Total:	67,900.92	1,037,171.97	895,101.00	-142,070.97	116 %
46000	Revenues & Interest					
46000	Revenues & Interest	27.23	488.49	0.00	-488.49	** %
46150	Miscellaneous Income	64.18	7,504.57	0.00	-7,504.57	** %
46151	Refund/Adjustments	5.00	128.47	0.00	-128.47	** %
46152	Recycling	1,937.60	1,977.10	0.00	-1,977.10	** %
46155	Will Serve Processing Fees	200.00	2,700.00	0.00	-2,700.00	** %
	Account Group Total:	2,234.01	12,798.63	0.00	-12,798.63	** %
	Fund Total:	234,522.43	1,214,358.10	895,101.00	-319,257.10	136 %
60 SOLID WASTE DEPARTMENT						
46000	Revenues & Interest					
46000	Revenues & Interest	8.28	88.69	0.00	-88.69	** %
46005	Franchise Fees	3,289.30	30,546.70	32,323.00	1,776.30	95 %
46150	Miscellaneous Income	0.00	199.83	0.00	-199.83	** %
	Account Group Total:	3,297.58	30,835.22	32,323.00	1,487.78	95 %
	Fund Total:	3,297.58	30,835.22	32,323.00	1,487.78	95 %
	Grand Total:	369,891.13	2,972,231.31	2,767,593.00	-204,638.31	107 %

Fund	Received Current Month	Received YTD	Estimated Revenue	Revenue To Be Received	% Received
20 FIRE PROTECTION DEPARTMENT	28,730.23	377,498.48	449,097.00	71,598.52	84 %
30 STREET LIGHTING DEPARTMENT	7,036.35	100,369.91	124,439.00	24,069.09	81 %
40 WASTEWATER DEPARTMENT	96,304.54	1,249,169.60	1,266,633.00	17,463.40	99 %
50 WATER DEPARTMENT	234,522.43	1,214,358.10	895,101.00	-319,257.10	136 %
60 SOLID WASTE DEPARTMENT	3,297.58	30,835.22	32,323.00	1,487.78	95 %
Grand Total:	369,891.13	2,972,231.31	2,767,593.00	-204,638.31	107 %

Fund Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Committed
20 FIRE PROTECTION DEPARTMENT							
62000 Fire							
62000 Fire							
	105 Salaries and Wages	0.00	87,481.23	150,000.00	150,000.00	62,518.77	58 %
	111 BOD Stipend	0.00	748.00	1,380.00	1,380.00	632.00	54 %
	112 OES Payroll Tax Expense	0.00	0.00	1.00	1.00	1.00	0 %
	113 OES Payroll Tax FICA	0.00	0.00	1.00	1.00	1.00	0 %
	114 OES Tax Medicare	0.00	0.00	1.00	1.00	1.00	0 %
	115 Payroll Expenses	0.00	3,061.90	1,800.00	3,600.00	538.10	85 %
	116 OES Payroll Expense	0.00	0.00	1.00	1.00	1.00	0 %
	117 OES Backfill Coverage	0.00	0.00	1.00	1.00	1.00	0 %
	119 OES Payroll Tax Fed W/H	0.00	0.00	1.00	1.00	1.00	0 %
	120 Workers' Compensation	0.00	10,435.74	7,260.00	10,435.00	-0.74	100 %
	121 Physicals	75.00	75.00	2,000.00	2,000.00	1,925.00	4 %
	125 Volunteer firefighter stipends	0.00	31,217.41	45,000.00	45,000.00	13,782.59	69 %
	126 Strike Team Pay - VFF	0.00	114,489.30	0.00	107,352.00	-7,137.30	107 %
	135 Payroll Tax - FICA	0.00	7,923.01	2,800.00	11,318.00	3,394.99	70 %
	140 Payroll Tax - Medicare	0.00	1,583.79	2,800.00	2,800.00	1,216.21	57 %
	155 Payroll Tax - SUI	0.00	2,207.10	3,918.00	3,918.00	1,710.90	56 %
	205 Insurance - Health	0.00	3,329.57	13,884.00	6,942.00	3,612.43	48 %
	210 Insurance - Dental	0.00	376.18	686.00	686.00	309.82	55 %
	215 Insurance - Vision	0.00	61.83	250.00	250.00	188.17	25 %
	225 Retirement - PERS expense	0.00	4,467.35	6,940.00	6,940.00	2,472.65	64 %
	305 Operations and maintenance	1,238.69	4,877.88	6,000.00	6,000.00	1,122.12	81 %
	310 Phone and fax expense	61.33	363.42	475.00	475.00	111.58	77 %
	315 Postage, shipping and freight	29.61	497.35	300.00	600.00	102.65	83 %
	320 Printing and reproduction	70.13	360.99	600.00	600.00	239.01	60 %
	325 Professional svcs - Accounting	0.00	4,381.50	5,800.00	8,349.00	3,967.50	52 %
	326 Professional svcs - Engineering	1,330.00	1,330.00	4,000.00	4,000.00	2,670.00	33 %
	327 Professional svcs - Legal (General)	1,017.38	8,136.00	8,000.00	10,997.00	2,861.00	74 %
	328 Insurance - prop and liability	0.00	22,508.41	13,000.00	22,509.00	0.59	100 %
	330 Contract labor	96.78	395.90	0.00	0.00	-395.90	*** %
	334 Maintenance Agreements	415.51	5,025.68	4,979.00	4,979.00	-46.68	101 %
	335 Meals - Reimbursement	0.00	354.23	600.00	600.00	245.77	59 %
	340 Meetings and conferences	0.00	0.00	1,000.00	500.00	500.00	0 %
	345 Mileage expense reimbursement	0.00	14.50	500.00	500.00	485.50	3 %
	348 Safety Equipment and Supplies	0.00	422.76	0.00	700.00	277.24	60 %
	350 Repairs and maint - computers	0.00	1,300.81	4,500.00	3,500.00	2,199.19	37 %
	351 Repairs and maint - equip	0.00	796.41	10,000.00	5,000.00	4,203.59	16 %
	352 Repairs and maint - structures	0.00	158.70	5,000.00	3,000.00	2,841.30	5 %
	354 Repairs and maint - vehicles	900.00	13,165.47	10,000.00	13,000.00	-165.47	101 %
	370 Dispatch services (Fire)	0.00	8,999.06	10,000.00	10,000.00	1,000.94	90 %
	375 Internet expenses	94.48	850.32	1,134.00	1,134.00	283.68	75 %
	376 Webpage- Upgrade/Maint	46.00	414.00	552.00	552.00	138.00	75 %
	380 Utilities - alarm service	0.00	0.00	120.00	120.00	120.00	0 %
	381 Utilities - electric	33.78	2,424.55	1,600.00	4,634.92	2,210.37	52 %
	382 Utilities - propane	59.46	327.13	500.00	500.00	172.87	65 %
	385 Dues and subscriptions	698.17	7,158.04	6,272.00	6,572.00	-586.04	109 %
	386 Education and training	0.00	301.92	4,000.00	2,000.00	1,698.08	15 %
	393 Advertising and public notices	0.00	0.00	500.00	500.00	500.00	0 %
	394 LAFCO Allocations	0.00	1,483.11	2,250.00	1,550.00	66.89	96 %

Fund Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Committed
20 FIRE PROTECTION DEPARTMENT							
	395 Community Outreach	0.00	0.00	1,500.00	750.00	750.00	0 %
	405 Software	0.00	0.00	3,000.00	1,500.00	1,500.00	0 %
	410 Office Supplies	0.00	402.78	2,000.00	1,200.00	797.22	34 %
	450 EMS supplies	1,223.08	4,185.81	10,000.00	5,000.00	814.19	84 %
	455 Fire Safety Gear & Equipment	0.00	1,218.13	3,500.00	2,500.00	1,281.87	49 %
	456 VFF Assistance Grant	0.00	0.00	40,000.00	20,000.00	20,000.00	0 %
	457 CFF Grant ~ California Fire Grant	814.01	4,564.81	0.00	15,000.00	10,435.19	30 %
	460 OES Vehicle Repairs	1,095.40	25,748.31	0.00	30,000.00	4,251.69	86 %
	465 Cell phones, radios and pagers	0.00	456.37	1,171.00	1,171.00	714.63	39 %
	470 Communication equipment	406.80	838.50	5,000.00	5,000.00	4,161.50	17 %
	475 Computer supplies and upgrades	0.00	0.00	8,000.00	8,000.00	8,000.00	0 %
	485 Fuel expense	203.20	3,295.00	6,000.00	6,000.00	2,705.00	55 %
	490 Small tools and equipment	0.00	2,111.86	2,500.00	2,500.00	388.14	84 %
	495 Uniform expense	510.07	3,191.26	3,000.00	3,000.00	-191.26	106 %
	500 Capital Outlay	0.00	759.00	0.00	0.00	-759.00	*** %
	503 Weed Abatement Costs	0.00	0.00	9,000.00	9,000.00	9,000.00	0 %
	505 Fire Training Grounds	0.00	689.00	2,500.00	2,500.00	1,811.00	28 %
	510 Fire station addition	0.00	474.36	5,000.00	5,000.00	4,525.64	9 %
	710 County hazmat dues	0.00	0.00	4,000.00	2,000.00	2,000.00	0 %
	715 Licenses, permits and fees	0.00	579.58	1,000.00	1,000.00	420.42	58 %
	960 Property tax expense	0.00	210.62	220.00	220.00	9.38	96 %
	Account Total:	10,418.88	402,230.94	447,797.00	586,839.92	184,608.98	69 %
	Account Group Total:	10,418.88	402,230.94	447,797.00	586,839.92	184,608.98	69 %
	Fund Total:	10,418.88	402,230.94	447,797.00	586,839.92	184,608.98	69 %

30 STREET LIGHTING DEPARTMENT

63000 Lighting

63000 Lighting

	105 Salaries and Wages	0.00	7,264.44	12,849.00	12,849.00	5,584.56	57 %
	111 BOD Stipend	0.00	68.00	120.00	120.00	52.00	57 %
	115 Payroll Expenses	0.00	81.30	180.00	180.00	98.70	45 %
	120 Workers' Compensation	0.00	364.64	100.00	400.00	35.36	91 %
	135 Payroll Tax - FICA	0.00	10.45	163.00	163.00	152.55	6 %
	140 Payroll Tax - Medicare	0.00	104.40	163.00	163.00	58.60	64 %
	155 Payroll Tax - SUI	0.00	63.91	91.00	91.00	27.09	70 %
	205 Insurance - Health	0.00	896.24	1,638.00	1,728.00	831.76	52 %
	210 Insurance - Dental	0.00	41.98	65.00	0.00	-41.98	*** %
	215 Insurance - Vision	0.00	5.17	24.00	-1.00	-6.17	*** %
	225 Retirement - PERS expense	0.00	1,388.78	1,108.00	1,800.00	411.22	77 %
	305 Operations and maintenance	72.45	358.95	2,000.00	2,000.00	1,641.05	18 %
	315 Postage, shipping and freight	2.46	11.82	0.00	50.00	38.18	24 %
	320 Printing and reproduction	0.00	8.39	200.00	200.00	191.61	4 %
	325 Professional svcs - Accounting	0.00	381.00	508.00	508.00	127.00	75 %
	326 Professional svcs - Engineering	0.00	0.00	5,000.00	5,000.00	5,000.00	0 %
	327 Professional svcs - Legal (General)	88.47	1,664.62	1,700.00	1,700.00	35.38	98 %
	328 Insurance - prop and liability	0.00	944.80	500.00	890.00	-54.80	106 %
	329 New Hire Screening	22.50	22.50	0.00	0.00	-22.50	*** %

Fund Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Committed
30 STREET LIGHTING DEPARTMENT							
330	Contract labor	8.42	34.44	23,000.00	10,000.00	9,965.56	0 %
331	Professional Services - Legal	0.00	0.00	200.00	200.00	200.00	0 %
334	Maintenance Agreements	26.70	310.75	320.00	640.00	329.25	49 %
340	Meetings and conferences	0.00	0.00	350.00	350.00	350.00	0 %
345	Mileage expense reimbursement	0.00	52.11	150.00	150.00	97.89	35 %
348	Safety Equipment and Supplies	61.13	61.13	500.00	500.00	438.87	12 %
350	Repairs and maint - computers	0.00	108.38	250.00	250.00	141.62	43 %
351	Repairs and maint - equip	0.00	0.00	2,000.00	2,000.00	2,000.00	0 %
352	Repairs and maint - structures	0.00	13.80	0.00	100.00	86.20	14 %
353	Repairs & Maint- Infrastructure	3,181.71	3,720.92	10,000.00	10,000.00	6,279.08	37 %
354	Repairs and maint - vehicles	33.17	91.79	0.00	150.00	58.21	61 %
376	Webpage- Upgrade/Maint	4.00	36.00	48.00	48.00	12.00	75 %
381	Utilities - electric	1,183.46	10,703.39	0.00	14,244.00	3,540.61	75 %
382	Utilities - propane	5.17	28.44	100.00	100.00	71.56	28 %
384	Utilities - Water/Sewer	407.31	5,786.97	0.00	10,000.00	4,213.03	58 %
385	Dues and subscriptions	30.66	139.08	132.00	132.00	-7.08	105 %
386	Education and training	0.00	0.00	1,000.00	1,000.00	1,000.00	0 %
393	Advertising and public notices	0.00	0.00	1,000.00	1,000.00	1,000.00	0 %
394	LAFCO Allocations	0.00	247.19	375.00	375.00	127.81	66 %
410	Office Supplies	39.83	174.57	125.00	125.00	-49.57	140 %
465	Cell phones, radios and pagers	0.00	43.32	143.00	143.00	99.68	30 %
475	Computer supplies and upgrades	0.00	0.00	50.00	50.00	50.00	0 %
485	Fuel expense	0.00	0.00	100.00	100.00	100.00	0 %
490	Small tools and equipment	32.86	569.06	1,000.00	1,000.00	430.94	57 %
495	Uniform expense	9.56	37.73	200.00	200.00	162.27	19 %
500	Capital Outlay	0.00	9,064.70	0.00	8,998.70	-66.00	101 %
581	WWTP Expansion	0.00	1,840.80	0.00	1,800.00	-40.80	102 %
715	Licenses, permits and fees	0.00	0.00	50.00	50.00	50.00	0 %
	Account Total:	5,209.86	46,745.96	67,502.00	91,546.70	44,800.74	51 %
	Account Group Total:	5,209.86	46,745.96	67,502.00	91,546.70	44,800.74	51 %
	Fund Total:	5,209.86	46,745.96	67,502.00	91,546.70	44,800.74	51 %
40 WASTEWATER DEPARTMENT							
64000 Sanitary							
64000 Sanitary							
105	Salaries and Wages	0.00	122,091.09	214,800.00	214,800.00	92,708.91	57 %
109	Stand-by Hours	0.00	4,819.50	7,500.00	7,500.00	2,680.50	64 %
111	BOD Stipend	0.00	1,224.00	2,100.00	2,100.00	876.00	58 %
115	Payroll Expenses	0.00	1,422.78	3,420.00	3,420.00	1,997.22	42 %
120	Workers' Compensation	0.00	7,874.01	8,000.00	8,000.00	125.99	98 %
135	Payroll Tax - FICA	0.00	180.51	3,052.00	500.00	319.49	36 %
140	Payroll Tax - Medicare	0.00	1,833.59	3,052.00	3,052.00	1,218.41	60 %
155	Payroll Tax - SUI	0.00	1,076.50	2,140.00	306.00	-770.50	352 %
160	Payroll Tax - ETT	0.00	0.00	4,056.00	0.00	0.00	0 %
205	Insurance - Health	0.00	16,108.07	32,844.00	34,927.00	18,818.93	46 %
206	Insurance - CalPers Health Retiree	0.00	1,455.11	0.00	1,350.00	-105.11	108 %
210	Insurance - Dental	0.00	895.27	1,526.00	0.00	-895.27	*** %

Fund Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Committed
40 WASTEWATER DEPARTMENT							
215	Insurance - Vision	0.00	74.04	557.00	0.00	-74.04	*** %
225	Retirement - PERS expense	0.00	17,171.38	15,833.00	15,833.00	-1,338.38	108 %
305	Operations and maintenance	1,518.12	3,126.30	8,000.00	8,000.00	4,873.70	39 %
310	Phone and fax expense	108.36	788.39	1,138.00	1,138.00	349.61	69 %
315	Postage, shipping and freight	212.29	2,770.63	4,000.00	4,000.00	1,229.37	69 %
320	Printing and reproduction	107.41	374.79	1,000.00	1,000.00	625.21	37 %
324	Professional Svcs- GSA-GSP	0.00	217.50	0.00	0.00	-217.50	*** %
325	Professional svcs - Accounting	0.00	6,667.50	8,897.00	8,897.00	2,229.50	75 %
326	Professional svcs - Engineering	1,305.00	15,396.25	12,000.00	18,250.00	2,853.75	84 %
327	Professional svcs - Legal (General)	1,632.59	15,492.64	29,750.00	29,750.00	14,257.36	52 %
328	Insurance - prop and liability	0.00	12,356.91	12,000.00	12,000.00	-356.91	103 %
329	New Hire Screening	22.50	22.50	100.00	100.00	77.50	23 %
330	Contract labor	147.26	602.41	5,000.00	5,000.00	4,397.59	12 %
331	Professional Services - Legal	0.00	0.00	4,800.00	4,800.00	4,800.00	0 %
334	Maintenance Agreements	790.50	7,387.75	13,161.00	13,161.00	5,773.25	56 %
335	Meals - Reimbursement	0.00	0.00	100.00	100.00	100.00	0 %
340	Meetings and conferences	0.00	0.00	5,000.00	1,000.00	1,000.00	0 %
345	Mileage expense reimbursement	0.00	640.11	1,000.00	1,000.00	359.89	64 %
348	Safety Equipment and Supplies	591.55	1,552.65	1,000.00	1,500.00	-52.65	104 %
349	Repairs & Maintenance Mission Gardens	0.00	0.00	10,000.00	10,000.00	10,000.00	0 %
350	Repairs and maint - computers	0.00	1,089.98	1,500.00	1,500.00	410.02	73 %
351	Repairs and maint - equip	96.11	760.14	10,000.00	10,000.00	9,239.86	8 %
352	Repairs and maint - structures	310.37	718.21	1,500.00	1,500.00	781.79	48 %
353	Repairs & Maint- Infrastructure	73.63	307.86	5,000.00	5,000.00	4,692.14	6 %
354	Repairs and maint - vehicles	312.69	2,501.45	2,000.00	2,000.00	-501.45	125 %
355	Testing & Supplies (WWTP)	0.00	1,171.00	12,000.00	12,000.00	10,829.00	10 %
375	Internet expenses	380.17	2,206.80	1,863.00	2,863.00	656.20	77 %
376	Webpage- Upgrade/Maint	70.00	630.00	840.00	840.00	210.00	75 %
379	Utilities Electric Mission Gardens	0.00	178.13	5,000.00	5,000.00	4,821.87	4 %
380	Utilities - alarm service	107.60	540.55	620.00	620.00	79.45	87 %
381	Utilities - electric	5,746.45	59,006.61	50,000.00	82,000.00	22,993.39	72 %
382	Utilities - propane	90.48	497.81	1,000.00	1,000.00	502.19	50 %
383	Utilities - trash	51.99	467.91	700.00	700.00	232.09	67 %
384	Utilities - Water/Sewer	63.51	481.21	0.00	700.00	218.79	69 %
385	Dues and subscriptions	504.74	3,159.82	4,000.00	4,000.00	840.18	79 %
386	Education and training	0.00	-895.00	5,000.00	1,000.00	1,895.00	-90 %
393	Advertising and public notices	0.00	100.00	1,000.00	1,000.00	900.00	10 %
394	LAFCO Allocations	0.00	1,483.11	2,250.00	2,250.00	766.89	66 %
395	Community Outreach	0.00	0.00	1,200.00	1,200.00	1,200.00	0 %
396	Utilities SoCalGas	0.00	0.00	4,000.00	4,000.00	4,000.00	0 %
410	Office Supplies	136.83	691.55	1,125.00	1,125.00	433.45	61 %
432	Utility Rate Design Study	0.00	1,755.00	0.00	1,800.00	45.00	98 %
459	Scada - Maintenance Fees	0.00	0.00	1,000.00	1,000.00	1,000.00	0 %
465	Cell phones, radios and pagers	0.00	841.75	1,530.00	1,530.00	688.25	55 %
475	Computer supplies and upgrades	0.00	0.00	2,450.00	2,450.00	2,450.00	0 %
485	Fuel expense	281.19	4,124.73	5,000.00	5,000.00	875.27	82 %
490	Small tools and equipment	295.74	654.91	6,000.00	6,000.00	5,345.09	11 %
495	Uniform expense	229.63	1,056.64	1,800.00	1,800.00	743.36	59 %
500	Capital Outlay	0.00	10,153.70	0.00	8,998.70	-1,155.00	113 %
560	Sewer Line Repairs	0.00	0.00	10,000.00	10,000.00	10,000.00	0 %

Fund Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Committed
40 WASTEWATER DEPARTMENT							
	570 Repairs, Maint. and Video Sewer Lines	0.00	0.00	1,000.00	1,000.00	1,000.00	0 %
	581 WWTP Expansion	0.00	3,842.19	0.00	54,000.00	50,157.81	7 %
	582 WWTP Plant Maintenance	114.57	11,946.02	50,000.00	50,000.00	38,053.98	24 %
	585 Sludge Removal Project	0.00	2,419.40	10,000.00	10,000.00	7,580.60	24 %
	587 WWTF Final Design/ Construction	42,233.50	119,935.68	250,000.00	250,000.00	130,064.32	48 %
	589 Proposition 68 Grant	0.00	4,500.00	0.00	4,500.00	0.00	100 %
	705 Waste Discharge Fees/Permits	0.00	23,210.00	25,000.00	25,000.00	1,790.00	93 %
	715 Licenses, permits and fees	235.00	1,817.52	1,500.00	1,500.00	-317.52	121 %
	960 Property tax expense	0.00	127.84	150.00	150.00	22.16	85 %
	970 WWTF Long Term maintenance	0.00	0.00	100,000.00	100,000.00	100,000.00	0 %
	Account Total:	57,769.78	505,104.70	991,854.00	1,086,510.70	581,406.00	46 %
	Account Group Total:	57,769.78	505,104.70	991,854.00	1,086,510.70	581,406.00	46 %
	Fund Total:	57,769.78	505,104.70	991,854.00	1,086,510.70	581,406.00	46 %
50 WATER DEPARTMENT							
65000 Water							
65000 Water							
	105 Salaries and Wages	0.00	140,820.55	234,901.00	234,901.00	94,080.45	60 %
	109 Stand-by Hours	0.00	4,819.50	7,500.00	7,500.00	2,680.50	64 %
	111 BOD Stipend	0.00	1,292.00	2,280.00	2,280.00	988.00	57 %
	115 Payroll Expenses	0.00	1,544.71	3,420.00	3,420.00	1,875.29	45 %
	120 Workers' Compensation	0.00	8,992.09	6,050.00	9,050.00	57.91	99 %
	135 Payroll Tax - FICA	0.00	211.91	3,403.00	564.00	352.09	38 %
	140 Payroll Tax - Medicare	0.00	2,105.24	3,403.00	3,403.00	1,297.76	62 %
	155 Payroll Tax - SUI	0.00	1,247.40	2,166.00	287.00	-960.40	435 %
	160 Payroll Tax - ETT	0.00	0.00	3,967.00	7,934.00	7,934.00	0 %
	205 Insurance - Health	0.00	21,922.47	34,896.00	37,104.00	15,181.53	59 %
	206 Insurance - CalPers Health Retiree	0.00	1,455.13	0.00	1,350.00	-105.13	108 %
	210 Insurance - Dental	0.00	900.69	1,618.00	0.00	-900.69	*** %
	215 Insurance - Vision	0.00	133.55	590.00	0.00	-133.55	*** %
	225 Retirement - PERS expense	0.00	18,494.59	20,913.00	20,913.00	2,418.41	88 %
	305 Operations and maintenance	1,403.16	2,873.98	8,000.00	8,000.00	5,126.02	36 %
	310 Phone and fax expense	108.34	788.29	1,138.00	1,138.00	349.71	69 %
	315 Postage, shipping and freight	214.57	2,794.92	4,000.00	4,000.00	1,205.08	70 %
	320 Printing and reproduction	356.66	660.25	1,000.00	1,000.00	339.75	66 %
	324 Professional Svcs- GSA-GSP	2,650.41	7,360.45	20,000.00	20,000.00	12,639.55	37 %
	325 Professional svcs - Accounting	0.00	7,239.00	9,660.00	9,660.00	2,421.00	75 %
	326 Professional svcs - Engineering	7,227.50	39,212.28	20,000.00	32,750.00	-6,462.28	120 %
	327 Professional svcs - Legal (General)	1,792.39	20,603.97	32,300.00	32,300.00	11,696.03	64 %
	328 Insurance - prop and liability	0.00	19,477.18	20,000.00	20,000.00	522.82	97 %
	329 New Hire Screening	22.50	22.50	100.00	100.00	77.50	23 %
	330 Contract labor	159.87	654.06	5,000.00	5,000.00	4,345.94	13 %
	331 Professional Services - Legal	0.00	0.00	4,800.00	4,800.00	4,800.00	0 %
	332 Professional Services - Legal	7,598.60	47,056.33	100,000.00	100,000.00	52,943.67	47 %
	334 Maintenance Agreements	2,129.12	9,212.79	13,671.00	13,671.00	4,458.21	67 %
	335 Meals - Reimbursement	0.00	0.00	200.00	200.00	200.00	0 %
	340 Meetings and conferences	0.00	0.00	5,000.00	1,000.00	1,000.00	0 %

Fund Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Committed
50 WATER DEPARTMENT							
	345 Mileage expense reimbursement	0.00	725.00	1,000.00	1,000.00	275.00	73 %
	348 Safety Equipment and Supplies	591.54	1,688.23	1,000.00	1,500.00	-188.23	113 %
	350 Repairs and maint - computers	0.00	1,169.09	1,500.00	1,500.00	330.91	78 %
	351 Repairs and maint - equip	519.62	3,643.01	4,000.00	4,000.00	356.99	91 %
	352 Repairs and maint - structures	264.31	934.68	2,000.00	2,000.00	1,065.32	47 %
	353 Repairs & Maint- Infrastructure	469.35	9,259.04	50,000.00	50,000.00	40,740.96	19 %
	354 Repairs and maint - vehicles	312.69	2,501.42	2,000.00	2,000.00	-501.42	125 %
	356 Testing & Supplies - Well #3 (Water)	14.00	844.50	3,500.00	3,500.00	2,655.50	24 %
	357 Testing & Supplies - Well #4 (Water)	14.00	769.48	3,500.00	3,500.00	2,730.52	22 %
	358 Testing & Supplies- SLT Well (Water)	416.00	2,960.48	6,000.00	6,000.00	3,039.52	49 %
	359 Testing & Supplies-Other	523.00	6,642.00	6,000.00	6,000.00	-642.00	111 %
	362 Cross-Connection Control Srvcs.	0.00	709.10	1,000.00	1,000.00	290.90	71 %
	375 Internet expenses	110.23	992.07	1,863.00	2,863.00	1,870.93	35 %
	376 Webpage- Upgrade/Maint	76.00	684.00	912.00	912.00	228.00	75 %
	380 Utilities - alarm service	107.60	540.55	620.00	620.00	79.45	87 %
	381 Utilities - electric	2,540.37	33,206.98	50,000.00	50,000.00	16,793.02	66 %
	382 Utilities - propane	98.24	540.49	1,000.00	1,000.00	459.51	54 %
	383 Utilities - trash	51.99	467.91	700.00	700.00	232.09	67 %
	384 Utilities - Water/Sewer	6.74	17.96	0.00	700.00	682.04	3 %
	385 Dues and subscriptions	527.54	2,904.25	4,000.00	4,000.00	1,095.75	73 %
	386 Education and training	0.00	25.00	5,000.00	1,000.00	975.00	3 %
	393 Advertising and public notices	0.00	169.28	2,000.00	2,000.00	1,830.72	8 %
	394 LAFCO Allocations	0.00	1,483.11	2,250.00	2,250.00	766.89	66 %
	395 Community Outreach	0.00	0.00	1,200.00	1,200.00	1,200.00	0 %
	396 Utilities SoCalGas	0.00	0.00	4,000.00	4,000.00	4,000.00	0 %
	410 Office Supplies	136.83	713.73	1,125.00	1,125.00	411.27	63 %
	432 Utility Rate Design Study	0.00	1,755.00	0.00	1,800.00	45.00	98 %
	459 Scada - Maintenance Fees	0.00	0.00	1,000.00	1,000.00	1,000.00	0 %
	465 Cell phones, radios and pagers	0.00	918.92	1,573.00	1,573.00	654.08	58 %
	475 Computer supplies and upgrades	0.00	115.15	2,450.00	2,450.00	2,334.85	5 %
	481 Chemicals- Well #3	0.00	0.00	4,000.00	4,000.00	4,000.00	0 %
	482 Chemicals-Well #4	0.00	1,066.23	4,000.00	4,000.00	2,933.77	27 %
	483 Chemicals-SLT Well	0.00	1,501.51	2,000.00	2,000.00	498.49	75 %
	485 Fuel expense	281.20	1,942.24	4,000.00	4,000.00	2,057.76	49 %
	490 Small tools and equipment	293.02	1,225.45	6,000.00	6,000.00	4,774.55	20 %
	495 Uniform expense	229.68	1,056.69	1,800.00	1,800.00	743.31	59 %
	500 Capital Outlay	26,104.20	370,825.43	0.00	406,878.70	36,053.27	91 %
	520 Water Main Valves Replacement	0.00	1,210.86	10,000.00	10,000.00	8,789.14	12 %
	525 Water meter replacement	0.00	18,085.78	20,000.00	20,000.00	1,914.22	90 %
	526 Development Meters	3,183.05	6,043.87	15,000.00	15,000.00	8,956.13	40 %
	535 Water Lines Repairs	0.00	0.00	20,000.00	20,000.00	20,000.00	0 %
	581 WWTP Expansion	0.00	1,841.16	0.00	5,400.00	3,558.84	34 %
	582 WWTP Plant Maintenance	0.00	2,126.06	0.00	3,000.00	873.94	71 %
	605 USDA Loan Payment	0.00	0.00	20,000.00	20,000.00	20,000.00	0 %
	715 Licenses, permits and fees	0.00	4,060.99	6,500.00	6,500.00	2,439.01	62 %
	930 Interest Fees	0.00	25,585.07	50,000.00	50,000.00	24,414.93	51 %
	940 Bank service charges	0.00	39.13	0.00	100.00	60.87	39 %
	Account Total:	60,534.32	874,886.73	894,469.00	1,322,196.70	447,309.97	66 %
	Account Group Total:	60,534.32	874,886.73	894,469.00	1,322,196.70	447,309.97	66 %

Fund Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Committed
Fund Total:		60,534.32	874,886.73	894,469.00	1,322,196.70	447,309.97	66 %
60 SOLID WASTE DEPARTMENT							
66000 SOLID WASTE							
66000 SOLID WASTE							
	105 Salaries and Wages	0.00	7,326.47	12,849.00	12,849.00	5,522.53	57 %
	111 BOD Stipend	0.00	67.99	120.00	120.00	52.01	57 %
	115 Payroll Expenses	0.00	81.29	180.00	180.00	98.71	45 %
	120 Workers' Compensation	0.00	364.64	100.00	400.00	35.36	91 %
	135 Payroll Tax - FICA	0.00	10.61	163.00	163.00	152.39	7 %
	140 Payroll Tax - Medicare	0.00	105.80	163.00	163.00	57.20	65 %
	155 Payroll Tax - SUI	0.00	64.79	91.00	91.00	26.21	71 %
	205 Insurance - Health	0.00	929.18	1,638.00	1,728.00	798.82	54 %
	206 Insurance - CalPers Health Retiree	0.00	0.02	0.00	0.00	-0.02	*** %
	210 Insurance - Dental	0.00	42.03	65.00	0.00	-42.03	*** %
	215 Insurance - Vision	0.00	5.00	24.00	-1.00	-6.00	*** %
	225 Retirement - PERS expense	0.00	1,418.80	1,108.00	1,800.00	381.20	79 %
	305 Operations and maintenance	72.45	358.35	2,000.00	2,000.00	1,641.65	18 %
	315 Postage, shipping and freight	2.46	11.82	500.00	500.00	488.18	2 %
	320 Printing and reproduction	0.00	95.02	500.00	500.00	404.98	19 %
	325 Professional svcs - Accounting	0.00	381.00	508.00	508.00	127.00	75 %
	327 Professional svcs - Legal (General)	88.47	1,664.61	1,700.00	1,700.00	35.39	98 %
	328 Insurance - prop and liability	0.00	727.61	500.00	890.00	162.39	82 %
	329 New Hire Screening	22.50	22.50	0.00	0.00	-22.50	*** %
	330 Contract labor	8.42	34.44	0.00	0.00	-34.44	*** %
	331 Professional Services - Legal	0.00	0.00	200.00	200.00	200.00	0 %
	334 Maintenance Agreements	26.70	336.55	320.00	640.00	303.45	53 %
	340 Meetings and conferences	0.00	0.00	200.00	200.00	200.00	0 %
	345 Mileage expense reimbursement	0.00	54.64	100.00	100.00	45.36	55 %
	348 Safety Equipment and Supplies	61.13	61.13	500.00	500.00	438.87	12 %
	350 Repairs and maint - computers	0.00	82.57	0.00	100.00	17.43	83 %
	352 Repairs and maint - structures	0.00	13.80	0.00	100.00	86.20	14 %
	353 Repairs & Maint- Infrastructure	5.26	514.98	0.00	0.00	-514.98	*** %
	354 Repairs and maint - vehicles	33.17	91.79	0.00	150.00	58.21	61 %
	376 Webpage- Upgrade/Maint	4.00	36.00	48.00	48.00	12.00	75 %
	382 Utilities - propane	5.17	28.44	0.00	100.00	71.56	28 %
	384 Utilities - Water/Sewer	0.00	0.00	2,000.00	500.00	500.00	0 %
	385 Dues and subscriptions	33.36	141.78	132.00	132.00	-9.78	107 %
	386 Education and training	0.00	0.00	500.00	500.00	500.00	0 %
	393 Advertising and public notices	0.00	0.00	500.00	500.00	500.00	0 %
	394 LAFCO Allocations	0.00	247.19	375.00	375.00	127.81	66 %
	395 Community Outreach	0.00	0.00	1,000.00	1,000.00	1,000.00	0 %
	410 Office Supplies	39.83	174.94	125.00	125.00	-49.94	140 %
	465 Cell phones, radios and pagers	0.00	44.75	143.00	143.00	98.25	31 %
	475 Computer supplies and upgrades	0.00	0.00	50.00	50.00	50.00	0 %
	490 Small tools and equipment	32.86	32.86	0.00	0.00	-32.86	*** %
	495 Uniform expense	9.56	37.73	200.00	200.00	162.27	19 %
	500 Capital Outlay	0.00	9,064.70	0.00	8,998.70	-66.00	101 %
	581 WWTP Expansion	0.00	1,840.88	0.00	1,800.00	-40.88	102 %
Account Total:		445.34	26,516.70	28,602.00	40,052.70	13,536.00	66 %

SAN MIGUEL COMMUNITY SERVICES DISTRICT
Statement of Expenditure - Budget vs. Actual Report
For the Accounting Period: 3 / 21

Fund Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Committed
60 SOLID WASTE DEPARTMENT							
	Account Group Total:	445.34	26,516.70	28,602.00	40,052.70	13,536.00	66 %
	Fund Total:	445.34	26,516.70	28,602.00	40,052.70	13,536.00	66 %
	Grand Total:	134,378.18	1,855,485.03	2,430,224.00	3,127,146.72	1,271,661.69	59 %

SAN MIGUEL COMMUNITY SERVICES DISTRICT
Cash Report
For the Accounting Period: 3/21

Fund/Account	Beginning Balance	Received	Transfers In	Disbursed	Transfers Out	Ending Balance
20 FIRE PROTECTION DEPARTMENT						
10200 Operating Cash - Premier	120,892.01	64.18	0.00	0.00	10,418.88	110,537.31
10250 Pac Premier - Payroll	952.04	0.00	0.00	0.00	56.27	895.77
10340 Pac Premier Operational Reserve	399,589.86	28,619.46	0.00	0.00	0.00	428,209.32
10350 Pac Premier- Capital Reserve	286,876.56	46.59	0.00	0.00	0.00	286,923.15
Total Fund	808,310.47	28,730.23			10,475.15	826,565.55
30 STREET LIGHTING DEPARTMENT						
10200 Operating Cash - Premier	154,791.74	7,605.66	0.00	0.00	5,209.86	157,187.54
10250 Pac Premier - Payroll	346.42	0.00	0.00	0.00	14.52	331.90
10340 Pac Premier Operational Reserve	150,156.64	20.00	0.00	0.00	0.00	150,176.64
10350 Pac Premier- Capital Reserve	161,445.98	46.59	0.00	0.00	0.00	161,492.57
10460 Cantella & Co. Investment Acct.	161,051.49	137.20	0.00	773.10	0.00	160,415.59
Total Fund	627,792.27	7,809.45		773.10	5,224.38	629,604.24
40 WASTEWATER DEPARTMENT						
10200 Operating Cash - Premier	491,583.36	105,406.96	3,667.22	419.67	57,769.78	542,468.09
10250 Pac Premier - Payroll	12,129.05	0.00	0.00	0.00	255.66	11,873.39
10260 Pac Western Bank --Long Term	100,029.39	2.55	0.00	0.00	0.00	100,031.94
10340 Pac Premier Operational Reserve	180,187.39	24.00	0.00	0.00	0.00	180,211.39
10350 Pac Premier- Capital Reserve	917,382.58	116.48	0.00	0.00	0.00	917,499.06
Total Fund	1,701,311.77	105,549.99	3,667.22	419.67	58,025.44	1,752,083.87
50 WATER DEPARTMENT						
10150 Cash in SLO County	76,655.36	0.00	0.00	0.00	0.00	76,655.36
10200 Operating Cash - Premier	-51,994.50	244,812.29	26.76	544.52	64,249.54	128,050.49
10250 Pac Premier - Payroll	-9,173.88	0.00	0.00	0.00	285.21	-9,459.09
10340 Pac Premier Operational Reserve	25,249.89	3.36	0.00	0.00	0.00	25,253.25
10350 Pac Premier- Capital Reserve	310,373.75	23.30	0.00	0.00	0.00	310,397.05
10400 HOB - USDA Reserve	66,966.14	0.57	0.00	0.00	0.00	66,966.71
Total Fund	418,076.76	244,839.52	26.76	544.52	64,534.75	597,863.77
60 SOLID WASTE DEPARTMENT						
10200 Operating Cash - Premier	72,522.52	3,289.30	0.00	0.00	445.34	75,366.48
10250 Pac Premier - Payroll	588.43	0.00	0.00	0.00	15.38	573.05
10340 Pac Premier Operational Reserve	62,234.83	8.28	0.00	0.00	0.00	62,243.11
10350 Pac Premier- Capital Reserve	-8,950.98	0.00	0.00	0.00	0.00	-8,950.98
Total Fund	126,394.80	3,297.58			460.72	129,231.66
73 CLAIMS CLEARING FUND						
10200 Operating Cash - Premier	41,223.20	0.00	134,399.42	0.00	0.00	175,622.62
10250 Pac Premier - Payroll	4,396.94	0.00	627.04	0.00	0.00	5,023.98
Total Fund	45,620.14		135,026.46			180,646.60
Totals	3,727,506.21	390,226.77	138,720.44	1,737.29	138,720.44	4,115,995.69

*** Transfers In and Transfers Out columns should match. There are a couple exceptions to this: 1) Canceled Electronic Checks and 2) Payroll Journal Vouchers that include local deductions set up with receipt accounting. Please see cash reconciliation procedure in manual or call for more details.



San Miguel Community Services District

Board of Directors Staff Report

April 22, 2021

AGENDA ITEM: XI - 2

SUBJECT: Review and discuss the DRAFT FY 2021-2022 Operation and Maintenance Budget

RECOMMENDATION:

Discuss the DRAFT FY 2021-2022 Operation and Maintenance Budget and provide comments to staff.

Annually the Board is tasked with reviewing and approving the Operation and Maintenance budget for the District. The draft revenue and expenditure budgets attached are based on the review of current costs as well as proposed costs for each individual fund and all the funds collectively.

After this review, comments and corrections will be addressed and the Operation and Maintenance Budget will be brought to the Board for approval at the May board meeting.

Once approved this budget will take effect July 1st, 2021.

It is important to note that all property tax revenues are estimates provided (annually) by the County of San Luis Obispo and Water and Wastewater Revenues are those identified in the 2017 Rate Study by Bartle Wells.

Annually, Excess revenues from each Department will be transferred to the Operational Reserves for that Department to meet their reserve requirements based on the District Reserve Policy.

Budget Overview

Fire Department (fund 20)

2020-21 Budget performance thru April 16th, 2021

- Budgeted Revenue \$449,097 Actual Revenue \$377,703 Percentage 84%
- Budgeted Expense \$586,840 Actual Expense \$408,747 Percentage 70%

2021-22 DRAFT Budget

- Budgeted Revenue \$480,448 Budgeted Expense \$479,935 Net \$513

Lighting Department (fund 30)

2020-21 Budget performance thru April 16th, 2021

- Budgeted Revenue \$124,439 Actual Revenue \$100,439 Percentage 81%
- Budgeted Expense \$91,547 Actual Expense \$47,510 Percentage 52%

2021-22 DRAFT Budget

- Budgeted Revenue \$135,740 Budgeted Expense \$132,505 Net \$3,235

Wastewater Department (fund 40)

2020-21 Budget performance thru April 16th, 2021

- Budgeted Revenue \$1,266,633 Actual Revenue \$918,777 Percentage 73%
- Budgeted Expense \$1,086,511 Actual Expense \$509,600 Percentage 47%

Per the 2020-21 approved budget and 2017 Rate study;

\$100,000 (included in budgeted total) is to be transferred to the Long-Term Maintenance account for the WWTF.

\$220,000 (NOT included in budgeted total) is to be transferred to the Capital reserve account for WWTF construction.

2021-22 DRAFT Budget

- Budgeted Revenue \$1,248,574 Budgeted Expense \$1,248,574 Net \$0

Draft Revenue budget reflects the annual increase as identified in the 2017 Bartle Wells Rate Study.

\$100,000 (included in budgeted total) is to be transferred to the Long-term maintenance account for the WWTF.

\$220,000 (included in budgeted total) is to be transferred to the Capital reserve account for WWTF construction.

Water Department (fund 50)

2020-21 Budget performance thru April 16th, 2021

- Budgeted Revenue \$895,101 Actual Revenue \$717,456 Percentage 80%
- Budgeted Expense \$1,322,197 Actual Expense \$976,267 Percentage 74%

2021-22 DRAFT Budget

- Budgeted Revenue \$1,153,172 Budgeted Expense \$1,153,172 Net \$0

Draft Revenue budget reflects the annual increase as identified in the 2017 Bartle Wells Rate Study.

Solid Waste Department (fund 60)

2020-21 Budget performance thru April 16th, 2021

- Budgeted Revenue \$32,323 Actual Revenue \$30,547 Percentage 95%
- Budgeted Expense \$40,053 Actual Expense \$26,554 Percentage 66%

2021-22 DRAFT Budget

- Budgeted Revenue \$36,900 Budgeted Expense \$36,900 Net \$0

District totals

2021-22 DRAFT Budget

- Budgeted Revenue \$3,054,834 Budgeted Expense \$3,051,086 Net \$3,748

Fiscal Impact:

There is no impact associated with the review of this report.

PREPARED BY:

Kelly Dodds

Kelly Dodds, Director of Utilities

APPROVED BY:

Rob Roberson

Rob Roberson, Interim General Manager/Fire Chief

SAN MIGUEL COMMUNITY SERVICES DISTRICT
Revenue Budget Report -- MultiYear Actuals
For the Year: 2021 - 2022

20 FIRE PROTECTION DEPARTMENT

Account	Actuals				Current	%	Prelim.	Budget	Final	% Old
	17-18	18-19	19-20	20-21	Budget 20-21	Rec. 20-21	Budget 21-22	Change 21-22	Budget 21-22	Budget 21-22
40000										
40220 Weed Abatement Fees	3,891	8,996	8,982		2,000	0%			0	0%
40300 Fireworks Permit Fees	2,200	2,500	2,700		0	0%			0	0%
40310 Fireworks Refundable C/Up		1,500	-204	-1,000	2,700	-37%			0	0%
40320 Fire Impact Fees	25,467	51,264	31,618		0	0%			0	0%
40410 Mutual Aid Fires ~ OES	149,087	6,653	12,962	47,246	0	***%			0	0%
40420 Ambulance Reimbursement	4,584	4,747	4,911	3,760	4,400	85%	4,400		4,400	100%
40500 VFA Assistance Grant		16,436	19,619		20,000	0%	20,000		20,000	100%
40505 CFF~California Fire				15,000	0	***%	15,000		15,000	*****%
40510 Sponsored Training Fees			400		0	0%			0	0%
Group:	185,229	92,096	80,988	65,006	29,100	223%	39,400	0	39,400	135%
43000 Property Taxes Collected										
43000 Property Taxes Collected	341,497	375,222	406,221	291,281	417,997	70%	425,798		425,798	102%
Group:	341,497	375,222	406,221	291,281	417,997	70%	425,798	0	425,798	101%
44000 Forestry & Fire Protection Reimbursement										
44000 Forestry & Fire	4,397				0	0%			0	0%
Group:	4,397				0	0%	0	0	0	0%
46000 Revenues & Interest										
46000 Revenues & Interest	249	681	531	809	0	***%			0	0%
46001 Change in Value	-214				0	0%			0	0%
46100 Realized Earnings		343			0	0%			0	0%
46150 Miscellaneous Income	730	1,000		9,750	0	***%	9,750		9,750	*****%
46151 Refund/Adjustments	1,027	3,598	335	303	0	***%			0	0%
46153 Plan Check Fees and		900	3,700	10,554	2,000	528%	5,500		5,500	275%
46155 Will Serve Processing	150	150			0	0%			0	0%
46157 Donation			4,325		0	0%			0	0%
46175 Sale of Surplus Property	229				0	0%			0	0%
Group:	2,171	6,672	8,891	21,416	2,000	***%	15,250	0	15,250	762%
Fund:	533,294	473,990	496,100	377,703	449,097	84%	480,448	0	480,448	106%

SAN MIGUEL COMMUNITY SERVICES DISTRICT
Revenue Budget Report -- MultiYear Actuals
For the Year: 2021 - 2022

30 STREET LIGHTING DEPARTMENT

Account	Actuals				Current	%	Prelim.	Budget	Final	% Old
	17-18	18-19	19-20	20-21	Budget 20-21	Rec. 20-21	Budget 21-22	Change 21-22	Budget 21-22	Budget 21-22
43000 Property Taxes Collected										
43000 Property Taxes Collected	97,248	108,158	120,903	86,662	124,439	70%	135,740		135,740	109%
Group:	97,248	108,158	120,903	86,662	124,439	70%	135,740	0	135,740	109%
46000 Revenues & Interest										
46000 Revenues & Interest	52	79	4,898	4,071	0	***%			0	0%
46001 Change in Value	-730				0	0%			0	0%
46100 Realized Earnings		62	11,064	-2,105	0	***%			0	0%
46150 Miscellaneous Income	400	200	200	11,734	0	***%			0	0%
46151 Refund/Adjustments	1,096	640	19	24	0	***%			0	0%
Group:	818	981	16,181	13,724	0	***%	0	0	0	0%
Fund:	98,066	109,139	137,084	100,386	124,439	81%	135,740	0	135,740	109%

SAN MIGUEL COMMUNITY SERVICES DISTRICT
Revenue Budget Report -- MultiYear Actuals
For the Year: 2021 - 2022

40 WASTEWATER DEPARTMENT

Account	Actuals				Current	%	Prelim.	Budget	Final	% Old
	17-18	18-19	19-20	20-21	Budget 20-21	Rec. 20-21	Budget 21-22	Change 21-22	Budget 21-22	Budget 21-22
40000										
40850 Wastewater Hook-up Fees	191,636	36,990	62,575	330,704	0	***%			0	0%
40900 Wastewater Sales	330,759	681,704	947,016	808,795	954,125	85%	1,001,618		1,001,618	105%
40910 Wastewater Late Charges	6,243	11,645	10,769		0	0%			0	0%
Group:	528,638	730,339	1,020,360	1,139,499	954,125	119%	1,001,618	0	1,001,618	104%
41000 Water Sales										
41000 Water Sales	1,257				0	0%			0	0%
Group:	1,257				0	0%	0	0	0	0%
43000 Property Taxes Collected										
43000 Property Taxes Collected	52,615	59,068	61,916	43,177	62,508	69%	66,956		66,956	107%
Group:	52,615	59,068	61,916	43,177	62,508	69%	66,956	0	66,956	107%
46000 Revenues & Interest										
46000 Revenues & Interest	594	1,647	546	1,508	0	***%			0	0%
46001 Change in Value	-519				0	0%			0	0%
46006 IRWM Grants			160,300	8,562	0	***%			0	0%
46008 DWR Grants				39,433	250,000	16%	180,000		180,000	72%
46010 Transfer In		-6,277			0	0%			0	0%
46100 Realized Earnings	815	831			0	0%			0	0%
46150 Miscellaneous Income	6	43	7,273	16,018	0	***%			0	0%
46151 Refund/Adjustments	2,608	8,334	540	434	0	***%			0	0%
46152 Recycling				100	0	***%			0	0%
46155 Will Serve Processing	500	525	1,850	750	0	***%			0	0%
Group:	4,004	5,103	170,509	66,805	250,000	27%	180,000	0	180,000	72%
Fund:	586,514	794,510	1,252,785	1,249,481	1,266,633	99%	1,248,574	0	1,248,574	98%

SAN MIGUEL COMMUNITY SERVICES DISTRICT
Revenue Budget Report -- MultiYear Actuals
For the Year: 2021 - 2022

50 WATER DEPARTMENT

Account	Actuals				Current	%	Prelim.	Budget	Final	% Old
	17-18	18-19	19-20	20-21	Budget 20-21	Rec. 20-21	Budget 21-22	Change 21-22	Budget 21-22	Budget 21-22
40000										
40440 CDBG Grant	135,679	14,321		164,388	0	***%			0	0%
40900 Wastewater Sales	-137	737			0	0%			0	0%
Group:	135,542	15,058		164,388	0	***%	0	0	0	0%
41000 Water Sales										
41000 Water Sales	365,858	708,055	868,049	692,170	895,101	77%	920,172		920,172	103%
41001 Water Connection Fees	185,260	37,620	74,568	332,852	0	***%			0	0%
41005 Water Late Charges	66,464	14,141	10,378		0	0%			0	0%
41010 Water Meter Fees	2,199	-15,072	-2,301	12,150	0	***%			0	0%
Group:	619,781	744,744	950,694	1,037,172	895,101	116%	920,172	0	920,172	102%
43000 Property Taxes Collected										
43000 Property Taxes Collected	48,987	48,983	48,980		0	0%			0	0%
Group:	48,987	48,983	48,980		0	0%	0	0	0	0%
46000 Revenues & Interest										
46000 Revenues & Interest	630	3,376	1,751	488	0	***%			0	0%
46001 Change in Value	-519				0	0%			0	0%
46007 State/Federal Grants			38,312		0	0%			0	0%
46010 Transfer In		6,277			0	0%			0	0%
46100 Realized Earnings		831			0	0%			0	0%
46115 CALOES Resiliency Grant					0	0%	230,000		230,000	*****%
46150 Miscellaneous Income	102	43	904	7,505	0	***%			0	0%
46151 Refund/Adjustments	3,608	8,339	522	466	0	***%			0	0%
46152 Recycling		1,559		1,977	0	***%			0	0%
46155 Will Serve Processing	500	525	2,600	2,700	0	***%	3,000		3,000	*****%
Group:	4,321	20,950	44,089	13,136	0	***%	233,000	0	233,000	*****%
Fund:	808,631	829,735	1,043,763	1,214,696	895,101	136%	1,153,172	0	1,153,172	128%

SAN MIGUEL COMMUNITY SERVICES DISTRICT
Revenue Budget Report -- MultiYear Actuals
For the Year: 2021 - 2022

60 SOLID WASTE DEPARTMENT

Account	Actuals				Current	%	Prelim.	Budget	Final	% Old
	17-18	18-19	19-20	20-21	Budget 20-21	Rec. 20-21	Budget 21-22	Change 21-22	Budget 21-22	Budget 21-22
46000 Revenues & Interest										
46000 Revenues & Interest	11	63	13	89	0	***%			0	0%
46001 Change in Value	685				0	0%			0	0%
46005 Franchise Fees	34,736	39,808	35,093	30,547	32,323	95%	36,900		36,900	114%
46100 Realized Earnings		10			0	0%			0	0%
46150 Miscellaneous Income				200	0	***%			0	0%
46151 Refund/Adjustments			10	18	0	***%			0	0%
Group:	35,432	39,881	35,116	30,854	32,323	95%	36,900	0	36,900	114%
Fund:	35,432	39,881	35,116	30,854	32,323	95%	36,900	0	36,900	114%
Grand Total:	2,061,937	2,247,255	2,964,848	2,973,120	2,767,593		3,054,834	0	3,054,834	

SAN MIGUEL COMMUNITY SERVICES DISTRICT
Expenditure Budget Report -- MultiYear Actuals
For the Year: 2021 - 2022

20 FIRE PROTECTION DEPARTMENT

Account	Object	Actuals				Current	%	Prelim.	Budget	Final	% Old
		17-18	18-19	19-20	20-21	Budget 20-21	Exp. 20-21	Budget 21-22	Changes 21-22	Budget 21-22	Budget 21-22
62000	Fire										
105	Salaries and Wages	65,192	58,282	107,885	87,481	150,000	58%	160,000		160,000	107%
110	Payroll tax expense	1,690				0	0%			0	0%
111	BOD Stipend	891	836	1,179	748	1,380	54%	1,380		1,380	100%
112	OES Payroll Tax Expense					1	0%			0	0%
113	OES Payroll Tax FICA					1	0%			0	0%
114	OES Tax Medicare					1	0%			0	0%
115	Payroll Expenses		923	2,585	3,062	3,600	85%	2,000		2,000	56%
116	OES Payroll Expense					1	0%			0	0%
117	OES Backfill Coverage					1	0%			0	0%
119	OES Payroll Tax Fed W/H					1	0%			0	0%
120	Workers' Compensation	5,958	6,917	6,911	10,436	10,435	100%	8,000		8,000	77%
121	Physicals			150	75	2,000	4%	1,000		1,000	50%
125	Volunteer firefighter sti	32,316	50,806	28,072	31,217	45,000	69%	45,000		45,000	100%
126	Strike Team Pay - VFF	99,034	3,539		114,489	107,352	107%			0	0%
130	Payroll Tax - Fed W/H	3,177				0	0%			0	0%
135	Payroll Tax - FICA	8,144	3,383	2,089	7,923	11,318	70%	3,100		3,100	27%
140	Payroll Tax - Medicare	2,868	2,862	1,785	1,584	2,800	57%	2,800		2,800	100%
155	Payroll Tax - SUI	3,918	2,124	1,106	2,207	3,918	56%	3,918		3,918	100%
160	Payroll Tax - ETT	176	23			0	0%			0	0%
165	Payroll Tax - FUTA	6,021	284			0	0%			0	0%
205	Insurance - Health	759	1,033	4,361	3,330	6,942	48%	4,000		4,000	58%
210	Insurance - Dental	369	432	544	376	686	55%	686		686	100%
215	Insurance - Vision	58	65	90	62	250	25%	250		250	100%
225	Retirement - PERS expense	1,383	3,785	4,684	4,467	6,940	64%	5,500		5,500	79%
305	Operations and maintenanc	5,094	4,143	6,763	4,878	6,000	81%	6,000		6,000	100%
310	Phone and fax expense	4	225	391	363	475	76%	475		475	100%
315	Postage, shipping and fre	48	163	455	497	600	83%	300		300	50%
320	Printing and reproduction	29	114	233	361	600	60%	600		600	100%
323	Financial Auditor					0	0%	4,100		4,100	*****
325	Professional svcs - Accou	6,693	9,863	8,364	4,382	8,349	52%	2,000		2,000	24%
326	Professional svcs - Engin			1,500	1,330	4,000	33%	4,000		4,000	100%
327	Professional svcs - Legal	12,402	19,584	10,819	8,136	10,997	74%	11,000		11,000	100%
328	Insurance - prop and liab	5,939	11,734	12,751	22,508	22,509	100%	24,000		24,000	107%
330	Contract labor				440	0	***%	1,250		1,250	*****
331	Professional Services - L	527				0	0%			0	0%
334	Maintenance Agreements		2,145	2,199	5,256	4,979	106%	10,000		10,000	201%
335	Meals - Reimbursement	119	207	501	354	600	59%	600		600	100%
340	Meetings and conferences			1		500	0%	1,000		1,000	200%
345	Mileage expense reimburse	52	240	35	15	500	3%	500		500	100%
348	Safety Equipment and Supp				423	700	60%	2,000		2,000	286%
350	Repairs and maint - compu	1,994	1,757	2,138	1,301	3,500	37%	4,500		4,500	129%
351	Repairs and maint - equip	3,107	3,157	9,740	796	5,000	16%	7,500		7,500	150%
352	Repairs and maint - struc	1,344	171	90	4,959	3,000	165%	6,000		6,000	200%
354	Repairs and maint - vehic	13,554	11,916	22,506	13,165	13,000	101%	13,000		13,000	100%
370	Dispatch services (Fire)	7,544		8,963	8,999	10,000	90%	10,000		10,000	100%
375	Internet expenses	713	1,240	1,248	850	1,134	75%	1,134		1,134	100%
376	Webpage- Upgrade/Maint	231	396	528	460	552	83%	552		552	100%

SAN MIGUEL COMMUNITY SERVICES DISTRICT
Expenditure Budget Report -- MultiYear Actuals
For the Year: 2021 - 2022

20 FIRE PROTECTION DEPARTMENT

Account	Object	Actuals				Current	%	Prelim.	Budget	Final	% Old
		17-18	18-19	19-20	20-21	Budget 20-21	Exp. 20-21	Budget 21-22	Changes 21-22	Budget 21-22	Budget 21-22
380	Utilities - alarm service			10		120	0%	120		120	100%
381	Utilities - electric	3,525	2,082	1,722	2,425	4,635	52%	4,500		4,500	97%
382	Utilities - propane	532	220	328	327	500	65%	500		500	100%
385	Dues and subscriptions	4,224	3,966	5,200	7,158	6,572	109%	10,000		10,000	152%
386	Education and training	1,380	6,885	2,335	302	2,000	15%	4,000		4,000	200%
387	Education and training: T		211			0	0%			0	0%
393	Advertising and public no	177	440	376		500	0%	500		500	100%
394	LAFCO Allocations		965	2,036	1,483	1,550	96%	2,250		2,250	145%
395	Community Outreach	836	1,462			750	0%	1,500		1,500	200%
405	Software	1,445	1,500			1,500	0%	4,000		4,000	267%
410	Office Supplies	183	425	1,232	403	1,200	34%	2,000		2,000	167%
415	Office Equipment	24				0	0%			0	0%
420	Equipt. & Supplies	1,465				0	0%			0	0%
431	SLT Blending Line - CDBG	834				0	0%			0	0%
450	EMS supplies	3,616	2,160	10,882	4,186	5,000	84%	7,500		7,500	150%
455	Fire Safety Gear & Equipm	18,533	4,926	2,301	26,966	32,500	83%	3,500		3,500	11%
456	VFF Assistance Grant	32,049	38,988			20,000	0%	40,000		40,000	200%
457	CFF Grant ~ California Fi				4,936	15,000	33%	15,000		15,000	100%
465	Cell phones, radios and p	17	395	596	456	1,171	39%	1,200		1,200	102%
470	Communication equipment	5,651	2,431	2,349	839	5,000	17%	5,000		5,000	100%
475	Computer supplies and upg	2,715	3,129	13,455		8,000	0%	4,000		4,000	50%
485	Fuel expense	7,745	6,927	4,264	4,258	6,000	71%	5,000		5,000	83%
490	Small tools and equipment	1,663	2,852	467	2,112	2,500	84%	2,500		2,500	100%
495	Uniform expense	1,700	2,540	2,260	3,191	3,000	106%	3,000		3,000	100%
500	Capital Outlay	211,904			759	0	***			0	0%
503	Weed Abatement Costs	8,748	9,009	4,866		9,000	0%	5,000		5,000	56%
505	Fire Training Grounds			19	689	2,500	28%	2,500		2,500	100%
510	Fire station addition	15,361	6,560		474	5,000	9%	5,000		5,000	100%
710	County hazmat dues	2,000	2,000	2,000		2,000	0%	2,000		2,000	100%
715	Licenses, permits and fee	320	273		642	1,000	64%	1,000		1,000	100%
905	Admin Allocation Transfer		-150			0	0%			0	0%
940	Bank service charges	4	4			0	0%			0	0%
960	Property tax expense	400	211	211	211	220	96%	220		220	100%
	Account:	618,399	302,760	307,575	408,747	586,840	70%	479,935	0	479,935	82%
	Fund:	618,399	302,760	307,575	408,747	586,840	70%	479,935	0	479,935	82%

30 STREET LIGHTING DEPARTMENT

Account	Object	Actuals				Current	%	Prelim.	Budget	Final	% Old
		17-18	18-19	19-20	20-21	Budget 20-21	Exp. 20-21	Budget 21-22	Changes 21-22	Budget 21-22	Budget 21-22
62000	Fire										
327	Professional svcs - Legal		1			0	0%			0	0%
	Account:		1			0	***%	0	0	0	0%
63000	Lighting										
105	Salaries and Wages	7,231	12,538	11,439	7,264	12,849	57%	15,500		15,500	121%
110	Payroll tax expense	376	375			0	0%			0	0%
111	BOD Stipend	189	148	107	68	120	57%	240		240	200%
115	Payroll Expenses		89	127	81	180	45%	250		250	139%
120	Workers' Compensation	7	36	1	365	400	91%	500		500	125%
130	Payroll Tax - Fed W/H	674				0	0%			0	0%
135	Payroll Tax - FICA		34	36	10	163	6%	300		300	184%
140	Payroll Tax - Medicare	106	310	164	104	163	64%	300		300	184%
155	Payroll Tax - SUI	68	125	88	64	91	70%	150		150	165%
160	Payroll Tax - ETT	4				0	0%			0	0%
165	Payroll Tax - FUTA	46				0	0%			0	0%
205	Insurance - Health	370	909	909	896	1,728	52%	2,000		2,000	116%
206	Insurance - CalPers Healt			7		0	0%			0	0%
210	Insurance - Dental	55	114	118	42	0	***%	200		200	****%
215	Insurance - Vision	9	17	13	5	-1	***%	100		100	****%
225	Retirement - PERS expense	442	1,621	1,381	1,389	1,800	77%	2,500		2,500	139%
305	Operations and maintenanc	85	139	19	361	2,000	18%	2,000		2,000	100%
310	Phone and fax expense	1	8			0	0%	50		50	****%
315	Postage, shipping and fre			17	12	50	24%	100		100	200%
320	Printing and reproduction	16	15	2	8	200	4%	500		500	250%
323	Financial Auditor					0	0%	400		400	****%
325	Professional svcs - Accou	1,254	1,707	760	381	508	75%	240		240	47%
326	Professional svcs - Engin			585		5,000	0%	5,000		5,000	100%
327	Professional svcs - Legal	1,457	1,025	983	1,665	1,700	98%	1,800		1,800	106%
328	Insurance - prop and liab	93	413	449	945	890	106%	1,125		1,125	126%
329	New Hire Screening			23		0	***%			0	0%
330	Contract labor			38		10,000	0%	10,000		10,000	100%
331	Professional Services - L	109				200	0%	500		500	250%
334	Maintenance Agreements		186	113	333	640	52%	700		700	109%
335	Meals - Reimbursement	1				0	0%	150		150	****%
340	Meetings and conferences					350	0%	350		350	100%
345	Mileage expense reimburse	9	52	63	52	150	35%	150		150	100%
348	Safety Equipment and Supp				61	500	12%	1,000		1,000	200%
350	Repairs and maint - compu	154	178	173	108	250	43%	150		150	60%
351	Repairs and maint - equip			945		2,000	0%	10,000		10,000	500%
352	Repairs and maint - struc	96			14	100	14%	500		500	500%
353	Repairs & Maint- Infrastr			4,075	3,721	10,000	37%	10,000		10,000	100%
354	Repairs and maint - vehic				92	150	61%	1,000		1,000	667%
375	Internet expenses	59				0	0%	200		200	****%
376	Webpage- Upgrade/Maint	42	72	48	40	48	83%	100		100	208%
380	Utilities - alarm service					0	0%	200		200	****%
381	Utilities - electric	16,898	18,468	14,406	10,703	14,244	75%	20,000		20,000	140%
382	Utilities - propane	71	44	30	28	100	28%	50		50	50%

SAN MIGUEL COMMUNITY SERVICES DISTRICT
Expenditure Budget Report -- MultiYear Actuals
For the Year: 2021 - 2022

30 STREET LIGHTING DEPARTMENT

Account	Object	Actuals				Current	%	Prelim.	Budget	Final	% Old
		17-18	18-19	19-20	20-21	Budget 20-21	Exp. 20-21	Budget 21-22	Changes 21-22	Budget 21-22	Budget 21-22
383	Utilities - trash					0	0%	200		200	*****%
384	Utilities - Water/Sewer				5,787	10,000	58%	15,000		15,000	150%
385	Dues and subscriptions	298	111	243	139	132	105%	200		200	152%
386	Education and training	31	48	12		1,000	0%	4,000		4,000	400%
393	Advertising and public no	11	2	1		1,000	0%	1,000		1,000	100%
394	LAFCO Allocations	31	176	339	247	375	66%	1,600		1,600	427%
405	Software	292				0	0%			0	0%
410	Office Supplies	23	8	22	175	125	140%	500		500	400%
415	Office Equipment	5				0	0%			0	0%
465	Cell phones, radios and p	4	54	68	43	143	30%	200		200	140%
475	Computer supplies and upg		59	18		50	0%	1,000		1,000	2000%
485	Fuel expense					100	0%	200		200	200%
490	Small tools and equipment				1,301	1,000	130%	5,000		5,000	500%
495	Uniform expense				39	200	20%	200		200	100%
500	Capital Outlay	1,025			9,065	8,999	101%			0	0%
581	WWTP Expansion				1,841	1,800	102%	10,000		10,000	556%
582	WWTP Plant Maintenance					0	0%	5,000		5,000	*****%
715	Licenses, permits and fee	2	2			50	0%	100		100	200%
940	Bank service charges	1	1			0	0%			0	0%
990	Retirement/Health Ins Lia		114			0	0%			0	0%
	Account:	31,645	39,198	37,761	47,510	91,547	52%	132,505	0	132,505	145%
	Fund:	31,645	39,199	37,761	47,510	91,547	52%	132,505	0	132,505	145%

40 WASTEWATER DEPARTMENT

Account	Object	Actuals				Current	%	Prelim.	Budget	Final	% Old
		17-18	18-19	19-20	20-21	Budget 20-21	Exp. 20-21	Budget 21-22	Changes 21-22	Budget 21-22	Budget 21-22
64000	Sanitary										
105	Salaries and Wages	133,608	155,082	175,745	122,091	214,800	57%	289,546		289,546	135%
109	Stand-by Hours	8,158	8,472	12,897	4,820	7,500	64%	7,500		7,500	100%
110	Payroll tax expense	4,521	4,248			0	0%			0	0%
111	BOD Stipend	2,160	1,992	1,929	1,224	2,100	58%	4,600		4,600	219%
115	Payroll Expenses		1,161	2,259	1,423	3,420	42%	3,400		3,400	99%
120	Workers' Compensation	3,105	4,469	7,394	7,874	8,000	98%	10,000		10,000	125%
121	Physicals			40		0	0%	150		150	*****
130	Payroll Tax - Fed W/H	7,702				0	0%			0	0%
135	Payroll Tax - FICA		505	673	181	500	36%	4,000		4,000	800%
140	Payroll Tax - Medicare	2,062	4,453	2,739	1,834	3,052	60%	4,000		4,000	131%
155	Payroll Tax - SUI	1,201	1,715	1,325	1,077	306	352%	2,200		2,200	719%
160	Payroll Tax - ETT	90	1			0	0%			0	0%
165	Payroll Tax - FUTA	1,185	21			0	0%			0	0%
205	Insurance - Health	22,491	21,276	20,597	16,108	34,927	46%	35,000		35,000	100%
206	Insurance - CalPers Healt	7,242	794	1,215	1,455	1,350	108%	2,000		2,000	148%
210	Insurance - Dental	1,076	1,764	1,180	895	0	***	2,100		2,100	*****
215	Insurance - Vision	168	257	117	74	0	***	350		350	*****
225	Retirement - PERS expense	12,409	26,230	21,217	17,171	15,833	108%	22,000		22,000	139%
305	Operations and maintenanc	5,385	4,455	7,570	3,166	8,000	40%	8,000		8,000	100%
310	Phone and fax expense	1,007	1,104	1,174	824	1,138	72%	1,100		1,100	97%
315	Postage, shipping and fre	3,233	3,361	3,354	2,771	4,000	69%	3,500		3,500	88%
320	Printing and reproduction	965	685	588	375	1,000	38%	2,500		2,500	250%
323	Financial Auditor					0	0%	7,600		7,600	*****
324	Professional Svcs- GSA-GS				218	0	***			0	0%
325	Professional svcs - Accou	16,226	23,135	13,669	6,668	8,897	75%	4,600		4,600	52%
326	Professional svcs - Engin	29,279	5,863	13,038	15,614	18,250	86%	18,000		18,000	99%
327	Professional svcs - Legal	24,019	28,106	38,929	15,493	29,750	52%	30,400		30,400	102%
328	Insurance - prop and liab	1,811	8,261	10,409	12,357	12,000	103%	15,000		15,000	125%
329	New Hire Screening	40	20		23	100	23%	100		100	100%
330	Contract labor	2,525	1,475	325	669	5,000	13%	5,000		5,000	100%
331	Professional Services - L	12,640	4,320	3,640		4,800	0%	4,800		4,800	100%
332	Professional Services - L	53				0	0%			0	0%
334	Maintenance Agreements		7,015	5,083	7,765	13,161	59%	10,500		10,500	80%
335	Meals - Reimbursement	18				100	0%	100		100	100%
340	Meetings and conferences					1,000	0%	1,000		1,000	100%
345	Mileage expense reimburse	182	589	724	640	1,000	64%	1,000		1,000	100%
348	Safety Equipment and Supp				1,553	1,500	104%	2,000		2,000	133%
349	Repairs & Maintenance Mis					10,000	0%	10,000		10,000	100%
350	Repairs and maint - compu	3,375	3,048	4,002	1,090	1,500	73%	1,600		1,600	107%
351	Repairs and maint - equip	5,065	697	4,522	966	10,000	10%	10,000		10,000	100%
352	Repairs and maint - struc	188	484		718	1,500	48%	1,500		1,500	100%
353	Repairs & Maint- Infrastr	443	319	2,007	308	5,000	6%	10,000		10,000	200%
354	Repairs and maint - vehic	976	1,337	2,197	2,501	2,000	125%	3,000		3,000	150%
355	Testing & Supplies (WWTP)	11,601	5,548	1,903	1,171	12,000	10%	12,000		12,000	100%
375	Internet expenses	713	1,334	2,373	2,207	2,863	77%	2,500		2,500	87%
376	Webpage- Upgrade/Maint	560	960	864	700	840	83%	1,000		1,000	119%
379	Utilities Electric Missio				178	5,000	4%	2,000		2,000	40%

40 WASTEWATER DEPARTMENT

Account	Object	Actuals				Current	%	Prelim.	Budget	Final	% Old
		17-18	18-19	19-20	20-21	Budget 20-21	Exp. 20-21	Budget 21-22	Changes 21-22	Budget 21-22	Budget 21-22
380	Utilities - alarm service	665	648	636	541	620	87%	650		650	105%
381	Utilities - electric	65,242	69,755	54,520	59,007	82,000	72%	80,000		80,000	98%
382	Utilities - propane	978	583	536	498	1,000	50%	1,000		1,000	100%
383	Utilities - trash	611	632	624	520	700	74%	800		800	114%
384	Utilities - Water/Sewer				481	700	69%	1,000		1,000	143%
385	Dues and subscriptions	4,448	3,450	3,168	3,160	4,000	79%	4,000		4,000	100%
386	Education and training	594	1,724	2,923	-895	1,000	-90%	1,000		1,000	100%
393	Advertising and public no	248	129	1,043	100	1,000	10%	2,000		2,000	200%
394	LAFCO Allocations		2,340	2,036	1,483	2,250	66%	1,600		1,600	71%
395	Community Outreach					1,200	0%	1,200		1,200	100%
396	Utilities SoCalGas					4,000	0%	1,000		1,000	25%
405	Software	3,578				0	0%			0	0%
410	Office Supplies	350	631	555	692	1,125	62%	2,000		2,000	178%
415	Office Equipment	-698	756			0	0%			0	0%
432	Utility Rate Design Study	29,113			1,755	1,800	98%			0	0%
459	Scada - Maintenance Fees	829		1,567		1,000	0%	1,500		1,500	150%
465	Cell phones, radios and p	42	641	1,326	842	1,530	55%	1,600		1,600	105%
475	Computer supplies and upg	83	4,502	11,124		2,450	0%	2,000		2,000	82%
485	Fuel expense	5,007	2,778	3,719	4,587	5,000	92%	5,000		5,000	100%
490	Small tools and equipment	1,133	2,341	5,381	2,118	6,000	35%	5,739		5,739	96%
495	Uniform expense	804	793	1,720	1,081	1,800	60%	2,000		2,000	111%
500	Capital Outlay	42,427	44,825		10,154	8,999	113%			0	0%
545	Sewer System Mngmt Plan (8,389				0	0%			0	0%
560	Sewer Line Repairs					10,000	0%	10,000		10,000	100%
570	Repairs, Maint. and Video	3,526	1,851			1,000	0%	1,000		1,000	100%
581	WWTP Expansion	243,333	956	18,445	3,842	54,000	7%	40,000		40,000	74%
582	WWTP Plant Maintenance	13,042	8,297	34,010	11,946	50,000	24%	32,000		32,000	64%
583	WWTP Drying Pond Maintena					0	0%	20,000		20,000	*****
585	Sludge Removal Project	2,970			2,419	10,000	24%			0	0%
586	WWTF Ground Water Recharg		177,750			0	0%			0	0%
587	WWTF Final Design/ Constr			33,395	121,411	250,000	49%	128,589		128,589	51%
589	Proposition 68 Grant				4,500	4,500	100%			0	0%
705	Waste Discharge Fees/Perm	17,017	18,633	21,392	23,210	25,000	93%	25,000		25,000	100%
715	Licenses, permits and fee	2,745	2,888	2,558	1,818	1,500	121%	2,000		2,000	133%
805	Refundable Water/Sewer/Hy	375	375			0	0%			0	0%
905	Admin Allocation Transfer		-875			0	0%			0	0%
908	Cash Over/ Cash Short		10			0	0%			0	0%
910	Tax Penalties & Late Fees	1,672				0	0%			0	0%
925	Bank service charges	25				0	0%			0	0%
930	Interest Fees	6,276	2,320			0	0%			0	0%
935	Depreciation Expense	4,440	67,561			0	0%			0	0%
940	Bank service charges	-15	1,413	18		0	0%			0	0%
960	Property tax expense	29	128	128	128	150	85%	250		250	167%
970	WWTF Long Term maintenanc					100,000	0%	100,000		100,000	100%
971	Loan Principal Payment					0	0%	110,000		110,000	*****
972	Loan Interest Payment					0	0%	110,000		110,000	*****
990	Retirement/Health Ins Lia		1,516			0	0%			0	0%
	Account:	786,760	753,907	566,522	509,600	1,086,511	47%	1,248,574	0	1,248,574	115%

SAN MIGUEL COMMUNITY SERVICES DISTRICT
Expenditure Budget Report -- MultiYear Actuals
For the Year: 2021 - 2022

40 WASTEWATER DEPARTMENT

Account	Object	Actuals				Current	%	Prelim.	Budget	Final	% Old
		17-18	18-19	19-20	20-21	Budget	Exp.	Budget	Changes	Budget	Budget
		20-21	21-22	21-22	21-22	21-22	21-22	21-22	21-22	21-22	21-22
69900	Depreciation Expense										
935	Depreciation Expense	60,901				0	0%			0	0%
	Account:	60,901				0	***%	0	0	0	0%
	Fund:	847,661	753,907	566,522	509,600	1,086,511	47%	1,248,574	0	1,248,574	115%

SAN MIGUEL COMMUNITY SERVICES DISTRICT
Expenditure Budget Report -- MultiYear Actuals
For the Year: 2021 - 2022

50 WATER DEPARTMENT

Account	Object	Actuals				Current	%	Prelim.	Budget	Final	% Old
		17-18	18-19	19-20	20-21	Budget 20-21	Exp. 20-21	Budget 21-22	Changes 21-22	Budget 21-22	Budget 21-22
61000	Administration										
940	Bank service charges	1				0	0%			0	0%
	Account:	1				0	***	0	0	0	0%
64000	Sanitary										
930	Interest Fees	9,959				0	0%			0	0%
	Account:	9,959				0	***	0	0	0	0%
65000	Water										
105	Salaries and Wages	147,570	156,995	196,888	140,821	234,901	60%	263,120		263,120	112%
109	Stand-by Hours	8,158	8,472	12,897	4,820	7,500	64%	7,500		7,500	100%
110	Payroll tax expense	4,521	4,248			0	0%			0	0%
111	BOD Stipend	2,160	1,996	2,036	1,292	2,280	57%	4,600		4,600	202%
115	Payroll Expenses		1,161	2,381	1,545	3,420	45%	3,400		3,400	99%
120	Workers' Compensation	2,446	3,522	5,762	8,992	9,050	99%	10,000		10,000	110%
121	Physicals			40		0	0%	150		150	*****
130	Payroll Tax - Fed W/H	7,702				0	0%			0	0%
135	Payroll Tax - FICA		505	738	212	564	38%	4,000		4,000	709%
140	Payroll Tax - Medicare	2,251	4,482	3,039	2,105	3,403	62%	4,000		4,000	118%
155	Payroll Tax - SUI	1,235	1,717	1,437	1,247	287	434%	2,200		2,200	767%
160	Payroll Tax - ETT	97	1			7,934	0%			0	0%
165	Payroll Tax - FUTA	1,234	22			0	0%			0	0%
205	Insurance - Health	20,686	20,190	24,482	21,922	37,104	59%	40,000		40,000	108%
206	Insurance - CalPers Healt	7,242	794	1,215	1,455	1,350	108%	2,000		2,000	148%
210	Insurance - Dental	1,170	1,772	1,284	901	0	***	2,100		2,100	*****
215	Insurance - Vision	183	259	154	134	0	***	350		350	*****
225	Retirement - PERS expense	13,921	26,287	25,918	18,495	20,913	88%	33,000		33,000	158%
305	Operations and maintenanc	8,546	4,616	7,911	2,914	8,000	36%	8,000		8,000	100%
310	Phone and fax expense	1,006	1,148	1,174	824	1,138	72%	1,100		1,100	97%
315	Postage, shipping and fre	3,433	3,375	4,011	2,795	4,000	70%	3,500		3,500	88%
320	Printing and reproduction	1,231	1,047	590	660	1,000	66%	2,500		2,500	250%
323	Financial Auditor					0	0%	7,500		7,500	*****
324	Professional Svcs- GSA-GS	7,590	47,689	17,678	8,230	20,000	41%	15,000		15,000	75%
325	Professional svcs - Accou	16,226	23,225	14,435	7,239	9,660	75%	4,600		4,600	48%
326	Professional svcs - Engin	56,412	21,558	27,178	39,430	32,750	120%	30,000		30,000	92%
327	Professional svcs - Legal	42,196	24,948	41,036	20,604	32,300	64%	30,000		30,000	93%
328	Insurance - prop and liab	629	12,986	15,790	19,477	20,000	97%	20,000		20,000	100%
329	New Hire Screening	40	20		23	100	23%	100		100	100%
330	Contract labor	2,525	1,475	325	727	5,000	15%	5,000		5,000	100%
331	Professional Services - L	12,693	3,728	3,640		4,800	0%	4,800		4,800	100%
332	Professional Services - L	156,226	327,160	43,620	47,056	100,000	47%	70,000		70,000	70%
334	Maintenance Agreements		8,604	6,696	9,617	13,671	70%	9,600		9,600	70%
335	Meals - Reimbursement	18	91			200	0%	200		200	100%
340	Meetings and conferences					1,000	0%	1,000		1,000	100%
345	Mileage expense reimburse	182	589	1,033	725	1,000	73%	1,000		1,000	100%
348	Safety Equipment and Supp				1,688	1,500	113%	1,500		1,500	100%
350	Repairs and maint - compu	3,375	3,048	4,125	1,169	1,500	78%	1,600		1,600	107%
351	Repairs and maint - equip	3,854	960	2,575	3,849	4,000	96%	4,000		4,000	100%

SAN MIGUEL COMMUNITY SERVICES DISTRICT
Expenditure Budget Report -- MultiYear Actuals
For the Year: 2021 - 2022

50 WATER DEPARTMENT

Account	Object	Actuals				Current	%	Prelim.	Budget	Final	% Old
		17-18	18-19	19-20	20-21	Budget 20-21	Exp. 20-21	Budget 21-22	Changes 21-22	Budget 21-22	Budget 21-22
352	Repairs and maint - struc	1,347	622		937	2,000	47%	2,000		2,000	100%
353	Repairs & Maint- Infrastr	59,054	15,389	61,720	9,331	50,000	19%	50,000		50,000	100%
354	Repairs and maint - vehic	1,063	1,337	2,055	2,501	2,000	125%	3,000		3,000	150%
356	Testing & Supplies - Well	2,452	2,070	1,664	845	3,500	24%	3,500		3,500	100%
357	Testing & Supplies - Well	2,540	1,980	1,568	769	3,500	22%	3,500		3,500	100%
358	Testing & Supplies- SLT W	5,630	5,026	4,395	3,161	6,000	53%	6,000		6,000	100%
359	Testing & Supplies-Other	4,803	4,320	6,217	6,642	6,000	111%	6,000		6,000	100%
362	Cross-Connection Control	1,358	943	692	709	1,000	71%	1,000		1,000	100%
375	Internet expenses	713	1,334	1,248	992	2,863	35%	2,500		2,500	87%
376	Webpage- Upgrade/Maint	560	960	912	760	912	83%	1,000		1,000	110%
380	Utilities - alarm service	665	648	636	541	620	87%	650		650	105%
381	Utilities - electric	40,533	41,377	37,192	33,207	50,000	66%	45,452		45,452	91%
382	Utilities - propane	978	583	566	540	1,000	54%	750		750	75%
383	Utilities - trash	611	632	624	520	700	74%	800		800	114%
384	Utilities - Water/Sewer				18	700	3%	500		500	71%
385	Dues and subscriptions	6,053	3,227	3,024	2,904	4,000	73%	4,000		4,000	100%
386	Education and training	1,105	1,226	1,432	25	1,000	3%	1,000		1,000	100%
393	Advertising and public no	248	1,012	1,110	169	2,000	8%	2,000		2,000	100%
394	LAFCO Allocations		2,340	2,036	1,483	2,250	66%	1,600		1,600	71%
395	Community Outreach					1,200	0%	1,200		1,200	100%
396	Utilities SoCalGas					4,000	0%	1,000		1,000	25%
405	Software	3,578				0	0%			0	0%
410	Office Supplies	349	676	577	714	1,125	63%	2,000		2,000	178%
415	Office Equipment	-698	756			0	0%			0	0%
420	Equipt. & Supplies	528				0	0%			0	0%
425	Well #3 Rehab - Capital	7,700				0	0%			0	0%
431	SLT Blending Line - CDBG	156,774	7,971			0	0%			0	0%
432	Utility Rate Design Study	29,113			1,755	1,800	98%			0	0%
433	K Street Waterline Replac	7,329				0	0%			0	0%
459	Scada - Maintenance Fees	829		1,567		1,000	0%	1,500		1,500	150%
465	Cell phones, radios and p	42	604	1,461	919	1,573	58%	1,500		1,500	95%
475	Computer supplies and upg	1,583	4,402	11,001	115	2,450	5%			0	0%
481	Chemicals- Well #3	2,026	2,384	2,086		4,000	0%	4,000		4,000	100%
482	Chemicals-Well #4	2,435	2,575	3,553	1,066	4,000	27%	4,000		4,000	100%
483	Chemicals-SLT Well	941	794	1,277	1,502	2,000	75%	2,000		2,000	100%
485	Fuel expense	3,655	2,778	2,483	2,405	4,000	60%	4,000		4,000	100%
490	Small tools and equipment	1,892	1,722	5,344	2,688	6,000	45%	6,000		6,000	100%
495	Uniform expense	767	668	1,173	1,081	1,800	60%	1,800		1,800	100%
500	Capital Outlay	43,070			468,004	406,879	115%			0	0%
520	Water Main Valves Replace				1,211	10,000	12%	10,000		10,000	100%
525	Water meter replacement	15,659	16,130	12,233	18,086	20,000	90%	20,000		20,000	100%
526	Development Meters			14,696	6,044	15,000	40%	15,000		15,000	100%
535	Water Lines Repairs	4,850	161			20,000	0%	20,000		20,000	100%
581	WWTP Expansion				1,841	5,400	34%			0	0%
582	WWTP Plant Maintenance				2,126	3,000	71%	10,000		10,000	333%
590	CALOES Resiliency Grant					0	0%	230,000		230,000	*****
605	USDA Loan Payment	66,351				20,000	0%	20,000		20,000	100%
715	Licenses, permits and fee	8,371	7,475	3,501	4,061	6,500	62%	6,500		6,500	100%

SAN MIGUEL COMMUNITY SERVICES DISTRICT
Expenditure Budget Report -- MultiYear Actuals
For the Year: 2021 - 2022

50 WATER DEPARTMENT

Account	Object	Actuals				Current	%	Prelim.	Budget	Final	% Old
		17-18	18-19	19-20	20-21	Budget 20-21	Exp. 20-21	Budget 21-22	Changes 21-22	Budget 21-22	Budget 21-22
805	Refundable Water/Sewer/Hy	375	375	-15		0	0%			0	0%
908	Cash Over/ Cash Short		10			0	0%			0	0%
910	Tax Penalties & Late Fees	1,672				0	0%			0	0%
930	Interest Fees	48,809	56,828	54,828	25,585	50,000	51%	60,000		60,000	120%
935	Depreciation Expense	6,346	186,145			0	0%			0	0%
940	Bank service charges	74	109	74	42	100	42%			0	0%
990	Retirement/Health Ins Lia		1,516			0	0%			0	0%
	Account:	1,080,891	1,097,795	713,018	976,267	1,322,197	74%	1,153,172	0	1,153,172	87%
69900	Depreciation Expense										
935	Depreciation Expense	173,767				0	0%			0	0%
	Account:	173,767				0	***%	0	0	0	0%
	Fund:	1,264,618	1,097,795	713,018	976,267	1,322,197	74%	1,153,172	0	1,153,172	87% %

SAN MIGUEL COMMUNITY SERVICES DISTRICT
Expenditure Budget Report -- MultiYear Actuals
For the Year: 2021 - 2022

60 SOLID WASTE DEPARTMENT

Account	Object	Actuals				Current	%	Prelim.	Budget	Final	% Old
		17-18	18-19	19-20	20-21	Budget 20-21	Exp. 20-21	Budget 21-22	Changes 21-22	Budget 21-22	Budget 21-22
66000	SOLID WASTE										
105	Salaries and Wages	387	2,019	12,041	7,326	12,849	57%	13,810		13,810	107%
110	Payroll tax expense	11	6			0	0%			0	0%
111	BOD Stipend	1	28	107	68	120	57%	240		240	200%
115	Payroll Expenses		14	122	81	180	45%	250		250	139%
120	Workers' Compensation	-5	6	1	365	400	91%	500		500	125%
135	Payroll Tax - FICA		3	10	11	163	7%	250		250	153%
140	Payroll Tax - Medicare	5	35	226	106	163	65%	250		250	153%
155	Payroll Tax - SUI		9	14	65	91	71%	200		200	220%
165	Payroll Tax - FUTA	1				0	0%			0	0%
205	Insurance - Health	50	138	975	929	1,728	54%	2,000		2,000	116%
210	Insurance - Dental	2	7	98	42	0	***%	200		200	*****%
215	Insurance - Vision		1	21	5	-1	***%	200		200	*****%
225	Retirement - PERS expense	46	193	1,068	1,419	1,800	79%	2,000		2,000	111%
305	Operations and maintenanc	325	486	19	361	2,000	18%	2,000		2,000	100%
310	Phone and fax expense		1			0	0%	100		100	*****%
315	Postage, shipping and fre			17	12	500	2%	100		100	20%
320	Printing and reproduction			2	95	500	19%	500		500	100%
323	Financial Auditor					0	0%	400		400	*****%
325	Professional svcs - Accou	165	355	760	381	508	75%	250		250	49%
327	Professional svcs - Legal	5,728	476	2,278	1,665	1,700	98%	1,600		1,600	94%
328	Insurance - prop and liab	-93	69	364	728	890	82%	1,000		1,000	112%
329	New Hire Screening				23	0	***%			0	0%
330	Contract labor				38	0	***%	1,000		1,000	*****%
331	Professional Services - L	3				200	0%	500		500	250%
334	Maintenance Agreements		22	113	359	640	56%	400		400	63%
335	Meals - Reimbursement					0	0%	200		200	*****%
340	Meetings and conferences					200	0%	200		200	100%
345	Mileage expense reimburse	2	1	67	55	100	55%	100		100	100%
348	Safety Equipment and Supp				61	500	12%	500		500	100%
350	Repairs and maint - compu	26	29	173	83	100	83%	150		150	150%
351	Repairs and maint - equip			488		0	0%	1,000		1,000	*****%
352	Repairs and maint - struc				14	100	14%	100		100	100%
353	Repairs & Maint- Infrastr				515	0	***%	1,000		1,000	*****%
354	Repairs and maint - vehic				92	150	61%	200		200	133%
375	Internet expenses					0	0%	200		200	*****%
376	Webpage- Upgrade/Maint	7	12	48	40	48	83%			0	0%
382	Utilities - propane	10	7	30	28	100	28%	100		100	100%
383	Utilities - trash					0	0%	200		200	*****%
384	Utilities - Water/Sewer					500	0%	500		500	100%
385	Dues and subscriptions	50	18	243	142	132	108%	150		150	114%
386	Education and training	4	8	12		500	0%	500		500	100%
393	Advertising and public no	495		247		500	0%	500		500	100%
394	LAFCO Allocations	-31	29	339	247	375	66%	1,600		1,600	427%
395	Community Outreach					1,000	0%	750		750	75%
405	Software	14				0	0%			0	0%
410	Office Supplies	1	1	22	175	125	140%	150		150	120%
465	Cell phones, radios and p		6	70	45	143	31%	150		150	105%

SAN MIGUEL COMMUNITY SERVICES DISTRICT
Expenditure Budget Report -- MultiYear Actuals
For the Year: 2021 - 2022

60 SOLID WASTE DEPARTMENT

Account	Object	Actuals				Current	%	Prelim.	Budget	Final	% Old
		17-18	18-19	19-20	20-21	Budget 20-21	Exp. 20-21	Budget 21-22	Changes 21-22	Budget 21-22	Budget 21-22
475	Computer supplies and upg		10	18		50	0%			0	0%
485	Fuel expense					0	0%	200		200	*****%
490	Small tools and equipment				33	0	***%	500		500	*****%
495	Uniform expense				39	200	20%	200		200	100%
500	Capital Outlay				9,065	8,999	101%			0	0%
581	WWTP Expansion				1,841	1,800	102%			0	0%
990	Retirement/Health Ins Lia		19			0	0%			0	0%
	Account:	7,204	4,008	19,993	26,554	40,053	66%	36,900	0	36,900	92%
	Fund:	7,204	4,008	19,993	26,554	40,053	66%	36,900	0	36,900	92%
											%
	Grand Total:	2,769,527	2,197,669	1,644,869	1,968,678	3,127,148		3,051,086	0	3,051,086	



San Miguel Community Services District

Board of Directors Staff Report

April 22, 2021

AGENDA ITEM: XI-3

SUBJECT: Discussion and Consideration by the Board of Directors of the San Miguel Community Services District to approve the Request for Proposals (RFP) & Technical Specifications for the Wastewater Treatment Facility Upgrade & Expansion Pre-Engineered Package Membrane Bioreactor Municipal Wastewater Treatment System and authorize the Director of Utilities to advertise for qualified cost proposals.

RECOMMENDATION:

Discuss and approve the Request for Proposals (RFP) & Technical Specifications for the Wastewater Treatment Facility Upgrade & Expansion Pre-Engineered Package Membrane Bioreactor Municipal Wastewater Treatment System and authorize Director of Utilities to advertise for cost proposals from qualified MBR System vendors to provide, install and commission the selected MBR System.

BACKGROUND:

On October 21, 2019, the District directed the District Engineer, Monsoon Consultants, to provide project management assistance and coordinate the design development for the Machado WWTF Renovation & Expansion Project. This upgrade will eventually provide the DISTRICT with the capacity to produce and convey a supply of high-quality effluent that will meet California Title 22 requirements for non-contact irrigation of vineyards and / or indirect recharge to the groundwater aquifer, with an initial average day dry weather flow capacity of 0.325 Million Gallons per Day (MGD) and the capacity for modular expansion of the MBR system to 0.50 MGD in the future. A major component of the project is the integrated Membrane Bioreactor (MBR) / UV Disinfection / Sludge Dewatering treatment system (MBR System). Monsoon Consultants has developed the design parameters and technical specifications for the MBR System, and this component of the project is now ready to proceed to the vendor selection phase. A Request for Proposals (RFP) and Technical Specifications have been prepared for the Pre-Engineered Package Membrane Bioreactor System and is ready for cost proposal solicitation. The Engineers Estimate for the MBR

System, including the Pre-Engineered Package integrated Membrane Bioreactor (MBR) / UV Disinfection / Sludge Dewatering treatment system, with factory testing, installation, start-up, commissioning, and operator training is approximately \$6,800,000. The DISTRICT is working with the USDA and DWR to secure funding for the overall project, including the work to be performed in conjunction with MBR System.

FUNDING:

No funding request is made in conjunction with this item. Funds for covering the cost of publication of the Advertisement for cost proposals are included in the current District Budget.

FISCAL IMPACT

There will be costs associated with the publication of the advertisement for cost proposals Notification will be advertised per District Policy.

PREPARED BY:

APPROVED BY:

Blaine T. Reely

Kelly Dodds

Blaine T. Reely, P.E., District Engineer

Kelly Dodds, Director of Utilities

Attachments: MBR System RFP

**REQUEST FOR PROPOSALS
FOR
SAN MIGUEL COMMUNITY SERVICES
DISTRICT WASTEWATER
TREATMENT FACILITY UPGRADE &
EXPANSION
PRE-ENGINEERED PACKAGE
MEMBRANE BIOREACTOR MUNICIPAL
WASTEWATER TREATMENT SYSTEM**

APRIL 22, 2021



SAN MIGUEL COMMUNITY SERVICES DISTRICT
1150 Mission Street
San Miguel, California 93451

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LIST OF APPENDICES

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- APPENDIX D Operating Cost Forms
- APPENDIX E Preliminary WWTF Site & Piping Plans
- APPENDIX F Technical Specifications



Blaine T. Reely
 April 22, 2021

Instructions to PROPOSER

The San Miguel Community Services District (DISTRICT) is soliciting proposals from qualified vendors to provide, install, test & adjust, start-up, and provide operator training of a pre-engineered package membrane bioreactor (MBR) municipal wastewater treatment system which will be a critical component of the upgrade and expansion of the DISTRICT's Machado Wastewater Treatment Facility (WWTF) and new recycled water ("purple pipe") distribution system. This upgrade will eventually provide the DISTRICT with the capacity to produce and convey a supply of high-quality effluent that will meet California Title 22 requirements for non-contact irrigation of vineyards and / or indirect recharge to the groundwater aquifer, with an initial average day dry weather flow capacity of 0.325 Million Gallons per Day (MGD) and the capacity for modular expansion of the MBR system to 0.50 MGD in the future.

The project is located at 1765 Bonita Place on the northern edge of the community of San Miguel. A Project Location Map is included in Figure 1.

It is anticipated this project may be financed in part through the California Clean Water State Revolving Fund Program (CWSRF), the USDA Rural Development Water & Waste Disposal Loan & Grant Program, and other sources of state and/or federal funding. All products and work provided must meet the requirements for state and federal funding. Applicable prevailing wage laws must be adhered to by the vendor and all sub-contractors and suppliers.

Only properly executed proposals submitted on the forms furnished will be accepted. The DISTRICT reserves the right to reject any or all proposals, to waive any informality, to accept any proposal deemed to be responsive in the best interest of the DISTRICT and reserves the right to re-advertise for new proposals.

All proposals must be received no later than **June 1, 2021, at 2:00PM (PDT)** at the DISTRICT offices which are located at 1150 Mission Street San Miguel, California 93451. By submitting a proposal for the requested services, each Offeror is certifying that it is a qualified business entity, and its proposal complies with regulations and requirements stated within the Request for Proposals.

A Pre-Proposal Conference will be held on **May 19, 2021, at 10:00AM (PDT)** at the DISTRICT offices which are located at 1150 Mission Street San Miguel, California 93451. For any firm that intends to submit a proposal, attendance at the Pre-proposal conference is mandatory. A site walk will be led by DISTRICT personnel immediately after the Pre-Proposal Conference.

EQUAL EMPLOYMENT OPPORTUNITY: All qualified Offeror's will receive consideration of contract(s) without regard to race, color, religion, sex or national origin, ancestry, age, physical and mental handicap, serious medical conditions, disability, spousal affiliation, sexual orientation, or gender identity.

Request for proposals will be available by contacting Kelly Dodds, Director of Utilities at 1150 Mission Street San Miguel, California 93451, by telephone at (805) 467-3388, or by email at kelly.dodds@sanmiguelcsd.org. RFP's will also be available for via the DISTRICT website at www.sanmiguelcsd.org.

PROPOSALS RECEIVED AFTER THE DATE AND TIME SPECIFIED ABOVE WILL NOT BE CONSIDERED AND WILL BE REJECTED BY THE DISTRICT.

Project Information

The DISTRICT proposes to upgrade/expand its current WWTF to produce effluent that will meet or exceed permitting requirements per the Regional Board and Title 22 requirements as a non-edible contact irrigation source. When the new WWTF comes online, the SMCSD will be able to supply treated effluent to large vineyard operations in the immediate vicinity of the SMCSD, as well as potentially provide irrigation water supplies to parks, schools, HOA's, and residential / commercial water users within the SMCSD boundary. This treated effluent supply (via a "purple pipe" distribution system) will directly offset the use of fresh groundwater, thereby decreasing the amount of groundwater being pumped from the Paso Robles Subbasin, not only by the SMCSD but also by adjacent vineyard operations.

The MBR System will receive the influent wastewater from dedicated pumps at a new influent lift station (not a part of this proposal), provide treatment, and send the treated effluent to a new UV disinfection system, where it will be disinfected before being discharged to the new recycled water pump station (not a part of this proposal). Biosolids from the MBR System shall be dewatered and conveyed into a DISTRICT supplied roll-off dumpster for transport to the landfill. The new UV disinfection system will be provided and installed by the MBR System as part of this project.

The MBR System will include mechanically-cleaned fine screens, anoxic tanks with mixers, aerobic tanks with fine-bubble diffusers, immersed wastewater membranes arranged in modular units, permeate system, air blower system, air compressor system, variable frequency drives, waste activated sludge pump(s), membrane cleaning equipment, all piping, pumps, and valves, electrical, instrumentation and wiring, local control panel, programmable logic controller (PLC) and human machine interface (HMI), stairs, platforms, and all other equipment needed to operate the package MBR treatment system reliably and according to design criteria.

As part of the MBR System, the Proposer will provide a new pre-engineered system for the disinfection of treated effluent which shall be accomplished by enclosed, low pressure, Ultraviolet (UV) unit(s) installed on the permeate lines prior to the recycled water pump station. A Pre-validated California T-22 unit shall be provided. This UV disinfection system shall be integrated and installed on the pre-engineered package MBR System.

In addition, the Proposer shall provide a pre-engineered package biosolids dewatering system. The dewatering system shall include a dewatering press, feed pump and polymer system, aeration system and liquid storage tank. This will all be monitored and controlled by the SCADA system, provided by the packaged plant supplier. Dewatered sludge will fall from the press by gravity into the customer supplied roll-off dumpster or equivalent container for disposal. This biosolids dewatering system shall be supplied, integrated and installed as part of the pre-engineered package MBR System vendor.

The MBR System, including the UV disinfection and biosolids dewatering systems shall be equipped with a new control system and control panel integrating all equipment in the vendor supplied "package" treatment system. The control system shall be connected to and integrated into the DISTRICT's SCADA system.

MBR System

The package MBR Treatment System (MBR System) shall consist of, but not limited to, the following systems and all equipment, interconnecting piping, conduit, electrical and controls wiring, and instrumentation necessary to provide a package MBR Wastewater Treatment System as indicated herein.

General:

All equipment shall be comprised of materials that are suitable for use in a municipal wastewater treatment plant environment. All component parts must be identifiable with original manufacturer tags and/or nameplates intact upon MBR System startup.

Influent and effluent pipelines, along with electrical power and control conduits to the MBR System will be installed by others. All incoming piping and conduits for the MBR treatment system from the influent tie in location to the effluent tie in locations shall be included as part of the "package". The MBR System vendor shall coordinate with the DISTRICT Engineer to ensure that all influent, effluent, power supply, controls and other points of connections are properly installed and connected.

Layout of equipment shall be such that equipment which must be maintained or lifted for maintenance is accessible by a utility truck, except for the inlet screen and membranes.

All tanks shall be provided with stainless steel and aluminum catwalks and stairs, of 3' minimum width, on at least one side.

Delivery of "package" system shall be such that all equipment and tankage shall arrive on-site either skid-mounted and/or pre-assembled such that the required field installation work shall be limited to piping, electrical, and controls connections between skids, and shall not include the setting of equipment, valves, or other components. Isolation valves for pumps and blowers shall be pre-plumbed to reduce field installation time. The proposer shall demonstrate compliance with this requirement as part of the proposal by supplying general arrangement and section views of their proposed packaged plant.

Screens: MBR System shall be equipped with two fully redundant 2 mm fine screens to remove solids from the flow stream that could damage the membranes. The screens shall be mechanically cleaned and installed prior to entering the MBR process. Materials removed from the system by the screens are collected for removal and disposal in a solid waste container to be provided by the DISTRICT. The screens shall have a robust washing system for removal of organics from the screenings material. Additionally, a continuous bagging system is required to contain the screenings and reduce potential odors.

Membranes: Consisting of membranes/cartridges and modules/cassettes, and all related piping, valving, and lifting equipment and assemblies. Membranes shall be hollow fibers in separate strands or groups of strands with an outside-in flow configuration, designed for immersion in the mixed liquor.

Permeate System: Including permeate pumps, back pulse pumps (if required), associated piping/valving, turbidimeters (one per membrane train) and all ancillary equipment. The MBR EQUIPMENT SUPPLIER shall provide a total of one (1) duty permeate pump for every membrane cassette.

Aeration and Air Scour System: Air diffusers, blowers, associated piping/valving and all ancillary equipment and controls. The MBR EQUIPMENT SUPPLIER shall be responsible for all air piping located inside the package MBR system. Two (2) redundant fully connected standby blowers shall be provided for the air scour system. The blowers shall be controlled through SCADA from the MBR Operational Screen and equipped with an isolation valve, pressure relief valve, pressure gauge, check valve and associated appurtenances.

Clean-In-Place (CIP) System: Membranes shall be equipped with in-basin CIP systems including chemical dosing tanks, piping/valving, feed pumps and all ancillary equipment. DISTRICT will provide chemical storage tanks for each required chemical.

Process Control System: Including motor control center (MCC), process control panels, motor starters, control station local control panels for equipment within scope of supply, software programming, and all process monitoring equipment such as turbidity meters, differential pressure transducers, pressure transmitters, flow meters, temperatures probes, dissolved oxygen (DO) probes, automatic valves, and level measuring devices, as necessary. The equipment provided as vendor supplied "package" treatment system will be operated with an all-inclusive process controls package, with touchscreen Human Machine Interface (HMI) for monitoring, control of, and make adjustments to, the entire treatment process. Remote access to the HMI shall be provided via the internet using a secure, password-protected platform. Programming software must be left open to the customer for future modification if necessary. If programming software is password protected, the master password must be shared with the Owner and clearly documented in a separate manual for future use by the DISTRICT.

Waste Activated Sludge Pump: The MBR System shall be equipped with a solids-handling pump capable of transporting waste activated sludge from the system to the biosolids dewatering system.

Stainless Steel Tanks and Equipment Skids: Type 304 Stainless Steel tanks and equipment skids to house the equipment, instrumentation, and control panels, and to provide the wastewater treatment (anoxic basin, aeration basin, MBR basin, etc.).

UV Effluent Disinfection System

The package MBR Treatment System (MBR System) shall include a low-pressure integrated Ultraviolet (UV) effluent disinfection system which shall consist of, but not limited to, the following systems and all equipment, interconnecting piping, conduit, electrical and controls wiring, and instrumentation necessary to provide an integrated package MBR Wastewater Treatment System as indicated herein. A Pre-validated California T-22 unit(s) shall be provided. The UV will be integrated and installed as part of the MBR System. The UV system is to include an in-situ lamp chemical wiping mechanism to minimize the need to remove lamps for manual cleaning. An integrated UV cooling loop system is required for the UV skid. The duplex UV units which are each rated for the PHF must be fully integrated on an equipment skid with all electrical, controls, piping, valves, fittings, cooling pumps, for a fully automated system which requires only inlet/outlet connections by the contractor to be made. UV units to be integrated onto Stainless Steel skids only.

Biosolids Dewatering System

The package MBR Treatment System (MBR System) shall include an integrated biosolids (i.e. sludge) dewatering system which shall consist of, but not limited to, the following systems and all equipment,

interconnecting piping, conduit, electrical and controls wiring, and instrumentation necessary to provide an integrated packaged sludge handling system.

The biosolids dewatering system shall include a dewatering press, feed pump and polymer system, aeration system and stainless-steel liquid storage tank. This operation and controls of the biosolids dewatering system shall all be integrated into the MBR System control system and DISTRICT SCADA system. The sludge dewatering equipment shall have the capacity to produce a dewatered sludge with a minimum 20% solids. Dewatered sludge will fall from the press by gravity into the DISTRICT supplied roll-off dumpster or equivalent container for disposal and subsequent transport to the landfill.

MBR System Design Criteria

Influent wastewater flow characteristics and design criteria for the MBR System are summarized in **Tables 1-1 1-2, and 1-3.**

TABLE 1-1 MBR System Flow and Quality Design Criteria		
Constituent	Value	Unit
Average Annual Flow (AAF)	325,000	gpd
Maximum Daily Flow (MDF)	487,500	gpd
Peak Daily Flow (PDF)	650,000	gpd
Peak Hour Flow (PHF)	900	gpm
(BOD5) Concentration	350	mg/l
(BOD5) Loading (AAF) after 2 mm screen	937	lbs/day
TSS Concentration	350	mg/l
TSS Loading (AAF) after 2 mm screen	863	lbs/day
TKN Concentration	37	Mg/l
TKN Loading (AAF) after 2 mm screen	100	lbs/day
pH	6.5-7.5	mg/l
Temperature	59	F

TABLE 1-2 WWTF INFLUENT QUALITY		
Constituent	Range	Unit
BOD5	200-450	mg/l
TSS	100-450	mg/l
TKN	60-105	mg/l
NH3	40-85	mg/l
pH	6.5-7.8	
TURBIDITY	30-70	NTU

TABLE 1-3 WWTF MBR EFFLUENT QUALITY		
Constituent	Range	Unit
BOD5	<10	mg/l
TSS	<10	mg/l
TKN	<10	mg/l
NH3	<5	mg/l
TOTAL COLIFORM	2	MPN/100ml
DISSOLVED OXYGEN	>1	mg/l
TURBIDITY	<.2	NTU

Future Expansion

The package MBR Treatment System (MBR System), including fine screening, UV effluent disinfection and biosolids management components, shall be designed and configured to permit the modular expansion of the system to meet the following flow and quality design criteria:

TABLE 1-4 MBR System Flow and Quality Design Criteria (Future)		
Constituent	Value	Unit
Average Annual Flow (AAF)	500,000	gpd
Maximum Daily Flow (MDF)	750,000	gpd
Peak Daily Flow (PDF)	1,000,000	gpd
Peak Hour Flow (PHF)	1390	gpm
(BOD5) Concentration	350	mg/l
(BOD5) Loading (AAF) after 2 mm screen	1441	lbs/day
TSS Concentration	350	mg/l
TSS Loading (AAF) after 2 mm screen	1328	lbs/day
TKN Concentration	37	Mg/l
TKN Loading (AAF) after 2 mm screen	245	lbs/day
pH	6.5-7.5	mg/l
Temperature	59	F

Shop Drawings

The DISTRICT will authorize the successful MBR System vendor to prepare a detailed set of shop drawings and equipment supply lists for the engineer to incorporate into their design and the construction documentation package. The shop drawings will be used by the DISTRICT to coordinate the design of all related WWTF component designs to ensure that the MBR system is properly integrated into the overall WWTF design.

During the design phase and prior to the start of equipment fabrication, the MBR System vendor shall submit satisfactory shop drawings (PDF Format) to the DISTRICT for review. The DISTRICT reserves the right to review each shop drawing submittal for up to thirty (30) calendar days. Shop drawing review time shall only include time expired while shop drawings are in DISTRICT'S possession. Shop drawings shall be revised and resubmitted if directed by the DISTRICT. Shop drawings and other submittals shall be in accordance with Section 013001 – SUBMITTALS and requirements of the equipment specification sections (Appendix H).

The quality and completeness of the shop drawings shall be such that no more than two submittals (initial submittal plus one re-submittal) are required. For additional submittals beyond this, the MBR EQUIPMENT SUPPLIER may be asked to reimburse the cost of handling and DISTRICT ENGINEER'S reviews.

Engineering Support: The MBR System vendor shall provide design assistance, necessary drawings and sketches, and review design drawings during the design and construction documentation phases of the project. All costs for these engineering support services and shop drawing preparation / submittals shall be borne by the MBR System vendor and no separate payment shall be made to the MBR System vendor by the DISTRICT for this work.

Factory Testing, Equipment Delivery, Installation, Start-Up & On-Site Testing

The MBR System vendor shall be responsible for the satisfactory factory acceptance testing, off-loading, storage, and installation of all of the MBR System components at the WWTF. The MBR System vendor shall also perform the factory testing, start-up, commissioning, performance testing, programming, and testing of the MBR System supplied. Factory testing shall be witnessed by the DISTRICT. The MBR System vendor shall provide all travel and lodging for two (2) DISTRICT representatives and the DISTRICT Engineer to any testing location located more than 2-hours travel time (one way) by vehicle from the DISTRICT. Witnessed factory testing shall be for at least 6 hours of continuous error free operation. The requirements for start-up, operations, troubleshooting, and maintenance of all MBR System components shall be clearly described in the MBR System Vendor supplied Operations & Maintenance Manual. The MBR System vendor shall prepare all provided equipment so it will operate properly and safely and be ready to demonstrate functional integrity during the Demonstration Period. Procedures include but are not necessarily limited to the following:

Test or check and correct deficiencies of:

- (a) Power, control, and monitoring circuits for continuity prior to connection to power source.
- (b) Voltage of all circuits.
- (c) Phase sequence.
- (d) Cleanliness of connecting piping systems.
- (e) Alignment of connected machinery.
- (f) Vacuum and pressure of all closed systems.
- (g) Lubrication.
- (h) Valve orientation and position status for manual operating mode.
- (i) Pumping equipment using clean water flow.
- (j) Instrumentation and control signal generation, transmission, reception, and response. Coordinate with Owner for Owner-provided alarm and controls integration.
- (k) Tagging and identification systems.

- All equipment: Check for proper connections, alignment, calibration and adjustment.
- Calibrate all safety equipment.
- Manually rotate or move moving parts to assure freedom of movement.
- "Bump" start electric motors to verify proper rotation.
- Perform other tests, checks, and activities required to make the equipment ready for Demonstration Period.
- DISTRICT WWTF Operator Training: Conduct all personnel training after completion of Equipment Startup for the equipment for which training is being conducted.

Field Training Requirements

After the MBR System is successfully delivered, installed and started-up, tested and adjusted, the MBR System vendor shall provide training for the DISTRICT's WWTF operators in the proper operation, maintenance, troubleshooting and repair of the MBR System. The DISTRICT expects that most of the training will occur on-site, although where it is deemed appropriate by the DISTRICT, some training may occur at the MBR System vendor's facility or virtually. The MBR System training requirements shall be as follows:

- Training shall be a minimum of 5 workdays.

- Notify each manufacturer specified for on-site training that the Owner reserves the right to video record any or all training sessions. Organize each training session in a format compatible with video recording.
- Training instructor: Factory trained and experienced with giving both classroom and "hands-on" instructions on the specific equipment installed.
- Training instructors: Be on time. Session beginning and ending times to be coordinated with the Owner and indicated on the schedule.
- Provide sufficient instruction materials, samples, and handouts for those in attendance.
- In the on-site training sessions, cover the information required in the Operation and Maintenance manuals and as follows:
 - Operation of equipment.
 - Lubrication of equipment.
 - Maintenance and repair of equipment.
 - Troubleshooting of equipment.
 - Preventive maintenance procedures.
 - Adjustments to equipment.
 - Inventory of spare parts.
 - Optimizing equipment performance.
 - Capabilities.
 - Operational safety.
 - Emergency situation response.
 - Takedown procedures (disassembly and assembly).
- Maintain a log of training provided including: Instructors, topics, dates, time, and attendance.
- Complete the filing of all required submittals:
 - Shop drawings.
 - Operation and Maintenance Manuals.
 - Training material.
- Conduct quarterly visits and follow-up training by the MBR System Supplier's Technicians (a product representative is not acceptable) during the warranty period.

Demonstration Period

General:

- Demonstrate the functional integrity of the mechanical, electrical, and control interfaces of the respective equipment and components comprising the facility as evidence of Substantial Completion.
- Duration of Demonstration Period: 72 consecutive hours.
- If, during the Demonstration Period, any equipment or system fails or is inoperative, the demonstration of functional integrity will be deemed to have failed. In the event of failure, a new Demonstration Period will recommence after correction of the cause of failure. The new Demonstration Period shall have the same requirements and duration as the Demonstration Period previously conducted.
- Conduct the demonstration of functional integrity under full operational conditions while meeting effluent discharge parameters as listed in Table 1-3.
- Owner will provide operational personnel to provide process decisions and input affecting plant performance. Owner's assistance will be available only for process decisions. Contractor will perform all other functions including but not limited to equipment operation and maintenance until successful completion of the Demonstration Period.

- Owner reserves the right to simulate operational variables, equipment failures, routine maintenance scenarios, etc., to verify the functional integrity of automatic and manual backup systems and alternate operating modes.
- Owner reserves the right to operate any equipment during the period between substantial completion and final acceptance, while the MBR System vendor shall be permitted to make final repairs on items which do not impede the performance of the facility.
- Time of beginning and ending any Demonstration Period shall be agreed upon by Contractor, Owner, and Engineer in advance of initiating Demonstration Period.
- Throughout the Demonstration Period, provide knowledgeable personnel to answer Owner's questions, provide final field instruction on select systems and to respond to any system problems or failures which may occur.
- Provide all labor, supervision, subcontractors, utilities, maintenance, equipment, vehicles, or any other item necessary to operate and demonstrate all systems being demonstrated.
- Owner to provide any and all chemicals necessary for startup period.
- Upon successful completion of Demonstration Period, Engineer will endorse certificate attesting to the successful demonstration, and citing the hour and date of the successful Demonstration Period of functional integrity as the effective date of Substantial Completion.

CONTRACTOR'S GENERAL WARRANTY AND GUARANTEE

- All equipment shall be guaranteed against defects in material and workmanship for a period of one year from the date of Owner's final inspection and acceptance to the effect that any defective equipment shall be repaired or replaced without cost or obligation to the Owner.
- Vendor warrants and guarantees to Owner that all Work will be in accordance with the Contract Documents and will not be defective. Engineer and its officers, directors, members, partners, employees, agents, consultants, and subcontractors shall be entitled to rely on representation of Contractor's warranty and guarantee.
- Vendor's warranty and guarantee hereunder excludes defects or damage caused by:
 - Abuse, modification, or improper maintenance or operation by persons other than Vendor, Subcontractors, Suppliers, or any other individual or entity for whom Vendor is responsible; or Normal wear and tear under normal usage.

INSTRUCTION (OPERATIONS AND MAINTENANCE) MANUALS

- The manufacturer's instruction, or O&M, manuals required by these Specifications shall be specific to this project and to the equipment being furnished.
- It is the intent that the instruction manuals be a complete document on the respective equipment item(s), independent of any separate shop drawing submittals, for the information and use by operation and maintenance personnel. As such, the manuals shall contain at a minimum, all approved shop drawing data necessary to describe the respective equipment and conform to the requirements of these Contract Documents, wiring diagrams and detailed circuit operation description, and performance curves and data.
- The index furnished for each manual shall address all of the content categories to facilitate their being located by the reader. Categories which are considered to be not applicable or not required shall be identified as such in the index.
- For each class of equipment or machinery identify the name, address and telephone number of the manufacturer, supplier and closest authorized service organization or company. Include this information at the beginning of each respective equipment manual.

- Include operations and maintenance manuals for individual components as appendices to the overall system manual.

PRE-SELECTION SUBMITTAL REQUIREMENTS

It is the intent that the DISTRICT will award a pre-selection to a MBR System vendor for the design, fabrication, delivery, installation, start-up, testing, and DISTRICT operator training of the complete MBR System package.

The DISTRICT will be contracting with an independent GENERAL CONTRACTOR, to be selected separately, who will have responsibility for the overall WWTF renovation & expansion project. Coordination between the selected MBR System vendor and the WWTF GENERAL CONTRACTOR is required and shall be included in the Proposal Price.

- The selected MBR System vendor shall assist the DISTRICT during the detailed design of the WWTF treatment processes, electrical and SCADA / process controls for integration of the MBR System into the overall WWTF renovation & expansion project design. Assistance shall consist of confirming the sizing and configuration of facilities, suppliers for ancillary equipment, power requirements and control interfaces with the overall plant facilities.
- To be considered as an approved MBR System vendor for the SMCSO Machado WWTF MBR, a vendor shall submit a pre-selection submittal for review by the DISTRICT by the date and time specified in the Pre-selection Submittal Notice. Pre-selection packages received after this submittal deadline will not be considered. The pre-selection submittal shall demonstrate the Vendor's ability to meet the requirements of this RFP. All proposers shall be a Contractor licensed in the State of California, registered with the CA Department of Industrial Relations (DIR) and with the U.S. Government System for Award Management (SAM). The pre-selection submittal shall include the following information, in the order provided:
 - Vendor Firm Information
 - Vendor Firm's Name, indicating whether Firm is a corporation, partnership, sole proprietor, or other arrangement.
 - Primary contact person of the Firm, including full name, address, telephone number, and email address, address/location of company/offices.
 - Brief description of Vendor's firm, including services provided, and link to available company web site.
 - Copies of all applicable / required valid Contractors Licenses issued by the State of California to perform the work required as described in this RFP.
 - Experience Qualifications
 - Statement that the Vendor has been designing and fabricating stainless steel wastewater pre-packaged MBR plants, Stainless

Steel Packaged Sludge Handling systems and Packaged UV systems of similar nature as defined in this Section, for a minimum of Ten (10) years under current business name, Ownership and Management Team. Installing other vendors packaged plants does not meet the criteria for designing, fabricating and supplying stainless steel packaged plants and appurtenant equipment.

- Provide a list of three (3) municipal wastewater treatment facilities using Vendor's proposed stainless steel pre-packaged treatment technology which also includes stainless steel pre-packaged sludge handling systems. Experience listed should currently be in operation or have been in operation within the past 5 years. Include the name, contact person, telephone, email address. Vendor's references shall be for facilities of comparable size, complexity and scope of the DISTRICT's Machado WWTF MBR with similar influent loading, using comparable equipment to that specified for the Machado WWTF MBR. Provide copies of the Waste Discharge Requirements (WDRs) or summary of effluent limits for each referenced facility, and a minimum of 12 months operating data or statement of compliance demonstrating such compliance with the WDRs. References shall be of similar nature for process design, size, and equipment scope.
 - Provide the Vendors contact information for the Process Engineer for the above project projects and confirm that Process Engineer is still employed by the Vendor.
- Technical Information
 - Overall process description describing equipment along with solids and liquid handling requirements.
 - Piping and Instrumentation Diagram and Process Flow Diagram, including all equipment included in
 - the scope of supply specified in this spec section. Include a process control description explaining how the system will be controlled to meet the specified effluent requirements.
 - Dimensioned drawings depicting proposed layout of process equipment on site.
 - Equipment list outlining detailed equipment specifics, such as motor size, for each piece of equipment supplied in the treatment system package.
 - Design calculations showing HRT, AOR, SOR, and blower sizing calculations.
 - Energy calculations during operation using the design criteria identified in Table 1-1.
 - Technical data sheets for packaged components such as pumps, blowers, valves, instrumentation, and controls.
 - A complete list of exceptions to the specifications.

- Equipment Lead Time from receipt of order to shipping to site.
- Maintenance schedule including recommended spare parts for 1 year and 5 years operation.

DISTRICT SELECTION OF PREFERRED VENDOR

DISTRICT and DISTRICT Engineer will promptly review the proposal materials from each qualified proposer within 14 calendar days after bid opening.

A. Selection of equipment vendor will be based to responsive and responsible bidder submitting the bid that the DISTRICT deems the best overall value, regardless of price, which complies with the plans, specifications, and conditions of the Contract Documents.

B. DISTRICT and DISTRICT Engineer reserve the right to contact any vendor who submitted a bid to clarify any portions of their submittal deemed necessary to validate that the proposed equipment meets the specifications. Any additional information requested of a vendor shall be submitted within 24 hours of the request. Failure to provide requested information within the 24-hour period shall have the bid determined as non-responsive and shall not be considered for further action.

C. The contract will be granted to the responsible bidder submitting the bid which the DISTRICT deems the best overall value, regardless of price, which complies with the plans, specifications, and conditions of the Contract Documents. The bidder to whom the selection is made will be notified at the earliest practicable date. The DISTRICT reserves the right to reject any and all bids and to waive any informality in bids received whenever such rejections or waivers are in the interest of the DISTRICT.

Selection of an MBR System vendor may not be made unless sufficient funding is available. The DISTRICT's anticipated administrative and operation & maintenance costs may be used as a factor in the evaluation of bids and determination of selection.

D. The DISTRICT expressly reserves the right to reject any Vendor's submittal if it determines, at its sole discretion, that the business and technical organization, equipment, financial and other resources or other experience of the Vendor is not sufficiently qualified for the work proposed upon and, therefore, justifies such rejection.

Requirements for PROPOSAL

Anticipated Project Schedule

Following is the anticipated project schedule including Final Design, Bid Phase and Construction. Please note that this represents the anticipated schedule and is subject to change.

ITEM	Start Date	End Date
MBR System Vendor Selection	4/22/2021	8/26/2021
Advertise RFP for Packaged MBR System	4/22/2021	6/30/2021
Review Proposals for Packaged MBR System	7/1/2021	7/16/2021
Negotiate Contract with Top Ranked Proposer	7/19/2021	7/30/2021
Contract Review and Board Authorization	8/1/2021	8/26/2021
Final Design	8/30/2021	9/30/2022
Equipment Submittals	8/30/2021	10/1/2021
Draft Final Plans, Specifications, and Cost Opinion	10/4/2021	12/3/2021
District Review	12/6/2021	12/31/2021
Final Plans, Specifications, and Cost Opinion	1/3/2022	2/11/2022
Fabrication / Factory Testing / Installation / Start-Up / Operator Training	4/4/2022	9/30/2022

Project Specifications

It is the responsibility of the MBR System vendor to ensure they are in possession of complete and current sets of the Proposal Documents and Project Specifications and to ensure they have acknowledged receipt of the RFP documents. For inquiries, See Section 2.3.

Inquires

The DISTRICT will receive inquiries from MBR System vendors by way of a formal process.

All inquiries about the Work or the Proposal Documents shall be directed, in writing by mail or email, and received by the District least ten (10) business days before the Submission Deadline. If sent by email; vendors who submit an inquiry by email should confirm that the email has been received by the DISTRICT. Inquiries received after this date may not be answered. Written inquiries must be directed to: Kelly Dodds, Director of Utilities at PO Box 180 San Miguel, California 93451, or by email at kelly.dodds@sanmiguelcsd.org.

If the DISTRICT, in its sole discretion, determines that an inquiry will be of interest to all MBR System vendors, it will be communicated in writing to all MBR System vendors by way of addendum. The source of the inquiry will be kept confidential.

ALL QUESTIONS MUST BE RECEIVED ON OR BEFORE May 24th, 2021, 2:00PM PDT.

Proposal Addenda

The DISTRICT may extend the Submission Deadline by issuing an addendum at any time before the Submission Deadline or before the date and time previously specified in any addendum extending the Submission Deadline.

Where an error, discrepancy, or omission in the Proposal Documents has been found, or where the DISTRICT determines that the Proposal Documents require clarification, DISTRICT will issue an addendum that addresses the error, discrepancy, omission, or ambiguity.

MBR System vendors are responsible for ensuring that they have received all addendums and that they have considered the effect of such addenda in formulating their Proposal. MBR System vendors must acknowledge having received each addendum in their Proposal. MBR System vendors should acknowledge having received each addendum and the date on which each was received, in the space provided in the Proposal Form for this purpose. Failure to acknowledge receipt of an addendum may render a Proposal non-responsive. If a Proposal is submitted before an addendum is issued, the DISTRICT will accept an emailed acknowledgement, provided the acknowledgement is submitted before the Submission Deadline. MBR System vendors who submit an acknowledgement by email should confirm that the email has been received by the DISTRICT.

Proposal Amendments (including amendments to Proposal amounts only)

MBR System vendors may amend Proposals submitted prior to the Submission Deadline (including amendments to the amounts in the Schedule of Prices) by submitting an amendment clearly identifying the change or by submitting a new Proposal that clearly indicates that it is to replace the Proposal previously submitted by the MBR System vendor.

All amendments to a submitted Proposal must be in writing, submitted on the MBR System vendors letterhead, signed by the person(s) who signed the Proposal Form, and must be submitted to the DISTRICT by:

- i) mail or delivery to: Kelly Dodds, Director of Utilities at PO Box 180 San Miguel, California 93451.
- ii) email to: kelly.dodds@sanmiguelcsd.org.

If MBR System vendor wish to submit an amendment to the amount(s) in the Schedule of Prices only (without submitting a new Proposal to replace the Proposal previously submitted by the MBR System vendor), and wish to submit the amendment by email, the amendment to the amount(s) in the Schedule of Prices must not reveal the original amount(s) or the revised amount(s). The amendment must only state the amount(s) to be added or deducted from the original amount(s) in the Schedule of Prices.

It will be solely the responsibility of the MBR System vendor to ensure that any amendment is received prior to the Submission Deadline.

The DISTRICT will not accept responsibility for the content of amendments, or amendments that are, for any reason, not received, are delayed, illegible or otherwise improperly received. The DISTRICT may disregard amendments that are improperly received.

Withdrawal of Proposal

MBR System vendors may withdraw a Proposal submitted in response to this Request for Proposals by

submitting a request to withdraw in writing to the DISTRICT by no later than the Submission Deadline.

All requests to withdraw a submitted Proposal must be in writing, submitted on the MBR System vendor letterhead, signed by the person(s) who signed the Proposal Form, and must be submitted to the DISTRICT by:

- i) mail or delivery to: Kelly Dodds, Director of Utilities at PO BOX 180 San Miguel, California 93451.
- ii) email to: kelly.dodds@sanmiguelcsd.org.

It will be solely the responsibility of the MBR System vendor to ensure that a request to withdraw is received prior to the Submission Deadline.

Substitutes as Approved Equals

The Work is based on the equipment, treatment process, material, or methods (including make, model or trade name or catalogue reference) specified in the Technical Specifications.

Substitutions as an “approved equal” shall only be allowed if application has been made to and prior approval has been granted by the DISTRICT in writing.

Requests for approval of a substitute as an approved equal will not be considered unless received in writing by the DISTRICT at least fifteen (15) business days before the Submission Deadline.

MBR System vendors shall ensure that any and all requests for approval of a substitute as an approved equal:

- i) Provide sufficient information and details to enable the Engineer to determine the acceptability of the Equipment, Material or method as an approved equal; and
- ii) Certify that the substitute will fully perform the functions called for by the general design, be of equal or superior substance to that specified, is suited to the same use and capable of performing the same function as that specified and can be incorporated into the Work, strictly in accordance with the proposed construction schedule and the dates specified in the Proposal Form for Substantial Performance.

The DISTRICT, after assessing the request for approval of a substitute, may in their sole discretion grant approval for the use of a substitute as an approved equal or may refuse to grant approval of the substitute.

The DISTRICT will provide a response in writing, at least five (5) business days prior to the Submission Deadline, only to the MBR System vendor who requested approval of the substitute as an approved equal. The MBR System vendor requesting and obtaining the approval of a substitute shall be entirely responsible for disseminating information regarding the approval to any person or persons they wish to inform.

If the DISTRICT approves a substitute as an approved equal, any MBR System vendor may use the approved equal in place of the specified item.

Private Opening of Proposals

Proposals shall be opened privately and scored by the DISTRICT and DISTRICT Engineer.

Proposal Submission

Each MBR System vendor shall submit one (1) hard copy and one (1) electronic copy on a USB drive of the proposal (in pdf format) and shall include two (2) copies of the Financial proposal in a sealed envelope. Emailed copies of the proposal shall not be permitted.

Proposal packet should be clearly marked as follows:

Title: San Miguel Community Services District Wastewater Treatment Facility Pre-Engineered Package MBR System Proposal (DO NOT OPEN)

Attn: Kelly Dodds, Director of Utilities

The Proposal submission must consist of the following two separate components, using the forms and information provided herein:

- Technical Proposal
 - Appendix B – Previous Installation Forms
 - Appendix C – Technical Data Forms
- Financial Proposal
 - Appendix A - Proposal Form
 - Appendix A - Schedule of Prices
 - Appendix A - Agreement to Bond
 - Appendix D – Operating Costs Forms

The Technical proposal shall contain all written correspondence from the DISTRICT approving any substitutions.

The Financial Proposal shall be submitted in a separate sealed envelope within the main proposal packet. With the name of the MBR System vendor and Project Title and Financial Proposal clearly marked.

Deadline

The proposals shall be received at the DISTRICT offices, located at 1150 Mission Street San Miguel, California 93451, no later than **2:00PM (Pacific Daylight Time) on Tuesday, June 1, 2021.** Proposal should be clearly marked as follows:

**Title: San Miguel Community Services District Wastewater Treatment Facility
Pre-Engineered Package MBR System Proposal (DO NOT OPEN)**

MBR System Vendor Name / Address / Telephone Number

Delivery

Proposals are to be mailed or delivered to the following address:

Mailing Address:

San Miguel Community Services District
PO Box 180
San Miguel, CA 93451
Attn: Kelly Dodds, Director of Utilities

Physical Delivery Address:

San Miguel Community Services District
1150 Mission Street
San Miguel, CA 93451

Proposals submitted by facsimile transmission (fax) or email will not be accepted.

Proposals must be received no later than the Submission Deadline at the above address. Proposals received after the Submission Deadline will not be accepted and will be returned to the MBR System vendor unopened.

Proposals must consist of the components as further described in this RFP and should be submitted in a sealed envelope or package, clearly marked on the outside with the name and address of the MBR System vendor and Project Name.

It is solely the MBR System vendor's responsibility to ensure that the MBR System vendor Proposal is received at the designated location prior to the Submission Deadline.

Proposal Form

The MBR System vendor must complete the Proposal Form (using Proposal Forms in **Appendix A**), making all required entries.

No change shall be made in the wording of the Proposal Form.

The Proposal Form must be signed and dated by the MBR System vendor. The name and official capacity of the person(s) signing the Proposal Form must be printed below the signature(s).

The Financial Proposal Form shall be submitted in a separate sealed envelope with the name of the project and the company submitting the proposal clearly marked on the envelope.

In the case of a discrepancy between the Request for Proposal (RFP) document issued by the DISTRICT and the proposal submitted by the MBR System vendor, the RFP shall govern, unless specifically stated as an exception taken to the RFP document. The DISTRICT shall not be held responsible for failure to provide the minimum standard as established and required by the RFP.

Schedule of Prices

MBR System vendors must complete the Schedule of Prices (using Proposal Forms in **Appendix A**) by showing:

- A unit price for each item for which a quantity is given;
- A lump sum price for each lump sum item given; and
- The total Proposal price.
 - Prices shall be quoted in US funds.
 - The unit or lump sum prices quoted shall be all inclusive, and shall include:
 - The cost of the various items of Work as set forth in the Contract;
 - The cost to furnish all Materials (except as otherwise provided in the Contract);
 - The cost to furnish all equipment, labor, transportation, and

- incidentals necessary for the proper completion of the Work which the MBR System vendor is required to do in accordance with the terms and conditions of the Contract; and
- All insurance, Worker's Compensation, Vendor overhead & profit, and all other charges, costs, and assessments.
- The quantities for which payment are made will be based on the Work actually performed and completed by the MBR System vendor, as measured and determined by the DISTRICT in accordance with the applicable Specifications, Measurement and Payment provisions and the General Conditions.
 - The DISTRICT reserves the right to include an Extra Work Allowance in the Schedule of Prices in an amount specified by the DISTRICT. If an Extra Work Allowance is included, MBR System vendor shall include it in the total Proposal price. The Extra Work Allowance shall be used to account for payment for Changes in the Work, if any, in accordance with the General Conditions for Supply Contracts.

Qualifications of MBR System Vendor

As part of its evaluation of the Proposals, the DISTRICT may require MBR System vendor to submit the following additional information:

- Proof that the MBR System vendor is financially capable of carrying out the terms of the Contract;
- Proof that the MBR System vendor has successfully carried out works of a similar nature or is fully capable of performing the Work in accordance with the Contract and Equipment Technical Specifications in **Appendix H**;
- Any other information requested by the DISTRICT.

MBR System vendor must be prepared to submit, within five (5) business days of a request by the DISTRICT, proof satisfactory to the DISTRICT of the qualifications of the MBR System vendor as listed above.

Failure to provide the information requested by the DISTRICT within time frame set out may result in the Proposal being considered non-responsive in accordance with these documents.

Irrevocable Proposals

Proposals shall be irrevocable and open for acceptance for the time period specified on the Proposal Form.

The acceptance by the DISTRICT of any Proposal shall not release the next lowest evaluated responsive Proposal and this MBR System vendor shall be bound by its Proposal on such Work for the time period specified on the Proposal Form.

Cost of Proposal

Costs incurred in the preparation, presentation and submission of a Proposal shall be borne entirely by the proposing MBR System vendor.

Proposal Evaluation Method

MBR System vendors are urged to respond to each category using detailed lists, contact information, spread sheets, diagrams, and other information such as historical endorsements, signed and sealed

guarantees, Gantt charts, and like documents to fully illustrate their capability. The evaluation will be based entirely on the submitted documentation.

Review is based upon the DISTRICT's assessment of the MBR System vendor's demonstrated knowledge and experience. In general, the MBR System vendor must demonstrate that it, and the individuals who will be involved, are qualified and capable of conducting and completing the Work.

Evaluation Criteria

Proposals will be evaluated based on, but not necessarily limited to, the following criteria:

- Process guarantee.
- Proposal completeness and quality of submission.
- Delivery Schedule of Goods.
- Demonstration of MBR System vendor's previous success at delivering comparable goods for comparable conditions.
- Qualifications and experience of the MBR System vendor.
- Quality of Proposed equipment and conformance to the DISTRICT and Industry standards.
- MBR System vendor support capability.
- Technical merit and performance data.
- Compliance with the prescribed requirements and conformance to RFP.
- Presence of any exclusions to scope or contract requirements.
- Maintenance requirements, performance data, and guarantees of major items of services, materials and equipment proposed for incorporation in the MBR System.
- Total cost and O&M costs. Engineer will also assess the level of the MBR System vendor's General Construction experience and expertise to install the MBR System equipment, including site preparation, concrete pad & footing construction, integration with site piping, power and controls / SCADA system and the amount of field assembly required.

The following will also be evaluated:

- Specialist technical support available to satisfy these specifications.
 - The MBR System vendor shall complete Technical Data Forms in **Appendix C** making all required entries.
 - The MBR System vendor should submit a description of the proposed equipment and services to be provided, including the following information:
 - Overview of proposed equipment and services to be provided.
 - General layout plan and sections for the proposed MBR System, including support pad dimensions.
 - Preliminary P&IDs for the proposed MBR System, clearly depicting scope of work to be performed under the terms of the Contract.
 - Process design calculations.
 - Equipment cut sheets and data; for each item of equipment, include as appropriate:
 - Type
 - Manufacturer/model numbers
 - Capacity

- Pressure
- Materials of construction
- Power requirements
- List of any equipment required for system operation that is not supplied by the MBR System vendor.

The following is a summary of evaluation criteria that will be used in scoring proposals:

ITEM	DESCRIPTION	POINTS
A	Written MBR System Guarantee	3
B	Capacity to Meet Project Schedule	2
C	MBR System Vendor Qualifications including: 1. Track Record with Similar Installations (California – Full listing of all California/Western US Package MBR installations) 2. Responsiveness of Service Facility and Personnel 3. Commissioning and Training Personnel and Experience 4. Capability of Remote Monitoring	15
D	Supplied Equipment: 1. Quality of Proposed Equipment 2. Details of Each Element of MBR System and Controls a. Maintenance requirements b. Performance Data c. Materials of Proposed Equipment 3. Delivery Schedule of Goods 4. Proposal completeness 5. Quality of Submission	15
E	Conformance to Specified Products and Equipment Lists	10
F	Proposal Exceptions	5
G	Design Improvement / Value Engineering Recommendations	5
	Sub-total *	55
H	Previous MBR System Site Preparation, Constuction, Installation and Integration Experience	Sub-total *
		15
I	Capital Cost	20
J	Operating & Maintenance Cost	10
	Sub-total *	30
	TOTAL	100

The Proposal containing the lowest price of any Proposal will not necessarily be awarded. The DISTRICT reserves without restriction, sole discretion in determining best value and whether or not any proposal received provides the most appropriate life cycle value to the DISTRICT.

Technical Proposal

Written Process Guarantee

The MBR System vendor shall provide a written Process Guarantee indicating that the complete MBR System will function under the prescribed automation and meet the required treatment criteria described in this RFP.

Provide a written equipment warranty for the scope of supply in accordance with the RFP requirements and clearly explain how warranty will be implemented and if there are any exceptions.

Performance Guarantee: The MBR System vendor shall guarantee the performance of the MBR System to meet specified effluent parameters (**Section 1.1.4, Table 1-1**) at the maximum design net flux rates specified by the MBR System vendor for a period of eighteen (18) months from the date of completion.

Capacity to Meet Project Schedule

The MBR System vendor shall provide a schedule to perform factory testing, prepare the MBR System site, and deliver, install, start-up, test, adjust and train the DISTRICT's operators on the proposed MBR System to the Machado WWTF site. Evaluation will be based on the impact on overall project schedule. Time is of the essence.

MBR System Vendor Qualifications

At a minimum the MBR EQUIPMENT SUPPLIER shall meet the following requirements:

The MBR System vendor shall have successfully installed (in the United States) Membrane Bioreactor Systems of the type specified herein at a minimum of three (3) separate domestic wastewater treatment plants, each in operation for at least two (2) years. These facilities shall be of comparable size, complexity and scope of the DISTRICT's Machado WWTF MBR with similar influent loading, using comparable equipment to that specified for the Machado WWTF MBR. In addition, the MBR System vendor must have provided integrated sludge dewatering systems into their above referenced pre-engineered package MBR wastewater treatment system. System without integrated sludge handling processes will not be considered. Information regarding the reference projects shall be submitted with the Proposal in the form provided (**Appendix B**). If the MBR EQUIPMENT SUPPLIER wishes to provide alternate references, the Exception Form must be completed. Track Record with Similar MBR Installations

- Provide complete details of all similar contracts within the last ten (10) years for MBR installations with similar plant/wastewater conditions in California. Evaluation will be based on the quantity and relevance of the provided projects.
- Evaluation of these criteria will be graded based on demonstrating the ability to provide troubleshooting or repair services by experienced and qualified staff on site and remotely from the time of initial notification.
- The DISTRICT requires a treatment system supported by prompt availability of competent service technicians and quick delivery of replacement parts in order to minimize downtime associated with unscheduled maintenance events.
- Provide a written description of MBR System vendor's ability to promptly provide qualified service personnel and replacement parts when necessary.
- Describe where qualified service personnel are normally employed and from where replacement parts would be distributed to the DISTRICT.

Commissioning and Training Personnel and Experience

- Evaluation of these criteria will be graded based on the ability to identify and commit to having experienced and qualified staff on site for site preparation, construction, installation, commissioning, testing, and DISTRICT operator training of treatment equipment and plant

controls.

- Provide a general approach to undertaking Commissioning and Training for the proposed system. Provide a list of individuals by discipline who will be on-site to undertake commissioning and operator training.

Capability of Remote Monitoring

- The Supplier shall be capable of providing remote monitoring and troubleshooting for the supplied equipment.

Supplied Equipment

Quality of Proposed Equipment

- Provide a complete list of proposed equipment to be included in the MBR System vendor's scope of supply as described in this document.
- MBR System vendor should indicate the make and model number for equipment supplied. Indicate the membrane manufacturer and element model.
- MBR System vendor's providing higher quality equipment and details will receive more points than those providing lower quality equipment and less detail.
- Details of Each Element of Equipment and Controls

Evaluation of these criteria will be graded based on the detailed information provided for each element of equipment and the control system for the MBR system including but not limited to the following:

- Membrane elements including number of tanks, number of units/modules/cassette per train, Membrane/Cassette Type/Model Number, Surface Area per Membrane Unit/Module/cassette, Required Tank Size/Volume, Membrane TMP Operating range, Maximum Acceptable Flux Rate, Minimum Required MLSS Concentration, Maximum Allowable MLSS Concentration in Bioreactors and Screening Requirement ahead of MBR, (Complete Proposal Forms in **Appendix A** and Technical Data Forms in **Appendix C**).
- Membrane Cassettes or Racks (Complete Proposal Forms in **Appendix A** and Technical Data Forms in **Appendix C**).
- Permeate system including filtrate collection system for each membrane cassette, pumps, controls, isolation valves, check valves, flow meters, pressure gauges/transmitters, turbidimeter, backpulse/backflush tank, backpulse/backflush tank drain valve and flow control valves (Complete Proposal Forms in **Appendix A** and Technical Data Forms in **Appendix C**).
- Pre-engineered Skid Mounted Equipment including piped permeate/backwash pumps, chemical feed systems, and blowers.
- Membrane Scour Air System including blowers, isolation valves, check valves, pressure relief valve, high temperature switch, temperature transmitter, high pressure indicating switch and pressure transmitter, backpulse cleaning and automated chemical cleaning system (Complete Proposal Forms in **Appendix A** and Technical Data Forms in **Appendix C**).
- Service air including all the valves, compressors, receivers, and control elements required to supply air to all pneumatically actuated valves used in the membrane filtration process.

- Process Control including instrumentation to monitor and display: (1) Trans-membrane pressure; (2) Permeability; (3) Flux; and (4) Temperature (Complete Proposal Forms in **Appendix A** and Technical Data Forms in **Appendix C**).
- Integrated Ultraviolet (UV) effluent disinfection system which shall consist of, but not limited to, the following systems and all equipment, interconnecting piping, conduit, electrical and controls wiring, and instrumentation necessary to provide an integrated package MBR Wastewater Treatment System.
- The biosolids dewatering system shall include a dewatering press (or approved alternative), feed pump and polymer system, aeration system and stainless-steel liquid storage tank. This operation and controls of the biosolids dewatering system shall all be integrated into the MBR System control system and District SCADA system. The sludge dewatering equipment shall have the capacity to produce a dewatered sludge with a minimum 20% solids. Dewatered sludge will fall from the press by gravity into the DISTRICT supplied roll-off dumpster or equivalent container for disposal and subsequent transport to the landfill.
- For details see **MBR System Technical Specifications**, attached in **Appendix H** of this document.

Conformance to Specified Products and Equipment Lists

The MBR System vendor shall provide details on where their equipment and products will deviate from any specified items, manufacturer, or model from those specified in this document.

Those MBR System vendors demonstrating higher consistency in products and conformance to DISTRICT's Standards will receive greater consideration.

Proposal Exceptions

MBR System vendors with greater compliance with the DISTRICT Standard Terms and Conditions will receive more points than those with less compliance, or those that note "exceptions" or propose alternative Terms and Conditions (Complete Exceptions Form in **Appendix F**).

The DISTRICT reserves the right to reject proposals with excessive "exceptions" that the DISTRICT deems irreconcilable.

Warranty

Equipment Warranty and Warranty Services: All mechanical and process equipment and other equipment in the MBR System vendor's scope of work, including membranes replaced in the first two (2) years from acceptance by DISTRICT of the MBR System, shall be 100% covered by the MBR System vendor, while replacement membrane modules obtained by the DISTRICT after the initial two (2) years until ten (10) years from acceptance by DISTRICT of the MBR System shall have a linearly prorated cost to the DISTRICT. That is, the MBR System vendor shall bear 100% of any replacement costs during the first two (2) years of the warranty period. After this two (2) year period, the MBR System vendor's cost burden shall decrease uniformly (i.e., in a linear fashion) from 100% to 0% over the next eight (8) years at a rate of 12.5% per year. During the warranty period, the MBR System vendor shall repair or replace any defective mechanical and process equipment, including defective membrane modules, within 14 calendar days of receiving notice of a failure. The replacement membrane modules shall be the latest generation membrane modules offered by the MBR System vendor, if compatible with the existing system.

The prorated cost to the DISTRICT shall be based upon the unit price for a replacement membrane module indicated by the MBR System vendor in their Proposal. The price shall include all costs associated with replacing any defective mechanical and process equipment, including membrane modules or obtaining additional modules, including insurance, freight and taxes. Cost for this item shall be based upon the unadjusted U.S. Department of Labor Consumer Price Index (CPI) for all Urban Consumers (CPI-U All Cities Average) as of the month of bid opening and will be subject to annual adjustment based on the published U.S. CPI-U (All Cities Average).

Other equipment in the MBR System vendor's scope replaced within two (2) years from acceptance by DISTRICT of the MBR System shall be 100% covered by the MBR System vendor, unless otherwise stated in this document.

Warranty services shall be provided during the performance guarantee period. The services shall include:

- Remote monitoring of the membrane performance and quarterly performance reports highlighting concerns and suggestions for improvement.
- Visiting the Machado WWTF quarterly (minimum of four (4) days on-site during each visit). Visits shall include observation of operations, assessment of MBR System equipment, and supplemental training of personnel.
- 24/7 continuous telephone and PLC code support.

Project Milestones for MBR System Vendor's Warranty and Guarantee:

- Acceptance testing shall not commence until after prerequisite training is completed and notice of completion is issued. In accordance with Section 017319, Installation of Equipment, a "Notice of Completed Installation" shall be issued by the DISTRICT once the MBR System has been properly installed by the MBR System vendor, allowing commissioning to commence. Upon successful completion of startup and commissioning, the "Notice of Substantial Completion" will be issued by DISTRICT.
- MBR System Warranty period and warranty period for all other equipment shall commence on the date of "Notice of Substantial Completion".

Annually Renewable Service Contract: The MBR EQUIPMENT SUPPLIER shall submit an annual cost for a service contract as a separate line item in the Proposal Amount Schedule. The scope of services includes, but is not limited to, the following:

- MBR System vendor shall conduct all manufacturer equipment related maintenance and instrument calibrations at the intervals specified by the manufacturer. MBR System vendor shall provide a comprehensive list for all equipment and instruments denoting frequency of service per the manufacturer.
- Ten (10) equipment related service calls per year shall be provided. The trip required to identify and resolve the issue shall count as one (1) call. If resolution requires subsequent trips it shall only count as a total of one (1) call. Each service call request by DISTRICT will note if service is required within 24 hours, 3 days, or 7 days. Unused service calls in a year do not roll over to the next year.
- Five (5) instrument related service calls per year shall be provided. The trip required to identify and resolve the issue shall count as one (1) call. If resolution requires subsequent trips it shall only

count as a total of one (1) call. Each service call request by DISTRICT will note if service is required within 24 hours, 3 days, or 7 days. Unused service calls in a year do not roll over to the next year.

- Remote monitoring of the membrane performance and quarterly performance reports highlighting concerns and suggestions for improvement.
- The service contract shall include the cost of consumables (oil, oil filters, air filters, lubricants, belts, filters, coalescing filters, etc.)
- If a service call issue is determined to be ultimately a warranty item, then the service call will not count against the service calls per year.
- The spare parts provided to DISTRICT may be used to correct issues but shall be restocked within thirty (30) calendar days.
- Remote monitoring of the membrane performance and biweekly performance reports highlighting concerns and suggestions for improvement.
- 24/7 continuous telephone and PLC code support
- Visiting the DISTRICT's Machado WWTF twice per year (minimum of two (2) days on-site during each visit). Visits shall include observation of operations, assessment of MBR System Equipment, and supplemental training of personnel. MBR System vendor representative shall be an engineer or startup technician; the routine maintenance technician is not acceptable.
- Spare parts inventory review and management.
- Payments for the service contract will be annually.
- DISTRICT reserves the right to cancel or not renew the service contract at anytime.

Previous MBR System Site Preparation, Construction, Installation, and Integration Experience

Provide details for three (3) contacts with similar plant/wastewater conditions where the proposed MBR System equipment has been provided and installed by the MBR System vendor. Evaluation will be based on reference response to contact by the DISTRICT. The DISTRICT reserves the right to contact random plants (not specified in the three references provided by the supplier) for reference check and/or site visits.

Extra Work

The lump sum item shown on the Proposal for extra work as may be required in accordance with the terms of the Contract, shall be included in the amount shown by the MBR System vendor as the total Contract price. The amount shown for this extra work is only an estimate of the cost of doing said work. The actual amount paid to the MBR System vendor under this item shall be based on the actual quantity of work done and may be greater or less than the said estimated cost.

Acceptance of Proposal and Contract

The MBR System vendor with the highest overall ranking, based on the evaluation criteria and methodology outlined in this RFP, will be selected to negotiate a contract with the DISTRICT. In the event that these negotiations fail, the DISTRICT may enter into negotiations with the next ranked supplier.

The evaluation of the proposals and subsequent award is final and no appeal on the result of the evaluation and award will be considered.

During the evaluation, the MBR System vendor shall respond promptly to questions from the DISTRICT.

The DISTRICT reserves the right to reject any or all proposals, to waive irregularities, to reject proposals considered as non-responsive to this Request for Proposal documents and generally to act in the DISTRICT's best interests.

If the DISTRICT decides to accept a Proposal, the DISTRICT will signify its conditional acceptance by preparing and forwarding to the MBR System vendor an acceptance letter notifying the successful MBR System vendor to proceed with Shop Drawings and other submittals as defined in the Proposal.

Upon completion of the Shop Drawings and other required submittals, the remainder of the work will proceed upon signing of the "MBR System Fabrication & Installation Contract". The successful MBR System vendor will be required to submit any documentation requested by the DISTRICT within 21 calendar days.

Subject to the foregoing conditions having been met, the DISTRICT will, in due course, sign the "MBR System Fabrication & Installation Contract" and return a fully signed copy to the MBR System vendor for its records. Once the "MBR System Fabrication & Installation Contract" has been signed by the DISTRICT, it shall constitute the binding Contract between the DISTRICT and the MBR System vendor for the Work.

If the MBR System vendor fails to comply with the above noted conditions, the DISTRICT may, in its sole discretion, cancel its conditional acceptance. In such an event, the DISTRICT shall be entitled to retain the bid security accompanying the Proposal as liquidated damages, and the DISTRICT may accept the Proposal of the next lowest evaluated responsive MBR System vendor.

The MBR System vendor shall not start any work until the above noted conditions have been fulfilled and the DISTRICT has signed the "MBR System Fabrication & Installation Contract" and authorized the commencement of the Work.

The MBR System vendor shall provide a written statement with the proposal confirming that they will provide the DISTRICT with a 100% Performance Bond to the end of the Substantial Performance.

The MBR System vendor shall provide a written statement with the proposal confirming they will provide a 24-month warranty period to the DISTRICT from the date of Substantial Performance.

The MBR System vendor shall provide a written statement with the proposal confirming that they will provide a 24-month Maintenance Bond, equal to 20% of total MBR System equipment price, from the date of Substantial Performance to the DISTRICT.

Insurance, Performance Security and Safety Requirements

Insurance

Except as otherwise expressly provided in the Proposal Documents, the MBR System vendor shall, at the MBR System vendor's expense, maintain the following insurance:

- General Liability Insurance: This policy shall provide for coverage against claims for personal injury, bodily injury or death, or damage to third party property as a result of the site preparation, installation, on site assembly and field testing, commissioning and training for the project.
- This policy shall be project specific (i.e. provide single project coverage) and provide coverage for the MBR System vendor and all Subcontractors involved in the Work, as well as the DISTRICT, the DISTRICT Engineer, and their officers, employees and agents.
- This policy shall be endorsed as necessary to cover products; completed operations; contingent employer's liability, and including shoring, blasting, excavating, underpinning, demolition, pile driving and caisson work, work below ground surface, tunneling and grading, as applicable. The coverage shall also include cross liability, builders' risk, premises and operations, blanket contractual, extended bodily injury, broad form property damage and owned and non-owned commercial automobile liability. Each of said policies of insurance shall provide coverage in the following minimum amounts: for personal injury \$1,000,000 each person, \$2,000,000 aggregate limit; property damage \$1,000,000 on account of any one occurrence, \$2,000,000 aggregate limit; except that insurance required to be maintained by Subcontractors above shall provide coverage in the following minimum amounts; for personal injury \$500,000 each person, \$1,000,000 aggregate limit; property damages \$500,000 on account of any one occurrence, \$1,000,000 aggregate limit.
- Cargo Insurance: Maintain All Risk Cargo insurance on all shipments. This policy shall cover the invoice cost of the cargo including all freight costs plus 10% for additional expenses. All shipments are FOB jobsite, freight prepaid.
- Manufacturers Insurance: Maintain Manufacturers Insurance on all equipment at the manufacturer's facilities. This policy shall cover the invoice amount of the equipment.
- Insurers: The policies required shall be underwritten by insurers acceptable to the DISTRICT.
- Period of Insurance: Unless otherwise stipulated, the policies shall be effective from the date of commencement of Work and shall be maintained until the day of issue of the Engineer's certification of Final Completion, and in the case of completed operations coverage and claims-made based policies for a period of at

least twenty-four (24) months following the issuance of the Notice of Substantial Completion.

- Notification: The insurance policies must include a provision that thirty (30) days prior written notice shall be given by the insurer to the DISTRICT in the event of any material change in, cancellation of, expiration of coverage or amendment restricting coverage specific to the Contract.
- Indemnification: The insurance coverage required shall in no way limit the MBR System vendor's obligations under the Contract. Any additional coverage the MBR System vendor may deem necessary to fulfill the MBR System vendor's obligations under the Contract shall be at the MBR System vendor's own discretion and expense.
- Evidence of Insurance: The MBR System vendor shall provide the DISTRICT with Certificates of Insurance or certified copies of the General Liability policies as evidence of the required insurance.

Workers Compensation

Worker's Compensation written in accordance with the laws of the State of California providing coverage for any and all employees of MBR System vendor and sub-contractors in the minimum statutorily required coverage amounts.

Performance Security

Obligation to Provide System Based Performance Security: Within fourteen (14) calendar days upon signing of the "MBR System Fabrication & Installation Contract", the MBR System vendor shall, at their own expense, provide and maintain MBR System-based performance security, in the form of a Performance Bond and a Maintenance Bond until the expiration of the two-year period from the Substantial Performance date in which the system has operated in accordance with the Contract Specifications.

- The Maintenance Bond is to be in the amount of **twenty percent (20%)** of the total MBR System equipment supply price. The maintenance bond payable to the DISTRICT, guarantees performance of the Works to all terms and conditions of this contract including warranty provisions described in the RFP and as reiterated and agreed to upon contract award. The maintenance bond will specifically cover the performance of the contract according to its terms and conditions. The maintenance bond shall be issued by a surety company licensed in the State of California to provide guarantee bonds. Warranty shall start on the date of issuance to the MBR System vendor of the Substantial Completion.

APPENDIX A
PROPOSAL FORMS

APPENDIX A Proposal Forms

The MBR System vendor proposing this work shall fill in the dollar amounts and other necessary information in the Proposal Amount Schedule (Schedule) below. In case of any inconsistencies in the Proposal Price(s) between words and figures, the Proposal Price(s) in words shall prevail.

- A. The dollar amount for Item No. 1 (Total MBR System) provided in this Schedule shall constitute the Proposal Price and be the amount to be paid by the DISTRICT to the MBR System vendor to provide the design and shop drawings, prepare the MBR System site, and deliver, install, start-up, test, adjust and train the DISTRICT’s operators on the proposed MBR System to the Machado WWTF site. The MBR System vendor shall also indicate the cost of an annual service contract in Item No. 4. The DISTRICT reserves the right to purchase Item No. 4 at any time during the ten (10) year period described in **Section 2.18.7 Warranty**.

Item No.	Description		
1	<p>Total MBR System:</p> <p>Per Scope of Services and Specification sections, including freight charges, transit insurance, and taxes¹ for (2) MBR trains, packaged sludge handling system and packaged UV with a combined average annual flow of 325,000 gpd (see RFP Table 1-1), as a pre-negotiated lump sum amount for MBR System.</p>		
	<p>Total MBR System Price</p> <p>\$</p>	LS	\$
	(In Words)		
2	<p>Installation and Re-assembly of Packaged Components</p> <p>Per Section 017319 and other scope sections pertaining to installation and re-assembly of all packaged components onsite; including freight charges, transit insurance, re-assembly, craning and anchoring</p> <p>\$</p>	LS	\$
	(In Words)		
3	<p>Optional Slab Pricing</p> <p>Per Scope provided in Section 017319.I</p> <p>\$</p>	LS	\$
	(In Words)		
4	<p>Cost of Annually Renewable Service Contract:</p> <p>Annual cost of services as outlined in Section 3.06, valid for a minimum period of five (5) years from acceptance by DISTRICT of the MBR System.</p>	LS	\$

5	Spare Parts Package Supply and delivery of all spare parts per Section 017843 \$	LS	\$
	(In Words)		
¹ All applicable taxes including Sales Tax at the applicable rate for San Luis Obispo County shall also be included in the lump sum price.			

Cost Escalation

- A. Item No. 6 presents a monthly cost escalation price and represents the total cost per month for each additional month in the event the MBR System Equipment is not ordered by the DISTRICT by **January 1, 2022**. In the event the MBR System Equipment is not ordered by the DISTRICT by **January 1, 2022** the monthly cost escalation price will be multiplied by the total number of months between **January 1, 2022** and the date that the MBR System Equipment is ordered by the DISTRICT. This dollar amount will be added to the Total MBR System lump sum price provided under Proposal Item No. 1, to arrive at the new total lump sum price. The monthly cost escalation price shall incorporate freight charges, transit insurance, and taxes.

Item No.	Description	Monthly Price
6	COST ESCALATION The monthly cost escalation price will be used in the event the MBR Equipment is not ordered by the DISTRICT by January 1, 2022 .	\$

- B. Guaranteed maximum membrane module replacement cost for a minimum period of ten (10) years from acceptance by DISTRICT of the MBR System. Cost for this item shall be based upon the unadjusted U.S. Department of Labor Consumer Price Index (CPI) for all Urban Consumers (CPI-U All Cities Average) as of the month of bid opening and will be subject to annual adjustment based on the published U.S. CPI-U (All Cities Average). In determining the cost to be incurred by the DISTRICT, membranes replaced in the first two (2) years shall be 100% covered by the MBR System vendor with linear proration for the remaining period to 10 years. That is, the MBR System vendor shall bear 100% of any repair/replacement costs during the first two (2) years of the warranty period. After this two (2) year period, the MBR System vendor’s cost burden shall decrease uniformly (i.e., in a linear fashion) from 100% to 0% over the next eight (8) years at a rate of 12.5% per year. During the warranty period, the MBR System vendor shall repair or replace the defective membrane modules within 14 calendar days of receiving notice of a failure. The replacement membrane modules shall be the latest generation membrane modules offered by the MBR System vendor, if compatible with the existing system.

Membrane modules used to replace membranes purchased under the original agreement will assume the balance of the warranty of the original membranes; however, the cost of replacing the replacement membrane modules will be 100% covered by the MBR System vendor for a period of two (2) years following installation.

Item No.	Description	Module Unit Cost
7	<p>GUARANTEED MAXIMUM MEMBRANE MODULE REPLACEMENT COST (DURING WARRANTY PERIOD)</p> <p>Total unit price for replacement membrane modules, including, but not limited to: membrane module components, packing, transit insurance, freight to the plant site and taxes¹.</p> <p>In all cases, the DISTRICT shall be allowed to purchase replacement and/or additional MBR modules at the fair market value cost if that cost is less than the Guaranteed Maximum Replacement cost.</p>	\$
<p>¹All applicable taxes including Sales Tax at the rate for San Luis Obispo County shall also be included in the lump sum price.</p>		

- C. Guaranteed membrane module replacement cost after the warranty period, beginning eleven (11) years after acceptance by DISTRICT of the MBR System. Cost for this item shall be based upon the unadjusted U.S. Department of Labor Consumer Price Index (CPI) for all Urban Consumers (CPI-U All Cities Average) as of the month of bid opening and will be subject to annual adjustment based on the published U.S. CPI-U (All Cities Average). The replacement membrane modules shall be the latest generation membrane modules offered by the MBR System vendor.

Item No.	Description	Module Unit Cost
8	<p>GUARANTEED MAXIMUM MEMBRANE MODULE REPLACEMENT COST (AFTER WARRANTY PERIOD)</p> <p>Total unit price for replacement membrane module, including, but not limited to: membrane module components, packing, transit insurance, freight to the plant site and taxes¹.</p> <p>In all cases, the DISTRICT shall be allowed to purchase replacement and/or additional MBR modules at the fair market value cost if that cost is less than the Guaranteed Maximum Replacement cost.</p>	\$
<p>¹All applicable taxes including Sales Tax at the rate for San Luis Obispo County shall also be included in the lump sum price.</p>		

Item No.	Description	Module Unit Cost
9	<p>GUARANTEED MAXIMUM MEMBRANE MODULE PURCHASE COST</p> <p>Total unit price for added membrane modules, including, but not limited to: membrane module components, packing, transit insurance, freight to the plant site and taxes¹.</p> <p>In all cases, the DISTRICT shall be allowed to purchase replacement and/or additional MBR modules at the fair market value cost if that cost is less than the Guaranteed Maximum Purchase cost.</p>	\$
<p>¹All applicable taxes including Sales Tax at the rate for San Luis Obispo County shall also be included in the lump sum price.</p>		

- D. The values indicated by the MBR System vendor for the yearly power and chemical consumption will be used by the DISTRICT to determine the 20-year life-cycle cost of the MBR System vendor’s MBR System. A typical diurnal flow pattern should be assumed with flow rates as indicated in **RFP Table 1-1**. Calculations supporting the values indicated by the MBR System vendor shall be submitted with the proposal. An inflation rate of 4% and a discount rate of 5% will be applied to power and chemical costs to determine the life-cycle cost.

Yearly Power Consumption (Based on Average Annual Design Flow)

Load	Power Consumption (kWh/yr)	Unit Cost (\$/kWh)
Membrane Air Scour Blowers ¹		\$0.13
Permeate Pumps		\$0.13
CIP System		\$0.13
Backpulse Pumps		\$0.13
Drain Pumps		\$0.13
Air Compressors		\$0.13
Biological Recirculation Pump		\$0.13
ML Feed Pump		\$0.13
Waste Activated Sludge Pump		\$0.13

Other loads (specify below along with power consumption)		
Mechanically- Cleaned Screen		\$0.13
Anoxic Mixer(s)		\$0.13
Aeration Blower		\$0.13
Filtrate Pump		\$0.13
Membrane Blower		\$0.13

Based upon daily power consumption as indicated in the “Membrane Air Scour Blower Power Consumption” table below and Average Annual Flow (see RFP Table 1-1).

Membrane Air Scour Blower Power Consumption

Membrane Air Scour Blower Operating Mode	Duration of Operating Mode (hours/day)	Membrane Air Scour Flow (SCFM)	Membrane Air Scour Blower Power Consumption (hp)
Low Flow (0.010 mgd)			
**			
**			
**			
**			
**			
High Flow (0.077 mgd)			

**To be specified by the MBR EQUIPMENT SUPPLIER.

Yearly Chemical Consumption

Chemical	Consumption (lbs/yr)	Unit Cost (\$/lb)
Sodium Hypochlorite (12.5%)		\$
Citric Acid (50%) (if required)		\$
Oxalic Acid (100%) (if required)		\$

Chemical	Consumption (lbs/yr)	Unit Cost (\$/lb)
Other chemicals (specify below along with consumption and unit cost)		

Receipt of Addenda

It is the MBR System vendor’s responsibility to confirm receipt of all addenda prior to submitting a proposal. The MBR System vendor hereby confirms receipt of all Request for Proposal Addenda. The MBR System vendor shall also include all addenda, duly signed, as an attachment to their proposal.

Signature

Company Name

Printed Name

Date

Title

Addenda Received (# and date of each addendum): _____

MBR System Vendor Identification

1. Legal name of Vendor: _____

2. Street Address: _____

3. Mailing Address: _____

4. Business Telephone: _____

5. Facsimile Telephone: _____

6. Type of Business:

____ Sole Proprietor

____ Partnership

____ Corporation

Other _____

If corporation, indicate State where incorporated:

7. Business License number issued by the Issuing Authority where the Supplier's principal place of business is located.

Number: _____

Issuing Authority: _____

8. Federal Tax Identification Number: _____

9. Supplier's Representative: _____

MBR EQUIPMENT SUPPLIER References

The MBR System vendor shall have successfully installed (in the United States) Membrane Bioreactor Systems of the type specified herein at a minimum of three (3) separate wastewater treatment plants in operation for at least two (2) years. These systems shall have a minimum average annual flow capacity of 0.5 MGD. The form below should be completed for each reference project (use additional sheets as necessary).

MBR SYSTEM VENDOR REFERENCES	
Name, address, and telephone number of Owner	
Name of project	
Location of project	
Brief description of the work involved (including membrane area, design net flux, etc.)	
Contract amount	
Date of completion of commissioning and start- up	
Design hydraulic capacity (peak and annual average in mgd)	
Current average and peak flows applied to membranes	
Identify system by model or type	
Information regarding plant performance in terms of meeting design objectives during first year of operation	

Technical Data

The MBR System Vendor is to complete the technical data form below. The design net flux rates, chemical cleaning frequency, and required fine screen rating provided by the MBR System Vendor will form the basis of the performance guarantee (Tables 3-1 and 3-2).

Table 3-1: MBR Design Net Flux Rates

Parameter	Flow (MGD)	Flux (gfd)	
		Maximum Allowable Value	Design Value ²
Membrane Net Flux ¹ Rate at Annual Average Daily Flow	0.325	10	
Membrane Net Flux ¹ Rate at Maximum Daily Flow	0.488	17	
<p>¹Net flux is calculated based on the actual permeate production time excluding periods when permeating is not occurring due to relaxation, backpulsing, backwashing, etc. A minimum water temperature of 16 °C (61 °F) and a maximum Membrane Tank MLSS concentration of 10,000 mg/L are to be assumed.</p> <p>²To be completed by the MBR System vendor. If the Design Value exceeds the Maximum Allowable Value, the MBR System vendor will be considered non-responsive. Membrane type, material of construction, etc will not be an excusable reason for exceeding the District provided GFD's in any instance.</p>			

Table 3-2: MBR Chemical Cleaning Frequency

Parameter	Units	Value ¹
Citric/Oxalic Acid: Minimum Maintenance Cleaning Interval	days	
Sodium Hypochlorite: Minimum Maintenance Cleaning Interval	days	
Citric/Oxalic Acid: Minimum Recovery Cleaning Interval (if required)	days	
Sodium Hypochlorite: Minimum Recovery Cleaning Interval (if required)	days	
<p>¹To be completed by MBR EQUIPMENT SUPPLIER.</p>		

Table 3-3: Other Technical Data

Parameter	Units	Value¹
Proposed Number of Membrane Tanks	-	
Proposed Number of Cassettes/Racks per Membrane Tank in each MBR train for 0.162 mgd AAF	-	
Proposed Number of Cassettes/Racks per Membrane Tank in each MBR train for 0.243 mgd MDDF	-	
Membrane Area per Cassette/Rack	ft ²	
Membrane Air Scour Rate per Cassette/Rack	SCFM	
Design Membrane Tank DO Concentration ²	mg/L	
Maximum Trans-Membrane Pressure	psig	
Number of Duty Air Scour Blowers	-	
Air Scour Blower Capacity	SCFM	
Air Scour Blower Discharge Pressure	psig	
Air Scour Blower Motor Rating, Each	hp	
Number of Duty Permeate Pumps	-	
Permeate Pump Capacity	gpm	
Permeate Pump Head	ft	
Permeate Pump Motor Rating, Each	hp	
Number of Duty Backpulse Pumps	-	
Backpulse Pump Capacity	gpm	
Backpulse Pump Head	ft	

Parameter	Units	Value¹
Waste Activated Sludge Pump Motor Rating	hp	
Number of Duty Hypochlorite Dosing Pumps	-	
Hypochlorite Dosing Pump Capacity	gph	
Hypochlorite Dosing Pump Head	ft	
Hypochlorite Dosing Pump Motor Rating, Each	hp	
Number of Duty Citric/Oxalic Acid Dosing Pumps	-	
Citric/Oxalic Acid Dosing Pump Capacity	gph	
Citric/Oxalic Acid Dosing Pump Head	ft	
Citric/Oxalic Acid Dosing Pump Motor Rating, Each	hp	

Non-Collusion Affidavit

State of California _____)

_____)

ss.

County of _____)

_____ (name), being first duly sworn, deposes and says that he or she

is _____ (title) , of _____ (name of firm) the party

making the foregoing proposal that the proposal is not made in the interest of, or on behalf of, any undisclosed person, partnership, company, association, organization, or corporation; that the proposal is genuine and not collusive or sham; that the MBR System vendor has not directly or indirectly solicited any other MBR EQUIPMENT SUPPLIER to put in a false or sham proposal, and has not directly or indirectly colluded, conspired, connived, or agreed with any MBR System vendor or anyone else to put in a sham proposal, or that anyone shall refrain from proposing; that the MBR System vendor has not in any manner, directly or indirectly, sought by agreement, communication, or conference with anyone to fix the proposal price or the MBR System vendor or any other MBR System vendor, or to fix any overhead, profit, or cost element of the proposal price, or of that of any other MBR System vendor, or to secure any advantage against the public body awarding the Contract of anyone interested in the proposed Contract; that all statements contained in the proposal are true; and, further, that the MBR System vendor has not, directly or indirectly, submitted his or her proposal price or any breakdown thereof, or the contents thereof, or divulged information or data relative thereto, or paid, and will not pay, any fee to any corporation, partnership, company association, organization, proposal depository, or to any member or agent thereof to effectuate a collusive or sham proposal.

Signature

Company Name

Printed Name

Supplier License Number

Title

Date

Exception Form

Should your company take exception to ANY of the terms and conditions or other contents provided in the Request for Proposal, submit the following form with your proposal. If no exception(s) are taken, enter "NONE" for the first item. Make additional copies of this form if necessary.

Please note that these exceptions do not mitigate the responsibility of the MBR SYSTEM VENDOR, in any way, whatsoever, on performance, equipment quality, maintainability, and operability. Add additional pages as needed.

Page Number: _____ Section Title: _____

Paragraph Number: _____ Exception Taken: _____

Page Number: _____ Section Title: _____

Paragraph Number: _____ Exception Taken: _____

Page Number: _____ Section Title: _____

Paragraph Number: _____ Exception Taken: _____

Surety Bid Bond

WHEREAS:

We, _____
(Full name or legal title of MBR System Vendor), hereinafter called Principal, and

(Name of bonding company)

as Surety, hereinafter called Surety, a corporation authorized to transact business as a Surety in the State of California, are held and firmly bound unto the **SAN MIGUEL COMMUNITY SERVICES DISTRICT**, hereinafter called "DISTRICT", in the penal sum of DOLLARS (\$_____), lawful money of the United States of America, not less than TEN PERCENT (10%) of the Proposal Price (**Proposal, Item 1**), for the payment of which sum well and truly to be made, the said Principal and the said Surety bind ourselves, our heirs, executors, administrators, successors, and assigns, jointly and severally, firmly by these presents.

WHEREAS:

The Principal has submitted a proposal to said DISTRICT to perform all work required for the DISTRICT's Membrane Bioreactor System (MBR) System.

NOW THEREFORE:

The condition of this obligation is such that if the DISTRICT does not select the Principal, then this obligation shall be null and void, otherwise to remain in full force and effect.

In the event suit is brought upon this bond by said DISTRICT and judgment is recovered, said Surety shall pay all costs incurred by said DISTRICT in such suit, including a reasonable attorney's fee to be fixed by the court.

Signed this _____ day of _____, 2021

Principal

Surety

By: _____

By: _____

Its _____

Attorney-in-Fact

(SEAL AND NOTARIAL ACKNOWLEDGEMENT OF SURETY)

APPENDIX B
PREVIOUS INSTALLATION FORMS

APPENDIX B Previous Installation Forms

The MBR EQUIPMENT SUPPLIER shall have successfully installed (in the United States) Membrane Bioreactor Systems of the type specified herein at a minimum of three (3) separate domestic wastewater treatment plants, each in operation for at least two (2) years. Vendor's references shall be for facilities of comparable size, complexity and scope of the DISTRICT's Machado WWTF MBR with similar influent loading, using comparable equipment to that specified for the Machado WWTF MBR. Information regarding the reference projects shall be submitted with the Proposal in the forms provided below. If the MBR EQUIPMENT SUPPLIER wishes to provide alternate references, the Exception Form must be completed.

PREVIOUS INSTALLATION 1

Location:

Date of Becoming Fully Operational:

Rated Capacity (GPD):

Proponent's Contract Value (\$):

Proponent's Scope of Work:

(e.g., supply only, supply and install, design-build, design-build-operate, and a list of equipment supplied)

Owner:

Owner Contact Person:

(Name)

(Position/Title)

(Telephone No.)

(E-mail)

PREVIOUS INSTALLATION 2

Location:

Date of Becoming Fully Operational:

Rated Capacity (GPD):

Proponent's Contract Value (\$):

Proponent's Scope of Work:

(e.g., supply only, supply and install, design-build, design-build-operate, and a list of equipment supplied)

Owner:

Owner Contact Person:

(Name)

(Position/Title)

(Telephone No.)

(E-mail)

PREVIOUS INSTALLATION 3

Location:

Date of Becoming Fully Operational:

Rated Capacity (GPD):

Proponent's Contract Value (\$):

Proponent's Scope of Work:

(e.g., supply only, supply and install, design-build, design-build-operate, and a list of equipment supplied)

Owner:

Owner Contact Person:

(Name)

(Position/Title)

(Telephone No.)

(E-mail)

APPENDIX C
TECHNICAL DATA FORMS

FORM T1: TECHNICAL DATA

**San Miguel Community Services District
Wastewater Treatment Facility Pre-
Engineered Package Membrane
Bioreactor Municipal Wastewater
Treatment System**

MBR DESIGN DATA

Condition	Value
No. of Membrane Tanks Proposed	_____
No. of Membranes Unit/Module/Cassette per Train	_____
Membrane/Cassette/Unit Type/Model No.	_____
Surface Area per Membrane Unit/Module/Cassette	_____ ft ² /membrane
Required Tank Size/Volume	_____
Membrane TMP Operating Range	_____
Maximum Acceptable Flux Rate (8 hours)	_____gpd/ft ²
Maximum Acceptable Flux Rate (1 hour)	_____gpd/ft ²
Minimum Required MLSS Concentration (if applicable)	_____mg/L
Maximum Allowable MLSS Concentration in Bioreactor	_____mg/L
Screening requirement ahead of MBR (2 mm min.)	Type of screening: _____ Size: _____mm

Name of Proponent

FORM T2: TECHNICAL DATA

**San Miguel Community Services District
Wastewater Treatment Facility Pre-
Engineered Package Membrane
Bioreactor Municipal Wastewater
Treatment System**

MBR OPERATION

Condition	Flow (GPD)	Temp. (°F)	Min. No. of Membrane Tanks Required in Service	Membrane Gross Flux (gpd/ft²)	Instantaneous Permeate Flow (gpm)
Annual Average			_____	_____	_____
			_____	_____	_____
Maximum Monthly (Maximum 30-day Rolling Average)			_____	_____	_____
			_____	_____	_____
Maximum 7-day Rolling Average			_____	_____	_____
			_____	_____	_____
Instantaneous peak (over 8 hours)			_____	_____	_____
			_____	_____	_____

Name of Proponent

FORM T3: TECHNICAL DATA

**San Miguel Community Services District
Wastewater Treatment Facility Pre-
Engineered Package Membrane
Bioreactor Municipal Wastewater
Treatment System**

MBR CLEANING OPERATIONS (TYPE 1)

Condition	Flow (GPD)	Anticipated Cleaning Frequency (cleanings/per month)	Anticipated Cleaning Frequency (cleanings/per year)
Annual Average		_____	_____
Maximum Daily		_____	_____

MBR CLEANING CHEMICALS

Chemical (list all required)	Vol. Used per Cleaning (L)

FORM T3: TECHNICAL DATA

**San Miguel Community Services District
Wastewater Treatment Facility Pre-
Engineered Package Membrane
Bioreactor Municipal Wastewater
Treatment System**

MBR CLEANING OPERATIONS (TYPE 2)

Condition	Flow (GPD)	Anticipated Cleaning Frequency (cleanings/per month)	Anticipated Cleaning Frequency (cleanings/per year)
Annual Average		_____	_____
Maximum Monthly		_____	_____

MBR CLEANING CHEMICALS

Chemical (list all required)	Vol. Used per Cleaning (L)

Name of Proponent

FORM T4: TECHNICAL DATA

San Miguel Community Services District Wastewater Treatment Facility Pre-Engineered Package Membrane Bioreactor Municipal Wastewater Treatment System

MBR SYSTEM

Equipment	Manufacturers		Model No.	Quantity			Design Criteria	Installed Power (hp)	Control Requirements/ Capabilities
	Accepted	Selected		Duty	Stdby	Total			
MBR System – Membrane Cassettes/Units		_____	_____		_____	_____			
MBR System – Air Scour Diffusers		_____	_____	As Req'd	0		Diffuser Type: _____ Max. Headloss: _____ Material of Construction: _____		

FORM T5: TECHNICAL DATA

**San Miguel Community Services District Wastewater Treatment Facility
Pre-Engineered Package Membrane Bioreactor Municipal Wastewater
Treatment System**

PERMEATE SYSTEM

Equipment	Manufacturers		Model No.	Quantity			Design Criteria	Installed Power (hp)	Control Requirements/ Capabilities
	Accepted	Selected		Duty	Stdby	Total			
Permeate Pumps	Refer to Specifications	_____	_____	_____	_____	_____	Flow: _____ Preliminary TDH: process requirements plus 16 ft (To be finalized during detailed design) Permeate pumps will pump effluent to outfall Rotary Lobe Pumps Refer to Specification Section 460754	_____	VFD Controlled

FORM T6: TECHNICAL DATA

San Miguel Community Services District Wastewater Treatment Facility
Pre-Engineered Package Membrane Bioreactor Municipal Wastewater
Treatment System

MBR AIR SCOUR AERATION SYSTEM

Equipment	Manufacturers		Model No.	Quantity			Design Criteria	Installed Power (hp)	Control Requirements/ Capabilities
	Accepted	Selected		Duty	Stdby	Total			
Blowers	Refer to Specifications				1		Flow: _____ Disch. Press.: _____ Include filter/silencer Include acoustic enclosure Refer to Specification Section 431219	_____	

Name of Proponent

FORM T7: TECHNICAL DATA

San Miguel Community Services District Wastewater Treatment Facility
Pre-Engineered Package Membrane Bioreactor Municipal Wastewater
Treatment System

MBR CONTROL SYSTEM

Equipment	Manufacturers		Model No.	Quantity			Design Criteria	Installed Power (hp)	Control Requirements/ Capabilities
	Accepted	Selected		Duty	Stdby	Total			
MBR Control Panel	Honeywell	_____	_____	_____	0	_____	Dimensions: Width: _____ mm Height: _____ mm Depth: _____ mm Material of Construction: _____ Enclosure Rating: _____ Electrical: Voltage: 600 V Max. Current Draw: _____ Provide with UPS		
Main Control Panel PLC	Honeywell	_____	_____	_____	0	_____	Cards: DI Cards: _____ AI DO Cards: _____ AI Cards: _____ AO Cards: _____ Spare I/O: _____ % (Minimum 25% of each type)		

FORM T7: TECHNICAL DATA

**San Miguel Community Services District Wastewater Treatment Facility
Pre-Engineered Package Membrane Bioreactor Municipal Wastewater
Treatment System**

MBR CONTROL SYSTEM

Equipment	Manufacturers		Model No.	Quantity			Design Criteria	Installed Power (hp)	Control Requirements/ Capabilities
	Accepted	Selected		Duty	Stdbby	Total			
							Communication Protocol(s): _____ On UPS		
Operator Interface Terminal (OIT)	Honeywell	_____	_____	_____	0	_____	Refer to Specification Section 11396		
Network Switch	Honeywell	_____	_____	1	0	1			

Name of Proponent

FORM T8: TECHNICAL DATA

**San Miguel Community Services District Wastewater Treatment Facility
Pre-Engineered Package Membrane Bioreactor Municipal Wastewater
Treatment System**

MBR GENERAL INFORMATION

Condition	Value
Potential of Membranes to Retrofit with Alternate Manufacturers Membranes (Yes/No)	_____
Delivery Period of Membranes and Replacement Parts	_____
Nearest Service Center and Time to Respond	_____
Details of Performance Monitoring and Troubleshooting Methods or Repair Services	_____
Details of Technical Support Provision to the ABCSD	_____

Name of Proponent

FORM T9: TECHNICAL DATA

**San Miguel Community Services District Wastewater Treatment Facility
Pre-Engineered Package Membrane Bioreactor Municipal Wastewater
Treatment System**

List of Supplier Exceptions From the Requirements, Add Pages if Required.

Exception	Details
1.	
2.	
3.	
4.	
5.	
6.	
7.	

Name of Proponent

APPENDIX D
OPERATING COSTS FORMS

FORM D1: OPERATING COSTS

**San Miguel Community Services District
Wastewater Treatment Facility Pre-
Engineered Package Membrane Bioreactor
Municipal Wastewater Treatment System**

MBR CLEANING

List chemicals from Form T3: Technical Data. Provide current chemical pricing. Add pages if required¹.

ITEM NO.	DESCRIPTION	APPROX. ANNUAL QUANTITY (Number of Drums)	UNIT OF MEASURE	UNIT PRICE	TOTAL PRICE
1.					
2.					
3.					
4.					
5.					
6.					
7.					
8.					
9.					
10.					
11.					
12.					
13.					

1. Add other required chemicals with current chemical pricing.

Name of Proponent

FORM D2: OPERATING COSTS

**San Miguel Community Services District Wastewater
Treatment Facility Pre-Engineered Package
Membrane Bioreactor Municipal Wastewater
Treatment System**

MEMBRANE CASSETTE REPLACEMENT COST

List all parts necessary for membrane cassette replacement. Add pages if required.

ITEM NO.	DESCRIPTION	QUANTITY	UNIT PRICE		TOTAL PRICE
			PARTS	LABOUR	
1.					
2.					
3.					
4.					
5.					
6.					
7.					
8.					
9.					
10.					
11.					
12.					

Name of Proponent

FORM D3: OPERATING COSTS

**San Miguel Community Services District
Wastewater Treatment Facility Pre-Engineered
Package Membrane Bioreactor Municipal
Wastewater Treatment System**

**Membrane System Annual Power Consumption (kWh/yr) at Annual Average
Conditions**

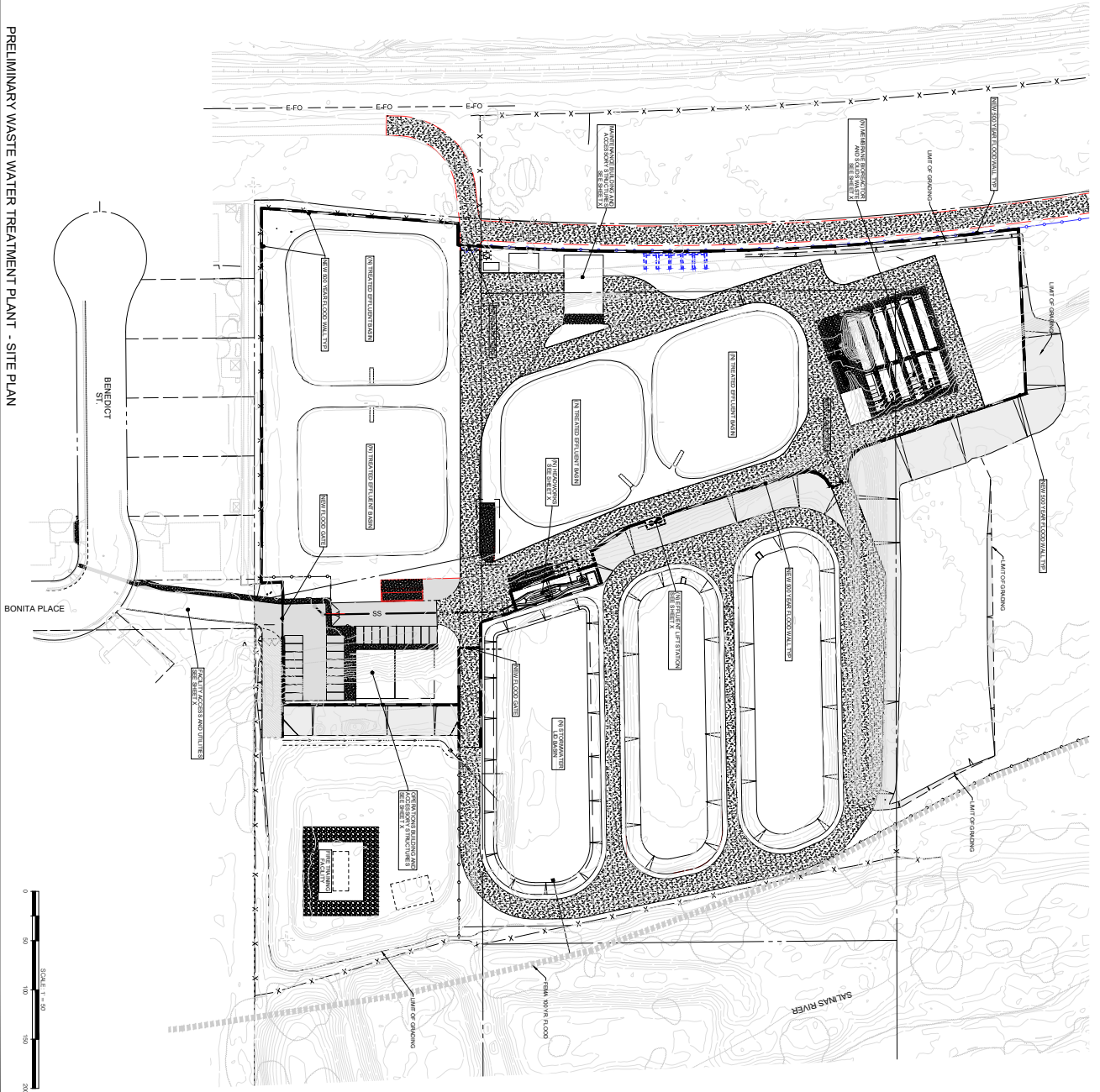
List all equipment necessary for operating membrane system. Add pages if required.

ITEM NO.	EQUIPMENT	EQUIPMENT LOAD	UNIT PRICE	HOURS OF OPERATION	APPROX. ANNUAL CONSUMPTION	TOTAL PRICE
1.			13.0 ¢/kWh			
2.			13.0 ¢/kWh			
3.			13.0 ¢/kWh			
4.			13.0 ¢/kWh			
5.			13.0 ¢/kWh			
6.			13.0 ¢/kWh			
7.			13.0 ¢/kWh			
8.			13.0 ¢/kWh			
9.			13.0 ¢/kWh			
10.			13.0 ¢/kWh			
11.			13.0 ¢/kWh			
12.			13.0 ¢/kWh			

Name of Proponent

APPENDIX E
PRELIMINARY WWTP SITE PLAN & YARD PIPING PLAN
(NOT FOR CONSTRUCTION)

PRELIMINARY WASTE WATER TREATMENT PLANT - SITE PLAN



QUESTIONS/COMMENTS

30% PROGRESS - 02-01-2021

01-C-104



OVERALL SITE PLAN

Project Number: 2019.10.002b

Project Location: X SAN MIGUEL, CA

WASTE WATER TREATMENT FACILITY PLANS
 SAN MIGUEL COMMUNITY SERVICES DISTRICT
 1150 MISSION STREET
 SAN MIGUEL, CA 93451

Number	Date	Description

MONSOON

P.O. BOX 151 SAN LUIS OBISPO, CA 93406 (805) 476-6168
 WWW.MONSOONCONSULTANTS.COM

APPENDIX F
MBR SYSTEM TECHNICAL SPECIFICATIONS

SECTION 013301

SUBMITTALS

PART 1 – GENERAL

1.01 THE REQUIREMENT

- A. This Section specifies the methods and requirements for submittals including Shop Drawings and Product Data. Specific requirements for Shop Drawings are denoted in the applicable Sections.
- B. Submittal for each Section shall be provided with a separate transmittal form. Submittals shall be completed and organized by the Section noted in the table at the end of this Section. Each submittal shall be clearly identified by reference to applicable Section Number. Submittals shall clearly reference the Contract Number and bear the identification of the MBR SYSTEM VENDOR. Submittals shall be clear and legible and of sufficient size for presentation of data. Each submittal shall be signed by the MBR SYSTEM VENDOR.
- C. Failure to provide the Shop Drawings as required by this Section within the allocated time shall constitute a failure of the MBR SYSTEM VENDOR to provide Special Engineering Services in accordance with the requirements of the Contract.
- D. Reference Specifications:
 - 1. Section 460754, Package Membrane Bioreactor Treatment System

1.02 SHOP DRAWINGS, PRODUCT DATA AND SAMPLES

- A. Shop Drawings:
 - 1. Shop drawings as specified in individual Sections include, custom-prepared data such as fabrication and erection/installation (working) drawings, scheduled information, setting diagrams, actual shop work manufacturing instructions, custom templates, special wiring diagrams, coordination drawings, individual system or equipment inspection and test reports including performance curves and certifications, as applicable to the work.
 - 2. All shop drawings submitted by subcontractors or component equipment System Vendors shall be sent directly to the MBR SYSTEM VENDOR for checking. The MBR SYSTEM VENDOR shall be responsible for coordinating and checking submittals before submitting to the Engineer for review and approval.
 - 3. The Shop drawing submittal shall identify a single manufacturer or provider of component equipment. Shop Drawings that identify multiple System Vendors for the same item will be rejected.

4. The MBR SYSTEM VENDOR shall check all subcontractors' or component equipment System Vendors shop drawings regarding measurements, size of members, materials of construction and fabrication details to make sure that they conform to the Drawings and Specifications.
5. All details on shop drawings shall show clearly the relation of the various parts to the main members and lines of the structure and where correct fabrication of the work depends upon field measurements, such measurements shall be made and noted on the drawings before being submitted.
6. Disorganized submittals that do not meet the requirements of the Contract Documents will be returned without review.
7. For all tagged devices supplied, the MBR SYSTEM VENDOR shall develop an "Equipment Cross Reference Schedule" that matches the Tag to the appropriate equipment manual. The Cross Reference Schedule shall be provided for each section submitted.
 - a. The equipment schedule shall include the pertinent information associated with the equipment including tag number, description, functional name location, component equipment model, part number, size, materials, accessories and range. The Equipment Cross-Reference Schedule shall be provided in the form of a Microsoft Excel (.XLS) spreadsheet.
8. Drawings: Provide half-size black line (11-inch x 17-inch) reproductions for all project drawings. 11-inch x 17-inch drawings shall be bound in a separate binder with a cover and backing. 11-inch x 17-inch drawings shall not be folded and placed into any project binder designed for 8 ½-inch x 11-inch paper.
9. Standard product data shall be clearly identified with reproducible arrows or other marking indicating the parts to be supplied with the equipment. Any parts or equipment not provided shall be marked out. In the event that an individual product data sheet has multiple items selected, refer to the Equipment Cross Reference Schedule, to obtain the relevant model and part number.

B. Product Data:

1. Product data as specified in individual Sections include, standard prepared data for manufactured products (sometimes referred to as catalog data), such as the manufacturer's product specification and installation instructions, availability of colors and patterns, manufacturer's printed statements of compliances and applicability, roughing-in diagrams and templates, catalog cuts, product photographs, standard wiring diagrams, printed performance curves and operational-range diagrams, production or quality control inspection and test reports and certifications, mill reports, product operating and maintenance

instructions and recommended spare-parts listing and printed product warranties, as applicable to the work.

C. Samples:

1. Samples specified in individual Sections include, physical examples of the work such as sections of manufactured or fabricated work, small cuts or containers of materials, complete units of repetitively-used products, color/texture/pattern swatches and range sets, specimens for coordination of visual effect, graphic symbols and units of work to be used by DISTRICT for independent inspection and testing, as applicable to the work.

1.03 MBR SYSTEM VENDOR RESPONSIBILITIES

- A. Review shop drawings, product data and samples, including those by component equipment System Vendors and subcontractors, prior to submission to determine and verify the following:
 1. Measurements.
 2. Construction criteria.
 3. Catalog numbers and similar data.
 4. Conformance with related Sections.
- B. Each shop drawing, sample and product data submitted by the MBR SYSTEM VENDOR shall have affixed to it the following Certification Statement: including the MBR SYSTEM VENDOR's Company name and signed by the MBR SYSTEM VENDOR designated Project Manager. Shop drawings and product data sheets 11-in x 17-in and smaller shall be bound together in an orderly fashion and bear the above Certification Statement on the cover sheet. The cover sheet shall fully describe the packaged data and include a listing of all items within the package.
- C. A separate transmittal form shall be used for each section where submittal is required. Transmittal of Shop Drawings on various items using a single transmittal form shall be permitted only when the items taken together constitute a manufacturer's "package" or are so functionally related that expediency indicates review of the group or package as a whole.
- D. The MBR SYSTEM VENDOR shall utilize an 8-character submittal identification numbering system in the following manner:
 1. The first five digits shall be the applicable Section Number.
 2. The next two digits shall be the numbers 01 to 99 to sequentially number each initial separate item or drawing submitted under each specific Section Number.
 3. The last character shall be a letter, A to Z, indicating the submission, or resubmission of the same Drawing, i.e., "A=1st submission, B=2nd submission, C=3rd submission, etc. A typical submittal number would be as follows:

460754-01-B	
460754	Section for Membrane Bioreactor
01	The first submittal under this section.
B	The second submission of that particular shop drawing.

4. Once information for a section has been prepared to completion, it may be submitted to the Engineer for review. However, if the Engineer determines that the review and approval of the section is contingent upon receipt of additional submittal information, the review of that section shall not be performed until all information has been received.
- E. Notify DISTRICT in writing, at the time of submittal, of any deviations in the submittals from the requirements of the Contract Documents.
 - F. The review and approval of shop drawings, samples or product data by DISTRICT and Engineer shall not relieve the MBR SYSTEM VENDOR from the responsibility for the fulfillment of the terms of the Contract. All risks of error and omission are assumed by the MBR SYSTEM VENDOR. DISTRICT and Engineer will have no responsibility therefor. DISTRICT and the Engineer may review the conformance of all Goods and Special Services with respect to the Contract Documents at any time prior to Final Acceptance.
 - G. Project work, materials, fabrication, and installation shall conform with approved shop drawings, applicable samples, and product data.
- 1.04 SUBMITTAL REQUIREMENTS
- A. Make submittals promptly in accordance with the Contract Times.
 - B. Schedule and Coordination Meetings:
 1. The MBR SYSTEM VENDOR shall submit Shop Drawings as indicated in Table A and Table B of this Section.
 2. Within 10 days after the issuance of the First Shop Drawing the MBR SYSTEM VENDOR shall meet with the Engineer and District at DISTRICT's location to review and receive comment regarding the Shop Drawing Submittal.
 3. Within 10 days after the issuance of the Second Shop Drawing Submittal, the MBR SYSTEM VENDOR shall meet with the Engineer and District at DISTRICT's location to review and receive comment regarding the Shop Drawing Submittal.
 - C. Each submittal, appropriately coded, will be returned within 20 working days following receipt of submittal by the Engineer.
 - D. Number of submittals required:
 1. Shop Drawings: 3 copies.
 2. Samples: Submit the number stated in the respective Sections.

- 3. Drawings: Drawings 11-inch by 17-inch and larger shall be submitted unfolded.
- E. A letter of transmittal, submitted in duplicate, shall accompany each submittal.
- F. At the beginning of each letter of transmittal, provide a reference heading indicating the following:

District's Name	San Miguel Community Services District
Project Name	MACHADO WWTF Improvements Project
Contract No.	
Transmittal No.	
Section No.	

- G. All Shop Drawings submitted shall bear the stamp of approval and signature of the MBR SYSTEM VENDOR as evidence that they have been reviewed by the MBR SYSTEM VENDOR. Submittals without this stamp of approval will not be reviewed by DISTRICT and will be returned to the MBR SYSTEM VENDOR. The MBR SYSTEM VENDOR's stamp shall contain the following information:
 - 1. The date of submission and the dates of any previous submissions.
 - 2. The Project Title and Number.
 - 3. MBR SYSTEM VENDOR identification.
 - 4. Name of the following:
 - a. MBR SYSTEM VENDOR
 - b. System Vendor, Distributor or Manufacturer's Representative
 - c. Manufacturer (i.e. Component Equipment Manufacturer)
 - 5. Identification of the product, with the section number, page and paragraph(s) and drawing number.
 - 6. Identification of deviations from Contract Documents.
 - 7. Identification of revisions on resubmittals.
 - 8. Where calculations are required to be submitted by the MBR SYSTEM VENDOR, the calculations shall have been checked by a qualified individual other than the preparer. The submitted calculations shall clearly show the names of the preparer and of the checker.
- H. All Shop Drawings submitted for approval shall have a title block with complete identifying information satisfactory to DISTRICT.

1.05 REVIEW OF SHOP DRAWINGS, PRODUCT DATA, WORKING DRAWINGS AND SAMPLES

A. Copies of the submittals will be returned electronically to the MBR SYSTEM VENDOR under one of the following notations.

1. "FURNISH AS SUBMITTED" is assigned when there are no notations or comments on the submittal. When returned under this code the MBR SYSTEM VENDOR may release the equipment and/or material for manufacture, unless specifically noted in the Agreement or the General Conditions.
2. "FURNISH AS CORRECTED". This code is assigned when a confirmation of the notations and comments IS NOT required by the MBR SYSTEM VENDOR. The MBR SYSTEM VENDOR may release the equipment or material for manufacture unless specifically noted in the Agreement or the General Conditions; however, all notations and comments must be incorporated into the final product without exception.
3. "FURNISH AS CORRECTED - CONFIRM". This combination of codes is assigned when a confirmation of the notations and comments IS required by the MBR SYSTEM VENDOR. The MBR SYSTEM VENDOR may, at his own risk, release the equipment or material for manufacture; however, all notations and comments must be incorporated into the final product. This confirmation shall specifically address each omission and nonconforming item that was noted. Confirmation is to be received by West Basin and Engineer within 15 working days of the date of the Engineer's transmittal requiring the confirmation.
4. "REVISE AND RESUBMIT". This combination of codes is assigned when notations and comments are extensive enough to require a resubmittal of the package. This resubmittal is to address all comments, omissions and non-conforming items that were noted. Resubmittal is to be received by DISTRICT and Engineer within 15 working days of the date of the Engineer's transmittal requiring the resubmittal.
5. "REJECTED" is assigned when the submittal does not meet the intent of the Contract Documents. The MBR SYSTEM VENDOR must resubmit the entire package revised to bring the submittal into conformance. It may be necessary to resubmit using a different manufacturer/vendor to meet the Contract Documents.
6. "COMMENTS ATTACHED" is assigned where there are comments attached to the returned submittal which provide additional data to aid the MBR SYSTEM VENDOR.
7. Items 1 through 5 designate the status of the reviewed submittal with Item 6 showing that there has been an attachment of additional data.

B. Resubmittals will be handled in the same manner as first submittals. On resubmittals the MBR SYSTEM VENDOR shall identify all revisions made to the submittals, either in writing on the letter of transmittal or on the shop drawings by use of revision triangles or other similar methods. The resubmittal shall clearly respond to each comment made by DISTRICT and Engineer on the previous submission. Additionally, the MBR SYSTEM

VENDOR shall direct specific attention to any revisions made other than the corrections requested by DISTRICT on previous submissions.

- C. Partial submittals may not be reviewed. DISTRICT and Engineer will be the sole judge as to the completeness of a submittal. Submittals not complete will be returned to the MBR SYSTEM VENDOR and will be considered "Rejected" until resubmitted. Optionally, DISTRICT and Engineer may provide a list or mark the submittal directing the MBR SYSTEM VENDOR to the areas that are incomplete.
- D. If the MBR SYSTEM VENDOR considers any correction indicated on the shop drawings to constitute a change to the Contract Documents, the MBR SYSTEM VENDOR shall give written notice thereof to DISTRICT at least 7 working days prior to release for manufacture.
- E. When the shop drawings have been completed to the satisfaction of DISTRICT, the MBR SYSTEM VENDOR shall carry out the construction in accordance therewith and shall make no further changes therein except upon written instructions from DISTRICT.
- F. All Shop Drawings and Samples shall be submitted prior to the dates established. For any Shop Drawing that is submitted after the dates established in the Agreement, if the Shop Drawing is deemed "REVISE AND RESUBMIT" or "REJECTED" DISTRICT shall notify the MBR SYSTEM VENDOR within five working days after receipt of the Shop Drawings that the shop drawings furnished were not acceptable. Upon notification, the MBR SYSTEM VENDOR has ten working days to produce and deliver to DISTRICT an acceptable Shop Drawing(s).
- G. In the event that the MBR SYSTEM VENDOR requests an "or equal" for a previously approved item, all of the Engineer's costs in the reviewing and approval of the "or equal" will be back-charged to the MBR SYSTEM VENDOR, unless the need for such "or-equal" is beyond the MBR SYSTEM VENDOR'S control.

1.06 DISTRIBUTION OF SHOP DRAWINGS

- A. In accordance with the requirements of Section 460108, Installation, Operation and Maintenance Manuals, distribute reproductions of approved shop drawings and copies of approved product data and samples, where required, to the job site file and elsewhere as directed by DISTRICT and Engineer. Number of copies shall be as directed by DISTRICT and Engineer.

1.07 PROFESSIONAL ENGINEER (PE) CERTIFICATION FORM

- A. If specifically required in other related Sections, submit a P.E. Certification for each item required, in the form attached to this Section, completely filled in and stamped.

1.08 GENERAL SUBMITTAL PROCEDURES

- A. Coordination of Submittal Times: Prepare and transmit each submittal sufficiently in advance of performing the related work or other applicable activities, or within the time specified in the individual work of other related Sections, so that the installation will not be delayed by processing times including disapproval and resubmittal (if required), coordination with other submittals, testing, purchasing, fabrication, delivery and similar sequenced activities. No extension of time will be authorized because of the MBR SYSTEM VENDOR's failure to transmit submittals in a timely manner.

- B. Submit Shop Drawings to the DISTRICT Director of Utilities at the address indicated below:

Kelly Dodds
Director of Utilities
San Miguel Community Services District
1150 Mission Street
San Miguel, CA 93451
Phone: (805) 467-3388
Email: kelly.dodds@sanmiguelcsd.org

PART 2 – PRODUCTS (NOT USED)

PART 3 – EXECUTION (NOT USED)

PART 4 – SUPPLEMENTAL INFORMATION

P.E. CERTIFICATION FORM

The undersigned is a professional engineer registered in the State of California. He/she has been employed by _____ to design
(Name of MBR SYSTEM VENDOR)

(Insert PE Responsibilities and Limitations)

in accordance with Section _____ for the
(Section Number)

(Name of Project)

The undersigned has performed the design of the _____ ,

That said design is in conformance with all applicable local, state, federal codes, rules and regulations, and that his/her signature and PE stamp have been affixed to all calculations and drawings used in, and resulting from, the design. The undersigned hereby agrees to make all original design drawings and calculations available to the San Miguel Community Services District (DISTRICT) or DISTRICT's representative within seven days following written request therefor by DISTRICT.

_____ (PE Name)	_____ (MBR SYSTEM VENDOR Name)
_____ (Date)	_____ (Date)
_____ (Signature)	_____ (Signature)
_____ (Address)	_____ (Title)
	_____ (Address)

(P.E. Stamp)

- END OF SECTION -

SECTION 016500

TRANSPORTATION AND HANDLING OF GOODS

PART 1 – GENERAL

1.01 THE REQUIREMENT

A. Description of Work:

1. The MBR SYSTEM VENDOR shall supply and make all arrangements for transportation and delivery of all equipment and materials to the Point of Destination.
2. Shipments of materials shall be delivered to the Point of Destination only during regular working hours. Shipments shall be addressed, and delivered to the Contractor, except where otherwise directed.

1.02 SUBMITTALS

A. Shipping List:

1. Prior to the delivery of the Goods, the MBR SYSTEM VENDOR shall develop and submit to the Contractor a Bill of Materials for the contents of all shipments. This list shall detail contents, size, weights and tag numbers of each item shipped. Upon receipt of the Goods, the Bill of Materials shall be used to determine that the Goods have been received by the Contractor in accordance with Article 5 of 00701, Procurement General Conditions.

1.03 PRODUCT DELIVERY STORAGE AND HANDLING

- A. The MBR SYSTEM VENDOR shall arrange deliveries of products in accordance with the Contract Time requirements stipulated in the Agreement.
- B. The MBR System Vendor shall coordinate deliveries that occur between specified Contract Times to accommodate the following:
 1. Work of other Contractors or DISTRICT.
 2. Limitations of storage space.
 3. Availability of equipment and personnel for handling products.
- C. Partial deliveries of component parts of equipment shall be clearly marked to identify the equipment, simplify accumulation of parts and facilitate assembly.

- D. Each part within a shipment shall be clearly labeled with the reference numbers and tag numbers included in the Bill of Materials.
 - 1. Upon delivery, the MBR SYSTEM VENDOR and DISTRICT, shall inspect shipment(s) to ensure Product complies with requirements of approved submittals.
 - 2. Containers and packages are intact.
 - 3. Labels are legible.
 - 4. Products are properly protected and undamaged.
- E. The DISTRICT will provide equipment and personnel necessary to handle products by methods designed to prevent soiling or damage.
- F. The DISTRICT will provide storage facilities in accordance with the MBR SYSTEM VENDOR storage requirements to be submitted prior to delivery and along with the delivered equipment.

PART 2 – PRODUCTS (NOT USED)

PART 3 – EXECUTION (NOT USED)

- END OF SECTION -

SECTION 017319

INSTALLATION OF MBR EQUIPMENT

PART 1 – GENERAL

1.01 THE REQUIREMENT

A. Description of Work:

1. The MBR SYSTEM VENDOR shall provide all installation services and activities required for the complete installation of the MBR System.
2. Upon completion of Installation, the DISTRICT shall issue a “Notice of Completed Installation.”

B. Reference Specifications:

1. Section 016500, Transportation and Handling of Goods
2. MBR System RFP section regarding Installation, Operation and Maintenance Manuals

1.02 SUBMITTALS

A. Pre-Delivery Submittals:

1. In accordance with Section 016500, Transportation and Handling of Goods, the MBR SYSTEM VENDOR shall provide to the DISTRICT a listing of Goods to be delivered to the Point of Destination.
2. The MBR SYSTEM VENDOR shall provide to the DISTRICT a listing of Goods that require protection. Special, storage, protection, and handling instructions shall be provided.
3. Installation, Operation and Maintenance Manuals shall be provided.

PART 2 – PRODUCTS (NOT USED)

PART 3 – EXECUTION

3.01 INSTALLATION

A. The MBR SYSTEM VENDOR shall be responsible for the following services to provide a fully functional packaged MBR and appurtenant equipment;

1. Trucking, logistics, freight and insurance exceeding equipment value for all equipment to ship from the MBR SYSTEM VENDOR's Factory.
2. Installation and re-assembly of the membrane system equipment onsite using Vendor provided equipment. The installation shall be conducted on-site by authorized, experienced, employees of the MBR SYSTEM VENDOR or it's affiliates. If the affiliates are not under the same ownership as the MBR SYSTEM VENDOR, provide SOQ for the assembly Contractor including:
 - a. Years in business
 - b. Total Qty. of Packaged MBR's, sludge handling systems and UV system installations installed.
 - c. Management Team SOQ's
 - d. (3) references for projects of similar size and scope where the above and below installation services have been provided to the MBR SYSTEM VENDOR.
3. Anchor supply and install per the MBR SYSTEM VENDOR's structural engineer recommendations/requirements.
4. Complete assembly of the MBR SYSTEM interconnects (internal to MBR and appurtenant equipment) and supports in stainless steel
5. Complete connection of the MBR SYSTEM to the existing onsite utilities located within 5 feet of the connection points on the MBR SYSTEM. Including all supports in stainless steel.
6. Chemical line connections from the MBR SYSTEM chemical pump suction to the District provided tanks/totes.
7. Filling of all tanks with prescribed volume by the MBR SYSTEM VENDOR in anticipation for onsite wet testing and pressure checks.
8. Pre-commissioning checklist sign-off and submission to the District.
9. Transfer of seed sludge from existing system to MBR tanks, through inlet screen system.
10. Supply of millwrights, electricians and plumbers onsite through the commissioning of the MBR Equipment.
11. CA prevailing wage and DIR registration

B. DISTRICT PROVIDED INSTALLATION SERVICES/SUPPLIES

1. The District will provide the following to support the installation

of the packaged components;

- a. RAW/Potable Water at no cost
 - b. 120V 40A at no cost
 - c. Seed sludge from the existing system for seeding MBR
 - d. Onsite laydown area
- C. An employee of the MBR SYSTEM VENDOR shall be always present on-site during installation to oversee the proper placement and installation of package membrane bioreactor treatment trains and ancillary equipment supplied by the MBR SYSTEM VENDOR, including but not limited to screens, tanks, pumps, mixers, compressors, CIP systems, blowers, control panels, piping, instrumentation and VFD's.
- D. The representative of the MBR SYSTEM VENDOR shall also be present to oversee the assembly installation of the associated anchor bolts for MBR SYSTEM VENDOR furnished equipment.
- E. The MBR SYSTEM VENDOR shall be responsible for identification of the volume and concentration of the membrane module storage solution and rinsing requirements for membrane modules.
- F. The MBR SYSTEM VENDOR shall be responsible for making any adjustments and/or modifications to the installation process that may become necessary to ensure that all equipment is properly installed.
- G. After the installation is complete, the MBR SYSTEM VENDOR, DISTRICT operators, and Engineer shall jointly perform a pre-commissioning inspection of the System. The inspection shall identify the following:
1. Mechanical:
 - a. During inspection, MBR SYSTEM VENDOR shall provide a trained manufacturer's representative to test shaft alignment of all rotating machinery.
 - b. The automatic screens shall be completely installed, pressure tested, rotation verified, and automatic operation verified.
 - c. Membrane Bioreactor Unit shall be completely installed and unit and interconnecting piping pressure tested.
 - d. Filtrate/Back wash/CIP Recirculation Pumps shall be completely installed and pressure tested.
 - e. The Clean-In-Place system shall be completely installed and pressure tested.

The Compressed Air System shall be completely installed and the piping pressure tested.

- f. The Priming System shall be completely installed and the piping pressure tested.
- g. The Scour Air system piping shall be completely installed and the piping pressure tested.
- h. Actuated valves and gates shall be completely installed and wet tested.
- i. All required piping, valves, wiring, conduit, instrumentation, treatment components and ancillary systems required to treat the raw wastewater to the specified effluent limits shall be completely installed and tested.

2. Electrical:

- a. All local control panels shall be installed and terminations completed.
- b. All 480, 240, 120, and 12 & 24VDC power supplies shall be connected and verified. Verification shall include continuity testing.
- c. The documentation associated with the inspection of electrical terminations shall be provided by the MBR SYSTEM VENDOR to the DISTRICT.

H. The Contractor shall be responsible for making any adjustments and/or modifications to the installation process that may become necessary to ensure that all equipment is properly installed.

- 1. The inspection shall identify any equipment that has not been properly installed, detailing the outstanding installation issues on a "punch list" and noting the party who shall be responsible for each correction and identify the items that require correction before commissioning can begin.
- 2. Once the corrections identified have been made, a 'Notice of Completed Installation' shall be issued by the DISTRICT and commissioning shall commence.

I. Optional Slab Design and Installation

- 1. The District requests that the MBR SYSTEM VENDOR provide optional pricing for the installation contractor to provide the following slab services:

- a. Structural engineering and design of the slab for the site conditions
 - b. Qualify bid with the assumed slab design, to include;
 - Thickness of slab.
 - Rebar spacing and diameter assumptions.
 - Mix design assumptions.
 - Footings design assumption
 - Assumed dimensions of slab if differs from the approximate 150'x150' area designated in the RFP.
 - Example of slab design provided by MBR SYSTEM VENDOR and/or it's affiliates for a similar sized project, in a similar seismic activity zone.
2. The District or it's Contractor(s) will provide the following prior to and in support of the Optional Slab pricing
- a. Soils Report
 - b. Rough graded slab area graded to within 2/10 of a foot of subgrade surface.
 - c. Onsite water for filling of trucks/hosing
 - d. Survey/staking
 - Two rounds of staking
 - e. Piping, drains, plumbing that comes in, on or near the slab for MBR connections.

- END OF SECTION -

SECTION 017843

SPARE PARTS

PART 1 – GENERAL

1.01 THE REQUIREMENT

A. Description of Work:

1. The following is a minimum list of spare parts that shall be provided by the MBR System vendor with the cost of all spare parts to be included in the contract price:

a. Spare Parts

- Inlet Screen
 - Brushes
 - Wear bars
 - Spare solenoid (1 each size) for wash water
 - Endless Bags (1)
- Mixers
 - Mechanical seal for mixer (1) for each size mixer
- Pumps
 - Replacement seal kit and O-rings (for each style pump)
 - (1) motor for each style pump
 - Replacement lobes and wear plates for permeate pumps
 - Replacement stator, rotor, set joint and seal for sludge pumps
 - (6) replacement peristaltic tubes for each size/ type
 - (2) roller assemblies for each style/size
- Blowers
 - (1) intake filter for each blower
- Sensory/Instrumentation
 - DO sensor cap
 - Flow Meter Electronics Circuit Board
 - CM448R transmitter
- Electrical
 - (3) single pole relays and bases
 - (3) double pole relays and bases
 - (3) interposing relays and bases
 - (4) HOA Selector and auxiliary

- contacts
 - (6) air conditioning replacement filters
 - (1) Universal power supply for each size/ type
 - (1) PC HMI touch screen
 - Misc
 - (6) OTT magnum diffusers 1.2mm (4")
 - (2) OTT magnum diffusers 2.0mm (3")
 - (1) Priming pump
 - Chemical injection solenoid (1/4")
 - Solenoid valves for probe wash system
 - (1) each of spare gaskets and O-rings for all pipe sizes
 - UV transmittance rebuild kit
- b. Shelf Spares
 - Sensory/Instrumentation
 - ORP Probe
 - MEMOSENS Cable
 - Level transmitter (1 of ea. Type and/or span)
 - Level float
 - Mass air flow sensor
 - DO sensor
 - MLSS Sensor
 - Turbidity Sensor
 - Membrane TMP positive/negative pressure transmitter
 - Blower pressure transmitter
 - Blower vacuum transmitter
 - Membrane
 - (2) membrane modules, sealed, preserved and bagged for long-term storage with applicable O-rings, hardware necessary for installation.
 - Membrane pressure relief valve, factory set.
 - Screen
 - Gear Drive Motor
 - Pumps
 - (1) of each model (all)
 - Blowers
 - (1) of each model (all)
 - Sludge Press
 - Flash Mixer
 - Floc Mixer
 - Press end motor

2. Spare parts and materials required to be supplied in the Contract Documents shall be furnished in unopened cartons, boxes, crates, or other protective covering suitable for preventing corrosion or deterioration for the maximum length of storage which may be normally anticipated. They shall be clearly marked and identified as to the name of manufacturer or supplier, applicable equipment, part number, description, equipment identification tag and location in the equipment. They shall be clearly marked as 'Spare Parts'.
3. Spare parts and materials shall be delivered to DISTRICT at the Point of Destination or other location specified by DISTRICT prior to commencing Commissioning of the membrane bioreactor system.
4. Provide a letter of transmittal and spare parts receiver form including the following:
 - a. Date of letter and transfer of parts and material.
 - b. Contract title and number.
 - c. MBR SYSTEM VENDOR'S name and address.
 - d. Applicable Sections of the Project Manual for each set of spare parts supplied.
 - e. Acknowledgment signed by the MBR SYSTEM VENDOR, that all spare parts and maintenance materials have been delivered.
5. The MBR SYSTEM VENDOR shall be fully responsible for loss or damage to parts and materials until they are received by DISTRICT.

1.02 SUBMITTALS

A. Shop Drawings:

1. In accordance with the requirements of Section 013301, Submittals, provide, as part of the second shop drawing submittal, a detailed list of spare parts with specific models and quantities denoted unique for the MBR SYSTEM VENDOR to be provided under this Contract for approval by the Engineer.

PART 2 – PRODUCTS (NOT USED)

PART 3 – EXECUTION (NOT USED)

PART 4 – SUPPLEMENTAL INFORMATION

SECTION 017900

TRAINING OF OPERATIONS AND MAINTENANCE PERSONNEL

PART 1 – GENERAL

1.01 THE REQUIREMENT

A. Description of Work:

1. The MBR SYSTEM VENDOR shall provide formal training of DISTRICT's personnel. Training shall commence after the "Notice of Completed Commissioning" is issued.
 - a. Training of DISTRICT's personnel shall commence within a period of 14 days after the "Notice of Completed Commissioning" has been issued as mutually agreed to by DISTRICT, Engineer, and Contractor.
 - b. Training shall be conducted for first shift during normal working hours.
 - c. Training shall be completed within the time allocated in the Agreement.
 - d. The Engineer shall document the time when the facilities are substantially unavailable for use by the MBR SYSTEM VENDOR to perform training due to circumstances beyond the control of the MBR SYSTEM VENDOR including but not limited to power outages, lack of feed water, inability to transfer product water or feed water due to factors beyond the control of the MBR SYSTEM VENDOR, not having adequate staff from the Contractor or DISTRICT. If in the sole opinion of the Engineer the facilities are substantially unavailable to the MBR SYSTEM VENDOR, equivalent additional time for training will be granted.
 - e. Failure of the MBR SYSTEM VENDOR to complete the Training as required by this Section within the allocated time, shall constitute a failure of the MBR SYSTEM VENDOR to provide Special Services in accordance with the requirements of the Contract. The MBR SYSTEM VENDOR shall be assessed Liquidated Damages in the amount of \$!,500 per day until Training is complete.
 - f. Upon successful completion of the Training required by this Section, the DISTRICT will issue a "Notice of Completed Training".
 - g. The MBR SYSTEM VENDOR shall maintain record of the individuals that have completed training and provide information required for the documentation of Professional Development Hours required for DISTRICT's personnel.
2. The MBR SYSTEM VENDOR shall provide the services of factory-trained specialists to train DISTRICT's personnel in the recommended operation and the preventive maintenance procedures for all equipment provided by the Contract Documents.

3. The MBR SYSTEM VENDOR shall provide a combination of classroom and hands-on training. All training shall be conducted in accordance with the provisions of the RFP.
4. The following Levels of Training shall be provided.

Level of Training	Number of Shifts	Maximum Number of Participants	Classroom Training (Hours)	Hands-on Training (Hours)
Membrane Bioreactor System	1	4	8	16
Mechanical Equipment	1	4	8	16
Instrumentation and Control Equipment	1	4	8	16
PLC / HMI	1	4	16	16

5. Hands-On Training shall be limited to groups of 4. In the event that more than 4 personnel are to be trained, multiple hands-on training sessions shall be conducted.
6. The MBR SYSTEM VENDOR shall be responsible for all costs associated with training and shall provide required materials, texts, and supplies.
7. Training shall be conducted in normal eight (8) hour working days until conclusion of the training course.
8. Training sessions may be videotaped by DISTRICT at DISTRICT's expense.
9. Training material shall be provided to DISTRICT in written and electronic format.
10. Training shall be performed by the MBR SYSTEM VENDOR and component equipment suppliers. The MBR SYSTEM VENDOR shall be responsible for the training on the design and operation of the equipment and systems provided. This includes, but not limited to:
 - a. Membrane Bioreactor System:
 - i. Membrane Theory.
 - ii. Membrane System.
 - iii. Membrane Units.
 - iv. Membrane Processes:
 1. Start Up, Shut Down.
 2. Filtration, Backwashing or Reverse Filtration.

- 3. Chemically Enhanced Backwash, Backwash and Clean-In-Place.
- 4. Clean Water Flux Test
- 5. Membrane Integrity Testing and Module Repair.
- v. Routine and Non-Routine Maintenance.
- b. Component Equipment Training:
 - i. Equipment: Equipment (including pumps, compressors, crane).
 - ii. Mechanical: Equipment (valves, actuators, blowers and positioners).
- c. Instrumentation and Control Component Equipment Training:
 - i. Switches.
 - ii. Meters and Transmitters.
 - iii. Analyzers.
- d. Instrumentation and Control Programmable Logic Control/HMI Training:
 - i. Programmable Logic Control Equipment.
 - ii. HMI System Training.

B. Reference Specifications:

- 1. MBR System RFP for Installation, Operation and Maintenance Manuals.
- 2. Section 460754, Package Membrane Bioreactor Treatment System.

C. Coordination:

- 1. The MBR SYSTEM VENDOR shall coordinate these services at times acceptable to DISTRICT, with a minimum of 5 days prior notice.

1.02 QUALITY ASSURANCE/QUALITY CONTROL (QA/QC)

- A. The qualifications of specialists shall meet the requirements of this Section and are subject to approval by the Engineer.

1.03 SUBMITTALS

- A. Training Manuals shall be provided with the PRELIMINARY O&M Manuals. Refer to MBR System RFP for Installation, Operation and Maintenance Manuals requirements.

- B. The MBR SYSTEM VENDOR shall develop and submit to the Engineer and DISTRICT a Training Manual. The Training Manual shall include the elements presented in this Section or as required by the MBR SYSTEM VENDOR or component equipment supplier.
- C. The MBR SYSTEM VENDOR shall prepare a Training Lesson Plan, provide qualified instructors, and schedule the training in an organized manner.
 - 1. Proposed lesson plans for scheduled instruction shall be submitted 15 days prior to the commencement of training. Lesson plans shall be approved by the Engineer a minimum of 5 days prior to scheduled instruction. All training material shall be provided to DISTRICT in electronic format.
 - 2. Credentials for the MBR SYSTEM VENDOR'S designated instructor(s) shall be submitted thirty (30) days prior to the commencement of training. Credentials shall include a brief resume and specific details of the instructor(s) pertaining both to personal experience operating and maintaining the specified equipment and conducting operation and maintenance for the same equipment.
 - 3. The MBR SYSTEM VENDOR'S proposed lesson plans shall detail specific instruction topics. Training aids to be utilized in the instruction shall be referenced and attached where applicable to the proposed lesson plan. "Hands-on" demonstrations planned for the instruction shall be described in the lesson plan.
 - 4. The MBR SYSTEM VENDOR shall indicate the estimated duration of each segment of the training in the lessonplan.
 - 5. Submit information as required by the local primacy agency in support of Professional Development Hours.

1.04 SPECIAL PROJECT CONSIDERATIONS

A. Training Aids:

- 1. The MBR SYSTEM VENDOR's instructor shall incorporate training aids as appropriate to assist in the instruction. As a minimum, the training aids shall include text and figure handouts. Texts shall be bound within three-ring binders. Other appropriate training aids are:
 - a. Audio-visual aids (e.g., films, slides, videotapes, overhead transparencies, posters, blueprints, diagrams, catalogue sheets).
 - b. Equipment cutaways and samples (e.g., spare parts and damaged equipment).
 - c. Tools (e.g., repair tools, customized tools, measuring and calibrating instruments).
- 2. The MBR SYSTEM VENDOR's instructor shall utilize descriptive class handouts during the instruction. Photocopied class handouts shall be good quality reproductions. Class handouts should accompany the instruction with frequent

reference made to them. Customized handouts developed especially for the instruction are required. Handouts planned for the instruction shall be attached with the manufacturer's proposed lesson plan.

B. Hands-on Demonstration:

1. The MBR SYSTEM VENDOR's instructor shall present Hands-on demonstrations of operations and maintenance of the MBR SYSTEM VENDOR supplied and component equipment. The proposed Hands-on demonstrations should be described in the MBR SYSTEM VENDOR's proposed lesson plan.

PART 2 – PRODUCTS (NOT USED)

PART 3 – EXECUTION

3.01 OPERATOR TRAINING

A. Training: The instruction lesson plan shall include the following as a minimum:

1. Equipment Operation:
 - a. Describe equipment's operating (process) function. Describe equipment's fundamental operating principals and dynamics.
 - b. Identify equipment's mechanical, electrical, and electronic components and features.
 - c. Identify all support equipment associated with the operation of subject equipment (e.g., compressed air intake filters, valve actuators, motors).
 - d. Recommend standard operating procedures to address start-up, routine monitoring, and shutdown of the equipment.
 - e. Perform a hands-on training session including removal and repair of hollow fiber membrane elements.
2. Detailed Component Description:
 - a. Identify and describe in detail each component's function.
 - b. Group related components into subsystems, where applicable. Describe subsystem functions and their interaction with other subsystems.
 - c. Identify and describe in detail equipment safeties and control interlocks.
3. Equipment Preventative Maintenance (PM):
 - a. Describe PM inspection procedures required to:
 - i. Perform an inspection of the equipment in operation.

- ii. Spot potential trouble symptoms and anticipate breakdowns.
 - iii. Forecast maintenance requirements (predictive maintenance).
 - b. Define the recommended PM intervals for each component.
 - c. Provide lubricant and replacement part recommendations and limitations.
 - d. Describe appropriate cleaning practices and recommend intervals.
 - e. Identify and describe the use of special tools required for maintenance of the equipment.
 - f. Describe component removal/installation and disassembly/assembly procedures.
 - g. Perform "hands-on" demonstrations of preventive maintenance procedures
 - h. Describe recommended measuring instruments and procedures, and provide instruction on interpreting alignment measurements, as appropriate. Define recommended torque, mounting, calibration, and/or alignment procedures and settings, as appropriate.
 - i. Describe recommended procedures to check/test equipment following a corrective repair.
- 4. Equipment Troubleshooting:
 - a. Define recommended systematic troubleshooting procedures.
 - b. Provide component specific troubleshooting checklists.
 - c. Describe applicable equipment testing and diagnostic procedures to facilitate troubleshooting.

- END OF SECTION -

SECTION 334500

PROCESS BLOWERS

PART 1 - GENERAL

1.01 DESCRIPTION

- A. This Section includes provision for the positive displacement blower system(s) to be used in the Wastewater Treatment Facility.

1.02 DESIGN SUBMITTALS

The following design submittals are to be provided by Vendor upon award of contract. All submittals shall be approved by the Engineer, prior to shipping of such equipment.

- A. The submittals shall consist of a bill of materials listing all components the system manufacturer will deliver; component Manufacturer's catalog cut sheets listing materials of construction, performance curves/charts, standards of design, warranty statement; prime/paint coating system plus the following:
 - 1. Design
 - a. Supplier shall provide a design worksheet for every blower which models the following;
 - 1) Dynamic Water levels for all chambers/basins
 - 2) All blower pipe networks with friction coefficients
 - 3) All blower fittings
 - 4) All blower valves, orifices, gates.
 - 5) Blower Curve Layover
 - 2. BLOWER
 - a. BHP at: normal system operating conditions
 - b. Discharge temperature at ambient temperature and normal system operating conditions.
 - c. L10 bearing life calculations for each bearing.
 - 3. MOTOR
 - a. 1/2, 3/4, full load efficiencies and power factors
 - b. L10 bearing life calculations for each bearing.

4. PRESSURE RELIEF VALVE
 - a. Set pressure
 - b. Shop drawings of assembled system stating what items will be shipped to the job site assembled and those shipped loose for field assembly.

5. BLOWER CRITERIA
 - a. Submit the following information for each blower to be provided in the system:

APPLICATION:	
NUMBER OF BLOWERS:	
SITE ELEVATION, FASL:	
MAXIMUM INLET TEMPERATURE, °F:	
MAXIMUM RELATIVE HUMIDITY, %:	
SCFM ± 4 %:	
DIFFERENTIAL PRESSURE, PSIG:	
MAX BHP REQUIRED:	
RPM LIMIT AT ABOVE SCFM:	
MOTOR SIZE:	
SOUND LIMIT REQ. @ 1 METER IN FREE FIELD:	

PART 2 – PRODUCTS

A. QUALITY ASSURANCE

1. The blower system(s) will be built by a blower system supplier who has units at 50 or more wastewater treatment plants, the same size or larger than those specified below, that have been in successful operation for fifteen or more years.
2. All blower components shall be furnished by a single supplier.
3. Unnamed manufacturers shall provide a complete technical submittal to the engineer for review at least 10 days prior to the published bid date noting all project specific system performances, curves, drawings, maintenance requirements, and any non-compliances with the specification to qualify for use on the project.
4. Blowers, motors, and all primary components shall be manufactured in the United States with replacements and parts available from multiple sources within the United States.

B. ACCEPTABLE MANUFACTURER

1. The blower system(s) shall be by the following manufacturer:
 - a. FPZ

C. CONSTRUCTION

1. BLOWER
 - a. Blower housing, cover, impeller to be of aluminum construction
 - b. Lubrication: bearings to be permanently sealed bearings and shall not require periodic greasing
 - c. Units will hold CE mark
 - d. Motor to be integrally mounted to blower housing
 - e. Belt driven blowers are not acceptable

2. MOTOR

- a. Blower motors to have the following minimum criteria:

DESIGN:	TEFC, Tropicalized, CURUS marking from UL
HP:	Nameplate greater than the brake horsepower at 10% above the relief valve set pressure as described in 1.03 D 2.
TYPE:	TEFC
POWER:	480 volt, 3 phase, 60 Hertz
INSULATION:	Class F
SERVICE FACTOR:	1.15 (or 1.0 if used in conjunction with VFD) at power voltage and site elevation listed above
EFFICIENCY:	"premium efficient" per latest edition of NEMA MG1

3. BASE

- a. Base shall be stainless steel construction and welded to stainless steel tanks in a rigid fashion.
- b. The blower base shall be mounted on vibration mounts to minimize transmitted vibrations from the blower system to the stainless-steel structure and to isolate from galvanic corrosion

4. ACCESSORIES

a. INLET FILTER/SILENCER

Each blower will have a filter/silencer with paper media that removes 99.5% of 2 micron particles. The maximum pressure drop across the clean element shall be less than 2-inches of water column.

b. FLEXIBLE JOINT

- 1) Each blower shall have a flexible joint located between the blower and discharge silencer to minimize vibration transmission to downstream piping and/or kynar isolation piece. The joint's elastomer must be rated higher than the maximum expected service temperature and pressure.

5. VALVES

a. PRESSURE RELIEF VALVE

- 1) Each blower shall be protected by a spring loaded pressure relief valve preset to start opening at half a PSIG above the PSIG listed in the "service" section, be full open at not more than 10% above the set pressure, and rated for the SCFM and PSIG listed in the "service" section. If the valve malfunctions it shall do so in the open condition to prevent blower damage.

b. ISOLATION VALVE

- 1) Blowers with isolation valves shall adhere to the following: Each blower shall have a discharge isolation valve. Valves less than two inches in diameter will be ball valves. Valves 2-inches and larger shall be stainless steel T/C type with a locking handle. The temperature rating of the seat must exceed the maximum anticipated discharge temperature. The valve shall be shipped installed on the system.

6. INSTRUMENTS

a. PRESSURE GAUGE

- 1) Each blower shall have a 2" diameter, stainless steel case, brass bourdon tube, liquid filled, 1/4 NPT connection pressure gauge with a 0-15 PSIG scale on systems operating up to 10 PSIG and 0-30 PSIG for higher pressures. Gauge shall have a 1/4" brass snubber and isolation valve. Gauge shall be Winters 738 or equal.

- b. Pressure Transducers
 - 1) Each Blower shall have the following:
 - a) Suction Transducer
 - (1) Shall be mounted to the air filter housing and provide analog readout/alarming for air filter occlusion
 - b) Pressure Transducer
 - (1) Shall be mounted to the pipe network and provide analog readout/alarming for the pipe network.

c. REPLACEMENT PARTS

- 1) Each blower shall be furnished with the following spare parts:
 - a) One spare filter element

d. MANUALS

- 1) One operation and maintenance manual shall be provided for each size of blower.

7. Warranty

- a. Blowers will have minimum 3-year warranty (from date of purchase)

END OF SECTION

SECTION 400597

IDENTIFICATION AND TAGGING

PART 1 – GENERAL

1.01 (NOT USED)

1.02 DESCRIPTION

A. Description of Work:

1. Provide a non-corrosive permanently engraved identification tag for each piece of equipment provided.
2. The equipment number used by the manufacturer shall be consistent with the number used to identify the equipment in parts listings and other O&M documentation. The tagging scheme will be finalized with the final design of the facility and will follow the standards currently being developed by the Engineer and District. Where possible, equipment tags shall be affixed to the equipment by the equipment manufacturer prior to delivery to the Contractor.
3. The MBR SYSTEM VENDOR shall be responsible for providing all identification tags for equipment provided loose for installation by the Contractor.
4. For all tagged devices supplied, the MBR SYSTEM VENDOR shall develop an "Equipment Cross Reference Schedule" that matches the tag to the equipment. Separate Schedules shall be provided for Equipment, Instruments, Valves, and Appurtenances. The schedule shall include the pertinent information associated with the equipment including tag number, description, functional name location, component equipment model, part number, size, materials, accessories and range and other pertinent information. The Equipment Cross-Reference Schedule shall be provided in the form of a Microsoft Excel (.XLS or .XLSX) spreadsheet.

B. Reference Specifications:

1. ANSI/ASME A13.1-2015, Standard for Identification of Pipes
2. Section 013301, Submittals
3. Section 460754, Package Membrane Bioreactor Treatment System

C. Coordination:

1. Coordinate the tagging of all equipment provided with the District's asset tagging and management system.

1.03 SUBMITTALS

A. Shop Drawings:

1. Drawings and Samples:

- a. Provide tagging information as part of the Second Shop Drawing Submittal.
- b. Submit a complete listing of all equipment furnished along with both equipment manufacturer's identification number and tag number for approval.
- c. Submit the "Cross Reference Schedule" approved equipment manufacturer's identification number and tag number for each piece of equipment furnished in electronic format for records.

1.04 PRODUCT DELIVERY STORAGE AND HANDLING

- A. Refer to Section 016500, Transportation and Handling of Goods.
- B. Cross Reference Schedule shall be developed and approved prior to shipment of any goods to the Facility.

PART 2 – PRODUCTS

2.01 EQUIPMENT DESIGN AND FABRICATION

A. General:

1. Tagging:

- a. Tagging is used to identify facility, location/area, process, relative position within a process, and related systems. The purpose of tagging is for operations and maintenance personnel to be able to identify the equipment in the field.
- b. Tag numbers are assigned to the placement of the equipment and remain if the actual equipment is replaced.
- c. All process equipment, valves, instruments and controls will be given a tag.

- d. Equipment numbers are assigned to a specific equipment item for the life of the item. Equipment numbers are used for asset management. Unlike Tag Numbers, when the equipment item is moved from the process, the equipment tag goes with the equipment item. The Equipment Number Tagging Convention will be provided by DISTRICT to the MBR SYSTEM VENDOR prior to the shop drawing one submission date as outlined in 013301 – Submittals.

Process or Facility Code (If Used)	Equipment Number			
	Equipment Type	Process ID	Loop ID	Unit or Device Designator
TBD	TBD	TBD	TBD	TBD

- e. All Component, Sequence Numbers, and Sub-Process Sequence Numbers for equipment contained as part of a duplicated process shall use the same component, sequence and sub-process designation. The designator for the Units of a parallel system is contained in numeric portion of the Unit Designator (e.g. -1, -2, -3). Similar devices (e.g multiple occurrences of the same device within a unit) associated with the Units are differentiated with the portion of the Device Designator with the suffix (e.g. -1, -2, -3).
2. Equipment identification tags shall be provided for all equipment furnished by the MBR SYSTEM VENDOR including:
 - a. MBR SYSTEM VENDOR Equipment (i.e. Units).
 - b. Component Equipment (i.e. Pumps, Blowers, Compressors, Tanks).
 - c. Instrumentation (i.e. Switches, Meters, Transmitters, and Analyzers).
 - d. Mechanical Equipment (i.e. valves as shown on the P&ID's).
 - e. Control Panel and Enclosures.
 - f. Miscellaneous items shown on the P&ID's.
 3. Each device shall be tagged to identify its number both in text format and description (for example: "MF Unit Feed Valve"). Identification numbers shall be displayed on the outside of equipment enclosures and panels. The tag size shall be a minimum of 1.5 inches by 3.5 inches. The tag number shall be engraved into the tags and shall have a minimum of 3/16-inch high alpha-numeric characters.
 4. Tags shall be attached using stainless steel self-tapping machine screws where possible. If the use of a stainless steel screw is not possible, provide a stainless steel chain or stainless steel wire (18 gauge min) and affix to a non-removable part of the device.

B. Equipment Design Requirements (for equipment and processes design by others):

1. Equipment Tags:

- a. Information to be permanently engraved onto the tag shall include the identifying tag number, equipment, manufacturer, model number, and part number.
- b. For valves, where applicable, include the valve model and the actuator model.
- c. Use 1/8-inch thick laminated phenolic for engraving composed of core, laminated on both sides with a matte (non-glare) finish cover sheet. Core to be black; cover sheet to be white. Tags shall be engraved with 3/16-inch letters, minimum.
- d. Mounting holes to be centered on width and 1/4 inch from each end.

2. Control Panel Tags:

- a. All sensors and field instruments mounted on or within control panels and enclosures shall have the identification tag installed so that the engravings are easily visible to service personnel.
- b. Equipment Asset tagging shall be provided for instrumentation located in control panel enclosures. Equipment Information shall be located on the front of the panels.
- c. Tagging shall also be used to denote the function of all panel enclosure electrical devices including switches, lamp indicators, potentiometers and panel mounted instruments.
- d. Control Panel Tags shall be constructed as follows:
 - i. 1/8-inch thick laminated phenolic for engraving composed of core, laminated on both sides with a matte (non-glare) finish cover sheet.
 - ii. Core to be black; cover sheet to be white
 - iii. Tags shall be engraved with 3/16-inch letters, minimum
 - iv. Mounting holes to be centered on width and 1/4 inch from each end.
 - v. Information to be permanently engraved onto the tag shall include the identifying tag number, manufacturer, model number, and part number
 - vi. The tags shall be fastened to the control panel device with self-tapping stainless steel screws. Where fastening with screws is not permitted or impractical, the tags shall be attached to the device

using permanent adhesive.

3. Piping Tags:
 - a. Provide in Accordance with ASME A13.1-2015 for all MBR SYSTEM VENDOR supplied interconnecting piping.

PART 3 – EXECUTION

3.01 GENERAL

- A. Verify the tagging of equipment as part of the Commissioning of the Goods.
- B. Provided custom labels as required to identify equipment and piping within the facility. Coordinate colors with the District, however the general rules apply.
 1. Feed – Green with white lettering.
 2. Filtrate – Blue with white lettering.
 3. Waste – Brown with white lettering.
 4. CIP System – Orange with black lettering.
 5. Chemical Hazard – Yellow with black Lettering.
 6. Compressed Air – Green with white lettering.
 7. Process Air - Green with white lettering.
- C. Label all piping at each membrane unit termination point. Denote direction of flow for single direction lines.
- D. Label all piping within the ancillary support facilities.

- END OF SECTION -

SECTION 460754

PACKAGE MEMBRANE BIOREACTOR
TREATMENT SYSTEM

PART 1 - GENERAL

1.01 WORK INCLUDED

- A. The MBR SYSTEM VENDOR shall supply, furnish, deliver, and assist commissioning a submerged package Membrane Bioreactor (MBR) Treatment System utilizing submerged membrane units of hollow fiber design for the San Miguel Community Services District (DISTRICT) Machado Wastewater Treatment Facility (DISTRICT WWTF). The General Contractor, to be selected under a separate contract, will provide site civil work. The Vendor will furnish all labor, rigging, and incidentals required for installation of the MBR System. Once installed, the MBR System shall be complete and operational with all control equipment and accessories as specified herein.
- B. The MBR SYSTEM VENDOR shall assign a Project Manager to be the single point of contact for the General Contractor and the DISTRICT for the entire duration of the project. The MBR SYSTEM VENDOR shall be responsible for coordinating all inquiries, activities, support, delivery, start-up, commissioning, training and warranty support for components and equipment supplied by the MBR SYSTEM VENDOR.
- C. The membrane bioreactor tanks will be designed to the exact dimensions and tolerances listed by the MBR SYSTEM VENDOR in the proposal and subsequent shop drawings. The MBR SYSTEM VENDOR shall coordinate requirements with the General Contractor and review the as-built installation prior to installation of the membrane cassettes.
- D. The MBR SYSTEM VENDOR will design, manufacture, and deliver a full package MBR treatment plant including, but not limited to, screens, pre-anoxic and anoxic tanks, aerobic tanks, MBR tanks, membrane system, interconnecting piping, WAS pumps, permeate pumps, aeration equipment, electrical, instrumentation, and all process controls. MBR SYSTEM VENDOR is responsible for providing all components required for a fully functional system using their typical control and protective functions including valves and instruments that may not be shown explicitly in the P&IDs or as specified herein.
- E. The MBR System will include a membrane filtration and backwash system, membrane performance maintenance system, membrane cleaning system, membrane scour air system, membrane basin, and compressed air system shall be supplied by the MBR SYSTEM VENDOR. The MBR System will also include a feed control station, biological aeration system, mixed liquor pumping system sludge/foam wasting system, and feed chemical dosing systems. The MBR System and the associated ancillary systems including biological treatment will be controlled by an MBR SYSTEM VENDOR-supplied control system capable of interface with the existing facility SCADA system for remote monitoring and control. Delineation of the MBR System scope is provided on Contract Drawing P&IDs.

1.02 DEFINITIONS

- A. Net Flux Rate: Equals the total amount of permeate produced by the membrane system over a representative period that is available for downstream discharge (excluding backwash water) divided by the total membrane outside surface area in square feet. Units of "Flux Rate" are gallons per square foot per day (gfd). Representative time period includes relaxation, backpulsing, chemical cleaning, etc., as appropriate for flow duration being considered.
- B. Transmembrane Pressure (TMP): The pressure differential across the membrane. TMP shall be adjusted for losses from membrane discharge to pressure gauge. Units of TMP are pounds per square inch (psi).
- C. Permeability: Equals the flux rate divided by the transmembrane pressure. The units of permeability are gfd/psi.
- D. Backwash or Backpulse Clean: Any routine instance a membrane train is taken offline for application of water, and/or chemical solution for the purpose of maintaining permeate production rate of membrane.
- E. Relaxation: Any routine instance a membrane train is taken offline by temporarily stopping the permeate pump to maintain net flux rate of membrane system.
- F. Maintenance Clean: Any routine instance a membrane train is taken offline for application of a chemical solution that is not considered part of the normal backwash cycle or recovery clean. Maintenance Cleans shall be automatically initiated and shall have a duration of less than 60 minutes. Maintenance clean is typically performed once a week at a period of low influent flow.
- G. Recovery Clean: Any non-routine procedure, manual, automated or semi-automated cleaning process that uses one or more cleaning chemicals to reverse the effects of membrane fouling. This may involve removing a membrane train from service and conducting cleaning in a service tank or draining the basin, and then filling with cleaning solution. The membranes may soak for a period of time before the chemical solution is removed from the tank. Recovery cleaning is typically performed no more than annually.
- H. Membrane Module or Module: Basic unit of membrane production. The Module may be a single assemblage of fibers in a common potting (element) or flatsheets attached to a support structure.
- I. Membrane Cassette or Cassette: A group of membrane modules or multiple elements sharing a common air and permeate connection. A module is the smallest assembled unit of a delivered system that is designed to be removed and replaced as a complete unit.
- J. Membrane Train or Train: A grouping of membrane cassettes, located in a concrete or steel structure, which share a common permeate header and pump, a common air supply header, and that are removed from operation as an entity for backpulsing, relaxing, maintenance cleaning, or recovery cleaning.

1.03 SPECIFICATIONS, CODES, AND STANDARDS

A. The MBR SYSTEM VENDOR shall comply with the following codes and standards at a minimum when furnishing the Work covered under these specifications.

1. American National Standards Institute (ANSI)
2. American Iron and Steel Institute (AISI)
 - a. 4130 – Heat Treated Alloy Steel
 - b. 4140 – Heated Treated Hexagon Steel
3. American National Standards Institute (ANSI)
 - a. B16.1 – Cast-Iron Pipe Flanges and Flange Fittings, Class 25, 125, 250 and 800.
4. American Society for Testing and Materials (ASTM)
 - a. A29/A29M – Steel Bars, Carbon and Alloy, Hot-Wrought and Cold-Finished.
 - b. A36 – Structural Steel Specifications.
 - c. A48 – Gray Iron Castings.
 - d. A53, Grade B – Pipe Specifications
 - e. A325 – High Strength Fastener Specifications
 - f. A370 – Mechanical Testing of Steel Products.
 - g. A536 – Cast Iron Specifications
 - h. 303 – Stainless Steel Material Specifications
 - i. 304 – Stainless Steel Material Specifications
 - j. 316 – Stainless Steel Material Specifications
5. American National Standards Institute (ANSI)
6. American Gear Manufacturers Association (AGMA)
7. American Water Works Association (AWWA)
 - a. C504 – Standard for Rubber-Seated Butterfly Valves
 - b. C508 – Standard for Swing-Check Valves for Waterworks, 2-inch through 24-inch
 - c. C540 – Power Actuating Devices for Valves and Sluice Gates.
 - d. C550 – Protective Epoxy Interior Coatings for Valves and Hydrants
8. Hydraulic Institute Standards (HI)

9. American Society of Mechanical Engineers (ASME)
10. American Welding Society (AWS)
11. National Electric Code (NEC)
12. Underwriters Laboratories, Inc. (UL)
13. Institute of Electrical and Electronic Engineers (IEEE)
14. National Electrical Manufacturers Association (NEMA)
15. International Building Code (IBC)

1.04 PROCESS DESCRIPTION

- A. The MBR process consists of a suspended growth biological reactor integrated with a membrane-based solids/liquid separation system. Membrane tanks shall be physically separated from the aerobic reactors.
- B. The MBR System will include a mixed liquor feed (MLF) and forward activated sludge (FAS) system to provide a consistent/controlled FAS recycle ratio. The combined flow will be pumped to the membrane basin at a rate equal to the total RAS and MBR filtrate flow.
- C. The MBR System will consist of a number of submerged ultrafiltration membranes complete with skid mounted process equipment, instrumentation and process piping.
- D. Membranes will be immersed in separate membrane tanks, in direct contact with mixed liquor. Through the use of a permeate pump, a vacuum is applied to a header connected to the membranes. The vacuum draws the treated water through the membranes. Permeate is then directed to disinfection or discharge facilities. Air shall be introduced to the bottom of the membrane elements, producing turbulence that scours the external surface of the membrane. The scouring action shall transfer solids away from the membrane surface.
- E. The MBR System supplied by the MBR SYSTEM VENDOR shall be fully functional. The requirements have been substantially detailed. MBR SYSTEM VENDOR is responsible for identifying and supplying unspecified components required to provide fully functional equipment or identify operating conditions that could damage the equipment and create a warranty claim.
- F. The MBR System shall include, but not be limited to, the following components:
 1. Inlet Screens consisting of an automatic self- cleaning segment capable of removing unwanted solids from the MBR System feed <2MM
 2. Immersed wastewater membranes arranged in modular units and consisting of membranes/cartridges and modules/cassettes and all related piping, valving, and lifting equipment and assemblies.
 - a. Each MBR train to have (2) in-use membrane tanks with cassettes provided for future expansion and (2) empty future membrane tank identically sized with all gravity connections factory made to the pre-anoxic tank.

3. Regenerative blower to provide low pressure air for membrane air scour. These will be provided by the MBR SYSTEM VENDOR.
4. Rotary Lobe pumps will be provided to complete filtration, backwashing, and chemical cleaning. These will be provided by the MBR SYSTEM VENDOR.
5. Permeate Pumping System including variable frequency drives (VFDs).
6. Permeate air evacuation/priming pump systems to be factory supplied/integrated.
7. Inlet screens shall provide straining of MBR feed water. These shall be provided by the MBR SYSTEM VENDOR, fully integrated above the anoxic tank(s) with all stainless steel supports, aluminum catwalk and grating and SS handrail/stairs to access the screens.
8. An aeration system will be provided to introduce dissolved oxygen into the biomass in the aeration zone. The aeration system will be supplied by the MBR SYSTEM VENDOR. DO must be achieved utilizing regenerative blowers only. Systems requiring oxygen concentrators or supplemental O₂ will not be considered.
9. Air Scour Blower System including VFDs shall be provided by the MBR SYSTEM VENDOR and designed to provide air quantities, pressures, turn-down capabilities, and related controls specified and supplied by the MBR SYSTEM VENDOR. Air diffusers, blowers, associated piping/valving and all ancillary equipment shall be provided by the MBR SYSTEM VENDOR. The MBR SYSTEM VENDOR shall be responsible for all air piping located inside the membrane tanks and through the membrane tanks header. A single standby blower shall be provided for the air scour system.
10. Submersible Forward activated sludge (FAS) Pumping System including VFDs with slide rail systems.
11. Membrane cleaning system. The MBR System will be periodically cleaned with chemicals during Clean-In-Place (CIP) and Maintenance of Chemically Enhanced Backwashes. As a minimum sodium hypochlorite and citric acid systems are required. Other systems needed by the MBR SYSTEM VENDOR shall be proposed and listed and explained in the proposal. Membranes shall be cleaned in-basin and CIP system shall include chemical tanks, piping/valving, feed pumps (one duty + one standby) and all ancillary equipment.
12. The MBR System shall be equipped with an automated waste activated sludge (WAS) system to periodically waste sludge in order to maintain biomass. The WAS system shall include a MLSS probe, flowmeter, flow totalizer, and control valve and will be set to a given flow. The WAS system shall be supplied by the MBR SYSTEM VENDOR.
13. Interconnecting piping and valves within MBR tanks or on skid mounted equipment.
14. All tanks to transfer mixed liquor using open channels, with stop gates. Bottom feed piping arrangements are not allowed except for the pre-anoxic to anoxic tank connection, which will be an appropriately sized stainless steel interconnect pipe

and fittings.

15. Hydraulic connection points, valves, room on the supplied equipment skid(s) and the electrical panel will be designed and incorporated by the MBR SYSTEM VENDOR to allow for easy integration of UV disinfection, including UV cooling pumps and any automated valves
 16. Process Instrumentation Power and Control system shall include process control panels, local control panels for equipment within scope of supply, software programming, and all process monitoring equipment such as turbidity meters, differential pressure transducers, pressure transmitters, flow meters, temperature probes, DO probes, automatic levels, and level measuring devices, main control panel with programmable logic controller (PLC) and human machine interface (HMI) and any required local control panels.
 17. All other equipment needed to operate the membrane filtration process reliably and according to design intent.
- G. The MBR SYSTEM VENDOR shall provide a complete system including all equipment necessary to operate the membrane filtration system according to the design intent and performance requirements.
- H. The proposed fine screens for the MBR process are 2 MM self-contained screw screen, compactor, and washer. Should the proposed fine screen not meet MBR SYSTEM VENDOR's type and rating requirement, the MBR SYSTEM VENDOR shall indicate type and rating of the screening device required for the proposed membrane filtration system on the proposal form.
- I. Power available at the site is 480 VAC, 3 phase, 3 wire.

1.05 PROCESS PARAMETERS (SYSTEM PERFORMANCE REQUIREMENTS)

A. Influent Flow Rate:

1. The Phase I influent flows to the MBR System are as follows in the table.

Constituent	Each Train	Unit	Total	Unit
Average Annual Flow (AAF)	162,500	gpd	325,000	gpd
Maximum Daily Flow (MDF)	243,750	gpd	487,500	gpd
Peak Daily Flow (PDF) ¹	325,000	gpd	650,000	gpd
Peak Hour Flow (PHF) Each Train	450			gpm

¹This flow to be achievable with (1) cassette online

²This flow to be achievable with (2) cassettes online

B. Flow Definitions

1. Maximum Daily Flow (MDF) – The maximum daily flow occurring over a 24-hour period. MDF will serve as the maximum biological design basis.
2. Average Annual Flow (AAF) – The average flow of a one-day period which is the influent volume in one year divided by the number of days in that year. AAF is typically the nominal capacity of the plant.

3. Peak Daily Flow (PDF) – The single greatest flow of a one-day (24 hr) period in a year. PDF serves for design of plant hydraulic capacity.
4. Peak Hour Flow (PHF) – The flow over a 60-minute period which is the influent flow of the highest flow hour in the Peak Day. Flows over PDF will be attenuated with upfront equalization, however PHF needs to be achievable with (2) cassettes online.

C. Influent Conditions:

1. The MBR SYSTEM VENDOR shall provide the screening device required for the proposed membrane filtration system. No bypass of the screening will be permitted in any direction. Screening system shall be provided by the MBR SYSTEM VENDOR.
2. The MBR system shall receive wastewater with a minimum influent temperature of 16°C, an average influent temperature of 23°C, and a maximum influent temperature of 30°C.
3. The MBR System will receive raw wastewater with the following characteristics in average based on recent wastewater sampling and projected future characteristics:

Parameter	Value	Unit
Influent Quality		
BOD	200-450	mg/L
TSS	100-450	mg/L
TKN	60-105	mg/L
NH ₃	40-85	mg/L
pH	6.8-7.8	mg/L
TURBIDITY	30-70	mg/L

- a. The MBR SYSTEM VENDOR's proposed system shall be capable of withstanding variations to the preceding values that are typical in domestic wastewater systems, including the San Miguel CSD WWTF.
4. The biological process reactor design is part of the package MBR System and shall be provided by the same Manufacturer and designed to achieve effluent conditions of:

Parameter	Value	Unit
Effluent Quality		
BOD	<10	mg/L
TSS	<10	mg/L
TKN	<10	mg/L
NH ₃	<5	mg/L
Total Coliform	2	MPN/100mL
Dissolved Oxygen	>1	mg/L
Turbidity	<.2	NTU

5. The design process reactor mixed liquor suspended solids (MLSS) concentration (@ 8,300 mg/L aeration) entering the MBR tank is the following:
 - a. 10,375 mg/L under maximum day load condition with one process reactor out of service (temperature range: 16 °C to 30 °C).

D. Process Reliability and Redundancy:

1. The MBR system shall consist of two identical trains capable of the above flows and treatment requirements. The MBR cassettes, permeate system, air scour blower system, RAS pumping system, membrane cleaning equipment, control system, and PLC shall be designed and supplied for the addition of extra cassette(s) in the future. No modification shall be required to any system to install extra cassette(s).
2. The quantity of extra cassette space shall be at least 20 percent of the required number of membrane cassettes included in the base proposal.
3. One (1) staging chamber identical in size to the main membrane chambers will be provided in the design for the MBR system for membrane testing and wet storage in clean water prior to, or during repair/maintenance work.
4. Membrane trains will be fully isolatable in separate tanks.
5. Membranes will not be placed in aeration tanks.
6. One train out of service is defined as an entire group of membrane cassettes connected to its common permeate pump.
7. The MBR System shall include provisions for Hot Retrieval of one Membrane Unit.
 - a. Hot Retrieval is defined as the ability to readily remove one complete membrane unit, including diffusers, with a single pick and without draining the membrane/process zone and without taking other membrane units within the same membrane basin offline.

E. MBR System Capacity:

1. The MBR System shall be capable of treating a sustained peak flow of 900 gpm at the minimum influent temperature for one (1) hours with both trains online.
2. The MBR System shall have a firm capacity of 650,000 gpd at the minimum influent temperature, for twenty-four (24) hours with both trains online.

F. Design Membrane Flux Rate:

1. The design flux rate shall be selected to filter all flow conditions at the lowest specified temperature.
2. The design net membrane flux rates shall be as follows:
 - a. At the ADF, not exceeding

- (1) 10 gfd.
 - b. At the PHF, for no longer than 24 hours, not exceeding
 - (1) 17 gfd.
 - 3. The use of chemicals (coagulants, polymers or flux enhancers) added to the biomass to improve sludge filterability is not permitted. The MBR system shall be designed to meet all performance requirements without the need to add such chemicals.
 - 4. The MBR SYSTEM VENDOR shall provide the expected critical flux of the MBR System.
- G. The following process-related system design parameters shall be utilized:

Parameter	Value	Unit
Site Elevation	615	ft ASL
Relative Humidity	30 to 90	%
MLSS Temperature Range	13 to 30	Deg. C
Number of Trains	2	
FAS Recycle, Max	4Q to 5Q	
Membrane Flux Rate	10-17*	gfd

*ADF-PDF

- H. Design FAS Recycle Rate:
- 1. Mixed liquor shall be transferred from aeration to membrane tanks at a rate of 4 to 6 times the influent flow to control the MLSS concentration in the membrane tank and maintain a consistent level in the membrane tanks. Pulling from membrane chambers and pumping to anoxic tanks is not allowed.
- I. Design MBR System MLSS Concentration:
- 1. MLSS concentration in the membrane tank is controlled by FAS recirculation and wasting rate to a maximum of:
 - a. 8,300 mg/L under average annual load condition with one process reactor and a single process train in service

10,375 mg/L under maximum day load condition with a single process train in service
 - b. Any proposed MBR pre-engineered package systems that incorporates a biological design which exceeds the above referenced MLSS concentrations will not be considered.
 - c. The aeration system will be designed such that the SOTE is achieved without the use of supplemental air such as oxygen concentrators.

J. Effluent Requirements:

1. Effluent (permeate) from the discharge of the MBR System must achieve the following quality limits: (Note: Common headers with multiple pumps shall not be permitted).

Parameter	Value	Unit
Effluent Quality		
BOD	<10	mg/L
TSS	<10	mg/L
TKN	<10	mg/L
NH ₃	<5	mg/L
TOTAL COLIFORM	2	MPN/100mL
DISSOLVED OXYGEN	>1	mg/L
TURBIDITY	<2	NTU

K. Membrane Scour Air:

1. The membrane scour air requirements shall be identified in standard ft³/min/100 ft² (membrane area).

L. General Requirements

1. Approximately 22,500 square feet (150'L x 150'W) of area has been allowed in the treatment facility as indicated on the Drawings.
2. All chemical storage equipment will be provided by the District. Vendor to provide all pumping equipment for interconnecting to District provided chemical storage tanks.
3. System will have automated probe washing system for all sensory equipment

1.06 QUALITY CONTROL

- A. Membranes, modules, and cassettes must be factory certified via in-house inspections of each part. Membrane modules are to have individual birth certificates with serial numbers and be integrity tested during production and pass a standard in factory permeability test.

1.07 SUBMITTALS

- A. Refer to Section 013301 – Submittals.
- B. General Submittal Requirements: Shop drawings and other data for all materials, equipment, valves, instrumentation, controls, and other items specified in this specification section shall be submitted to the DISTRICT ENGINEER by the MBR SYSTEM VENDOR as specified in the Contract Documents. Submit complete shop drawings of all equipment furnished including cut sheets describing purchased

subcomponents with the specific subcomponents used for this project properly identified. All submitted information shall include a certification that the submittal describes exactly the equipment to be provided and substitutions subsequent to submittal approval will not be allowed.

1. Equipment name and identification number (e.g., equipment number).
 2. Item detailed description and specifications.
 3. Item weight(s) both empty and filled with the service fluid.
 4. Electrical data, including control and wiring diagrams, as applicable. The wiring diagrams shall show all field connections with identification of terminations between control panels, junction terminal boxes, and equipment items.
 5. Complete electrical schematic diagrams, as applicable.
 6. Complete dimensioned fabrication, foundation/anchor bolt placement, assembly, and installation drawings.
 7. Catalog cut sheets and brochures.
 8. Recommended list of spare parts.
 9. Elevation of proposed control panel and solenoid bank showing panel-mounted devices, details of enclosure type, single line diagram of power distribution, and current draw of panel, and list of all terminals required to receive inputs or to transmit outputs from the control panel.
- C. MBR Treatment System: The following additional information shall be submitted for the MBR equipment package system:
- a. Hydraulic Profile
 - b. Plan Drawings Showing Equipment and Piping Layout
 - c. Membrane Basins Plan and Sections
 - d. Membrane Cassettes Plan and Sections
 - e. Equipment Standard Details
- D. Detailed process and instrumentation diagrams (P&IDs) specific to the Project showing the complete MBR treatment system, including all the items specified in this section as well as the required interconnecting piping. The following components shall be included in the P&IDs submitted to the ENGINEER:
- a. Symbol Legend and Abbreviation Index
 - b. Membrane Train Permeate Piping
 - c. Membrane Filter Cassette Details
 - d. Air Scrub Systems
 - e. Aeration Basin Piping Systems (aeration, RAS, IMLR sub-systems)
 - f. Chemical Clean-in-Place System
 - g. Neutralization System (if required)
- E. Detailed MBR Main Control Panel drawings including the following:

- a. Enclosure Fabrication Notes
 - b. Dimensioned Enclosure Door Layout and Side Profile, including the locations of all lights, latches, and other appurtenances.
 - c. Back panel layout showing all input and output modules, control and instrumentation devices, power transformers/supplies, electrical receptacles, and all other installed items.
 - d. 120 VAC and 24 VDC Power Distribution Schematic
 - e. Wiring Schematics
 - f. Communications Schematics, including Ethernet module connections
 - g. Uninterrupted Power Supply
 - h. Nameplate Details
 - i. Terminal Strip Detail
- F. CIP Chemical Feed System (and Neutralization system, if required) drawings including the following:
- a. Chemical feed pumps, valve manifolds, tanks layout
- G. Detailed Electrical Interconnection Drawings including the following:
- a. Table of Contents
 - b. Power One Line Diagrams
 - c. Network Diagrams showing communications between the MBR Main Control Panel, Plant Control and Instrumentation System, and other items via Ethernet cabling systems.
- H. Pumps: The following additional information shall be submitted for the pumps to be provided under this specification system:
- a. Performance data curves showing head, capacity, horsepower demand, NPSH required, and pump efficiency over the entire operating range of the pump.
 - b. Assembly and installation drawings including shaft size, seal, coupling, bearings, anchor bolt plan, part nomenclature, material list, outline dimensions, and shipping weights.
- I. Aeration Basin Blower System: The following additional information shall be submitted for the Aeration Basin Blower System:
- a. Performance data curves showing output pressure, capacity, horsepower demand, and efficiency.
 - b. Assembly and installation drawings including outline dimensions, installation guidelines and shipping weights.
 - c. Noise data including noise suppression data on noise enclosures.
- J. Air Scour Blower System: The following additional information shall be submitted for the Air Scour System:

- a. Performance data curves showing output pressure, capacity, horsepower demand, and efficiency.
 - b. Assembly and installation drawings including outline dimensions, installation guidelines and shipping weights.
 - c. Noise data including noise suppression data on noise enclosures.
- K. Fine Bubble Diffuser System: The following information shall be submitted to include in-basin aeration piping, pipe drops, submerged manifolds, laterals, diffusers, drain pipes, pipe supports, and purge system.
- L. Instruments: The following additional information shall be submitted for the instruments to be provided under this specification system:
 - a. Dimensions.
 - b. Power requirements
 - c. Operating Range
 - d. Materials of Construction
 - e. Manufacturer's Specific Part Numbers
- M. Electrical/Instrumentation and Controls:
 - a. Network diagram: A drawing showing all network attachments between equipment and control panels.
 - b. One Line Diagram: A one-line power diagram detailing the system loads.

PART 2 – PRODUCTS

2.01 GENERAL REQUIREMENTS:

- A. All component parts and equipment utilized in the MBR system shall be furnished as a complete integrated system by one treatment system MBR SYSTEM VENDOR.

2.02 ACCEPTABLE MANUFACTURERS

- A. The awardee of this contract will be the acceptable manufacturer.

2.03 MBR SYSTEM COMPONENTS

A. Purpose:

- 2. The MBR SYSTEM VENDOR shall provide a complete system including all equipment necessary to operate the membrane filtration system according to design intent and performance requirements.

B. Inlet Screen:

- 2. The MBR SYSTEM VENDOR shall furnish, two (2) fully automatic self-cleaning

screens capable of removing unwanted solids from the MBR feed.

3. The equipment covered by these specifications is intended to be standard equipment of proven performance as manufactured by reputable concerns.
4. The automatic self-cleaning strainer shall be Model 723 of the Eliminator Series as manufactured by Fluid Engineering, OSC3T or MBT by OR-TEC, Inc, or Engineer pre-approved equal.
5. The strainer shall be self-cleaning type designed to screen a maximum flow indicated below, with a maximum clean pressure drop of 0.5 psi (pressure drop at 0% clogged).

Operational Conditions	Requirements
Influent Waste	Municipal Sewage
Influent Solids Loading	529 mg/L
Max Influent Flow Rate	450 gpm (per train)
Head Loss at Max Flow Rate	6.5
Screen Perforation	≤2 mm

6. All internal components in contact with process water shall be made of Type 316L stainless steel, if fabricated, and Type 316 stainless steel, if cast or forged. Tungsten Inert Gas (TIG) welding, with inert gas shield and purge for both sides of weld will be used as the fabrication method. The strainer body shall be glass bead finished. No plastic screening device or screen segment is allowed.
7. The screen segment shall be designed of Type 316 stainless steel.
8. Manufacturer to provide a screw screen compactor or micro bar screen that is a self-contained screw screen or bar screen with integrated compactor and washer. Screen is to be designed to be a free-standing, self-contained screen mounted in tank with inlet and outlet flange. Screen to be designed to accommodate max hydraulic loads and forces that will be exerted on unit during capacity.
9. The drive motor shall be sized per the MBR SYSTEM VENDOR selection, TEFC, operating on a single phase, 60 Hz, 120V power supply. The drive motor will be attached to a gearbox, which will cause the backwashing mechanism to rotate.

C. Membrane Elements:

2. The membrane modules shall be comprised of hollow fiber membranes designed for immersion in the mixed liquor. The membrane modules shall be attached to common manifolds in groups called racks or cassettes. Each rack/cassette shall contain filtration and air manifolds. Each of the membrane tanks shall be large enough to contain the required number of membrane racks/cassettes and be separated from the remainder of the process volume required for biological reactions. The mixed liquor shall be fed to the membrane tanks from the aeration basins and mixed liquor recycle will flow by gravity or be pumped back to the anoxic basins. System must include pre-anoxic tank in design.
3. Membrane elements shall be hollow fibers in separate strands or groups of strands with an outside-in flow configuration, designed for immersion in the mixed liquor.

- a. **Hollow-Fiber Membranes:** This includes polymer monolith and laminate hollow-fiber configurations. The membrane modules shall be constructed such that the membranes are held vertically and bonded firmly at both ends. Membranes bonded at a single end only shall not be considered.
 - (1) The internal lumens of hollow membrane fibers shall connect into a common area at the top and/or bottom of each module. The membrane modules shall also be attached to a common base to avoid lateral movement of the membrane modules during operation.
 - (2) The materials used to hold hollow membrane fibers in place shall be chemically resistant to high concentrations of chlorine (minimum 100 mg/L and maximum 5,000 mg/L) for up to 24 hours, and low pH (range 2 to 3) and high pH wash solutions (range 10 to 11) for up to 24 hours, respectively.
 - (3) The material used for the manufacturing of the membrane fibers shall be Polyvinylidene Fluoride (PVDF).
 4. The membrane fiber shall have a high tensile strength and be highly resistant to chemicals including acids, bases and chlorine.
 5. Membrane modules shall be interconnected in modular cassettes/racks.
 6. Membranes shall allow produce water (permeate) to be drawn through from the outside surface of the membrane to the inside. Membranes shall be a supported hollow fiber of flat plate type. The membranes shall be a proven design of a membrane manufacturer engaged in the production of membrane of this type.
 7. The membranes, membrane modules, and membrane cassettes shall be by one manufacturer.
 8. Membranes shall be capable of regular backwashing with and without cleaning chemicals to minimize pore fouling.
 9. Vendor to supply mechanical relief valves individually tuned to each membrane for the purposes of relieving pressure during backpulsing/CIP/Recovery cleans in the event the pressure exceeds the 95% of the maximum backpressure of the membrane.
- D. **Membrane Cassettes or Racks:** The MBR SYSTEM VENDOR shall provide Membrane Racks/Cassettes that meet the following requirements:
2. Assemble membrane elements or modular unit into units hereinafter called "membrane cassettes".
 3. The membrane rack/cassette shall include connection points for agitation air and permeate water.
 4. All metallic components of each membrane rack/cassette shall be manufactured from stainless steel with a minimum grade of at least Type 316L.

5. All non-metallic components of the membrane equipment shall be UV resistant and have a chemical resistance at least equal to that of the membranes. The pipe connections between the membrane racks/cassettes and the manifold header pipework shall be UV resistant pipe capable of operating at the positive and negative pressures expected for this system.
6. Each frame shall be held in position by a support structure manufactured of stainless steel. The support structure enables the cassette or rack:
 - a. To be safely positioned in the membrane tank.
 - b. To be kept in (immersed) position in order to be operated according to design intent.
 - c. To be removed safely from the membrane tank.
7. Provide isolation valves for the permeate and scour air pipes to provide means of isolating and removing individual cassettes or racks from the remainder of the system, without draining the basin or train or impacting the operation of the system.
8. Each rack/cassette shall be constructed to allow removal using a lifting bracket assembly. Provide one lifting bracket assembly to allow each membrane cassette to be lifted into and out of the membrane tank/mixed liquor and transported away from the membrane compartment for chemical cleaning and/or to a maintenance area.
9. Lifting eyes shall be accessible by the plant operator without entering the membrane tank.

E. Tanks

2. Membrane Tanks:
 - a. Membrane tanks shall be constructed by the MBR SYSTEM VENDOR.
 - b. Upon award of this contract, the MBR SYSTEM VENDOR shall provide detailed, dimensioned drawings of the required membrane tank, detailed requirements for an overhead crane and embedded piping.
 - c. Membrane tanks shall be constructed of Type 304 stainless steel, suitable for the coastal outdoor environment. Coated Carbon steel is not acceptable. MBR SYSTEM VENDOR shall provide an affidavit stating that the tanks will be built in a Factory solely dedicated to Stainless Steel and Aluminum fabrication.

F. Permeate System:

1. Each membrane cassette shall have an individual permeate collection system allowing filtrate to be collected from each membrane module or element. (Note: Common cassette headers with multiple pumps shall not be permitted).
2. Each membrane cassette shall be able to be individually isolated.

3. The pipe connections between the membrane cassettes and the manifold header shall be capable of operating at the positive and negative pressures (vacuum) expected for this system.
4. Provide a pumped permeate collection system including pumps, variable frequency drives, controls, isolation valves, check valves, flow meters and pressure gauges.
5. Provide a minimum of one permeate pump system per membrane cassette.
6. Permeate Pump System: The permeate pump shall be of chemical-resistant rotary lobe type, reversible, with varying duty points capable of performing both filtration, backwashing function, and completing chemically enhanced backwashes or Clean in Place (CIP) cleans.

- a. Pumps shall be provided inclusive of check valves, isolation valves, inlet and outlet pressure gauges, and expansion joints.

Operating Conditions:

- (1) Duty: Continuous
- (2) Drive: Variable Frequency
- (3) Fluid service: Permeate
- (4) Permeate pumps will pump effluent to the integrated clearwell chambers built into the membrane train.

- b. Pump Construction:

- (1) The pumps shall be of chemical-resistant rotary lobe type and shall be installed in accordance with the manufacturer's recommendations
- (2) Rotors shall be multi-lobe configured to provide a pressure-

- c. The rotary lobe pumps are to be controlled by VFD

- (1) Variable Speed pumps shall operate in the range of 25 to 100 percent. Motor shall be capable of operation at any point on the operating curve or at any speed.

- d. The pumping units shall operate without surging, cavitation, vibration or excessive noise.

- e. Each motor shall be rated for continuous duty and sized such that it shall not be required to provide more than rated nameplate horsepower, at unity service factor, under any operating condition. Motor shall be capable of operation at any point on the operating curve.

f.

- g. Pumps will primarily be subjected to membrane bioreactor filtrate. Pumps may be in contact with cleaning solutions:

- (1) Sodium hypochlorite, 1000 PPM
- (2) Citric acid, 2000 PPM

- h. Motor:
 - (1) Motors intended for utilization with variable frequency adjustable speed drives shall meet NEMA MG1, Part 31 inverter duty requirements. Inverter rated motors shall meet requirements for severe duty, IEEE 841, latest revision
- i. Controls:
 - (1) Each individual pump shall be provided with a local control station and safety disconnect switch for the pump. The local control station shall provide for local – off – remote (LOR) control switch and individual local start and stop pushbutton control, forward and reverse.
 - (2) Each pump will be remotely started and stopped from the MBR SUPPLIER control system. The Pumps will be shutdown on high and low level in the pump stations.

G. FAS System:

- 1. Membrane tank system shall have a FAS pumping chamber to draw from end of aeration chamber(s) into the membrane chambers using submersible pumps.
- 2. Membrane tanks shall have an overflow weir allowing for activated sludge to gravity flow back to the pre-anoxic chambers(s)
- 3. Provide a minimum of one FAS pump system per membrane train. FAS pumps to be complete with slide rail and lift out assemblies.
 - a. Pumps shall be provided inclusive of check valves, isolation valves, and expansion joints.
 - b. Operating Conditions:
 - (1) Duty: Continuous
 - (2) Drive: Variable Frequency
 - (3) Fluid Service: RAS Conveyance
- 4. Provide a FAS collection system including pumps, variable frequency drives, isolation valves, check valves, flow meters and pressure gauges.
- 5. The pumps shall be controlled from the MBR SYSTEM VENDOR Main Control Panel specified herein.

H. WAS System:

- 2. Membrane tanks shall have a WAS collection system allowing for activated sludge to be pumped to the new pre-engineered package biosolids dewatering system for further treatment and disposal.
- 3. Provide a minimum of one WAS pump system per membrane train.
 - a. WAS system shall be automatically controlled using MLSS probe(s).
 - b. WAS Pumps shall be progressive cavity pumps and provided inclusive of

check valves, isolation valves, and expansion joints.

- c. Operating Conditions:
 - (1) Duty: Continuous
 - (2) Drive: Constant Speed
 - (3) Fluid Service: WAS Conveyance
 - (4) WAS pumps will pump WAS to the new pre-engineered package biosolids dewatering system.

- 4. Provide a WAS collection system including pumps, variable frequency drives, isolation valves, check valves, flow meters and pressure gauges.
- 5. The pumps shall be controlled from the MBR SYSTEM VENDOR Main Control Panel specified herein.

I. Fine Bubble Diffuser System:

- 2. Fine bubble diffuser aeration grids shall be specified by the MBR SYSTEM VENDOR and shall include in-basin aeration piping, pipe droplegs, submerged manifolds, laterals, diffusers, drain pipes, pipe supports, and purge system.
- 3. The system shall include provisions which allow the capability to isolate an individual aeration tank and replace diffusers during periods of average flow without taking the entire MBR System offline.

J. Cleaning Systems:

- 2. Membrane Scour Air System:
 - a. Provide a complete scour air blower system including blowers, variable frequency drives, control panels, isolation valves, check valves, pressure gauges, discharge pressure safety valves, flow transmitters, low flow switches and high-pressure switches to form a complete functional system.
 - b. The air scour blowers shall provide cleaning air for membranes. Aeration air for aerobic biological treatment outside the membrane tanks shall be provided by other blowers not included in this package. The air scour blowers shall be complete with motors, base plates, intake air filter, inlet silencers, discharge silencers, check valves, pressure relief valves, butterfly valves, flexible connections, pressure and temperature gauges, vibration isolation pads, inlet filter restriction indicator and spare parts.
 - c. MBR scour air blowers shall be sized such that sufficient scour air is provided without requiring additional maintenance cleans. The scour air system shall include a standby blower of equal or greater capacity than the duty blower(s). Blowers shall be sized to provide 150 percent of design air scour.
 - d. Blowers shall be provided complete with sound enclosure, inlet filters, discharge silencers, pressure relief valves, check valves, isolation valves, throttling valve, motors, temperature and pressure gauges, over-temperature sensor/switch, expansion joints, belts, and baseplates.
 - e. Operating Conditions:
 - (1) Duty: Continuous

- (2) Drive: Variable Frequency
 - (3) Fluid service: Process Air Conveyance; Air Scour Conveyance
 - f. Blower Construction:
 - (1) The blowers shall be regenerative blower type.
 - g. MAF- The vendor to provide mass air flow sensors pre-installed or with spools that can be verified with mass air flow sensors during Factory Acceptance Testing.
 - h. Blower Controls:
 - (1) The blowers shall be controlled from the MBR SYSTEM VENDOR Main Control Panel specified herein.
 - i. Blower Motor:
 - (1) The scour blower motor shall be inverter duty. The manufacturer shall be responsible for the proper selection, testing, installation, and operation of the motors and for coordinating the motors with the blower equipment. Motors shall be new and both materials and workmanship shall be of the very best quality. Motors shall be premium efficiency motors. The MBR SYSTEM VENDOR shall ensure that the blowers supplied under this section are compatible with the VFDs and appurtenant electrical equipment.
 - (2) Each blower shall be supplied with a sound enclosure designed for outdoor installation covering the entire blower package including the drive motor, the inlet silencer, and the discharge silencer. The sound enclosure must be designed for easy inspection and maintenance of all blower package components.
 - j. Provide a minimum of one air scour system per membrane train.
 - k. Blowers shall provide airflow to scour the membranes for control of fouling and to assist in keeping the mixed liquor in the membrane basin in suspension.
 - l. Scour air transfer to the membrane elements or bundles shall be achieved via even distribution over the rack surface by means of a rack or cassette integrated distribution device or air grid.
 - m. The MBR SYSTEM VENDOR shall provide a total of one (1) installed, standby air scour blower unit in addition to the duty air scour blowers. Equipment spares shall be provided in accordance with Section 017843 of these specifications.
3. Backpulse or Relaxation System:
- a. Make provisions for a backpulse cleaning system to allow the reversing of flow through the membranes to dislodge any particles that may have adhered to the membrane surface.

- b. Provide a Relaxation cleaning system to reduce the flow from the membranes to allow for the removal of any particles that may have adhered to the membrane surface.
 - c. Backpulsing and Relaxation system shall be fully automated.
4. Automated Chemical Cleaning Systems:
- a. The membranes shall be cleaned “in-place” and / or recovery cleaned without removal from the membrane tank. The system shall consist of a chemical feed pump (if required) and storage tank (if required) and include all interior piping, valving, and in-tank piping and supports.
 - (1) Maintenance Cleaning: The “maintenance clean” system must be fully automated. This type of cleaning shall not be performed more than once a week during ADF and shall not require each MBR tank to be taken out of service for more than 90 minutes.
 - (2) Recovery Cleaning (if required): The “recovery clean” system shall be either fully automated or partially automated with only limited operator’s attention needed. This type of cleaning shall not be performed more than two (2) times a year. The cleaning period shall not require each MBR tank to be taken out of service for more than 24 hours.
 - b. Supply all the valves, relief valves, backpressure valves, pumps, skid mounted piping, storage tanks, weighted foot valves, dosing devices and control elements required to perform two chemical cleaning processes: Maintenance Clean and Recovery Clean.
 - c. Each Chemical Cleaning system shall consist of a fully independent duty and standby system (common chemical storage tank only).
 - d. Chemical cleaning systems shall be fully automatic, specifically:
 - (1) No operator intervention shall be required to initiate the maintenance cleaning processes.
 - (2) Initiation of the Recovery chemical cleaning process shall be either by a scheduled event from the PLC/HMI system, or by an operator-initiated command at the PLC/HMI system.
 - (3) No operator intervention shall be required during the chemical cleaning process.
 - (4) Upon completion of the cleaning processes, the system shall automatically return to normal operation.
 - e. The Chemical Cleaning systems shall be able to clean with at least one acid, and at least one oxidizing chemical.
 - f. The Chemical Cleaning systems shall be able to perform a cleaning sequence consisting of two cleaning steps involving different cleaning

chemicals.

- g. The automated chemical cleaning shall be performed in situ. Use of separate dip tanks for chemical cleaning is not acceptable.

5. Service Air:

- a. Service air is not available. Equipment and valves shall be provided with electric motors. Pneumatically actuated equipment is not acceptable.

6. Process Control:

- a. The supply of the membrane filtration system shall include instrumentation to monitor and display the following membrane related parameters online:
 - (1) Trans-membrane pressure – psi.
 - (2) Permeability – gal/ft²-d-psi.
 - (3) Flux – gal/ft²-d.
 - (4) Temperature – °C.

2.04 CHEMICALS

- A. The MBR SYSTEM VENDOR shall submit a list of datasheets and material safety data sheets regarding the following types of chemicals suitable with his membrane filtration system:

- 2. Acidic membrane cleaning chemicals.
- 3. Oxidizing membrane cleaning chemicals.

2.05 HYDRAULIC CONTROL, CLEANING REQUIREMENTS AND MEMBRANE INTEGRITY

- A. General:

- 2. Membrane life span shall be guaranteed to be at least ten (10) years. It is required to establish a starting operating point of the membranes and to track membrane hydraulic developments to evaluate possible operating problems, membrane damage or deficiencies. This Section indicates the type of tests required prior to system start up, follow up during operational and membrane integrity evaluation.

- B. Performance Evaluation:

- 2. Clean Water Membrane Permeability:
 - a. Once membranes are clear of their chemical stabilizer; the membrane's initial permeability will be determined by means of a "clean water permeability test". This value will be compared to everyday operational permeability readings to support evaluations of membranes performance and integrity. Permeability decline will indicate performance issues and/or membrane fouling.

- b. The clean water permeability test will be run for a period of five (5) minutes, passing potable water through the installed membranes. Fluxes (gal/ft²-d) and Trans Membrane Pressure (TMP) values will be recorded, and the initial membrane system permeability will be determined.

The Clean Water Membrane Permeability evaluation will be conducted during the startup per Specification Section 01783 Testing, Startup, Commissioning, and Extended Operation.

3. Loss of Membrane Permeability:

- a. The permeability (ratio of flux to trans-membrane pressure) of the membrane filtration system will be monitored regularly through operation. Permeability will be measured before and after chemical cleaning operations and normalized with regards to temperature. The permeability at the end of the warranty period shall not be lower than two thirds of the initial permeability measured at plant start-up, in other words the irreversible loss of initial permeability shall not be greater than one third of the initial permeability.
- b. The membrane filtration system must be capable of treating the average influent flows and associated peak flows over the full length of the warranty period.

4. Cleaning Requirements:

- a. The MBR SYSTEM VENDOR shall indicate anticipated chemical consumption required for chemical cleaning of the membrane filtration system in order to maintain permeability.

5. Membrane Integrity:

- a. Provide an on-line turbidity analyzer per membrane train to test for membrane integrity.
- b. The integrity of the membrane racks will be measured by means of filtrate turbidity. If filtrate turbidity levels are greater than 0.5 NTU, membrane integrity might be compromised and repairs or replacement to membranes/membrane banks might be required under the warranty agreement.

2.06 VALVES

- A. Supply all necessary valves required for a completely functional, fully automated system.
- B. All process valves shall be rated for a working pressure equal to or greater than the pressure rating of the connecting piping, unless piping was chosen specifically for a reason other than pressure rating, in which case the max pressure within the piping will supersede this requirement.
- C. The valves associated with the MBR System shall be furnished by the MBR SYSTEM

VENDOR. Valves supplied loose by the MBR SYSTEM VENDOR shall be received, stored, installed, and tested by the CONTRACTOR.

D. All valves of a given type shall be manufactured by a single manufacturer.

E. Flap Valves

2. Flap valves shall be of circular port design with offset single pivoted hinge. They shall be of the iron body bronze mounted type and furnished with flanged end, spigot end, hub end or as called for in the specifications or as indicated on plans.
3. The assembly shall consist of three parts: flap gate, body and hinge pin. The flap gate and body shall be cast iron conforming to ASTM specifications A-126 Class B. The seats and hinge pin shall be furnished of bronze. The flap gate seat ring shall be rolled into a dovetailed groove under pressure to make one inseparable unit. The body seat ring shall be threaded and screwed into place in the body. Both gate and body seat ring faces shall be machined to a smooth finish. Valves shall be manufactured by M&H or approved equal.

F. Swing Check Valves

2. Ends shall be flanged, Class 125, ANSI B16.1. Valves shall be designed for a minimum working pressure of 150 psi. Valve shall be equipped with outside lever and spring. Valves shall be shop coated and lined with epoxy coating. Valves shall be Valmatic AWWA Series, M&H Style 259, or approved equal.
3. Swing Check Valves: Swing check valves shall conform to AWWA C508, and shall be iron body, bronze mounted with the following materials of construction:

<u>Component</u>	<u>Material</u>	<u>Specification</u>
Disc or clapper, seat ring, valve body seat ring	Bronze or brass	ASTM B62, B16, or B584 (alloys C84400 or C87600)
Body and Cap	Cast iron	ASTM A126, Class B
Disc and Hinge or Arm	Cast iron or bronze	ASTM A126, Class B ASTM B62
Hinge Pin	Stainless-steel	ASTM A276, Type 303, 304 or 410
Cover Bolts and Nuts	Stainless-steel	ASTM A193, Grade B8M; ASTM A194, Grade 8M

G. Globe Valves for Chemical Feed System (1/2-inch to 2-inch Diameter)

2. Globe valves shall be a minimum pressure class 350, unless otherwise specified or shown on the drawings. Valve ends shall be threaded or socket weld ends, as approved by the Engineer. All wetted parts and materials that come in contact with

the process fluid shall compatible with anhydrous ammonia.

H. Plug Valves

2. Quarter-turn nonlubricated eccentric type with resilient faced plug.
3. Conform to ANSI/AWWA C-504.
4. Valves shall be of the non-lubricated eccentric type, Class 150, with resilient faced plugs. Flanged valves shall be faced and drilled in accordance with ANSI 125/150 lb. standard.
5. Epoxy Coated ASTM A126, Class B Cast Iron body.
6. Valve plug and shaft shall be ASTM A126, Class B cast iron or ASTM A536 ductile iron. Resilient plug facing or replaceable style body seats shall be synthetic rubber, neoprene, or Buna N.
7. Valve shaft seals shall be per Section 10 of AWWA C507-73. All bolts, nuts, springs, washers, and like fittings shall be zinc-coated ferrous metal or stainless steel. Valves shall be shop coated and lined with epoxy coating
8. Port areas shall be at least 80% of full pipe area.
9. Seat rings shall be threaded, or welded of corrosion-resistant 18-8 stainless steel, nickel, or Monel conforming to AWWA C504.
10. Bearings shall be replaceable. Sleeve type and thrust bearings in the upper and lower journals shall be corrosion-resistant stainless steel or bronze.
11. The valves shall be Valmatic Cam-Centric Series, DeZurik Model 118, or approved equal.

I. Butterfly Valves

2. Conform to ANSI/AWWA C-504, latest edition.
3. Butterfly valves shall include a resilient seat of Buna N that is mechanically retained in the valve body and shall meet or exceed requirements of AWWA C-504, latest edition.
4. Valve body shall be ductile iron ASTM A-536. Valve disc shall be ductile iron ASTM A-536 with stainless steel spherically shaped seating surface. Valve shaft shall be constructed of centerless ground ASTM A-276 stainless steel bar, Type 316. Valves shall be flanged body and rated for 150 psi working pressure. Flanges shall conform to ANSI B16. Exposed valves shall be DeZurik BAW, Pratt Model 2FII or approved equal.
5. Epoxy Coated ASTM A126, Class B Cast Iron body.
6. Stainless steel disc and stem
7. EPDM seal.
8. Lug or Wafer Style Body sized for ANSI Class 125/150 flanges.

J. Ball Valves – PVC

2. All PVC ball valves shall be schedule 80 full bore true union design with socket end connections.

3. All PVC ball valves shall have o-rings compatible with the service, either EPDM or Viton.
 4. PVC ball valves shall be of the true union type when installed in applications that require the removal of a component and aren't otherwise provided with unions, such that the carrier or main part of the valve can be removed from the piping system thus easily accommodating repairs or replacement.
- K. All valves shall be provided with a valve tag heavily stamped or engraved to duplicate the valve symbol shown on the Submittal Drawings, including hexagons and/or circles with notations, as applicable. The tags shall be fabricated of minimum 3/32 inch thick brass or minimum 18 gauge type 302 stainless steel and a minimum of 1 1/4 inch diameter. Valve tags shall be secured to valves with 18 gauge type 304 stainless steel wire or stainless steel ball chain through a hole in the tag.

2.01 PRESSURE GAUGES

Pressure gauges shall be 2-1/2 inches in diameter, bottom connected with white laminated dials and black graduations. Gauges shall be approved for use with anhydrous ammonia. Measuring element shall be a stainless steel bourdon tube with welded, stress-relieved joints. Socket shall have wrench flats. Accuracy shall be $\pm 1/2$ percent range. The pressure gauge shall be Ashcroft, McDaniels, or approved equal.

2.02 VALVE ACTUATORS

- A. Provide valve actuators where actuated valves are necessary for fully automated operation. Use of pneumatic actuators is not acceptable.
- B. The operators shall be sized based on the maximum expected torque as per valve manufacturer's recommendations. The responsibility for proper operation shall reside with MBR SYSTEM VENDOR.
- C. Manual Operators.
 1. Butterfly Valves. All butterfly valves 6-inch and smaller in size shall be lever operated and valves 8-inch and larger in size shall be equipped with handwheel actuators, unless otherwise deemed suitable by manufacturer. The operators shall be furnished by the manufacturer of the valve, who shall be responsible for the compatibility and adequacy of both the valve and operator. Valve operators shall be sized for the maximum torque developed by the maximum pressure in the pipeline in which the valve is to be for the service and all exposed nuts, bolts, springs, washers shall be stainless steel.
 2. Plug and Ball Valves. All plug and ball valves 6-inch and smaller in size shall be lever operated and plug valves 8-inch and larger in size shall be provided with a totally enclosed oil, water, and dust-tight handwheel operated gear

Electric Operators. Electric type operators shall include the motor, operator unit gearing, limit switches, torque switches, declutch lever, auxiliary handwheel for operation in case of power failure, reversing starter, switches, mechanical position indicator, and accessories deemed necessary by the vendor. The valve actuator motor and all electrical enclosures shall be weatherproof, NEMA 4, as a minimum unless explosion-

proof is indicated on the drawings. The power gearing shall consist of helical gears of heat-treated steel, and worm gearing of hardened alloy steel. The responsibility for proper operation shall reside with the MBR SYSTEM VENDOR.

3. Motors shall be adequately sized to operate the valve at the differential pressure for each valve location. The motor shall be of sufficient size to open or close a valve against the maximum specified differential pressure when voltage to the motor is $\pm 10\%$ of nominal voltage. Motor rating shall be for continuous duty.

2.03 MOTORS

- A. Refer to individual equipment specifications for motor requirements.
- B. Use of air actuated pumping equipment is not acceptable.

2.04 PIPING AND APPURTENANCES

- A. Provide piping, fittings, pipe penetrations, and appurtenances to be used in the MBR System. The pipelines shall be complete with all necessary fittings, supports, anchors, connectors, and testing to provide a functional installation.
- B. All pipe, fittings, couplings, and appurtenant items shall be new, free from defects or contamination, and wherever possible, shall be the standard product of the manufacturer.
- C. All manifold and lateral pipe and fittings for aerators shall be CPVC pipe, Schedule 80, or 316 stainless steel.
- D. Process piping shall be as follows:

Application	Material
Process Piping 0-150 PSI:	Schedule 80 PVC
Process Piping 150-300 PSI:	Schedule 80 PVC
Submerged Aeration Piping 120-180 Degrees F, 0-25 psi:	Schedule 80 CPVC
Aeration Piping 180-300 Degrees F, 0-25 psi:	Schedule 10/40 Stainless Steel
Sensory Probe Flexible Backwash lines	High Pressure PVC tubing with polyester braid, PE tubing, PVC tubing or equivalent.
Flexible Piping Connections	EPDM Tigerflex TG Series Rubber reinforced hose or equivalent.

- E. All pipes shall have screwed or flanged joints.

F. Polyvinyl Chloride Schedule Pipe and Fittings

1. Pipe and fittings shall conform to the following requirements:
 - a. Polyvinyl Chloride Pipe. Polyvinyl Chloride Pipe shall be of unplasticized compounds suitable for use with chemicals and sewage, as specified and shall bear the seal of approval to this effect from an accredited testing laboratory. Pipe shall conform to the requirements of ASTM Designation D1785, Schedule 80 as depicted in 2.01C.
 - b. Polyvinyl Chloride Pipe Fittings. Fittings shall conform to the requirements of ASTM Designation D2467-76a, Class 12454-B for socket type and ASTM Designation D2464-76 for threaded type.
 - c. Rigid, Unplasticized Compounds. Compounds for pipe and fittings shall conform to the requirements of ASTM Designation D1784-81, Class 12454-B.
 - d. Joints in PVC Pipe and Fittings. Joints shall be the solvent-welded socket or flanged type. Flanges, where shown, shall be 150-pound, and shall be of the same material as the pipe.
 - e. Bolts. Bolts for use with PVC flanges shall be type 304 stainless steel.
 - f. Gaskets. Gaskets shall be Teflon, EPDM, or composite.

(1) Full Face or ring gaskets to be used where applicable.

G. Mechanical Couplings

1. Grooved End Couplings. Couplings shall engage and lock the grooved or shouldered pipe ends allowing some degree of contraction, expansion, and angular deflection. Coupling housing shall be of ductile iron or malleable iron and shall consist of two or more segments held securely together by at least two steel bolts. Sealing gasket shall be of such design that internal pressure in the pipe increases the tightness of the seal and shall be of materials suitable for the intended service. The coupling shall have a rated working pressure not less than the pressure rating of the pipe.
2. Flexible Couplings. Flexible (sleeve) couplings shall be of the full sleeve type, split sleeve type, or flanged adapter type, as shown on the Drawings, specified herein, or as otherwise permitted by the Engineer. They shall provide the requisite pipe flexibility without jeopardizing pipe joint integrity due to hydraulic thrust, and shall have the same pressure-rating as the pipe. Couplings shall have all metal bearing surfaces and shall be provided with 316 stainless steel bolts and age hardened steel nuts. Flexible couplings shall be restrained unless the Engineer has given his approval to omit this feature for specific cases.

2.10 PROCESS INSTRUMENTATION

- A. Acceptable Manufacturers:

1. Flow, pressure and level instruments
 - a. Siemens
 - b. Rosemount/Emerson
 - c. ABB
 - d. Endress & Hauser
 - e. Or approved substitute
2. Water chemistry and clarity instruments
 - a. Endress and Hauser
 - b. YSI
 - c. Or approved substitute

B. Flow switches:

1. Flow switches shall be included to provide flow status in air and waterlines from blowers and pumps.

Application	Air	Liquid
Sensor Type / Material	Probe Sensor 316 Stainless Steel	Flat Face Sensor 316 Stainless Steel
Process Connection	0.75" NPT	
Accuracy	+/- 5%	
Housing	304 Stainless Steel NEMA 4X	
Integral LCD	Yes, 4-digit	
Power / Connection	18 to 30 VDC / 0.5" NPT	

C. Flowmeters:

1. Flowmeters shall be included to monitor the permeate flow from each train, the backpulse/CIP flow to the membranes, and each train's FAS flow. Flow meters shall be magnetic flow meters sized to match the related pump discharge piping with an operating range of 0 to 150 percent of the pump design flow.

Process Connections	ANSI #150 flanged
Housing	Aluminum NEMA 4X
Flowtube	316 Stainless Steel
Liner	PTFE
Accuracy	+/- 0.5%

Operator Interface	Local
Output	4-20 mA DC, scaled pulse output
Power / Connection	85-260 VAC 60 Hz / 0.5" NPT

D. Level Transmitters:

1. Level transmitters shall be included to monitor the liquid levels in all liquid tanks.

Application	Top Entry	Side Entry
Process Connections	3" 150 # Flange (316 Stainless Steel)	1-1/2" to 3" 150 # Flange (316 Stainless Steel) & 1-1/2" NPT Connections available.
Mounting	1-1/2", 2", and 3" 150 # Flange (316 Stainless Steel) & 1-1/2" NPT Connections available.	
Output Signal	4-20 mA	
Voltage	11.5 to 30 VDC	
Diaphragm	Contite-sensor with metallic diaphragm alloy C4	
Housing	Aluminum NEMA 4X	
Integral LCD	Yes	

E. Pressure Transmitters:

1. Pressure transmitters shall be supplied to monitor the vacuum applied to the membranes during filtration and the positive pressure applied during backpulsing.

Mounting	0.5" NPT
Output Signal	4-20 mA
Voltage	11.5 to 30 VDC
Diaphragm	Ceramic
Housing	Aluminum NEMA 4X
Integral LCD	Yes

F. Temperature Transmitters

1. Temperature transmitters shall be included to monitor the liquid temperature in the membrane tanks.

Type	Head mounted temperature, PT 100 Class A (RTD)
Mounting	0.75" NPT process connection
Power Supply	24 V DC
Output Signal	4-20 mA
Voltage	- 125 to 1200 mV

Housing	Transmitter installed in aluminum enclosure mounted directly on sensor
Ambient Temperature Range	- 40 to 85°C

G. Turbidimeters:

1. Continuous on-line turbidimeters, designed for low turbidity range (0-1 NTU) shall be included as a means of verifying the integrity of the membranes by taking water samples from the discharge side of the permeate pumps.
 - a. One (1) turbidimeter to be provided for each train.
 - b. In addition, one (1) turbidimeter to be provided on the common permeate header, or in the permeate well.

Range	0-1 NTU
Inlet	0.25" FNPT
Output	0.5" FNPT
Output Signal	4-20 mA
Power	120V/1ph/60 Hz
Display	SC 100
Accessories	Sensor, analyzer unit, interconnecting cable, alarm relays for indication of alarm conditions and one (1) calibration kit

H. Pressure Gauges and Switches:

1. Pressure gauges shall be included for the various pumps and blowers and shall be liquid filled and are Ashcroft or approved substitute with 316SS wetted parts and supplied with isolation ball valves/gauge cocks between the pressure gauge and the process line.
2. Pressure switches shall be provided for high-pressure alarms on the permeate collection pipes to prevent over-pressurizing of the membranes during backpulsing. The type of flow switches required are listed in the following table.

Permeate Lines	United Electric J6 Series or approved substitute with 316 Stainless Steel wetted parts and bellows
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I. pH Meters

1. Provide one (1) pH meter per MBR System tank to monitor and display pH. The pH meter shall be probe type and be installed in the membrane tank. Data shall be displayed in the main MBR System control panel and shall be used to monitor and control chemical cleaning.

J. Suspended Solids Meters

1. Provide one (1) suspended solids meter per MBR System tank to monitor and display suspended solids concentration. The suspended solids meter shall be probe type and be installed in the downstream side of membrane tanks. Data shall be displayed in the main MBR System control panel but will not be used for any other control function.

K. Dissolved Oxygen Meters

1. Dissolved oxygen monitoring system utilizing a single probe (Hach LDO Luminescent style or approved equal) and interfaced with the project control system.
2. Probe shall be equipped with automatic probe cleaning system, and a non-corrosive mechanical mechanism for easily removing the probe for maintenance.
3. Include one spare probe in the bid price for this item.

2.11 CONTROL SYSTEM

- A. The MBR SYSTEM VENDOR shall provide the field instrumentation, control panels for the membrane system, PLC and Operator Interface hardware and software.
- B. The control system shall allow for complete automation of the membrane system and shall be easily and fully integrated into the new plant Supervisory Control and Data Acquisition (SCADA) system.
 1. The control system shall be PLC based with locally mounted human-machine interface unit (HMI). Communications capabilities shall include communication from the PLC to the local HMI and from the PLC to the main plant Allen Bradley ControlLogix PLC and SCADA system.
- C. During detailed design, provide; control narrative, complete catalog cuts and shop drawings for each component, control schematics, loop diagrams, and layout diagrams for the MBR control system.
- D. Control Panel:
 1. The main PLC control panel housing the PLC equipment shall be rated NEMA 4X.
 2. The control panel shall be protected at the incoming power by a transient surge suppressor located in the control panel.
 3. Provide 120 V control power using an isolation transformer with 120 VAC surge suppression. All 120 V branch feeders shall be protected by separate circuit breakers.
 4. Control relays shall be industrial plug-in type, rated at 10 A.

5. Terminal blocks shall be high density type, rated for 600 VAC, 30A minimum, with test plugs and clearly marked. Provide 25% spare terminals in each assembly.
 6. All panel mounted devices shall be clearly marked and identified on the outside and inside of the panel. All terminals, wires, and internal components shall be clearly tagged in accordance with the schematic and wiring diagrams.
 7. Uninterruptible Power Supply system (UPS) shall supply power to the entire membrane control system, including all instrumentation. The UPS shall maintain power to PLC processors, power supplies, I/O racks, communication systems, instrumentation and field sensors such that there is no loss of process data or communications during utility power interruptions. UPS shall provide power for 125 percent of the connected load for a minimum of one hour.
 8. The PLC shall be Allen Bradley ControlLogix PLC or approved substitute, with hot redundant standby.
 9. The control system shall monitor the incoming power and shall identify power interruption events. After a power interruption event the Membrane system shall start up (as per standard start-up procedure) and return to fully automatic operation without any Operator intervention or the generation of any alarms.
- E. The PLC-based control panel for the membrane system shall house all necessary control devices, PLC, HMI and alarm functions, remote alarm in order to reliably and safely operate the MBR System and its ancillary components within the overall plant. This includes the control of the RAS pumps and monitoring of mixed liquor solids concentrations in each MBR System tank for scheduling of sludge wasting. The membrane control system shall have a single point power connection with a disconnect facility for servicing.
1. The MBR System control panel shall interface with the motor starters and the variable frequency drive (VFD) units provided by the MBR SYSTEM VENDOR for the supplied equipment. Motor starters and VFDs for the membrane system will be located in a separate electrical and control room located adjacent to the MBR System tanks. Power supply to each VFD will be provided from a switchboard/motor control center (MCC). The Switchboard/MCC will be the supplied by the General Contractor.
 2. Junction boxes to facilitate field wiring will be provided by the MBR System vendor.
- F. PLC and HMI:
1. PLC and HMI shall comply with the aforementioned CCH SCADA standards.
 2. Provide a capacitor energy storage module (ESM) to provide power backup for user programs and data when the main power supply is not available. ESM shall be rated for minimum 60-minutes of backup power.

3. Provide latest version of programming software. Provide fully documented ladder logic on a USB.
 4. Provide Input/Output (I/O) modules with at least 25 percent spare of each I/O type.
 5. Provide module slots on I/O racks for all I/O modules with at least 25 percent spare slots.
 6. Provided space for module slots required for 8 membrane trains with at least 25 percent spare slots.
 7. Provide a graphic HMI mounted on the front of the panel. This Unit will provide graphic display of the process parameters and equipment status. Provide a fully documented HMI program on memory stick.
 8. The operation of local HMI shall be provided with security user password entry ability. Provide the capability for the District to reset the user access password(s).
- G. Following detailed design, the MBR SYSTEM VENDOR shall provide a comprehensive list of all control system analog, discrete and calculated data points including I/O types, tag number and descriptions for communication with the plant PLC and SCADA system.
- H. Prior to commissioning time, the MBR SYSTEM VENDOR shall confirm with the Officer-in-Charge (OIC) that the list of data points to be communicated to the plant SCADA system has not changed.
- I. The MBR SYSTEM VENDOR shall provide programming services to facilitate implementation and integration of the requested data communication with the plant SCADA. The SCADA communication shall be implemented via Ethernet IP and data formats shall be compatible with the main plant PLC and SCADA system.
- J. All valves and control devices shall be interlocked through the PLC to allow smooth and continuous automatic operation. Variable speed pumps shall also be controlled by the PLC and vary their vacuum/flow output based on level signals from the process tanks.
1. A "Hand-Off-Auto" switch will be provided for each motor. The Auto position will allow automatic PLC operation while the Hand position will allow the operator to bypass the PLC when operating equipment for maintenance, repair, testing, or draining tanks to take them out of service.
- K. The HMI system shall be programmed to provide the following features:
1. Monitoring of the system and of individual devices.
 2. Control of the system and of individual devices.
 3. Adjustment of operating parameters.
 4. Operator and supervisor level passwords.
 5. Viewing of the current alarm summary.
 6. Viewing of the current alarm history.

7. Viewing of short and long term trending of process parameters.
 8. The membrane system programmer shall review the CCH SCADA system requirements and maintain reasonable uniformity of programming, configuration, and screen appearance in such areas as:
 - a. Color conventions (run, stop, alarm, etc.)
 - b. Symbols.
 - c. Addressing of libraries.
 - d. Alarm generation and handling.
 - e. System diagnostics (Communication status, PLC health, etc.)
 - f. Other necessary areas in configuration.
- 2.12 The MBR SYSTEM VENDOR shall provide a detailed process description and control philosophy describing the proposed system, its ancillary components and the various interfaces with the existing plant and plant operation.
- 2.13 SPARE PARTS
- A. See spare parts section.

PART 3 - EXECUTION

3.01 MINIMUM STAFFING AND SUPPORT REQUIREMENTS

- A. MBR SYSTEM VENDOR shall provide detailed description of storage and handling requirements for the system equipment with their response.
- B. At a minimum, the MBR SYSTEM VENDOR shall provide the following staffing and support for the project to the General Contractor and the DISTRICT for the duration of the extended operating period specified herein:
 1. Review and approve General Contractor's proposed storage and staging area prior to shipment. Requirements of the selected MBR SYSTEM VENDOR would be listed in the general bid documents for construction.
 2. Provide five (5) workdays on site to observe unloading and transport of the equipment to the General Contractor's storage and staging area.
 3. Provide five (5) workdays on site, in one trip, to provide instruction and observation of the General Contractor staff during initial installation of the MBR System equipment. Provide remote consultation after that for the remainder of the installation period. Once selected, the General Contractor may procure additional on-site support for the MBR SYSTEM VENDOR as part of a separate line item bid once the construction contract is solicited.
- C. The checkout, startup, commissioning, and extended operation of the system will be a

multi-phase process consisting of the following steps:

- D. Checkout Plan
 - 1. Equipment Operational Readiness Testing
 - 2. Startup
 - a. Clean water testing and startup
 - b. Functional acceptance testing and process startup with wastewater
 - c. System demonstration and reliability acceptance testing (28 days)
 - 3. Performance testing and General Contractor Warranty Services (12 months)
 - 4. Extended equipment warranty.

3.02 INSTALLATION

- A. Ensure the system is properly installed by the General Contractor to provide satisfactory service.

3.03 STARTUP, TESTING, COMMISSIONING AND TRAINING

- A. Startup, test and commission the MBR System.
- B. The MBR SYSTEM VENDOR shall assist the General Contractor in the calibration of all instruments supplied under this contract, including I/O checks.
- C. Ensure the equipment is installed as required to provide satisfactory service.
- D. Inform the General Contractor of all procedures and requirements necessary for the successful installation of the equipment. Attest to the installer's understanding as required.
- E. Cooperate with the General Contractor to fulfill the requirements for a successful installation.
- F. At a minimum, the following installation verification and commission support staff is required by the MBR SYSTEM VENDOR:
 - 1. Provide the General Contractor with a detailed "step by step" checkout plan. A draft of the checkout plan shall be submitted with this proposal.
 - 2. Repeating the testing and startup activities shall have no additional cost to the Owner. Required workdays for each activity are tentatively scheduled as below. Should one activity require less workdays than tentatively scheduled, the excess work days shall be reallocated to other activities.

3.04 TRAINING

- A. Provide training to the District's operation and maintenance personnel in accordance

with the requirements of Section 017900 – Training of Operations and Maintenance Personnel.

3.05 SYSTEM GUARANTEE

- A. The MBR SYSTEM VENDOR shall provide a written Process Guarantee indicating that the system will function under the prescribed automation and meet the required treatment criteria described in this RFP for a period of 12 months.

3.06 ANNUALLY RENEWABLE SERVICE CONTRACT

- A. The MBR SYSTEM VENDOR shall submit an annual cost for a service contract as a separate line item in the bid schedule, the scope of services includes, but is not limited to the following:
 - 1. MBR SYSTEM VENDOR shall conduct semi-annual (2x a year) manufacturer equipment related maintenance and instrument calibrations. MBR EQUIPMENT SUPPLIER shall provide a comprehensive list for all equipment and instruments denoting frequency of service per the manufacturer. These visits are to be (2) 8-hour day visits each.
 - 2. MBR SYSTEM VENDOR shall provide the above related maintenance visits in a manner such that they are trainings for District staff while the work is being performed.
 - 3. MBR SYSTEM VENDOR shall provide for a quarterly process and system optimization onsite meeting to consist of a minimum 8 hours onsite to help optimize treatment efficiency. This meeting and training shall not be conducted by a “salesman” or “product sales representative”. It shall be performed by the lead process engineer or equivalent.
 - 4. Remote monitoring of the membrane performance and quarterly performance reports highlighting concerns and recommendations for improvement.
 - 5. Maintain an O&M contract with a service provider within (2) hours of the site for emergency services, callouts and response to warranty claims through the warranty period. Proof of this O&M contract to be provided to the District prior to placing the MBR online.

3.07 OFFSITE REMOTE MONITORING SUPPORT

- A. Capability of remote monitoring for the supplied equipment is required by the District.
 - 1. The MBR SYSTEM VENDOR shall provide a written description of MBR SYSTEM VENDOR’s capability of remote monitoring and troubleshooting for the supplied equipment.
 - 2. The MBR SYSTEM VENDOR shall provide bimonthly reports based on the remote monitoring service.

- A. MEMBRANE MODULE GUARANTEE
Provide a membrane guarantee.

- a. Conditions under which membrane modules will be considered defective include, but are not limited to, the following:
- (1) If the MBR system fails to maintain the net filtrate production capacity with the cleaning frequency stipulated in the Bid Form, the system shall be repaired, modified, or replaced as necessary to obtain the specified net filtrate production capacity.
 - (2) If the removal of a cassette for manual sludge cleaning is required to maintain net filtrate production capacity and the Membrane System has been substantially operated in accordance with the MBR SYSTEM VENDOR's Operation and Maintenance Manual as necessary to obtain the specified net filtrate production capacity. The system shall be repaired, modified or replaced as necessary to obtain the specified net filtrate production capacity.
 - (3) If the MBR system fails to meet the performance standards stipulated herein,
 - (1) If the MBR system fails to meet the requirements relating to permeability the system shall be repaired, modified, or replaced as necessary to obtain the specified water quality standards stipulated herein, the system shall be repaired, modified, or replaced as necessary to obtain the standards.

END OF SECTION

SECTION 466616
CLOSED-VESSEL LOW-PRESSURE/HIGH-INTENSITY ULTRAVIOLET TREATMENT
EQUIPMENT

PART 1 – GENERAL

1.1 SUMMARY

- A. This Section describes requirements for supply of materials, equipment and services required to provide a closed-vessel low-pressure/high-intensity ultraviolet (UV) disinfection system that is complete and operational with all control equipment and accessories as specified. The UV disinfection system supplied shall meet the requirements for the production of treated effluent which is suitable for the direct beneficial uses allowable for Disinfected Tertiary Treated Wastewater as defined by Title 22, Division 4 of the California Code of Regulations, Section 60301.
- B. MBR System Vendor (heretofore called Vendor) shall provide equipment, installation, start-up, and operator maintenance training as described in this and related Sections.

1.2 RELATED SECTIONS

- A. Section 013301 - Submittal.
- B. Section 017039 – Installation of MBR Equipment.
- C. Section 017843 – Spare Parts.
- D. Section 017900 – Training.
- E. Section 33500 – Package Sludge Dewatering System.
- F. Section 460754 – Package MBR System.

1.3 COORDINATION

- A. The Vendor shall schedule commissioning, training, and SCADA integration support with the OWNER's representative. Advance notice of a minimum of 5 working days shall be provided.

1.4 INITIAL SUBMITTALS

- A. Submit the following with the bid:
 - 1. Make, model number and descriptive information required to fully describe the equipment being proposed, including the control system.
 - 2. Complete bill of materials listing all items to be supplied; as well as items excluded from the scope of supply that are required for an operational system.

3. Power requirements, at flow rates of 50%, 75% and 100% of peak design flow rate.
4. Total connected load for power calculations including power (kW), power factor and apparent power (kVA) for each UV unit.
5. Total number of UV lamps including number of lamps per sub-assembly.
6. Spare parts supplied and recommended.
7. Hydraulic headloss calculations for 50%, 75% and 100% of peak design flow rate.
8. Bioassay Validation Testing Results and corresponding Engineering Report prepared by a certified, independent laboratory, which demonstrates that the dose specified will be met or exceeded with the proposed equipment at a temperature of 25 degrees C.
9. Calculations demonstrating that the proposed number of lamps can meet or exceed the dose specified over the entire temperature range of 41 to 86 degrees C. UV Disinfection System calculations shall be based on the 2012 Third Party Reactor Validation Testing UV Guidelines (NWRI Guidelines).
10. Calculations for projected 20-year lifetime cost.
11. Costs and sources for bulbs, ballasts, sleeves, and any other typical replacement components.
12. Control narrative including the use of sensors to monitor and alarm the combined effect of lamp aging and sleeve fouling and/or the use of the sensors to continuously monitor UV dose based upon inputs of flow, intensity, and UV Transmittance (UVT).
13. Provide system block diagram complete with all inter-equipment wiring and conduit requirements and Process and Instrumentation Drawing.
14. Startup and O&M training curriculum and duration for training.
15. A statement listing any deviations or exceptions taken to these Specifications. Include specification reference and proposed alternative with reason stated for exception.

B. Submit the following after award, but prior to manufacture:

1. Complete assembly and installation drawings, schematics, and wiring diagrams. Show dimensions and locations of reactor vessels, piping, and valves with clearances required.
2. Electrical shop drawings including exterior and interior panel layout drawings.
3. Control schematics including loop drawings.
4. Electrical schematics including fuse and breaker schedules.
5. Cut sheets for each electrical power and control device.

6. Detailed memory map of data to be transferred from or to the Plant SCADA system.
7. Provide signed and stamped equipment anchor bolt design, including seismic calculations.

C. Submit the following after contract approval:

1. Programmable Logic Controller (PLC) and Human Machine Interface (HMI) programs.
2. Preliminary drawings and submittals.
3. Operation and maintenance standard procedures.

1.5 CLOSEOUT SUBMITTALS

- A. As-built drawings of installed equipment including any mechanical, wiring, and programming changes.
- B. Written certification of proper UV system installation with start-up test report.
- C. Final operation and maintenance standard procedures consistent with commissioning and training content.

1.6 MAINTENANCE MATERIAL SUBMITTALS

- A. List of supplied and recommended materials including but not limited to special tools, lamps, sleeves, seals, ballasts, lamp sockets, cleaning solution.
- B. Two sets of Personal Protective Equipment including UV-blocking face shields and any other recommended equipment required for safe operation and maintenance of the equipment.

1.7 DELIVERY, STORAGE, AND HANDLING

- A. Vendor shall be responsible for delivery of the MBR System components and for the storage and handling of the components at the project site.
- B. All equipment shall be provided in labeled packaging with clear instructions for assembly.
- C. All stainless steel shall be cleaned, chemical descaled (pickled), and passivated at the mill in accordance with ASTM A380 before being shipped.

1.8 WARRANTY

- A. Provide a warranty against defects in materials and workmanship, including damages that may be incurred during shipping, for a period of 3 years, which shall commence after successful completion of the Performance Tests (Substantial Completion of the UV system).
- B. No warranties shall be pro-rated, and all warranties shall include all costs associated with required site visits, inspections, equipment removal costs, and equipment installation costs.
- C. UV lamps shall be warranted for a minimum of 12,000 operating hours.
- D. The Vendor shall replace any lamp that fails before the end of the operating hours per lamp as stated herein at no cost to the OWNER, with freight and insurance paid by Vendor, to the location of the Project site.
- E. The Vendor shall furnish a warranty stating that the installed UV system shall not exceed the maximum power consumption as stated in the submittals. If this maximum power usage is exceeded Vendor agrees to pay OWNER a present worth cost (calculated based on a 20-year life and appropriate interest rate) equivalent to the difference between the actual usage and the warranted quantity.
- F. End of Warranty Inspection: Vendor's representative shall perform an inspection of Vendor's UV equipment, within 30 days prior to the 3-year anniversary date of the equipment warranty. Vendor shall make calibrations, replacements, or adjustments as necessary to restore equipment within original tolerances.

PART 2 – PRODUCTS

2.1 CLOSED-VESSEL, LOW PRESSURE, HIGH INTENSITY ULTRAVIOLET TREATMENT EQUIPMENT

- A. Manufacturers:
 - 1. Wedeco,
 - 2. Trojan,
 - 3. Evoqua, or equal.

B. Performance and Conditions of Service

1. Provide equipment which will disinfect effluent with the following characteristics:

Pretreatment	MBR	
Parameter	Value	Unit
Max Day Design Flow (max capacity for 72 hours)	0.487	MGD
Minimum Design Flow (one train at minimum week)	0.125	MGD
Max Daily Total Suspended Solids (TSS)	30	mg/l
Average Monthly Total Suspended Solids (TSS)	10	mg/l
Turbidity	0.2	NTU
Max Particle Size	10	Microns
Max Iron	< 0.40	mg/l
Max Manganese	< 0.05	mg/l
Instantaneous Minimum pH	6	
Instantaneous Maximum pH	9	
Max Hardness	<400	mg/l
UV Transmittance @ 253.7 nm	65	%
Water Temperature	38 to 89	deg F
Ambient Air Temperature-Min (average / extreme)	43 / 15	deg F
Ambient Air Temperature-Max (average / extreme)	76 / 115	deg F

2. Effluent standards to be achieved:

- a. 23 fecal coliform/100 ml on any given sample.
- b. 2.2 fecal coliform/100 ml based on a 7-day median concentration.
- c. Effluent standards must be guaranteed as long as ultraviolet transmittance of influent meets 50% transmittance to UV system.
- d. Grab samples will be taken in accordance with the Microbiology Sampling Techniques found in Standard Methods for the Examination of Water and Wastewater, 19th Ed.

- e. 5-log₁₀ poliovirus reduction.
3. The system will be installed under a canopy with the space available in the Drawings. Refer to the Drawings for specific constraints of the flow channels. Drawings show connection and layout for a generic UV system. Modifications will be required by the MBR System Vendor for installation of the selected UV Disinfection system.
 4. The UV system will be designed to deliver a minimum UV dose of 80 mJ/cm² at peak flow, in effluent with a UV Transmission of 75% at end of lamp life. The basis for evaluating the UV dose delivered by the UV system will be in accordance with the NWRI 2012 guidelines, without exception. UV vessel test shall be performed on an independent test site by an accredited 3rd party using bioassay validation methodology combined with calibrated Computational Fluid Dynamics (CFD) predictions. the manufacturer's bioassay as carried out by an independent third party.
 5. The system will be able to continue providing disinfection while replacing UV lamps, quartz sleeves, ballasts and while cleaning the UV lamp sleeves.
 6. The system will be designed for complete indoor installation with potential for episodic moisture events such as pipe leaks and over-zealous washdown.
 7. Vendor shall guarantee maximum headloss defined at peak design flow rate will not exceed the identified value by more than 0.25ft.
- A. Vendor shall develop equipment support, anchoring and seismic design for the UV system. All anchor bolts, nuts, and washers shall be Type 316 and provided by the MBR System Vendor and approved by UV system manufacturer and shall be in accordance with the requirements of Section 460500.
- a. A licensed structural engineer shall be retained by the MBR System Vendor to review and confirm foundation is sized adequately for UV equipment anchoring design.
- C. Design, Construction, and Materials
1. General
 - a. All metal components in contact with effluent and/or exposed to UV light will be Type 316 stainless steel.
 - b. All wiring exposed to UV light will be TeflonTM coated (or approved functional equal).
 2. UV Reactor
 - a. The UV Vendor shall furnish 316 stainless steel vessels with ANSI Class 150 flanged pipe connections.
 - b. The UV vessels shall consist of a circular configuration of UV lamps.
 - c. The UV vessels shall be designed such that operating personnel at the plant can change the lamps and quartz sleeves without requiring special tools.
 - d. Each UV vessel shall have a minimum of one vessel mounted calibrated UV intensity sensor.

- e. Each UV vessel shall have a minimum of two stainless steel cleaning drain valves.
 - f. Each UV vessel shall have a minimum of two stainless steel sample valves.
3. Lamp Array Configuration
- a. The lamp array configuration will be the uniform, symmetrical array with all lamps parallel to each other and to the flow.
 - b. Systems with a concentric array or uniform staggered array and having an equivalent UV density will have 30% additional lamps to compensate for the inefficiencies of these arrays.
 - c. The system will be designed for complete immersion of the UV lamps including both electrodes and the full length of the lamp tube in the effluent. Both lamp electrodes will operate at the same temperature and be cooled by the effluent.
4. UV Lamps:
- a. Bulbs shall be low pressure, high output, amalgam UV lamps with a minimum of 90% of their output at 253.7 nm (UV-C), with all other emissions 40dB below the primary output within a 20-nm bandwidth.
 - b. Medium pressure or other UV lamp types with a polychromatic UV output which require a higher connected electrical load than specified to deliver the specified total UV-C output wattage shall not be acceptable.
 - c. The minimum UV lamp output after a 100-hour burn-in period shall be 150 watts of UV-C energy as specified. Low pressure amalgam UV lamps with less than 150 watts UV-C output at 253.7 nm shall not be acceptable.
 - d. In case of a power failure, the UV lamps shall not require more than 10 minutes of cool down period prior to re-start.
 - e. The UV lamp output shall not fluctuate more than 5% due to water temperature variations between 41 to 86 deg. F (5 to 30 deg. C)
 - f. The operating skin temperature of the UV lamp shall not exceed 266 deg. F (130 deg. C) in order to minimize the possibility of quartz fouling.
 - g. The UV lamp filaments shall be significantly rugged to withstand shock and vibration. Each lamp base shall incorporate a dielectric barrier or pin isolator to prevent arcing. The barrier shall be dielectrically tested for 2500 volts without arcing.
 - h. The UV system shall be capable of using lamps from at least two currently active lamp suppliers without modifications to the system or Vendor shall guarantee the supply of replacement lamps for 10 years.
5. UV Lamp Assemblies
- a. Each UV lamp assembly shall consist of a UV lamp, enclosed in an individual quartz sleeve, with the one end sealed using an O-ring sealed quartz end plug.
 - b. UV lamps shall be removable with the quartz sleeve and wiper system remaining in place.

- c. The UV lamp sleeve shall be a single piece of clear fused quartz circular tubing, rated for a minimum UV transmittance of 92%, which shall not be subject to degradation over the life of the system.
 - d. All electrical connections to the lamp assembly shall be made at one end through a watertight plug connector.
 - e. The electrical connection end of the quartz sleeve shall be sealed by means of a protective retainer plug designed to hold the sleeves in parallel alignment. The retainers shall remain in place to protect the quartz sleeve ends against accidental damage, without impeding the removal and replacement of the UV lamp.
 - f. The lamp socket shall be centered against the inside of the quartz sleeve and shall be retained by a cap nut with a ribbed exterior surface providing a positive handgrip for tightening / loosening without the need for any tools. This connection shall include a self-contained o-ring, sealing the lamp and socket assembly (independent from the quartz sleeve)
6. Automatic Wiping System
- a. The UV vessel(s) shall be equipped with an electrically powered automatic wiping system.
 - b. The automatic wiping system shall use Teflon and PTFE (or equal) non-scratching wipers to clean the quartz sleeves.
 - c. The automatic wiping system shall be electronically controlled and provide a fully automatic, unattended operation. The wiping interval shall be adjustable from 1 to a minimum of 7 times per hour. One wiping interval shall consist of two wiping cycles.
 - d. The wiped length of the quartz sleeve shall be no less than the complete arc length.
7. UV Lamp Sleeves:
- a. Type 214 clear fused quartz circular tubing as manufactured by General Electric or equal.
 - b. The nominal wall thickness will be 1.5 mm minimum.
8. UV Monitoring System
- a. The UV intensity sensor shall measure only the germicidal portion of the light emitted by the UV lamps as measured at 253.7 nm. It shall have sensitivity at 253.7 nm of greater than 95%. Sensors whose sensitivity to other wavelengths amounts to more than 5% of the total sensitivity shall not be allowed.
 - a. The UV intensity sensor system shall be factory calibrated. Calibration shall be valid for a minimum of one year.
 - b. The UV intensity sensor shall be capable of being removed from the UV vessel without interrupting the disinfection process or draining the UV vessel.
9. Online UV Transmittance Monitor

- a. One (1) TMO IV Transmittance Monitor shall be supplied for continuous monitoring of the effluent's UVT at the wavelength of 253.7 nm.
- b. The UVT Monitor shall be made of 316 stainless steel and use a low-pressure mercury lamp as light source.
- c. The process temperature range shall be within 41°F to 86°F.

D. Electrical & Control System

1. The UV Manufacturers representative, in conjunction with the MBR System Vendor and the owner's controls system integrator shall be responsible for the establishing control of the UV system and for interfacing with the plant SCADA control system.
2. UV reactors shall be controlled in accordance with this Section and Section 409100 - Functional Control Descriptions.
3. General: The electrical system shall be designed to provide:
 - a. Provisions for maintenance or servicing while maintaining the required level of disinfection.
 - b. Plug and socket quick disconnect facilities enabling non-technical personnel to carry out lamp replacement without the need for any tools or special isolation procedures.
 - c. Harmonic distortion correction equipment including load and line reactors and filters shall be provided by the MBR System Vendor if required to meet IEEE519- 2014.
4. Electrical Enclosure
 - a. Each UV vessel shall be powered and controlled by one Electrical Enclosure which shall contain a control device, electronic ballasts, power distribution, and all necessary electrical components to operate the UV system.
 - b. The UV system shall be powered by 480 volts, 3 phase, 60 hertz, 3 or 4 wire plus ground service.
 - c. The Electrical Enclosure shall be UL/NEMA Type 4X, 304 stainless steel to be installed inside a climate-controlled building. The ambient temperature within the building shall not exceed 100 °F.
5. Electronic Ballasts
 - a. The ballasts shall be electronic microprocessor controlled.
 - b. MBR System Vendor shall coordinate with the WWTF SCADA system integrator to integrate the microcontrollers directly into the UV system, MBR system and treated effluent pumping station PLC's.
 - c. Each ballast shall drive a pair of lamps with independent control and monitoring circuits.
 - d. The ballast shall produce an isolated (earth-free) lamp power supply operating above supply frequency and optimized to preserve lamp life.
 - e. The ballast shall incorporate a galvanic separation between primary and

secondary circuits. In case of the secondary circuit operating in abnormal conditions regarding voltage and/or amperage, the ballast shall shut off the lamp concerned.

- f. The ballast shall incorporate a filament pre-heat circuit to minimize lamp failure on start up.
 - g. The operating power factor for the ballasts shall be 0.98 or higher.
 - h. The ballast shall be capable of varying the lamp power between 50-100% proportional to 4-20 mA control signal.
 - i. The configuration of ballast cooling shall include a minimum of two independent forced ventilation systems, to reduce risk of ballast overheating in the event of a single ventilation failure. Ballast systems, which rely on natural ventilation, or a single forced ventilation system shall not be permitted.
6. Instrumentation and Controls
- a. The MBR System Vendor shall assist the OWNER to ensure that the controls and data signals described in this section are provided to the Machado WWTF SCADA System.
 - b. Local monitoring and control shall be configured to each power/control module with a local control selector (local-off-remote), power on display, status of each lamp, low UV intensity alarm, high water temperature alarm (if applicable), and lamp hours run counter.
 - c. Remote monitoring and control shall be configured to each power/control panel to accept the indicated inputs when remote control is selected and to provide the indicated outputs at all times with an external, supervisory control system.
 - d. Inputs: On/Off for unit power
 - e. Discrete Outputs (isolated contact): Power on display, chamber/cabinet, temperature alarm, UV intensity/ lamp failure alarm, ground fault alarm
 - f. Analog Output (4-20 mA): UV intensity signal
7. Ethernet IP communications for lamp status and alarms.
- a. Complete control and monitoring of the UV system shall be accomplished through the HMI.
 - b. The measured intensity shall be displayed on the HMI as an absolute value in mJ/m^2 .
 - c. The controller HMI shall be graphic or menu driven and shall display the following system information when prompted: vessel status, individual lamp status, lamp operating hours, UV intensity, ON/OFF frequency, alarms, alarm history.
 - d. The control program shall control the On/Off cycling and lamp power of the UV vessel based upon flow/dose pacing.
 - e. The controller shall utilize a UV intensity sensor located within the UV vessel to accurately sense any change in lamp power, effluent transmittance and compensate for any reduction in the UV-C output due

to lamp aging.

- f. The controller shall receive inputs from the UV sensor and flow meter (by others) and shall automatically adjust the received UV Dose to maintain the required levels under all operation conditions.
- g. The controller will send all status signals via Ethernet IP or Modbus TCP/IP to the plant SCADA system.

8. Alarms

- a. General Alarms:
 - i. Lamp Failure Alarm
 - ii. Multiple Lamp Failure Alarm
 - iii. UV Dose is Approaching Minimum Design Dose Warning
 - iv. UV Dose Below Minimum Design Dose Alarm
- b. Should there be any abnormalities or failure to the UV sensor, the condition shall be displayed on SCADA.
- c. Minor alarms will be provided to indicate to plant operators that maintenance attention is required. Alarms will include:
 - i. Low Warning UV Intensity will be pre-set at the factory for 45% of the Intensity after 100 hours. Alarm set point will be field adjustable.
 - ii. Individual Lamp Failure will indicate single lamp failures that occur which are not adjacent to each other and which do not exceed a pre-set 5% of lamps in a bank. This pre-set percentage will be field adjustable.
- d. Major alarms will be provided to indicate an extreme alarm condition in which the disinfection performance may be jeopardized. Alarms will include:
 - i. Low UV Intensity alarm. This alarm will be pre-set at the factory for 25% of the intensity after 100 hours burn-in of the lamps. The alarm set point will be field adjustable.
 - ii. Adjacent Lamp Failure alarm will indicate failure of two or more lamps which are adjacent to each other.
 - iii. Multiple Lamp Failure will indicate the failure of more than a pre-set 5% of lamps in a bank of lamps. This pre-set percentage will be field adjustable.
 - iv. Module Failure will indicate when a current leakage to ground occurs, or current draw over 10 amps of any single module occurs. Module failure will also be indicated if a module is unplugged without first being placed in the Off position from the System Control Center.
- e. Alarms will identify the affected lamps by an address system. The address will specify the bank, module and lamp. i.e. Bank #1A, Module #3, lamp #2.
- f. The 20 most recent alarms will be recorded in an alarm history register and displayed when prompted.

- g. Bank status will be capable of being placed either in Manual, Off or Auto mode.
 - h. Banks will be cycled for equal wear and timed off to minimize bank cycling.
 - i. Elapsed time of each bank will be recorded and displayed on the display screen when prompted.
9. Flow Pacing:
- a. A flow pacing system will be supplied to turn the UV banks on and off in relationship to a 4-20 mA DC signal from an effluent flow monitor. The flow pacing system will allow the operator to vary the flow rate setting. Logic and time delay relays will be provided to regulate the UV bank ON/OFF cycle.
10. Control Logic:
- a. UV system will be capable of being placed either in Manual, Off or Auto mode and cycled for equal wear and timed off to minimized reactor cycling.
11. Normal Operation
- a. During normal operation, the UV system will rotate UV reactor based on runtime. The UV disinfection system will read UVT directly downstream of reactor on effluent combined header.
 - b. The UV disinfection system splits into two trains, each equipped with one reactor, an actuated control valve, a magnetic flow meter, and sample tap supplying turbidimeter and automatic composite sampler. When a reactor turns on, the train control valve OPENS and continuous readings from the train flow meter, UV transmittance, and turbidity in conjunction with the UV reactor controls to optimize power consumption. The sequence to bring a reactor online is as follows:
 - i. Turn ON Duty UV Reactor 1
 - ii. OPEN Train 1 Control Valve 1
 - iii. READ Train 1 Flow Meter, Turbidity
 - iv. READ System UVT
 - c. UV vessels rotate based on operator selectable runtime. Below is a description of the process to switch the duty UV reactor.
 - i. Turn ON Standby UV Reactor 2
 - ii. OPEN Train 2 Control Valve 2
 - iii. CLOSE Train 1 Control Valve 1
 - iv. Turn OFF Duty UV Reactor 1
 - v. READ Train 2 Flow Meter, Turbidity, and System UVT
 - d. Local Control: Operator may select LOCAL at the local monitoring and control panel shall be configured to each power/control module with a local control selector (local-off-remote), power on display, status of each lamp, low UV intensity alarm, high water temperature alarm (if applicable), and lamp hours run counter. The vessel local controls shall be governed by

the integrated Control unit. The Control unit shall be continuously monitoring and controlling the UV system's functions. Custom electronics and the UV sensor shall provide the control panel with the necessary indications of the system parameters.

- e. Remote Control: An operator may select REMOTE control at the local monitoring and control Unit. In remote control, the operator may select either MANUAL or AUTO control at the PLC or through SCADA. Remote monitoring and control shall be configured to each power/control panel to accept the indicated inputs when remote control selected and to provide the indicated outputs at all times with an external, supervisory control system.
 - i. Inputs: On/Off for unit power
 - ii. Discrete Outputs (isolated contact): Power on display, chamber/cabinet, temperature alarm, UV intensity/ lamp failure alarm, ground fault alarm
 - iii. Analog Output (4-20 mA): UV intensity signal
 - iv. Ethernet IP communications for lamp status and alarms.
- f. Remote – Manual: In REMOTE-MANUAL control, the operator selects MANUAL control at the operator interface and may manually turn vessel on/off cycling and lamp power of the UV Reactor.
- g. Remote – Auto: Complete control and monitoring of the UV system shall be accomplished through the touchscreen operator interface (PLC). The operator interface and controller shall be assembled as a single part.
- c. The measured intensity shall be displayed on the operator interface as an absolute value in W/m^2 .
- d. The controller HMI shall be menu driven and shall display the following system information when prompted: reactor status, individual lamp status, lamp operating hours, UV intensity, ON/OFF frequency, alarms, alarm history.
- e. The control program shall control the On/Off cycling and lamp power of the UV reactor based upon a Dose pacing philosophy.
- f. The controller shall utilize a UV intensity sensor located within the UV vessel to accurately sense any change in lamp power, effluent transmittance and compensate for any reduction in the UV-C output due to lamp aging.
- g. The controller shall receive inputs from the UV sensor and flow meter (by others) and shall automatically adjust the received UV Dose to maintain the required levels under all operation conditions.
- h. The controller will send all status signals via Ethernet IP or Modbus TCP/IP to the plant SCADA system.
 - h. Flow meter failure: the control system shall automatically bring both trains online and energize all UV lamps to the full power setting.

E. Permanent Nameplates:

- 1. Equipment shall be provided with permanent engraved stainless-steel nameplates in accordance with this specification and Section 400553 –

Identification for Plumbing Piping and Equipment .

2. OWNER-directed identification and shall be located in a conspicuous place acceptable by OWNER.
3. Letters shall be easily readable and painted black after fabrication.
4. Each reactor shall have permanently attached and engraved stainless-steel serial number plate.

2.2 RECOMMENDED SPARE PARTS AND SAFETY EQUIPMENT

- A. The following spare parts and safety equipment shall be supplied:
1. 10% of UV lamps
 2. 5% of sleeves
 3. 5% ballasts
 4. 10% wiper rings
 5. One UV intensity sensor
 6. Two face shields that block UV light wavelengths between 200 and 400 nm.
- B. All spare parts shall be furnished in substantial wooden boxes with identifying labels and delivered with the system.

PART 3 – EXECUTION & SERVICES

3.1 GENERAL

- A. All components of the UV system shall be packaged and labeled clearly. Instructions shall be provided for care during transportation, storage and installation.

3.2 INSTALLATION

- A. All installation of the UV equipment shall be performed by the MBR System Vendor. All required installation hardware (such as, but not limited to, support braces and saddles, bolts, washers, nuts, and jam nuts) shall be furnished by the MBR System Vendor, along with flow meters (per reactor) and isolation valves.
- B. All components shall be fully tested and verified for service by the UV System Manufacturer's an authorized representative.

3.3 START-UP AND FIELD SERVICES

- A. A field service technician or start-up engineer of the UV System Manufacturer shall commission the UV equipment in accordance with the 2012 NWRI Field Commissioning Test.

- B. Local manufacturer's representatives are not acceptable to perform these tasks unless authorized by the UV System Manufacturer.
- C. Qualifications for the field service technician performing start-up services shall be provided to the ENGINEER for their approval.
- D. The field service technician shall certify that all equipment is properly installed and that the plant operators have been trained on proper operation and maintenance procedures.
- E. The MBR System Vendor shall provide all field services necessary to be onsite during any testing, start up, and/or commissioning efforts of their equipment.
 - 1. MBR System Vendor shall coordinate with OWNER to optimize number of days and/or visits required for field services.
 - 2. Warranty Service: As required during the warranty period. Response time shall be within 48 hours. If Supplier does not meet this requirement.
 - 3. The required Spot-Check Commissioning Test

3.4 FIELD QUALITY CONTROL

- A. Inspection and Functional Testing:
 - 1. Operate UV system for minimum seven consecutive days with plant water.
 - 2. Test and Inspect:
 - a. Inlet/Outlet velocity distribution
 - b. Water level
 - c. Flow split between reactor trains
 - d. Proper installation and alignment of UV equipment
 - e. Water tightness.
 - f. Electrical wiring and connections.
 - g. Instrumentation, alarms, and indicators.
 - h. ON-OFF and HAND-OFF-AUTO switches and ground fault circuit interrupters.
 - i. Lamp removal system.
 - j. Lamp cleaning system.
 - k. Alarms and SCADA notifications.
 - l. Spot-check commissioning tests (performed in accordance with the protocol provided by the UV System Supplier.
- B. Performance Testing:

1. MBR System Vendor shall have obtained written acceptance of the system capacity based on the 2012 NWRI validation testing from the CDPH for the UV Disinfection System supplied for the UV Disinfection System as herein specified.
2. After installed UV equipment has been inspected and functional test has been completed, begin performance testing for 50%, 75% and 100% of the design flow rate.
3. Analyze samples for following parameters:
 - a. Fecal coliform, MPN per 100 mL, immediately upstream of UV treatment equipment.
 - b. Fecal coliform, MPN per 100 mL, immediately downstream of UV treatment equipment.
 - c. TSS, immediately upstream of UV treatment equipment.
 - d. Percent UV transmittance (UVT) at 254 nm, immediately upstream of UV treatment equipment.
4. Measure and report power consumption for each flow rate.
5. Test for 14 continuous days and collect and analyze samples three times in each 24-hour period.
6. If sample results do not meet specified performance, retest for minimum two additional consecutive days or until acceptable bacteriological results have been obtained.

END OF SECTION



San Miguel Community Services District

Board of Directors Staff Report

April 22nd, 2021

AGENDA ITEM: XI-4

SUBJECT: Review and approve RESOLUTION 2021-10 approving a budget adjustment for the CAL OES Community Power Resiliency Grant for Special Districts, in the amount of \$230,000 to the water fund (revenue 50-46115 and expense 50-590).

RECOMMENDATION:

Approve Resolution 2021-10 authorizing a budget adjustment in the amount of \$230,000 to the water fund (revenue 50-46115 and expense 50-590).

At the regular March Board Meeting the Board authorized acceptance of the CALOES Community Power Resiliency Allocation to Special Districts for the purchase and installation of backup generators at the three well sites and the main tank site.

The proposed budget adjustment is to account for this project. Unique revenue and expenditure line items have been created to track these funds.

The majority of the work to install the generators as part of this grant will be done by District staff, however the equipment purchases and other contracts for work outside the ability of the District will be made in accordance with District policies.

FISCAL IMPACT

This Grant is pre-funded so use of District funds is not required.

PREPARED BY:

Kelly Dodds

Director of Utilities

Attachment:

1. RESOLUTION 2021-10

RESOLUTION NO. 2021-10

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE
SAN MIGUEL COMMUNITY SERVICES DISTRICT AUTHORIZING A BUDGET
ADJUSTMENT OF \$230,000 TO WATER FUND CALOES RESILIENCY GRANT
REVENUE LINE 46115 (50-46115) AND EXPENDATURE LINES 590 (50-590).**

WHEREAS, San Miguel Community Services District (“District”) has the responsibility to maintain the communities public water supply and distribution system; and

WHEREAS, the District applied for and was awarded a grant from CALOES Community Power Resiliency for Special Districts to purchase generators for three wells and tank site; and

WHEREAS, the District accepted the CALOES Community Power Resiliency for Special Districts for purchase and installation of four standby generators; and

WHEREAS, the District Board of Directors authorizes a revenue budget adjustment to the FY 2020-2021 budget of \$230,000 to the Water fund CALOES Resiliency Grant revenue account 46115 (50-46115); and

WHEREAS, the District Board of Directors authorizes a expenditure budget adjustment to the FY 2020-2021 budget of \$230,000 to the Water fund CALOES Resiliency Grant expenditure object 590 (50-590); and

NOW THEREFORE, BE IT RESOLVED, the Board does, hereby, adopt this Resolution for purposes specified herein.

On the motion of Director _____, seconded by Director _____ and on the following roll call vote, to wit:

- AYES:**
- NOES:**
- ABSENT:**
- ABSTAINING:**

the foregoing Resolution is hereby passed and adopted this 22nd day of April 2021.

Ashley Sangster, Board President

ATTEST:

APPROVED AS TO FORM AND CONTENT:

Rob Roberson, Interim General Manager

Douglas L. White, District General Counsel



San Miguel Community Services District

Board of Directors Staff Report

April 22nd, 2021

AGENDA ITEM: XI-5

SUBJECT: Review and approve RESOLUTION 2021-11 authorizing the Director of Utilities to purchase four (4) standby generators from All Tech Services in an amount not to exceed \$144,658.80 as part of the CALOES Resiliency Grant.

RECOMMENDATION:

Approve Resolution 2021-11 authorizing the Director of Utilities to purchase four standby generators in an amount not to exceed \$144,658.80

At the regular March Board Meeting the Board authorized acceptance of the CALOES Community Power Resiliency Allocation to Special Districts for the purchase and installation of backup generators at the three well sites and the main tank site.

An RFP for purchase of the required generators was circulated to known companies as well as to the local plan rooms, CSDA, as well as our website.

Several inquiries were received and responded to, however only 4 proposals were received by the due date/ time. The proposals received ranged from \$144,658.80 to \$261,690.00.

Of the proposals that met the requirements of the RFP the lowest proposal was provided by All Tech Services in an amount of \$144,658.80 for Generac Generators. With the next proposal by San Luis Powehouse in an amount of \$157,526.92 for Kohler Generators.

Both of the above proposals provide products that meet our requirements, the main cost difference is in the freight. All Tech Services included freight in the generator cost as San Luis Powerhouse listed it separately.

FISCAL IMPACT

The total cost of the Generators is covered by the grant so no out of pocket cost is necessary. This grant is prefunded and funds have been received.

PREPARED BY:

Kelly Dodds_____

Director of Utilities

Attachment:

1. RESOLUTION 2021-11
2. Proposal from All Tech Services
3. Proposal from San Luis Powerhouse

RESOLUTION NO. 2021-11

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE
SAN MIGUEL COMMUNITY SERVICES DISTRICT AUTHORIZING THE
DIRECTOR OF UTILITIES TO PURCHASE FOUR (4) STANDBY GENERATORS
FROM ALL TECH SERVICES IN AN AMOUNT NOT TO EXCEED \$144,658.80
FUNDED FROM THE WATER FUND CALOES RESILIENCY GRANT (50-590).**

WHEREAS, San Miguel Community Services District (“District”) has the responsibility to maintain the communities public water supply and distribution system; and

WHEREAS, the District applied for and was awarded a grant from CALOES Community Power Resiliency for Special Districts to purchase generators for three wells and tank site; and

WHEREAS, the District Board of Directors authorizes the Director of Utilities to purchase four standby generators from All Tech Service in an amount not to exceed \$144,658.80 funded from Water department CALOES Resiliency Grant (50-590); and

NOW THEREFORE, BE IT RESOLVED, the Board does, hereby, adopt this Resolution for purposes specified herein.

On the motion of Director _____, seconded by Director _____ and on the following roll call vote, to wit:

AYES:

NOES:

ABSENT:

ABSTAINING:

the foregoing Resolution is hereby passed and adopted this 22nd day of April 2021.

Ashley Sangster, Board President

ATTEST:

APPROVED AS TO FORM AND CONTENT:

Rob Roberson, Interim General Manager

Douglas L. White, District General Counsel



4/13/2021

RE: RFP (4) Backup Generators

Alltech Services Inc

1320 El Camino Real
Atascadero, CA 93422
805-239-0300

Josh Backlin

josh@alltechservices.com

Lic# 766034; C-10, C-20, Exp 5/31/2022

Dun# 15-994-5799

DIR# 1000022318

Quote is valid for 90 Days of RFP Deadline

Alltech Services is pleased to offer the Generac Industrial Generators for this RFP. Current lead time is 10-12 Weeks from order. The small 13 KW; air cooled, is currently in stock in Atascadero. We are an Industrial Generac dealer and Service Center. We offer complete installation services if needed as well. The Generac Industrial units have "Dry Contacts" for alarm outputs, not the 4-20ma signal. The air cooled 13 KW unit is the same. All units quoted are aluminum L2A enclosures. We are a local CA Certified Small Business that could offer the SMCSO valuable services. The attached quote can be changed to meet the final specs of the project if need.



1320 El Camino Real
 Atascadero, CA 93422
 805-239-0300 Fax 805-239-0310

San Miguel CSD
 1150 Mission Street
 San Miguel, CA 93451
 805-467-3388

PROPOSAL

DATE	PROPOSAL #
4/13/2021	1750

P.O. NO.	SITE	PROJECT	CREATED BY:	GOOD UNTIL
	CSD	Generator	Josh Backlin	9/30/2021

ITEM	DESCRIPTION	QTY	COST	Total
	Sale of Generators and Transfer Switches per bid Document			
GENERATOR	Generac Industrial SG0150; 277/480/3, Aluminum L2A Enclosure, Natural Gas/ LP	3.00	41,375.00	124,125.00T
TX Series 200 Amp Trans ... 71740	Generac TX Series 200 Amp Trans 277/480/3 13 KW AIR COOLED STANDBY GENERATOR ALUM. 100 Amp, 16 Circuit Transfer Switch (AIR COOLED GENERATOR)	3.00 1.00	2,320.00 3,795.00	6,960.00T 3,795.00T
	Delivery and start up included in Quote			
	Sales Tax San Luis Obispo County 2021		7.25%	9,778.80

Terms 30 days. PRICE ON ALL COPPER WIRE SUBJECT TO CURRENT RATES AT TIME OF INVOICE.
 Unless specified above, Freight, taxes, licenses and permits are not included.

Total \$144,658.80

Accepted By: _____	Date: _____	WO# _____
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1320 El Camino Real
Atascadero, CA 93422
(805)239-0300 Phone (805)239-0310 fax

BILL OF MATERIALS: GENERATOR

G9.0.1 80-150KW (9.0L GAS)
AGENCY APPROVAL: Select Type: - UL2200
VOLTAGE: Select One: - 277/480 3 phase
FUEL: Select Type: - Natural Gas 7-11"
EXCITATION: Select Type: - Permanent Magnet Excitation
KW: Select desired Rating: - 150 KW
REGULATORY OPTIONS: Select: - EPA Certified
ENCLOSURE: Select Type: - L2A Enclosure - Aluminum
ENCLOSURE: Opt Accessories: - No Enclosure Accessory
ENCLOSURE: Select Paint Color: - White
ALTERNATOR: Select Size: - 150 KW
BATTERY: Select Type: - 110AH, 925CCA, Inst
BATTERY: Select Charger Type: - 10 Amp Battery Charger
BLOCKHEATER: Select Type: - Block heater STD 1500W
ACCESSORIES: Alarm Relay: - No Alarm Relay Panel
ACCESSORIES: Annunciator: - No Annunciator
ACCESSORIES: Emergency stop: - No Remote E-Stop
ACCESSORIES: Misc: - 120V GFCI and 240V Outlet
ACCESSORIES: Misc: - Extreme Cold Weather Kit
ACCESSORIES: Misc: - Flex Fuel Line
MANUAL: Select # of Copies: - Std set of 3 Manuals
WARRANTY Options: - STANDARD - 1YR P/L/T, 2 YR P
Model - Sales-Mktg - ZG0150KG269.0S18HPLYE
Subtransient Values - 0.17
Transient Values - 0.21
Derate Altitude Percent - 2.1 %
Derate Altitude - 600 Foot
Derate Altitude Step - 1000 Foot
Derate Step Temperature F - 5 °F
Derate Temperature F Percent - 3 %
Derate Start Temperature F - 77 °F
UL CIRCUIT BREAKER Size: - 250 A
Catalyst Required? - CATALYST REQUIRED
CONTROL PANEL: - H100 Control Panel
DUTY: Select Type: - Standby
FREQUENCY: Select One: - 60 Hz
Standard Breaker Material - CB 0250A 3P 480V G 400AF (11)
Customer or Internal Model No - ZG150



1320 El Camino Real
Atascadero, CA 93422
(805)239-0300 Phone (805)239-0310 fax

BILL OF MATERIALS: TRANSFER SWITCH

TX TRANSFER SWITCH - SERIES

Product Type - Transfer Switch

Transfer Switch type - Xfer Sw. - TX Series

OEM - Generac

Amperage Rating: Select One - 200 A

Pole: Select One - 3 Pole Switch

Voltage: Select One - 277/480 VAC 3 Phase

Service Entrance Rating - Non Service Entrance Rated

Transition Type: Select One - In Phase Only Transfer

Short Circuit Current Rating - 22000

Enclosure: Select Type - NEMA 3R Enclosure

Accessories - Enclosure Heater

Manual: Select # of Copies - Std set of 3 Manuals

Global Certifications - UL Listed 1008 by ETL

Warranty Options - STD -Two Year Basic Warranty

Model -Sales/Mktg/MM/Type Code - TX611NN0200K3CH

Auxiliary Contacts - Double Set of Form C Aux Cont

Controller Cover - Black HMI Cover-Factory

Controller Cover Installation - Factory Installed

Controller Option - TXC100

Frequency: Select One - 60 Hz

TVSS Options - None

Accessories - Enclosure Heater

Amperage Rating: Select One - 200

Auxiliary Contacts - Double Set of Form C Aux Cont

Controller Cover Installation - Factory Installed

Controller Option - TXC100

Enclosure: Select Type - NEMA 3R Enclosure

Frequency: Select One - 60

Language - English

Manual: Select # of Copies - Std set of 3 Manuals

Pole: Select One - 3 Pole Switch

Short Circuit Current Rating - 22000

Service Entrance Rating - Non Service Entrance Rated

Switch Rating: Select One - Any Breaker (3 Cycle)

TVSS Options - None

Transition Type: Select One - In Phase Only Transfer

Voltage: Select One - 277/480 VAC 3 Phase

REQUEST FOR PROPOSAL

San Miguel Community Service District (hereinafter called "the District") is requesting proposals from qualified contractors to supply four backup generators to the San Miguel CSD.

DESCRIPTION OF THE DISTRICT:

The District, founded in 2000, provides fire protection, lighting, solid waste collection, water and wastewater services to approximately 2,400 community residents. The District's Board of Directors consists of five members elected by the public served by the District.

The District is located 7 miles north of the City of Paso Robles along Highway 101 in San Luis Obispo County.

SCOPE OF THE PROPOSAL:

This proposal is for the purchase of four (4) backup generators and automatic transfer switches.

General Requirements

- Generators must be provided with an appropriately sized automatic transfer switch to be provided with each generator.
 - Generator and transfer switch must be equipped with an 'exercise' mode that is programmable by the District.
 - All equipment must be outdoor rated, automatic transfer switch enclosure to be minimum NEMA 3R rated.
- Generators must be equipped with aluminum sound attenuating enclosures
- Generators must be liquid-cooled.
- Generators must meet the most current tier emission standards.
- Must be able to provide 4-20ma signal to existing SCADA system with running, stopped, power fail, generator fail conditions.
- Must be able to connect to the internet via ethernet cable for routine updates, monitoring, and troubleshooting.
- All equipment is to be current model year unless expressly approved by the District
- All freight is to be FOB the District

Site specific requirements

Well #3, Well #4, SLT Well (Three typical units)

- Generator size (generator and ATS will be typical at all three sites)
 - 150 kw/ 3 phase/ 480 volt/ 200 amp
 - Correctly sized Automatic transfer switch
- Generator fuel
 - (NG) Natural Gas / Well 3 and SLT Well
 - (LP) Liquified Petroleum / Well 4

Tank Site (one unit)

- Generator size
 - 12 kw/ 1 phase/ 120-240 volt/ 100 amp
 - Correctly sized Automatic transfer switch
- Generator fuel
 - (LP) Liquified Petroleum Gas

PROPOSAL REQUIREMENTS:

The proposal must be received **no later than 3:00 p.m. Wednesday, April 14th, 2021.**
The following information is required by the deadline to be considered:

A COPY OF THE PROPOSAL TO INCLUDE:

1. Transmittal letter

On Company letterhead provide the following information.

- Full company contact information
- Name, contact number, and email for a person(s) to contact regarding this proposal
- Contractor license number and expiration date (if applicable)
- If registered with SAMS, provide your Dun number.
- If registered with DIR, provide your DIR number.
- Provide acknowledgment that the proposal will be valid for 60 days from the date of the RFP deadline.

Note: The District may not contract or purchase from any entity or person who is debarred or considered for debarment.

2. Detailed proposal as outlined below

3. Estimated lead time for delivery from time of order

4. Sign and return a copy of this RFP with your proposal.

GENERAL REQUIREMENTS OF THE PROPOSAL:

The submitted proposal shall identify all parts of the RFP that the proposal covers, if a part or parts of the RFP are outside the scope of the contractor and will be provided by a sub-contractor that must be identified.

Enough information shall be included for each item on the RFP to clearly indicate what is being proposed.

The District prefers to purchase parts and equipment manufactured and sold in the United States by businesses based in the United States. Please indicate if the proposed materials will be purchased from companies based in the US.

Requests for information will be accepted and responded to up to April 12th, 2021

Any RFPs received after April 14th, 2021 at 3:00 PM will be considered disqualified and not eligible to continue in the District's Proposal process.

PROPOSAL:

The proposal shall list costs by the site as follows:

- Generator (make, model, fuel type)
- Automatic Transfer Switch (make, model)
- All associated costs (i.e.: tax and freight)
- Total cost of all equipment and associated costs

The proposal shall list cost in total as follows:

- All Generators and automatic transfer switches
- All associated costs (i.e.: tax and freight)
- Total cost of all equipment and associated costs

DISTRICT OBLIGATION:

Progress payments will be made on the basis of the percentage of work completed.

The District reserves the right to retain all proposals submitted and use any idea in a proposal regardless of whether that proposal is selected.

The final selection will be based on the firm's qualifications, experience, and proposal. Proposing

San Miguel Community Services District

Request for Proposal for purchase of four (4) backup generators. Page 4

firms should note that the lowest proposal price will not be the sole deciding factor in the final selection.

Submission of a proposal constitutes acceptance by the firm of the conditions contained in this Request for Proposal and the District's Standard Terms and Conditions, unless clearly and specifically noted in the proposal submitted and confirmed in the contract between the District and the firm selected.


The District, at its discretion, may elect to not complete one or more items in the proposal.

The District reserves the right to reject any and all proposals. The District also reserves the right to cancel the contract, due to unsatisfactory performance of services.

For additional information and inquiries, contact:

Kelly Dodds, Director of Utilities
San Miguel Community Services District
1150 Mission Street
San Miguel, California 93451
kelly.dodds@sanmiguelcsd.org
805.467.3388

On behalf of proposing firm:

 4/13/2021

Authorized Representative Date

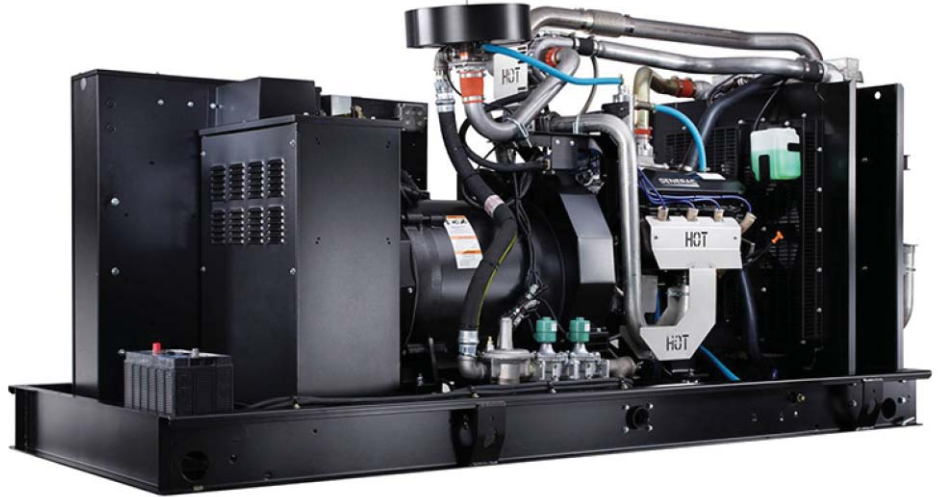
SG150 | 9.0L | 150kW

INDUSTRIAL SPARK-IGNITED GENERATOR SET

EPA Certified Stationary Emergency

GENERAC | INDUSTRIAL POWER

Standby Power Rating
150 kW, 188 kVA, 60 Hz



*Assembled in the USA using domestic and foreign parts

*EPA Certified Prime ratings are not available in the US or its Territories

Image used for illustration purposes only

CODES AND STANDARDS

Not all codes and standards apply to all configurations. Contact factory for details.

-  UL2200, UL508, UL489
-  CSA C22.2, B149
-  BS5514 and DIN 6271
-  SAE J1349
-  NFPA 37, 70, 99, 110
-  NEC 700, 701, 702, 708
-  ISO 3046, 8528, 9001
-  NEMA ICS1, ICS10, MG1, 250, ICS6, AB1
-  ANSI/IEEE C62.41
-  IBC 2009, CBC 2010, IBC 2012, ASCE 7-05, ASCE 7-10, ICC-ES AC-156 (2012)

POWERING AHEAD

Generac ensures superior quality by designing and manufacturing most of its generator components, such as alternators, enclosures, control systems and communications software. But Generac also makes its own spark-ignited engines, and you'll find them on every Generac gaseous-fueled generator. We engineer and manufacture them from the block up - all at our facilities throughout Wisconsin. Because applying natural gas and LP-fueled engines to generators requires advanced engineering expertise to ensure reliability, durability and necessary performance. By designing specifically for these dry, hotter-burning fuels, the engines last longer and require less maintenance. Building our own engines also means we control every step of the supply chain and delivery process, so you benefit from single-source responsibility.

Plus, Generac Industrial Power's distribution network provides all parts and service so you don't have to deal with third-party suppliers. It all leads to a positive owner experience and higher confidence level. Generac spark-ignited engines give you more options in commercial and industrial generator applications as well as extended run time from utility-supplied natural gas.

INDUSTRIAL SPARK-IGNITED GENERATOR SET

EPA Certified Stationary Emergency

STANDARD FEATURES

ENGINE SYSTEM

- Oil Drain Extension
- Air Cleaner
- Fan Guard
- Stainless Steel Flexible Exhaust Connection
- Factory Filled Oil & Coolant
- Radiator Duct Adapter (Open Set Only)
- Critical Exhaust Silencer/Catalyst

Fuel System

- NPT Fuel Connection on Frame
- Primary and Secondary Fuel Shutoff

Cooling System

- Closed Coolant Recovery System
- Factory-Installed Radiator
- 50/50 Ethylene Glycol Antifreeze
- Radiator Drain Extension
- UV/Ozone Resistant Hoses

Electrical System

- Battery Charging Alternator
- Battery Cables
- Battery Tray
- Rubber-Booted Engine Electrical Connections
- Solenoid Activated Starter Motor

ALTERNATOR SYSTEM

- UL220 GENprotect™ Fault Protector
- Class H Insulation Material
- 2/3 Pitch
- Skewed Stator
- Permanent Magnet Excitation
- Sealed Bearings
- Amortisseur Winding
- Low Temperature Rise ≤ 120°C

GENERATOR SET

- Internal Genset Vibration Isolation
- Separation of Circuits - High/Low Voltage
- Separation of Circuits - Multiple Breakers
- Wrapped Exhaust Piping (Enclosed Units Only)
- Standard Factory Testing
- 2 Year Limited Warranty (Standby Rated Units)
- Capable to Accept Full Load in < 10 Seconds
- Silencer Mounted in the Discharge Hood (Enclosed Units Only)

ENCLOSURE (If Selected)

- Rust-Proof Fasteners with Nylon Washers to Protect Finish
- High Performance Sound-Absorbing Material (Sound Attenuation Enclosures)
- Gasketed Doors
- Stamped Air-Intake Louvers
- Upward Facing Discharge Hoods (Radiator and Exhaust)
- Stainless Steel Lockable Handles
- RhinoCoat™ - Textured Polyester Powder Coat Paint

CONTROL SYSTEM



Digital H Control Panel- Dual 4x20 Display

Program Functions

- Programmable Crank Limiter
- 7-Day Programmable Exerciser
- Special Applications Programmable Logic Controller
- RS-232/485 Communications
- All-Phase Sensing Digital Voltage Regulator
- Utility Monitoring
- 2-Wire Start Capability
- Date/Time Fault History (Event Log)
- Isochronous Governor Control
- Waterproof/Sealed Connectors
- Audible Alarms and Shutdowns
- Not in Auto (Flashing Light)
- Auto/Off/Manual Switch

- E-Stop (Red Mushroom-Type)
- NFPA110 Level I and II (Programmable)
- Customizable Alarms, Warnings, and Events
- Modbus® Protocol
- Predictive Maintenance Algorithm
- Sealed Boards
- Password Parameter Adjustment Protection
- Single Point Ground
- 16 Channel Remote Trending
- 0.2msec High Speed Remote Trending
- Alarm Information Automatically Annunciated on the Display

Full System Status Display

- Power Output (kW)
- Power Factor
- kW Hours, Total & Last Run
- Real/Reactive/Apparent Power
- All Phase AC Voltage
- All Phase Currents
- Oil Pressure
- Coolant Temperature
- Coolant Level
- Engine Speed
- Battery Voltage
- Frequency

Alarms and Warnings

- Oil Pressure
- Coolant Temperature
- Coolant Level
- Low Fuel Pressure
- Engine Overspeed
- Battery Voltage
- Alarms & Warnings Time and Date Stamped
- Snap Shots of Key Operation Parameters During
- Alarms & Warnings
- Alarms and Warnings Spelled Out (No Alarm Codes)

INDUSTRIAL SPARK-IGNITED GENERATOR SET

EPA Certified Stationary Emergency

CONFIGURABLE OPTIONS

ENGINE SYSTEM

- Engine Block Heater
- Extreme Cold Weather Kit
- Oil Heater
- Air Filter Restriction Indicator
- Radiator Stone Guard (Open Set Only)

ELECTRICAL SYSTEM

- 10A UL Battery Charger
- Battery Warmer

FUEL SYSTEM

- NPT Flexible Fuel Line

ALTERNATOR SYSTEM

- Alternator Upsizing
- Anti-Condensation Heater
- Topical Alternator Coating

GENERATOR SET

- GenLink Communications Software (English Only)
- Extended Factory Testing (3-Phase Only)
- 8 Position Load Center
- Seismic Certification

MAIN LINE CIRCUIT BREAKER OPTIONS

- 2nd Main Line Circuit Breaker
- Shunt Trip and Auxiliary Contact
- Electronic Trip Breakers

CONTROL SYSTEM

- NFPA 110 Level 1 Compliant 21-Light Remote Annunciator
- Remote Output Relays (8 or 16)
- Oil Temperature Sender and Indication Alarm
- Remote E-Stop (Break Glass-Type, Surface Mount)
- Remote E-Stop (Red Mushroom-Type, Surface Mount)
- Remote E-Stop (Red Mushroom-Type, Flush Mount)
- 10A Engine Run Relay
- Ground Fault Annunciator
- Damper Alarm Contacts
- 100dB Alarm Horn
- 120V GFCI and 240V Outlets
- Auxiliary Circuit Breaker Contacts to Controller

ENCLOSURE

- Weather Protected Enclosure
- Level 1 Sound Attenuation
- Level 2 Sound Attenuation
- Level 2 Sound Attenuation with Motorized Dampers
- Steel Enclosure
- Aluminum Enclosure
- AC/DC Enclosure Lighting Kit
- Door Alarm Switch
- Enclosure Ambient Heaters
- Up to 200 MPH Wind Load Rating (Consult Factory for Availability)

WARRANTY (Standby Gensets Only)

- 2 Year Extended Limited Warranty
- 5 Year Limited Warranty
- 5 Year Extended Limited Warranty
- 7 Year Extended Limited Warranty
- 10 Year Extended Limited Warranty

ENGINEERED OPTIONS

CONTROL SYSTEM

- Battery Disconnect Switch

ALTERNATOR SYSTEM

- 3rd Main Line Circuit Breaker
- Unit Mounted Load Banks

GENERATOR SET

- Special Testing
- Battery Box

INDUSTRIAL SPARK-IGNITED GENERATOR SET

EPA Certified Stationary Emergency

APPLICATION AND ENGINEERING DATA

ENGINE SPECIFICATIONS

General

Make	Generac	
Cylinder #	8	
Type	V	
Displacement - in ³ (L)	540 (8.9)	
Bore - in (mm)	4.49 (114.23)	
Stroke - in (mm)	4.25 (107.15)	
Compression Ratio	10.5:1 - G18	9.1:1 - G26
Intake Air Method	Turbocharged/Aftercooled	
Number of Main Bearings	5	
Cylinder Head	Forged Steel	
Ignition	High Energy	
Piston Type	Aluminum Alloy	
Crankshaft Type	Forged Steel	
Lifter Type	Hydraulic Roller	
Intake Valve Material	Steel Alloy	
Exhaust Valve Material	Stainless Steel	
Hardened Valve Seats	Yes	

Engine Governing

Governor	Electronic
Frequency Regulation (Steady State)	±0.25%

Lubrication System

Oil Pump Type	Gear
Oil Filter Type	Full-Flow Spin-On Cartridge
Crankcase Capacity with Filters - L (qts)	8.5 (8.0) - G18 9.5 (10.0) - G26

Cooling System

Cooling System Type	Pressurized Closed
Fan Type	Pusher
Fan Speed (rpm)	2,330
Fan Diameter - in (mm)	22 (558)

Fuel System

Fuel Type	Natural Gas
Carburetor	Down Draft
Secondary Fuel Regulator	Standard
Fuel Shut Off Solenoid	Standard
Operating Fuel Pressure NG/LPV- H ₂ O (kPa)	7-11 (1.7- 2.7)
Operating Fuel Pressure LPL- psi (kPa)	30 - 312 (206 - 2,151)

Engine Electrical System

System Voltage	12 VDC
Battery Charger Alternator	Standard
Battery Size	See Battery Index 0161970SBY
Battery Voltage	12 VDC
Ground Polarity	Negative

NOTE: G18 is all engines manufactured before August 3rd, 2018. G26 is all engines manufactured after August 3rd, 2018.

ALTERNATOR SPECIFICATIONS

Standard Model	K0150124Y21
Poles	4
Field Type	Rotating
Insulation Class - Rotor	H
Insulation Class - Stator	H
Total Harmonic Distortion	<5% (3-Phase Only)
Telephone Interference Factor (TIF)	<50

Standard Excitation	Permanent Magnet
Bearings	Single Sealed
Coupling	Direct via Flexible Disc
Prototype Short Circuit Test	Yes
Voltage Regulator Type	Full Digital
Regulation Accuracy (Steady State)	±0.25%

INDUSTRIAL SPARK-IGNITED GENERATOR SET

EPA Certified Stationary Emergency

OPERATING DATA

POWER RATINGS

	G26- Natural Gas, Propane, Dual Fuel		G16- Natural Gas		G16- Propane and Dual Fuel	
Single-Phase 120/240VAC @1.0pf	144 kW	Amps: 600	144 kW	Amps: 600	134 kW	Amps: 559
Three-Phase 120/208 VAC @0.8pf	150 kW	Amps: 521	150 kW	Amps: 521	140 kW	Amps: 486
Three-Phase 120/240 VAC @0.8pf	150 kW	Amps: 452	150 kW	Amps: 452	140 kW	Amps: 421
Three-Phase 277/480 VAC @0.8pf	150 kW	Amps: 226	150 kW	Amps: 226	140 kW	Amps: 211
Three-Phase 346/600 VAC @0.8pf	150 kW	Amps: 181	150 kW	Amps: 181	140 kW	Amps: 169

MOTOR STARTING CAPABILITIES (skVA)

skVA vs. Voltage Dip

277/480 VAC	30%	208/480 VAC	30%
K0150124Y21	326	K0150124Y21	244
K0200124Y21	478	K0200124Y21	361

FUEL CONSUMPTION RATES

Natural Gas – cfh (m³/hr)		Propane Vapor - cfh (m³/hr)		Propane Liquid- gal/hr (l/hr)	
Percent Load	Standby	Percent Load	Standby	Percent Load	Standby
25%	668 (18.9)	25%	280 (7.9)	25%	6.7 (25.4)
50%	1,127 (31.9)	50%	430 (12.2)	50%	11.4 (43.2)
75%	1,583 (44.8)	75%	573 (16.2)	75%	15.7 (59.4)
100%	2,042 (57.8)	100%	720 (20.4)	100%	20.0 (75.7)

* Fuel supply installation must accommodate fuel consumption rates at 100% load.

COOLING

		Standby
Air Flow (Fan Air Flow Across Radiator)	cfm (m³/min)	5,415 (153.3)
Coolant Flow	gpm (Lpm)	27.5 (104)
Coolant System Capacity	gal (L)	6.34 (24.0)
Max. Operating Ambient Temperature	°F (°C)	122 (50)
Maximum Operating Ambient Temperature (Before Derate)	See Bulletin No. 0199270SSD	
Maximum Radiator Backpressure	in H ₂ O (kPa)	0.50 (0.12)

COMBUSTION AIR REQUIREMENTS

	Standby
Flow at Rated Power scfm (m³/min)	428 (12.1)

ENGINE

		Standby
Rated Engine Speed	rpm	1,800
Horsepower at Rated kW**	hp	240
Piston Speed	ft/min (/min)	1,275 (389)
BMEP	psi (kPa)	194 (1,338)

EXHAUST

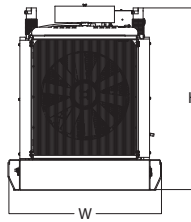
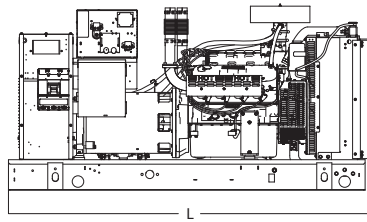
		Standby
Exhaust Flow (Rated Output)	scfm (m³/min)	1,435 (40.6)
Max. Backpressure (Post Silencer)	inHg (kPa)	0.75 (2.54)
Exhaust Temp (Rated Output - Post Silencer)	°F (°C)	1,350 (732)

** Refer to "Emissions Data Sheet" for maximum bHP for EPA and SCAQMD permitting purposes.
 Deration – Operational characteristics consider maximum ambient conditions. Derate factors may apply under atypical site conditions.
 Please consult a Generac Power Systems Dealer for additional details. All performance ratings in accordance with ISO3046, BS5514, ISO8528 and DIN6271 standards.
 Standby - See Bulletin - 1000001893

INDUSTRIAL SPARK-IGNITED GENERATOR SET

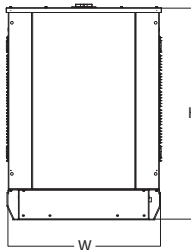
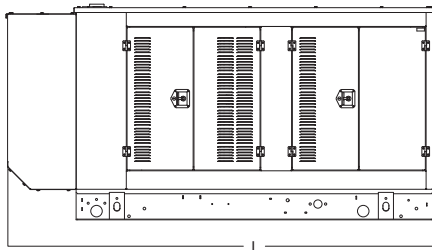
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DIMENSIONS AND WEIGHTS*



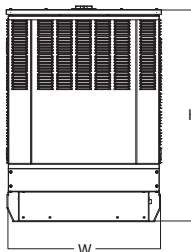
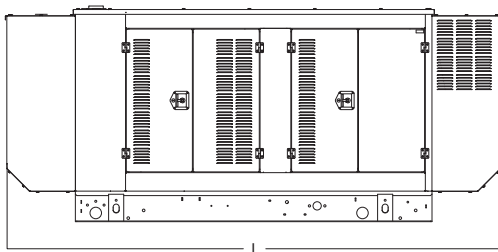
OPEN SET (Includes Exhaust Flex)

L x W x H - in (mm)	116.5 (2,960) x 49.7 (1,262) x 55.6 (1,413)
Weight - lbs (kg)	2,948 (1,337)



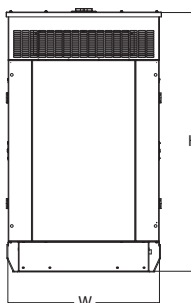
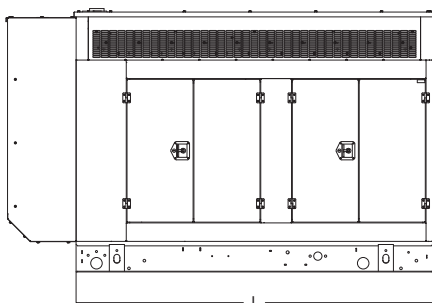
WEATHER PROTECTED ENCLOSURE

L x W x H - in (mm)	143.0 (3,633) x 50.4 (1,280) x 68.2 (1,731)
Weight - lbs (kg)	Steel: 3,845 (1,744) Aluminum: 3,386 (1,536)



LEVEL 1 ACOUSTIC ENCLOSURE

L x W x H - in (mm)	168.5 (4,279) x 50.4 (1,280) x 68.2 (1,731)
Weight - lbs (kg)	Steel: 4,131 (1,874) Aluminum: 3,157 (1,432)



LEVEL 2 ACOUSTIC ENCLOSURE

L x W x H - in (mm)	142.9 (3,629) x 50.4 (1,280) x 91.7 (2,330)
Weight - lbs (kg)	Steel: 4,323 (1,961) Aluminum: 3,594 (1,630)

* All measurements are approximate and for estimation purposes only.

YOUR FACTORY RECOGNIZED GENERAC INDUSTRIAL DEALER

Specification characteristics may change without notice. Please consult a Generac Power Systems Industrial Dealer for detailed installation drawings.

TX301 Series Transfer Switch

100 – 400 Amps

Contactors Type · Open and Delayed Transition

- Automatic Transfer Switch
- 100 – 400 A, up to 480 VAC, 50/60 Hz
- Single or Three Phase
- 2, 3 or 4 Poles
- NEMA 1 or 3R
- Open and Inphase or Open with Delayed Transition
- UL 1008 Listed
- High Withstand and Closing Ratings



Image used for illustration purposes only

Codes and Standards

Not all codes and standards apply to all configurations. Contact factory for details.



UL 1008 Listed



CSA C22.2 No. 178 Certified



NFPA 37, 70, 99, 110



NEC 700, 701, 702, 708



ISO 3046, 7637, 8528, 9001,
Pluses #2b, 4



NEMA ICS10, MG1, 250, ICS6, AB1



ANSI C62.41



IEC 61000 EMC Testing and
Measuring



IBC 2009, CBC 2010, IBC 2012,
ASCE 7-05, ASCE 7-10, ICC-ES
AC-156 (2012)

Description

Generac's contactor type transfer switches are double-throw robust switch construction with inherent interlocks to ensure safe positive transfer between power sources. The contacts are silver composite for long life, resisting pitting or burning. The switches are rated for full load transfers in mission critical, emergency, legally required, and optional power systems.

The microprocessor based controller provides the customers with the flexibility to program a comprehensive group of set points to match the application needs. The controller has 4 programmable inputs and outputs as standard and is available with optional expansion boards for up to 20 programmable inputs and outputs. The LCD displays real time and historical information with time-stamped events. The integrated plant exerciser can be configured in off, daily, day of week, biweekly, and monthly intervals with user selectable run time. Standard features of the controller include three phase sensing on both sources, phase unbalance, phase reversal, load shed, emergency inhibit, and communications.

TX301 Series Transfer Switch

100 – 400 Amps

Contactors Type · Open and Delayed Transition

STANDARD FEATURES

GENERAL

- Small Footprint, Results in Easy Mounting and Installation for Reduced Time and Costs
- Cable Entry is Top or Bottom
- Double-Throw, Stored Energy Transfer Mechanism
- Can be Electrically Isolated while Energized
- 4-Line LCD-Based Display for Programming, System Diagnostics and Help Menu Display Mimic
- Diagram with Source Available and Connected LED Indicator
- Time-Stamped Event History Log
- Programmable Exerciser - Daily, Weekly, Bi-Weekly, Monthly
- Methods of Transfer Include: Open with Inphase Transition Only, Time Delay in Neutral Transition, or Inphase with a Default to Time Delay in Neutral Transfer
- Mechanically Interlocked to Prevent Connection of Both Sources
- Modbus® RTU
- TXC 100 Controller
- Operating Temperature -4 ° to 158 °F (-20 ° to 70 °C)
- Removable Top and Bottom Plates for Ease of Entry
- Voltage Agnostic*
- High Withstand and Closing Ratings
- Heater Kit Standard on All 3R Enclosures
- Auxiliary Output Includes: TWS, SBT, Fault, and a Programmable Relay Output
- Auxiliary Input Includes: Permissive and Loadshed Inputs (24 VDC)
- Expandable Input/Output Board Module Includes: 4 Relay Outputs and 4 Optically Isolated Inputs

VOLTAGE AND FREQUENCY SENSING

- Three Phase Under and Over Voltage Sensing on Normal and Emergency Sources
- Under and Over Frequency Sensing on Normal and Emergency
- Selectable Settings: Single or Three Phase Voltage
- Sensing on Normal, Emergency and Load 50 or 60 Hz
- Phase Sequence Sensing for Phase Sensitive Loads

CONTROLS

- Front Programmable Control Reduces PPE Needs and Arc Flash Hazard
- Built in Battery Backup - Increases Switch Reliability and Reduces Switch Transition Time to Alternate Source
- Battery Backup Able to Power the Controller for up to 60 Minutes in the Event of No Source Availability
- Accessible USB Port for Easy Data Downloads, Firmware Updates without Requiring PPE, Reducing the Risk of Arc Flash
- All Amp Nodes Offered with Delayed Transition
- Heater Programmable through Control for Desired Temperature and Humidity Settings
- Front Accessible Customer Connections

* 480 V Delta Must be Specified at Time of Ordering for Transformer Kit to be Included

CONFIGURABLE OPTIONS

- General Alarm Indication
- Chicago Code Kit
- 3R Padlockable Cover for Controller (Standard on 3R Enclosure)
- Emergency Inhibit
- Selectable Retransfer
- Manual Generator Retransfer
- Type 1 to 3R Conversion Kit
- Generator Battery Backup for Controller
- Heater Option for Temperature and Humidity Control (Standard on 3R Enclosure)

GENERAC®

GUARDIAN® SERIES Residential Standby Generators Air-Cooled Gas Engine

10/13/16 kW

1 of 6

10/13/16 kW

INCLUDES:

- True Power™ Electrical Technology
- Two-line multilingual digital LCD Evolution™ controller (English/Spanish/French/Portuguese)
- Two transfer switch options available:
100 amp 16 circuit switch or
200 amp service rated smart switch
- Electronic governor
- Standard Wi-Fi™ connectivity
- System status & maintenance interval LED indicators
- Sound attenuated enclosure
- Flexible fuel line connector
- Natural gas or LP gas operation
- 5 Year limited warranty
- Listed and labeled by the Southwest Research Institute allowing installation as close as 18 in (457 mm) to a structure.*

*Must be located away from doors, windows, and fresh air intakes and in accordance with local codes.

https://assets.swri.org/library/DirectoryOfListedProducts/ConstructionIndustry/973_DoC_204_13204-01-01_Rev9.pdf

Standby Power Rating

G007171-0, G007172-0 (Aluminum - Bisque) – 10 kW 60 Hz
G007173-0, G007174-0, G007175-0 (Aluminum - Bisque) – 13 kW 60 Hz
G007176-0, G007177-0, G007178-0 (Aluminum - Bisque) – 16 kW 60 Hz



QUIET-TEST™



Note: CETL or CUL certification only applies to unbundled units and units packaged with limited circuit switches. Units packaged with the Smart Switch are ETL or UL certified in the USA only.

FEATURES

- **INNOVATIVE ENGINE DESIGN & RIGOROUS TESTING** are at the heart of Generac's success in providing the most reliable generators possible. Generac's G-Force engine lineup offers added peace of mind and reliability for when you need it the most. The G-Force series engines are purpose built and designed to handle the rigors of extended run times in high temperatures and extreme operating conditions.
- **TRUE POWER™ ELECTRICAL TECHNOLOGY:** Superior harmonics and sine wave form produce less than 5% Total Harmonic Distortion for utility quality power. This allows confident operation of sensitive electronic equipment and micro-chip based appliances, such as variable speed HVAC systems.
- **TEST CRITERIA:**
 - ✓ **PROTOTYPE TESTED**
 - ✓ **SYSTEM TORSIONAL TESTED**
 - ✓ **NEMA MG1-22 EVALUATION**
 - ✓ **MOTOR STARTING ABILITY**
- **MOBILE LINK™ WI-FI CONNECTIVITY:** FREE with select Guardian Series home standby generators. Mobile Link Wi-Fi allows users to monitor the status of the generator from anywhere in the world using a smartphone, tablet, or PC. Easily access information such as the current operating status and maintenance alerts. Users can connect an account to an authorized service dealer for fast, friendly, and proactive service. With Mobile Link, users are taken care of before the next power outage.
- **SOLID-STATE, FREQUENCY COMPENSATED VOLTAGE REGULATION:** This state-of-the-art power maximizing regulation system is standard on all Generac models. It provides optimized FAST RESPONSE to changing load conditions and MAXIMUM MOTOR STARTING CAPABILITY by electronically torque-matching the surge loads to the engine. Digital voltage regulation at ±1%.
- **SINGLE SOURCE SERVICE RESPONSE** from Generac's extensive dealer network provides parts and service know-how for the entire unit, from the engine to the smallest electronic component.
- **GENERAC TRANSFER SWITCHES:** Long life and reliability are synonymous with GENERAC POWER SYSTEMS. One reason for this confidence is the GENERAC product line is offered with its own transfer systems and controls for total system compatibility.

THE GENERAC
PROMISE



* Assembled in the USA using domestic and foreign parts

10/13/16 kW**Engine**

- Generac G-Force design
- “Spiny-lok” cast iron cylinder walls
- Electronic ignition/spark advance
- Full pressure lubrication system
- Low oil pressure shutdown system
- High temperature shutdown

Maximizes engine “breathing” for increased fuel efficiency. Plateau honed cylinder walls and plasma moly rings help the engine run cooler, reducing oil consumption and resulting in longer engine life.

Rigid construction and added durability provide long engine life.

These features combine to assure smooth, quick starting every time.

Pressurized lubrication to all vital bearings means better performance, less maintenance, and longer engine life. Now featuring up to a 2 year/200 hour oil change interval.

Shutdown protection prevents catastrophic engine damage due to low oil.

Prevents damage due to overheating.

Generator

- Revolving field
- Skewed stator
- Displaced phase excitation
- Automatic voltage regulation
- UL 2200 listed

Allows for a smaller, light weight unit that operates 25% more efficiently than a revolving armature generator.

Produces a smooth output waveform for compatibility with electronic equipment.

Maximizes motor starting capability.

Regulating output voltage to $\pm 1\%$ prevents damaging voltage spikes.

For your safety.

Transfer Switch (if applicable)

- Fully automatic
- NEMA 3R
- Remote mounting

Transfers vital electrical loads to the energized source of power.

Can be installed inside or outside for maximum flexibility.

Mounts near an existing distribution panel for simple, low-cost installation.

Evolution™ Controls

- AUTO/MANUAL/OFF illuminated buttons
- Two-line multilingual LCD
- Sealed, raised buttons
- Utility voltage sensing
- Generator voltage sensing
- Utility interrupt delay
- Engine warm-up
- Engine cool-down
- Programmable exercise
- Smart battery charger
- Main line circuit breaker
- Electronic governor

Select the operating mode and provide easy, at-a-glance status indication in any condition.

Provides homeowners easily visible logs of history, maintenance, and events up to 50 occurrences.

Smooth, weather-resistant user interface for programming and operations.

Constantly monitors utility voltage, setpoints 65% dropout, 80% pick-up, of standard voltage.

Constantly monitors generator voltage to verify the cleanest power is delivered to the home.

Prevents nuisance startups of the engine, adjustable 2–1500 seconds from the factory default setting of 5 seconds by a qualified dealer.

Verifies engine is ready to assume the load. Setpoint approximately 5 seconds.

Allows engine to cool prior to shutdown. Setpoint approximately 1 minute.

Operates engine to prevent oil seal drying and damage between power outages by running the generator for 5 minutes every other week. Offers a selectable setting for weekly or monthly operation, providing flexibility and potentially lower fuel costs to the owner.

Delivers charge to the battery only when needed at varying rates depending on outdoor air temperature. Compatible with lead acid and AGM-style batteries.

Protects generator from overload.

Maintains constant 60 Hz frequency.

Unit

- SAE weather protective enclosure
- Enclosed critical grade muffler
- Small, compact, attractive

Sound attenuated enclosures ensure quiet operation and protection against mother nature, withstanding winds up to 150 mph (241 km/h). Hinged key locking roof panel for security. Lift-out front for easy access to all routine maintenance items. Electrostatically applied textured epoxy paint for added durability.

Quiet, critical grade muffler is mounted inside the unit to prevent injuries.

Makes for an easy, eye appealing installation, as close as 18 in (457 mm) away from a structure.

10/13/16 kW**Installation System**

- 14 in (35.6 cm) flexible fuel line connector
- Integral sediment trap

Listed ANSI Z21.75/CSA 6.27 outdoor appliance connector for the required connection to the gas supply piping.
Meets IFGC and NFPA 54 installation requirements.

Connectivity

- Ability to view generator status
- Ability to view generator Exercise/Run and Total Hours
- Ability to view generator maintenance information
- Monthly report with previous month's activity
- Ability to view generator battery information
- Weather information

Monitor your generator with a smartphone, tablet, or computer at any time via the Mobile Link application for complete peace of mind.
Review the generator's complete protection profile for exercise hours and total hours.
Provides maintenance information for your specific model generator when scheduled maintenance is due.
Detailed monthly reports provide historical generator information.
Built in battery diagnostics displaying current state of the battery.
Provides detailed local ambient weather conditions for generator location.

10/13/16 kW

Specifications

Generator

Model	G007171-0, G007172-0 (10 kW)	G007173-0, G007174-0, G007175-0 (13 kW)	G007176-0, G007177-0, G007178-0 (16 kW)
Rated maximum continuous power capacity (LP)	10,000 Watts*	13,000 Watts*	16,000 Watts*
Rated maximum continuous power capacity (NG)	9,000 Watts*	13,000 Watts*	16,000 Watts*
Rated voltage	240		
Rated maximum continuous load current – 240 volts (LP/NG)	41.7 / 37.5	54.2 / 54.2	66.7 / 66.7
Total Harmonic Distortion	Less than 5%		
Main line circuit breaker	45 Amp	60 Amp	70 Amp
Phase	1		
Number of rotor poles	2		
Rated AC frequency	60 Hz		
Power factor	1.0		
Battery requirement (not included)	12 Volts, Group 26R 540 CCA Minimum or Group 35AGM 650 CCA Minimum		
Unit weight (lb/kg)	338/153	385/175	420/191
Dimensions (L x W x H) in / cm	48 x 25 x 29 / 121.9 x 63.5 x 73.7		
Sound output in dB(A) at 23 ft (7 m) with generator operating at normal load**	61	65	65
Sound output in dB(A) at 23 ft (7 m) with generator in Quiet-Test™ low-speed exercise mode**	57	55	55
Exercise duration	5 min		

Engine

Engine type	GENERAC G-Force 400 Series		GENERAC G-Force 800 Series
Number of cylinders	1		2
Displacement	460 cc		816 cc
Cylinder block	Aluminum w/ cast iron sleeve		
Valve arrangement	Overhead valve		
Lifter type	Solid	Hydraulic	
Ignition system	Solid-state w/ magneto		
Governor system	Electronic		
Compression ratio	9.5:1		
Starter	12 VDC		
Oil capacity including filter	Approx. 1.1 qt / 1.0 L		Approx. 2.2 qt / 2.1 L
Operating rpm	3,600		
Fuel consumption			
Natural Gas	ft ³ /hr (m ³ /hr)		
	1/2 Load	101 (2.86)	154 (4.36)
	Full Load	127 (3.60)	225 (6.37)
Liquid Propane	ft ³ /hr (gal/hr) [L/hr]		
	1/2 Load	36 (0.97) [3.66]	56 (1.54) [5.83]
	Full Load	54 (1.48) [5.62]	90 (2.45) [9.28]
			62 (1.70) [6.45]
			109 (2.99) [11.32]

Note: **Fuel pipe must be sized for full load.** Required fuel pressure to generator fuel inlet at all load ranges - 3.5–7.0 in water column (0.87–1.74 kPa) for NG, 10–12 in water column (2.49–2.99 kPa) for LP gas. For BTU content, multiply ft³/hr x 2,500 (LP) or ft³/hr x 1,000 (NG). For Megajoule content, multiply m³/hr x 93.15 (LP) or m³/hr x 37.26 (NG).

Controls

Two-line plain text multilingual LCD	Simple user interface for ease of operation.
Mode buttons: AUTO	Automatic start on utility failure. Weekly, Bi-Weekly, or Monthly selectable exerciser.
MANUAL	Start with starter control, unit stays on. If utility fails, transfer to load takes place.
OFF	Stops unit. Power is removed. Control and charger still operate.
Ready to Run/Maintenance messages	Standard
Engine run hours indication	Standard
Programmable start delay between 2–1500 seconds	Standard (programmable by dealer only)
Utility voltage loss/Return to utility adjustable (brownout setting)	From 140–171 V / 190–216 V
Future set capable exerciser/Exercise set error warning	Standard
Run/Alarm/Maintenance logs	50 events each
Engine start sequence	Cyclic cranking: 16 sec on, 7 sec rest (90 sec maximum duration).
Starter lock-out	Starter cannot re-engage until 5 sec after engine has stopped.
Smart Battery Charger	Standard
Charger Fault/Missing AC Warning	Standard
Low Battery/Battery Problem Protection and Battery Condition Indication	Standard
Automatic Voltage Regulation with Over and Under Voltage Protection	Standard
Under-Frequency/Overload/Stepper Overcurrent Protection	Standard
Safety Fused/Fuse Problem Protection	Standard
Automatic Low Oil Pressure/High Oil Temperature Shutdown	Standard
Overcrank/Overspeed (@ 72 Hz)/rpm Sense Loss Shutdown	Standard
High Engine Temperature Shutdown	Standard
Internal Fault/Incorrect Wiring Protection	Standard
Common External Fault Capability	Standard
Field Upgradable Firmware	Standard

**Sound levels are taken from the front of the generator. Sound levels taken from other sides of the generator may be higher depending on installation parameters. Rating definitions - Standby: Applicable for supplying emergency power for the duration of the utility power outage. No overload capability is available for this rating. (All ratings in accordance with BS5514, ISO3046 and DIN6271). * Maximum kilovolt amp and current are subject to and limited by such factors as fuel BTU (Megajoule) content, ambient temperature, altitude, engine power and condition, etc. Maximum power decreases approximately 3.5% for each 1,000 ft (304.8 m) above sea level; and also will decrease approximately 1% for each 6 °C (10 °F) above 16 °C (60 °F).

10/13/16 kW

Switch Options

Limited Circuits Switch Features

- 16 space, 24 circuit. Breakers not included.
- Electrically operated, mechanically-held contacts for fast, positive connections.
- Rated for all classes of load, 100% equipment rated, both inductive and resistive.
- 2-pole, 250 VAC contactors.
- 30 millisecond transfer time.
- Dual coil design.
- Rated for both copper and aluminum conductors.
- Main contacts are silver plated or silver alloy to resist welding and sticking.
- NEMA/UL 3R aluminum outdoor enclosure allows for indoor or outdoor mounting flexibility.
- Multi listed for use with 1 in standard, tandem, GFCI, and AFCI breakers from Siemens, Murray, Eaton, and Square D for the most flexible and cost effective install.

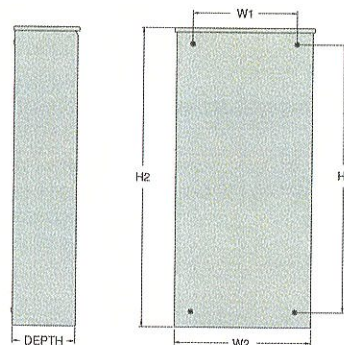
Dimensions

	Height		Width		Depth
	H1	H2	W1	W2	
in	26.75	30.1	10.5	13.5	6.91
cm	67.94	76.43	26.67	34.18	17.54

Wire Ranges		
Conductor Lug	Neutral Lug	Ground Lug
2/0 - #14	2/0 - #14	2/0 - #14

Model	G007172-0 (10 kW)	G007174-0 (13 kW)	G007177-0 (16 kW)
No. of poles	2		
Current rating (amps)	100		
Voltage rating (VAC)	120 / 240, 1Ø		
Utility voltage monitor (fixed)*			
-Pick-up	80%		
-Dropout	65%		
Return to utility*	Approx. 15 sec		
Exercises bi-weekly for 5 minutes*	Standard		
ETL or UL Listed	Standard		
Total circuits available	24		
Tandem breaker capabilities	8 tandems		
Circuit breaker protected			
Available RMS Symmetrical Fault Current @ 250 Volts	10,000		

*Function of Evolution controller
Exercise can be set to weekly or monthly



Service Rated Smart Switch Features

- Includes Smart A/C Management (SACM) module standard.
- Intelligently manages up to four air conditioner loads with no additional hardware.
- Up to eight large (240 VAC) loads can be managed with Smart Management Modules (SMMs).
- Electrically operated, mechanically-held contacts for fast, clean connections.
- Rated for all classes of load, 100% equipment rated, both inductive and resistive.
- 2-pole, 250 VAC contactors.
- Service equipment rated, dual coil design.
- Rated for both aluminum and copper conductors.
- Main contacts are silver plated or silver alloy to resist welding and sticking.
- NEMA/UL 3R aluminum outdoor enclosure allows for indoor or outdoor mounting flexibility.

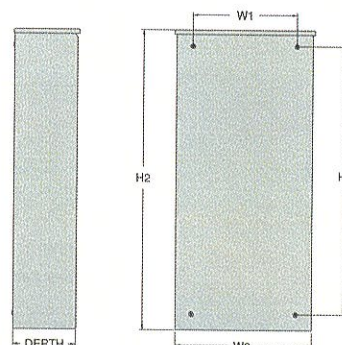
Dimensions

	200 Amps 120/240, 1Ø Open Transition Service Rated				
	Height		Width		Depth
	H1	H2	W1	W2	
in	26.75	30.1	10.5	13.5	6.3
cm	67.94	76.45	26.67	34.3	16.01

Wire Ranges		
Conductor Lug	Neutral Lug	Ground Lug
400 MCM - #4	350 MCM - #6	2/0 - #14

Model	G007175-0 (13 kW)	G007178-0 (16 kW)
No. of poles	2	
Current rating (amps)	200	
Voltage rating (VAC)	120/240, 1Ø	
Utility voltage monitor (fixed)*		
-Pick-up	80%	
-Dropout	65%	
Return to utility*	15 sec	
Exercises bi-weekly for 5 minutes*	Standard	
ETL or UL Listed	Standard	
Enclosure type	NEMA/UL 3R	
Circuit breaker protected	22,000	
Lug range	250 MCM - #6	

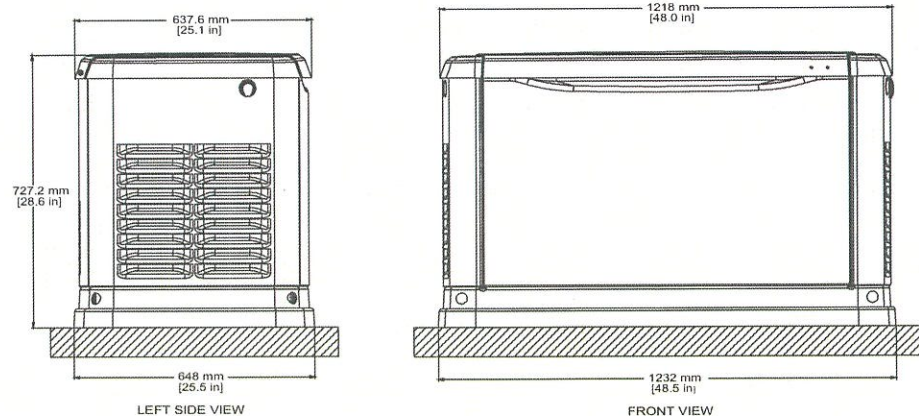
*Function of Evolution Controller
Exercise can be set to weekly or monthly



Model #	Product	Description
G005819-0	26R Wet Cell Battery	Every standby generator requires a battery to start the system. Generac offers the recommended 26R wet cell battery for use with all air-cooled standby product (excluding PowerPact®).
G007101-0	Battery Pad Warmer	The pad warmer rests under the battery. Recommended for use if the temperature regularly falls below 0 °F (-18 °C). (Not necessary for use with AGM-style batteries).
G007102-0	Oil Warmer	Oil warmer slips directly over the oil filter. Recommended for use if the temperature regularly falls below 0 °F (-18 °C).
G007103-1	Breather Warmer	The breather warmer is for use in extreme cold weather applications. For use with Evolution controllers only in climates where heavy icing occurs.
G005621-0	Auxiliary Transfer Switch Contact Kit	The auxiliary transfer switch contact kit allows the transfer switch to lock out a single large electrical load you may not need. Not compatible with 50 amp pre-wired switches.
G007027-0 - Bisque	Fascia Base Wrap Kit	The fascia base wrap snaps together around the bottom of the new air cooled generators. This offers a sleek, contoured appearance as well as offering protection from rodents and insects by covering the lifting holes located in the base.
G005703-0 - Bisque	Touch-Up Paint Kit	If the generator enclosure is scratched or damaged, it is important to touch up the paint to protect from future corrosion. The paint kit includes the necessary paint to correctly maintain or touch up a generator enclosure.
G006482-0 – 10 kW G007216-0 – 13 / 16 kW	Scheduled Maintenance Kit	Generac's scheduled maintenance kits provide all the items necessary to perform complete routine maintenance on a Generac automatic standby generator (oil not included).
G007005-0	Wi-Fi LP Fuel Level Monitor	The Wi-Fi enabled LP fuel level monitor provides constant monitoring of the connected LP fuel tank. Monitoring the LP tank's fuel level is an important step in verifying the generator is ready to run during an unexpected power failure. Status alerts are available through a free application to notify users when the LP tank is in need of a refill.
G007000-0 (50 amps) G007006-0 (100 amps)	Smart Management Module	Smart Management Modules (SMM) are used to optimize the performance of a standby generator. It manages large electrical loads upon startup and sheds them to aid in recovery when overloaded. In many cases, using SMM's can reduce the overall size and cost of the system.
G007169-0	Mobile Link™ 4G LTE Cellular Accessory	The Mobile Link 4G LTE Cellular Accessory allows users to monitor the status of the generator from anywhere in the world, using a smartphone, tablet, or PC. Easily access information such as the current operating status and maintenance alerts. Users can connect an account with an authorized service dealer for fast, friendly, and proactive service. With Mobile Link, users are taken care of before the next power outage.

Dimensions & UPCs

Model	UPC
G007171-0	696471074680
G007172-0	696471074673
G007173-0	696471076400
G007174-0	696471077100
G007175-0	696471077117
G007176-0	696471076417
G007177-0	696471077124
G007178-0	696471077131



Dimensions shown are approximate. See installation manual for exact dimensions. DO NOT USE THESE DIMENSIONS FOR INSTALLATION PURPOSES.

SAN LUIS POWERHOUSE

SINCE 1972

California SB(Micro) Certification ID: 12002

DUNS Number: 03-040-2713

798 Francis Avenue, San Luis Obispo, CA 93401

805.543.4643 Fax 805.543.4673

Gens@Sanluispowerhouse.com

www.SanLuisPowerhouse.com

Request for proposal

Date: April 14th, 2021

To: San Miguel CSD

Attn: Kelly Dodds

Subject: RFP for purchase of 4 backup generators

Comments: San Luis Powerhouse is pleased to offer the following proposal for the requested purchase of 4qty backup generators and ATS's. Current lead time for generators and ATS's is listed at 24-26 weeks plus transit. Please note the following exceptions: 1) 12kw generator for the "tank site" is not available in liquid cooled nor with aluminum housing, the unit is quoted as an air cooled with steel housing. 2) KG150 generators quoted for "Well #3", "Well #4", and "SLT Well" are not available for remote monitoring via internet.

Well #3 Generator and ATS	\$50,300.45
Well #4 Generator and ATS	\$50,300.45
SLT Well Generator and ATS	\$50,300.45
Tank Site Generator and ATS	<u>\$6,625.57</u>
Estimated total for all sites:	\$157,526.92

Please see separate quotes for individual pricing breakdown per site.

Thank you,
By: Bill Wimmer

SAN LUIS POWERHOUSE SINCE 1972

California SB(Micro) Certification ID: 12002
798 Francis Avenue, San Luis Obispo, CA 93401
805.543.4643 Fax 805.543.4673

Gens@Sanluispowerhouse.com

www.SanLuisPowerhouse.com

Equipment Sales Quotation

Date: April 14th, 2021

To: San Miguel CSD

Attn: Kelly Dodds

Subject: SLT Well Generator and ATS quote

1- Kohler KG150, 277/480 3Ø, Housed, NG, Generator	\$37,910.00
1- Kohler KSS, 200amp, 277/480 3Ø, 3r ATS	\$2,495.00
1- Estimated frt. FOB Jobsite, offloading Not incl.	\$5,650.00
1- Starting battery	\$145.89
Taxable subtotal	<u>\$46,200.89</u>
Estimated Sales Tax if applicable	\$3,349.56
Onsite Kohler factory certified start-up	<u>750.00</u>
Estimated total	<u>\$50,300.45*</u>

*Price does not include installation of any kind. A 50% deposit is required at order, balance due upon delivery. If this estimate meets your approval please sign and date below, scan and email back. This estimate is valid for 60days.

Approved by: _____ Date _____

Thanks

By: Bill Wimmer

SAN LUIS POWERHOUSE SINCE 1972

California SB(Micro) Certification ID: 12002
798 Francis Avenue, San Luis Obispo, CA 93401
805.543.4643 Fax 805.543.4673

Gens@Sanluispowerhouse.com

www.SanLuisPowerhouse.com

Equipment Sales Quotation

Date: April 14th, 2021

To: San Miguel CSD

Attn: Kelly Dodds

Subject: Tank Site Generator and ATS Quote.

1-	Kohler 12RESV, 120/240VAC, LP/NG, housed gen	\$3,609.00
1-	Kohler RXT, 100 Amp, Nema 3R auto trans. sw.	\$586.00
1-	Kohler Programmable interface module.	\$462.51
1-	Estimated frt. FOB Jobsite, offloading Not incl.	\$675.00
1-	Starting battery	<u>\$145.88</u>
	Taxable subtotal	\$5,478.39
	Estimated Sales Tax if applicable	\$397.18
	Onsite Kohler factory certified start-up	<u>\$750.00</u>
	Estimated total	\$6,625.57*

*Price does not include installation of any kind. A 50% deposit is required at order, balance due upon delivery. If this estimate meets your approval please sign and date below, scan and email back. This estimate is valid for 60days.

Approved by: _____ Date _____

Thanks

By: Bill Wimmer

SAN LUIS POWERHOUSE

SINCE 1972

California SB(Micro) Certification ID: 12002
798 Francis Avenue, San Luis Obispo, CA 93401
805.543.4643 Fax 805.543.4673

Gens@Sanluispowerhouse.com

www.SanLuisPowerhouse.com

Equipment Sales Quotation

Date: April 14th, 2021

To: San Miguel CSD

Attn: Kelly Dodds

Subject: Well #3 Generator and ATS quote

1- Kohler KG150, 277/480 3Ø, Housed, NG, Generator	\$37,910.00
1- Kohler KSS, 200amp, 277/480 3Ø, 3r ATS	\$2,495.00
1- Estimated frt. FOB Jobsite, offloading Not incl.	\$5,650.00
1- Starting battery	\$145.89
Taxable subtotal	<u>\$46,200.89</u>
Estimated Sales Tax if applicable	\$3,349.56
Onsite Kohler factory certified start-up	<u>750.00</u>
Estimated total	<u>\$50,300.45*</u>

*Price does not include installation of any kind. A 50% deposit is required at order, balance due upon delivery. If this estimate meets your approval please sign and date below, scan and email back. This estimate is valid for 60days.

Approved by: _____ Date _____

Thanks

By: Bill Wimmer

SAN LUIS POWERHOUSE SINCE 1972

California SB(Micro) Certification ID: 12002
798 Francis Avenue, San Luis Obispo, CA 93401
805.543.4643 Fax 805.543.4673

Gens@Sanluispowerhouse.com

www.SanLuisPowerhouse.com

Equipment Sales Quotation

Date: April 14th, 2021

To: San Miguel CSD

Attn: Kelly Dodds

Subject: Well #4 Generator and ATS quote

1- Kohler KG150, 277/480 3Ø, Housed, LP, Generator	\$37,910.00
1- Kohler KSS, 200amp, 277/480 3Ø, 3r ATS	\$2,495.00
1- Estimated frt. FOB Jobsite, offloading Not incl.	\$5,650.00
1- Starting battery	\$145.89
Taxable subtotal	<u>\$46,200.89</u>
Estimated Sales Tax if applicable	\$3,349.56
Onsite Kohler factory certified start-up	<u>750.00</u>
Estimated total	<u>\$50,300.45*</u>

*Price does not include installation of any kind. A 50% deposit is required at order, balance due upon delivery. If this estimate meets your approval please sign and date below, scan and email back. This estimate is valid for 60days.

Approved by: _____ Date _____

Thanks

By: Bill Wimmer

REQUEST FOR PROPOSAL

San Miguel Community Service District (hereinafter called "the District") is requesting proposals from qualified contractors to supply four backup generators to the San Miguel CSD.

DESCRIPTION OF THE DISTRICT:

The District, founded in 2000, provides fire protection, lighting, solid waste collection, water and wastewater services to approximately 2,400 community residents. The District's Board of Directors consists of five members elected by the public served by the District.

The District is located 7 miles north of the City of Paso Robles along Highway 101 in San Luis Obispo County.

SCOPE OF THE PROPOSAL:

This proposal is for the purchase of four (4) backup generators and automatic transfer switches.

General Requirements

- Generators must be provided with an appropriately sized automatic transfer switch to be provided with each generator.
 - Generator and transfer switch must be equipped with an 'exercise' mode that is programmable by the District.
 - All equipment must be outdoor rated, automatic transfer switch enclosure to be minimum NEMA 3R rated.
- Generators must be equipped with aluminum sound attenuating enclosures
- Generators must be liquid-cooled.
- Generators must meet the most current tier emission standards.
- Must be able to provide 4-20ma signal to existing SCADA system with running, stopped, power fail, generator fail conditions.
- Must be able to connect to the internet via ethernet cable for routine updates, monitoring, and troubleshooting.
- All equipment is to be current model year unless expressly approved by the District
- All freight is to be FOB the District

Site specific requirements

Well #3, Well #4, SLT Well (Three typical units)

- Generator size (generator and ATS will be typical at all three sites)
 - 150 kw/ 3 phase/ 480 volt/ 200 amp
 - Correctly sized Automatic transfer switch
- Generator fuel
 - (NG) Natural Gas / Well 3 and SLT Well
 - (LP) Liquified Petroleum / Well 4

Tank Site (one unit)

- Generator size
 - 12 kw/ 1 phase/ 120-240 volt/ 100 amp
 - Correctly sized Automatic transfer switch
- Generator fuel
 - (LP) Liquified Petroleum Gas

PROPOSAL REQUIREMENTS:

The proposal must be received **no later than 3:00 p.m. Wednesday, April 14th, 2021.**
The following information is required by the deadline to be considered:

A COPY OF THE PROPOSAL TO INCLUDE:

1. Transmittal letter

On Company letterhead provide the following information.

- Full company contact information
- Name, contact number, and email for a person(s) to contact regarding this proposal
- Contractor license number and expiration date (if applicable)
- If registered with SAMS, provide your Dun number.
- If registered with DIR, provide your DIR number.
- Provide acknowledgment that the proposal will be valid for 60 days from the date of the RFP deadline.

Note: The District may not contract or purchase from any entity or person who is debarred or considered for debarment.

2. Detailed proposal as outlined below

3. Estimated lead time for delivery from time of order

4. Sign and return a copy of this RFP with your proposal.

GENERAL REQUIREMENTS OF THE PROPOSAL:

The submitted proposal shall identify all parts of the RFP that the proposal covers, if a part or parts of the RFP are outside the scope of the contractor and will be provided by a sub-contractor that must be identified.

Enough information shall be included for each item on the RFP to clearly indicate what is being proposed.

The District prefers to purchase parts and equipment manufactured and sold in the United States by businesses based in the United States. Please indicate if the proposed materials will be purchased from companies based in the US.

Requests for information will be accepted and responded to up to April 12th, 2021

Any RFPs received after April 14th, 2021 at 3:00 PM will be considered disqualified and not eligible to continue in the District's Proposal process.

PROPOSAL:

The proposal shall list costs by the site as follows:

- Generator (make, model, fuel type)
- Automatic Transfer Switch (make, model)
- All associated costs (i.e.: tax and freight)
- Total cost of all equipment and associated costs

The proposal shall list cost in total as follows:

- All Generators and automatic transfer switches
- All associated costs (i.e.: tax and freight)
- Total cost of all equipment and associated costs

DISTRICT OBLIGATION:

Progress payments will be made on the basis of the percentage of work completed.

The District reserves the right to retain all proposals submitted and use any idea in a proposal regardless of whether that proposal is selected.

The final selection will be based on the firm's qualifications, experience, and proposal. Proposing

San Miguel Community Services District

Request for Proposal for purchase of four (4) backup generators. Page 4

firms should note that the lowest proposal price will not be the sole deciding factor in the final selection.

Submission of a proposal constitutes acceptance by the firm of the conditions contained in this Request for Proposal and the District's Standard Terms and Conditions, unless clearly and specifically noted in the proposal submitted and confirmed in the contract between the District and the firm selected.

The District, at its discretion, may elect to not complete one or more items in the proposal.

The District reserves the right to reject any and all proposals. The District also reserves the right to cancel the contract, due to unsatisfactory performance of services.

For additional information and inquiries, contact:

Kelly Dodds, Director of Utilities
San Miguel Community Services District
1150 Mission Street
San Miguel, California 93451
kelly.dodds@sanmiguelcsd.org
805.467.3388

On behalf of proposing firm:

William R. Wimmer

Authorized Representative

4/14/2021

Date



San Miguel Community Services District

Board of Directors Staff Report

April 22, 2021

AGENDA ITEM: XI-6

SUBJECT: Review and Consider Adoption of a RESOLUTION NO. 2021-12 Authorizing the General Manager to Execute a Purchase and Sale Agreement for the Sale of Assessor's Parcel Number 021-261-017.

RECOMMENDATION: District Staff recommends that the Board adopt RESOLUTION NO. 2021-12 approving a Purchase and Sale Agreement for the Sale of Assessor's Parcel Number 021-261-017.

DISCUSSION: The District owns an approximately 750 square-foot parcel of land near 13th Street and Mission Street (the "Property"). The Property is a small, undeveloped parcel of land. District Staff has determined that the Property is not necessary for District use and therefore seeks to sell the Property. The District has negotiated a Purchase and Sale Agreement ("Purchase Agreement") with an interested buyer ("Buyer") for a purchase price of Five Thousand Dollars (\$5,000.00). The Buyer owns the neighboring parcels and is interested in obtaining the Property for purposes of developing the other parcels. The terms of the Purchase Agreement are as follows:

The purchase price is \$5,000. Transfer of the Property will go through Escrow. The closing period is sixty (60) days and provides the Buyer with a forty-five (45) day inspection period. The Property is being sold "AS-IS", and the Buyer is responsible for all closing costs. As a term of sale, the Buyer has agreed to develop the Property within five (5) years.

Approval of the attached Resolution would authorize the General Manager to execute the Purchase Agreement, and to take all other actions necessary to transfer the Property to the Buyer.

ENVIRONMENTAL DETERMINATION: Sales of surplus government real property are categorically exempt from the California Environmental Quality Act ("CEQA") pursuant to CEQA Guidelines section 15312.

FISCAL IMPACT: Should the District Board of Directors approve the proposed resolution and the Purchase Agreement, the District will receive Five Thousand Dollars (\$5,000.00) from the Buyer.

PREPARED BY:

Erin M. Derwin

Deputy General Counsel

Attachments:

1. Resolution No. 2021-12
2. Purchase and Sale Agreement for APN# 021-261-017

RESOLUTION NO. 2021-13

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE SAN MIGUEL COMMUNITY SERVICES DISTRICT APPROVING A PURCHASE AND SALE AGREEMENT FOR THE SALE OF ASSESSOR'S PARCEL NUMBER 021-261-017

WHEREAS, the San Miguel Community Services District ("District") is the owner of a certain parcel of real property (Assessor's Parcel No. 021-261-017) in San Luis Obispo County (the "Property"); and

WHEREAS, the District has determined that the Property is surplus land not necessary for District use or operations; and

WHEREAS, the District has negotiated a Purchase and Sale Agreement ("Purchase Agreement") with an interested buyer ("Buyer") for a purchase price of Five Thousand Dollars (\$5,000.00); and

WHEREAS, the District finds that disposing of the Property is in the best interest of the District based on the terms contained in the Purchase Agreement; and

WHEREAS, the District further finds that the Property is exempt surplus land, pursuant to the Surplus Land Act (Gov. Code, § 54220 *et seq.*). The Property is being sold to the owner of a contiguous parcel and is less than Five Thousand (5,000) square-feet (Gov. Code, § 54221, subd, (f)(1)(B).) Additionally, the Property is not a buildable lot, as it is below the minimum lot size according to the San Luis Obispo County Code; and

WHEREAS, this Resolution approves the attached Purchase Agreement, and authorizes the Interim General Manager to execute the Purchase Agreement and to take all acts necessary to facilitate the transfer of the Property to the Buyer.

NOW THEREFORE, BE IT RESOLVED, the San Miguel Community Services District Board of Directors does, hereby, adopt this Resolution authorizing the Interim General Manager to execute the attached Purchase and Sale Agreement, and to take all other acts necessary to facilitate the transfer of the Property to the Buyer.

On the motion of Director _____, seconded by Director _____ and _____ on the following roll call vote, to wit:

AYES:
NOES:
ABSENT:
ABSTAINING:

The foregoing Resolution is hereby passed and adopted this 22nd day of April 2021.

Ashley Sangster, President
Board of Directors

ATTEST:

APPROVED AS TO FORM:

Rob Roberson, Interim General Manager

Douglas L. White, General Counsel

PURCHASE AND SALE AGREEMENT WITH ESCROW INSTRUCTIONS

THIS PURCHASE AND SALE AGREEMENT (“Agreement”) is entered as of _____, 2021 (“Effective Date”), by and between the San Miguel Community Services District, a Community Services District organized under Government Code section 61000 *et seq.* (“District” or “Seller”) and _____, an individual (“Buyer”). Seller and Buyer may be referred to herein as a “Party” or collectively as the “Parties”. There are no other parties to this Agreement.

RECITALS

A. District owns that parcel of land located in the County of San Luis Obispo, Assessor Parcel Number 021-261-017, with the physical address _____, and as further described in the legal description attached and incorporated hereto as **Exhibit A** (the “Property”).

B. Buyer desires to purchase the Property, and District desires to sell the Property, subject to the terms and conditions of this Agreement.

NOW THEREFORE, for good and valuable consideration, the receipt and adequacy of which are hereby acknowledged, the Parties agree as follows:

AGREEMENT

1. Sale of Property. District shall convey the Property to Buyer in consideration of the Purchase Price and in accordance with the terms of this Agreement. The transfer shall include all of District’s rights, title, and interest in and to all mineral rights, zoning rights, governmental permits and licenses, rights-of-way, roadways, alleyways and reversions, appurtenances, easements, or other rights and privileges used in connection with the beneficial use of, or associated with, the Property.

2. Purchase Price. The purchase price for the Property (“Purchase Price”) shall be Five-Thousand Dollars (\$5,000).

3. Escrow and Closing.

(a) *Escrow Agent.* This transaction shall be completed through an escrow agent. Concurrently with the execution of this Agreement, Seller and Buyer shall open an Escrow with [*Name of Title Company*] located at [*Address of Title Company*] for the purchase and sale contemplated by this Agreement (the “Escrow Agent”). The Parties shall promptly deposit all funds and documents as required by the Escrow Agent to complete this transaction, including fully

executed counterpart originals of this Agreement. The Parties agree to be bound by the Escrow Agent's standard forms or general provisions. This Agreement shall control in the event of any inconsistency between this Agreement and the Escrow Agent's standard forms, general provisions or any other documentation provided by the Escrow Agent. Seller and Buyer's delivery obligations to the Escrow Agent are as follows:

(i) *Seller's Delivery Obligations.* Prior to Closing, Seller shall deliver to the Escrow Agent the following: (1) a grant deed for the Property, properly executed and notarized (the "Deed"); (2) a duly executed certification required by the Foreign Investment in Real Property Tax Act (at 26 U.S.C. § 1445) and its California Revenue and Taxation Code equivalent (together, "FIRPTA"); (3) All documents, releases and cancellations as necessary in order to discharge all existing liens and encumbrances of record against the Property in accordance with the terms of this Agreement. Seller shall also deliver all documents as required by Escrow Agent to complete this transaction.

(ii) *Buyer's Delivery Obligations.* Prior to Closing, Buyer shall deliver to the Escrow Agent the following: (1) Within five (5) business days after the execution of this Agreement, Buyer shall deposit the full amount of the Purchase Price with the Escrow Agent; (2) Loan documents, if applicable, that are duly executed and acknowledged. Buyer shall also deliver all documents and funds as required by the Escrow Agent to complete this transaction.

(iii) *Escrow Agent Duties.* At Closing, Escrow Agent shall effect the transfer of Property by doing the following: (1) Recording all documents as may be necessary to clear title in accordance with the requirements of this Agreement; (2) Recording the Deed; (3) Pay all Closing Costs and making all prorations in accordance with the terms of this Agreement, and provide a closing statement of adjustments and prorations as approved by Seller and Buyer; (4) Deliver the Title Policy to Buyer; (5) Deliver the FIRPTA certificate to Buyer; (6) Deliver the Purchase Price to Seller, plus or minus closing adjustments and prorations.

(b) *Closing Deadline.* Transfer of the Property (the "Closing") shall occur not more than sixty (60) days from the Effective Date of this Agreement or on such later date as to which the Parties agree in writing. Escrow Agent may cause the Closing to occur on an earlier date with the consent of both the District and Buyer. The Parties will execute any additional documents and perform any acts reasonably required to carry out the intent and purposes of this Agreement.

(c) *Conditions Precedent to Closing.* The following conditions must be met in order for Closing to occur (the "Conditions Precedent"): (i) the Property must be in substantially the same condition at Closing as on the Effective Date; (ii) all liens, encumbrances, and other charges against the Property not assumed by Buyer must be paid and discharged by District prior to Closing; (iii) no uncured material, adverse change to the title to the Property shall have occurred

since the Effective Date; and (iv) Buyer and District shall have complied with and otherwise performed, in all material respects, each of its obligations set forth in this Agreement. Buyer and District may, by mutual agreement, extend the Closing as long as necessary to satisfy the applicable Conditions Precedent or waive any of the Conditions Precedent and proceed with Closing.

4. Closing Costs and Prorations.

(a) *Closing Costs.* All costs related to Closing (“Closing Costs”) shall be paid solely by Buyer including, but not limited to, all of the following: (i) all fees and charges of the Escrow Agent; (ii) all documentary and other transfer taxes; (iii) the Title Report (defined below); (iv) any Title Policy (defined below) or insurance policy purchased for the Property; (v) costs incurred by District to discharge any existing liens or encumbrances of record against the Property; (vi) all recording costs associated with completing the transaction. Buyer and District shall each pay for their own respective legal, accounting and other consultant fees, charges and costs incurred related to this Agreement.

(b) *Prorations and Adjustments.* Prorations of ad valorem taxes, any general and special taxes, and assessments on the Property shall be prorated as of the Closing date. All supplemental taxes (regardless of whether a bill for such taxes is received after the Closing by Buyer or District) and future assessments, special taxes or encumbrances levied on the Property after the Closing shall be paid by Buyer.

5. Title

(a) *Title Report.* Within five (5) business days after the opening of Escrow, the Escrow Agent, at Buyer’s sole cost and expense, shall deliver to the District and Buyer a preliminary title report for the Property, together with legible copies of all documents referenced therein as exceptions to title (the “Title Report”). The Title Report shall be issued by Escrow Agent and dated no earlier than thirty (30) days before the Execution Date.

(b) *Permitted Exceptions.* At Closing, fee title to the Property is to be conveyed to Buyer free and clear of all liens and encumbrances, excepting only: (a) any trust deed against the Property, (b) general and special real property taxes and assessments not yet due and payable; (c) all exceptions to title set forth in the Title Report (defined below), which have been approved by Buyer; and (d) any new community facilities district bonds, special taxes, assessments and the like for the Property approved during the Inspection Period (collectively, the “Permitted Exceptions”).

(c) *Objections by Buyer.* Buyer shall notify Seller in writing within ten (10) business days after receipt of the Title Report of Buyer's disapproval of any exception contained therein ("Buyer Objection Notice"). Buyer's failure to timely deliver to District the Buyer Objection Notice shall be deemed to constitute Buyer's approval of the Title Report. Seller shall have five (5) days after receipt of the Buyer Objection Notice to advise Buyer of any disapproved exceptions which will not be removed by Seller prior to the Closing ("Seller Response Notice"). If Seller indicates that it will not correct any of the disapproved exceptions, within seven (7) days of receipt of the Seller Response Notice, Buyer may elect to: (i) terminate this Agreement without liability on the part of either Party and receive a full refund of the Purchase Price; or (ii) consummate the purchase of the Property subject to such exceptions without reduction in the Purchase Price and without any liability on Seller's part relative to the title to the Property.

(d) *Title Policy.* At Closing, the Escrow Agent shall issue to Buyer, at Buyer's sole cost and expense, a standard California Land Title Association policy of title insurance, showing title to the Property vested in Buyer, and containing no exceptions to title other than the Permitted Exceptions (the "Title Policy").

6. Inspection of the Property

(a) *Condition of Property.* Except to the extent otherwise set forth in this Agreement, the Property is being sold "AS-IS" in its present physical condition as of the Effective Date. By this reference, District and Buyer hereby acknowledge that a water well previously existed on the Property.

(b) *Inspection Period.* If Buyer, in its sole discretion, for any reason or no reason at all, decides not to proceed with Closing, Buyer shall have the right at any time within forty-five (45) days after the Effective Date to terminate this Agreement by written notice to Seller ("Inspection Period"). Upon such termination, the Purchase Price shall be returned to Buyer and Buyer shall be responsible for any and all outstanding Escrow costs or any other costs incurred as a result of entering into this Agreement. If terminated, Buyer shall provide Seller with copies of all reports, if any, relating to the Property which Buyer received as a result of the Tests (defined below). Buyer makes no warranties or representations as to the accuracy or completeness of these reports.

(c) *Tests.* Buyer and Buyer's authorized agents, contractors, employees and designees ("Buyer's Agents") shall have the right during the Inspection Period to go upon the Property for the purpose of making such surveys, soil, engineering, geological, environmental and other tests, inspections and measurements (the "Tests") as Buyer deems advisable, provided they are done without cost to District and such activities do not unreasonably interfere with District operations. Buyer shall give reasonable written, telephonic, or email advance notice to District of any Tests that Buyer or Buyer's agents will perform. The notice shall specify the nature of the

Tests to be performed, the approximate time the Tests will be performed, and the person or entity performing the Tests. Buyer shall repair any damage to the Property caused by Buyer's inspection activities.

(d) *Property Documents.* During the Inspection Period, District shall make available to Buyer for Buyer's inspection, within five (5) business days after Buyer's request, all documents and information in District's possession or control pertaining to the Property, including but not limited to, any and all leases, liens, tentative and final maps, surveys, plats, title reports, soil reports, assessment and financing district documentation, environmental studies, property tax bills, and entitlement documents (collectively the "Property Documents"). District shall not be obligated to disclose to Buyer any appraisal or opinions of the value of the Property, any of District's internal financial analyses, or materials relating to District's cost to acquire the Property. Buyer acknowledges that the Property Documents are furnished to Buyer solely as a courtesy and District has neither verified the accuracy of any statements or other information contained in those documents. Inspection of the Property Documents shall be performed at a location agreeable to District and Buyer during reasonable business hours. District shall retain and collect all originals or copies of the Property Documents.

7. Representations and Warranties.

(a) *Seller Representations.* The following representations are made as to the best of District's knowledge. Buyer is advised to conduct appropriate inspections as to the condition of the Property. District makes the following representations and warranties:

(i) District has the right, power and authority to enter into this Agreement and sell the Property in accordance with these terms; each of the persons executing this Agreement on behalf of District is authorized to do so; and this Agreement constitutes a valid and legally binding obligation of the District, enforceable in accordance with its terms.

(ii) Buyer is advised that this transaction constitutes an "as-is" sale of the Property in its current condition and does not include any warranty as to the suitability of the Property for Buyer's intended use.

(iii) District hereby discloses that a water well previously existed on the Property. To the best of District's knowledge, the well was abandoned and sealed. District is unaware of the existence of any subsurface structures associated with the well on the Property.

(iv) District has good and marketable, fee simple title to the Property, free and clear of any and all liens, encumbrances or other restrictions, whether existing of record or otherwise, other than the Permitted Exceptions. District has no actual knowledge of any

unrecorded or undisclosed legal or equitable interest in the Property owned or claimed by anyone other than District.

(v) During District's ownership, no contracts have been granted to others to purchase or to lease any interest in the Property or any part thereof or which will survive Closing or otherwise impose an obligation on Buyer, and District otherwise has the exclusive right of possession to the Property.

(vi) District has not filed, or been the subject of any filing of, any petition under the Federal Bankruptcy Law or any other bankruptcy or insolvency laws which affect the Property.

(vii) District has no actual knowledge of any violation of governmental laws, regulations or orders relating to the Property.

(viii) District is not a foreign person and is a "United States Person" as such term is defined in the Internal Revenue Code (*see* I.R.C. § 7701(a)(30)), nor a non-resident under the California Revenue and Taxation Code (*see* California Revenue and Taxation Code, § 18662).

(ix) There are no Hazardous Materials in, on, under or affecting the Property. For purposes of this Agreement, the term "Hazardous Materials" shall mean any toxic or hazardous materials or any other substance which constitutes, or is regulated as, a hazardous, extremely hazardous, toxic, extremely toxic or similarly dangerous material, substance or waste under the Comprehensive Environmental Response, Compensation and Liability Act of 1980, as amended, 42 U.S.C.A. § 9601 et seq., the Resource Conservation and Recovery Act of 1976, 42 U.S.C.A. § 6901 et seq., or the California Health & Safety Code, Division 20.

(x) The representations and warranties of Seller set forth in this Agreement and the materials delivered by Seller to Buyer do not contain any untrue statements of material fact. Seller has not knowingly omitted any material fact that would thereby cause its representations and warranties to be misleading.

(b) *Buyer's Representations.* The following representations are made as to the best of Buyer's knowledge. Buyer makes the following representations and warranties:

(i) *Development of the Property.* In consideration for the sale of Property, Buyer agrees to develop the Property within five (5) years of the Effective Date. Where Buyer does not develop the Property within the time stated above, Buyer shall be liable to the District for ten-thousand dollars (\$10,000), which represents the value of the Property once aggregated with the neighboring property. For purposes of this provision, development of the

Property shall mean finished construction of any building plans for the Property submitted by Buyer to the San Luis Obispo County Planning & Building Department.

(ii) Buyer has the right, power and authority to enter into this Agreement and to purchase the Property in accordance with the expressed terms and conditions hereof.

(iii) Each of the persons executing this Agreement on behalf of Buyer is authorized to do so.

(iv) This Agreement constitutes a valid and legally binding obligation of Buyer, enforceable in accordance with its terms.

The above representations and warranties are made by each Party with the knowledge and expectation that the other Party is placing complete reliance thereon, and such warranties shall survive Closing. Each Party shall not cause or permit any action to be taken which, to the best of that Party's knowledge, will cause any of its representations or warranties to be untrue in any material respects upon Closing. None of the representations and warranties shall be deemed merged into or superseded by the execution or delivery of any documents or agreements in connection with this Agreement. Each Party agrees to indemnify, defend and hold the other Party harmless from all liabilities, claims, losses, damages, costs and expenses (including reasonable attorneys' fees and costs) in connection with a breach of these representations and warranties. This indemnification obligation shall survive the Closing.

8. Default and Remedies. If, prior to Closing, either Party is in default of its covenants or obligations under this Agreement, and such defaulting Party fails to cure such default within ten (10) business days after receipt of written notice thereof, the non-defaulting Party may elect to terminate this Agreement by sending written notice of termination to the defaulting Party. If the Agreement is terminated due to default, the defaulting Party shall be liable for all Escrow costs. If Buyer fails to complete this purchase after conclusion of the Inspection Period, then District shall retain as damages the full Purchase Price (\$5,000), which the Parties agree in advance to be a reasonable damages amount. With respect to breach of any of the Survival Obligations (defined below), the non-defaulting Party shall be entitled to the remedies provided by this Agreement, law, statute, ordinance, and otherwise. The use of any one of these remedies by a non-defaulting Party with respect to a breach of any of the Survival Obligations shall not preclude such Party's right to use any and all other remedies.

9. Survival. Any obligations, representations and warranties that are expressly provided to survive termination of the Agreement and, if Closing occurs, any provision which by its nature and effect is required to be performed after Closing (collectively, the "Survival Obligations") shall survive the Closing and remain binding and for the benefit of the Parties until

fully performed. Upon termination, neither Party shall have any further obligations under the Agreement except for the Survival Obligations. Buyer's Survival Obligations include, but are not limited to, Buyer's promise to develop the Property within five (5) years of the Effective Date as described in Section 7, subdivision (b).

10. Notices. Except where such other form of notice is expressly permitted by this Agreement, any notice required or permitted to be given in connection with this Agreement must be in writing and will be deemed to have been given: (a) when hand delivered (deemed received on receipt or refusal of delivery); (b) when delivered by a nationally recognized overnight express delivery service (deemed received the next business day); or (c) when deposited in the United States Mail, registered or certified mail, postage prepaid, return receipt requested (deemed received the third business day after posting). Notices may be executed and sent by the other Party's legal counsel.

If to District: San Miguel Community Services District
1150 Mission Street
San Miguel, CA 93451
Attn: Kelly Dodds, Director of Utilities
Email: kelly.dodds@sanmiguelcsd.org

courtesy copy to: White Brenner LLP
1414 K Street, 3rd Floor
Sacramento, CA 95814
Attn: Douglas L. White, Esq.

If to Buyer: _____

Email: _____

If to Escrow Agent: _____

11. Assignment. This Agreement may not be assigned by Buyer without District's written consent, which may be withheld, conditioned, or delayed in District's sole discretion. No assignment, however, shall release the original Buyer from its obligations under the Agreement.

If this Agreement is assigned, the Agreement shall be binding on the assignee, its successors and assigns.

12. General Provisions.

(a) *Exhibits.* All attached Exhibits are incorporated by reference and made a part of this Agreement.

(b) *Entire Agreement.* This Agreement contains the entire understanding and agreement between the Parties with respect to the subject matter hereof and all prior or contemporaneous oral or written agreements or instruments are merged into this Agreement.

(c) *Amendment.* No amendments to this Agreement shall be effective unless such amendment is made in writing, signed by both Parties. No waiver of any right or remedy shall be effective unless in writing and signed by the Party against which it is sought to be enforced.

(d) *Counterparts.* This Agreement may be executed simultaneously and in several identical counterparts, each of which shall be deemed an original, but which together shall constitute one and the same instrument. In making proof of this Agreement, it shall not be necessary to produce or account for more than one such counterpart. This Agreement may be signed and delivered using facsimile machines and electronic transmission. Any signed facsimile or electronic transmission of this Agreement shall constitute an original counterpart.

(e) *Time is of the Essence.* Time is of the essence with respect to the payments and undertakings required of the Parties.

(f) *Good Faith.* Whenever a party's consent or approval is required under this Agreement, that consent or approval will not be unreasonably withheld, conditioned, or delayed, except as expressly provided to the contrary in this Agreement.

(g) *Severability.* If any provision of this Agreement is determined by a court to be invalid and unenforceable, or if any provision of this Agreement is rendered invalid or unenforceable under any federal or state law which becomes effective after the Effective Date, the remaining provisions shall continue in full force and effect and shall be interpreted to give effect to the purpose and intent of this Agreement. If, however, the Agreement is determined by a court to be invalid and unenforceable in its entirety, then the Agreement shall automatically terminate; provided that any obligations intended to survive a termination of this Agreement shall remain in effect to the extent otherwise permitted by law.

(h) *Attorney's Fees; Venue.* In the event any legal action or demand for arbitration (if applicable) is filed in relation to this Agreement, the unsuccessful Party in that proceeding shall pay to the successful Party the latter's reasonable attorney's fees in addition to any other relief recovered. Venue for legal proceedings shall be the San Luis Obispo County Superior Court and this Agreement shall be governed by and construed in accordance with the laws of the State of California.

(i) *Waiver.* Waiver by any Party of a breach of any provision of this Agreement shall be in writing and shall not operate or be construed as a waiver of any other or subsequent breach hereof, unless specifically stated in writing.

IN WITNESS WHEREOF, the Parties hereto have caused this Agreement to be executed as of the Effective Date set forth above.

DISTRICT:

San Miguel Community Services District,
a California community services district

BUYER:

_____,
an individual

By: _____
Rob Roberson,
District General Manager

[Name, Title]

APPROVED AS TO FORM:

By: _____
Douglas L White, General Counsel

ESCROW AGENT ACKNOWLEDGMENT AND ACCEPTANCE

Receipt of an original of the foregoing Agreement and the enclosures listed therein is acknowledged, and we agree to act as Escrow Agent under and pursuant to the terms and conditions of the Agreement.

ESCROW AGENT:

[Name of Title Company]

[Name of Escrow Agent]

Date: _____

EXHIBIT A

Legal Description and Depiction of the Property



San Miguel Community Services District

Board of Directors Staff Report

April 22, 2021

AGENDA ITEM: XI -7

SUBJECT: Review and adopt a proposed set of standard terms for use in contracts for goods or services between the San Miguel Community Services District Community Services District and outside vendors by RESOLUTION 2021-03

RECOMMENDATION: Staff recommends that the Board of Directors review and adopt the proposed standard terms RESOLUTION 2021-03

DISCUSSION: The District engages in multiple contracts each year with vendors who provide goods and services to the District. Each contract is separately drafted, either by the District or the vendor, or a combination of both the District and the vendor, to address each circumstance. While many portions of agreements are identical or very similar to others, Staff time is expended in ensuring proper drafting and content of these agreements, and often duplicative efforts go into each agreement.

In September 2020, the Board reviewed and discussed the initial version of a standard terms document which was intended to create a set of terms for services contracts. After discussion, the Board asked District Counsel to amend the document to allow for a single set of terms and conditions for contracts for goods or services.

In October 2020, the Board again reviewed and discussed the item, with further direction to District Counsel to include provisions which were aimed at encouraging contractors to engage in practices which reflect the District's interest in sustainability and in "green" practices which focus on environmentally-conscious practices.

The current version of the Terms and Conditions document incorporates prior suggested edits from the Board and removes extraneous portions of the earlier version. The document is intended to be

provided to any potential bidders for District contracts, and will be published on the District's website.

FISCAL IMPACT: No direct costs to the District. It is believed that the District will actually see a cost savings through a reduction in time spent by Staff or District Counsel in negotiating contracts because the standard terms will have already been determined by the District.

PREPARED BY:

Erin M. Derwin

Deputy General Counsel for San Miguel C.S.D

**SAN MIGUEL COMMUNITY SERVICES DISTRICT
STANDARD TERMS AND CONDITIONS
FOR CONTRACTS FOR GOODS OR SERVICES**

THESE STANDARD TERMS AND CONDITIONS (“Standard Terms”) are required to be agreed to by any Contractor, per the policies of the San Miguel Community Services District (“District”) a community services district formed under the provisions of Government Code section 61010 et seq. (“District”), whose address is 1150 Mission St., San Miguel, CA 93451, in conjunction with any contract the District enters into for goods or services. These Standard Terms are thus incorporated by reference into any Contract, Agreement or bid for good or services by and between the District and Business, Firm or Contractor (“Contractor”).

Commented [KD1]: Not sure if it matters, but may not be a 'contractor' perse, should this state Business, Firm or Contractor and refer to them as Contractor for this document?

Commented [ED2R1]: Good point. See my edit.

Section 1. Commencement of Work. Subject to the terms of the contract (“Contract”) Contractor shall provide District with goods or services (“Work”) as described in the Contract. Contractor shall not commence Work under the Contract until Contractor has received a fully executed Contract and been given written approval to proceed (“Notice to Proceed”). ~~The District shall not be liable for any Work performed prior to the Notice to Proceed.~~ Written notice to proceed may be given to Contractor via electronic communication.

Commented [KD3]: Not all contracts will have a formal notice to proceed, as is customary in larger construction projects. Generally, for goods purchases we provide an email requesting that they place the order or proceed with the work. Would that be the same thing legally?

Commented [ED4R3]: Nowadays, an email is considered a writing, but there's no reason why we can't clarify that.

Section 2. Time of Performance. Contractor warrants that it will commence performance of the Services or delivery of the Goods within the time frame specified in the Request for Proposal (“RFP”) or bid documents, thirty (30) calendar days of the Notice to Proceed, and shall conform to the Completion Schedule.

Commented [KD5]: This is a long time even for a construction contract. My preference would be that it was within the time frame specified in the RFP or Bidding Documents. Or Within the time period indicated by the District. Point is that some services or goods are required to be provided immediately.

Commented [ED6R5]: See my edit.

Section 3. Contract Alterations & Integration. No alteration or variation of the Contract or of these Standard Terms shall be valid unless made in writing and signed by the parties hereto, and no oral understanding or agreement not incorporated in writing in the Contract shall be binding on any of the parties hereto.

Section 4. Severability. Contractor and District agree that if any provision of the Contract is found to be illegal or unenforceable, such term or provision shall be deemed stricken and the remainder of the Contract shall remain in full force and effect. Either party having knowledge of such term or provision shall promptly inform the other of its presumed non-applicability of such provision. Should the illegal or unenforceable provision be a material or essential term of the Contract, the Contract shall be terminated in a manner commensurate with the interests of both parties, to the maximum extent reasonable.

Section 5. Independent Status. At all times during the Term, Contractor shall be deemed to be an independent contractor and shall be wholly responsible for the manner in which Contractor performs the services required under these Standard Terms. Contractor shall be liable for its acts and omissions, and those of its employees, contractors, subcontractors, representatives, volunteers, and its agents. Nothing contained herein shall be construed as creating an employment, agency or partnership relationship between District and Contractor. District shall have the right to control Contractor only insofar as the result of Contractor's services rendered

pursuant to these Standard Terms; however, District shall not have the right to control the means by which Contractor accomplishes Services rendered.

Section 6. Governing Law. To the extent not inconsistent with applicable federal law, the Contract and these Standard Terms shall be construed in accordance with and governed by the laws of the State of California.

Section 7. Contractor's Power and Authority. Contractor warrants it has full power and authority to enter into the Contract and will hold District harmless from and against any loss, cost, liability, and expense (including reasonable attorney fees) arising out of any breach of this warranty. Further, Contractor shall not enter into any arrangement, agreement or contract with any third party that might abridge any rights of the District under the Contract.

Section 8. Assignments. Contractor shall not assign the Contract, either in whole or in part, without District's written consent, which will not be unreasonably withheld.

Section 9. Personnel. Contractor shall give its personal attention to the performance of the Contract and shall make every effort, consistent with sound business practices, to honor District's requests regarding Contractor's assignment of its employees. However, Contractor maintains the sole right to determine the assignment of its employees in order to keep all phases of work under its control. If an employee of Contractor is unable to perform due to illness, resignation or other factors beyond Contractor's control, Contractor shall use its best effort to provide suitable substitute personnel.

Section 10. Representations of Contractor. District relies upon the following representations by Contractor in entering into the Contract:

10.1. Qualifications. Contractor represents that it is qualified to perform the Services provided in the Contract and that it possesses the necessary licenses and, permits required to perform the Services or will obtain such licenses or permits prior to the time such licenses or permits are required. Contractor shall hold a valid Contractor's license issued by the State of California, a California-registered Professional license (if applicable) and be a business registered with the County of San Luis Obispo. Contractor shall also ensure that all subcontractors are similarly licensed and qualified. ~~Contractor and all subcontractors shall also obtain a business license from District before they commence performance of the Services.~~ Contractor represents and warrants to District that Contractor shall, at Contractor's sole cost and expense, keep in effect or obtain at all times during the Term of the Contract, any licenses, certificates, permits, and approvals which are legally required for Contractor to practice Contractor's profession at the time the Services are rendered. Copies or verification of a license or certificate in good standing will be provided by Contractor to District upon request.

10.2. Contractor Performance. Contractor represents and warrants that all Services under the Contract shall be performed in a Contractor manner and shall conform to the customs and standards of practice observed on similar, successfully completed projects by specialists in the Services to be provided. Contractor shall adhere to accepted Contractor standards as set forth by relevant Contractor associations and shall perform all Services required under the Contract in

Commented [KD7]: To preclude issues I have seen before, can we add something to the effect of

Prior to contract award, CONTRACTOR will provide to the District copies of all required licenses or certificates, for the Company as well as required individual licenses or certificates of personnel. (Individuals would only be special licenses and certificates, not drivers licenses. IE welding, diving, applicators,) Contractors shall hold a valid California Contractors license, California registered Professional license (engineer/ auditor/ attorney etc) and or be a business registered with the County of San Luis Obispo.

Commented [ED8R7]: See my edit. I included term "upon request" regarding providing copies because there may be a contractor you work with continuously or regularly who you know to be in good standing.

a manner consistent with generally accepted Contractor customs, procedures and standards for such Services. All work or products completed by Contractor shall be completed using the best practices available for the profession and shall be free from any defects. Contractor agrees that, if a Service is not so performed, in addition to all of its obligations under the Contract, these Standard Terms and at law, Contractor shall re-perform or replace unsatisfactory Service at no additional expense to District.

10.3. No Waiver of Claims. The granting of any progress payment by District, or the receipt thereof by Contractor, or any inspection, review, approval or oral statement by any representative of District, or state certification, shall not, in any way, waive, limit, or replace any certification or approval procedures normally required or lessen the liability of Contractor to re-perform or replace unsatisfactory Service, including but not limited to cases where the unsatisfactory character of such Service may not have been apparent or detected at the time of such payment, inspection, review or approval.

10.4. District's Remedies are Cumulative. Nothing in the Contract shall constitute a waiver or limitation of any right or remedy, whether in equity or at law, which District or Contractor may have under the Contract, these Standard Terms or any applicable law. All rights and remedies of District, whether under the Contract, these Standard Terms or applicable law, shall be cumulative.

10.5. No Conflict of Interest. Contractor represents that no conflict of interest will be created under state or federal law by entering into or in carrying out the Contract.

Section 11. Time. Time is of the essence in the performance of the Contract.

Section 12. Cancellation. District has the right to cancel the Contract at any time and without future financial obligation upon thirty (30) days written notice to Contractor.

Section 13. Termination for Default. District may terminate the Contract and be relieved of the payment of any consideration to Contractor should Contractor fail to perform the covenants at the time and in the manner herein provided. In the event of such termination, the District may proceed with the Work in any manner deemed proper by the District. The cost to the District shall be deducted from any sum due the Contractor under the Contract, and the balance, if any, shall be paid the Contractor upon demand.

Section 14. Suspension of Services by District. District reserves the right to suspend Contractor's Services when District determines that it is necessary to do so. When possible, District shall give Contractor notice of such suspension and Contractor shall, upon receipt of said notice, suspend all Services except any Services, the completion of which is authorized by the notice given by District. If the Services are suspended by District for more than sixty (60) consecutive days, for reasons other than the fault of the Contractor, the Contractor shall be compensated for Services performed prior to notice of such suspension. When the Project is resumed, the Contractor's compensation shall be equitably adjusted by the District to provide for expenses incurred by the interruption of the Services. In this regard, Contractor shall furnish to District such financial information as in the judgment of the District Manager is necessary to

determine the reasonable value of the Services rendered by Contractor during the period when Services were suspended.

If the Parties are unable to agree upon the amount of extra compensation which is due to Contractor within thirty (30) days of Contractor resuming Services, the amount of such additional compensation, if any, that is required to appropriately compensate the Contractor for its expenses incurred by the interruption of Services may, upon the agreement of the Parties, be determined by arbitration. The parties will split the cost of arbitration (hearing officer fees and costs, court reporter fees, e.g.) evenly, but will individually bear all other costs related to their participation in the arbitration of the dispute, including attorneys' fees, travel costs, expert witnesses and the like. Such arbitration shall be commenced by the Contractor no later than sixty (60) calendar days following the event which entitles the Parties to pursue arbitration unless the Parties agree in writing to an extended time period for commencement of arbitration. Unless otherwise agreed in writing, all Parties shall carry on the Services and perform their duties during any arbitration proceedings, and the District shall continue to make payments for the Services in progress as required by the Contract.

Commented [KD9]: Who pays for the arbitration

Commented [ED10R9]: Generally the parties share the cost 50/50. See my edit. The Board had a good deal of discussion about the provision, and some suggested removal. I previously edited it to not be a mandatory provision, but an option if the parties agree.

See also Section 31

Section 15. Rights and Remedies of District for Default.

15.1. In the event the Work provided by Contractor in the performance of the Contract should fail to conform to the requirements herein, or to the sample submitted by Contractor, District may reject the same. It shall thereupon become Contractor's duty to forthwith reclaim remove and replace all rejected goods or correct the performance of services conforming to the requirements herein or the samples submitted, without expense to the District. Should Contractor fail, neglect, or refuse to do so, District shall thereupon have the right, but not the obligation, to use self-help or retain another contractor to complete the services contracted for or to purchase in the open market, in lieu thereof, a corresponding quantity of any of the goods and to deduct the cost of such from any moneys due or that may thereafter become due to Contractor.

15.2. In the event Contractor fails to perform under the Contract, or fails to make prompt delivery of any goods as specified in the Contract, the same conditions as to District's right, but not obligation, to contract for the Work in the open market and receive reimbursement from Contractor, as set forth in subsection (a), above shall apply.

15.3. In the event that the District terminates the Contract, either in whole or in part, due to Contractor's default or breach, Contractor shall compensate District, in addition to any other remedy District may have available to it, for any loss or damage sustained and cost incurred by the District in procuring a replacement contractor or procuring any goods that the Contractor agreed to supply.

15.4. District's rights and remedies provided above shall not be exclusive and shall be in addition to any other rights and remedies provided by law, equity or the Contract.

Section 16. Warranty.

16.1. Contractor warrants that (i) Work performed or furnished hereunder will conform to the requirements of the Contract (including, without limitation, all descriptions, specifications, and drawings identified in the Statement of Work) and (ii) any goods furnished hereunder will be free from defects in materials and workmanship. Where the parties have agreed to design specifications in the Statement of Work directly or by reference, Contractor warrants the goods shall provide all functionality required thereby. District's approval of designs or specifications furnished by Contractor shall not relieve Contractor of its obligations under this warranty.

16.2. All warranties, including special warranties specified elsewhere herein, shall inure to District, its successors, assigns, customer agencies, and other governmental users of the Work.

Section 17. Conformity with Law and Safety. Contractor shall observe and comply with all applicable laws, ordinances, codes and regulations of governmental agencies, including federal, state, municipal and local governing bodies having jurisdiction over any or all of the scope of Services, including all provisions of the Occupational Safety and Health Act of 1979 as amended, all California Occupational Safety and Health Regulations, the California Building Code, the American with Disabilities Act, any copyright, patent or trademark law and all other applicable federal, state, municipal and local safety regulations, appropriate trade association safety standards, and appropriate equipment manufacturer instructions. All Services performed by Contractor must be in accordance with these laws, ordinances, codes and regulations. Contractor's failure to comply with any laws, ordinances, codes or regulations applicable to the performance of the Services hereunder shall constitute a breach of contract. In cases where standards conflict, the standard providing the highest degree of protection shall prevail.

If a death, serious personal injury or substantial property damage occurs in connection with the performance of the Contract, Contractor shall immediately notify the District's [General Risk Manager \(or his/her designee\)](#) by telephone. If any accident occurs in connection with the Contract, Contractor shall promptly submit a written report to District, ~~in such form as the District may require~~. This report shall include the following information: (a) name and address of the injured or deceased person(s); (b) name and address of Contractor's subcontractor, if any; (c) name and address of Contractor's liability insurance carrier; and (d) a detailed description of the accident, including whether any of District's equipment, tools or materials were involved.

If a release of a hazardous material, substance, or waste occurs in connection with the performance of the Contract, Contractor shall immediately notify [County of San Luis Obispo Environmental Health and the District](#). Contractor shall not store hazardous materials or hazardous waste within the District limits without a proper permit from ~~District~~[County of San Luis Obispo Environmental Health](#).

Section 18. Insurance Requirements. If the Work provides for services, the Contractor shall not commence the Work until it has obtained all the insurance required in the Contract, and such insurance has been approved by the District.

18.1 Policies and Coverage.

(a) The Contractor shall obtain and maintain the following policies and coverage:

- (1) Comprehensive or Commercial Form General Liability Insurance, on an occurrence basis, covering Work done or to be done by or on behalf of the Contractor and providing insurance for bodily injury, personal injury, property damage, and contractual liability. The aggregate limit shall apply separately to the Work.
- (2) Business Automobile Liability Insurance on an occurrence basis, covering owned, hired, and non-owned automobiles used by or on behalf of the Contractor and providing insurance for bodily injury, property damage, and contractual liability. Such insurance shall include coverage for uninsured and underinsured motorists
- (3) Worker's Compensation including Employers Liability Insurance as required by law.

(b) The Contractor also may be required to obtain and maintain the following policies and coverage:

- (1) Environmental Impairment Liability Insurance should the Work involve hazardous materials, such as asbestos, lead, fuel storage tanks, and PCBs.
- (2) Other Insurance by agreement between the District and the Contractor.

18.2 Verification of Coverage. The Contractor shall submit original certificates of insurance and endorsements to the policies of insurance required by the Contract to the District as evidence of the insurance coverage. Renewal certifications and endorsements shall be timely filed by the Contractor for all coverage until the Work is accepted as complete. The District reserve the right to require the Contractor to furnish the District complete, certified copies of all required insurance policies.

18.3 Insurance Provisions. Nothing in these insurance provisions shall be deemed to alter the indemnification provisions in the Contract. The insurance policies shall contain, or be endorsed to contain, the following provisions.

(a) For the general and automobile liability policies, the District, their officers, employees, representatives, volunteers, and agents are to be covered as additional insureds. If the contract is partially or wholly funded by or through the County of San Luis Obispo, the County shall also be covered as additional insureds.

(b) For any claims related to the Work, the Contractor's insurance coverage shall be primary insurance with respect to the District, its officers, employees, representatives,

Commented [KD11]: In cases where the contract is partially or wholly funded by/ thru the county they always want to be additionally insured

Can we add a line that they will provide any other additionally insured as required

volunteers, and agents. Any insurance or self-insurance maintained by the District, its officers, employees, representatives, volunteers, and agents shall be in excess of the Contractor's insurance and shall not contribute with it.

(c) Each insurance policy required by this section shall state that coverage shall not be canceled by either the Contractor or the insurance carrier, except after thirty (30) Days prior written notice by certified mail, return receipt requested, has been given to the District.

(d) The District, its officers, employees, representatives, volunteers, and agents shall not by reason of their inclusion as additional insureds incur liability to the insurance carriers for payment of premiums for such insurance.

18.4 Amount of Insurance.

(a) The insurance furnished by Contractor shall provide coverage in amounts not less than the following, unless a different amount is stated in the Supplementary General Conditions:

(1) Comprehensive or Commercial Form General Liability Insurance--
Limits of Liability
\$2,000,000 General Aggregate
\$1,000,000 Each Occurrence--combined single limit for bodily injury and property damage.

(2) Business Automobile Liability Insurance-Limits of Liability
\$1,000,000 Each Accident-- combined single limit for bodily injury and property damage to include uninsured and underinsured motorist coverage.

(3) Workers' Compensation limits as required by law.

(4) Errors & Omissions Liability
\$2,000,000 General Aggregate
\$1,000,000 Each Occurrence

(b) For Work involving hazardous materials, the Contractor shall provide additional coverage in amounts not less than the following, unless a different amount is stated in the Supplementary General Conditions:

(1) Environmental Impairment (pollution) Liability Insurance-Limits of Liability
\$10,000,000 General Aggregate
\$ 5,000,000 Each Occurrence-- combined single limit for bodily injury and property damage, including cleanup costs.

(2) In addition to the coverage for Business Automobile Liability Insurance, the Contractor shall obtain for hazardous material transporter services:

(i) MCS-90 endorsement

(ii) Sudden & Accidental Pollution endorsement--Limits of Liability*
\$1,000,000 Each Occurrence
\$2,000,000 General Aggregate

*A higher limit on the MCS-90 endorsement required by law must be matched by the Sudden & Accidental Pollution Insurance.

18.5 Acceptability of Insurers. Insurers shall be licensed by the State of California to transact insurance and shall hold a current A.M. Best's rating of A:VII, or shall be a carrier otherwise acceptable to the District.

18.6 Subcontractor's Insurance. Contractor shall ensure that its subcontractors are covered by insurance of the types required as referenced above and that the amount of insurance for each subcontractor is appropriate for that subcontractor's Work. Contractor shall not allow any subcontractor to commence Work on its subcontract until the insurance has been obtained, and approved by the District. Only the Contractor and its hazardous materials subcontractor(s) shall have the coverage for projects involving hazardous materials.

18.7 Miscellaneous.

(a) Any deductible under any policy of insurance required in the Contract shall be Contractor's liability.

(b) Acceptance of certificates of insurance by the District shall not limit the Contractor's liability under the Contract.

(c) In the event the Contractor does not comply with these insurance requirements, the District may, at its option, provide insurance coverage to protect the District. The cost of the insurance shall be paid by the Contractor and, if prompt payment is not received, may be deducted from Contract sums otherwise due the Contractor.

(d) If the District are damaged by the failure of Contractor to provide or maintain the required insurance, the Contractor shall pay the District for all such damages.

(e) Unless otherwise provided in the Contract, the Contractor's obligations to obtain and maintain all required insurance are non-delegable duties.

(f) If the Contract is a construction contract pursuant to Public Contract Code section 7105, the Contractor's liability for damages proximately caused by acts of God (as defined in Public Contract Code section 7105) and not involving Contractor negligence shall be limited to five percent (5%) of the Contract, provided that the Work damaged is built in accordance with accepted and applicable building standards and the plans and specifications of the District. This subsection shall not limit any entitlement to payment from any insurance policy of the Contractor.

Section 19. Excusable Delays; Notice to Other Party of Delay. Neither the District nor the Contractor shall be deemed to be in breach of the Contract in the event that performance of the Work is temporarily interrupted or discontinued due to a "Force Majeure" event which is defined as: national emergencies as declared by competent authorities, emergency governmental actions or regulations, pandemics, epidemics, disease, riots, wars, sabotage, civil disturbances, insurrections, explosion, natural disasters such as floods, earthquakes, landslides, fires, strikes, lockouts and other labor disturbances or other catastrophic events, which are beyond the reasonable control of Contractor.

Force Majeure does not include:

19.1. Contractor's financial inability to perform;

19.2. Contractor's failure to obtain any necessary permits or licenses from other governmental agencies; or

19.3. Contractor's failure to obtain the right to use the facilities of any public utility where such failure is due solely to the acts or omissions of the Contractor.

Section 20. General Indemnity. To the fullest extent permitted by law, Contractor shall indemnify, defend, and hold harmless the District, and its officers, agents and employees from any and all claims and losses accruing or resulting to any other person, firm or corporation furnishing or supplying Work, service, materials or supplies in connection with the performance of the Contract, and from any and all claims and losses accruing or resulting to any person, firm or corporation related to, arising out of or resulting from Contractor's performance of the Contract.

Section 21. Invoices. Invoices shall be submitted, in arrears, to the address stipulated in the Contract. The Resolution or Purchase Order number must be included on the invoice. Final invoice shall be marked as such.

21.1. In the event that additional services are required, the Contractor shall submit invoices in accordance with provisions herein.

21.2. For work of a continuing nature, the Contractor shall submit invoices in arrears, upon completion of each phase. Contractor shall be reimbursed for travel, subsistence and business expenses necessary for the performance of services pursuant to the Contract in accordance with District policy.

21.3. Unless otherwise specified, the District shall pay properly submitted invoices not more than forty-five (45) days after the later of:

- (a) The District's acceptance of goods;
- (b) The performance completion date of services; or
- (c) Receipt of an undisputed invoice.

Late payment penalties shall not apply to the Contract.

21.4. The consideration to be paid Contractor, as described within the Contract, shall be in full compensation for all of Contractor's expenses incurred in the performance hereof, including travel and per diem, unless otherwise expressly so provided.

Section 22. Document Referencing. All correspondence, invoices, bills of lading, shipping memos, packages, etc., must show the Resolution or Purchase Order number. If factory shipment, the factory must be advised to comply. Invoices not properly identified with the District's reference number and Contractor identification number may be returned to Contractor and may cause delay in payment.

Section 23. Packing and Shipment.

23.1. All goods required by the Contract are to be packed in suitable containers for protection in shipment and storage, and in accordance with applicable specifications. Each container of a multiple container shipment shall be identified to:

- (a) Show the number of the container and the total number of containers in the shipment; and
- (b) Show the number of the container in which the packing sheet has been enclosed.

23.2. All shipments by Contractor or its subcontractors must include packing sheets identifying: the District's contract number; item number; quantity and unit of measure; part number and description of the goods shipped; and appropriate evidence of inspection, if required. Goods for different contracts shall be listed on separate packing sheets.

Section 24. Delivery. Contractor shall strictly adhere to the delivery and completion schedules specified in the Contract. Time, if stated as a number of days shall mean calendar days

unless otherwise specified in the Statement of Work. The quantities specified the Contract are the only quantities required. If Contractor delivers in excess of the quantities specified in the Contract, District shall not be required to make any payment for the excess deliverables, and may return them to Contractor at Contractor's expense or utilize any other rights available to District at law or in equity.

Section 25. Substitutions. Substitution of Work may not be tendered without advance written consent of District. Contractor shall not use any specification in lieu of those contained in the Contract without written consent of District.

Section 26. Inspection, Acceptance and Rejection. Unless otherwise specified in the Contract all Work may be subject to inspection and test by District.

Section 27. Taxes, Fees, Expenses, and Extras.

27.1. Payment of any taxes, including California sales and use taxes, levied upon the Contract, the transaction, or the Services or goods delivered pursuant hereto, shall be the obligation of Contractor. Articles sold to District are exempt from certain Federal Excise Taxes. District will furnish an exemption certificate on request.

Commented [KD12]: As far as I know we only are exempt from fuel road tax because of the fire department, we pay all other taxes because we don't collect sales/ use taxes.

27.2. Unless specified otherwise, prices quoted shall include all required and applicable taxes.

27.3. No charge for delivery, drayage, express, parcel post, packing, cartage, insurance, license fees, permits, cost of bonds, or for any other purpose will be paid by District unless expressly included and itemized in the Contract. Unless otherwise indicated on the Purchase Order or Contract, on "FOB Shipping Point" transactions vendor shall arrange for lowest cost transportation, prepay, add freight to invoice, and furnish supporting freight bills over \$50. The Shipper, Carrier or Contractor will be liable for any damages during transit. On "FOB Shipping Point" transactions, should any shipments under the Contract be received by District in a damaged condition and any related freight loss and damage claims filed against the carrier or carriers by wholly or partially declined by the carrier or carriers with the inference that damage was the result of the act of the shipper, such as inadequate packing or loading or some inherent defect in the equipment and/or material, vendor shall, at its own expense, assist District in establishing carrier liability.

Commented [KD13]: Can we reword this to be shipping prepaid FOB Destination as to require the Shipper/ Carrier to maintain liability for damages during transit.

27.4. Contractor certifies it will immediately advise District of any change in its retailer's seller's permit or certification of registration or applicable affiliate's seller's permit or certificate of registration.

Commented [ED14R13]: See my edit.

Section 28. Use of Data. Contractor shall not utilize any non-public District information it may receive by reason of the Contract, for pecuniary gain not contemplated by the Contract, regardless of whether Contractor is or is not under contract at the time such gain is realized. District specific information contained in the report, survey, or other product developed by Contractor pursuant to the Contract is the property of District and shall not be used in any manner by Contractor unless authorized in writing by District.

Section 29. Confidentiality of Data.

29.1. Contractor acknowledges the privacy rights of individuals to their personal information that are expressed in the Information Practices Act (California Civil Code section 1798 et seq.) and in California Constitution Article 1, Section 1. Contractor shall maintain the privacy of personal information and protected data as confidential information. Contractor shall not use, disclose, or release confidential information contained in District records without full compliance with applicable state and federal privacy laws, and the Contract. Contractor shall maintain the privacy of confidential information and shall be financially responsible for any notifications to affected persons (after prompt consultation with District) whose personal information is disclosed by any security breach relating to confidential information resulting from Contractor's or its personnel's acts or omissions. Further, if so, requested by District, Contractor shall be administratively responsible for providing such notification in the most expedient time possible consistent with the methods prescribed in California Civil Code sections 1798.29 and 1798.82.

29.2. Contractor further agrees that all financial, statistical, personal, technical and other data and information relating to District's operation designated "confidential" by District, and not otherwise subject to disclosure under the California Public Records Act, and made available to Contractor to perform the Contract or which become available to Contractor while performing the Contract, shall be protected by Contractor using the same level of care it takes to protect its own information of a similar nature, but in no event less than reasonable care. Contractor shall not use or disclose confidential information other than to carry out the purposes of the Contract. Contractor shall not disclose any confidential information other than on a "need to know" basis and then only:

(a) To its representatives, provided however, that each such employee or officer has entered into a confidentiality agreement;

(b) To affiliates of or Subcontractors to Contractor, only with written prior consent by District and provided that:

(1) Use by such Affiliates or Subcontractor shall be limited to the purpose of the agreement;

(2) Affiliate or Subcontractor is bound by contract and or confidentiality agreement to protect District data from unauthorized access.

If required by a court of competent jurisdiction or an appropriate administrative body with legal authority to order the disclosure of confidential information or protected data, Contractor will notify District in writing prior to any such disclosure to give District an opportunity to oppose any such disclosure. Prior to any disclosure of confidential information as required by legal process, Contractor shall:

(c) Notify District of any actual or threatened legal compulsion of disclosure, and any actual legal obligation of disclosure, immediately upon becoming so obligated; and

(d) Delay disclosure until District has provided Contractor with notice that they will oppose or agree to such disclosure or the time specified for legal compliance is reached.

29.3. Contractor shall cooperate with any litigation or investigation proceedings concerning protected data loss or other breach of Contractor's obligations under the Contract. Any access, transmission, or storage of protected data outside the United States must be approved in writing by District in advance. Contractor's failure to comply with any provision of this Section shall constitute a material breach of the Contract.

Section 30. Dispute. Any dispute arising under or resulting from the Contract that is not resolved within sixty (60) days of time by authorized representatives of Contractor and District shall be brought to the attention of Contractor's Chief Executive Officer (or designee) and District's General Manager (or designee) for resolution. If this informal dispute resolution process is unsuccessful, the parties may resolve such dispute by arbitration pursuant to Section 31.6. Despite an unresolved dispute, Contractor shall continue without delay in performing its responsibilities under the Contract. Contractor shall accurately and adequately document all Work it has performed under the Contract.

Section 31. Arbitration of Disputes. All claims, disputes and other matters in question between District and Contractor arising out of, or relating to the Contract or the breach thereof, including claims of Contractor for extra compensation for Work under the Contract may be decided by arbitration before a single arbitrator in accordance with the provisions of Sections 1281 to 1284.2 of the California Code of Civil Procedure (the "Arbitration Laws") if the Parties mutually agree. The provisions of Section 1283.05 of the Arbitration Laws would apply to any arbitration proceeding except as otherwise provided in the Contract. The arbitrator shall have authority to decide all issues between the Parties including, but not limited to, claims for extras, delay and liquidated damages, if any, provided for in the Contract, matters involving defects in the Work product or Deliverables of the Contractor, rights to payment, and whether the necessary procedures for arbitration have been followed. The award rendered by the arbitrator shall be final, and judgment may be entered upon it in accordance with applicable law in any court having jurisdiction thereof.

Notice of the demand for arbitration shall be filed in writing with the other Party. The demand for arbitration shall be made within a reasonable time after the claim, dispute or other matter in question has arisen, and in no event shall it be made after the date when institution of legal or equitable proceedings based on such claim, dispute or other matter in question would be barred by the applicable statute of limitation.

The Parties shall jointly appoint an arbitrator within fifteen (15) calendar days of the date of giving of the notice of the demand for arbitration. If the Parties are unable to jointly agree upon the appointment of an arbitrator within said fifteen (15) calendar day period, and do not agree in

Commented [ED15]: President Sangster suggested removal of arbitration provision. I edited verbiage to make it an option if both parties agreed.

writing to extend said period for a fixed period, then either Party may seek to have the arbitrator appointed by the Superior Court of San Luis Obispo in accordance with arbitration rules.

In addition to the other rules of law which may be applicable to any arbitration hereunder, the following shall apply:

31.1. Promptly upon the filing of the arbitration each Party shall be required to set forth in writing and to serve upon each other Party a detailed statement of its contentions of fact and law.

31.2. All parties to the arbitration shall be entitled to the discovery procedures as provided in Section 1283.05 of the California Code of Civil Procedure.

31.3. The arbitration shall be commenced and conducted as expeditiously as possible consistent with affording reasonable discovery as provided herein.

31.4. These additional rules shall be implemented and applied by the arbitrator.

The parties will split the cost of arbitration (hearing officer fees and costs, court reporter fees, e.g.) evenly, but will individually bear all other costs related to their participation in the arbitration of the dispute, including attorneys' fees, travel costs, expert witnesses and the like. ~~The costs of arbitration shall be borne by the Parties as determined by the arbitrator, but each Party shall bear its own attorney's fees associated with the dispute with the other Party and to the arbitration.~~

Commented [ED16]: Modified to make it consistent with section 15.

Section 32. Conflict of Interest. Contractor represents that no conflict of interest will be created under state or federal law by entering into or in carrying out the Contract. District requires a Statement of Economic Interests (California Form 700) to be filed by any Contractor who is involved in the making or participation in the making of decisions which may foreseeably have a material effect on any District financial interest. Contractor warrants that no conflict of interest will be created under state or federal law by entering into or carrying out the Contract.

Section 33. Endorsement. Nothing contained in the Contract shall be construed as conferring on any party, any right to use the other Party's name as an endorsement of product/service or to advertise, promote or otherwise market any product or service without the prior written consent of the other party. Furthermore, nothing in the Contract shall be construed as endorsement of any commercial product or service by the District, its officers or employees.

Section 34. Covenant Against Gratuities. Contractor shall warrant that no gratuities (in the form of entertainment, gifts, or otherwise) were offered or given by Contractor, or any agent or representative of Contractor, to any officer or employee of District with a view toward securing the Contract or securing favorable treatment with respect to any determinations concerning the performance of the Contract. For breach or violation of this warranty, District shall have the right to terminate the Contract, either in whole or in part, and any loss or damage sustained by District in procuring on the open market any items that Contractor agreed to supply shall be borne and

paid for solely by Contractor. District's rights and remedies provided in this clause shall not be exclusive and are in addition to any other rights and remedies provided by law, equity or under the Contract.

Section 35. Nondiscrimination.

35.1. During the performance of the Contract, Contractor and its subcontractors shall not unlawfully discriminate, harass or allow harassment, against any employee or applicant for employment because of sex, sexual orientation, gender identity or expression, race, color, ancestry, religious creed, national origin, disability (including HIV and AIDS), medical condition, age, marital status, and denial of family care leave. Contractor and subcontractors shall insure that the evaluation and treatment of their employees and applicants for employment are free from such discrimination and harassment.

Commented [ED17]: Protected classes in California law.

35.2. Contractor shall include the nondiscrimination and compliance provisions of this clause in all subcontracts to perform work under the Contract.

Section 36. Americans with Disabilities Act (ADA). Contractor warrants that it complies with California and federal disabilities laws and regulations. (Americans with Disabilities Act of 1990, 42 U.S.C. 12101 et seq). Contractor hereby warrants the Work it will provide under the Contract comply with the accessibility requirements of Section 508 of the Rehabilitation Act of 1973, as amended (29 U.S.C. 794d), and its implementing regulations set forth at Title 36, Code of Federal Regulations, Part 1194. Contractor agrees to promptly respond to and resolve any complaint regarding accessibility of its Work. Contractor further agrees to indemnify and hold harmless District from any claims arising out of Contractor's failure to comply with the aforesaid requirements. Failure to comply with these requirements shall constitute a material breach of the Contract.

Section 37. Debarment and Suspension. By accepting a contract with the District, Contractor certifies neither it nor its principals or its subcontractors are presently debarred, suspended, proposed for debarment, declared ineligible or voluntarily excluded from participation in this transaction by any federal department or agency (*2 Code Federal Regulations [CFR] 180.*)

Section 38. DVBE, MBE, WBE and Small Business Participation. The District encourages the procurement of services from small businesses and businesses which are owned by disabled veterans, women and minorities. To that end:

38.1. Within sixty (60) days of receiving final payment under the Contract (or within such other time period as may be specified elsewhere in the Contract), the Contractor shall report to District:

- (a) The name and address of the small business (SB(s)) who participated in the performance of the Contract;
- (b) The total amount any prime Contractor received under the Contract; and

- (c) The amount each SB received from the prime Contractor.

38.2. Within sixty (60) days of receiving final payment under the Contract (or within such other time period as may be specified elsewhere in the Contract), the Contractor shall report to District:

- (a) The name and address of the disabled veteran business enterprises (DVBE), minority business enterprises (MBE) or women’s business enterprises WBE(s) who participated in the performance of the Contract;
- (b) The total amount any prime Contractor received under the Contract; and
- (c) The amount each DVBE, MBE or WBE received from the prime Contractor. The Contractor shall also certify that all payments under the Contract have been made to the DVBE, MBE or WBE.

Section 39. Contractor’s Staff. Contractor warrants that its staff assigned to performing work under the Contract are legally able to perform such duties.

Section 40. Environmental Sustainability Incentive. The District’s practice is to acquire supplies and services from vendors which promote a clean energy economy that increases our nation’s energy security, safeguards the health of our environment, and reduces greenhouse gas emissions from direct and indirect activities. As such, the District encourages Contractor to implement innovative sustainability concepts and practices beyond the base performance standards including but not limited to:

- Use of Green Products
- Sustainability in Concessions
- Recycling and Use of Recycled Materials (Waste Minimization and Management)
- Energy and Water Conservation
- Education and Promotion of Sustainability
- Other Environmentally Sustainable Practices

~~TYPE OF CONSIDERATION~~

Section 41. Recycled Content Certification

If applicable to the project, Contractor shall certify in writing the minimum, if not exact, percentage of postconsumer material in products, materials, goods, or supplies offered or sold to the District.

Section 42. Hazardous Materials/Environmental Requirements

In the event of a spill of a hazardous waste, as defined in California Code of Regulations, Title 22, Section 66261.3, at the construction site or within the boundaries of District

property, the Contractor shall immediately notify authorized District personnel and will make every effort to mitigate the spill and minimize its effect on the environment.

(a). Hazardous Materials

(1) Asbestos

The Contractor is prohibited from installing any asbestos-containing materials or products in any Work to be performed under the Contract. The Contractor shall be responsible for removal and replacement costs should it be determined this provision has been violated; this responsibility shall not be limited in duration by Project completion, the warranty period, or other provisions of the Contract.

(2) Lead

The Contractor is prohibited from installing any lead-containing materials or products, including paint, in any Work to be performed under the Contract without the written consent of the Executive Facilities Officer and Director of Environmental Health and Safety. The Contractor shall be responsible for removal and replacement costs should it be determined this provision has been violated; this responsibility shall not be limited in duration by Project completion, the warranty period, or other provisions of the Contract. Notwithstanding the foregoing paragraph, in the event of an emergency constituting an immediate hazard to health or safety of The Trustees' employees, property, or licenses, the District may undertake, at the Service Provider's expense, without prior notice, all work necessary to correct such violation. The District may bring to the attention of the Contractor a possible hazardous situation in the field regarding the safety of personnel on the site. The Contractor shall be responsible for verifying the observance of all local, state, and federal workplace safety guidelines. In no case shall this right to notify the Contractor absolve the Contractor of its responsibility for monitoring safety conditions. Such notification shall not imply that anyone other than the Contractor has assumed any responsibility for field safety operations.

(3) Explosives

Explosives shall not be used without first obtaining written permission from the District and then shall be used only with the utmost care and within the limitations set in the written permission and in accordance with prudence and safety standards required by law. Permits for the use or storage of explosives must be obtained from the County or State, when applicable.

A. Storage of explosives on the Project site or District is prohibited. Powder activated tools are not explosive for purposes of this Article; however, such tools shall only be used in conformance with State safety regulations.

(b). Environmental Requirement

(1) Air and Water Pollution Control

The Contractor shall comply with all air and water pollution control rules, regulations, ordinances and statutes which apply to the Work performed under the Contract, including any air pollution control rules, regulations, ordinances and statutes. In the absence of any applicable air pollution control rules, regulations, ordinances or statutes governing solvents, all solvents, including but not limited to the solvent portions of paints, thinners, curing compounds, and liquid asphalt used on the Project, shall comply with the applicable material requirements of the San Luis Obispo County Air Pollution

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Commented [KD18]: Separate section (3)?

Also the storage and use of explosives should be by permit of the District, County and State where applicable.

Commented [ED19R18]: Excellent suggestions. See my edit.

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Control District- (APCD). All containers of solvent, paint, thinner, curing compound or liquid asphalt shall be labeled to indicate that the contents fully comply with these requirements. Unless otherwise provided in the special provisions, material to be disposed of shall not be burned either inside or outside the premises. A regular watering program shall be initiated to adequately control the amount of fugitive dust in accordance with applicable APCD rules. Trucks hauling dirt from the site shall be covered in accordance with applicable state and local requirements. To reduce exhaust emissions, unnecessary idling of construction vehicles and equipment shall be avoided.

(2) Sound Control Requirements

The Contractor shall comply with all sound control and noise level rules, regulations and ordinances which apply to the Work. In the absence of any such rules, regulations and ordinances, the Contractor shall conduct its Work to minimize disruption to others due to sound and noise from the workers, and shall be responsive to the District's requests to reduce noise levels. Each internal combustion engine, used for any purpose on the Project or related to the Project, shall be equipped with a muffler of a type recommended by the manufacturer. No internal combustion engine shall be operated on the Project without a muffler. Construction equipment shall be fitted with modern emission control devices and shall be kept in proper tune. Loading and unloading of construction materials will be scheduled so as to minimize disruptions to campus activities. Construction activities will be scheduled to minimize disruption to the District and to campus users.

(3) Archaeological Finds

If the Contractor discovers any artifacts during excavation and/or construction, the Contractor shall stop all affected work and notify the District, who will call in a qualified archaeologist to assess the discovery and suggest further mitigation, as necessary. If the Contractor discovers human remains, the Contractor shall notify the District who will be responsible for contacting the county coroner and a qualified archaeologist. If the remains are determined to be Native American, the District shall contact the appropriate tribal representatives to oversee removal of the remains.

Section 43. Notices.

Any notice or communication required hereunder between District and Contractor must be in writing, and may be given either personally, by facsimile (with original forwarded by regular U.S. Mail), by registered or certified mail (return receipt requested), or by Federal Express, UPS or other similar couriers providing overnight delivery. If personally delivered, a notice or communication shall be deemed to have been given when delivered to the Party to whom it is addressed. If given by facsimile transmission, a notice or communication shall be deemed to have been given and received upon actual physical receipt of the entire document by the receiving Party's facsimile machine. Notices transmitted by facsimile after 5:00 p.m. on a normal business day or on a Saturday, Sunday or holiday shall be deemed to have been given and received on the next normal business day. If given by registered or certified mail, such notice or communication shall be deemed to have been given and received on the first to occur of (i) actual receipt by any of the addressees designated below as the party to whom notices

are to be sent, or (ii) five (5) days after a registered or certified letter containing such notice, properly addressed, with postage prepaid, is deposited in the United States mail. If given by Federal Express or similar courier, a notice or communication shall be deemed to have been given and received on the date delivered as shown on a receipt issued by the courier. Any Party hereto may at any time, by giving ten (10) days written notice to the other Party hereto, designate any other address in substitution of the address to which such notice or communication shall be given. Such notices or communications shall be given to the Parties at their addresses set forth below:

If to District: San Miguel Community Services District
P.O. Box 180
1150 Mission St.
San Miguel, CA 93451
Attention: General Manager
Tel: (805) 467-3388

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With a courtesy copy to:

~~Churchwell White~~WhiteBrenner LLP
1414 K Street, 3rd Floor
Sacramento, California 95814
Attention: Douglas L. White, Esq.
Tel: (916) 468-0950
Fax: (916) 468-0951

If to Contractor: _____

Section 44. General Provisions.

44.1. Modification. No alteration, amendment, modification, or termination of the Contract or these Standard Terms shall be valid unless made in writing and executed by all of the Parties to the Contract.

44.2. Waiver. No covenant, term, or condition or the breach thereof shall be deemed waived, except by written consent of the Party against whom the waiver is claimed, and any waiver of the breach of any covenant, term, or condition shall not be deemed to be a waiver of any preceding or succeeding breach of the same or any other covenant, term, or condition.

44.3 Drafting and Ambiguities. Each Party acknowledges that it has reviewed these Standard Terms with its own legal counsel, and based upon the advice of that counsel, have freely entered into these Standard Terms. Each Party has participated fully in the review and

revision of these Standard Terms. Any rule of construction that ambiguities are to be resolved against the drafting party does not apply in interpreting these Standard Terms.

~~44.4. Counterparts. These Standard Terms may be executed simultaneously and in several counterparts, each of which shall be deemed an original, but which together shall constitute one and the same instrument.~~

44.45. Audit. District shall have access at all reasonable times to all reports, contract records, contract documents, contract files, and personnel necessary to audit and verify Contractor's charges to District under the Contract and these Standard Terms.

44.65. Mandatory and Permissive. "Shall" and "will" and "agrees" are mandatory. "May" and "can" are permissive.

44.86. Successors and Assigns. All representations, covenants, and warranties specifically set forth in these Standard Terms, by or on behalf of, or for the benefit of, any or all ~~of the~~ Parties hereto, shall be binding upon and inure to the benefit of such Party, its successors and assigns.

44.79. Headings. Headings used in these Standard Terms are for reference purposes only and shall not be considered in construing these Standard Terms.

44.108. Attorney's Fees and Costs. If any action at law or in equity, including action for declaratory relief, is brought to enforce or interpret provisions of these Standard Terms, the prevailing Party shall be entitled to reasonable attorney's fees and costs, which may be set by the court in the same action or in a separate action brought for that purpose, in addition to any other relief to which such Party may be entitled.

**SAN MIGUEL COMMUNITY SERVICES DISTRICT
STANDARD TERMS AND CONDITIONS
FOR CONTRACTS FOR GOODS OR SERVICES**

THESE STANDARD TERMS AND CONDITIONS (“Standard Terms”) are required to be agreed to by any Contractor, per the policies of the San Miguel Community Services District (“District”) a community services district formed under the provisions of Government Code section 61010 et seq. (“District”), whose address is 1150 Mission St., San Miguel, CA 93451, in conjunction with any contract the District enters into for goods or services. These Standard Terms are thus incorporated by reference into any Contract, Agreement or bid for good or services by and between the District and Business, Firm or Contractor (“Contractor”).

Section 1. Commencement of Work. Subject to the terms of the contract (“Contract”) Contractor shall provide District with goods or services (“Work”) as described in the Contract. Contractor shall not commence Work under the Contract until Contractor has received a fully executed Contract and been given written approval to proceed (“Notice to Proceed”). District shall not be liable for any Work performed prior to the Notice to Proceed. Written notice to proceed may be given to Contractor via electronic communication.

Section 2. Time of Performance. Contractor warrants that it will commence performance of the Services or delivery of the Goods within the time frame specified in the Request for Proposal (“RFP”) or bid documents, and shall conform to the Completion Schedule.

Section 3. Contract Alterations & Integration. No alteration or variation of the Contract or of these Standard Terms shall be valid unless made in writing and signed by the parties hereto, and no oral understanding or agreement not incorporated in writing in the Contract shall be binding on any of the parties hereto.

Section 4. Severability. Contractor and District agree that if any provision of the Contract is found to be illegal or unenforceable, such term or provision shall be deemed stricken and the remainder of the Contract shall remain in full force and effect. Either party having knowledge of such term or provision shall promptly inform the other of its presumed non-applicability of such provision. Should the illegal or unenforceable provision be a material or essential term of the Contract, the Contract shall be terminated in a manner commensurate with the interests of both parties, to the maximum extent reasonable.

Section 5. Independent Status. At all times during the Term, Contractor shall be deemed to be an independent contractor and shall be wholly responsible for the manner in which Contractor performs the services required under these Standard Terms. Contractor shall be liable for its acts and omissions, and those of its employees, contractors, subcontractors, representatives, volunteers, and its agents. Nothing contained herein shall be construed as creating an employment, agency or partnership relationship between District and Contractor. District shall have the right to control Contractor only insofar as the result of Contractor’s services rendered pursuant to these Standard Terms; however, District shall not have the right to control the means by which Contractor accomplishes Services rendered.

Section 6. Governing Law. To the extent not inconsistent with applicable federal law, the Contract and these Standard Terms shall be construed in accordance with and governed by the laws of the State of California.

Section 7. Contractor's Power and Authority. Contractor warrants it has full power and authority to enter into the Contract and will hold District harmless from and against any loss, cost, liability, and expense (including reasonable attorney fees) arising out of any breach of this warranty. Further, Contractor shall not enter into any arrangement, agreement or contract with any third party that might abridge any rights of the District under the Contract.

Section 8. Assignments. Contractor shall not assign the Contract, either in whole or in part, without District's written consent, which will not be unreasonably withheld.

Section 9. Personnel. Contractor shall give its personal attention to the performance of the Contract and shall make every effort, consistent with sound business practices, to honor District's requests regarding Contractor's assignment of its employees. However, Contractor maintains the sole right to determine the assignment of its employees in order to keep all phases of work under its control. If an employee of Contractor is unable to perform due to illness, resignation or other factors beyond Contractor's control, Contractor shall use its best effort to provide suitable substitute personnel.

Section 10. Representations of Contractor. District relies upon the following representations by Contractor in entering into the Contract:

10.1. Qualifications. Contractor represents that it is qualified to perform the Services provided in the Contract and that it possesses the necessary licenses and permits required to perform the Services or will obtain such licenses or permits prior to the time such licenses or permits are required. Contractor shall hold a valid Contractor's license issued by the State of California, a California-registered Professional license (if applicable) and be a business registered with the County of San Luis Obispo. Contractor shall also ensure that all subcontractors are similarly licensed and qualified. Contractor represents and warrants to District that Contractor shall, at Contractor's sole cost and expense, keep in effect or obtain at all times during the Term of the Contract, any licenses, certificates, permits, and approvals which are legally required for Contractor to practice Contractor's profession at the time the Services are rendered. Copies or verification of a license or certificate in good standing will be provided by Contractor to District upon request.

10.2. Contractor Performance. Contractor represents and warrants that all Services under the Contract shall be performed in a Contractor manner and shall conform to the customs and standards of practice observed on similar, successfully completed projects by specialists in the Services to be provided. Contractor shall adhere to accepted Contractor standards as set forth by relevant Contractor associations and shall perform all Services required under the Contract in a manner consistent with generally accepted Contractor customs, procedures and standards for such Services. All work or products completed by Contractor shall be completed using the best practices available for the profession and shall be free from any defects. Contractor agrees that,

if a Service is not so performed, in addition to all of its obligations under the Contract, these Standard Terms and at law, Contractor shall re-perform or replace unsatisfactory Service at no additional expense to District.

10.3. No Waiver of Claims. The granting of any progress payment by District, or the receipt thereof by Contractor, or any inspection, review, approval or oral statement by any representative of District, or state certification, shall not, in any way, waive, limit, or replace any certification or approval procedures normally required or lessen the liability of Contractor to re-perform or replace unsatisfactory Service, including but not limited to cases where the unsatisfactory character of such Service may not have been apparent or detected at the time of such payment, inspection, review or approval.

10.4. District's Remedies are Cumulative. Nothing in the Contract shall constitute a waiver or limitation of any right or remedy, whether in equity or at law, which District or Contractor may have under the Contract, these Standard Terms or any applicable law. All rights and remedies of District, whether under the Contract, these Standard Terms or applicable law, shall be cumulative.

10.5. No Conflict of Interest. Contractor represents that no conflict of interest will be created under state or federal law by entering into or in carrying out the Contract.

Section 11. Time. Time is of the essence in the performance of the Contract.

Section 12. Cancellation. District has the right to cancel the Contract at any time and without future financial obligation upon thirty (30) days written notice to Contractor.

Section 13. Termination for Default. District may terminate the Contract and be relieved of the payment of any consideration to Contractor should Contractor fail to perform the covenants at the time and in the manner herein provided. In the event of such termination, the District may proceed with the Work in any manner deemed proper by the District. The cost to the District shall be deducted from any sum due the Contractor under the Contract, and the balance, if any, shall be paid the Contractor upon demand.

Section 14. Suspension of Services by District. District reserves the right to suspend Contractor's Services when District determines that it is necessary to do so. When possible, District shall give Contractor notice of such suspension and Contractor shall, upon receipt of said notice, suspend all Services except any Services, the completion of which is authorized by the notice given by District. If the Services are suspended by District for more than sixty (60) consecutive days, for reasons other than the fault of the Contractor, the Contractor shall be compensated for Services performed prior to notice of such suspension. When the Project is resumed, the Contractor's compensation shall be equitably adjusted by the District to provide for expenses incurred by the interruption of the Services. In this regard, Contractor shall furnish to District such financial information as in the judgment of the District Manager is necessary to determine the reasonable value of the Services rendered by Contractor during the period when Services were suspended.

If the Parties are unable to agree upon the amount of extra compensation which is due to Contractor within thirty (30) days of Contractor resuming Services, the amount of such additional compensation, if any, that is required to appropriately compensate the Contractor for its expenses incurred by the interruption of Services may, upon the agreement of the Parties, be determined by arbitration. The parties will split the cost of arbitration (hearing officer fees and costs, court reporter fees, e.g.) evenly, but will individually bear all other costs related to their participation in the arbitration of the dispute, including attorneys' fees, travel costs, expert witnesses and the like. Such arbitration shall be commenced by the Contractor no later than sixty (60) calendar days following the event which entitles the Parties to pursue arbitration unless the Parties agree in writing to an extended time period for commencement of arbitration. Unless otherwise agreed in writing, all Parties shall carry on the Services and perform their duties during any arbitration proceedings, and the District shall continue to make payments for the Services in progress as required by the Contract.

Section 15. Rights and Remedies of District for Default.

15.1. In the event the Work provided by Contractor in the performance of the Contract should fail to conform to the requirements herein, or to the sample submitted by Contractor, District may reject the same. It shall thereupon become Contractor's duty to forthwith reclaim remove and replace all rejected goods or correct the performance of services conforming to the requirements herein or the samples submitted, without expense to the District. Should Contractor fail, neglect, or refuse to do so, District shall thereupon have the right, but not the obligation, to use self-help or retain another contractor to complete the services contracted for or to purchase in the open market, in lieu thereof, a corresponding quantity of any of the goods and to deduct the cost of such from any moneys due or that may thereafter become due to Contractor.

15.2. In the event Contractor fails to perform under the Contract or fails to make prompt delivery of any goods as specified in the Contract, the same conditions as to District's right, but not obligation, to contract for the Work in the open market and receive reimbursement from Contractor, as set forth in subsection (a), above shall apply.

15.3. In the event that the District terminates the Contract, either in whole or in part, due to Contractor's default or breach, Contractor shall compensate District, in addition to any other remedy District may have available to it, for any loss or damage sustained and cost incurred by the District in procuring a replacement contractor or procuring any goods that the Contractor agreed to supply.

15.4. District's rights and remedies provided above shall not be exclusive and shall be in addition to any other rights and remedies provided by law, equity or the Contract.

Section 16. Warranty.

16.1. Contractor warrants that (i) Work performed or furnished hereunder will conform to the requirements of the Contract (including, without limitation, all descriptions, specifications, and drawings identified in the Statement of Work) and (ii) any goods furnished hereunder will be free from defects in materials and workmanship. Where the parties have agreed to design

specifications in the Statement of Work directly or by reference, Contractor warrants the goods shall provide all functionality required thereby. District's approval of designs or specifications furnished by Contractor shall not relieve Contractor of its obligations under this warranty.

16.2. All warranties, including special warranties specified elsewhere herein, shall inure to District, its successors, assigns, customer agencies, and other governmental users of the Work.

Section 17. Conformity with Law and Safety. Contractor shall observe and comply with all applicable laws, ordinances, codes and regulations of governmental agencies, including federal, state, municipal and local governing bodies having jurisdiction over any or all of the scope of Services, including all provisions of the Occupational Safety and Health Act of 1979 as amended, all California Occupational Safety and Health Regulations, the California Building Code, the American with Disabilities Act, any copyright, patent or trademark law and all other applicable federal, state, municipal and local safety regulations, appropriate trade association safety standards, and appropriate equipment manufacturer instructions. All Services performed by Contractor must be in accordance with these laws, ordinances, codes and regulations. Contractor's failure to comply with any laws, ordinances, codes or regulations applicable to the performance of the Services hereunder shall constitute a breach of contract. In cases where standards conflict, the standard providing the highest degree of protection shall prevail.

If a death, serious personal injury or substantial property damage occurs in connection with the performance of the Contract, Contractor shall immediately notify the District's General Manager (or his/her designee) by telephone. If any accident occurs in connection with the Contract, Contractor shall promptly submit a written report to District. This report shall include the following information: (a) name and address of the injured or deceased person(s); (b) name and address of Contractor's subcontractor, if any; (c) name and address of Contractor's liability insurance carrier; and (d) a detailed description of the accident, including whether any of District's equipment, tools or materials were involved.

If a release of a hazardous material, substance, or waste occurs in connection with the performance of the Contract, Contractor shall immediately notify County of San Luis Obispo Environmental Health and the District. Contractor shall not store hazardous materials or hazardous waste within the District limits without a proper permit from County of San Luis Obispo Environmental Health.

Section 18. Insurance Requirements. If the Work provides for services, the Contractor shall not commence the Work until it has obtained all the insurance required in the Contract, and such insurance has been approved by the District.

18.1 Policies and Coverage.

(a) The Contractor shall obtain and maintain the following policies and coverage:

(1) Comprehensive or Commercial Form General Liability Insurance, on an occurrence basis, covering Work done or to be done by or on behalf

of the Contractor and providing insurance for bodily injury, personal injury, property damage, and contractual liability. The aggregate limit shall apply separately to the Work.

(2) Business Automobile Liability Insurance on an occurrence basis, covering owned, hired, and non-owned automobiles used by or on behalf of the Contractor and providing insurance for bodily injury, property damage, and contractual liability. Such insurance shall include coverage for uninsured and underinsured motorists

(3) Worker's Compensation including Employers Liability Insurance as required by law.

(b) The Contractor also may be required to obtain and maintain the following policies and coverage:

(1) Environmental Impairment Liability Insurance should the Work involve hazardous materials, such as asbestos, lead, fuel storage tanks, and PCBs.

(2) Other Insurance by agreement between the District and the Contractor.

18.2 Verification of Coverage. The Contractor shall submit original certificates of insurance and endorsements to the policies of insurance required by the Contract to the District as evidence of the insurance coverage. Renewal certifications and endorsements shall be timely filed by the Contractor for all coverage until the Work is accepted as complete. The District reserve the right to require the Contractor to furnish the District complete, certified copies of all required insurance policies.

18.3 Insurance Provisions. Nothing in these insurance provisions shall be deemed to alter the indemnification provisions in the Contract. The insurance policies shall contain, or be endorsed to contain, the following provisions.

(a) For the general and automobile liability policies, the District, their officers, employees, representatives, volunteers, and agents are to be covered as additional insureds. If the contract is partially or wholly funded by or through the County of San Luis Obispo, the County shall also be covered as additional insureds.

(b) For any claims related to the Work, the Contractor's insurance coverage shall be primary insurance with respect to the District, its officers, employees, representatives, volunteers, and agents. Any insurance or self-insurance maintained by the District, its officers, employees, representatives, volunteers, and agents shall be in excess of the Contractor's insurance and shall not contribute with it.

(c) Each insurance policy required by this section shall state that coverage shall not be canceled by either the Contractor or the insurance carrier, except after thirty (30) Days prior written notice by certified mail, return receipt requested, has been given to the District.

(d) The District, its officers, employees, representatives, volunteers, and agents shall not by reason of their inclusion as additional insureds incur liability to the insurance carriers for payment of premiums for such insurance.

18.4 Amount of Insurance.

(a) The insurance furnished by Contractor shall provide coverage in amounts not less than the following, unless a different amount is stated in the Supplementary General Conditions:

(1) Comprehensive or Commercial Form General Liability Insurance--
Limits of Liability
\$2,000,000 General Aggregate
\$1,000,000 Each Occurrence--combined single limit for bodily injury and property damage.

(2) Business Automobile Liability Insurance-Limits of Liability
\$1,000,000 Each Accident-- combined single limit for bodily injury and property damage to include uninsured and underinsured motorist coverage.

(3) Workers' Compensation limits as required by law.

(4) Errors & Omissions Liability
\$2,000,000 General Aggregate
\$1,000,000 Each Occurrence

(b) For Work involving hazardous materials, the Contractor shall provide additional coverage in amounts not less than the following, unless a different amount is stated in the Supplementary General Conditions:

(1) Environmental Impairment (pollution) Liability Insurance-Limits of Liability
\$10,000,000 General Aggregate
\$ 5,000,000 Each Occurrence-- combined single limit for bodily injury and property damage, including cleanup costs.

(2) In addition to the coverage for Business Automobile Liability Insurance, the Contractor shall obtain for hazardous material transporter services:

- (i) MCS-90 endorsement
- (ii) Sudden & Accidental Pollution endorsement--Limits of Liability*
 - \$1,000,000 Each Occurrence
 - \$2,000,000 General Aggregate

*A higher limit on the MCS-90 endorsement required by law must be matched by the Sudden & Accidental Pollution Insurance.

18.5 Acceptability of Insurers. Insurers shall be licensed by the State of California to transact insurance and shall hold a current A.M. Best's rating of A:VII, or shall be a carrier otherwise acceptable to the District.

18.6 Subcontractor's Insurance. Contractor shall ensure that its subcontractors are covered by insurance of the types required as referenced above and that the amount of insurance for each subcontractor is appropriate for that subcontractor's Work. Contractor shall not allow any subcontractor to commence Work on its subcontract until the insurance has been obtained and approved by the District. Only the Contractor and its hazardous materials subcontractor(s) shall have the coverage for projects involving hazardous materials.

18.7 Miscellaneous.

- (a) Any deductible under any policy of insurance required in the Contract shall be Contractor's liability.
- (b) Acceptance of certificates of insurance by the District shall not limit the Contractor's liability under the Contract.
- (c) In the event the Contractor does not comply with these insurance requirements, the District may, at its option, provide insurance coverage to protect the District. The cost of the insurance shall be paid by the Contractor and, if prompt payment is not received, may be deducted from Contract sums otherwise due the Contractor.
- (d) If the District are damaged by the failure of Contractor to provide or maintain the required insurance, the Contractor shall pay the District for all such damages.
- (e) Unless otherwise provided in the Contract, the Contractor's obligations to obtain and maintain all required insurance are non-delegable duties.
- (f) If the Contract is a construction contract pursuant to Public Contract Code section 7105, the Contractor's liability for damages proximately caused by acts of

God (as defined in Public Contract Code section 7105) and not involving Contractor negligence shall be limited to five percent (5%) of the Contract, provided that the Work damaged is built in accordance with accepted and applicable building standards and the plans and specifications of the District. This subsection shall not limit any entitlement to payment from any insurance policy of the Contractor.

Section 19. Excusable Delays; Notice to Other Party of Delay. Neither the District nor the Contractor shall be deemed to be in breach of the Contract in the event that performance of the Work is temporarily interrupted or discontinued due to a “Force Majeure” event which is defined as: national emergencies as declared by competent authorities, emergency governmental actions or regulations, pandemics, epidemics, disease, riots, wars, sabotage, civil disturbances, insurrections, explosion, natural disasters such as floods, earthquakes, landslides, fires, strikes, lockouts and other labor disturbances or other catastrophic events, which are beyond the reasonable control of Contractor.

Force Majeure does not include:

19.1. Contractor’s financial inability to perform;

19.2. Contractor’s failure to obtain any necessary permits or licenses from other governmental agencies; or

19.3. Contractor’s failure to obtain the right to use the facilities of any public utility where such failure is due solely to the acts or omissions of the Contractor.

Section 20. General Indemnity. To the fullest extent permitted by law, Contractor shall indemnify, defend, and hold harmless the District, and its officers, agents and employees from any and all claims and losses accruing or resulting to any other person, firm or corporation furnishing or supplying Work, service, materials or supplies in connection with the performance of the Contract, and from any and all claims and losses accruing or resulting to any person, firm or corporation related to, arising out of or resulting from Contractor’s performance of the Contract.

Section 21. Invoices. Invoices shall be submitted, in arrears, to the address stipulated in the Contract. The Resolution or Purchase Order number must be included on the invoice. Final invoice shall be marked as such.

21.1. In the event that additional services are required, the Contractor shall submit invoices in accordance with provisions herein.

21.2. For work of a continuing nature, the Contractor shall submit invoices in arrears, upon completion of each phase. Contractor shall be reimbursed for travel, subsistence and business expenses necessary for the performance of services pursuant to the Contract in accordance with District policy.

21.3. Unless otherwise specified, the District shall pay properly submitted invoices not more than forty-five (45) days after the later of:

- (a) The District's acceptance of goods;
- (b) The performance completion date of services; or
- (c) Receipt of an undisputed invoice.

Late payment penalties shall not apply to the Contract.

21.4. The consideration to be paid Contractor, as described within the Contract, shall be in full compensation for all of Contractor's expenses incurred in the performance hereof, including travel and per diem, unless otherwise expressly so provided.

Section 22. Document Referencing. All correspondence, invoices, bills of lading, shipping memos, packages, etc., must show the Resolution or Purchase Order number. If factory shipment, the factory must be advised to comply. Invoices not properly identified with the District's reference number and Contractor identification number may be returned to Contractor and may cause delay in payment.

Section 23. Packing and Shipment.

23.1. All goods required by the Contract are to be packed in suitable containers for protection in shipment and storage, and in accordance with applicable specifications. Each container of a multiple container shipment shall be identified to:

- (a) Show the number of the container and the total number of containers in the shipment; and
- (b) Show the number of the container in which the packing sheet has been enclosed.

23.2. All shipments by Contractor or its subcontractors must include packing sheets identifying: the District's contract number; item number; quantity and unit of measure; part number and description of the goods shipped; and appropriate evidence of inspection, if required. Goods for different contracts shall be listed on separate packing sheets.

Section 24. Delivery. Contractor shall strictly adhere to the delivery and completion schedules specified in the Contract. Time, if stated as a number of days shall mean calendar days unless otherwise specified in the Statement of Work. The quantities specified the Contract are the only quantities required. If Contractor delivers in excess of the quantities specified in the Contract, District shall not be required to make any payment for the excess deliverables, and may return them to Contractor at Contractor's expense or utilize any other rights available to District at law or in equity.

Section 25. Substitutions. Substitution of Work may not be tendered without advance written consent of District. Contractor shall not use any specification in lieu of those contained in the Contract without written consent of District.

Section 26. Inspection, Acceptance and Rejection. Unless otherwise specified in the Contract all Work may be subject to inspection and test by District.

Section 27. Taxes, Fees, Expenses, and Extras.

27.1. Payment of any taxes, including California sales and use taxes, levied upon the Contract, the transaction, or the Services or goods delivered pursuant hereto, shall be the obligation of Contractor.

27.2. Unless specified otherwise, prices quoted shall include all required and applicable taxes.

27.3. No charge for delivery, drayage, express, parcel post, packing, cartage, insurance, license fees, permits, cost of bonds, or for any other purpose will be paid by District unless expressly included and itemized in the Contract. Unless otherwise indicated on the Purchase Order or Contract, on "FOB Shipping Point" transactions vendor shall arrange for lowest cost transportation, prepay, add freight to invoice, and furnish supporting freight bills over \$50. The Shipper, Carrier or Contractor will be liable for any damages during transit. On "FOB Shipping Point" transactions, should any shipments under the Contract be received by District in a damaged condition and any related freight loss and damage claims filed against the carrier or carriers by wholly or partially declined by the carrier or carriers with the inference that damage was the result of the act of the shipper, such as inadequate packing or loading or some inherent defect in the equipment and/or material, vendor shall, at its own expense, assist District in establishing carrier liability.

27.4. Contractor certifies it will immediately advise District of any change in its retailer's seller's permit or certification of registration or applicable affiliate's seller's permit or certificate of registration.

Section 28. Use of Data. Contractor shall not utilize any non-public District information it may receive by reason of the Contract, for pecuniary gain not contemplated by the Contract, regardless of whether Contractor is or is not under contract at the time such gain is realized. District specific information contained in the report, survey, or other product developed by Contractor pursuant to the Contract is the property of District and shall not be used in any manner by Contractor unless authorized in writing by District.

Section 29. Confidentiality of Data.

29.1. Contractor acknowledges the privacy rights of individuals to their personal information that are expressed in the Information Practices Act (California Civil Code section 1798 et seq.) and in California Constitution Article 1, Section 1. Contractor shall maintain the

privacy of personal information and protected data as confidential information. Contractor shall not use, disclose, or release confidential information contained in District records without full compliance with applicable state and federal privacy laws, and the Contract. Contractor shall maintain the privacy of confidential information and shall be financially responsible for any notifications to affected persons (after prompt consultation with District) whose personal information is disclosed by any security breach relating to confidential information resulting from Contractor's or its personnel's acts or omissions. Further, if so, requested by District, Contractor shall be administratively responsible for providing such notification in the most expedient time possible consistent with the methods prescribed in California Civil Code sections 1798.29 and 1798.82.

29.2. Contractor further agrees that all financial, statistical, personal, technical and other data and information relating to District's operation designated "confidential" by District, and not otherwise subject to disclosure under the California Public Records Act, and made available to Contractor to perform the Contract or which become available to Contractor while performing the Contract, shall be protected by Contractor using the same level of care it takes to protect its own information of a similar nature, but in no event less than reasonable care. Contractor shall not use or disclose confidential information other than to carry out the purposes of the Contract. Contractor shall not disclose any confidential information other than on a "need to know" basis and then only:

(a) To its representatives, provided however, that each such employee or officer has entered into a confidentiality agreement;

(b) To affiliates of or Subcontractors to Contractor, only with written prior consent by District and provided that:

(1) Use by such Affiliates or Subcontractor shall be limited to the purpose of the agreement;

(2) Affiliate or Subcontractor is bound by contract and or confidentiality agreement to protect District data from unauthorized access.

If required by a court of competent jurisdiction or an appropriate administrative body with legal authority to order the disclosure of confidential information or protected data, Contractor will notify District in writing prior to any such disclosure to give District an opportunity to oppose any such disclosure. Prior to any disclosure of confidential information as required by legal process, Contractor shall:

(c) Notify District of any actual or threatened legal compulsion of disclosure, and any actual legal obligation of disclosure, immediately upon becoming so obligated; and

(d) Delay disclosure until District has provided Contractor with notice that they will oppose or agree to such disclosure or the time specified for legal compliance is reached.

29.3. Contractor shall cooperate with any litigation or investigation proceedings concerning protected data loss or other breach of Contractor's obligations under the Contract. Any access, transmission, or storage of protected data outside the United States must be approved in writing by District in advance. Contractor's failure to comply with any provision of this Section shall constitute a material breach of the Contract.

Section 30. Dispute. Any dispute arising under or resulting from the Contract that is not resolved within sixty (60) days of time by authorized representatives of Contractor and District shall be brought to the attention of Contractor's Chief Executive Officer (or designee) and District's General Manager (or designee) for resolution. If this informal dispute resolution process is unsuccessful, the parties may resolve such dispute by arbitration pursuant to Section 31. Despite an unresolved dispute, Contractor shall continue without delay in performing its responsibilities under the Contract. Contractor shall accurately and adequately document all Work it has performed under the Contract.

Section 31. Arbitration of Disputes. All claims, disputes and other matters in question between District and Contractor arising out of, or relating to the Contract or the breach thereof, including claims of Contractor for extra compensation for Work under the Contract may be decided by arbitration before a single arbitrator in accordance with the provisions of Sections 1281 to 1284.2 of the California Code of Civil Procedure (the "Arbitration Laws") if the Parties mutually agree. The provisions of Section 1283.05 of the Arbitration Laws would apply to any arbitration proceeding except as otherwise provided in the Contract. The arbitrator shall have authority to decide all issues between the Parties including, but not limited to, claims for extras, delay and liquidated damages, if any, provided for in the Contract, matters involving defects in the Work product or Deliverables of the Contractor, rights to payment, and whether the necessary procedures for arbitration have been followed. The award rendered by the arbitrator shall be final, and judgment may be entered upon it in accordance with applicable law in any court having jurisdiction thereof.

Notice of the demand for arbitration shall be filed in writing with the other Party. The demand for arbitration shall be made within a reasonable time after the claim, dispute or other matter in question has arisen, and in no event shall it be made after the date when institution of legal or equitable proceedings based on such claim, dispute or other matter in question would be barred by the applicable statute of limitation.

The Parties shall jointly appoint an arbitrator within fifteen (15) calendar days of the date of giving of the notice of the demand for arbitration. If the Parties are unable to jointly agree upon the appointment of an arbitrator within said fifteen (15) calendar day period, and do not agree in writing to extend said period for a fixed period, then either Party may seek to have the arbitrator appointed by the Superior Court of San Luis Obispo in accordance with arbitration rules.

In addition to the other rules of law which may be applicable to any arbitration hereunder, the following shall apply:

31.1. Promptly upon the filing of the arbitration each Party shall be required to set forth in writing and to serve upon each other Party a detailed statement of its contentions of fact and law.

31.2. All parties to the arbitration shall be entitled to the discovery procedures as provided in Section 1283.05 of the California Code of Civil Procedure.

31.3. The arbitration shall be commenced and conducted as expeditiously as possible consistent with affording reasonable discovery as provided herein.

31.4. These additional rules shall be implemented and applied by the arbitrator.

The parties will split the cost of arbitration (hearing officer fees and costs, court reporter fees, e.g.) evenly, but will individually bear all other costs related to their participation in the arbitration of the dispute, including attorneys' fees, travel costs, expert witnesses and the like.

Section 32. Conflict of Interest. Contractor represents that no conflict of interest will be created under state or federal law by entering into or in carrying out the Contract. District requires a Statement of Economic Interests (California Form 700) to be filed by any Contractor who is involved in the making or participation in the making of decisions which may foreseeably have a material effect on any District financial interest. Contractor warrants that no conflict of interest will be created under state or federal law by entering into or carrying out the Contract.

Section 33. Endorsement. Nothing contained in the Contract shall be construed as conferring on any party, any right to use the other Party's name as an endorsement of product/service or to advertise, promote or otherwise market any product or service without the prior written consent of the other party. Furthermore, nothing in the Contract shall be construed as endorsement of any commercial product or service by the District, its officers or employees.

Section 34. Covenant Against Gratuities. Contractor shall warrant that no gratuities (in the form of entertainment, gifts, or otherwise) were offered or given by Contractor, or any agent or representative of Contractor, to any officer or employee of District with a view toward securing the Contract or securing favorable treatment with respect to any determinations concerning the performance of the Contract. For breach or violation of this warranty, District shall have the right to terminate the Contract, either in whole or in part, and any loss or damage sustained by District in procuring on the open market any items that Contractor agreed to supply shall be borne and paid for solely by Contractor. District's rights and remedies provided in this clause shall not be exclusive and are in addition to any other rights and remedies provided by law, equity or under the Contract.

Section 35. Nondiscrimination.

35.1. During the performance of the Contract, Contractor and its subcontractors shall not unlawfully discriminate, harass or allow harassment, against any employee or applicant for employment because of sex, sexual orientation, gender identity or expression, race, color, ancestry, religious creed, national origin, disability (including HIV and AIDS), medical

condition, age, marital status, and denial of family care leave. Contractor and subcontractors shall insure that the evaluation and treatment of their employees and applicants for employment are free from such discrimination and harassment.

35.2. Contractor shall include the nondiscrimination and compliance provisions of this clause in all subcontracts to perform work under the Contract.

Section 36. Americans with Disabilities Act (ADA). Contractor warrants that it complies with California and federal disabilities laws and regulations. (Americans with Disabilities Act of 1990, 42 U.S.C. 12101 et seq). Contractor hereby warrants the Work it will provide under the Contract comply with the accessibility requirements of Section 508 of the Rehabilitation Act of 1973, as amended (29 U.S.C. 794d), and its implementing regulations set forth at Title 36, Code of Federal Regulations, Part 1194. Contractor agrees to promptly respond to and resolve any complaint regarding accessibility of its Work. Contractor further agrees to indemnify and hold harmless District from any claims arising out of Contractor's failure to comply with the aforesaid requirements. Failure to comply with these requirements shall constitute a material breach of the Contract.

Section 37. Debarment and Suspension. By accepting a contract with the District, Contractor certifies neither it nor its principals or its subcontractors are presently debarred, suspended, proposed for debarment, declared ineligible or voluntarily excluded from participation in this transaction by any federal department or agency (*2 Code Federal Regulations [CFR] 180.*)

Section 38. DVBE, MBE, WBE and Small Business Participation. The District encourages the procurement of services from small businesses and businesses which are owned by disabled veterans, women and minorities. To that end:

38.1. Within sixty (60) days of receiving final payment under the Contract (or within such other time period as may be specified elsewhere in the Contract), the Contractor shall report to District:

- (a) The name and address of the small business (SB(s)) who participated in the performance of the Contract;
- (b) The total amount any prime Contractor received under the Contract; and
- (c) The amount each SB received from the prime Contractor.

38.2. Within sixty (60) days of receiving final payment under the Contract (or within such other time period as may be specified elsewhere in the Contract), the Contractor shall report to District:

- (a) The name and address of the disabled veteran business enterprises (DVBE), minority business enterprises (MBE) or women's business enterprises WBE(s) who participated in the performance of the Contract;

(b) The total amount any prime Contractor received under the Contract; and

(c) The amount each DVBE, MBE or WBE received from the prime Contractor. The Contractor shall also certify that all payments under the Contract have been made to the DVBE, MBE or WBE.

Section 39. Contractor's Staff. Contractor warrants that its staff assigned to performing work under the Contract are legally able to perform such duties.

Section 40. Environmental Sustainability Incentive. The District's practice is to acquire supplies and services from vendors which promote a clean energy economy that increases our nation's energy security, safeguards the health of our environment, and reduces greenhouse gas emissions from direct and indirect activities. As such, the District encourages Contractor to implement innovative sustainability concepts and practices beyond the base performance standards including but not limited to:

- Use of Green Products
- Sustainability in Concessions
- Recycling and Use of Recycled Materials (Waste Minimization and Management)
- Energy and Water Conservation
- Education and Promotion of Sustainability
- Other Environmentally Sustainable Practices

Section 41. Recycled Content Certification

If applicable to the project, Contractor shall certify in writing the minimum, if not exact, percentage of postconsumer material in products, materials, goods, or supplies offered or sold to the District.

Section 42. Hazardous Materials/Environmental Requirements

In the event of a spill of a hazardous waste, as defined in California Code of Regulations, Title 22, Section 66261.3, at the construction site or within the boundaries of District property, the Contractor shall immediately notify authorized District personnel and will make every effort to mitigate the spill and minimize its effect on the environment.

(a). Hazardous Materials

(1) Asbestos

The Contractor is prohibited from installing any asbestos-containing materials or products in any Work to be performed under the Contract. The Contractor shall be responsible for removal and replacement costs should it be determined this provision has been violated; this responsibility shall not be limited in duration by Project completion, the warranty period, or other provisions of the Contract.

(2) Lead

The Contractor is prohibited from installing any lead-containing materials or products, including paint, in any Work to be performed under the Contract without the written

consent of the Executive Facilities Officer and Director of Environmental Health and Safety. The Contractor shall be responsible for removal and replacement costs should it be determined this provision has been violated; this responsibility shall not be limited in duration by Project completion, the warranty period, or other provisions of the Contract. Notwithstanding the foregoing paragraph, in the event of an emergency constituting an immediate hazard to health or safety of The Trustees' employees, property, or licenses, the District may undertake, at the Service Provider's expense, without prior notice, all work necessary to correct such violation. The District may bring to the attention of the Contractor a possible hazardous situation in the field regarding the safety of personnel on the site. The Contractor shall be responsible for verifying the observance of all local, state, and federal workplace safety guidelines. In no case shall this right to notify the Contractor absolve the Contractor of its responsibility for monitoring safety conditions. Such notification shall not imply that anyone other than the Contractor has assumed any responsibility for field safety operations.

(3) Explosives

Explosives shall not be used without first obtaining written permission from the District and then shall be used only with the utmost care and within the limitations set in the written permission and in accordance with prudence and safety standards required by law. Permits for the use or storage of explosives must be obtained from the County or State, when applicable.

- A. Storage of explosives on the Project site or District is prohibited. Powder activated tools are not explosive for purposes of this Article; however, such tools shall only be used in conformance with State safety regulations.

(b). Environmental Requirement

(1) Air and Water Pollution Control

The Contractor shall comply with all air and water pollution control rules, regulations, ordinances and statutes which apply to the Work performed under the Contract, including any air pollution control rules, regulations, ordinances and statutes. In the absence of any applicable air pollution control rules, regulations, ordinances or statutes governing solvents, all solvents, including but not limited to the solvent portions of paints, thinners, curing compounds, and liquid asphalt used on the Project, shall comply with the applicable material requirements of the San Luis Obispo County Air Pollution Control District (APCD). All containers of solvent, paint, thinner, curing compound or liquid asphalt shall be labeled to indicate that the contents fully comply with these requirements. Unless otherwise provided in the special provisions, material to be disposed of shall not be burned either inside or outside the premises. A regular watering program shall be initiated to adequately control the amount of fugitive dust in accordance with applicable APCD rules. Trucks hauling dirt from the site shall be covered in accordance with applicable state and local requirements. To reduce exhaust emissions, unnecessary idling of construction vehicles and equipment shall be avoided.

(2) Sound Control Requirements

The Contractor shall comply with all sound control and noise level rules, regulations and ordinances which apply to the Work. In the absence of any such rules, regulations and ordinances, the Contractor shall conduct its Work to minimize disruption to others due to

sound and noise from the workers and shall be responsive to the District's requests to reduce noise levels. Each internal combustion engine, used for any purpose on the Project or related to the Project, shall be equipped with a muffler of a type recommended by the manufacturer. No internal combustion engine shall be operated on the Project without a muffler. Construction equipment shall be fitted with modern emission control devices and shall be kept in proper tune. Loading and unloading of construction materials will be scheduled to minimize disruptions to campus activities. Construction activities will be scheduled to minimize disruption to the District and to campus users.

(3) Archaeological Finds

If the Contractor discovers any artifacts during excavation and/or construction, the Contractor shall stop all affected work and notify the District, who will call in a qualified archaeologist to assess the discovery and suggest further mitigation, as necessary. If the Contractor discovers human remains, the Contractor shall notify the District who will be responsible for contacting the county coroner and a qualified archaeologist. If the remains are determined to be Native American, the District shall contact the appropriate tribal representatives to oversee removal of the remains.

Section 43. Notices.

Any notice or communication required hereunder between District and Contractor must be in writing, and may be given either personally, by facsimile (with original forwarded by regular U.S. Mail), by registered or certified mail (return receipt requested), or by Federal Express, UPS or other similar couriers providing overnight delivery. If personally delivered, a notice or communication shall be deemed to have been given when delivered to the Party to whom it is addressed. If given by facsimile transmission, a notice or communication shall be deemed to have been given and received upon actual physical receipt of the entire document by the receiving Party's facsimile machine. Notices transmitted by facsimile after 5:00 p.m. on a normal business day or on a Saturday, Sunday or holiday shall be deemed to have been given and received on the next normal business day. If given by registered or certified mail, such notice or communication shall be deemed to have been given and received on the first to occur of (i) actual receipt by any of the addressees designated below as the party to whom notices are to be sent, or (ii) five (5) days after a registered or certified letter containing such notice, properly addressed, with postage prepaid, is deposited in the United States mail. If given by Federal Express or similar courier, a notice or communication shall be deemed to have been given and received on the date delivered as shown on a receipt issued by the courier. Any Party hereto may at any time, by giving ten (10) days written notice to the other Party hereto, designate any other address in substitution of the address to which such notice or communication shall be given. Such notices or communications shall be given to the Parties at their addresses set forth below:

If to District: San Miguel Community Services District
 P.O. Box 180
 1150 Mission St.

San Miguel, CA 93451
Attention: General Manager
Tel: (805) 467-3388

With a courtesy copy to:

WhiteBrenner LLP
1414 K Street, 3rd Floor
Sacramento, California 95814
Attention: Douglas L. White, Esq.
Tel: (916) 468-0950
Fax: (916) 468-0951

If to Contractor:

Section 44. General Provisions.

44.1. Modification. No alteration, amendment, modification, or termination of the Contract or these Standard Terms shall be valid unless made in writing and executed by all of the Parties to the Contract.

44.2. Waiver. No covenant, term, or condition or the breach thereof shall be deemed waived, except by written consent of the Party against whom the waiver is claimed, and any waiver of the breach of any covenant, term, or condition shall not be deemed to be a waiver of any preceding or succeeding breach of the same or any other covenant, term, or condition.

44.3 Drafting and Ambiguities. Each Party acknowledges that it has reviewed these Standard Terms with its own legal counsel, and based upon the advice of that counsel, have freely entered into these Standard Terms. Each Party has participated fully in the review and revision of these Standard Terms. Any rule of construction that ambiguities are to be resolved against the drafting party does not apply in interpreting these Standard Terms.

44.4. Audit. District shall have access at all reasonable times to all reports, contract records, contract documents, contract files, and personnel necessary to audit and verify Contractor’s charges to District under the Contract and these Standard Terms.

44.5. Mandatory and Permissive. “Shall” and “will” and “agrees” are mandatory. “May” and “can” are permissive.

44.6. Successors and Assigns. All representations, covenants, and warranties specifically set forth in these Standard Terms, by or on behalf of, or for the benefit of, any or all Parties hereto, shall be binding upon and inure to the benefit of such Party, its successors and assigns.

44.7. Headings. Headings used in these Standard Terms are for reference purposes only and shall not be considered in construing these Standard Terms.

44.8. Attorney's Fees and Costs. If any action at law or in equity, including action for declaratory relief, is brought to enforce or interpret provisions of these Standard Terms, the prevailing Party shall be entitled to reasonable attorney's fees and costs, which may be set by the court in the same action or in a separate action brought for that purpose, in addition to any other relief to which such Party may be entitled.



**San Miguel Community Services District
Board of Directors
Staff Report**

April 22, 2021

AGENDA ITEM: XI-8

SUBJECT: Fire Department Temporary Housing Unit Continuation.

RECOMMENDATION: Continue with the process required to provide a Temporary Fire Department Staffing Housing Unit including space for a Sheriff's Beat Station.

Background:

The San Miguel Fire Department currently shares space with the CSD Staff and is beyond workspace capacity. Additionally, the Fire Department currently lacks the ability to provide accommodations for Department Members to provide 24-hour District coverage when required. The project shall include a "Sheriff's Beat Station" within the temporary housing unit.

Follow-up:

Mr. Scott Keller signed the lease agreement, and the first annual lease payment was processed on April 8, 2021. A Pre-application Meeting is scheduled with County Planning Staff on May 5, 2021, to discuss the project.

STAFF RECOMMENDATION.

Continue with the bidding process for the procurement and installation of a double-wide mobile home, including the required permit documents.

FISCAL IMPACT:

Current financial impact is limited to Staff time relating to project documentation required for the County permitting process, the bidding process. Preapplication Meeting Fees were waived by the County Building Department. \$1,330.00 was paid to Monsoon Consulting for design documentation.

PREPARED BY: Scott Young

APPROVED BY: Rob Roberson



San Miguel Community Services District

Board of Directors Staff Report

April 22nd, 2021

AGENDA ITEM: XI-9

SUBJECT: Continued Discussion on the status of the Machado Wastewater Treatment Facility expansion and the aerator upgrade project.

RECOMMENDATION: Discuss status of the Machado Wastewater Treatment Facility expansion and the aerator upgrade project.

CURRENT STATUS:

WWTF

The existing plant upgrade was completed in 2001, at that time it was upgraded to a maximum capacity of 200,000 gallons per day.

COMPLIANCE – Based on the 1st quarter 2021 testing the plant is out of compliance for a single sample and is out of compliance for the 6-sample average in regard to TDS, Sodium and Chloride

FLOW – In *March* the plant averaged 147,558 gallons per day (74% of hydraulic design capacity) with a max day of 170,117 gallons (85% of hydraulic design capacity)

On 6/18/18 the District received a letter from SWRCB outlining the status of the plant and setting a timeline of approximately 2.9 years before the plant reaches capacity. This is the window to complete the expansion to prevent potential overflows and potential violations.

Monsoon Consultants is currently working on design requirements and options to meet current/future and proposed regulatory requirements.

- August 2018 WWTP Expansion engineering report.
- November 2018 DE presented options to the Board and discussed the engineering study and alternatives
- December 2018 DOU and Engineer from Monsoon Consultants toured SBR and MBR plants and talked to operators about process benefits and issues
- January 2019 the DE delivered the Final engineering report to the Board at the regular Board Meeting and the Board subsequently approved the report.

- January 2019 the District submitted the Final Engineering Report to the CCWQCB for their review and comment.
- February 2019 DE and Director of Utilities met with CCWQCB staff to discuss the engineering report and future project phases, requirements, funding, permitting, and schedules.
- February 2019 the District submitted the Final Engineering Report to PG&E for their review in advance of a meeting to discuss future WWTF electrical service requirements and the potential for technical/financial assistance for the WWTF expansion/renovation.
 - The District also applied for a service change to PG&E to begin the process of determining the extent of improvements needed to service the new power requirements.
- February 2019 the District applied to SoCal Gas for service and is in the process of determining costs to bring gas to the plant.
- August 2019 DE and DOU toured manufacturing plant and installations MBR package plants
- October 2019 the Board approved a contract with Monsoon Consultants to prepare the construction plans for the WWTF expansion
- November 2019 District received an agreement for a \$250,000 planning grant for the WWTF expansion.
- March 2020 RFP was released for an environmental consultant for the WWTF
- April 2020 Submitted Preliminary Engineering Report to USDA for review for Grant/ Loan funding. Comments were received back from the USDA which are being addressed by the DE
- April 23, 2020, the Board approved DUDEK proposal to perform environmental consultation for the District in relation to the WWTF and Recycled Water distribution system (purple pipe)
- May 2020 the District received the signed agreement back for the planning grant and submitted the initial invoice for reimbursement.
- June 2020 DE completed an analysis of the flooding risk to the WWTF site from Salinas River flood flows. The results of the study will be incorporated into the final design.
- June 2020 the DE completed the revisions of the USDA Preliminary Engineering Report (PER) and will resubmit to the USDA for funding consideration.
- On September 25, 2020, The Central Coast Regional Water Quality Control Board approved and adopted General Waste Discharge Requirements (Order No. R3-2020-0020) for Discharges from Domestic Wastewater Systems with Flows >100,000 GPD. The District WWTP, including the planned expansion/renovation, will be subject to the requirements in this order.
- November 2020 the DE submitted the FINAL USDA Preliminary Engineering Report (PER) to the USDA and Waterboard for review.
- January 2021 the DE submitted an application to the California Department of Water Resources for the amount of \$5,000,000 to obtain a grant under the 2019 Sustainable Groundwater Management (SGM) Grant Program Implementation – Round 1 for the upgrade and expansion of the District’s Machado Wastewater Treatment Facility (WWTF) and the construction of a new recycled water (“purple pipe”) distribution system (or a component thereof).
- February 2021 Dudek submitted the initial DRAFT of the CEQA / NEPA Initial Study and Mitigated Negative Declaration to the District for review and comment.

TEMPORARY OFFICE TRAILER

- The temporary office trailer has been renovated and is now in service at the Machado WWTP. The Director of Utilities has relocated offices to this facility.

AERATOR PROJECT

5/17/18 WSC issued the Final Technical Memorandum outlining some of the options for the replacement of the existing surface aerators with bubbler aeration in the ponds. Part of the recommendation is to install a headworks to prevent fouling the diffusers.

The Energy Watch and PG&E are working on preliminary paperwork for On-Bill Financing for this project once it is ready.

The aeration project is being modified as part of the overall expansion of the WWTF. It is possible that the original project will be scrapped in favor of other assistance available from PG&E.

FUNDS EXPENDED

Total Costs incurred to date

- Property acquisition - \$240,140 (Paid with Capital Funds not covered under any grant FY2016-17)
- Planning - \$177,740 (Reimbursed through the IRWM DAC Grant)
- Engineering / Environmental - \$96,974 (Reimbursable through the DWR CWSRF Grant)

GRANT FUNDING

Awarded

- Integrated Regional Water Management (IRWM) Prop 1 DAC -- \$177,750 for Wastewater plant upgrade analysis, basin recharge study.
- State Revolving Fund (CWSRF) -- \$250,000 for project design, engineering, and environmental studies – The District received the agreement for this grant in November 2019. The grant is retroactive to 2017. As of December 31, 2020, a total of \$96,974 has been expended.

Applied for/ to

- The District submitted applications to SLO County for the 2020 and 2021 funding cycles for CDBG funds to help pay for construction. No CDBG funds were awarded to the District in either cycle.
- Preparing to apply to DWR and USDA
- Held pre-application meeting with USDA to start application process 1/10/2020
- Met with Cayucos Sanitary District to discuss how they are financing their Wastewater treatment plant currently under construction
- Discussed additional funding with the Department of Financial Assistance at the state about construction financing.
- Submitted a Pre-Application to DWR for \$14.5M in funding through the Small Community Funding Program on May 5, 2020.
- Submitted an application to the California Department of Water Resources for the amount of \$5,000,000 to obtain a grant under the 2019 Sustainable Groundwater Management

(SGM) Grant Program Implementation – Round 1 for the upgrade and expansion of the District’s Machado Wastewater Treatment Facility (WWTF) and the construction of a new recycled water (“purple pipe”) distribution system (or a component thereof) in January 2021.

NEXT STEPS:

WWTF

Based on discussions with the DE, we have initiated the final design phase for the recommended WWTP upgrade and expansion design alternative. We have scheduled completion of the final design and the preparation of the Construction / Bidding Documents by end of June 2021. On April 23, 2020, the Board awarded a contract to Dudek for Environmental Studies as required for CEQA/NEPA Compliance for the recommended WWTP upgrade and expansion design alternative. The timing of the environmental compliance & permitting work will coincide with the completion of the final design phase. Under our currently planned schedule, the District should plan on initiating the process of obtaining financing for the WWTP upgrade and expansion project during the third quarter of 2021, with the goal of having financing in place to advertise and award a construction project in 4th Quarter 2021.

Although the District staff are aggressively researching and applying for grant funding opportunities, it is likely that, in order to meet our deadline, the District may need to pay out of pocket for some of the construction design work.

AERATOR PROJECT

Once design criteria are determined for the WWTF and it is determined that the aeration upgrade will be maintained with the plant expansion then staff will bring additional items to the board to facilitate the approval and construction of the aeration upgrade.

COUNT DOWN CLOCK

Notice issued – June 2018 Deadline given – March 2021 (2.9 years)

Time remaining— 0 month (We have met with the Waterboard to discuss the project progress and schedule.)

FISCAL IMPACT

No impact resulting from this information.

RECOMMENDATION

This item is for information and discussion only.

Due to the limited time frame, this item will be updated monthly, and the Board will likely have additional items for approval in conjunction with this report.

PREPARED BY:

Kelly Dodds _____

Kelly Dodds, Director of Utilities

Blaine Reely _____

Blaine Reely, Monsoon Consultants