

Mission statement of McKinleyville Community Services District:

"Provide McKinleyville with safe, adequate and reliable utility, lighting, open space, parks and recreation, and library services in an environmentally and fiscally responsible manner."

**NOTICE IS HEREBY GIVEN THAT A REGULAR MEETING OF THE
MCKINLEYVILLE COMMUNITY SERVICES DISTRICT BOARD OF DIRECTORS
WILL BE HELD AT:**

**Azalea Hall
1620 Pickett Road
McKinleyville, California**

**Wednesday, August 7, 2013
7:00 P.M.**

AGENDA

A.1 CALL TO ORDER

A.2 ROLL CALL

A.3 PLEDGE OF ALLEGIANCE

A.4 ADDITIONS TO AGENDA

Items may be added to the Agenda in accordance with Section 54954.2(b)(2) of the Government Code (Brown Act), upon a determination by two-thirds vote of the members of the legislative body present at the time of the meeting, or, if less than two-thirds of the members are present, a unanimous vote of those members present, that there is a need to take immediate action and that the need for action came to the attention of the McKinleyville Community Services District after the Agenda was posted.

A.5 APPROVAL OF THE AGENDA

B. PUBLIC HEARINGS

These are items of a Quasi-Judicial or Legislative nature. Public comments relevant to these proceedings are invited.

**B.1 Approve Formation of the Central Estates Open Space
Maintenance Zone #26**

Pg. 4

C. PUBLIC COMMENT AND WRITTEN COMMUNICATIONS

Any person may address the Board at this time upon any subject not identified on this Agenda but within the jurisdiction of the McKinleyville Community Services District; however, any matter that requires action will be referred to staff for a report of action at a subsequent Committee or Board

meeting. *As to matters on the Agenda, an opportunity will be given to address the Board when the matter is considered. **Comments are limited to 3 minutes.** Letters should be used for complex issues.*

D. CONSENT CALENDAR

Consent Calendar items are expected to be routine and non-controversial, to be acted upon by the Board of Directors at one time without discussion. If any Board member, staff member, or interested person requests that an item be removed from the Consent Calendar, it shall be removed so that it may be acted upon separately.

- D.1 Consider approval of minutes of the Board of Directors' Regular Meeting of July 10, 2013. **Pg. 21**
- D.2 Consider approval of June 2013 Treasurer's Report **Pg. 27**
- D.3 No DCV Violations this month.
- D.4 Consider Memorandum of Understanding with McKinleyville Union School District for the KidsClub Afterschool Program
Pg. 50

E. CONTINUED AND NEW BUSINESS

- E.1 Consider participation on the Technical Advisory Committee (TAC) of Humboldt County Association of Governments (HCAOG) **Pg. 55**
- E.2 Consider the Association of California Water Agencies (ACWA) Statewide positions of President and Vice President call for Candidates Nominations for the for 2014-2015 term
Pg. 58
- E.3 Consider Approval of Professional Services Agreement to enlist the services of Robinson, Stafford & Rude, Inc. (RSSI) to conduct Value Engineering Review of the WWMF Improvement Project
Pg. 63
Note: to review pages 67-143 see MCSD website
- E.4 Consider TARGETSOLUTIONS Courses for members of MCSD Board of Directors through Special District Risk Management Authority **Pg. 151**
- E.5 Reconsider Selection of Candidates for Special District Risk Management Authority (SDRMA) Board of Directors **Pg. 164**
- E.6 Consider Approving Washington Ave. Property "Site Improvement Indemnity Agreement" between MCSD and McKinleyville Union School District **Pg. 184**

F. REPORTS

No specific action is required on these items, but the Board may discuss any particular item as required.

F.1. ACTIVE COMMITTEE REPORTS

- a. Recreation Advisory Committee (Couch/Mayo (alternate))
- b. Area Fund (John Kulstad)
- c. Redwood Region Economic Development Commission (Wennerholm/Edwards (alternate))
- d. McKinleyville Senior Center Advisory Committee (Wennerholm)
- e. Audit (Corbett/Edwards)
- f. Employee Negotiations (Wennerholm/ Edwards)
- g. Water Task Force (Mayo/Corbett (alternate))
- h. AdHoc No Drugs & Toxics Down the Drain (Couch/Mayo (alternate))
- i. McKinleyville Municipal Advisory Committee (Edwards/Corbett (alternate))

F.2. STAFF REPORTS

- a. Support Services Department (Colleen M.R. Trask) **Pg. 189**
- b. Operations Department (James Henry) **Pg. 190**
- c. Parks and Recreation Department (Jason Sehon) **Pg. 192**
- d. General Manager (Greg Orsini) **Pg. 194**

F.3. PRESIDENT'S REPORT

F.4. BOARD MEMBERS' COMMENTS, ANNOUNCEMENTS, REPORTS AND AGENDA ITEM REQUESTS

G. CLOSED SESSION DISCUSSION

At any time during the regular session, the Board may adjourn to closed session to consider existing or anticipated litigation, liability claims, real property negotiations, license and permit determinations, threats to security, public employee appointments, personnel matters, evaluations and discipline, labor negotiations, or to discuss with legal counsel matters within the attorney-client privilege.

NO CLOSED SESSION SCHEDULED

H. ADJOURNMENT

Posted 5:00 pm on August 2, 2013

McKinleyville Community Services District

BOARD OF DIRECTORS

August 7, 2013

TYPE OF ITEM: **ACTION**

ITEM: B.1. Approve Formation of the Central Estates Open Space Maintenance Zone #26

PRESENTED BY: Jason Sehon, Parks & Recreation Director

TYPE OF ACTION: Roll Call Vote

Recommendation:

Staff recommends that the Board review the Engineer's Report (**Exhibit A**) and then adopt Resolutions 2013-17 approving the formation of the Central Estates Open Space Maintenance Zone #26.

Discussion:

JLF Construction is developing the 161 lot Central Estates Subdivision on McKinleyville Ave and Heartwood Drive. JLF is proposing to dedicate to the District a wetland parcel containing a detention basin, an open space area and trail system.

JLF, representing the majority of the property owners within the proposed Open Space Zone, is requesting to form an assessment zone. This Assessment Zone will allow the District to perform the role of collection agent in regard to paying the monthly charges for the facilities to be maintained. The developer must submit plans for District approval and construct the necessary facilities to District standards. The detention basin, open space area and trail will be granted to the District "in fee" prior to map the recordation.

Attached, as **Exhibit A** is an Engineer's Report detailing the expected monthly costs for the assessment area as shown on the map, a breakdown of estimated costs and calculations of the assessment for each parcel within the zone. Also attached is:

2013-17: A RESOLUTION OF THE MCKINLEYVILLE COMMUNITY SERVICES DISTRICT ORDERING THE PREPARATION OF THE ENGINEER'S REPORT FOR THE CENTRAL ESTATES SUBDIVISION OPEN SPACE MAINTENANCE ZONE # 26

Pursuant to Proposition 218, the process requires preparation of an Engineer's Report. The Engineer's Report will be mailed to the developer, as

owners of the majority of the properties including the proposed open space zone. A Public Protest Hearing is scheduled for October 2nd, 2013 for public input prior to the formation of the zone. A licensed civil engineer has prepared the Engineering Report based upon plans submitted by the Applicant. Staff will post notice of this Hearing, mail notice to the developer. The Board should note that this is NOT a protest hearing.

Alternatives:

Staff's analysis includes the following potential alternative:

- Take no action

Fiscal Analysis:

The Engineer's Report designates the expenses for maintenance, insurance and administration of the zone to the owners of the property within the proposed zone. A monthly administrative fee for the District's estimated administration cost for billing is included in the cost division formula. Therefore, the proposed zone will have no fiscal impact on the District.

Environmental Requirements:

Not applicable

Exhibits/Attachments

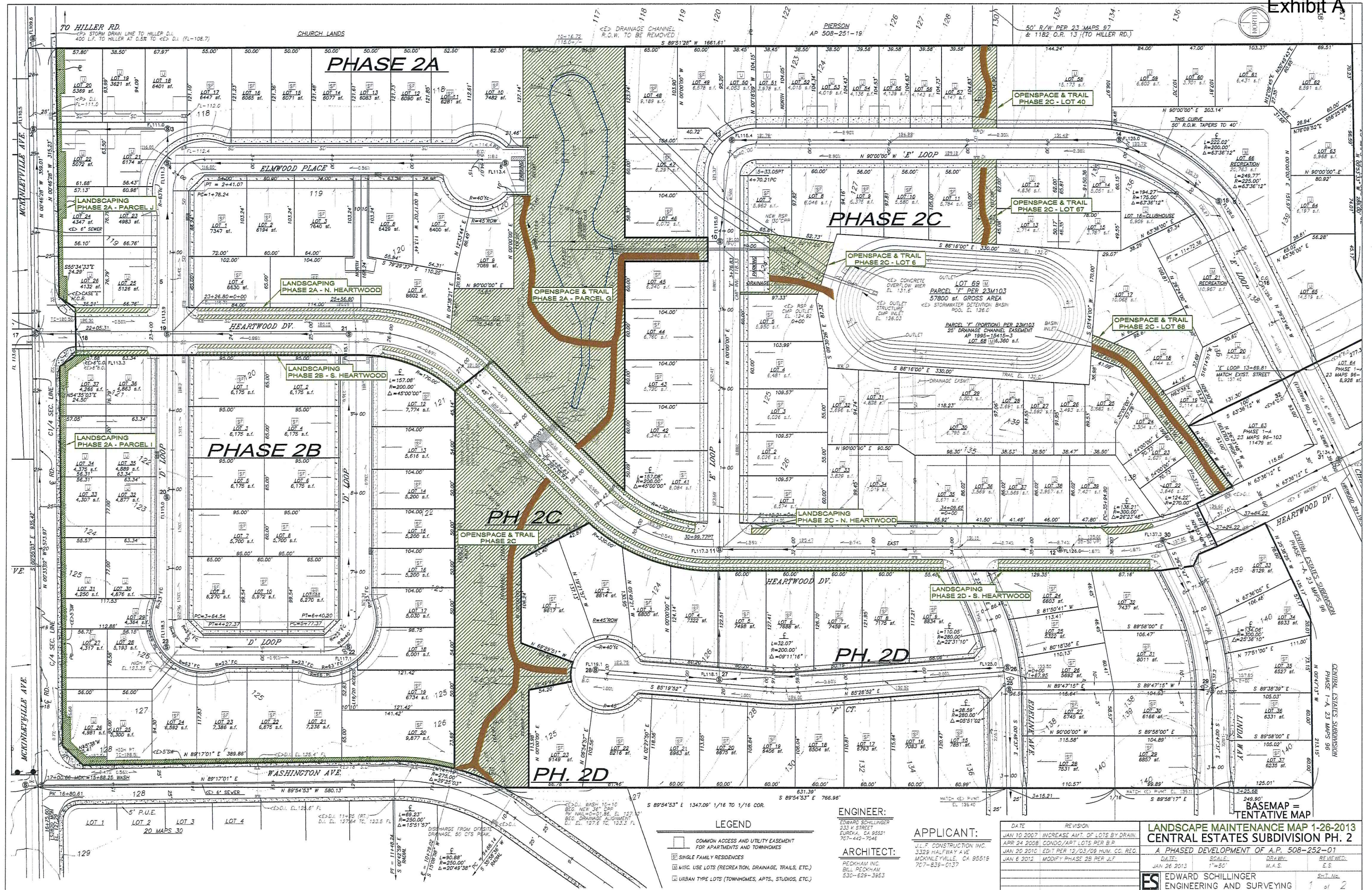
- Engineer's Report
- Resolution 2013-17

**ENGINEER'S REPORT
OPEN SPACE MAINTENANCE ZONE # 26
DEVELOPER INITIATED OPEN SPACE MAINTENANCE ZONE
CENTRAL ESTATES SUBDIVISION**

The proposed Open Space Maintenance Zone would include a trail extending from Washington Ave throughout the subdivision, Parcel F (a 1.3 acre storm water detention basin), and Parcel G, an open space area. The Open Space Maintenance Zone is located within APN # 508-252-01. The 161 lots within the Central Estates Subdivision will share equally in the cost of the maintenance expenses. (See **Exhibit A** for the site map).

The developer of the project is required to construct a trail system of approximately 1,632 feet extending throughout the subdivision. The storm water detention basin construction is required to collect street drainage and control the release at a two-year rainfall release rate. All facilities are to be constructed to specifications of the County of Humboldt and the McKinleyville Community Services District. All facilities will be dedicated to the MCSD upon completion and acceptance of the development. The 161 parcels within the development project are proposed to pay for all costs associated with the Open Space Maintenance Zone. Administration, maintenance and insurance costs for the proposed zone are estimated at this time, and the proposed assessment contained in this report is the amount that will be assessed to each of the parcels within the Open Space Maintenance Zone.

Exhibit B describes the detailed costs and expenses as determined by the Engineer for maintenance of the zone. Each of the 161 parcels within the development will be assessed the current charge of \$12.15 per month (1/161 share) of the estimated Monthly cost for maintenance, insurance, administrative and inspection, and plant replacement. In addition, each customer would pay a fifty-cent (\$0.50) per month charge for Administrative. The total fee of \$12.65 per parcel per month would be collected along with each parcel's regular water/sewer bill. As noted above, this estimated monthly assessment would be adjusted to reflect the actual cost of insurance and maintenance. The District reserves the right to increase these costs annually as allowed by the California Department of Finance "Price and Population" calculations.



**CENTRAL ESTATES
OPEN SPACE MAINTENANCE ZONE
MAINTENANCE COST ESTIMATE**

Item Description	Labor Cost	Total Hours	Cost	Annual Cost
Maintenance				
Phase 2a (landscaping)				3,204
Phase 2a (Trail)				351
Phase 2a (Basin)				4,039
Phase 2b (Landscaping)				4,410
Phase 2c (Landscaping)				1,882
Phase 2c (Trails)				566
Phase 2c (Landscaping)				946
Phase 2c (Basin)				2,568
Phase 2d (Landscaping)				3,945
Insurance			\$500.00	\$500.00
Admin & Inspection	\$70.00	10		\$700.00
Plant replacement			\$360.00	\$360.00
Annual cost:				\$23,471.00
Annual cost per lot @ 161				\$145.78
Assessment/lot/mo =				\$12.15
Administrative				\$0.50
Total Assessment/lot/mo =				\$12.65

NOTE: These cost estimates do not include the 3.77% increase effective July 1, 2013.

Exhibit B

CENTRAL ESTATES		PHASE 2a Landscape, Trail, Openspace Costs	
PHASE 2a is 26 LOTS			
North Heartwood Dv., and Phase 2a Parcel J Landscaping			
Location	Length (ft)	Width (ft.)	Area (s.f.)
Heartwood north side	500+/-	varies 6 to 9'	3986
Mck Ave (phase 2a parcel J)	320+/-	varies 5 to 10'	2447
		Total Area	6,433 s.f.
Annual Cost per Square foot	\$0.48	(Per MCSD J.Sehon, .04 cents/s.f. per month=.48/yr)	
Annual Cost	\$ 3,088	(=Annual Cost per s.f. * Total Area)	
Annual Cost Per Lot (26 lots)	\$ 119	(=Annual cost/26 lots)	
Phase 2a Parcel G Trail			
TRAIL MAINTENANCE ESTIMATED COSTS			
Length of Trail	625	ft.	
Width of Trail	8	ft.	
Surface area of Trail	5,000	s.f. (=length*width)	
12-Year Cycle - Surry Seal Road (Sealed once per 25 yr paving life)			
Cost per Sq. Foot	\$ 0.25		
Cost of Seal	\$ 1,250	(=Sq.Ft. cost * Surface Area)	
Cost per year	\$ 50	(=Total cost/25 years)	
25-Year Cycle - 0.1' Overlay			
Cost per Sq. Foot	\$ 1.44		
Cost of Overlay	\$ 7,200	(=Sq.Ft. cost * Surface Area)	
Cost per year	\$ 288	(=Total cost/25 years)	
Trail Total Annual Cost	\$ 338	(=Sum of Slurry and 0.1' Overlay annual costs)	
Trail Annual Cost Per Lot (26 lots)	\$ 13	(=Annual cost/26 lots)	
Phase 2a Parcel G Basin			
Parcel G Area	1.73	acres	
Annual Cost per acre	\$ 2,250	Per MCSD J.Sehon \$187.50 per acre per month	
Openspace Annual Cost	\$ 3,892	(=Annual cost per acre * #acres)	
Openspace Annual Cost per Lot (26 lots)	\$ 150	(=Annual cost/26 lots)	

NOTE: These cost estimates do not include the 3.77% increase effective July 1, 2013.

Exhibit B

CENTRAL ESTATES		PHASE 2b Landscape Costs	
PHASE 2b is 37 LOTS			
South Heartwood Dv., and Phase 2b Parcel J Landscaping			
Location	Length (ft)	Width (ft.)	Area (s.f.)
Heartwood south side	500+/-	varies 6 to 9'	3116
Mck Ave (phase 2b parcel I)	1000ft+/-	varies 5 to 10'	5738
Total Area			8,854
			s.f.
Annual Cost per Square foot	\$0.48	(Per MCSD J.Sehon, .04 cents/s.f. per month=.48/yr)	
Annual Cost	\$ 4,250	(=Annual Cost per s.f. * Total Area)	
Annual Cost Per Lot (37 lots)	\$ 115	(=Annual cost/37 lots)	

NOTE: These cost estimates do not include the 3.77% increase effective July 1, 2013.

Exhibit B

CENTRAL ESTATES		PHASE 2c Landscape, Trail, Openspace Costs	
69 LOTS TOTAL. Lots 6, 40, 67, and 68 are Public Openspace and Trails, thus are included in the estimate below but not counted as a "paying" lot. Lots 16,21,66 are maintained privately, thus not included in the estimate below. Lot 69 (old basin) is already maintained.			
lots is 69 minus 8===== 61 (Urban and SF Lots)			
Thus "paying" number of			
North Heartwood Dv.			
Location	Length (ft)	Width (ft.)	Area (s.f.)
Heartwood north side	420+/-	9'	3780
Total Area			3,780
			s.f.
Annual Cost per Square foot	\$0.48	(Per MCSD J.Sehon, .04 cents/s.f. per month=.48/yr)	
Annual Cost	\$ 1,814	(=Annual Cost per s.f. * Total Area)	
Annual Cost Per Lot (61 lots)	\$ 30	(=Annual cost/61 lots)	
Phase 2c Trails			
TRAIL MAINTENANCE ESTIMATED COSTS			
Lot 6	65	ft.	
Lot 40	93		
Lot 67	98		
Lot 68	256		
Parcel G-2 trail heartwood to washington	495		
Sum Lengths of above four lots	1,007		
Width of Trail	8	ft.	
Surface area of Trail	8,056	s.f. (=length*width)	
12-Year Cycle - Surry Seal Road (Sealed once per 25 yr paving life)			
Cost per Sq. Foot	\$ 0.25		
Cost of Seal	\$ 2,014	(=Sq.Ft. cost * Surface Area)	
Cost per year	\$ 81	(=Total cost/25 years)	
25-Year Cycle - 0.1' Overlay			
Cost per Sq. Foot	\$ 1.44		
Cost of Overlay	\$ 11,601	(=Sq.Ft. cost * Surface Area)	
Cost per year	\$ 464	(=Total cost/25 years)	
Trail Total Annual Cost			\$ 545 (=Sum of Slurry and 0.1' Overlay annual costs)
Trail Annual Cost Per Lot (26 lots)			\$ 9 (=Annual cost/61 lots)
Phase 2c Open Space			
Lot 6	0.11	acres	
Lot 40	0.07		
Lot 67	0.07		
Lot 68	0.15		
Sum Lengths of above four lots	0.41		
Annual Cost per acre	\$ 2,250	Per MCSD J.Sehon \$187.50 per acre per month	
Openspace Annual Cost	\$ 912	(=Annual cost per acre * #acres)	
Openspace Annual Cost per Lot (61 lots)	P	(=Annual cost/61 lots)	

NOTE: These cost estimates do not include the 3.77% increase effective July 1, 2013.

Exhibit B

Phase 2c Parcel G-2 Basin		(this is the openspace area south of heartwd.)	
Parcel G Area		1.10	acres
Annual Cost per acre	\$	2,250	Per MCSD J.Seon \$187.50 per acre per year
Openspace Annual Cost	\$	2,475	(=Annual cost per acre * #acres)
Openspace Annual Cost per Lot (61 lots)	\$	41	(=Annual cost/61 lots)

NOTE: These cost estimates do not include the 3.77% increase effective July 1, 2013.

Exhibit B

CENTRAL ESTATES		PHASE 2d Landscape Costs	
PHASE 2d is 37 LOTS			
South Heartwood Dv.			
Location	Length (ft)	Width (ft.)	Area (s.f.)
Heartwood south side	880+/-	9'	7920
			<u>Total Area</u> <u>7,920</u>
			s.f.
Annual Cost per Square foot	\$0.48	(Per MCSD J.Sehon, .04 cents/s.f. per month=.48/yr)	
<u>Annual Cost</u>	<u>\$ 3,802</u>	<u>(=Annual Cost per s.f. * Total Area)</u>	
<u>Annual Cost Per Lot (37 lots)</u>	<u>\$ 103</u>	<u>(=Annual cost/37 lots)</u>	

BALLOT

**FORMATION OF THE CENTRAL ESTATES
OPEN SPACE MAINTENANCE/DETENTION BASIN/RECREATION
ASSESSMENT ZONE #26**

As the owner and developer of the Central Estates subdivision, and a majority of 161 lots within the subdivision, I acknowledge receipt of this ballot and I:

Approve _____

Disapprove _____

of the formation of this zone as described in the Draft Engineer's Report. The maintenance cost per parcel is currently estimated to be \$12.65 per month. This amount will be adjusted annually to reflect the actual cost of maintaining this Assessment Zone.

Jim Furtado

date

Waiver of the 45 day public notice requirement, pursuant Civil Code Section 3513:

Approve _____

Disapprove _____

Jim Furtado

date

Return this ballot prior to 5:00 PM on Wednesday, August 7, 2013 to MCSD. A public protest hearing is scheduled at the monthly Board meeting to discuss the formation of this zone prior to action by the Board of Directors.

RESOLUTION 2013-17

A RESOLUTION OF THE MCKINLEYVILLE COMMUNITY SERVICES DISTRICT INITIATING THE CENTRAL ESTATES SUBDIVISION OPEN SPACE ZONE # 26

Whereas, the development of the Central Estates Subdivision (the “Subdivision”) will necessitate the District’s operation and maintenance of the detention basin, trail and open space area (the “Improvements”) within a proposed project area described as APN 508-252-01, and

Whereas, Section 61122 of the California Government Code authorizes the District to levy benefit assessments for operations and maintenance consistent with the requirements of Article XIII D of the California Constitution; and

Whereas, Article 7 of the District’s Rules and Regulations authorizes the form of open space zones as a manner of exercising the District’s authority under Section 61122 of the California Government Code; and

Whereas, the District Board desires to form an open space zone, designated as Central Estates Open Space Zone # 26 (the “Zone”) and comprised of the parcels within the Subdivision, to fund the operation and maintenance of the Improvements through the levy of an assessment (the “Assessment”); and

Whereas, an Engineer’s Report for the Zone has been filed with the District Board and is on file and available for public inspection in the District’s offices (the “Engineer’s Report”).

NOW, THEREFORE BE IT RESOLVED that the Board

1. Proposes the formation of the Zone;
2. Preliminarily approves the Engineer’s Report and makes reference to the Engineer’s Report for a complete description of the boundaries of the Zone, of the nature of the Improvements, and of the amount of the proposed assessment against parcels in the Zone;
3. Sets October 2, 2013 at 7:30 pm at Azalea Hall, McKinleyville, CA as the time and place for a public hearing on the proposed assessment and the formation of the Zone (the “Hearing”);
4. Directs that notice of the Hearing be mailed to property owners within the District as required by Article XIID, Section 4 of the California Constitution. Such notice shall include a protest ballot as required by Article XIID, Section 4. Ballots will be accepted and tabulated pursuant to the rules attached hereto as Attachment 2.

PASSED AND **ADOPTED** at the duly called meeting of the Board of Directors of the McKinleyville Community Services District on the 7th day of August, 2013 by the following polled vote:

AYES:

NOES:

ABSENT:

ATTEST:

Dennis Mayo, Board President

Kathy Wilson, Secretary to the Board of Directors

McKinleyville Community Services District
PROCEDURES FOR THE COMPLETION, RETURN, AND TABULATION OF
ASSESSMENT BALLOTS

I. Completion of Ballots

- **Who may complete a ballot**

An assessment ballot may be completed by the owner of the parcel to be assessed. As used in these Procedures, the term "owner" includes the owner's authorized representative. If the owner of the parcel is a partnership, joint tenancy, or tenancy in common, a ballot may be completed by any of the general partners, joint tenants, or tenants in common. Except as set forth below, only one ballot may be completed for each parcel.

- **Proportional assessment ballots**

If a parcel has multiple owners, any owner may request a proportional assessment ballot. If the ownership interest of the owner is not shown on the last equalized secured property tax assessment roll, such request must include evidence, satisfactory to the District, of the owner's proportional rights in the parcel. The District will provide the proportional ballot to the owner at the address shown on the assessment roll. Any request for a ballot to be mailed to another location must be made in writing and must include evidence, satisfactory to the District, of the identity of the person requesting the ballot. Each proportional ballot will be marked to show the date on which the ballot was provided, to identify it as a proportional ballot and to indicate the owner's proportional rights in the parcel. The District will keep a record of each proportional ballot provided to an owner.

- **Duplicate ballots**

If an assessment ballot is lost, withdrawn, destroyed or never received, the District will mail or otherwise provide a duplicate ballot to the owner upon receipt of a request in writing delivered to the District. The duplicate ballot will be marked to show the date on which the ballot was mailed or provided and to identify it as a duplicate ballot or a duplicate proportional ballot. The same procedure applies to duplicate ballots or duplicate proportional ballots which are lost, withdrawn, destroyed, or never received.

- **Marking and signing the ballot**

To complete an assessment ballot, the owner of the parcel must (1) stamp or mark the appropriate box supporting or opposing the proposed assessment, and (2) sign, under penalty of perjury, the statement on the ballot that the person completing the ballot is the owner of the parcel or the owner's authorized representative. Only one box may be stamped or marked on each ballot. Ballots must be completed in ink.

- **Only assessment ballots provided by the District will be accepted**

The District will only accept ballots mailed or otherwise provided to owners by the District.

II. Return of Ballots

- **Who may return ballots**

An assessment ballot may be returned by the owner of the parcel or by anyone authorized by the owner to return the ballot.

- **Where to return ballots**

Ballots may be mailed to the address indicated on the ballot. The District has provided return postage on the ballot.

Ballots may also be delivered in person to the District's offices, (prior to 4:30 p.m. on the date scheduled for the public hearing on the proposed assessment), or delivered to the District General Manager at the public hearing on the proposed assessment.

- **When to return ballots**

All returned ballots must be received by the District prior to the time the Board of Directors closes the public input portion of the public hearing on the proposed assessment. The public input portion of the public hearing may be continued from time to time. District staff will endorse on each ballot the date of its receipt.

Mailed ballots will only be counted if the ballots are received by the District prior to the conclusion of the public input portion of the public hearing. The District makes no representation as to whether the public input portion of the public hearing will be concluded on the date scheduled for commencement of the public hearing or continued to a later date.

- **Withdrawal of assessment ballots**

After returning an assessment ballot to the District, the person who signed the ballot may withdraw the ballot by submitting a written statement to the District directing the District to withdraw the ballot. Such statement must be received by the District prior to the close of the public input portion of the public hearing on the proposed assessment. When ballots for the assessment are tabulated, the District will segregate withdrawn ballots from all other returned ballots. The District will retain all withdrawn ballots and will indicate on the face of such withdrawn ballots that they have been withdrawn.

If any ballot has been withdrawn, the person withdrawing the ballot may request a duplicate ballot.

- **Changes to assessment ballots**

In order to change the contents of a ballot that has been submitted, the person who has signed that ballot may (1) request that such ballot be withdrawn, (2) request that a duplicate ballot be issued, and (3) return the duplicate ballot fully completed. Each of these steps must be completed according to the procedures set forth above.

III. Tabulation of Ballots

- **Which assessment ballots will be counted**

Only ballots which are completed and returned in compliance with these procedures will be counted. Ballots received by the District after the close of the public input portion of the public hearing on the proposed assessment will not be counted. Ballots which are not signed by the owner will not be counted. Ballots with no boxes marked, or with more than one box marked, will not be counted. Ballots withdrawn in accordance with these procedures will not be counted.

The District will keep a record of each proportional or duplicate ballot mailed or otherwise provided to an owner and will verify, prior to counting any duplicate ballot, that only one ballot has been returned for the parcel (or for the owner in the case of proportional ballots).

The following rules will apply if more than one countable ballot for a parcel (or owner) has been returned. If a non-duplicate ballot has been returned, the District will count the non-duplicate ballot and disregard all duplicate ballots. If only duplicate ballots have been returned, the District will count the earliest provided

duplicate ballot and disregard the later provided duplicate ballots. If an owner returns both a non-proportional ballot and a proportional ballot, the District will count the proportional ballot and disregard the non-proportional ballot.

- **When and where ballots will be tabulated**

The tabulation of ballots will be performed, in view of those present, at the public hearing following the close of the public input portion of the public hearing. The public hearing may be continued from time to time for the purpose of tabulating ballots. Ballots will not be unsealed until the tabulation begins.

- **How ballots will be tabulated**

Ballots may be counted by hand, by computer or by any other tabulating device.

Ballots will be tabulated by adding the ballots submitted in opposition to the assessment and adding the ballots submitted in favor of the assessment. Ballots shall be weighted according to the proportional financial obligation of the affected property; provided, however, that proportional ballots shall be weighted in accordance with the respective ownership interests of each proportional ballot submitted. If one or more proportional ballots are returned for a parcel and a non-proportional ballot is returned for the parcel, the non-proportional ballot will either be disregarded (if the same owner has returned a proportional ballot) or treated as a proportional ballot (if the same owner has not returned a proportional ballot).

- **Who will tabulate ballots**

Ballots will be tabulated by the District General Manager or some other impartial person designated by the Board of Directors who does not have a vested interest in the outcome of the proposed assessment. The District General Manager or the other designated person may be assisted by any of the staff and consultants of the District.

- **Results of tabulation**

The results of the tabulation will be announced following the completion of the tabulation and entered in the minutes of the Board of Directors meeting. If ballots submitted in opposition to the proposed assessment exceed the ballots submitted in favor of the proposed assessment (as tabulated above), the assessment will not be imposed.

Disclosure of Ballots

During and after the tabulation, the assessment ballots shall be treated as disclosable public records and be equally available for inspection by the proponents and opponents of the proposed assessment.

IV. Resolution of Disputes

In the event of a dispute regarding whether the signer of a ballot is the owner of the parcel to which the ballot applies, the District will make such determination from the last equalized assessment roll and any evidence of ownership submitted to the District prior to the conclusion of the public hearing. The District will be under no duty to obtain or consider any other evidence as to ownership of property and its determination of ownership will be final and conclusive.

In the event of a dispute regarding whether the signer of a ballot is an authorized representative of the owner of the parcel, the District may rely on the statement on the ballot signed under penalty of perjury that the person completing the ballot is the owner's authorized representative and any evidence submitted to the District prior to the conclusion of the public hearing. The District will be under no duty to obtain or consider any other evidence as to whether the signer of the ballot is an authorized representative of the owner and its determination will be final and conclusive.

V. Public Record

During and after tabulation, all ballots are public records.

VI. Further Information

For further information, contact MCSD at 839-9003.

McKinleyville Community Services District

BOARD OF DIRECTORS

August 7, 2013

TYPE OF ITEM: **ACTION**

ITEM: D.1 **Consider Approval of Minutes from July 10, 2013
Regular Board Meeting**

PRESENTED BY: **Kathy Wilson, Board Secretary**

TYPE OF ACTION: **Voice Vote-Consent Calendar**

Recommendation:

Staff recommends that the Board review the draft minutes from the July 10, 2013 Regular Board Meeting, recommend edits if any and provide staff with direction.

Discussion:

The Draft Minutes are attached for the above listed meetings.

Alternatives:

Staff's analysis includes the following potential alternative:

- Take no action

Fiscal Analysis:

Not applicable

Environmental Requirements:

Not applicable

Exhibits/Attachments

- Exhibit D.1-Draft Minutes from July 10, 2013 Regular Meeting

**MINUTES OF THE REGULAR MEETING OF THE MCKINLEYVILLE COMMUNITY SERVICES DISTRICT
HELD ON WEDNESDAY, JULY 10, 2013 AT 6:30 PM
AZALEA HALL, 1620 PICKETT ROAD, MCKINLEYVILLE, CA.**

The regular meeting of the Board of Directors of McKinleyville Community Services District convened at 6:31 pm with the following Directors and staff in attendance:

Dennis Mayo, Board President
David Couch, Vice President
John Corbett, Director
Helen Edwards, Director
Bill Wennerholm, Director
Russ Gans, Counsel

Greg Orsini, General Manager
Colleen M.R. Trask, Finance Director
James Henry, Operations Director
Jason Sehon, Parks and Recreation Director
Kathy Wilson, Board Secretary

REGULAR MEETING

AGENDA ITEM A.1 thru A.3 - CALL TO ORDER, ROLL CALL, PLEDGE OF ALLEGIANCE:

At 6:31 pm President Mayo called the regularly scheduled meeting to order; Directors Couch, Edwards, Wennerholm and Mayo were present. Director Corbett was absent. President Mayo asked Greg Orsini to lead in the pledge of allegiance.

AGENDA ITEM A.4 – ADDITIONS TO THE AGENDA: There were no additions to the agenda.

AGENDA ITEM A.5 – APPROVAL OF THE AGENDA:

MOTION: It was moved to remove item E.8 from the agenda and appoint Director Edwards and Couch to review the Strategic Plan along with staff and bring it back at a later date for review of the Board. The balance of the agenda was approved. Motion by Edwards; second by Wennerholm

MOTION VOTE: Ayes: Couch, Edwards, Wennerholm, and Mayo

MOTION SUMMARY: Motion Passed – 4 Ayes; 0 Nays

Director Corbett arrived at 6:35 pm

CLOSED SESSION

AGENDA ITEM A.6 – CLOSED SESSION DISCUSSION

A.6.a CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION.

Consider initiation of litigation pursuant to subdivision (c) of Section 54956.9:

1 potential case: Defects included in Willdan Consulting 2012 Rate Study/Analysis/Rate Structure.

Recessed to closed session at 6:36 pm

Reconvened out of closed session at 7:11 pm

AGENDA ITEM A.7 – REPORT OUT OF CLOSED SESSION – Director Mayo introduced Mark Risco, President/CEO and Jeff McGarvey, Managing Principal of Willdan Consulting Services who were in the audience. General Manager Greg Orsini reported out of closed session that there was no action taken.

AGENDA ITEM B – PUBLIC HEARINGS: No public hearings were scheduled

AGENDA ITEM C – PUBLIC COMMENT AND WRITTEN COMMUNICATIONS: President Mayo opened public input and no public input was offered. No written communications were presented.

AGENDA ITEM D – CONSENT CALENDAR:

D.1 Consider approval of the minutes of the Board of Directors' Regular Meeting of June 12, 2013

D.2 Consider approval of May, 2013 Treasurer's Report
D.3 No DCV Violations this month

MOTION: It was moved to approve the consent calendar with one correction being made to the draft June 12, 2013 minutes; changing the roll call to reflect Director Corbett and Edwards were absent. Director Couch was present and Director Corbett arrived late as noted in the minutes. Motion by Corbett; second by Couch

MOTION VOTE: Ayes: Corbett, Couch, Edwards, Wennerholm, and Mayo

MOTION SUMMARY: Motion Passed – 5 AYES; 0 NAYS

AGENDA ITEM E – CONTINUED AND NEW BUSINESS:

E.1 Presentation from the McKinleyville Land Trust: Nancy Correll and Emily King Teraoka with the McKinleyville Land Trust (MLT) presented information regarding the Chah-GAH-Cho (CGC) property located near the Mill Creek Market Place in McKinleyville. The representatives included a powerpoint presentation highlighting the Chah-GAH-Cho project. Discussion took place with the Board, staff and representatives from MLT. The first fundraiser called "Celebrate Chah-GAH-Cho!" will take place on Saturday, July 20, 2013 from 12:00 pm to 3:00 pm. The public is encouraged to come and explore the wooded areas of the land, walk the proposed trails, enjoy the view of the Mad River and the ocean, and learn about the history and the MLT's plan for the future of this land. President Mayo opened public input and no input was offered.

INFORMATIONAL ITEM: No action required or taken by the Board

E.2 Information related to Humboldt County Association of Governments (HCAOG) Board Membership request for future action by MCSD Board: Marcella Clem, Executive Director for Humboldt County Association of Governments (HCAOG) was present to answer questions regarding the new criteria for membership and its application to MCSD. Discussion took place with the Board regarding the interest of the District to request a seat on the Technical Advisory Committee (TAC). Securing a seat on the committee would allow a management level MCSD staff member to provide advice and recommendations to the Policy Advisory Committee. Director Edwards suggested staff write a letter of interest for a seat on the TAC and bring this item back for the Board to review. President Mayo opened public input. A member of the public spoke; Jeff Dunk supported the significance for membership on HCAOG and TAC. President Mayo directed General Manager Orsini to bring this item back on the August 07, 2013 agenda regarding a seat on the TAC.

INFORMATIONAL ITEM: No action required or taken by the Board

E.3 Consider Approval of Agreement with Willdan Consulting Services to Perform Revised Rate Study to Correct 2012 Water Rate Structure Defects: General Manager Orsini explained the process to correct the 2012 Water Rate Structure Defects. He introduced Mark Risco, President/CEO and Jeff McGarvey, Managing Principal of Willdan Consulting Services who were in the audience. President Mayo opened public input and no input was offered.

MOTION: It was moved to approve the General Manager enter into a contract with Willdan Financial Services consistent with the attached professional services agreement. Motion by Edwards; second by Corbett

MOTION VOTE: Corbett, Couch, Edwards, Wennerholm, and Mayo

MOTION SUMMARY: Motion Passed – 5 AYES; 0 NAYS

General Manager Orsini asked the Board to address item E.10 next.

E.10 Resolution 2013-16 Authorizing Purchase of Water Main Easement for Northern Intertie Project:

Director Edwards pointed out inconsistencies in the Resolution and Agreement of Purchase and Sale of Easement and Joint Escrow Instructions. The following corrections will be made:

1. Resolution 2013-16 - section D. will be correct to read:

WHEREAS, The total purchase price for the Easement shall be Nine Thousand Nine Hundred Dollars and 00/100 (\$9,900.00) (Purchase Price), payable by MCSD to Shirley Cramer as Follows: A deposit in the amount of Five Hundred Dollars (\$500.00) shall be deposited into escrow within five (5) business days following execution of the Agreement by seller. The remaining portion of the Purchase Price (i.e., Nine Thousand Four Hundred Dollars (\$9,400.00) shall be deposited into escrow by MCSD prior to the Close of Escrow for delivery to Shirley Cramer by way of wire transfer of immediately available funds at Close of Escrow.

2. Exhibit 1 – Agreement of Purchase and Sale of Easement and Joint Escrow Instructions – AGREEMENT – section 2.1 Cash Purchase Price (page 1 of 16) will be corrected to read:

Subject to prior satisfaction of all Contingencies (as defined in Section 4.1 of this Agreement, below), Buyer shall pay Seller the sum of Nine Thousand Nine Hundred Dollars and 00/100 (\$9,900.00) (the “Cash Purchase Price”). The Cash Purchase Price shall be deposited in Escrow (as defined in Section 9, below) by Buyer as follows: (i) Five Hundred Dollars (\$500.00) shall be deposited (the “Deposit”) within five (5) business days following Seller’s execution of this Agreement; and (ii) the remaining portion of the Cash Purchase Price (i.e. Nine Thousand Four Hundred Dollars and 00/100 (\$9,400.00)) shall be deposited prior to Close of Escrow for delivery to Seller by way of wire transfer of immediately available funds at the Close of Escrow. The Deposit shall be deemed irrevocable, and the sole property of Seller, following its deposit into escrow by Buyer and shall serve as consideration for rights(s) and options(s) created by this Agreement for Buyer to proceed with the purchase of the Easement upon satisfaction of the Contingencies.

President Mayo opened public input and no input was offered.

MOTION: It was moved to adopt Resolution 2013-16 as amended. Motion by Corbett; second by Wennerholm

MOTION VOTE: ROLL CALL VOTE: AYES; Corbett, Couch, Edwards, Wennerholm and Mayo

NAYS; NONE

ABSENT; NONE

ABSTAIN; NONE

MOTION SUMMARY: Motion Passed – 5 AYES; 0 NAYS

E.4 Information for upcoming LAFCo meeting concerning MCSD request for Out of District Services: Due to a scheduling conflict General Manager Orsini will not be available to attend the Humboldt LAFCo meeting. General Manager Orsini recommended that two Board members attend the LAFCo meeting on July 17th, 2013 at 9:00 am. Directors Corbett and Mayo will attend the LAFCo meeting. President Mayo opened public input and no input was offered.

INFORMATIONAL ITEM: No action required or taken by the Board

E.5 Select Candidates for Special District Risk Management Authority (SDRMA) Board of Directors:

MOTION: It was moved to nominate Dennis Mayo and John Woolley. Motion by Corbett; **Motion Died for lack of a second**

MOTION VOTE: ROLL CALL VOTE:

MOTION SUMMARY:

MOTION: It was moved to nominate three (3) of the incumbents; Muril Clift, Jean Bracy, David Aranda and candidate Mike Scheafer. Motion by Edwards; **Motion Died for lack of a second**

MOTION VOTE: ROLL CALL VOTE:

MOTION SUMMARY:

MOTION: It was moved to nominate three (3) of the incumbents; Muril Clift, Jean Bracy, David Aranda and candidate Mike Scheafer. Motion by Couch; second by Edwards

MOTION VOTE: ROLL CALL VOTE: AYES; Couch, Edwards

NAYS; Corbett, Wennerholm, Mayo

ABSENT; NONE

ABSTAIN; NONE

MOTION SUMMARY: Motion Failed – 2 AYES; 3 NAYS

President Mayo opened public input. A member of the public spoke; Jeff Dunk addressed the Board and supported Director Corbett’s motion to nominate Dennis Mayo and John Woolley. The Board could not reach a consensus as to the candidates to nominate. This item will be brought back next month for discussion at the August 07, 2013 Board meeting.

E.6 Information related to McKinleyville Community Services Districts Water (MCSD) Leak Adjustment Policy for future action by MCSD Board: A brief discussion took place between the Board and staff. President Mayo opened public input and no input was offered. No action was taken by the Board.

INFORMATIONAL ITEM: No action required or taken by the Board

E.7 Review Streetlight Central Avenue portion to date and consider approval: Operations Director James Henry presented to the Board the second phase of the Streetlights Light Emitting Diode (LED) Conversion Project. President Mayo opened public input. A member of the public spoke; Jeff Dunk inquired as to the life span of the LED and expressed his support of the project. Positive comments were made as to Central Avenue and the upgrade from HPS lights to LED.

MOTION: It was moved to adopt staff's recommendation to covert the remaining lights in the District to LED and authorize expenditure to \$124,191. Motion by Edwards; second by Corbett

MOTION VOTE: Corbett, Couch, Edwards, Wennerholm and Mayo

MOTION SUMMARY: Motion Passed – 5 AYES; 0 NAYS

E.8 Consider Approval of Strategic Plan: Removed from the agenda.

E.9 Review California Special Districts Association (CSDA) 2013 Official Board Elections Mail Ballot

Information: The Board supported nominating Greg Orsini as a representative to the CSDA Board of Directors for Region One. The completed ballot voting for Greg Orsini has been mailed to CSDA for acceptance. Candidates will be called with election results and new members will be recognized at the CSDA Annual Conference in September, 2013.

INFORMATIONAL ITEM: No action required or taken by the Board

AGENDA ITEM F-REPORTS:

F.1.a Recreation Advisory Committee (Couch/Mayo (alternate))

Director Couch reported that the committee talked about having an edible garden along the trail at the south end of Pierson Park. Jason Sehon reported that the Recreation Advisory Committee will meet next Thursday, July 18, 2013.

F.1.b Area Fund (John Kulstad)

No meeting until November, 2013.

F.1.c Redwood Region Economic Development Commission ((Wennerholm/Edwards (alternate))

Director Wennerholm reported that Hank Simms attended the meeting and spoke about his new blog "The Outlook".

F.1.d McKinleyville Senior Center Advisory Committee (Wennerholm)

Did not meet.

F.1.e Audit (Corbett/Edwards)

Director Corbett reported that the audit committee met on July 1, 2013. Director Corbett complemented the committee on the high quality of the meetings. He again spoke to the outstanding process and he is proud to be a part of it. Director Edwards commended Colleen Trask on attending the Government Finance Officers Association Conference and keeping the Board up to date with the Governmental Accounting Standards Board (GASB) requirements and reporting requirements.

F.1.f Employee Negotiations (Wennerholm/Edwards)

Nothing to report.

F.1.g Water Task Force (Mayo/Corbett (alternate))

Did not meet, but Director Mayo reported that the Strategic Planning Committee for Humboldt Bay Municipal Water District will reassemble to address some water sales ideas. Meetings have not yet been scheduled, but Director Mayo will give us an update as soon as one is available.

F.1.h AdHoc No Drugs & Toxics Down the Drain (Couch/Mayo (alternate))

Director Mayo reminded us of the Household Hazardous Waste collection event that is taking place in McKinleyville on Saturday, July 20, 2013. Director Edwards suggested that a flyer for the "Celebrate Chah-GAH-Cho" party be advertised at the Household Hazardous Waste collection event.

**F.1.i McKinleyville Municipal Advisory Committee
(Edwards/Corbett (alternate))**
Did not meet, nothing to report.

F.2.a - SUPPORT SERVICES DEPARTMENT: Colleen Trask reported GASB Statements 63 & 65 regarding deferred inflows and outflows will be implemented. The District has only one deferral that will be affected by these statements. The draft Budget is now on the website and will be finalized when the Board adopts the final Strategic Plan for FY2013-14. A Days of Cash On-Hand ratio has been added to the Monthly Treasurer's Report. The projected due date for final audit statement is set for November, 2013. The second Emergency Operations table-top exercise has been completed. The EOPS team has some work to do in regards to developing clear lines of communication and information flow. The work is progressing and we will have a plan that will work smoothly in the event of a disaster. Staff is working to develop a request for proposal for banking services. Umpqua bank has changed its rate structure. The General Manager has asked for a competitive RFP to ensure we receive the best services at the lowest cost.

F.2.b - OPERATIONS DEPARTMENT: Nothing further to report.

F.2.c - PARKS & RECREATION DEPARTMENT: Jason Sehon reported on the overwhelming support from the community for the renovation of the Bocce Ball Courts. The Bocce Ball community is out in force enjoying the new court surfaces. The Parks and Recreation Department is looking into forming a Bocce Ball Club. Director Edwards requested that we consider recognizing Johnny Cochran for a Community Recognition Award.

F.2.d - GENERAL MANAGER: General Manager Orsini highlighted the Cost Savings related to District activities. District staff are acknowledged and commended for their continued efforts in looking for cost savings.

AGENDA ITEM F.3 PRESIDENT'S REPORT: Director Mayo commented on the work and attention being given to SB 731 CEQA Reform and AB 543 & AB 133. He noted that CSDA and ACWA have been keeping an eye on these specific Bills. The Household Hazardous Waste collection event is taking place in McKinleyville on Saturday, July 20, 2013. Director Mayo advised that there would be a County Associated Disaster Preparedness Meeting, Thursday, July 11, 2013 at 6:00pm at the Arcata Community Center.

AGENDA ITEM F.4. BOARD COMMENTS, ANNOUNCEMENTS, REPORTS AND AGENDA ITEM REQUESTS:

AGENDA ITEM G - ADJOURNMENT

MOTION: It was moved to adjourn the meeting at 9:14 pm. Motion by Corbett; second by Edwards

MOTION VOTE: Ayes: Corbett, Couch, Edwards, Wennerholm and Mayo

MOTION SUMMARY: Motion Passed-5 AYES; 0 NAYS

Respectfully Submitted,

Kathy Wilson,
Board Secretary

**McKinleyville Community Services District
Treasurer's Report
June 2013**

Preliminary: Un-audited

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**McKinleyville Community Services District
Investments & Cash Flow Report
As of June 30, 2013**

Petty Cash & Change Funds 940.00

Cash

Operating & Money Market - Beginning Balance		130,303.76
Cash Receipts:		
Utility Billings	299,538.29	
Money Market Account Interest	22.45	
Transfers from County Funds #2560, #4240	150,000.00	
Other Cash Receipts	80,034.36	
Total Cash Receipts		529,595.10
Cash Disbursements:		
Payroll Related Expenditures	(129,001.09)	
Debt Service	(38,132.83)	
Capital & Other Expenditures	(296,124.03)	
Total Cash Disbursements		(463,257.95)
Operating & Money Market - Ending Balance		196,640.91
Total Cash		197,580.91

Investments (Interest and Market Valuation will be re-calculated as part of the year-end close, if material)

LAIF - Beginning Balance	128,020.55	
Interest Income	-	
LAIF - Ending Balance		128,020.55
Humboldt Co. #2560 - Beginning Balance	558,814.86	
Property Taxes	72,076.10	
Transfer to Operating Cash	(100,000.00)	
Interest Income	3,158.08	
Humboldt Co. #2560 - Ending Balance		534,049.04
Humboldt Co. #4240 - Beginning Balance	4,848,447.88	
Property Taxes	-	
Transfer to/from Operating Cash	(50,000.00)	
Interest Income	4,194.05	
Humboldt Co. #4240 - Ending Balance		4,802,641.93
Humboldt Co. #9390 - Beginning Balance	110,584.48	
Interest Income	-	
Humboldt Co. #9390 - Ending Balance		110,584.48
USDA Bond Reserve Fund - Beginning Balance	154,123.10	
Bond Reserve Payment	7,897.82	
Debt Service Payment	-	
Interest Adjustment	3.14	
USDA Bond Reserve Fund - Ending Balance		162,024.06
Market Valuation Account		(180.00)

Total Investments 5,737,140.06

Total Cash & Investments - Current Month 5,934,720.97

Total Cash & Investments - Prior Month 5,931,054.63

Net Change to Cash & Investments This Month 3,666.34

Cash & Investment Summary

Cash & Cash Equivalents	5,017,778.54
Davis-Grunsky Loan Reserve	596,624.45
Waste Water Capital Reserve	98,293.92
USDA Bond Reserve	162,024.06
I-Bank Loan Reserve	60,000.00
Total Cash & Investments	5,934,720.97

McKinleyville Community Services District
Consolidated Balance Sheet by Fund
As of June 30, 2013

Preliminary: Un-audited

	Governmental Funds			Proprietary Funds		
	Parks & General	Measure B	Streetlights	Water	Sewer	Total (Memorandum Only)
ASSETS						
Current Assets						
Unrestricted cash & cash equivalents	\$ 882,080.48	\$ 282,202.52	\$ (73,096.66)	\$ 803,247.35	\$ 3,122,164.65	\$ 5,016,598.34
Accounts receivable	16,705.27	-	4,113.55	98,395.50	248,122.74	367,337.06
Prepaid expenses & other current assets	461.36	-	-	66,700.47	31,364.96	98,526.79
Total Current Assets	899,247.11	282,202.52	(68,983.11)	968,343.32	3,401,652.35	5,482,462.19
Noncurrent Assets						
Restricted cash & cash equivalents	300,061.53	-	-	656,943.82	260,370.60	1,217,375.95
Other noncurrent assets	-	-	-	9,604.13	30,023.78	39,627.91
Capital assets (net)	-	-	-	6,953,245.76	11,591,898.09	18,545,143.85
Total Noncurrent Assets	300,061.53	-	-	7,619,793.71	11,882,292.47	19,802,147.71
TOTAL ASSETS	\$ 1,199,308.64	\$ 282,202.52	\$ (68,983.11)	\$ 8,588,137.03	\$ 15,283,944.82	\$ 25,284,609.90
LIABILITIES & FUND BALANCE/NET ASSETS						
Current Liabilities						
Accounts payable & other current liabilities	\$ 23,336.71	\$ 1,037.47	\$ 558.29	\$ 210,791.63	\$ 39,103.48	\$ 274,827.58
Accrued payroll & related liabilities	96,365.17	-	-	36,984.95	36,984.95	170,335.07
Total Current Liabilities	119,701.88	1,037.47	558.29	247,776.58	76,088.43	445,162.65
Noncurrent Liabilities						
Long-term debt	-	-	-	3,353,706.19	1,168,381.84	4,522,088.03
Other noncurrent liabilities	-	-	-	150,802.69	151,646.84	302,449.53
Total Noncurrent Liabilities	-	-	-	3,504,508.88	1,320,028.68	4,824,537.56
TOTAL LIABILITIES	119,701.88	1,037.47	558.29	3,752,285.46	1,396,117.11	5,269,700.21
Fund Balance/Net Assets						
Fund balance	175,553.76	281,165.05	(69,541.40)	-	-	387,177.41
Net assets	904,053.00	-	-	1,239,624.40	3,464,311.46	5,607,988.86
Investment in capital assets, net of related debt	-	-	-	3,596,227.17	10,423,516.25	14,019,743.42
Total Fund Balance/Net Assets	1,079,606.76	281,165.05	(69,541.40)	4,835,851.57	13,887,827.71	20,014,909.69
TOTAL LIABILITIES & FUND BALANCE/NET ASSETS	\$ 1,199,308.64	\$ 282,202.52	\$ (68,983.11)	\$ 8,588,137.03	\$ 15,283,944.82	\$ 25,284,609.90
Difference in Reclass from Cap Assets to Net Assets:				(465.06)	(465.06)	
Investment in General Capital Assets	\$ 3,212,017.81					
General Long-term Liabilities						
OPEB Liability	95,777.23					
Accrued Compensated Absences	7,540.27					
TOTAL GENERAL LONG-TERM LIABILITIES	\$ 103,317.50					

McKinleyville Community Services District
Activity Summary by Fund, Original Budget
June 2013

Preliminary: Un-audited

Department Summaries	June	YTD	Original YTD Budget	Over (Under) YTD Budget	Over (Under) YTD Budget %	Notes
<u>Water</u>						
Water Sales	144,255	1,669,749	2,053,190	(383,441)	-18.68%	Overall usage/income remains below rate study predictions
Other Revenues	12,240	293,759	211,972	81,787	38.58%	Capital contributions (non-cash donations of infrastructure) and capacity fees are above estimates
Total Operating Revenues	156,494	1,963,508	2,265,162	(301,654)	-13.32%	
Salaries & Benefits	43,762	729,022	778,084	(49,062)	-6.31%	
Water Purchased	53,844	657,440	704,507	(47,067)	-6.68%	
Other Expenses	27,497	373,396	457,134	(83,738)	-18.32%	Cost savings and reduction of non-vital purchases
Depreciation	24,100	289,200	250,000	39,200	15.68%	Budget based on prior year's depreciable assets
Total Operating Expenses	149,203	2,049,058	2,189,725	(140,667)	-6.42%	
Net Operating Income	7,291	(85,550)	75,437	(442,321)		
Interest Income	1,618	11,066	20,000	(8,934)	-44.67%	Rate of return on cash assets held by the County has dropped from 0.73% in 1Q FY2012-13 to 0.48% in 3Q.
Interest Expense	(6,652)	(105,365)	(86,081)	19,284	22.40%	Budget spread evenly across 12 months, but actuals vary w/debt payments
Net Income (Loss)	2,256	(179,849)	9,356	(189,205)		
<u>Sewer</u>						
Sewer Service Charges	126,542	1,503,177	1,645,000	(141,823)	-8.62%	Overall usage/income remains somewhat below rate study predictions
Other Revenues	7,696	318,498	199,300	119,198	59.81%	Capital contributions (non-cash donations of infrastructure) and capacity fees are above estimates
Total Operating Revenues	134,238	1,821,674	1,844,300	(22,626)	-1.23%	
Salaries & Benefits	40,072	747,990	799,779	(51,789)	-6.48%	
Other Expenses	48,506	519,418	606,176	(86,758)	-14.31%	Cost savings and reduction of non-vital purchases
Depreciation	38,400	460,800	408,000	52,800	12.94%	Budget based on prior year's depreciable assets
Total Operating Expenses	126,977	1,728,209	1,813,955	(85,746)	-4.73%	
Net Operating Income	7,261	93,466	30,345	63,121		
Interest Income	2,531	21,267	30,000	(8,733)	-29.11%	Interest returns remaining lower than expected - see note to Water Fund
Interest Expense	(4,039)	(50,393)	(55,000)	(4,607)	-8.38%	Budget spread evenly across 12 months, but actuals vary w/debt payments
Net Income (Loss)	5,753	64,340	5,345	58,995		
Enterprise Funds Net Income (Loss)	8,009	(115,509)	14,701	(130,210)		

McKinleyville Community Services District
Activity Summary by Fund, Original Budget
June 2013

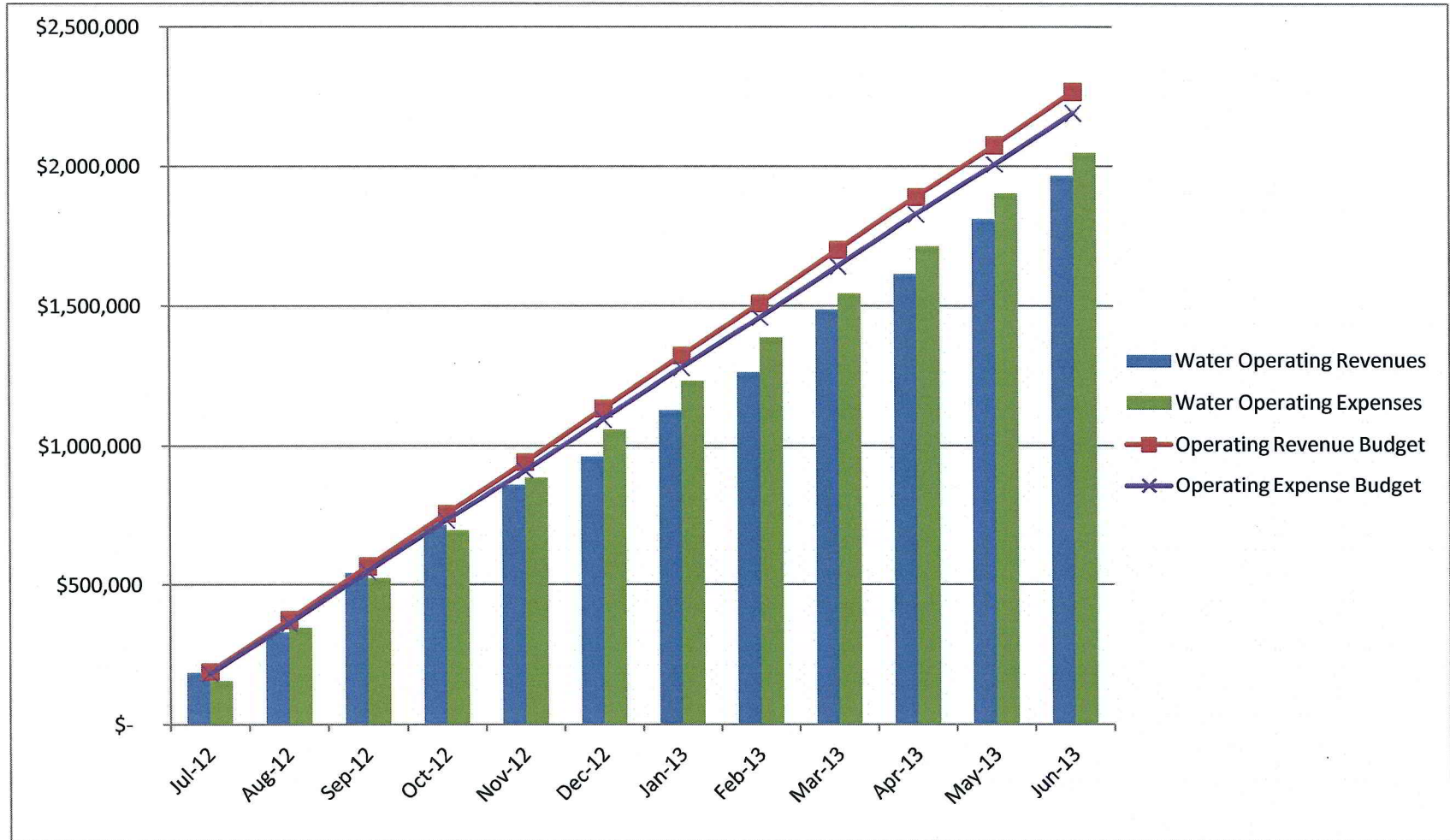
Preliminary: Un-audited

Department Summaries	June	YTD	Original YTD Budget	Over (Under) YTD Budget	Over (Under) YTD Budget %	Notes
<u>Parks & Recreation</u>						
Program Fees	26,714	316,527	345,800	(29,273)	-8.47%	
Rents & Related Fees	5,270	61,075	53,226	7,849	14.75%	More rental activity than anticipated
Property Taxes	72,076	560,445	530,000	30,445	5.74%	County Tax remittance scheduled in December and April
Other Revenues	19,622	116,975	240,555	(123,580)	-51.37%	Slowdown of Quimby project pace to accommodate cash flow and regulatory reqs
Interest Income	226	3,527	3,000	527	17.57%	Interest income allocated proportionately to fund balances including gains/losses
Total Revenues	123,909	1,058,549	1,172,581	(114,032)	-9.72%	
Salaries & Benefits	46,493	783,838	793,190	(9,352)	-1.18%	
Other Expenditures	22,895	275,838	219,805	56,033	25.49%	Expense budget spread evenly across 12 months, but actuals vary w/programs
Capital Expenditures	844	73,851	158,000	(84,149)	-53.26%	Slowdown of capital project pace to accommodate cash flow and regulatory reqs
Total Expenditures	70,232	1,133,527	1,170,995	(37,468)	-3.20%	
Excess (Deficit)	53,677	(74,978)	1,586	(76,564)		
<u>Measure B Assessment</u>						
Total Revenues	3,004	205,752	209,000	(3,248)	-1.55%	County Tax remittance scheduled in December and April
Salaries & Benefits	2,068	10,933	39,000	(28,067)	-71.97%	Salaries for maintenance of Measure B properties
Other Expenditures	107	2,381	3,000	(619)	-20.62%	Supplies for maintenance of Measure B properties
Capital Expenditures	930	16,390	167,000	(150,610)	-90.19%	Teen Center project started
Total Expenditures	3,106	29,705	209,000	(179,295)	-85.79%	
Excess (Deficit)	(102)	176,048	-	176,048		
<u>Street Lights</u>						
Total Revenues	7,435	85,658	238,829	(153,171)	-64.13%	Loan funding from LED project not received FY2012-13
Salaries & Benefits	1,692	35,660	40,026	(4,366)	-10.91%	
Other Expenditures	1,838	46,681	42,541	4,140	9.73%	Cost savings from Streetlights LED project not yet realized
Capital Expenditures	-	15,718	155,000	(139,282)	-89.86%	LED project - Central Avenue lights installed
Total Expenditures	3,530	98,059	237,567	(139,508)	-58.72%	
Excess (Deficit)	3,906	(12,401)	1,262	13,663		
Governmental Funds Excess (Deficit)	57,480	88,669	2,848	85,821		

McKinleyville Community Services District

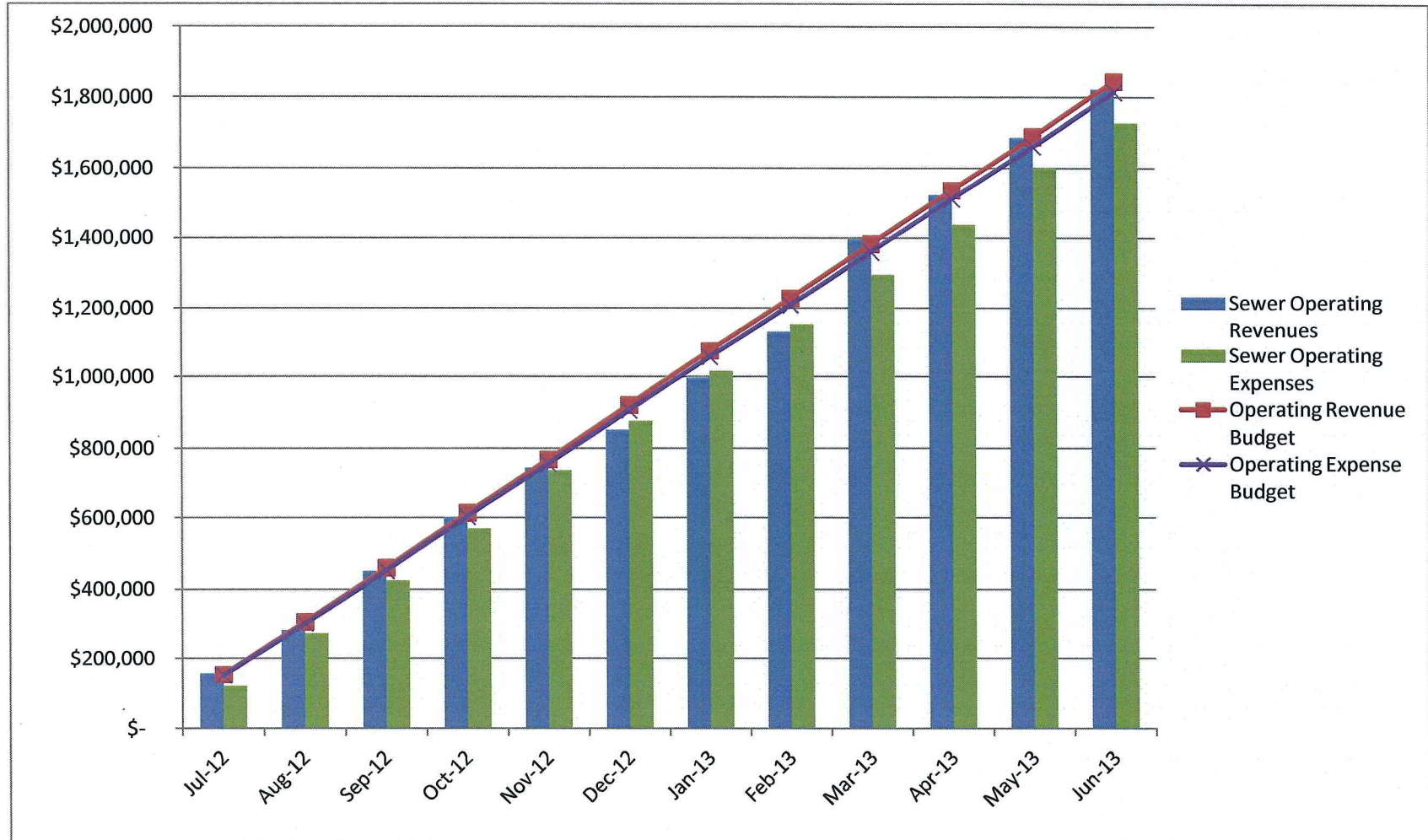
June 2013

Comparison of Water Fund Operating Revenues & Expenses to Budget



McKinleyville Community Services District June 2013

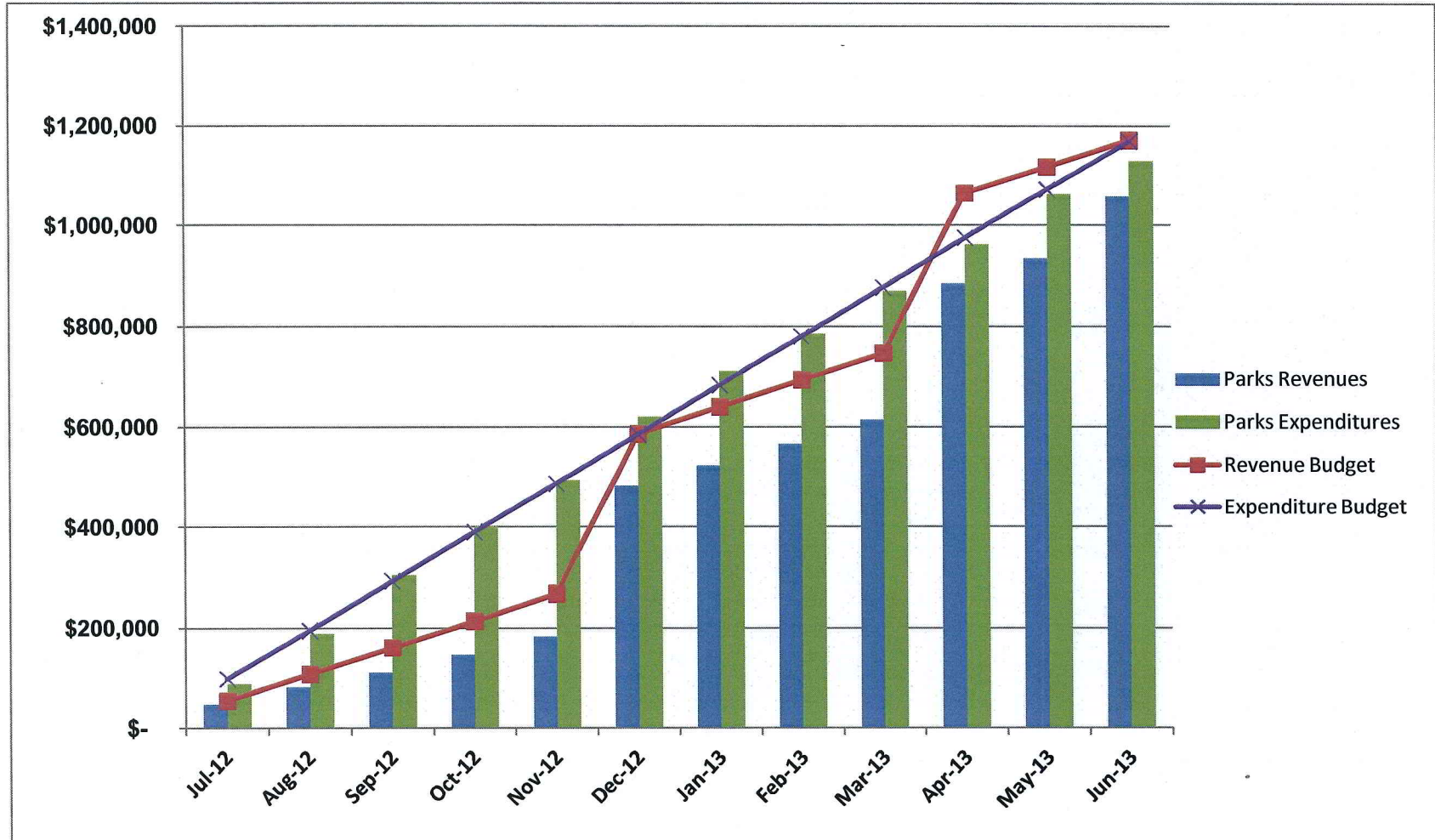
Comparison of Sewer Fund Operating Revenues & Expenses to Budget



McKinleyville Community Services District

June 2013

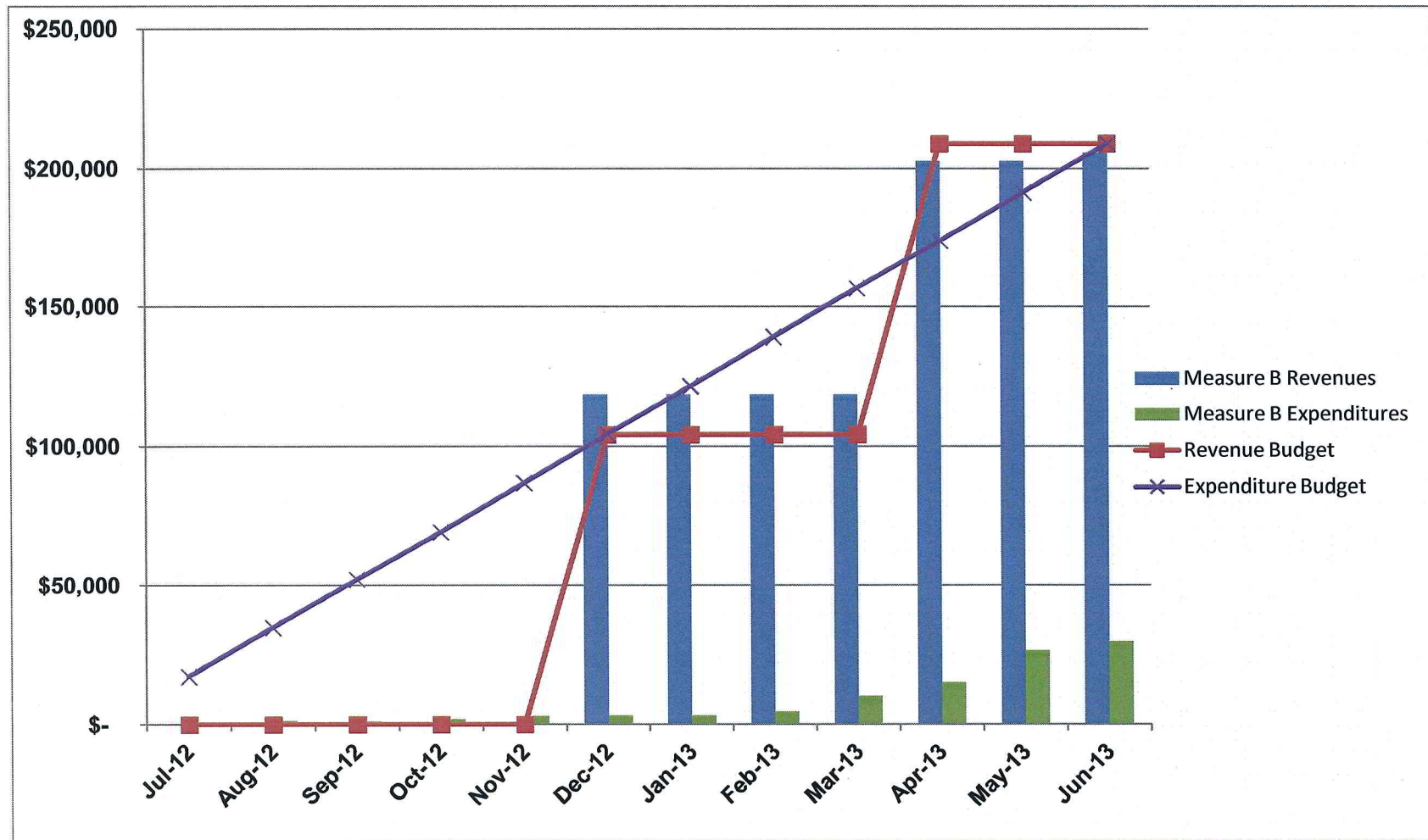
Comparison of Parks & Recreation Total Revenues & Expenditures to Budget



McKinleyville Community Services District

June 2013

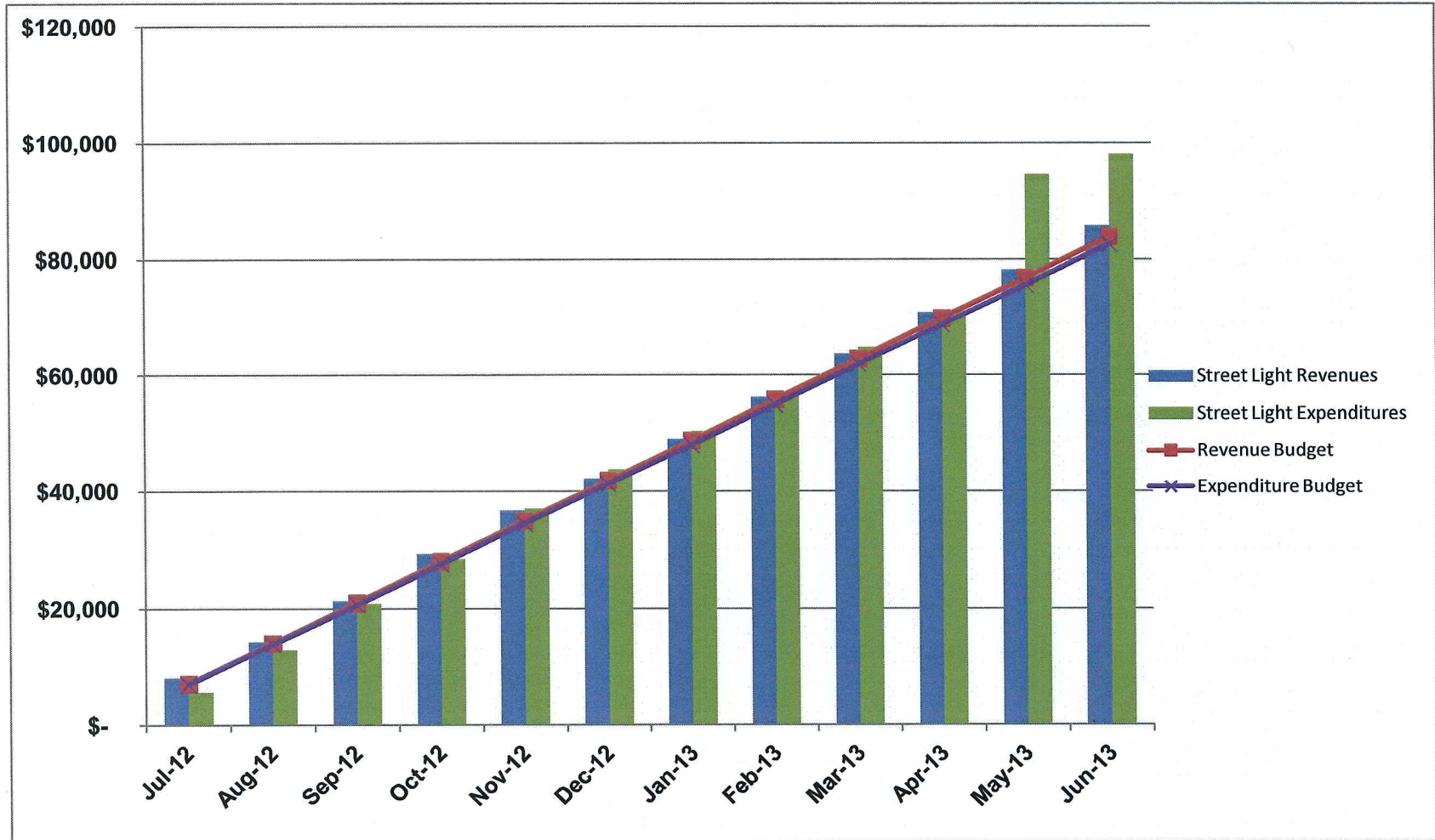
Comparison of Measure B Fund Total Revenues & Expenditures to Budget



McKinleyville Community Services District

June 2013

Comparison of Street Light Fund Total Revenues & Expenditures to Budget



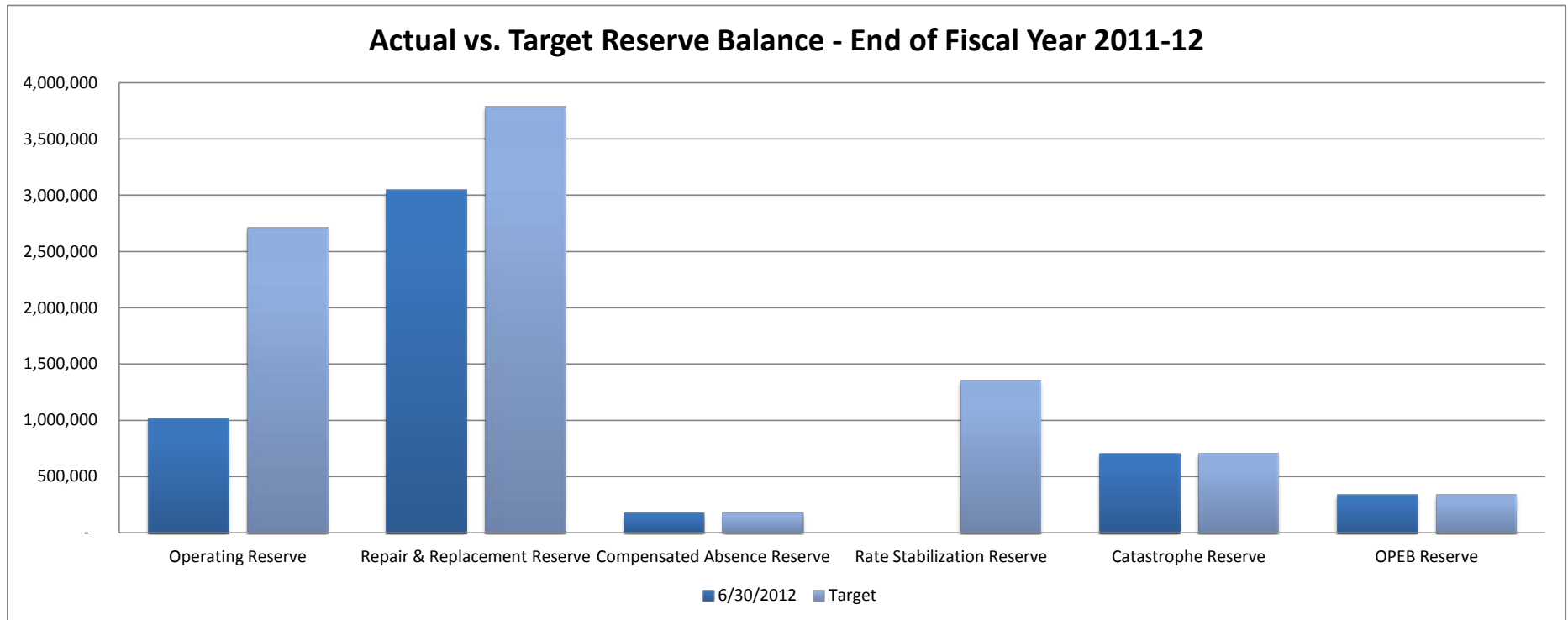
McKinleyville Community Services District
Capital Expenditure Report
As of June 30, 2013

	June	YTD Total	FY 13 Budget	Remaining		
				Budget \$	Budget %	Notes
<u>Water Department</u>						
Ramey Pump Upgrades	9,321	24,630	15,000	(9,630)	-64%	Pump Station Roof
Emergency Water Line River Crossing	22,391	99,024	129,300	30,276	23%	Intertie Proj: Golden St Bridge
Water Tank Upgrade	-	22,604	8,000	(14,604)	-183%	
4.5m New Water Tank	-	-	3,500,000	3,500,000	100%	
Production Meter Replacements	-	-	-	-	#DIV/0!	
Emergency Water Supply	-	-	-	-	#DIV/0!	
Emergency Response Equipment	1,250	1,250	-	(1,250)	#DIV/0!	Base Station radio upgrade
Fire Hydrant System Upgrade	-	-	7,000	7,000	100%	
Customer Meter Replacements	-	1,177	1,300,000	1,298,823	100%	
Radio Telemetry Upgrade	5,359	8,263	20,000	11,737	59%	Radio Telemetry upgrade
Meter Reading Equipment Replacement	-	43	15,000	14,957	100%	
Water Main Replacement	-	-	60,000	60,000	100%	
Subtotal	38,321	156,992	5,054,300	4,897,308	97%	
<u>Sewer Department</u>						
Sewer Main Rehab & Replacement	-	-	50,000	50,000	100%	
WWMF Security Upgrades	-	-	4,000	4,000	100%	
WWMF Fencing & Gate	-	-	2,000	2,000	100%	
Collection System Upgrades	-	-	10,000	10,000	100%	
Irrigation & Pipe Fittings	-	-	3,000	3,000	100%	
Sewer Main Camera Unit	-	-	30,000	30,000	100%	
WWMF Upgrade/CEQA/Permitting	1,310	119,204	750,000	630,796	84%	Prelim Title report, GHD Engr
NPDES Permit/WWMF Engineering Study	-	108	50,000	49,892	100%	
Radio Telemetry Upgrade	-	2,904	30,000	27,096	90%	
Emergency Response Equip	1,211	1,211	-	(1,211)	#DIV/0!	Base Station radio upgrade
Lift Station Pump Upgrade	-	-	20,000	20,000	100%	
Property Purchases & Improvements	-	-	10,000	10,000	100%	
Underground Locator Pipe & Camera	-	-	-	-	#DIV/0!	
Subtotal	2,520	123,426	959,000	835,574	87%	
<u>Water & Sewer Operations</u>						
Heavy Equipment	-	-	100,000	100,000	100%	
Utility Vehicles	-	-	60,000	60,000	100%	
Office, Corporate Yard & Shops	-	6,757	227,000	220,243	97%	
Computers & Software	-	7,264	35,000	27,736	79%	
Fischer Ranch	-	-	13,000	13,000	100%	
Small Equipment & Other	-	-	42,000	42,000	100%	
Subtotal	-	14,021	477,000	462,979	97%	
Enterprise Funds Total	40,841	294,439	6,490,300	6,195,861	95%	
<u>Parks & Recreation Department</u>						
Hiller Park & Sports Complex	-	1,434	-	(1,434)	#DIV/0!	
Pierson Park Upgrades	844	7,065	-	(7,065)	#DIV/0!	Pierson Park upgrade-design
Washington Avenue Park Project	-	17,962	-	(17,962)	#DIV/0!	
McKinleyville Activity Center Upgrades	-	-	-	-	#DIV/0!	
Law Enforcement Facility Improvements	-	-	-	-	#DIV/0!	
Projects Funded by Quimby/Other Funds	-	37,408	150,000	112,592	75%	
Projects Funded by Measure B Renewal	930	13,986	185,000	171,014	92%	Teen Center Project
Other Parks Projects & Equipment	-	1,853	8,000	6,147	77%	
Subtotal	1,774	79,708	343,000	263,292	77%	
<u>Streetlights</u>						
LED	114	15,718	140,000	124,282	89%	LED Streetlights on Central Ave
Pole Replacement	-	-	15,000	15,000	100%	
Subtotal	114	15,718	155,000	139,282	90%	
Governmental Funds Total	1,888	95,426	498,000	402,574	81%	
All Funds Total	42,729	389,865	6,988,300	6,598,435	94%	

McKinleyville Community Services District
Summary of Long-Term Debt Report
As of June 30, 2013

				Principal Maturities and Scheduled Interest						
				Balance -	Balance -	Remaining for				
				May.31, 2013	June.30, 2013	FY-13	FY-14	FY-15	FY-16	Thereafter
				%	Maturity Date					
Water Fund:										
I-Bank		8/1/30	P	919,302.71	919,302.71	-	37,969.13	39,248.69	40,571.37	801,513.53
Interest	3.37%		I			15,490.26	30,340.72	29,039.60	27,694.63	219,225.52
State of CA Energy Commission (ARRA)		12/22/26	P	156,860.62	156,860.62	5,416.26	10,909.36	11,018.72	11,125.84	123,806.70
Interest	1.0%		I			1,007.16	1,541.48	1,432.12	1,325.20	6,926.83
State of CA (Davis Grunsky)		1/1/33	P	1,936,845.81	1,936,845.81	-	75,821.96	77,717.50	79,660.44	1,703,645.91
State of CA (Davis Grunsky) Deferred Interest		1/1/33	P	340,697.05	340,697.05	-	17,035.12	17,035.12	17,035.12	289,591.69
Interest	2.5%		I			-	48,421.14	46,525.60	44,582.66	408,486.72
Total Water Fund-Principal				3,353,706.19	3,353,706.19	5,416.26	141,735.57	145,020.03	148,392.77	2,918,557.83
Total Water Fund-Interest						16,497.42	80,303.34	76,997.32	73,602.49	634,639.07
Total Water Fund				3,353,706.19	3,353,706.19	21,913.68	222,038.91	222,017.35	221,995.26	3,553,196.90
Sewer Fund:										
State of CA WRCB (SCEP I)		4/15/16	P	122,760.30	122,760.30	-	40,920.10	40,920.10	40,920.10	-
Interest	0.0%		I			-	-	-	-	-
State of CA WRCB (SCEP II)		3/27/18	P	129,254.93	129,254.93	-	24,545.72	25,183.91	25,838.70	53,686.60
Interest	2.6%		I			-	3,360.62	2,722.43	2,067.64	2,102.41
Umpqua Bank		12/4/17	P	225,009.53	221,366.61	24,587.32	44,667.13	47,186.72	49,848.42	79,721.79
Interest	5.5%		I			7,868.73	11,066.63	8,547.04	5,885.34	3,506.57
USDA (Sewer Bond)		8/1/22	P	695,000.00	695,000.00	-	60,000.00	60,000.00	60,000.00	515,000.00
Interest	5.0%		I			17,375.00	33,250.00	30,250.00	27,250.00	90,875.00
Total Sewer Fund-Principal				1,172,024.76	1,168,381.84	24,587.32	170,132.95	173,290.73	176,607.22	648,408.39
Total Sewer Fund-Interest						25,243.73	47,677.25	41,519.47	35,202.98	96,483.98
Total Sewer Fund				1,172,024.76	1,168,381.84	49,831.05	217,810.20	214,810.20	211,810.20	744,892.37
Total Principal				4,525,730.95	4,522,088.03	30,003.58	311,868.52	318,310.76	324,999.99	3,566,966.22
Total Interest						41,741.15	127,980.59	118,516.79	108,805.47	731,123.05
Total				4,525,730.95	4,522,088.03	71,744.73	439,849.11	436,827.55	433,805.46	4,298,089.27

McKinleyville Community Services District
Board Designated Reserve Balances
As of June 30, 2013



- Utility Accounts Receivable Turnover Days As of June 30, 2013 13.7 Days

Beg. A/R	79259.52	#####	120400.565	3172925.64	26.35307932
501 Ops Exp	1,391,618.44	#####	1,669,748.74		

- YTD Breakeven Revenue, Water Fund: 2,295,398.59 - YTD Actual Water Sales: 1,669,748.74

- Days of Cash on Hand - Operations Account 196,640.91 11,885.91 16.5 Days

McKinleyville Community Services District
Cash Disbursement Report
For the Period June 1 through June 30, 2013

Check Number	Check Date	Vendor Number	Name	Net Amount	Invoice #	Description
Accounts Payable Disbursements						
26562	6/3/2013	*0023	DANNY & SANDY MCKAY	23.04	B30531	WATER SERVICE DEPOSIT REFUND
26563	6/3/2013	AGS01	AG SALES	636.51	75040	REPAIRS/ SUPPLIES
26564	6/3/2013	ARC02	Arcata Stationers	315.14	B30529	OFFICE SUPPLIES
26565	6/3/2013	COA02	COASTAL BUSINESS SYSTEMS	140.64	86994	OFFICE SUPPLIES
26566	6/3/2013	COR07	JOHN W. CORBETT	250.00	B30529	DIRECTORS FEES
26567	6/3/2013	COU09	DAVID R. COUCH	250.00	B30530	DIRECTORS FEES
26568	6/3/2013	EDW01	HELEN L. EDWARDS	250.00	B30529	DIRECTORS FEES
26569	6/3/2013	EDW02	EDWARD SCHILLINGER ENGINEERING	1,100.00	65-MCSD	WASHINGTON AVE
26570	6/3/2013	HUM17	HUMBOLDT COUNTY DEPT.	1,269.64	7205	ANNUAL HAZMAT FEES
				305.35	7287	ANNUAL HAZMAT FEES
				337.00	7288	ANNUAL HAZMAT FEES
				305.35	7289	ANNUAL HAZMAT FEES
				305.35	7290	ANNUAL HAZMAT FEES
				305.35	7291	ANNUAL HAZMAT FEES
				762.02	7292	ANNUAL HAZMAT FEES
				305.35	7293	ANNUAL HAZMAT FEES
			Check Total:	<u>3,895.41</u>		
26571	6/3/2013	IND02	Industrial Electric Serv	220.51	8965	REPAIRS/SUPPLY
				60.85	9004	REPAIRS/SUPPLY
			Check Total:	<u>281.36</u>		
26572	6/3/2013	MAY02	DENNIS MAYO	250.00	B30529	DIRECTORS FEES

Check Number	Check Date	Vendor Number	Name	Net Amount	Invoice #	Description
26573	6/3/2013	MAY02	DENNIS MAYO	52.00	B30529	ACWA SPRING CONFERENCE TRAVEL
26574	6/3/2013	SUD01	SUDDENLINK	159.90	B30529	INTERNET SERVICES
26575	6/3/2013	THR01	THRIFTY SUPPLY COMPANY	25.80	1342417	SUPPLIES/ REPAIRS
26576	6/3/2013	WEN01	WILLIAM WENNERHOLM, DC	250.00	B30529	DIRECTORS FEES
26577	6/3/2013	WES09	WEST COAST PLUMBING	218.42	I-181790	SUPPLIES/ REPAIRS
26578	6/3/2013	\A001	MQ CUSTOMER REFUND FOR AR	-	B30603u	Ck# 026578 Reversed
26579	6/3/2013	\A003	MQ CUSTOMER REFUND FOR AR	-	000B30601u	Ck# 026579 Reversed
26580	6/3/2013	\B037	MQ CUSTOMER REFUND FOR BA	45.02	000B30601	MQ CUSTOMER REFUND FOR BA
26581	6/3/2013	\B038	MQ CUSTOMER REFUND FOR BA	50.41	000B30601	MQ CUSTOMER REFUND FOR BA
26582	6/3/2013	\B039	MQ CUSTOMER REFUND FOR BE	43.66	000B30601	MQ CUSTOMER REFUND FOR BE
26583	6/3/2013	\B040	MQ CUSTOMER REFUND FOR BL	51.08	000B30601	MQ CUSTOMER REFUND FOR BL
26584	6/3/2013	\B041	MQ CUSTOMER REFUND FOR BR	21.48	000B30601	MQ CUSTOMER REFUND FOR BR
26585	6/3/2013	\C015	MQ CUSTOMER REFUND FOR CA	56.41	000B30601	MQ CUSTOMER REFUND FOR CA
26586	6/3/2013	\C038	MQ CUSTOMER REFUND FOR CO	100.00	000B30601	MQ CUSTOMER REFUND FOR CO
26587	6/3/2013	\D012	MQ CUSTOMER REFUND FOR DE	62.33	000B30601	MQ CUSTOMER REFUND FOR DE
26588	6/3/2013	\G020	MQ CUSTOMER REFUND FOR GA	55.52	000B30601	MQ CUSTOMER REFUND FOR GA
26589	6/3/2013	\H005	MQ CUSTOMER REFUND FOR HA	94.81	000B30601	MQ CUSTOMER REFUND FOR HA
26590	6/3/2013	\H010	MQ CUSTOMER REFUND FOR HR	50.30	000B30601	MQ CUSTOMER REFUND FOR HR
26591	6/3/2013	\L007	MQ CUSTOMER REFUND FOR LA	44.15	000B30601	MQ CUSTOMER REFUND FOR LA
26592	6/3/2013	\L022	MQ CUSTOMER REFUND FOR LI	42.36	000B30601	MQ CUSTOMER REFUND FOR LI

Check Number	Check Date	Vendor Number	Name	Net Amount	Invoice #	Description
26593	6/3/2013	\N001	MQ CUSTOMER REFUND FOR NO	14.32	000B30601	MQ CUSTOMER REFUND FOR NO
26594	6/3/2013	\P014	MQ CUSTOMER REFUND FOR PI	36.81	000B30601	MQ CUSTOMER REFUND FOR PI
26595	6/3/2013	\R006	MQ CUSTOMER REFUND FOR RA	55.23	000B30601	MQ CUSTOMER REFUND FOR RA
26596	6/3/2013	\S006	MQ CUSTOMER REFUND FOR SA	40.44	000B30601	MQ CUSTOMER REFUND FOR SA
26597	6/3/2013	\S019	MQ CUSTOMER REFUND FOR SA	48.93	000B30601	MQ CUSTOMER REFUND FOR SA
26598	6/3/2013	\S058	MQ CUSTOMER REFUND FOR SP	34.56	000B30601	MQ CUSTOMER REFUND FOR SP
26599	6/3/2013	\S059	MQ CUSTOMER REFUND FOR ST	66.09	000B30601	MQ CUSTOMER REFUND FOR ST
26600	6/3/2013	\T001	CUSTOMER REFUND PAYABLES JT	16.79	B30603	CUSTOMER REFUND PAYABLES JT
26601	6/3/2013	\W018	MQ CUSTOMER REFUND FOR WA	33.62	000B30601	MQ CUSTOMER REFUND FOR WA
26602	6/3/2013	\W019	MQ CUSTOMER REFUND FOR WE	37.09	000B30601	MQ CUSTOMER REFUND FOR WE
26603	6/3/2013	\W035	MQ CUSTOMER REFUND FOR WI	68.85	000B30601	MQ CUSTOMER REFUND FOR WI
26604	6/10/2013	*0024	AZALEA HALL DEPOSIT REFUND JB	100.00	B30606	AZALEA HALL DEPOSIT REFUND JB
26605	6/10/2013	*0025	AZALEA HALL DEPOSIT REFUND KL	100.00	B30606	AZALEA HALL DEPOSIT REFUND KL
26606	6/10/2013	*0026	AZALEA HALL DEPOSIT REFUND JT	100.00	B30606	AZALEA HALL DEPOSIT REFUND JT
26607	6/10/2013	ACW01	CB&T/ACWA-JPIA	45,046.54	B30607	GRP. HEALTH INS
26608	6/10/2013	AJI01	HAIDER AJINA	45.00	B30607	CONTRACTED REFEREE
26609	6/10/2013	APP01	APPLIED INDUST. TECH.	43.22	700059190	REPAIRS/ SUPPLIES
26610	6/10/2013	ARC02	Arcata Stationers	19.47	B30604	OFFICE SUPPLIES
26611	6/10/2013	BAY01	BAY AREA COATING CONSULTANTS	1,445.00	E02885	WATER TANK UPGRADE
26612	6/10/2013	COR01	CORBIN WILLITS SYSTEMS, INC	858.42	B305151	MOMS SOFTWARE MAINTENANCE

Check Number	Check Date	Vendor Number	Name	Net Amount	Invoice #	Description
26613	6/10/2013	COU02	HUMBOLDT COUNTY ASSESSOR	10.60	B30604	MEASURE B MAPS
26614	6/10/2013	EGG01	LYNN EGGINK	124.80	B30606	CONTRACTED INSTRUCTOR
26615	6/10/2013	GUA01	GUARDIAN - APPLETON	4,159.28	B30529	GRP DENTAL INSURANCE
26616	6/10/2013	HAC01	HACH COMPANY	220.37	8303628	REPAIRS/SUPPLY
26617	6/10/2013	HAR13	The Hartford - Priority A	670.96	B30529	GRP. LIFE INSURANCE
26618	6/10/2013	HEN03	JAMES G. HENRY	209.90	B30604	OFFICE SUPPLIES REIMB
26619	6/10/2013	HUM01	HUMBOLDT BAY MUNICIPAL WATER DISTR	53,510.91	B30604	WTR PURCHASED
26620	6/10/2013	HUM22	HUMBOLDT COUNTY SHERIFF	100.00	B30606	ALARM PERMITS RENEWAL
26621	6/10/2013	IND01	INDEPENDENT BUS. FORMS	30.10	25861	OFFICE SUPPLIES
26622	6/10/2013	IND02	Industrial Electric Serv	60.85	IN9004	REPAIRS/SUPPLY
26623	6/10/2013	KEN02	KENNEDY/JENKS CONSULTANTS	49,859.05	73335	PROFESSIONAL SERVICES WWMF
26624	6/10/2013	LDA01	LDA PARTNERS	7,200.00	8/635-1-1	PROFESSIONAL SERVICES TEEN CTR
26625	6/10/2013	MAN03	MANDELL MUNICIPAL COUNSEL	611.00	B30607	PROFESSIONAL SERVICES
26626	6/10/2013	MCK11	MCKINLEYVILLE SENIOR CENTER	119.70	B30604	WIFI SERVICES AT AZALEA HALL
26627	6/10/2013	MCM01	McMaster-Carr Supply Co.	63.18	50047780	REPAIRS/ SUPPLIES
26628	6/10/2013	MEN01	MENDES SUPPLY CO.	134.60	M046976	SAFETY SUPPLIES
26629	6/10/2013	MIL03	THE MILL YARD	257.53	B30604	NORTH BANK, SUPPLIES/ REP
26630	6/10/2013	NAT02	NATIONAL BUSINESS FURNITURE	3,901.87	MK411066	OFFICE EQUIPMENT
26631	6/10/2013	NEC01	NEC FINANCIAL SERVICES,LL	286.59	1620422	PHONE SYSTEMS
26632	6/10/2013	NOR13	NOR CALIFORNIA SAFETY CONSORTIUM	80.00	19555	MONTHLY SUBSCRIPTION

Check Number	Check Date	Vendor Number	Name	Net Amount	Invoice #	Description
26633	6/10/2013	NOR36	NORTH COAST PARTS & SUPPLY	117.77	B30604	REPAIRS/ SUPPLIES
26634	6/10/2013	NYL01	NYLEX.NET	48.00	73993	PROFESSIONAL SERVICES
26635	6/10/2013	ORS01	GREG ORSINI	73.90	B30604	OFFICE SUPPLIES REIMB
26636	6/10/2013	PGE01	PG & E (Office & Field)	14,629.82	B30607	GAS & ELECTRIC
26637	6/10/2013	PRE08	PRECISION INTERMEDIA	23.75	18255	WEB TRAINING
26638	6/10/2013	REM01	REMY, MOOSE AND MANLEY,LL	1,350.00	96162	PROFESSIONAL SERVICES
26639	6/10/2013	REN01	RENNER PETROLEUM	3,796.15	B30607	GAS/OIL/LUBE
26640	6/10/2013	SHN01	SHN ENGINEERING	3,068.75	79776	PROFESSIONAL SERVICES
26641	6/10/2013	STA02	STATE OF CA ENERGY RESOURCES COMM	6,225.42	8842	LOAN PAYMENT
26642	6/10/2013	THO02	Thomas Home Center	1,653.97	B30610	REPAIRS/SUPPLY
26643	6/10/2013	TON01	TONY'S UPHOLSTERY	740.31	1541	OFFICE CHAIRS FIXED
26644	6/10/2013	UMP03	UMPQUA BANK--VISA	4,168.28	B30610	SUPPLIES PURCHASED IN MAY
26645	6/10/2013	USB01	U.S. BANK TRUST N.A.	7,895.83	B30610	SEWER BOND PAYMENT
26646	6/10/2013	VER01	VERIZON WIRELESS	137.80	B30610	CELL PHONES
26647	6/14/2013	NOR23	NORTH COAST SECTION, CWEA	156.00	B30614P	OTHER PROFESSIONAL SERVICES
26648	6/17/2013	*0027	AZALEA HALL DEPOSIT REFUND SG	100.00	B30614	AZALEA HALL DEPOSIT REFUND SG
26649	6/17/2013	*0028	AZALEA HALL DEPOSIT REFUND HV	200.00	B30614	AZALEA HALL DEPOSIT REFUND HV
26650	6/17/2013	AJI01	HAIDER AJINA	90.00	B30617	CONTRACTED REFEREE
26651	6/17/2013	BAS01	BASIC LABORATORY INC.	1,703.80	1305202	LAB TEST
26652	6/17/2013	BAY02	BAY WEST SUPPLY, INC.	1,172.56	B30604	JANITORIAL SUPPLIES

Check Number	Check Date	Vendor Number	Name	Net Amount	Invoice #	Description
26653	6/17/2013	CUM01	CUMMINS WEST, INC.	44.52	005-4057	REPAIRS/SUPPLY
26654	6/17/2013	DEP05	DEPARTMENT OF JUSTICE	64.00	973552	PARKS & REC FINGERPRINTING
26655	6/17/2013	EIC01	JENNIFER EICHSTEDT	695.50	B30617	CONTRACTED INSTRUCTOR
26656	6/17/2013	EUR05	Eureka Oxygen Co	29.30	BO 64742	SAFETY SUPPLIES
26657	6/17/2013	FID01	Fidelity National Title	415.00	6555	PRELIMINARY TITLE REPORT
26658	6/17/2013	GAY01	GAYNOR TELESYSTEMS, INC	75.00	23688	PHONE SYSTEMS
26659	6/17/2013	HAC01	HACH COMPANY	98.90	8320027	LAB TEST SUPPLIES
26660	6/17/2013	HUC01	DELILAH HUCK	396.50	B30614	CONTRACTED INSTRUCTOR
26661	6/17/2013	HUM08	HUMBOLDT SANITATION	943.30	B30611	TRASH SERVICE
26662	6/17/2013	JAC04	JACKSON & EKLUND, INC.	415.00	176220	PROFESSIONAL SERVICES
26663	6/17/2013	KEY01	KEY EQUIPMENT FINANCE	312.40	1307	EQUIPMENT LEASE
26664	6/17/2013	MCK04	MCK ACE HARDWARE	1,051.99	B30607	REPAIRS/SUPPLY
26665	6/17/2013	MIL01	Miller Farms Nursery	557.45	B30606	REPAIRS/SUPPLY
26666	6/17/2013	MIL03	THE MILL YARD	214.32	272409	SMALL TOOL PURCHASE
26667	6/17/2013	MIT01	Mitchell, Brisso, Delaney	3,981.00	32655	PROFESSIONAL SERVICES
26667	6/17/2013	MIT01	Mitchell, Brisso, Delaney	1,512.00	32656	PROFESSIONAL SERVICES
			Check Total:	<u>5,493.00</u>		
26668	6/17/2013	NOR01	NORTH COAST LABORATORIES	2,730.00	B30607	LAB TESTS
26669	6/17/2013	O&M01	O & M INDUSTRIES	8,416.00	49301	PROFESSIONAL SERVICES
26670	6/17/2013	OCC01	OCCUPATIONAL HEALTH	235.00	523*05-13	PROFESSIONAL SERVICES
26671	6/17/2013	POI01	POINTS WEST SURVEYING CO.	2,528.75	10435	PROFESSIONAL SERVICES

Check Number	Check Date	Vendor Number	Name	Net Amount	Invoice #	Description
26672	6/17/2013	PRI01	PRICE GEOGRAPHIC CONSULTING	4,224.00	1767	PROFESSIONAL SERVICES
26673	6/17/2013	REM01	REMY, MOOSE AND MANLEY,LLC	2,100.00	96280	PROFESSIONAL SERVICES
26674	6/17/2013	SEM01	SEMS TECHNOLOGIES	6,525.00	A5441	SUBSCRIPTION RENEWAL
26675	6/17/2013	SHN01	SHN ENGINEERING	9,205.00	79666	PROFESSIONALS SERVICES
26676	6/17/2013	SIE02	SIERRA CHEMICAL CO.	953.24	250447	CHLORINE/ CONTAINER DEPOSITS
26677	6/17/2013	STA11	STAPLES CREDIT PLAN	205.99	B30617	OFFICE SUPPLIES
26678	6/17/2013	USP01	USPS POSTMASTER	210.00	B30617	PO BOX RENEWAL-1 YEAR
26679	6/17/2013	\A003	MQ CUSTOMER REFUND FOR AR	100.00	B30617	VOIDED CHECK, REISSUED AP
26680	6/18/2013	CIT01	CITY OF EUREKA	114.30	B30618P	REC PROGRAM FIELD TRIP
26681	6/24/2013	*0029	REC PROGRAM REFUND THS	42.00	B30620	REC PROGRAM REFUND THS
26682	6/24/2013	*0030	PARKS DEPOSIT REFUND HV	100.00	B30620	PARKS DEPOSIT REFUND HV
26683	6/24/2013	*0031	AZALEA HALL DEPOSIT REFUND JH	100.00	B30621	AZALEA HALL DEPOSIT REFUND JH
26684	6/24/2013	ATT01	AT&T	1,017.85	B30621	PHONE SYSTEMS
26685	6/24/2013	BON02	BONNIE L. OLIVER	843.75	11	PROFESSIONAL SERVICES
26686	6/24/2013	BOU01	BOUNCE-A-PALOOZA	350.00	1103	REC PROGRAM TRIP
26687	6/24/2013	CDW01	CDW GOVERNMENT, INC.	975.54	B30621	OFFICE SUPPLIES
26688	6/24/2013	COS03	COSTCO WHOLESALE	146.26	B30604	REC PROGRAM & OFFICE SUPPLIES
26689	6/24/2013	DIS03	DISCOUNT SCHOOL SUPPLY	496.49	P29843770	REC PROGRAM SUPPLIES
26690	6/24/2013	FRE03	FRED PRYOR SEMINARS	149.00	B30614	TRAINING
26691	6/24/2013	GOL05	GOLDEN STATE BRIDGE, INC.	22,186.64	6	PROFESSIONAL SERVICES

Check Number	Check Date	Vendor Number	Name	Net Amount	Invoice #	Description
26692	6/24/2013	NOR35	NORTHERN HUMBOLDT	747.04	ES13-0192	PROFESSIONAL SERVICES
26693	6/24/2013	NYL01	NYLEX.NET	96.00	74055	PROFESSIONAL SERVICES
26694	6/24/2013	PGE02	PACIFIC GAS & ELECTRIC	565.95	B30624	STREETLIGHTS JUNE 2013
26695	6/24/2013	PRE08	PRECISION INTERMEDIA	30.00	RE613116	WEB HOSTING
26696	6/24/2013	PRO03	PROFESSIONAL CREDIT MGMT	71.57	B30621	RECOVERY OF BAD DEBT
26697	6/24/2013	S&S02	S & S WORLDWIDE, INC.	724.26	7743882	REC PROGRAM SUPPLIES
26698	6/24/2013	SAF04	SAFEWAY INC. FILE # 72905	217.42	B30621	SUPPLIES PURCHASED
26699	6/24/2013	SDR01	SDRMA	6,326.00	44111	WORKERS COMP
26700	6/24/2013	SEQ01	Sequoia Gas Co.	147.13	25556	REPAIRS/ SUPPLIES
26701	6/24/2013	STA03	STATE OF CALIFORNIA	24,011.58	1307D5001	DAVIS-GRUNSKY LOAN PAYMENT
26702	6/24/2013	STE12	STEVE MORRIS LOGGING & CO	1,440.00	92203	SUPPLIES PURCHASED
26703	6/24/2013	WES13	WESTERN WEB	1,093.40	12578	NEWSLETTER PRINTING
26704	6/24/2013	WIL01	WILL'S HEAVY EQUIP. SVC	-	B30621u	Ck# 026704 Reversed
26780	7/15/2013	EDW01	HELEN L. EDWARDS	(125.00)	B30712u	Ck# 026780 Reversed
26815	7/15/2013	WIL01	WILL'S HEAVY EQUIP. SVC	332.50	7467P	SERVICE VEHICLE REPAIRS
				336,428.37		
Total Disbursements - Accounts Payable:				336,428.37		

Payroll Related Disbursements

11128-11155	6/7/2013		Various Employees	15,107.97		Employee Payroll Checks
11156	6/7/2013	CAL12	CalPERS 457 Plan	2,953.57	B30607	RETIREMENT

Check Number	Check Date	Vendor Number	Name	Net Amount	Invoice #	Description
11157	6/7/2013	DIR01	DIRECT DEPOSIT VENDOR- US	24,574.75	B30607	Direct Deposit
11158	6/7/2013	EMP01	Employment Development	1,424.19	B30607	STATE INCOME TAX
				524.88	1B30607	SDI
			Check Total:	<u>1,949.07</u>		
11159	6/7/2013	HUM29	UMPQUA BANK--PAYROLL DEP.	4,808.39	B30607	FEDERAL INCOME TAX
11159	6/7/2013	HUM29	UMPQUA BANK--PAYROLL DEP.	6,498.56	1B30607	FICA
				1,519.88	2B30607	MEDICARE
			Check Total:	<u>12,826.83</u>		
11160	6/7/2013	AFL01	AFLAC	43.30	B30531	AFLAC (PRE-TAX)
11161	6/7/2013	PUB01	Public Employees PERS	15,284.40	B30531	PERS PAYROLL REMITTANCE
				56.08	1B30531	PERS CONTRIBUTION
			Check Total:	<u>15,340.48</u>		
11162	6/20/2013		Employee	1,098.80		Employee Payroll Checks
11163-11192	6/24/2013		Various Employees	13,695.34		Employee Payroll Checks
11193	6/24/2013	CAL12	CalPERS 457 Plan	3,100.27	B30624	RETIREMENT
11194	6/24/2013	DIR01	DIRECT DEPOSIT VENDOR- US	24,115.24	B30624	Direct Deposit
11195	6/24/2013	EMP01	Employment Development	95.13	B30620	STATE INCOME TAX
				1,188.18	B30624	STATE INCOME TAX
				15.57	1B30620	SDI
				499.95	1B30624	SDI
			Check Total:	<u>1,798.83</u>		

Check Number	Check Date	Vendor Number	Name	Net Amount	Invoice #	Description
11196	6/24/2013	HUM29	UMPQUA BANK--PAYROLL DEP.	243.86	B30620	FEDERAL INCOME TAX
				4,277.58	B30624	FEDERAL INCOME TAX
				193.06	1B30620	FICA
				6,189.46	1B30624	FICA
				45.14	2B30620	MEDICARE
				1,447.54	2B30624	MEDICARE
			Check Total:	12,396.64		
				129,001.09		
			Total Disbursements, Payroll:	129,001.09		
			Total Check Disbursements:	465,429.46		

McKinleyville Community Services District

BOARD OF DIRECTORS

August 7, 2013

TYPE OF ITEM: **ACTION**

ITEM: D.4. **Approve Memorandum of Understanding with MUSD regarding KidsClub Afterschool Program**

PRESENTED BY: **Jason Sehon, Parks & Recreation Director**

TYPE OF ACTION: **Consent Calendar**

Recommendation

Staff recommends the Board approve the MOU as submitted and direct staff to continue working closely with McKinleyville Union School District (MUSD) to ensure the success of the programs.

Discussion:

Over the course of the past several years, MUSD and the District have negotiated a collaboration to provide afterschool programs for the community of McKinleyville.

KidsClub afterschool program is offered at Morris Elementary School. MUSD will provide bus transportation for students at Dows Prairie Elementary School who would like to participate in the program.

Exhibits/Attachments:

- Draft Memorandum of Understanding solidifying said collaboration.

Memorandum of Understanding

McKinleyville Community Services District, Parks and Recreation Department and McKinleyville Union School District Regarding Provision of After School Program

This is a Memorandum of Understanding between the McKinleyville Community Services District (the DISTRICT) and the McKinleyville Union School District (MUSD).

It is expressly understood and agreed by both the DISTRICT and MUSD as follows:

- I. **Purpose:** The purpose of this Memorandum of Understanding is to establish and maintain an effective working relationship between parties.
- II. **Term:** The term of the Memorandum of Understanding shall commence on August 27, 2013 and shall extend through June 11, 2014. The term shall renew on an annual basis concurrent with each fiscal year (July-June) unless one party gives notice of termination as provided herein. No party shall make changes to the agreement during the term without the consent of the other.
- III. **Philosophy:** The parties agree that there is a need to provide youth with safe, fun, and healthy recreation opportunities that build self-esteem and teach social harmony, conflict resolution, wellness, and an appreciation of education. The parties agree that in order to provide necessary services a cooperative use agreement is in the best interest of the community.

IV. DISTRICT Description of services:

McKinleyville Community Services District will:

- A. Provide organizational structure for management of said programs; and
- B. Provide opportunities for MUSD to evaluate the viability of the Memorandum of Understanding and its appreciation.

V. MUSD Description of Services:

McKinleyville Union Elementary School District will:

- A. Provide for and coordinate use of requested MUSD facilities during those programs, days, dates, and times outlined in Attachment 1 at no charge to the DISTRICT; and
- B. Attempt to accommodate, at no charge, all additional DISTRICT use requests for said programs at MUSD facilities provided those requests do not interrupt regularly scheduled school programs. School programs are

defined as those programs offered at all MUSD school sites, which are sponsored by the school or school district.

- C. Provide DISTRICT with a cleaning policy and procedure packet for staff to utilize in maintaining facilities.
 - D. Provide the DISTRICT with a secure storage area for equipment. Specifically, one closet with space for recreation and arts equipment. Said storage must be locked and secured at all times.
 - E. Provide opportunities for the DISTRICT to evaluate the viability of the Memorandum of Understanding and it's application.
- VI. **Facility Orientation Policy:** Both parties agree that all employees or representatives who shall be supervising, leading, or offering programs described in Attachment 1 shall attend a facility orientation seminar arranged by MUSD.
- VII. **Facility Cleaning Policy:** Both parties agree that all employees or representatives who shall be supervising, leading, or offering programs described in Attachment 1, shall leave said facility in a clean, safe manner and in the same condition in which it was found.
- VIII. **Facility and Equipment Repairs/Damages Policy:** Both parties agree to share equally the costs incurred to either party for facility and equipment repairs or damages regardless of fault during DISTRICT sponsored program. Payment for repair or replacement shall be due thirty (30) days after presentation of bill by the party sustaining such damages to the other party.
- IX. **Termination:** The Memorandum of Understanding may be terminated by the failure of any party to comply with the terms of this agreement of standards set fourth in the facility orientation policy, cleaning policy, and facility equipment repairs/damages policy by a thirty (30) day written notice of cancellation by any party, or at the end of the term. This agreement may not be assigned in whole or in part by any without the express written consent of the others.
- X. **Contingencies:** It is expressly understood and agreed to by all parties that the DISTRICT, while carrying out and complying with any terms and conditions of this Memorandum of Understanding, is not an employee of MUSD; further that MUSD is not an employee of the DISTRICT. Therefore;
- A. The DISTRICT agrees to indemnify, defend and hold harmless MUSD, it's officers, agents, employees, and volunteers, from any and all claims and losses accruing or resulting to any and all contractors, subcontractors, material men, laborers, and any other person, firm, or cooperation furnishing or supplying work, services, materials, or supplies in connection with the performance of this agreement, and from any and all claims or losses

accruing or resulting to any person, firm or cooperation who may be injured or damaged by the DISTRICT in the performance of this agreement.

MUSD agrees to indemnify, defend and hold harmless the DISTRICT, it's officers, agents, employees, and volunteers, from any and all claims and losses accruing or resulting to any and all contractors, subcontractors, material men, laborers, and any other person, firm, or cooperation furnishing or supplying work, services, materials, or supplies in connection with the performance of this agreement, and from any and all claims or losses accruing or resulting to any person, firm or cooperation who may be injured or damaged by MUSD in the performance of this agreement.

- B.** The DISTRICT shall maintain throughout the period of this agreement, comprehensive General Liability insurance with a minimum coverage of \$1,000,000 combined single limit. The DISTRICT shall provide for thirty (30) days written notice of cancellation. Said coverage shall include MUSD as additional insured.

MUSD shall maintain throughout the period of this agreement, comprehensive General Liability insurance with a minimum coverage of \$1,000,000 combined single limit. MUSD shall provide for thirty (30) days written notice of cancellation. Said coverage shall include DISTRICT as additional insured.

- C.** In the Event of any litigation arising between the parties regarding the terms of this agreement, the prevailing party shall be entitled to recover reasonable attorney's fees in addition to other relief provided by law.

McKinleyville Community Services District

McKinleyville Union School District

President, Board of Directors

Name: _____

Title: _____

Attest:

Kathy Wilson
Secretary to the Board of Directors

Name: _____

Title: _____

Attachment I

KidsClub After School Program

Kids' Club offers a safe environment that provides peace of mind for late working parents, giving children a fun place to spend their time productively at the end of the school day.

Children attending Kids' Club, offered daily after school until 6:00 p.m., participate in a variety of activities designed to develop socialization and leadership skills while increasing self-esteem and self-confidence. Each day includes a scheduled homework period where participants receive assistance with their school projects. A nutritious snack is also provided.

At Kids' Club, we recognize that many parents have different scheduling needs, so we have several enrollment options available. Spaces can be reserved for as little as one day per week or up to as many as five days per week. Fees are reasonable and vary based on the grade of the participant and attendance option chosen.

Who: Any child who is in the K through 5th grades

Where: Morris Elementary Rooms 33, 34 & 36

When: Monday through Friday August 27, 2013 – June 11, 2014
After school until 6:00 p.m.

Fees: \$13.00/day for K- 3rd graders and \$11.00/day for 4th-5th graders

McKinleyville Community Services District

BOARD OF DIRECTORS

August 7, 2013

TYPE OF ITEM: **ACTION**

ITEM: E.1. Consider participation on the Technical Advisory Committee (TAC) of Humboldt County Association of Governments (HCAOG)

PRESENTED BY: Greg Orsini, General Manager

TYPE OF ACTION: Voice Vote

Recommendation:

Staff requests the Board of Directors review the proposed letter, suggest edits, take public comment and authorize the Board President sign the proposed letter to the TAC of HCAOG.

Discussion:

McKinleyville has experienced substantial growth, and with that growth has encountered an increased need for services and demands on existing services, including increased need for roads and transportation. The Humboldt Technical Advisory Committee is made up of staff from a variety of jurisdictions and agencies which review and provide technical advice on transportation projects and programs in the region.

After discussion in an open and transparent manner the Board of Directors directed staff to write a letter requesting a seat on the Humboldt Technical Advisory Committee. This would allow a management level McKinleyville Community Services District (MCSD) staff member the opportunity to participate with other technical staff representatives on actions that significantly impact the residents of the McKinleyville area and those within MCSD's service boundaries.

This vital role will allow MCSD to weigh in on and consider transportation choices and priorities that enhance quality of life, improve access to jobs and promote transportation mobility.

Alternatives:

Staff's analysis includes the following potential alternative:

- Take no action

Fiscal Analysis:

Not applicable

Environmental Requirements:

Not applicable

Exhibits/Attachments

- Proposed Letter to Humboldt Technical Advisory Committee, Dated August 7, 2013

PHYSICAL ADDRESS:

1656 SUTTER ROAD
McKINLEYVILLE, CA 95519

MAILING ADDRESS:

P.O. BOX 2037
McKINLEYVILLE, CA 95519



MAIN OFFICE:

PHONE: (707) 839-3251
FAX: (707) 839-8456

PARKS & RECREATION OFFICE:

PHONE: (707) 839-9003
FAX: (707) 839-5964

Humboldt County Association of Governments
Technical Advisory Committee
611 Street, Suite B
Eureka, CA 95501

August 7, 2013

Re: Technical Advisory Committee Member

To whom it may concern:

This letter expresses the desire of McKinleyville Community Service District (MCSD) to participate on the Technical Advisory Committee (TAC) of Humboldt County Association of Governments (HCAOG). As a primary provider of services to a large constituency of Humboldt County; our goals and objectives mirror those of HCAOG members and fit within the definition of the committee.

As the District continues to grow, we will see the increased call for services and demands on existing services, including increased need for roads and transportation. To better serve the residents of the McKinleyville area and those within MCSD's service boundaries we believe a voice on the TAC is significant.

The District will continue to prudently manage and maintain the District's assets, honor the public's trust, and maintain public awareness and confidence in the District's activities. We recognize the commitment and function in an advisory capacity and feel the lack of our representation affects those we serve. This vital role will allow MCSD to weigh in on and consider transportation choices and priorities that enhance quality of life, improve access to jobs and promote transportation mobility.

Participation on the committee ensures our planning process is supportive and cooperative with those governments surrounding and in partnership with MCSD. The District stands ready to provide a qualified and knowledgeable representative from staff who can complement the purpose of the TAC.

Sincerely,

Dennis Mayo
Director, Board President

McKinleyville Community Services District

BOARD OF DIRECTORS

August 7, 2013

TYPE OF ITEM: **ACTION**

ITEM: E.2. Consider the Association of California Water Agencies (ACWA) Statewide positions of President and Vice-President call for Candidates Nominations for the for 2014-2015 term

PRESENTED BY: Greg Orsini, General Manager

TYPE OF ACTION: **Roll Call Vote**

Recommendation:

Staff recommends that the Board adopt Resolution 2013-18 supporting the nominating of Kathleen Tiegs, Director on the Cucamonga Valley Water District to be considered by the Associated California Water Agencies (ACWA) nominating committee for Vice-President after taking public comment and arriving at a consensus.

Discussion:

The ACWA Nominating Committee is looking for qualified candidates who are interested in leading the direction of ACWA for the Association's statewide positions of President and Vice-President. Director Tiegs has expressed her interest in serving as the ACWA Vice-President for the 2014 -2015 term.

McKinleyville Community Services District (MCSD) is in support of Director Kathleen Tiegs as a candidate for the office of ACWA Vice-President, pledging the District's support of her endeavors in fulfilling the duties of this office if elected.

Alternatives:

Staff's analysis includes the following potential alternative:

- Take no action

Fiscal Analysis:

Not applicable

Environmental Requirements:

Not applicable

Exhibits/Attachments

- 2013 Vice-President Statement – Kathleen Tiegs
- 2013-18 Resolution of Support for Nomination of ACWA Vice-President

Kathleen Tiegs
For
2014-2015 Association of California Water Agencies
Vice-President

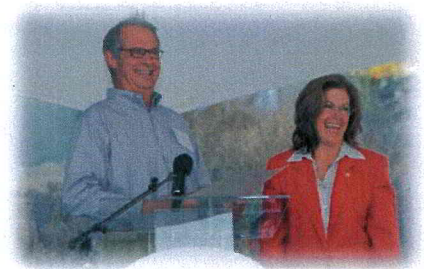
My Fellow ACWA Member:



Many of you may know me, but for those who do not my name is Kathleen Tiegs. I am requesting your support on my bid for Vice-President of the Association of California Water Agencies (ACWA). I currently serve on the ACWA Region 9 Board of Directors and have done so with great passion and commitment since 2008. I also serve as the Vice-Chair of the Federal Affairs Committee, I am a member of the Groundwater Committee, the ACWA/Joint Powers Insurance Authority, and I have previously served on the Local Government Committee, as well as a variety of sub-committees. In order to attain more organizational knowledge and a better understanding of the ACWA process, I regularly attend the ACWA Board of

Directors and ACWA State Legislative Committee meetings. My involvement in ACWA continues to increase as I have become more knowledgeable about the issues and challenges that confront our industry.

I currently serve on the Cucamonga Valley Water District (CVWD) Board of Directors. I was elected to CVWD in November 2005 and have just completed a term as the Board President. With my leadership, our Board of Directors has developed ties that go far beyond our retail service area, and has resulted in developing and building relationships with a broad statewide perspective. Prior to my serving on the CVWD Board, I enjoyed a career in water resources management for a local wholesale water agency for over 30 years. In April 2011, I was honored by State Assembly Member Mike Morrell as the 63rd Assembly District Woman of the Year.



There are numerous critical issues that confront our industry now and into the future. These challenges will require strong and enterprising leadership. One of my greatest attributes is being able to bridge the gap between varied interests and perspectives. As ACWA Vice-President, I am committed to advancing ACWA's Policy Principles, and finding common ties between members to develop a long-term strategy that provides a sustainable water future and builds upon the tremendous work of those who have come before me.

As an elected representative of an industry that is solely responsible for the health and safety of millions of Californians, I am duty-bound to ensure that all voices and opinions are heard throughout the State. I look forward to meeting with you to enhance my understanding of your Region's needs. Thank you for allowing me to share with you my experience, leadership and knowledge. Please feel free to contact me directly at (909) 635-4177.



I look forward to serving you and the entire ACWA organization.

Agencies that have pledged their

Kathleen Tiegs

support for Director Kathleen Tiegs for ACWA Vice President:

Cucamonga Valley Water District
Castaic Lake Water Agency
Chino Basin Watermaster
East Valley Water District
Elsinore Valley Municipal Water District
Hi-Desert Water Agency
Inland Empire Utilities Agency
Jurupa Community Services District
Palm Ranch Irrigation District
Three Valleys Municipal Water District
West Valley Water District

If you are interested in supporting Director Kathleen Tiegs for ACWA Vice President, please contact Cindy Cisneros at cindyc@cvwdwater.com or at 909-987-2591. Thank you.

RESOLUTION 2013-18
A RESOLUTION OF THE BOARD OF DIRECTORS OF THE
MCKINLEYVILLE COMMUNITY SERVICES DISTRICT
SUPPORTING THE NOMINATION OF DIRECTOR KATHLEEN TIEGS
AS THE ASSOCIATION OF CALIFORNIA WATER AGENCIES VICE-PRESIDENT

WHEREAS, the McKinleyville Community Services District Board of Directors are active participants in the Association of California Water Agencies (ACWA), and

WHEREAS, Director Kathleen Tieggs has expressed her interest in serving as the ACWA Vice-President for the 2014-2015 term, and

WHEREAS, Director Kathleen Tieggs has served in a variety of leadership positions in ACWA, including the Local Government Committee, the Groundwater Committee, Vice-Chair of the Federal Affairs Committee, Region 9 Board of Directors, and as a member of ACWA/JPIA.

WHEREAS, Director Kathleen Tieggs is committed to advancing ACWA's Policy Principles and finding common ties between members to develop a long-term strategy that provides a sustainable water future for all members and their constituents.

WHEREAS, it is the opinion of the McKinleyville Community Services District Board of Directors that Director Kathleen Tieggs possess all of the qualities needed to fulfill the duties of the office of ACWA Vice-President.

NOW, THEREFORE, BE IT RESOLVED, that the McKinleyville Community Services District Board of Directors does hereby support Director Kathleen Tieggs for nomination as a candidate for the office of ACWA Vice-President, pledging the District's support of her endeavors in fulfilling the duties of this office if elected.

PASSED, APPROVED AND ADOPTED at the duly called meeting of the Board of Directors of the McKinleyville Community Services District on the 7th day of August, 2013 by the following polled vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

Dennis Mayo, Board President

ATTEST: _____
Kathy Wilson, Board Secretary

McKinleyville Community Services District

BOARD OF DIRECTORS

August 7, 2013

TYPE OF ITEM: **ACTION**

ITEM: E.3. Consider Approval of Professional Services Agreement to enlist the services of Robinson, Stafford & Rude, Inc. (RSSI) to conduct Value Engineering Review of the WWMF Improvement Project

PRESENTED BY: Greg Orsini, General Manager

TYPE OF ACTION: Voice Vote

Recommendation:

Staff recommends that the Board discuss, take public comment and approve authorizing the General Manager to enter into an agreement with RSRI for the services described in the agreement as Attachment 1 at a cost of \$93,671 and authorize a budget modification not to exceed \$103,038 with a 10% contingency included.

Discussion:

Due to the nature of the WWMF Improvement Project and potential expenses, management recommends the Board consider a Value Engineering (VE) review of the proposed design for the upgrade.

VE is used to determine the best value or the relationship between worth and cost. This is accomplished by determining an item or process that consistently performs the required basic function and has the lowest life-cycle cost. Therefore the best value is not necessarily the lowest initial cost alternative.

Because costs are measurable, cost reductions are often thought of as the sole criterion for a VE application, and indeed, cost reduction is primarily addressed during this process. However, the real objective of VE is "value improvement," and that may not result in an immediate cost reduction but will yield the "best value" over the lifecycle.

RSRI with 35 plus years experience will be responsible for assembling a VE team with a combination of extensive knowledge and experience related to our project and will lead the team during the review. The table below lists pertinent information for the engineers performing the VE.

Name	Specialty	Yrs. Exper.	Firm
Dennis Gellerman	WWTP Design	33	Brown & Caldwell
Joel Rife	WWTP Process Design	32	CDM Smith
Edgardo Quiroz	Structural	24	Brown & Caldwell
Mark Hopkinson	Civil/piping/hydraulics	29	Tetrattech
Dennis Van Kirk	Cost Estimator	40+	VK Tech Services

As you can see the specialists enlisted for the review by RSRI extensive experience from top notch firms with specific qualifications for our project. The VE will be conducted in San Francisco to limit the amount of traveling for the VE team which lowered costs related to bringing specialists in to our remote area.

Since the cost of the VE is substantial, management reviewed the outcome of several evaluations conducted by RSRI. We also conducted interviews with six references provided by RSRI. All references were positive and the recommendations of the VE proposed cost savings greater than the cost to conduct while still providing a reliable product.

MCSD will not have to implement any of the recommendation of the VE but should consider them and determine practicality. VE review is a requirement of some funding agencies, primarily federal grants and loans, disqualifying us from eligibility if we choose not to participate in the process.

The Professional Services Agreement here in as Attachment 2 has been reviewed by MCSD legal counsel with specific modification for the VE review and is acceptable.

The resumes for the VE proposal contained 64 pages and were intentionally omitted from the board packet. They are available upon request and are included in the August 2013 board packet on the website.

Alternatives:

Staff's analysis includes the following potential alternative:

- Take no action

Fiscal Analysis:

Not to exceed \$93,671 is proposed expense for RSRI. Authorize a budget modification not to exceed \$103,038 which includes a 10% contingency.

Environmental Requirements:

Not applicable

Exhibits/Attachments

- Attachment 1 RSRI Proposal for Value Engineering w/o resumes
- Attachment 2 MCSD Professional Services Agreement



June 21, 2013

Mr. Greg Orsini
General Manager
McKinleyville Community Services District
P.O. Box 2037
McKinleyville, CA 95519

Re: Proposal – Value Engineering Services for Wastewater Treatment Plant Improvements

Dear Mr. Orsini:

Robinson, Stafford & Rude, Inc. (RSRI) is pleased to provide this proposal for Value Engineering (VE) services for the McKinleyville Community Services District Wastewater Treatment Plant Improvement project for your consideration. We have assembled a VE team with a combination of extensive knowledge and experience unequalled VE team leadership experience for wastewater treatment facilities, and a broad range of diverse technical experience and expertise in design and construction of wastewater facilities.

The project will be managed by Don H. Stafford, PE, CVS-Life, F-SAVE president of RSRI. The VE study will be lead either by Don or by David Hamilton, PE, CVS-Life, LEED AP, CCE. Each has conducted more than 100 previous Value Engineering studies on wastewater projects. Don has conducted more than 350 value engineering studies, and Dave has conducted more than 700 VE studies. Both bring an extraordinary depth of VE team leadership experience on wastewater projects. Our proposed VE technical team members bring more than 120 combined years of experience designing wastewater facilities

We have confirmed the availability of all of our proposed personnel for a VE workshop in the San Francisco Bay area from July 23-26.

We have previously provided comments on your draft form of contract for your consideration.

The attached proposal will confirm that the RSRI team can unquestionably provide the best quality and most expeditious value engineering services to the District for a cost that is consistent with the services to be provided and the qualifications of the VE team.

We look forward to the opportunity of working with the District on this project.

Sincerely,

Robinson, Stafford & Rude, Inc.

Don H. Stafford, PE, CVS-Life, F-SAVE
President

Enclosures

PROPOSED VE TEAM

The Proposed RSRI VE team consists of a panel of experts drawn from multiple firms to ensure that the District is receiving the best expertise available to accomplish the VE study of the Wastewater Treatment Plant Improvements. Detailed information about each is included in individual resumes in the appendix of this qualifications and statement of interest submittal.

Don H. Stafford - Project Manager and VE Team Leader



Don H. Stafford, PE, CVS-Life, CTM, will serve as the RSRI project manager and one of the two possible VE team leaders for your VE study. Mr. Stafford is a founding partner in RSRI, currently serving the firm as President and as Senior Project Manager.

Don's career includes more than 40 years of planning, management, design, value engineering and construction of public and private projects across North America.

For 30 years, he has been managing and leading VE studies. His experience includes more than 350 Value Engineering studies on a very wide variety of project types, more than 100 of which have been on water and wastewater projects. He is a registered professional engineer in nine states and a Life-Certified, Certified Value Specialist (the highest level of certification in Value Engineering).

Don's employment experience has included working for public agencies (owners), designers, value engineers and contractors, providing him with an unusually broad range of perspectives on capital project issues. His design and project management experience includes many water, wastewater and drainage facilities.

David Hamilton – VE Team Leader



David Hamilton will serve as one of the two possible VE team leaders for the project. Dave is a Registered Professional Engineer; Life-Certified, Certified Value Specialist (CVS); Certified Cost Engineer (CCE) and a LEED® Accredited Professional, with more than 35 years of experience in project management, permitting, design, construction inspection, and VE of large complex civil and architectural engineering projects

In his career, he has been responsible for the design, cost control, coordination, and administration of engineering efforts on land development, commercial, institutional, industrial, governmental, and municipal projects.

Dave has conducted in excess of 700 VE studies in his career, more than 100 of which have been on water and wastewater projects.

VE Technical Team Members

To provide a diversity of experience and expertise, RSRI has drawn the VE technical team members from four respected firms. All of the proposed VE team members are licensed engineers, except for the cost estimator, who is a certified Engineering Technologist. The table below lists the proposed technical VE team members along with a summary of their credentials. Detailed resumes are provided for each of them in the appendix.

Proposed Technical VE Team Members

Name	Specialty	Yrs. Exper.	Firm
Dennis Gellerman	WWTP Design	33	Brown & Caldwell
Joel Rife	WWTP Process Design	32	CDM Smith
Edgardo Quiroz	Structural	24	Brown & Caldwell
Mark Hopkinson	Civil/piping/hydraulics	29	Tetratech
Dennis Van Kirk	Cost Estimator	40+	VK Tech Services

REFERENCES

We believe that the best measure of our previous performance is given by the opinions of our previous clients. They can confirm that the RSRI approach works, that our technical team members perform as expected, and the RSRI delivers the quality of services that we have described.

Listed below are some recent clients who are familiar with our VE performance on similar projects. Please feel free to contact any or all of them to assess our past performance and client service.

Name	Agency	Phone	Email	Project
Joel Peterson	Jefferson Co., WA	(360) 385-9173	jpeterson@co.jefferson.wa.us	Port Hadlock Wastewater plant
Bill Sims	Nanaimo, BC	(250) 756-5302	bill.sims@nanaimo.ca	South Fork Water Treatment Plant
Tom Moore	Mason Co., WA	(360) 432-5652	TomMo@co.mason.wa.us	Belfair WWTP & Triparty WWTP
Steve Banham	Formerly Blaine, WA	(360) 354-3446	BanhamS@lyndenwa.org	Lighthouse Pt. WWTP
Bill Cranston	King Co., WA	(206) 684-1324	bill.cranston@kingcounty.gov	Many
Michael Lindquist	Davis, CA	(530) 747-8287	MLindquist@cityofdavis.org	Davis WWTP

SCOPE OF WORK

Our proposed scope of work is shown below.

WORK TO BE PERFORMED

RSRI will provide the following services in accordance with this scope of services and the terms of the Agreement.

VE STUDY TEAM

The VE Study Team for this workshop will consist of the following:

Name	Specialty	Supplied by
Don Stafford or Dave Hamilton	VE Team Leader	RSRI
Dennis Gellerman	WWTP Design	RSRI
Joel Rife	WWTP Process Design	RSRI
Edgardo Quiroz	Structural	RSRI
Mark Hopkinson	Civil/Pipelines/hydraulics	RSRI
Dennis Van Kirk	Cost Estimator	RSRI
TBD	Operations representative	District
TBD	VE Assitant	RSRI

RSRI will provide the VE team members identified to be provided by RSRI in this scope of work. All other VE team members will be provided by the Client, at no cost to RSRI. RSRI will communicate directly with all team members relative to scheduling, pre-workshop, workshop and post workshop activities.

PRE-WORKSHOP ACTIVITIES

RSRI will perform pre-workshop activities to include those tasks which must be accomplished in order for the VE team to be able to efficiently and effectively perform in the workshop. These activities will consist of:

- scheduling study tasks
- scheduling and coordination with VE team members
- assisting the Client with scheduling study participants

- coordination of the necessary project documentation on the project for distribution by the Client to the VE team members
- document review by RSRI-supplied team members
- Preparation of cost models, contingent on supply by client of the information needed for their preparation

The Client will distribute the project documents and materials to be studied to the VE team members at least five working days prior to the workshop start. All team members except the cost estimator are to spend 4 hours reviewing the project documents and materials prior to the start of the workshop. The cost estimator will spend 12 hours reviewing the documents and validating the cost estimate provided by the client.

WORKSHOP

RSRI will conduct a 32-hour value engineering workshop using a job plan that is consistent with the practices and procedures recognized by SAVE International. The workshop will include an Information Phase, a Function Analysis Phase a Creative Phase, a Judgment Phase, a Development Phase, and a Presentation Phase.

The workshop will be initiated by presentations from the Client who will describe the objectives of the project and any constraints that will be placed on the VE study. The project design team will explain specifically how the design accomplishes the Client's objectives and the details of that design. The workshop will include a complete function analysis of the major project elements. The team will generate a list of ideas for project improvement followed by an evaluation of those ideas. This evaluation will include input from key Client decision makers before proceeding with development of recommendations. On the last day of the workshop, a presentation of the recommendations will be provided to the Client decision makers.

The workshop will be held at the offices of Kennedy Jenks Consultants, in San Francisco, CA. The cost of providing the workshop refreshments and all other costs associated with the meeting facilities, including telephone, photocopying, and faxing will be borne by the Client.

To make sure the VE team has complete information about the project criteria, the Client will provide at a minimum, the Client Project Manager and appropriate key members of the design team for the first day and last day presentations as well as the mid-point review meeting.

POST WORKSHOP

RSRI will conduct a four-hour post-workshop VE Implementation Meeting at the Kennedy Jenks Consultants offices following receipt by the VE team leader of the written designer responses to the Preliminary VE Report. The purpose of this Implementation Meeting is to assist the Client in making decisions regarding acceptance or rejection of the individual VE recommendations. Attendees will consist of key Client staff, key designer staff and the VE team leader.

MUTUAL UNDERSTANDING OF SERVICES

Client and RSRI agree that the purpose of value analysis and value engineering is the identification and presentation of recommendations for improvement of project or process value, for consideration by the Client and their other professional advisors. Both parties understand that as a part of these services, RSRI does no design work and makes no project decisions. Client and RSRI agree that Consultant will be liable to the Client only for damages arising from RSRI's negligence in the performance of the Value Analysis or Value Engineering work itself, and only to the extent that such negligence damages the Client.

SCHEDULE

The work will be performed in accordance with the following schedule.

Pre-Study Activities	Upon receipt of the design documents
Workshop	July 23-26, 2013
Preliminary VE Study Report	Three working Days after completion of the Workshop
Implementation Meeting	TBD
Draft Final VE Study Report	Seven working days after the Implementation meeting
Final VE Study Report	Seven working days after receipt of Client comments on the draft report

DELIVERABLES

This VE study effort will include the following deliverables, all of which are related to the results of the workshop. These deliverables are:

- VE team Presentation Handout
- Preliminary VE Study Report
- Draft of the Final VE Study Report
- Final VE Study Report

The Preliminary Report This report will be prepared in the RSRI report format, and will be a compilation of the handwritten products developed in the workshop.

The draft final VE study Report will be prepared in the RSRI report format. The purpose of this draft report is to give the Client and other appropriate reviewers the opportunity to check the final VE Study Report prior to its final issuance.

The Final VE Study Report is the final documentation of the VE study. The report is a finalized version of the Draft Report including the incorporation of the Client's comments. The submittal of the final report concludes the VE study effort.

RSRI will provide the Client with the following number of copies of each report:

Preliminary VE Study Report	10
Draft of Final VE Study Report	2
Final VE Study Report	10

BUDGET

RSRI will provide the above services utilizing the personnel identified above for a lump sum fee of \$93,671.00. A detailed budget supporting the proposed lump sum fee is included in the appendix.

APPENDIX 1 – DETAILED BUDGET

VE Study Cost Summary

McKinleyville Community Services District WWTP

Robinson, Stafford & Rude		Total
Labor		\$32,520
Expenses		\$8,931
Subconsultant Administration	10.0%	\$4,747
Subtotal RSRI		<u>\$46,198</u>

Subconsultants	Total	% of Total
Brown & Caldwell	\$18,767	20.0%
CDM Smith	\$10,662	11.4%
Tetrattech	\$8,982	9.6%
VK Tech Services	\$9,062	9.7%

Subtotal Subconsultants	<u>\$47,473</u>	50.7%
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TOTAL COST	<u>\$93,671</u>
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Robinson, Stafford & Rude, Inc.
 Budget Worksheet
McKinleyville Community Services District WWTP

RSRI Project No.: 0
 Workshop Location: 0
 Workshop Date: 7/23-26/2013

Team Member	Discipline	Hours				Total	Rate	Total Cost
		Study Management	Pre-Workshop	Workshop	Post Workshop	Hours		
Don or Dave	Team Leader (CVS-Life)	8	13.5	40	46	107.5	\$ 220.00	\$ 23,650
	Team Leader (CVS)					0	\$ 190.00	\$ -
	Asst Team Leader (AVS)					0	\$ 150.00	\$ -
	QA				4	4	\$ 190.00	\$ 760
	Technical Writer					0	\$ 95.00	\$ -
	Graphics				2	2	\$ 95.00	\$ 190
VE Assistant	VE Assistant	4	6	40	6	56	\$ 95.00	\$ 5,320
	Clerical	4	6	0	30	40	\$ 65.00	\$ 2,600

Total Labor \$ 32,520

Expenses	Item	Quantity				Total	Rate	Total Cost
						Quantity		
	Airfare			1	1	2	\$ 800.00	\$ 1,600
	Airfare					0	\$ -	\$ -
	Airfare					0	\$ -	\$ -
	Airfare			1		1	\$ 800.00	\$ 800
	Rental Car			5	2	7	\$ 75.00	\$ 525
	Airport Parking			10	2	12	\$ 20.00	\$ 240
	Personal Mileage			100	50	150	\$ 0.560	\$ 84
	Airport Transportation					0	\$ 50.00	\$ -
	Local Transportation					0	\$ 5.00	\$ -
	Local Parking					0	\$ 20.00	\$ -
	Lodging			10	2	12	\$ 180.00	\$ 2,160
	Meals			10	2	12	\$ 55.00	\$ 660
	Copying	100	100	0	500	700	\$ 0.10	\$ 70
	Copy Machine Rental					0		\$ -
	Conference Room			4		4	\$ -	\$ -
	Team Refreshments			4		4	\$ -	\$ -

Postage & Shipping	\$ 85	\$ 50		\$ 220		\$ 355
Telephone (incl. on-site mobi	\$ -	\$ -	\$ 100	\$ -		\$ 100
Supplies & Miscellaneous	\$ 10	\$ 10	\$ 100	\$ 10		\$ 130

	Total				Rate	
	Prelim	Draft	Final	Quantity		
Reports (Printed)	10	2	10	22	\$ 60.00	\$ 1,320
Reports (CDs)	1	1	1	3	\$ 25.00	\$ 75
Subtotal Expenses						\$ 8,119
Mark-up on Expenses					10%	\$ 812

Total Expenses \$ 8,931

Total Cost \$ 41,451

Brown & Caldwell
Budget Worksheet
McKinleyville Community Services District WWTP

RSRI Project No.: 0
Workshop Location: 0
Workshop Date: 7/23-26/2013

		Study Management	Pre-Workshop	Workshop	Post Workshop	Total Hours	Rate	Total Cost
Team Member	Discipline	Hours						
Dennis Gellerman	WWTP Design		4	32		36	\$ 247.00	\$ 8,892
Edgardo Quiroz	Structural		4	32		36	\$ 256.00	\$ 9,216
						0	\$ -	\$ -
						0	\$ -	\$ -
						0	\$ -	\$ -

Total Labor \$ 18,108

Expenses			Quantity			Total Quantity	Rate	Total Cost
Dennis Gellerman	No Airfare	Walnut Creek, CA				0	\$ -	\$ -
Edgardo Quiroz	No Airfare	Walnut Creek, CA				0	\$ -	\$ -
						0	\$ -	\$ -
						0	\$ -	\$ -
						0	\$ -	\$ -
	Rental Car					0	\$ 75	\$ -
	Airport Parking					0	\$ 20.00	\$ -
	Personal Mileage			480		480	\$ 0.560	\$ 269
	Airport Transportation					0	\$ 50.00	\$ -
	Local Transportation					0	\$ 5.00	\$ -
	Local Parking			8		8	\$ 20.00	\$ 160
	Lodging					0	\$ 180.00	\$ -
	Meals			8		8	\$ 15.00	\$ 120
	Copying					0	\$ 0.10	\$ -
	Postage & Shipping							\$ -
	Telephone		\$ 20					\$ 20
	Supplies & Miscellaneous		\$ 10	\$ 20				\$ 30

Subtotal Expenses \$ 599
Mark-up on Expenses 10% \$ 60

Total Expenses \$ 659

Total Cost \$ 18,767

CDM Smith
Budget Worksheet
McKinleyville Community Services District WWTP

RSRI Project No.: 0
Workshop Location: 0
Workshop Date: 7/23-26/2013

		Study Management	Pre-Workshop	Workshop	Post Workshop	Total Hours	Rate	Total Cost
Team Member	Discipline	Hours						
Joel Rife	WWTP Process Design		4	36		40	\$ 220.00	\$ 8,800
						0	\$ -	\$ -
						0	\$ -	\$ -
						0	\$ -	\$ -
						0	\$ -	\$ -

Total Labor \$ 8,800

Expenses			Quantity			Total Quantity	Rate	Total Cost
Joel Rife	Airfare from	Albuquerque, NM		1		1	\$ 600	\$ 600
						0	\$ -	\$ -
						0	\$ -	\$ -
						0	\$ -	\$ -
						0	\$ -	\$ -
	Rental Car					0	\$ 75	\$ -
	Airport Parking			5		5	\$ 20.00	\$ 100
	Personal Mileage			50		50	\$ 0.560	\$ 28
	Airport Transportation					0	\$ 50.00	\$ -
	Local Transportation					0	\$ 5.00	\$ -
	Local Parking					0	\$ 20.00	\$ -
	Lodging			4		4	\$ 180.00	\$ 720
	Meals			4		4	\$ 55.00	\$ 220
	Copying					0	\$ 0.10	\$ -
	Postage & Shipping							\$ -
	Telephone		\$ 10					\$ 10
	Supplies & Miscellaneous		\$ 5	\$ 10				\$ 15

Subtotal Expenses \$ 1,693
Mark-up on Expenses 10% \$ 169

Total Expenses \$ 1,862

Total Cost \$ 10,662

Tetrattech
Budget Worksheet
McKinleyville Community Services District WWTP

RSRI Project No.: 0
Workshop Location: 0
Workshop Date: 7/23-26/2013

		Study Management	Pre-Workshop	Workshop	Post Workshop	Total Hours	Rate	Total Cost
Team Member	Discipline	Hours						
Mark Hopkinson	Civil/pipelines/Hydraulics		4	36		40	\$ 178.00	\$ 7,120
						0	\$ -	\$ -
						0	\$ -	\$ -
						0	\$ -	\$ -
						0	\$ -	\$ -

Total Labor \$ 7,120

Expenses			Quantity			Total Quantity	Rate	Total Cost
Mark Hopkinson	Airfare from	Seattle, WA		1		1	\$ 600	\$ 600
						0	\$ -	\$ -
						0	\$ -	\$ -
						0	\$ -	\$ -
						0	\$ -	\$ -
	Rental Car					0	\$ 75	\$ -
	Airport Parking			5		5	\$ 20.00	\$ 100
	Personal Mileage			50		50	\$ 0.560	\$ 28
	Airport Transportation					0	\$ 50.00	\$ -
	Local Transportation					0	\$ 5.00	\$ -
	Local Parking					0	\$ 20.00	\$ -
	Lodging			4		4	\$ 180.00	\$ 720
	Meals			4		4	\$ 55.00	\$ 220
	Copying					0	\$ 0.10	\$ -
	Postage & Shipping							\$ -
	Telephone		\$ 10					\$ 10
	Supplies & Miscellaneous		\$ 5	\$ 10				\$ 15

Subtotal Expenses \$ 1,693
Mark-up on Expenses 10% \$ 169

Total Expenses \$ 1,862

Total Cost \$ 8,982

VK Tech Services
Budget Worksheet
McKinleyville Community Services District WWTP

RSRI Project No.: 0
Workshop Location: 0
Workshop Date: 7/23-26/2013

		Study Management	Pre-Workshop	Workshop	Post Workshop	Total Hours	Rate	Total Cost
Team Member	Discipline	Hours						
Dennis Van Kirk	Cost Estimating		12	36		48	\$ 150.00	\$ 7,200
						0	\$ -	\$ -
						0	\$ -	\$ -
						0	\$ -	\$ -
						0	\$ -	\$ -

Total Labor \$ 7,200

Expenses			Quantity			Total Quantity	Rate	Total Cost
Dennis Van Kirk	Airfare from	Vancouver, WA		1		1	\$ 600	\$ 600
						0	\$ -	\$ -
						0	\$ -	\$ -
						0	\$ -	\$ -
						0	\$ -	\$ -
	Rental Car					0	\$ 75	\$ -
	Airport Parking			5		5	\$ 20.00	\$ 100
	Personal Mileage			50		50	\$ 0.560	\$ 28
	Airport Transportation					0	\$ 50.00	\$ -
	Local Transportation					0	\$ 5.00	\$ -
	Local Parking					0	\$ 20.00	\$ -
	Lodging			4		4	\$ 180.00	\$ 720
	Meals			4		4	\$ 55.00	\$ 220
	Copying					0	\$ 0.10	\$ -
	Postage & Shipping							\$ -
	Telephone		\$ 10					\$ 10
	Supplies & Miscellaneous		\$ 5	\$ 10				\$ 15

Subtotal Expenses \$ 1,693
Mark-up on Expenses 10% \$ 169

Total Expenses \$ 1,862

Total Cost \$ 9,062

APPENDIX 2 – RESUMES



*BS, Civil Engineering
Georgia Tech*

Registrations/Certifications

*Professional Engineer
Florida, Georgia,
Mississippi, New Jersey,
North Carolina, Oregon,
Texas Washington,
Wisconsin*

*Certified Value Specialist
Life Certified*

*CTM, Toastmasters
International*

*SAVE, International, -
former VP Education,
Director, Certification
Board Member, Fellow
American Society of Civil
Engineers - Member*

*Water Environment
Federation - Member*

*International Association
of Facilitators – Member*

Years Experience – 46

Don Stafford is a founding partner in Robinson, Stafford & Rude, Inc. (RSRI), currently serving the firm as President and as a Senior Project Manager.

Don's professional career includes more than 45 years of experience in the planning, management, design, value engineering and construction of public and private capital projects across North America.

For 30 years, he has been managing and leading value management, value analysis and value engineering studies. His experience includes more than 300 Value Engineering studies on a very wide variety of project types. Complementing his value engineering experience is 16 years of additional experience in planning, management, design and construction of civil works projects.

His education includes a degree in civil engineering from Georgia Tech and advanced training in value engineering. He is a registered civil engineer in eight states and a Life-Certified, Certified Value Specialist (the highest level of certification in value engineering).

Don's employment experience has included working for public agencies (owners), designers, value engineers and contractors, providing him with an unusually broad range of perspectives on capital project issues. His design and project management experience includes many water, wastewater and drainage facilities.

Don's value engineering study experience includes roads and bridges; water and wastewater conveyance, including large pipeline projects; storage and treatment facilities; and drainage facilities; as well as buildings for schools, libraries, health care, vehicle maintenance, and barracks. His diverse project experience also includes more unusual projects such as TV broadcast stations, missile maintenance facilities, medical and laboratory facilities and comprehensive water quality management programs. He has conducted value engineering studies on projects and programs with capital costs ranging from a few hundred thousand dollars to \$1.5 billion.

He is particularly adept at conducting value engineering studies on water and wastewater facilities, with extensive experience in this arena as an owner, designer and value engineering specialist.

The true measure of Don's capability as a value professional, however, is his record of savings for his clients on past value engineering studies. Studies he has led have averaged owner-accepted savings in excess of four times the value engineering industry average.

Beyond Don's experience on capital projects, he is also experienced in the application of value engineering to the improvement of business systems and procedures. These have included purchasing processes, capital project management systems, revenue enhancement programs, and record management systems. His project experience includes business process review for several New York City agencies, a public utility and a public highway agency.

Mr. Stafford is also an expert at facilitating workshops of other types, including constructability reviews, alternatives analysis workshops, risk assessment workshops, decision-making workshops, planning workshops, peer reviews, and project initiation workshops.

Finally, he is in demand as an instructor in the value analysis and value engineering processes. He has taught numerous courses in value engineering for both public and private organizations, ranging in duration from one to six days, across the U.S. and Canada. Examples of his experience follow:

Easterly Secondary System Improvement project - Northeast Ohio Regional Sewer District (NEORS), Cleveland, OH VE study of a project to provide a sustainable 400 MGD in treatment capacity at the NEORS Easterly wastewater treatment plant. The \$86 million project included improvements to the existing aeration tanks, improvements to the existing final settling tanks and additional final settling tanks, improvements to the disinfection system, hydraulic improvements to enable conveyance of 400 mgd through the treatment plant and miscellaneous improvements to RAS pumping, chemical systems and flood pumps.

Port Hadlock WWTP – Jefferson County, WA VE study of a new \$16 million wastewater treatment plant being constructed to serve a currently unsewered area of Jefferson County. The plant will be designed for an initial capacity of 0.25 mgd, expandable to 1.0 mgd. Treatment plant processes will consist of fine screening, a membrane bioreactor activated sludge treatment system, with pre- and post-anaerobic zones for nitrogen removal; and Ultraviolet light disinfection Plant effluent (reclaimed water) will be initially be discharged to three rapid infiltration (percolation) ponds. In the future the reclaimed water may be made available for irrigation use. Solids will be thickened using membranes and trucked to the Port Townsend wastewater treatment plant for stabilization and disposal. **Owner-accepted savings totaled \$1.47 million.**

Phase I Wet Weather Capacity Improvements and Nitrogen Reduction Project at the East Shore Water Pollution Abatement

Facility (WPAF) - New Haven, CT Conducted two VE studies on a \$45 million project to improve wet weather treatment and nitrogen removal performance at the East Shore WPAF. Improvements included changes to the aeration basins to add a second anoxic basin and modify the existing aeration system; improvements to the gravity thickening and sludge storage facilities; odor control improvements; the addition of a methanol addition system to provide supplemental carbon for nitrogen removal, and a major electrical system overhaul for the plant. **Owner-accepted savings totaled \$1.9 million.**

Werk & Westbourne EHRT CSO treatment Facility – Metropolitan Sewer District of Greater Cincinnati – Cincinnati, OH – VE study of a proposed \$50 million CSO flow diversion, storage and enhanced sedimentation high rate treatment facility. The diversion facility is designed to accommodate a peak flow of 1.4 billion gallons per day of CSO flow, diverting up to 106 mgd into a chemically-enhanced settling and hypochlorite disinfection facility. The facility is equipped with tipping buckets for cleaning channels and sedimentation tanks, and is covered, with an extensive activated odor control system.

Wastewater Reclamation Facilities Project Phase 1 Potlach WRF - Tri-Party Consortium - Mason County, WA VE study for the Tri-Party Consortium, consisting of the Skokomish Indian Tribe, Mason County, and Mason County Public Utility District No. 1. The \$6.8 million project will consist of constructing three new wastewater collection, treatment and effluent infiltration systems for the Lower Hood Canal area communities that are currently served by on-site sewer systems. Phase 1 – Potlach consists of centralized pump stations, associated gravity sewer service areas and connections, including effluent pipelines.

Eastern Passage WWTF Expansion & Upgrade – City of Halifax - Halifax, Nova Scotia, Canada Value Analysis study on the design an approximately \$60 million expansion & upgrade project using a design-build approach. The existing WWTF is a primary treatment plant with chlorination for disinfection and anaerobic digestion of primary sludge. The proposed facility will abandon all but the operations building of the existing facilities and will consist of new screenings and grit removal facilities, new primary clarifiers, an activated sludge biological treatment system and UV disinfection. Solids from the primary and secondary clarifiers will be thickened in rotary drum thickeners and dewatered in a centrifuge.

TVRWRF 23mgd Expansion Project - Eastern Municipal Water District - Temecula, CA VE study on the design of the Temecula Valley Regional Water Reclamation Facility 23mgd Expansion Project for the Eastern Municipal Water District. The \$58 million project consists of one common headworks for both Plant 1 and Plant 2 with a total rated capacity of 18 mgd annual average flow (AAF). The purpose of the project is to provide an additional 5 mgd (primary, secondary and tertiary) of capacity to the plant. Current plans include primary clarifiers, fine screens, aeration basins, membrane tanks/equipment, chlorine contact basin, tertiary effluent pump station, rotary drum thickener and a blower building. **Owner-accepted savings totaled approximately \$4 million.**

Automation Strategy Value Analysis Workshop – City of Calgary - Calgary, AB Canada Value Analysis (VA) workshop to identify an optimized strategy for upgrading the automation systems for the City's three wastewater treatment facilities, as well as multiple associated other facilities. Included in the evaluation were discussions on whether or not individual plants will be operated remotely from a central control location or wireless mobile locations. The VA team involved 21 individuals from the City of Calgary Water Resources agency, in addition to five consultant specialists. Initiatives (Recommendations) will result in improved flow control, higher level of automation, and better use of technology and human knowledge. Costs were not addressed during this workshop.

Batesville Wastewater Treatment Plant Improvements – Batesville Water Utilities - Batesville, AR VE study on the design of improvements to the City of Batesville Wastewater Treatment Facilities. The project consists of five primary components: new interceptor sewers to bypass the existing main pump station, a new 1700-foot raw sewage transmission tunnel to take those flows to the plant site, a new 45 mgd treatment plant influent lift station, modifications to the existing lagoon system and construction of supplemental ammonia nitrogen removal treatment, and improvements to the collection system to reduce infiltration and inflow. The supplemental treatment facilities will include new comminutors and a new MBBR treatment system, along with associated other improvements. **Owner-accepted savings totaled over \$1.2 million.**

Mill Creek Wastewater Treatment Plant Secondary Upgrade – Metropolitan Sewer District of Cincinnati - Cincinnati, OH Peer Review and Constructability Review of plans for the design of 90% complete plans and specifications for a \$38 million project to improve the secondary treatment facilities at the Cincinnati MSD Mill Creek Wastewater Treatment Plant from 120 mgd to 240 mgd. The 5-member review panel in a combination of office review and workshop review and consolidation identified over 350 comments.

East Water Reclamation Plant – City of Fort Myers - Fort Myers, FL VE study on the design of a new 4 mgd water reclamation plant for the City of Fort Myers. The \$116 million East Water Reclamation Facility is to be constructed on 106 acres of a 150-acre City-owned site, a portion of which is underlain by a former unregulated landfill. The treatment process will consist of influent pumping, fine screening, grit removal, scum, oil and grease removal, a moving bed bioreactor (MBBR) biological treatment system, a DAF solids removal system, a filtration system, effluent chlorination and an effluent pumping system. Waste solids from the biological system will be concentrated in a centrifuge and then hauled offsite for disposal. Also included are two 4-million reject water tanks, and two 5-million reclaimed water tanks, two reclaimed water rejection wells and influent sewer and

effluent reclaimed water pipeline. The proposed facilities also include a number of public amenities on the site, including hiking/biking trails, a public exhibit/meeting space and open park space. **Owner-accepted life cycle savings were \$5 million.**

Newtown Creek Water Pollution Control Plant - City of New York - New York, NY Peer Review and Constructability Review of plans for the design of a new \$565 million Central Residuals Building for the 310 mgd Newtown Creek treatment plant. The 12-member panel in a combination of office review and workshop review and consolidation identified over 900 comments on the very large contract document package.

Belfair Wastewater and Water Reclamation Plant - Mason County - Mason County, WA VE study on the design of a new sewerage system for the Belfair community in Mason County. The project will provide wastewater collection, treatment and disposal facilities for the community, which is currently served only by individual septic tank systems. The collection system will consist of a combination of gravity, low pressure forcemain and high pressure forcemain pipelines, grinder pumps for low-lying customers and three conventional sewage pump stations. The 0.5 mgd treatment plant processes will consist of two-stage screening, grit removal, flow equalization, MBR secondary treatment, and UV disinfection. Waste solids will be thickened in a spare MBR basin and then land applied. The disposal system will consist of a 13-acre holding pond, followed by a spray irrigation groundwater infiltration system. **Accepted life cycle savings were \$15.6 million.**

Davis Water Pollution Control Plant Improvements - City of Davis - Davis, CA VE study on the design of improvements to the Davis Water Pollution Control Plant. The project will replace the existing lagoon and overland flow treatment system with a new activated sludge treatment system. The new system will include new influent pumping facilities; new mechanically-cleaned bar screens; primary clarifier improvements; a new nitrifying activated sludge treatment system, with 3 new circular clarifiers; secondary effluent equalization; membrane filters, and UV disinfection. Partial effluent reuse for irrigation is planned. Future biosolids handling will consist of gravity belt thickeners prior to digestion in one new and two existing anaerobic digesters and disposed in either in the County landfill or by means of land application. **Accepted life cycle savings were approximately \$10 million.**

Jones Island Preliminary Treatment Upgrade - Milwaukee Metropolitan Sewerage District - Milwaukee, WI VE study on the design of the Jones Island Preliminary Treatment Upgrade for the Milwaukee Metropolitan Sewerage District. The Preliminary Treatment Facility includes influent pumping, coarse screening, grit removal and the equipment for processing screened solids and grit from the preliminary treatment process, as well as sludge and scum from the primary clarification process. The equipment that was being upgraded included influent screening, primary sludge screening, primary scum handling, and solids conveying and loading processes. In addition, the building HVAC system was being upgraded, and the roof was being repaired and re-roofed. **Accepted life cycle savings were in excess of \$1 million.**

Marietta Wastewater Treatment Facility - City of Marietta - Marietta, OH VE study of a project to expand, refurbish and upgrade the City of Marietta wastewater treatment plant to 4 mgd capacity. The project involved improvements to the equalization system, influent pump station, screens, primary tanks and aeration system. New secondary clarifiers were proposed as well as replacing the existing chlorine disinfection system with a UV system. A high river level effluent pump station was also part of the project.

Victorville Water Reclamation Plant - Victorville, CA VE study of a project to expand, refurbish and upgrade the Victorville Westside Water Reclamation Facility from 18 to 22 mgd, producing reclaimed water meeting California's Title 22 regulations. The proposed facility will be converted to a membrane bioreactor (MBR) facility, and will convert from chlorine disinfection to ultraviolet (UV) light.

West Haven Water Pollution Control Facility Improvements - City of West Haven - West Haven, CT VE study of a project to expand, refurbish and upgrade the West Haven Water Pollution Control Facility (WPCF). The project was to increase from an average of 7.2 mgd in the nitrification-denitrification mode, with a peak hour capacity of 26 mgd to treat an annual average of 9.7 mgd and a peak hour flow of 33 mgd in a four-stage nitrogen removal configuration. The principal change to the process will be the installation of an Integrated Fixed Film Activated Sludge (IFAS) system in the existing basins.

Calumet Water Reclamation Plant Preliminary Treatment Improvements - MSD of Greater Chicago - Chicago, IL VE study as a part of a master planning effort to meet increased flow and treatment requirements through the year 2040. One of the first projects to be undertaken is the replacement of the existing preliminary treatment facilities. The existing open rectangular primary settling tanks will be decommissioned and 16 new circular primary settling tanks will be constructed. Four new primary sludge pump stations will be constructed, each serving a pod of four settling tanks. A new tunnel will be constructed, connecting the existing utility tunnel system with the four new primary sludge pump stations and the new grit removal building. **Total accepted life cycle savings were \$28.2 million.**

York River Treatment Plant Expansion Phase 1 - Hampton Roads Sanitation District - Newport News, VA VE study as a part of a comprehensive approach to reduce nitrogen and phosphorus discharges to Chesapeake Bay, by upgrading and expanding the York River Treatment Plant. The hydraulic capacity will be increased from its current peak month capacity of 15 mgd to a peak month capacity of 30 mgd. The treatment level will be increased from the current step-feed activated sludge process which

nitrifies during the summer to a new process that achieves extensive removal of both nitrogen and phosphorus year-round. **Accepted savings on this project were \$3 million.**

Humber Wastewater Treatment Plant Odour Control Improvements – City of Toronto - Toronto, ON Canada VE study and team member in an associated 2-day risk assessment workshop for planned improvements to the odour control facilities for the Humber Wastewater Treatment Plant (WWTP). The planned facilities consisted primarily of banks of pre-fabricated biofilters, treating odorous air from the plant headworks building, grit tanks, primary clarifiers and aeration tanks. The target residual odour level was 1 odour unit at the WWTP fenceline at all times.

Sewer/CSO Control SCADA System – New York City OMB - New York, NY VE study of a new SCADA system for the entire 14-WWTP City of New York sewer system. The proposed digital, distributed system includes cellular and hard-wired telephone communication, multiple servers, multiple data historians and laptop access for emergency control.

Butler Water Reclamation Plant – City of Peoria - Peoria, AZ VE study of a new 10 mgd water reclamation plant, offsite 10 mgd influent pump station and 9.5 miles of sewers and force mains. The treatment process included grit removal, screening, aeration, membrane bioreactors (MBR) and UV disinfection. Solids processing consisted of centrifuge dewatering for agriculture disposal. Pipeline construction was in city streets through heavily developed areas.

WWTP #2 Primary Rehabilitation - Orange County Sanitation District - Fountain Valley, CA VE study of improvements to the primary clarifiers and associated odor control facilities at the Orange County Sanitation District (OCSO) Wastewater Treatment Plant No. 2. The project consists of structural and mechanical rehabilitation of the existing 14 primary clarifiers, replacement of sludge grinders and pumps, replacement of the polymer systems, replacement of the electrical systems for the primaries, removal of the existing high dome covers on the 14 primaries and replacement with flat covers, removal of the existing odor control systems and replacement with a new two-stage, biotower-chemical scrubber systems.

Tallman Island Wastewater Plant Upgrade 1A – New York City OMB - New York, NY VE study of a project to upgrade treatment at this 80 mgd wastewater plant to full Biological Nutrient Removal (BNR). The project included new engine-driven centrifugal blowers and air piping, main pump suction and discharge piping replacement, modification of the aeration basins to convert to BNR, rehabilitation of sludge pumping facilities, rehabilitation of the existing sludge thickeners, new digester covers, several new buildings and miscellaneous other improvements, **totaling approximately \$125 million in construction cost.**

Brightwater Wastewater Treatment Plant - King County Washington - Seattle, WA VE study of the new \$230 million Brightwater Wastewater Treatment Plant to be constructed in northeast suburban Seattle, WA. The plant is being designed for an average annual flow of 31.3 mgd, a peak month flow of 50.8 mgd and a peak hour flow of 130 mgd. The plant will provide greater than secondary treatment to flows up to 57 mgd, with advanced primary treatment for flows in excess of this level up to the peak hour flow. The main process flow train will consist of influent screening, grit removal, primary clarification, activated sludge secondary treatment, followed by a membrane bioreactor (MBR) unit, chlorination and dechlorination. Storm-related flows (those above 57 mgd) will be treated with an advanced primary treatment system and then pass through chlorination and dechlorination. Up to 5 mgd of the flow may be used as reclaimed water, and the remainder will be discharged to the effluent tunnel system for conveyance to a deep outfall in Puget Sound.

Pine Creek Wastewater Treatment Plant – City of Calgary - Calgary, AB Canada VE study of the first 100 ML/d (26 mgd) phase of an ultimate 700ML/d (182 mgd) biological nutrient removal wastewater treatment plant. The \$300 million project included both liquid stream and solids stream treatment facilities, as an unusual outfall diffuser in the Bow River, a world-class trout stream. The new plant also had significant visual aesthetic issues as it sits below a bluff on which are located very expensive homes. Likewise odour control was a major issue. The project also included a new influent sewer. The entire site was approached as a LEED-accredited “campus”. The operations, maintenance, and administration building is the key LEED-accredited building on the site by incorporating green building concepts such as green-roof systems, recycled building materials and energy-saving heating and cooling systems.

Everett Wastewater Treatment Plant Upgrade – City of Everett - Everett, WA VE study of the expansion of an unusual combination lagoon and trickling filter-solids contact (TFSC) wastewater treatment plant. The existing system consists of a multi-cell aerated lagoon/polishing pond treatment train operating in parallel with a trickling filter-solids contact treatment train. Solids from the TFSC system are treated in the aerated lagoon in a mixed aerobic-anaerobic treatment environment. The proposed improvements consisted of added TFSC facilities, improvements to headworks facilities, new gravity thickeners and anaerobic digesters, and odor control facilities including trickling filter covers and biofilters. The VE team identified major changes in the process train that result in significant reductions in both construction and operating costs.

Swan Island Pump Station – City of Portland - Portland, OR VE study of a large, 160-foot deep combination CSO and sanitary sewage pumping station. The site is located on an island in the Willamette River, and involved major groundwater components, include ground –freezing. Also included was a twin-pipe forcemain and approximately 1400 feet of 12-foot diameter soft-ground tunnel. The facility included a major standby power facility and significant odor control facilities.

Wards Island BNR Upgrade – New York City OMB - New York, NY VE study of a \$650 million upgrade to a 275 mgd secondary wastewater treatment plant to implement step-feed biological nitrogen removal (BNR). The proposed improvements included replacement of the secondary air piping and blowers, structural modifications to the existing aeration basins, replacement of the existing diffusers, installation of mechanical mixers in the new anoxic zones, clarifier improvements, new RAS and WAS pumping facilities, flow control improvements, installation of digital control for the new BNR system and improvements to the administration.

Nogales International Wastewater Treatment Plant Upgrade VE Study No. 2 – City of Nogales - Nogales, AZ VE study of the upgrade of this 17.2 mgd secondary treatment plant to add nitrogen removal. The plant treats flows from Nogales, AZ and Nogales, Sonora (Mexico), and is owned jointly by the City of Nogales, AZ and the International Boundary and Water Commission. The existing facility is an aerated lagoon facility, followed by continuous backwash filters and UV disinfection. The adjusted proposed improvements included headworks modifications, construction of a three-train Kruger triple-ditch activated sludge system, and replacement of the UV system. Two aerobic digesters and facultative digested sludge storage were proposed for solids handling. The VE team proposed a number of modifications to the design, including reduction of the safety factor in the triple-ditch design, installation of sludge thickening, and modifications to the headworks improvements.

South Bay International Wastewater Treatment Plant – International Boundary & Water Commission - San Diego, CA VE study of the upgrade of this existing advanced primary treatment plant, treating flows from Tijuana, Mexico. The proposed facilities consisted of a three-stage lagoon system, with anaerobic, complete-mixed and partially mixed lagoons, and a recycle system to transfer waste solids from the completely mixed lagoons to the anaerobic lagoons for digestion. The initial anaerobic lagoon will provide initial treatment of the strong (approximately 440 BOD) influent flows, and will also digest the primary and secondary solids generated at the facility. The new lagoon system was being designed for an average flow of 25 mgd and a peak flow of 75 mgd. The proposed improvements also included extensive landscaping and also special fencing, because of the proximity of the plant to the U.S.-Mexico border.

Lake Hodges Pipeline Replacement – City of San Diego - San Diego, CA VE study of a proposed replacement of an existing sewage forcemain, which is located under a water reservoir impoundment. The project involved significant limitations on construction because of the active use of the impoundment for potable water supply use during the time construction will take place.

Cle Elum Wastewater Treatment Plant Expansion –City of Cle Elum - Cle Elum, WA VE study of the proposed improvements to treatment facilities for this small eastern Washington community. The value engineering study was convened to assess the potential for combining wastewaters from Cle Elum with those from three other communities, the County and a proposed major resort development and constructing a new consolidated treatment plant. The value engineering team members consisted of technical staff, consultants and elected officials from the interested parties.

Nogales International Wastewater Treatment Plant Upgrade VE Study No. 1 – City of Nogales - Nogales, AZ VE study of the upgrade of this 17.2 mgd secondary treatment plant to add nitrogen removal. The plant treats flows from Nogales, AZ and Nogales, Sonora (Mexico), and is owned jointly by the City of Nogales, AZ and the International Boundary and Water Commission. The existing facility is an aerated lagoon facility, followed by continuous backwash filters and UV disinfection. The proposed improvements included a new headworks, construction of anoxic and aerated segments in the existing lagoons to convert them to a modified Ludzak-Ettinger process, renovation of the filters and replacement of the UV system with an expanded system. An aerobic digester and belt filter press dewatering were proposed for solids handling. The VE team proposed a number of modifications to the design, including converting existing lagoon volume to equalization to deal with high stormflows and massive grit loads, and to avoid replacing the existing headworks; as well as recommending elimination of the filters. **Accepted savings will exceed \$10 million.**

Grants Pass Water Restoration Plant Expansion – City of Grants Pass - Grants Pass, OR Two VE studies of proposed improvements to the existing 27 mgd wastewater restoration facility, which discharges to the wild and scenic-designated Rogue River. Both value engineering studies were conducted at the facilities plan level of project development. The first VE study reviewed the proposed liquid stream improvements, and the second looked at the biosolids handling system, through final disposal.

Wards Island Water Pollution Control Plant Upgrade Phase 2 – New York City OMB - New York, NY VE study of the \$173 million Phase Two upgrade of the 275 mgd Wards Island Wastewater Treatment Plant. Improvements included a major rehabilitation of the entire solids thickening and digestion operation, a major rehabilitation of the off-site screening and grit facilities for the plant, located in Manhattan and in the Bronx, improvements to the personnel facilities at the plant and other miscellaneous improvements.

Spring Creek CSO Facility Upgrade – New York City OMB - New York, NY VE study of the \$85 million upgrade of a combined CSO storage and treatment facility constructed by New York City in the early 1970's. The proposed improvements included lowering the facility roof, to reduce odor control air treatment volumes, construction of new odor control facilities,

rehabilitation of the effluent pumping and administration facilities, installation of a new basin cleaning system, correction of leakage problems at basin tide gates, and construction of a new chlorination/dechlorination system.

Oakville SW Wastewater Treatment Plant Improvements – Regional Municipality of Halton - Oakville, ON Canada

VE Team Leader for the first of four value engineering studies to be conducted on this project to expand an existing secondary wastewater treatment plant to a capacity of 45,460 cubic meters per day. This first study was a modified value engineering study, which included an approximately thirty person team consisting of the plant design firm, plant operations, design and R&D staff, and outside VE team members. The purpose of this study was to select a limited number of alternatives to serve as the preferred design alternatives as input to the preliminary design effort for the project.

Sub Basin M10120 – Combined Sewer Relief Program Fort Wayne, IN VE study of this project to relieve storm-related sewage flooding problems in this residential combined sewer system sub basin. Project elements included new storm sewers, a stormwater retention basin in a public park, relief sewer construction, and inlet controls.

Avalon Wastewater Treatment Plant Improvements – City of Avalon - Avalon, CA VE study of proposed facilities to expand the wastewater treatment facilities for the City of Avalon, on Santa Catalina Island. Unique issues for this project included the high salt content of the wastewater resulting from the City's use of salt water for toilet flushing throughout the system; and very large differences between average and peak flow loadings resulting from the varying tourist population at this popular resort.

Sugar Creek Wastewater Facilities Improvements – Green County - Greene County, OH VE study of facilities to provide additional conveyance, storage and treatment capacity for storm-related flows in this nominally separated sewer system. Proposed facilities consisted of a new 66-inch diameter relief sewer, a new 66-mgd equalization pump station, two new 6.5 million gallon circular concrete equalization tanks, a new force main from the equalization facility to the treatment plant, and improvements to the treatment plant to accommodate the added flows.

Gresham Wastewater Treatment Plant Improvements – City of Gresham - Gresham, OR VE study of this expansion of an existing secondary wastewater treatment plant to 32 mgd. Improvements consisted of additions and changes to the influent and headwork's facilities, primary clarifier additions, new aeration tanks, an additional secondary clarifier, digester and solids handling improvements, new odor control facilities and improvements to the control system and administration and maintenance facilities.

Corvallis Combined Sewer Overflow Project –Corvallis, OR Second VE study of this \$30 million project to provide addition conveyance capacity for combined sewage and additional pumping, storage and treatment facilities for the added flow at the existing treatment plant site. Proposed facilities at the plant site included a new 74-mgd influent pump station, five million gallons of storage and additional screening, grit removal and primary clarifier facilities.

Wards Island Wastewater Treatment Plant Upgrade – New York City OMB - New York, NY VE study of a \$205 million major upgrade of New York City's Wards Island Wastewater Treatment Plant from 250 mgd to 275 mgd. The project included improvements to grit removal facilities, primary clarifiers, aeration facilities, secondary clarifiers, chlorination system and sludge handling facilities, as well as plant ancillary facilities. Also included was the remodeling of some of the plant buildings.

Long Range Sludge Management Plan – City of New York - New York, NY VE study of the City of New York's Long Range Sludge Management Plan, for dealing with the entire 500 dry ton per day sludge production of all of the City's WWTPs. The program includes heat drying and pelletizing, composting, alkali stabilization and direct land application of dewatered sludge.

The value engineering team recommendations totaled over \$1.5 billion in life cycle cost savings.

East River CSO Project – New York City OMB - New York, NY VE study of \$863 million, a five-facility combined sewer overflow cleanup program to improve water quality in five tributaries to the East River. Project included five large underground storage/treatment tanks and equipment and above grade buildings and facilities.

Flushing CSO Project – New York City OMB - New York, NY VE study of a \$300 million CSO program to clean up Flushing Creek and Flushing Bay. Project included a 40 million gallon storage/treatment facility and seven swirl concentrator facilities. The study was conducted at completion of facility planning and included review of extensive water quality modeling.

Sludge Dewatering Facilities – City of New York - New York, NY Two VE studies of the City of New York's \$430 million city-wide sewage sludge dewatering facilities, which consist of eight new buildings containing centrifuges with a total peak capacity of over 800 dry tons per day.

Deer Island Pump Station - Metropolitan District Commission - Boston, MA Two VE studies for this 110-foot deep pump station electrification project for the Deer Island treatment plant influent pump station facility.

Bay Park Wastewater Treatment Plant Nassau County, NY VE Team Coordinator/Project Manager for secondary treatment plant.

Area 200 Sewer Hanford Nuclear Reservation – City of Richland - Richland, WA VE study of sewer system and

storage/analysis system for conveyance of wastewater flows from BAT cleanup of several facilities in the 200 area of the Hanford Nuclear Reservation.

Industrial Road Sewer Value Engineering – City of San Diego - San Diego County, CA VE study of two miles of new 24-inch interceptor sewer adjacent to Highway 67 along a current and future alignment of Industry Road. This involved extensive consideration of road/utility interactions and traffic impacts. **The estimated capital cost savings, which will accrue from value engineering recommendations accepted by the county, will exceed \$185,000 (approximately 15% of the estimated construction costs).**

North City Pipelines- City of San Diego - San Diego, CA VE study of four pipelines in a single workshop. The combined estimated construction cost was \$30 million. Two pipelines were long sludge transfer pipelines, one was a sewage transfer pipeline and tunnel, and one was an effluent pipeline and tunnel.

Portland Standard Pump Station Designs – City of Portland - Portland, OR VE study of two standard, circular caisson construction pump station designs, one for 2,000-4,000 gpm and one for 6,000-15,000 gpm.

Interurban Pump Station – Municipality of Metropolitan Seattle - Seattle, WA VE Team Leader for two value engineering studies of a new 3.8 mgd raw sewage pump station, a 27-inch and 36-inch interceptor sewer and new force main. **Implemented savings were over \$350,000 in capital costs.**

Port Townsend Wastewater Treatment Plant Expansion – City of Port Townsend - Port Townsend, WA VE study of expansion of an existing 0.61 mgd primary wastewater treatment plant to 1.7 mgd secondary treatment. The project also involved treatment of effluent from a STEP system, septage, and landfill leachate. The project had significant public opposition with two members of the public included on the value engineering team. **Accepted capital cost savings to the City because of the accepted ideas from the value engineering study were \$200,000.**

Mini-Value Engineering Workshop - City of Port Townsend - Port Townsend, WA Second mini-VE project mandated in legal settlement between the City and citizen opposition group. Workshop consisted of value engineering plus validation/review of City's compliance with terms of settlement with citizens.

North City Water Reclamation Plant - City of San Diego - San Diego, CA VE of proposed 30 mgd water reclamation plant and wastewater sludge facilities serving the entire North City area. Study is part of the San Diego Clean Water Program. The project included significant traffic issues related to plant access off Eastgate Mall. **Value engineering savings totaling \$7.5 million were accepted by the City of San Diego.**

1990 New Technologies Workshops Seattle, WA Managed two workshops to brainstorm and evaluate new technology areas for consideration in future wastewater projects for this agency.

1989 New Technologies Workshops Seattle, WA Managed two workshops to brainstorm and evaluate new technology areas for consideration in future wastewater projects for this agency.

Redmond Connection – Municipality of Metropolitan Seattle - Seattle, WA Three VE workshops and one constructability workshop on a sewage pump station/pipeline project for a 68 mgd flow; the pipeline operates under 200 feet of head.

Lander Combined Sewer Overflow (CSO) Separation Project – Municipality of Metropolitan Seattle - Seattle, WA VE study for an \$18 million project to develop and evaluate alternatives for separation of sewers in an industrial area in Seattle.

Wastewater Treatment Plant – City of Newberg - Newberg, OR VE study for 4 mgd oxidation ditch secondary wastewater treatment plant, with flow equalization facilities, chlorine disinfection, DAF sludge thickening, belt press sludge dewatering, and enclosed vessel sludge composting.

Infiltration/Inflow Analyses - Corps of Engineers Savannah District - Atlanta, GA Project Manager, responsible for I/I studies of six Atlanta suburbs as a part of the Metro Atlanta Water Resources Study; studies included separate and combined sewer systems and assessment of potential for correction.

Wastewater Treatment Plant – City of Gardner - Gardner, MA VE for this secondary wastewater treatment plant.

West Point Wastewater Treatment Plant – Municipality of Metropolitan Seattle - Seattle, WA Three VE studies for two new 100-foot-diameter anaerobic digesters: Digester Expansion Study 1, Constructability Review and Digester Cover Procurement.

R. M. Clayton Wastewater Treatment Plant – City of Atlanta - Atlanta, GA VE on first-phase plant upgrade for this 120-mgd treatment facility, including thickeners, digesters, headworks and sludge incineration.

Design Initiation Workshop - Municipality of Metropolitan Seattle - Seattle, WA Workshop to brainstorm and evaluate initial design concepts and refine design criteria for the Diagonal Way sewer separation project.

Expansion of Town Branch WWTP – City of Lexington - Lexington, KY VE study of plant upgrade from 18 mgd activated

sludge secondary treatment to 36 mgd. Advanced secondary treatment with nitrification and post aeration solids handling consists of gravity and DAF thickening and anaerobic digestion.

Easterly Wastewater Treatment Plant – Northeast Ohio Regional Sewer District - Cleveland, OH VE for this 24-inch diameter, 13-mile sludge force main.

Sewage Interceptor – City of Ames - Ames, IA VE for this 66-inch-diameter interceptor sewer.

Sludge Pasteurization Workshop – Municipality of Metropolitan Seattle - Seattle, WA Workshop to brainstorm and evaluate methodologies for providing pathogen-free sludge from two large sewage treatment plants.

Sludge Disposal Evaluation Workshop - East Bay Municipal Utility District – Oakland, CA Conducted a workshop to brainstorm and evaluate alternative sewage sludge disposal options for major San Francisco Bay area utility.

Renton Wastewater Treatment Plant – Municipality of Metropolitan Seattle - Seattle, WA \$750,000 VE study effort on a \$325 million construction program. Served as VE Team Leader on 9 VE studies that included wastewater liquid and solids treatment systems, Effluent Pumping, a 13-mile, and a 96-inch diameter effluent pipeline with a 600 foot deep marine outfall.

Alki Transfer/CSO Facilities Project Municipality of Metropolitan Seattle - Seattle, WA Two VE studies of a project to convert an existing primary sewage treatment plant of intermittent treatment of combined sewer overflows (CSOs); to pump up to 19 mgd of base sewage flows six miles underneath Elliott Bay (maximum depth 600 feet) to another plant for treatment; and to construct a second transfer pipeline elsewhere to pump 19 mgd of sewage from one basin service area to another plant.

Diagonal Way Sewer Separation Project - City of Seattle – Seattle, WA VE study of a project to construct new storm sewers, sanitary sewers and underground storage to reduce combined sewer overflows in an industrial area and a residential area of Seattle.

Sewage Headworks Facilities - Central Contra Costa Sanitary District (CCCSD) – Martinez, CA VE Team Leader for the study of a \$17 million expansion to the headworks of the CCCSD main sewage treatment plant.

Carkeek Transfer/CSO Facilities Project – Municipality of Metropolitan Seattle - Seattle, WA Two VE workshops and Team Coordinator of one refinement workshop for this project to convert an existing primary sewage treatment plant to intermittent CSO treatment, and transfer base sewage flows to another plant for treatment. Unique features included the location of the plant in a narrow ravine in a public park; high head requirements (over 200 foot) on the transfer pump station; Improvements to a salmon spawning stream and a crossing of an active ship canal with the project.

Port Angeles Sewage Plant Expansion – City of Port Angeles - Port Angeles, WA VE study of expansion of primary sewage plant to 6.7 mgd secondary capacity using the trickling filter/solids contact treatment process. **Implemented value engineering recommendations saved an estimated \$1.7 million.**

Secondary Treatment Facilities Plan – Municipality of Metropolitan Seattle - Seattle, WA Facility Planning Coordinator, managed the entire planning effort and participated heavily in the development of population, employment and flow estimate methodology for a \$3 million facility planning study to identify a forty-five-year plan for sewage treatment in the metropolitan Seattle region; final plan identified \$1.2 billion program for treatment plants, CSO control and conveyance improvements.

Three Rivers Water Quality Management Program - City of Atlanta - Atlanta, GA City Program Manager, responsible for program management, grant coordination, technical quality control, land acquisition, coordination with operations staff, construction management, compliance of MBE program goals, and negotiation of sewer service contracts with other cities for this \$208 million comprehensive wastewater capital program. Projects included three treatment plant upgrades (6, 20 and 36 mgd), sewer system evaluation survey, two facilities plan supplements, a sewer separation project, three projects to provide storage and treatment of combined sewer overflows, and several pipeline projects including a 7.5-mile hard-rock tunnel. Plant processes included trickling filters, physical/chemical treatment, mechanical air and diffused air-activated sludge, aerobic and anaerobic digesters, gravity and DAF thickeners and centrifuge dewatering. Other processes evaluated included solar heated digesters, two-stage trickling filter towers for nitrification and continuous backwash filters. In addition, parts of the project were distributed plant computer control systems and intensive security analysis.

Comprehensive Sewer Plan – City of Ocean Shores - Ocean Shores, WA Project Manager for development of new sewer system plan for this resort community on the Washington coast. Plan recommended a combination of conventional and small diameter gravity (SDG) sewers to respond to difficult to predict growth patterns in the City, where septic tanks are installed initially in low density areas.

East River Nitrogen Management Plan- New York City OMB - New York, NY VE workshop examining the City of New York's \$640 million multi-Water Pollution Control Plant program to reduce the effluent nitrogen discharged to the East River and Long Island Sound. The planned program included installation of biological nitrogen removal facilities at several of the City's existing water pollution control facilities, all of which have significant site limitations. The Study included extensive review of

anticipated operational costs, as well as focusing heavily on assessing whether the proposed technical strategies would achieve the desired results.

Everett Wastewater Treatment Plant Expansion- City of Everett - Everett, WA VE Team Leader for this \$58 million project to modify this combination aerated lagoon and activated sludge wastewater treatment plant to improve treatment, increase capacity and reduce odor generation. The proposed project consists of a variety of facilities and improvements to be constructed over 7 years to address odor and process unit loading and performance problems, and to provide additional treatment capacity. The plant will be expanded from 20 to 26 mgd and the complex aerated lagoon/activated sludge system will be modified. **Accepted VE recommendations will save approximately \$1.4 million in capital costs. Additional VE recommendations under further study by the City and their designer could save from \$2-10 million additional, as well as improving relationships with the community regarding odor emissions from the plant.**

Rockaway Water Pollution Control Plant Upgrade Facility Plan – New York City OMB - New York, NY VE study of proposed facilities to upgrade the 45 mgd Rockaway Water Pollution Control Plant for the City of New York. Proposed improvements include a new administration building, restoration of a marine bulkhead at the sludge barge loading facility, construction of new residuals handling facilities, replacement of the aeration system, and installation of a new parallel influent forcemain, Influent pumping facility improvements, and an electrical system upgrade.

Wards Island Phase 4 & 5 Improvements – New York City OMB - New York, NY VE Team Leader for this \$661 million project to modify the existing secondary process to provide biological nitrogen removal at the City's 250 mgd Wards Island water pollution control plant. Proposed facilities included replacement of the lower and piping system, clarifier improvements, addition of carbon-source chemical feed equipment, digester modifications, improvements to the administration building, improvements to the main sewage pump station and vacuum-primed pumps, major changes to the electrical system and generators, and new caustic feed facilities.

Hunts Point Water Pollution Control Plant – New York City OMB - New York, NY VE workshop to review a \$291 million project for improvements in all areas of the 200 mgd plant, with a peak flow capacity of 400 mgd. Work included improving primary screening, converting to dome diffusers, upgrading the disinfection system, replacing sludge digester tanks and providing ventilation and odor control. Additional work included renovating and expanding the administration building as well as upgrading the electrical and instrumentation systems.

City of Dallas Wastewater Treatment Plant – City of Dallas - Dallas, OR VE study of the Redesign of the treatment facility to increase peak flows to 18.5 mgd. The \$10 million project consisted of raw sewage grinder, grit removal, clarifiers, influent pump station, mechanically cleaned screens, aeration basins, disinfection, and a new operations building.

Awards

Stars & Stripes Award – CSVA – 2009 – President's Citation for contributions to growth of Value Analysis in Canada

Publications/Presentations

"Value Improving Water Quality in Saint John – A Success Story", co-author, Canadian Society of Value Analysis Conference, November 2009

"He Said – She Said, The Value Methodology as a tool in daily life", co-author, SAVE, International Conference, May 2007

"Value Engineering - A Dependable Optimization Tool in Residuals Management," Joint Residuals Management/Biosolids Conference, AWWA/WEF, July 1995.

"Value Engineering of Pipeline Projects" - PNCPA Pipeline Seminars: Portland, OR and Seattle, WA; April, May 1991.

"Value Engineering - Good Medicine For CSO Headaches," First WPCF CSO Specialty Conference, April 1990.

"The Judgment Phase - More Than One Way to Skin a Cat," Society of American Value Engineers, International Conference, April 1990.

"Value Engineering - What It Is and How You Can Use It," Presented at APWA Spring Conference, 1988.

"Time Modeling as a Tool in Value Analysis," Society of American Value Engineers, International Conference, June 1987.

"Design Concerns in Combined Sewer Control," American Society of Civil Engineers, October 1979, Co-author.

"Land Application of Peach & Pimento Pepper Wastewaters," American Society of Agricultural Engineers. Engineers, Winter Meeting, December 1975, Co-author.



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Georgia Institute of
Technology, 1987*

*MOD II VE Training, 1990
Choosing By Advantages™
Training Workshop/2002*

*USGBC LEED®
Training/2002*

*Decision-Making and
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SAVE International*

Years Experience – 35

David Hamilton is a registered professional civil engineer, Certified Value Specialist (CVS), Certified Cost Engineer (CCE), and a LEED® Accredited Professional with more than 35 years of experience in project management, permitting, design, construction inspection, risk analysis, and value engineering (VE) of large complex civil and architectural engineering projects. In his career, he has been responsible for the design, cost control, coordination, and administration of engineering efforts on land development, commercial, institutional, industrial, governmental, and municipal projects. His work has directly aided hundreds of clients in their quest to control budgets, identify and mitigate project risk, minimize change orders, and complete their projects on time and within budget. His proactive approach and ability to work with large groups to build consensus has proven to be a successful combination in optimizing project performance and improving overall project value.

DETAILED EXPERIENCE RECORD—VALUE ENGINEERING

Mr. Hamilton has organized and directed more than 700 VE studies on projects ranging in size from \$2 million to \$5 billion throughout North America and overseas. He has structured multidisciplinary teams of specialists to study a variety of projects such as wastewater and water treatment and conveyance systems, major transit systems, tunnels, buildings, healthcare facilities, communications systems, military bases, defense facilities, airports, bridges, piers, and highways as described below.

AWARDS AND RECOGNITION

2011 Federal Highway Administration National Award “Most Outstanding Value Engineering Study: Under \$25 Million Category,” SR 36 at Flint River Bridge Replacement in Talbot & Upson Counties, GA

PROJECT EXAMPLES

City of Baltimore, Patapsco Wastewater Treatment Plan Upgrade. Plant upgrades to achieve the Maryland Department of Environment’s (MDE) enhance nutrient removal (ENR) water quality goals for the Chesapeake Bay. A proposed \$110M ENR facility will be constructed at the plant to meet the new permit requirements. The ENR facilities will be located within a site known to be contaminated with chromium.

Milwaukee Municipal Sewerage Division (MMSD), Milwaukee County Grounds Floodwater Management Facility (MCG facility), Wisconsin. VETL on this project that project was in an overbid condition and being reviewed for possible re-bid at the time of the workshop. Structures within the scope of this VE study include the following: Diversion structure along Underwood Creek, 2,722-foot-long and 17-foot-diameter tunnel, tunnel outlet stilling basin, basin low level outlet and spillway, and Canadian Pacific Railway crossing structure. Resulted in the development of 26 alternatives and 19 design suggestions. ECC \$52.4 million.

City of Columbus, Department of Public Utilities, Division of Sewerage and Drainage (DOSD), Columbus, OH. VE Team Leader on the following studies:

- **Sludge Thickening Improvements and Additional Renovations at the Southerly Wastewater Treatment Plant, Capital Improvement (CIP) Project 650359.** The project includes the construction of centrifuge thickening units, polymer storage and feed systems, conveyors, piping, renovations to Thickening Facility West (TFW) (formerly Incinerator Building – North (NCR)), and renovations to Thickening Facility East (TFE) (formerly Centrifuge Thickening Building (CET)). Study on 40% submittal, ECC \$60.9 million.
- **Detailed Design Memorandum for Jackson Pike Wastewater Treatment Plant, Capital Improvement (CIP) Project 650245.**

Augusta County Service Authority (ACSA), GA, Middle River Wastewater Treatment Facility Enhanced Nutrient Removal Upgrade. VETL on the study to identify possible cost saving items and design modifications for the incorporation of Verona’s WWTP 0.8 MGD capacity into the Middle River WWTP. The study was conducted under the guidelines of SAVE International and the U.S. Environmental Protection Agency (EPA). ECC \$19M.

Town of East Hampton, CT, Proposed Municipal Water System. VETL on study of preliminary engineering submittal for large

water system to replace small water systems. Some local wells in water districts are partially contaminated, and the goal of this project is to increase water quality for city residents. ECC \$46.18 million.

Town of South Windsor, CT, Water Pollution Control Facility Upgrade. VETL/Civil participant on studies of 30% design and 60% design submittals to upgrade plant to meet increased permit limits and flow projections. ECC \$23.4 million.

City of Meriden, CT, Water Pollution Control Facility Upgrade. VETL on study of preliminary design documents for this 11.6 mgd advanced secondary wastewater treatment plant. Existing equipment needs major repair or replacement. ECC \$28 million.

Bergen County Utilities Authority, Little Ferry, NJ, Overpeck Valley Relief Sewer Project. VETL/Civil participant on 50% design submittal for a new sewer with a total length of approximately 28,000 LF and a combination of 72, 66, and 42 in-diameter reinforced concrete pipes. ECC \$47 million.

City of Lompoc, CA, Regional Wastewater Reclamation Plant Upgrade. VETL on this study of 50% design submittal to upgrade a WWTP with current capacity of 5 million mgd. ECC \$57.1 million.

Inland Empire Utilities Agency, Chino, CA, Recycled Water Distribution System Facilities—Phase II, RP-1 South Zone Pump Station. VETL on this study of 50% design documents for a new pump station with an initial capacity of 18,000 gpm and an ultimate capacity of 27,300 gpm. ECC \$3.7 million.

Rahway Valley Sewerage Authority, NJ, RVSA Comprehensive Strategic Plan WWTP Improvements. VETL on study of this project to close two sewer overflows, to implement prescribed treatment processes at the WWTP, and to collect and treat 105 million gallons per day of wet weather flow to prescribed effluent criteria according to a set schedule. ECC \$137 million.

Milwaukee Metropolitan Sewerage District, Milwaukee, WI, Real Time Control Strategy Improvement Plan. VETL of study to evaluate the goals, assumptions, benefits, and value of a proposed real-time control (RTC) system. The overall goal of the project was to maximize the use of existing facilities while minimizing separate sewer overflows (SSO) and reducing the number of combined sewer overflows (CSO). The team offered alternatives that addressed all facets of the control plan including meteorological projection, system flow projections, and control logic, as well as the overall goal of maximizing the use of the Inline Storage System and Management Information System. During the study, several items in the tunnel pumping facility and treatment of CSO flows were also noted, and recommendations for improvements were included in the report.

New York City's Office of Management and Budget (OMB), New York, NJ, Central Residuals Building (CRB) project located at the Newtown Creek Water Pollution Control Plant (WPCP), Brooklyn, New York. Assistant VETL on project to address a Consent Order requiring the Newtown Creek WPCP to achieve secondary wastewater treatment at levels that meet U.S. EPA standards. The plant will rely on a wet stream process that consists of influent screens, grit tanks, step-feed aeration tanks, final sedimentation tanks, and chlorine contact tanks. ECC \$161.9 million.

Stadium High School Sewer Interceptor Failure, Tacoma, WA. Performed forensic VE/hydraulic analysis of the drainage basin to simulate flow conditions in a 1917 brick interceptor, which caused a major landslide on the eastern bluff above Puget Sound. Findings showed that the sewer was surcharged and flow escaped through an exposed hole left in the top of the pipe for future (1917) side sewers, causing excess pore pressure to build up in the soil, resulting in liquefaction.

Upper Blackstone Water Pollution Abatement District, Wastewater Treatment Facility Improvements Project, Millbury, Massachusetts.

- ***VETL on the Phase I design to upgrade the plant process.*** Upgrade will meet recent permit changes requiring the plant to move from a conventional activated sludge process to a process with biological nutrient removal (BNR). Team reviewed the 30% preliminary design report; focus of their concerns was on the high cost of site remediation. The team made recommendations to address the new headworks, soil remediation issue, phasing of new process tanks, and the type of instrumentation proposed for the plant. ECC of Phase I \$71.5 million; ECC of total project \$135.8 million.

- ***VETL on Phase I design development submittal.*** The key concerns of the VE team centered on the high cost of the odor control at the headworks using an in-ground biofilter system. The majority of the recommendations focused on the new headworks building, flow split pipe and routing, and detailed electrical suggestions. ECC of Phase I \$52.3 million.

Galien River Sanitary District Authority, New Buffalo, MI, Wastewater Treatment Facility Improvements. VETL of review of 85% contract Plans and Specifications. Improvements to wastewater facility are intended to accommodate expected new flows to the plant and address hydraulic considerations caused by a high peaking factor. The plant is designed for a peak instantaneous flow of 12.5 mgd. The study focused on phasing options, constructability issues, and methods to control the high peaking factors without major modifications to the existing drawings. The team suggested adding an equalization basin to reduce the high peak loads and to add additional basins in the future. ECC \$10.6 million.

Racine Water and Wastewater Utility, Racine, WI, Wastewater Treatment Facility and Sewer Upgrade. VETL of study at the 30% design completion stage of the Wet Weather Process Optimization Improvements (WWTF project phase) North Side Storage

Facility and the North Side Relief Sewer project. The state permit for discharging effluent was contingent upon the submission of a compliance schedule for upgrading the sewerage facilities, including a Facilities Plan for the Year 2020, and submittal of plans and specifications. The study was done on the facilities plan, the onsite facilities upgrade, and expansion for wet weather process optimization improvements. ECC for treatment plant improvement is \$56.9 million; overall ECC of the project is \$79 million.

Orange County Sanitation District, Fountain Valley, CA, Plant No. 1 Expansion—Primary Clarifiers Nos. 16-31. VETL on the study of 30% design submittal to add 16 rectangular primary clarifiers and various additional facilities including pumping, piping, odor control, instrumentation and control, etc., to provide an additional 96 mgd of capacity. ECC \$66.4 million.

City of Warwick, RI, Advanced Wastewater Treatment Facilities Expansion. VETL on study of 2.7 mgd expansion, including the addition of a BNR system and dechlorination facilities.

Water & Sewer Authority of Cabarrus County, Concord, NC, Rocky River WWTP Upgrade. VETL on a study of this 10 mgd plant expansion. ECC \$17.5 million.

Narragansett Bay Commission, Providence, RI, Bucklin Point Wastewater Treatment Facility Improvement Project. VETL on study of 30% submittal to add four new primary clarifiers, new disinfection facilities, and a new plant pretreatment facility, including four new influent screw pumps, followed by four catenary screens. ECC \$43 million.

Hill Canyon Wastewater Treatment Plant Expansion and Upgrade Project, Thousand Oaks, CA. VETL on study of 3.2 mgd expansion, including a new bioreactor process for nutrient removal, one secondary clarifier, expanded intermediate filter pump station, additional deep bed monomedia tertiary filters, UV disinfection, and various support facilities, buildings and sitework. ECC \$58 million.

Elsinore Valley Municipal Water District, Lake Elsinore, CA, Regional Wastewater Reclamation Plant Expansion. VETL and Civil participant on this project to expand a plant capacity from 4 mgd to 6 mgd. This upgraded facility will allow for planned growth in the community and establish a new planned layout for future expansions up to 20 mgd. ECC \$30,200,000.

Massachusetts Water Resources Authority, Boston, North Bay and Reserved Channel Consolidation and Reserved Channel CSO Facility Project. VETL on study performed at preliminary design report stage. Study focused on the 600 mgd effluent pump station; dewatering pumps; fine screening facilities; disinfection of the CSO effluent; odor control; and twin 10-foot-diameter, 300-foot long outfall pipes. ECC \$68.9 million.

City of Redmond, Oregon, Wastewater Treatment Plant Expansion. VETL on this study of a 3.4 mgd Advanced Waste Treatment (AWT) plant that includes a new Orbal disc aeration system. Permit limits on the plant have been restricted to 10-10-5-1 to prevent possible pollutant buildup in the spray irrigation fields. ECC \$15 million.

City of Rockland, ME, Wastewater Treatment Facility Upgrade and Combined Sewer Overflow Abatement Program. VETL on analysis of 30% design completion documents. Proposed upgrades to the 2.9 mgd facility are aimed at reducing the CSOs that include waste from both municipal and industrial sources, thereby improving the water quality of the surrounding harbor. ECC \$3 million.

South Bay International Wastewater Treatment Plant, San Diego Clean Water Program, CA. Project Manager and VETL on three studies of a 50 mgd (ADF), 100 mgd peak flow plant located on the U.S./Mexico border. This international project is being funded by the U.S. EPA, State of California, City of San Diego, and the Mexican government. Approximately \$43M of savings was accepted from the VE study, representing a return on investment of approximately 580:1 for the owner. ECC \$143 million.

City of San Diego, CA, Metropolitan Water Department, South Bay Reclamation Pump Station. VETL on project that included an 18-mgd four-plex pump station adjacent to Interstate 5, 13,854 lf of 30-in. force main from the pump station to the treatment plant, and 16,722 lf of 8-in. sludge force main to transport sludge for treatment at the Point Loma WWTP. ECC \$12 million.

Otay Valley Wastewater Reclamation Plant, San Diego Metropolitan Wastewater Department. VETL on study of a 7 mgd plant that will treat secondary wastewater up to California Title #22 levels for distribution as reclaimed water. The concept would include additional aeration, addition of polymers, final sedimentation, tertiary filtration, ultraviolet disinfection, and pumping to storage and distribution facilities.

Naval Public Works Center, Pearl Harbor, HI, Industrial Wastewater Treatment Plant. Project Manager and VETL for this 10,000gpd facility that will treat all industrial wastes generated within the Pearl Harbor area. The project includes tanker unloading facilities, pH reaction tanks, sludge settling tanks, sludge dewatering, an administration/lab building, and a bulk reagent storage facility. ECC \$17 million.

City of San Diego, CA, Feasibility Study on Advanced Integrated Pond Systems (A.I.P.S.) with Environmental Protection Agency and the State of California. Project Manager for the study, which included assembling nationally, recognized experts in pond and wetland treatment systems. The study evaluated the treatment performance of numerous A.I.P.S. pond systems designed by Dr. Oswald of the UC, Berkeley. The team found that a modified A.I.P.S. could produce effluents with 30mg/L BOD, and

45mg/L SS and found A.I.P.S. systems very effective at “complexing” heavy metals coming from mixed domestic/industrial waste streams.

Louisville-Jefferson County Metropolitan Sewer District, Cedar Creek WWTP (with Khafra Engineering, Inc.). VETL on study of plant expansion.

Naval Public Works Center, Pearl Harbor, HI, Wastewater Treatment Plant Improvements, Ft. Kamehameha. VETL and Project Manager on the preliminary engineering report study of plant expansion from 7.5mgd to 13mgd to meet increasing flows from Pearl Harbor.

City of Bakersfield (with Boyle Engineering), CA, North of River WWTP Expansion and Detention Ponds. Project Manager for the VE study on this 12 mgd trickling filter plant. Effluent from the plant will be stored in effluent ponds prior to discharge to local farmers and used as reclaimed water for irrigation. The discharge limits for the plant are 40mg/L for both BOD5 and TSS. The project also includes a 54-inch sewer.

Shelby County, NC, WWTP. VETL on a study of this 7mgd activated sludge plant.

Naval Facilities Engineering Command WESTDIV (with Boyle Engineering), China Lake, CA, Industrial WWTP, Naval Air Weapons Station. VETL on a study of this Reverse Osmosis plant with biological oxidation. This plant handles all “energetic” (i.e., explosive) wastes from the testing of munitions.

Intel Corporation, Phoenix, AZ, RODI Plant Expansion (Reverse Osmosis Deionized Water System). VETL on a study of this ultra-pure water system used by Intel to rinse computer chips. The plant expanded from 100gpm to 200gpm.

Douglas County Sewer Authority, GA, Sweetwater Creek WWTP. VETL on this study of Phase I plans for this new 12mgd activated sludge plant. The first phase included two “Carrousel” extended aeration basins plus sludge processing facilities. The discharge limits were 20/20, with nitrification.

City of Portland, Oregon, Wastewater Outfall. VETL on this project to create effluent holding basins to reduce peak flows and the resulting pipe size increase required to pass these higher diurnal and CSO flows.

City and County of Honolulu, HI, Sludge Drying and Processing Plant. VETL on a cost reduction/VE study analyzing the constructability of this privatized processing plant. Final product will be dried/bagged for retail sales. ECC \$5.8 million.

Duteau Creek Water Treatment Plant, Vernon, British Columbia. This is Stage 1 of the implementation of the GVS-W Master Water Plan addressing water treatment for the Duteau Creek source. The Duteau Creek source will provide the majority of the flow to meet the demands for both potable and irrigation water. A staged approach was detailed in the Conceptual Design Report. This stage involves clarification treatment of water from the Duteau Creek source complete with a 5-ML treated water clear well. The key water quality issues for the Duteau Creek source are turbidity, pathogens, protozoa such as Giardia and Cryptosporidium, true color and natural organic matter, and disinfection by-products. The study identified ways to streamline the front end of the plant, improve water taste and odor, reduce operating costs, and optimize building structure. ECC \$28.36 million.

Town of Reading, Massachusetts, Louanis Water Treatment Plant. VETL on study of 60% design submittal to improve the quality of finished water treated at the 4 million gpd plant to meet current and future water quality goals. ECC \$11.8 million.

New York City Office of Management and Budget, Queens, Jamaica, Station 6 Demonstration Groundwater Treatment Plant. VETL on this study of a project to improve the drinking water infrastructure, control groundwater flooding problems, establish consumer confidence in the safety and quality of the water, and provide administrative facilities for groundwater personnel. ECC \$92.2 million.

Greater Vancouver Regional District (GVRD), Vancouver, British Columbia, Canada, Seymour-Capilano Filtration Plant. VETL of the following two studies:

- Preliminary design of a single filtration plant to treat raw water received by gravity from the Seymour Watershed and by pumping from the Capilano Watershed. The new treatment facility will have a capacity of 1,800 ML/d. The team made recommendations focusing on a clear definition of the functional requirement for the plant and recommended the more secondary functions be minimized or eliminated from the project. ECC \$171 million.
- Preliminary design submittal of the Seymour-Capilano Twin Tunnels Project. The proposed Seymour-Capilano Filtration plant would receive raw water by gravity from the Seymour Watershed, and by pumping from the Capilano Watershed via one bore of the proposed Twin Tunnels. Finished water from the filtration plant will flow by gravity to the Capilano distribution system through the second tunnel. The key concerns of the study were the potential to hit buried valleys, inflow into tunnels, tunneling downhill at a 2.2% slope, and the overburden at Rice Lake. ECC \$131 million.

Minneapolis Water Treatment Risk Analysis. Led an expert panel of water quality and treatment technology professionals to develop recommendations for modifying treatment practices to meet EPA regulatory requirements and reduce health risk. This

study evaluated microbial contamination risk of the existing raw water source for the City of Minneapolis Water Department. Specifically, the study evaluated technologies capable of providing “six log” removal of Cryptosporidium. Final results of the study recommended a capital improvement program to incorporate membrane technology. When complete, the phased program will cost \$145 million and will be the largest membrane filtration plant in the United States.

Inland Empire Utilities Agency, Recycled Water Distribution Systems Facilities, Phase II RP-1 South Zone Pump Station, Ontario, California. VETL on this study of 50% design review submittal of a new zone pump station to be constructed with an initial capacity of 18,000 gpm, and an ultimate capacity of 27,300 gpm. ECC \$3.7 million.

Massachusetts Water Resource Authority, Boston, MA, Walnut Hill Water Treatment Plant Filtration Plant. VETL on the 30% design stage study of this 405 mgd water treatment plant. The process includes chemical addition, rapid mix, flocculation, dissolved air flotation (DAF), ozone disinfection, GAC filtration, and a 46-million gallon storage tank. The VE team addressed sensitive environmental and public relations concerns as well as cost issues and site constraints. ECC \$283 million.

Florida Water Department, Performance Audit of Hillsborough County (with KPMG Peat Marwick). Team member on audit of the county’s three water treatment plants, nine wastewater treatment plants, and several water reclamation facilities. Team developed operation evaluation protocol and performance measures and procedures to compare the county’s operations to other utilities.

California Department of Water Resources, A.D. Edmonston Pumping Plant. Project Manager and VETL on this investigative study to evaluate premature wear and pump vibration in this major facility, which includes eleven (11) 80,000BHP water pumps. A multidisciplinary team evaluated pump performance, downtime, cavitation, corrosion, and corrosion-erosion and recommended methods to improve pumping capacity.

Chicago Water Partners, Chicago, IL, Roseland Pumping Station Conversion Project. VETL on a \$28-million project that will convert the existing pumping station from high-pressure steam-powered pumps to electric-driven pumps.

Metropolitan Water District (MWD) of Southern California, Riverside, CA, Secondary Inlet Eastside Reservoir Project. Project Manager and VETL on this major project that will provide raw water for over thirty (30) municipal water customers of the MWD. This project consists of three dams, plus two inlet/outlet structures. The 11-person team included 2 operations staff from MWD. The basic function of the Secondary Inlet structure is to relieve surge in the upstream feed piping. ECC \$17.1 million (part of a \$2.1 billion project).

City of Columbus, Ohio, Olentangy Augmentation Relief Sewer (OARS) Project, Phases I through IV. VETL on study of Draft Design Report of this project, which consists of the construction of a wastewater conduit that provides relief to the existing OSIS. The VE team evaluated different construction methodologies including cut and cover, shallow tunnel, and deep tunnel. The team recommended the deep tunnel solution as the lowest-cost and least risk solution. ECC \$145 million.

City of Portland, OR, Bureau of Environmental Services (BES), East Side Combined Sewer Overflow Tunnel. VETL for 30% design submittal. ECC \$388 million.

Greater Vancouver Regional District (GVRD), Vancouver, British Columbia, Canada, Seymour-Capilano Filtration Plant. VETL on preliminary design submittal for Seymour-Capilano Twin Tunnels Project. Each tunnel was designed to be 7.2 km long, 3.5 km. in diameter. Construction will employ a tunnel-boring machine. The key concerns of the study were the potential to hit buried valleys, inflow into tunnels, tunneling downhill at a 2.2% slope, and the overburden at Rice Lake. ECC \$131 million.

Massachusetts Water Resources Authority, Boston, MA, MetroWest Water Supply Tunnel. VETL for this 18-mile-long, 14-ft-diameter water supply tunnel. This major tunnel project will be the primary water supply source to the City of Boston and will provide needed redundancy for the Hultman and Weston Aqueducts. ECC \$300M.

Massachusetts Water Resources Authority, Boston, MA, East Boston Branch Relief Sewer Project. VETL on CSO tunnels and rehabilitation of existing brick sewer interceptors. ECC \$49 million.

Massachusetts Water Resource Authority, Boston, MA, East Boston Branch Sewer Relief Project. VETL on study at the 30% completion stage. Goal of the project is to eliminate CSOs in the East Boston area, as mandated by the state. Microtunneling technology will be employed to minimize the disruption to the area while sewers are installed. Team made design recommendations to the microtunneling and suggestions to improve areas such as claim mitigation, disruption to local neighborhoods, and bidability. ECC \$37.3 million.

Greater Houston Wastewater Program (with PTI), Houston, TX. VETL on over 20 wastewater collection service areas, which included over 30 pump stations and relief sewer projects. The studies also included the analysis of using a 70-ft deep, 15-ft diameter storage tunnel to eliminate numerous wastewater lift stations and to alleviate the hydraulic surcharge in many of the collection lines. This massive program is currently in the preliminary design phase, with extensive rehabilitation of existing sewer lines and lift stations. The analysis included alternatives that would provide deep microtunneled and tunnel boring machine–

tunneled collection/storage systems. ECC \$1.3 billion.

Technical Papers

Expanding Risk Analysis into the World of Life Cycle Costing. SAVE International, 2012.

Value Engineering Revisited. Tunnel Business Magazine, 2004.

Economic Analysis of the A.D. Edmonston Pumping Plant. Cost Engineering Journal (AACE International), 2003.

The Importance of Secondary Functions in Project Development. Value World (SAVE International), 1991.

Sludge Compression in Secondary Clarifiers. Water Environment Federation, 1987.

A Geotechnical Study on Alluvial Soils. ASCE, 1978 (Technical Paper - First Place Award)

Experience Summary

Mr. Gellerman has 33 years of experience in treatment facility planning, design and construction. Dennis has served as a project manager, project engineer, technical lead and construction manager. He has special expertise in pump stations, screening and grit facilities, filtration, UV disinfection, recycled water facilities, and marine outfalls. He has extensive experience in special procurements of critical process equipment.

Assignment

VE Team Civile/Piping

Education

B.S., Civil Engineering, University of California, Davis, 1979

Registration

Professional Civil Engineer, California, #34684, 1982

Professional Civil Engineer, Arizona, #22642, 1988

Cross Connection Control Specialist

Experience

34 years

Joined Firm

2012

Water Pollution Control Facility Upgrade, City of Woodland, California

Project Engineer. The City of Woodland WPCF requires upgrades to the secondary process that includes a bioreactor retrofit to improve aeration efficiency, increase organic capacity and enhance nitrogen removal. BC is completing a peer review of the preliminary design report, a value engineering review at 60 percent design, and onsite construction management and inspection for the WPCF. Dennis led several tasks for the peer review that included evaluating improved screening at the headworks, microscreening for biochemical oxygen demand (BOD) removal to lessen the biological load on the oxidation ditches, flow splitting accuracy into and out of the secondary process, and return activated sludge (RAS) pumping improvements.

Novato Wastewater Treatment Facility Upgrade Project, Novato Sanitary District, California

Project Engineer, Liquid Process. Dennis led the design and construction support for upgrades to the Novato Wastewater Treatment Facility (WWTF). The project included a new facility to replace most of the existing plant, which had reached its useful life. The plant has a large range of flows from an average of 7 mgd up to a peak flow of 49 mgd. He was responsible for the design of a new submersible trench-type influent pump station, headworks screening and mechanical vortex grit chambers, two 100-foot-diameter primary clarifiers, activated sludge aeration basins with anoxic selector and denitrification, two 120-foot-diameter secondary clarifiers, UV disinfection, and effluent pump station. Odor control facilities include four compost bed biofilters. He was also the technical advisor for the design of the new 2-mgd recycled water tertiary facility that provides water to North Marin Water District. The recycled water facilities include continuous back wash filters, hypochlorite disinfection, a chlorine contact basin, a clearwell and a recycled water pump station.

Headworks, Central Contra Costa Sanitary District (CCCSD), California

Project Engineer. Dennis led the design of a new 260-mgd headworks pumping facility and bypass pipeline. This fully automated facility significantly reduced operation and maintenance effort, and normally runs unattended. The facility's design features improve efficiency for a wide range of flows—from 15 mgd to 260 mgd. This \$25 million project provided new screening, flow measurement, and pumping facilities to meet the near- and long-term flow projections. The new pumping station included climber screens, five variable-speed dry pit centrifugal pumps ranging in size from 400 hp to 700 hp, and four 48-inch-diameter venturi flow meters. The project included extensive flow routing features to bypass flow to storage basins when flows exceed treatment capacity. The project also included a 30,000-scfm odor control scrubber system. In addition, Dennis served as project manager for engineering support services during construction.

(Project Dates: 1990-1993 | Final Design Fee: \$2M | Construction Estimate: \$24M | Final Construction: \$25M)

Wet Weather Treatment Facilities (San Antonio Creek Wet Weather Treatment Plant), East Bay Municipal Utility District (EBMUD), California

Project Engineer. Dennis designed one of EBMUD's wet weather facilities that helped eliminate overflows of untreated sewage that occurred in the South Interceptor. The \$15 million facility diverts excess flows from the interceptor and treats them with screening, grit removal, and high-rate chlorination/dechlorination before being discharged to the Oakland Inner Harbor. The 54-inch-diameter outfall pipeline includes an elevated crossing of San Antonio Creek, routing through Estuary Park, and a submarine outfall diffuser into the Oakland Inner Harbor. The challenge in designing the San Antonio Creek Wet Weather Treatment Plant was working within a small site in a highly urban area, and designing a facility that is infrequently used, yet is reliable and low maintenance. A major component of the facility is the 51-mgd influent pump station. The facility includes five 85-hp constant speed submersible influent pumps, fine screening, hypochlorite high-rate disinfection and sodium bisulfite injection for dechlorination, a 54-inch-diameter outfall to the Oakland Inner Harbor, a 500-kW engine generator, a PLC SCADA control system, and magnetic flow meters.

Wastewater Treatment

Wastewater Treatment Plant Modernization, Sunnyslope County Water District, Hollister, California

Principal-in-Charge. Dennis led the planning and design for the SSCWD Ridgemark Wastewater Treatment Plant (WWTP) Modernization to meet new waste discharge requirements (WDR) for nitrogen removal, salinity reduction and disposal capacity. SSCWD constructed new WWTP facilities consisting of the influent pumping, screening, grit removal, sequencing batch reactor (SBR), biosolids storage and drying beds. The original system consisted of two small aerated lagoon plants that could not meet the new WDR for nitrate. In addition, the relatively poor potable water quality resulted in high water softener use and, consequently, high salinity levels in the wastewater stream—up to 1900 mg/l TDS. The plant effluent disposal was through percolation beds, which could impact the groundwater. The new WDR required reductions in nitrate down to 5mg/l, and TDS reductions down to 1,200 mg/l. Dennis led the feasibility study to identify alternatives for meeting these new regulations. The options included abandoning the existing plants and transferring flow to a regional City of Hollister WWTP, or modernizing the existing plant. For increased disposal capacity, options included implementing recycled water irrigation at the adjacent Ridgemark golf course. For salinity removal, SSCWD is implementing improvements to the potable water supply to reduce water softeners. Dennis worked with SSCWD to negotiate comparative costs of connecting the regional Hollister WWTP vs. maintaining treatment facilities at Ridgemark.

(Project Dates: 2008-2012 | Final Design Fee: \$1.3M | Construction Estimate: \$13M | Final Construction: \$13M)

Chula Vista Additional Wastewater Capacity Evaluation, Chula Vista, California

Project Manager. Dennis led the master planning to determine how the next increment of wastewater treatment capacity should be obtained to meet the general plan population. Chula Vista now sends all of its wastewater to the San Diego Metro system for treatment at the Point Loma Plant, but is projected to reach its contracted capacity by 2015. Two basic alternatives were considered: 1) Negotiate new capacity with the San Diego Metro system; or 2) Build a new plant to handle the additional flows. Dennis was responsible for preparing conceptual designs for a new MBR plant, cost estimates for capital and annual O&M, alternative siting for the plant, and evaluating disposal strategies, including recycled water for the Otay Water District and wetlands. The capital costs for new City-owned facilities were compared to the cost to purchase additional Metro capacity. Sensitivity analyses were performed to consider the Metro cost with and without continuation of the 301h waiver for the Point Loma Plant.

Solids Screening/Degritting/Dewatering Facilities, City of San Mateo, California (Note: This project expands the project above)

Project Manager. Dennis managed the solids screening/degritting/dewatering facilities addition to the 15-mgd plant. The project included two sludge screens, two vortex grit removal chambers, three 100-gpm centrifuges, sludge-cake storage and truck loading silos, sludge pumping and a polymer system. This project was designed as a companion project to the anaerobic digester and supporting systems. Elements of that project included a

1.2-MG egg-shaped digester, raw sludge blending tanks, a 300,000-gallon digested sludge storage tank, digester gas management upgrades and cogeneration system upgrades.

(Project Dates: 2000-2003 | Final Design Fee: \$1M | Construction Estimate: \$9M | Final Construction: \$10M)

Solids Dewatering Facilities, City of San Mateo, California

Project Manager. Dennis managed the solids dewatering facilities addition to the 15-mgd plant. The project included three, 100-gpm centrifuges, sludge-cake storage and truck loading silos, two sludge screens, two vortex grit removal chambers, sludge pumping and polymer system. The project included demolishing sludge incinerators, Zimpro low-pressure sludge oxidation system, and vacuum filters.

Primary Sedimentation and Grit Expansion, Central Contra Costa Sanitary District, California

Project Engineer. Dennis led the preliminary design for the CCCSD primary sedimentation and grit removal expansion for the plant that has an average flow of 50 mgd and peak wet weather flow 260 mgd. The existing plant has four existing rectangular sedimentation tanks coupled with aerated grit tanks. The existing sedimentation tanks use counter-current scum removal with sprays, and submerged effluent launderers with gate level control. The preliminary design developed options for both the new and rehabilitated expansion facilities, and evaluated alternatives for grit removal, scum removal, level control, grit handling, and the addition of influent screening removal. The recommended project includes converting sedimentation tanks to top returning flights for concurrent scum removal, fixed weir effluent level control; maintaining aerated grit chambers; adding new grit handling to include washing; and adding new screening removal facilities that include conveyance, compaction, and disposal. Construction of this project has been delayed due to the economic downturn and will be built when capacity is needed.

(: Project Dates: 2007-2010 | Final Design Fee: \$400K | Construction Estimate: \$15M | Final Construction: \$15M (est.)

WAS Thickening, Yuba City

Technical Lead. Dennis led the planning, pilot testing, design and construction of new rotating drum WAS thickeners for the 7-mgd Yuba City WWTP. The system replaced dissolved air floatation thickeners (DAF) that were under capacity and required significant energy and chemical costs. The two new RDT's were installed in the existing solids handling building. RDT pilot testing was accomplished to demonstrate efficient thickening of the pure-oxygen, low-SRT activate sludge.

Oxygen Reactor Improvement, Yuba City

Technical Lead. Dennis led the improvements design for Yuba City's oxygen reactors. Improvements included providing new gear boxes and aerators in the oxygen reactors, variable-speed drives on the aerator motors, hydraulic improvements to the secondary system, concrete rehabilitation of the oxygen reactor tanks, and electrical upgrades for the oxygen aeration system.

Headworks and Primary Modifications, Sausalito-Marín City Sanitary District (SMCSD), California

Technical Lead. This project's preliminary design added expanded headworks, and preliminary and primary treatment to SMCSD's existing treatment plant. Dennis was responsible for the preliminary design and process improvements evaluation for screening, grit removal and primary treatment. The plant is located on a steeply sloping site on the San Francisco Bay on national parkland. Dennis developed siting layouts that minimized the need for additional land while improving the site access for residual solids loading and transport for disposal. The addition of screening and grit removal improves the plant reliability and maintenance. The addition of a second primary provides essential redundancy.

Wastewater Treatment System Planning and Design, Los Osos Community Services District (LOCS), California

Project Engineer. Dennis was responsible for the new wastewater treatment and disposal system facility plan and preliminary design. The Los Osos community in San Luis Obispo County was entirely on septic tanks. LOCS implemented a new collection, treatment and disposal system. Dennis prepared the treatment process alternatives evaluation that included advanced integrated ponds; a wetlands system; and biological activated sludge systems, such as extended aeration and membrane bioreactors (MBR). After the value engineering

process, the MBR process was selected due to the small footprint and the potential future need to go to reverse osmosis for indirect groundwater recharge, which is the disposal method.

Wastewater Treatment Plant Capacity Expansion, South County Regional Wastewater Authority (SCRWA), California

Project Manager. Dennis served as project manager for treatment plant capacity planning and design. The project included stress testing of the extended aeration oxidation ditch system with full nitrification and denitrification with biological nutrient removal. The desktop analysis and stress testing identified the anoxic volume as the main capacity limitation. Additional anoxic volume and mixing was added to increase the capacity from 7.5 to 8.5 mgd.

Headworks Modifications, Metropolitan Wastewater Management Commission, Eugene, Oregon

Design Manager. Dennis provided design services for major improvements to the existing headworks and pretreatment facility (45-mgd average daily flow and 195-mgd peak wet weather flow). The work included the design and installation of climber bar screens to replace existing communicators, screening sluice conveyors, screening grinding, screening washer/compactors, and replacement of the grit pumping system and grit dewatering equipment. The design features included an innovative screenings sluicing trough to convey the screenings to a remote screenings washer and compactor that allowed the screenings and grit to be loaded into a common disposal truck bay. The project also included a new septage and Vactor truck unloading and dewatering system.

Sewer Maintenance District 3 Waster Water Treatment Plant, Placer County, California

Technical Adviser. The existing SMD-3 WWTP is a small facility that is more than 30 years old and in need of major rehabilitation and improvements to meet increasing regulations. Dennis led the evaluation of options available to Placer County that included: 1) upgrading the existing plant; 2) abandoning the plant and pumping the flow to a regional plant in Roseville. The plant flows and loads were evaluated, including future development. Existing plant facilities were evaluated, and improvements were developed to allow the plant to operate efficiently into the future. Alternatively a conveyance system to the Roseville WWTP was developed that included a new pump station, transmission pipeline and connection to the Roseville sewer system. Modeling of the new SMD-3 flows into the Roseville system was performed to determine capacity impacts and required improvements. These alternatives were evaluated on a life-cycle cost basis, and included the connection fees to the Roseville WWTP to determine that plant abandonment and connecting to the regional facility was the best alternative.

Treatment Plant Modifications, City of Sunnyvale, California

Technical Advisor. Dennis advised the design team and provided guidance to the City on several plant modification projects, which included refurbishing dissolved air floatation thickeners (DAFT), adding sodium bisulfite dechlorination, converting to hypochlorite disinfection, and bypassing the primary effluent pipeline.

(Project Dates: 2008-2011 | Final Design Fee: \$200K | Construction Estimate and Final: \$2M)

Program Management for the Phase 1A Tertiary Treatment Project, City of Modesto, California

Peer Reviewer. Dennis advised the program manager for the Tertiary Phase 1A Project that involved design of a 2.3-mgd membrane bioreactor facility with ultraviolet disinfection. Dennis reviewed the design consultant's deliverable, coordinated with City operations and engineering staff, reviewed and commented on the 50, 90 and 99 percent design submittals (drawings and specifications) and on prepurchase packages for the MBR and aeration equipment. He also helped develop the basis of award for the construction project and prepurchased equipment; helped review the MBR prepurchase bid and selection of the qualified, lowest bidder; and helped the City select a consultant construction management team.

Wastewater Treatment Plant, City of Reno, Nevada

Lead Civil Engineer. Dennis designed a 40-mgd advanced wastewater treatment plant. He was responsible for civil layout and sitework, drainage systems, process yard piping, the utility system and equalization basins.

Wastewater Treatment Plant Improvements, Vallejo Sanitation and Flood Control District, California

Design and Construction Manager. Dennis managed the design and construction of the 12.5-mgd wastewater treatment plant improvements that included installing a plantwide distributed control system (DCS) to provide

automated process control and monitoring that allowed the plant to be run with less manpower during off-shifts. A second project included a 6,000-square-foot mechanical maintenance building, a 1,000-square-foot laboratory expansion, and a fuel storage and dispensing system. He was also the review engineer for new biological treatment facilities that included a trickling filter solids contact (TFSC) process. In addition, Dennis served as project engineer for the Vallejo Sanitation and Flood Control District's Municipal Compliance Plan, Wet Weather Capacity Evaluation, Odor Control Study and Grant Appeal.

Recycled Water Projects

Recycled Water Facility, City of Watsonville, California

Project Manager. Dennis managed the design and construction for the 8-mgd recycled water facility that included a high-rate flocculation sedimentation system (Densadeg); cloth media filtration; UV disinfection; 0.5-MG equalization tank; 0.5-MG clearwell storage tank; distribution pump station; and a coagulant, polymer and hypochlorite chemical system. The project supplies 4000 acre-feet to the Pajaro Valley Water Management Agency (PVWMA) for sensitive crops such as strawberries. The project includes difficult-to-treat effluent due to high food processing flows to the wastewater treatment plant. It involved a complete integration of the wastewater, water distribution, and PVWMA SCADA system into a central location located at the Recycled Water Facility.

(Project Dates: 2004-2008 | Final Design Fee: \$3.5M | Construction Estimate: \$20M | Final Construction: \$23M)

Recycled Water Facilities, South County Regional Wastewater Authority (SCRWA) and the Santa Clara Valley Water District (SCVWD), California

Project Manager. Dennis managed the design and construction for several recycled water facilities that included pipelines, booster pump stations and a storage reservoir. The pipeline projects included the design and construction of a recycled water extension to the new Calpine Peaker Electrical Generation Facility at Gilroy Foods, and the rehabilitation of the seven-mile recycled pipeline built in 1975. The Calpine extension was a 12-inch-diameter, 4000-LF pipeline (with a bored-and-jacked crossing of Miller Slough). The pipeline rehabilitation included three new deep-well anodes for corrosion protection, new blow-offs and air-release valves installation, and irrigation services. The booster pump station project included installing new 3-mgd can-turbine pump facilities with variable-frequency drives (VFD) and surge control tanks. The 2-MG concrete reservoir is located at the Eagle Ridge Golf Course.

North Marin Recycled Water Treatment, Novato Sanitary District, California

Technical Lead. Dennis led the planning and design of a 1.7-mgd recycled water treatment plant at the Novato Sanitary District Plant to supply recycled water to the North Marin Water District. The project included continuous backwash sand filters, a coagulant feed system, hypochlorite disinfection, clearwell storage, and a distribution pump station. The design enabled conversion of two recently decommissioned secondary clarifiers to the chlorine contact tank and clearwell.

Recycled Water Project, Central Contra Costa Sanitary District

Project Manager. Dennis managed reclamation treatment plant and distribution facilities design. The pipeline was 24 inches in diameter and 15,000 LF in length, with an elevated crossing over Grayson Creek. Filter improvements included replacing the sand media and the rotary wash system, installing a new filter-to-waste system, and adding a new coagulant feed system. A floating cover was installed on the 10-MG clearwell. The raw water pump station upgrade included two new 3.5-mgd pumps with variable-frequency drives (VFD). The reclamation pump station included two 5-mgd pumps with VFDs.

Wastewater Reclamation Project, City of Fairfield and Fairfield-Suisun Sewer District

Project Engineer. Dennis led the 6-mgd (4,900 AF/YR.) wastewater reclamation project's master plan and predesign. The project included three booster pumping stations, three 0.4-MG steel storage reservoirs, and 85,000 LF of distribution facilities for landscape irrigation of schools, parks and other public facilities. Dennis also managed the design of the 24-inch-diameter, 10,000-LF pipeline from the plant to the Solano Business Park.

Recycled Water Master Plan, City of San Francisco

Project Engineer. Dennis was responsible for preparing the 1995 Recycled Water Master Plan for the tertiary treatment, pumping, distribution and storage facilities. The planned facilities include a 15-mgd tertiary treatment plant, two storage reservoirs with 30-MG capacity, and associated pumping and 48 miles of distribution facilities. He helped City staff negotiate with the City fire department to use the auxiliary water supply system (fire) for distribution.

UV and Disinfection Projects

UV Disinfection System, Central Contra Costa Sanitary District, California

Project Engineer. Dennis designed a 90-mgd UV disinfection facility and supported its construction. The system included a 7,500-lamp low-pressure UV system with lamp cleaning facility and a hypochlorite storage and feed system. This system is one of the largest UV systems in North America. The UV system replaced a railroad tank car gas chlorine system to improve plant safety. The low-pressure lamp system was installed in a converted denitrification basin to fit within the existing plant hydraulic profile. New junction structures were installed to divert flows into the new facilities.

UV Disinfection Project, Novato Sanitary District, California

Project Engineer, Liquid Process. Dennis led the design and construction support for the modernization of the Novato Wastewater Treatment Facility (WWTF) that included UV disinfection for the 49-mgd peak flow. The low-pressure high-output (LPHO) Ozonia system provides disinfection for discharge to San Francisco Bay. The three-channel system includes fixed-weir trough-level control for normal flows up to 12 mgd, then automated gate-level control for peak flow events. The system includes bridge crane and cleaning area.

UV Disinfection, Palo Alto Regional Water Quality Control Plant (RWQCP), California

Technical Advisor. This project involved a planning study and design of an 80-mgd UV disinfection system. The study evaluated disinfection technologies to replace the existing system (i.e., chlorine gas). UV disinfection was selected as the best alternative. The implemented project includes a four-channel LPHO Trojan UV system with effluent gate level control.

Recycled Water UV Disinfection, City of Watsonville, California

Project Manager. Dennis managed the design and construction for the 8-mgd recycled water facility that included UV disinfection. The single-channel Trojan LPHO system uses a fixed weir for level control. The project included a pilot study, lamp fouling study, special equipment procurement and DHS validation testing.

UV Disinfection System, Clark County Sanitation District, California

Project Engineer. Dennis led the disinfection facilities planning. The project included a medium-pressure UV disinfection system. The initial project phase included a 15-mgd flow, with three UV channels.

Discovery Bay UV Disinfection, Delta Diablo Sanitation District, California

Project Engineer. Dennis designed and supported construction of a 2-mgd UV disinfection system. The project included evaluating disinfection alternatives that included gas chlorine, UV, hypochlorite and ozone. The project was driven by the County Risk Management and Prevention Plan (RMPP) program to handle hazardous materials. The implemented project included a 384-lamp low-pressure UV system to meet a 23 MPN total coliform disinfection limit.

Effluent Disinfection Project, Tosco Rodeo Refinery, California

Project Manager. Dennis managed this 10-mgd effluent disinfection project. The project included a hypochlorination injection system, sodium bisulfite dechlorination system, residual analyzers, and laboratory sample dechlorination. An existing effluent pipeline was used for chlorine contact and remote dechlorination. Final dechlorination and analyzers were located on the marine terminal pier.

Disinfection Alternatives Study, Juneau, Alaska

Project Engineer. Dennis produced a disinfection alternatives facility plan for two wastewater treatment plants—Mendenhall and Douglas. The study evaluated UV disinfection compared to the existing gas chlorine and sulfur dioxide systems, considering that all gas had to be shipped in bulk from Seattle.

Pump Station Projects

Final Effluent Pump Station, Central Contra Costa Sanitary District, California

Project Manager. Dennis designed the final effluent pump station to increase the firm capacity to 135 mgd. The design included a new 90-mgd final effluent pump with clean-power VFDs. The pumps were required to operate under a wide range of hydraulic conditions from 60 mgd at 10 feet of total dynamic head (TDH) to 135 mgd at 75 feet of TDH.

San Ramon Pump Station, Central Contra Costa Sanitary District, California

Project Manager. Dennis was responsible for design and construction for this pump station expansion. Capacity was expanded from 5 to 16 mgd to meet the Dougherty Valley development's needs. The project includes two new 250-hp pumps with VFDs, 750-kW standby power generator, 3000-cfm activated carbon odor control system, channel grinders, dual 18-inch-diameter force mains and a surge tank. The project involved SCADA system improvements that included a new radio telemetry system that allowed remote control and monitoring from the WWTP, and an extensive remodeling of the building's architectural features and landscaping to meet neighborhood goals for improving the site's appearance. The project required careful construction sequencing to allow the facility to remain in operation during construction. Extensive acoustical mitigation measures were included to minimize noise to the residential neighborhood.

Recycled Water Pump Stations, Watsonville RWF, California

Project Manager. Dennis led the planning, design and construction support for the raw water pump station and recycled water pump station. The raw water pump station included two 4-mgd pumps with VFDs, and an equalization tank. The recycled water distribution pump station includes four 3-mgd, 200-psi turbine pumps with 1-MG clearwell and VFDs to provide pressure control to the coastal distribution system to supply high-value agricultural.

Coastal Distribution Booster Pump Station, Pajaro Valley Water Management Agency (PVWMA), California

Project Manager. Dennis led the planning, design and construction support for the booster pump station to supplement the PVWMA Coastal Distribution System with City of Watsonville potable water. The project serves agricultural irrigation and includes a VFD-driven booster pump and backflow protection of the City's potable system from the non-potable coastal distribution. The project design and construction were completed in a fast-track approach that included preparing separate procurement packages for the pumps, VFD and SCADA.

Flint Pump Station, City of San Mateo, California

Design Engineer. Dennis led the design of the 3-mgd Flint Pump Station Replacement Project, which replaced an existing aging dry pit-style pump station that was under capacity for a new development. A condition assessment determined if the existing pump station could be rehabilitated and expanded for the new flows, or if replacement was the best option. The new submersible pump station included three pumps (two duty) and was installed in the road shoulder. The design included solutions to mitigate traffic and the need to keep the existing pump station in operations during the construction. Because the pump station shared a forcemain with a future pump station, a pumping hydraulics analysis was included to help ensure the pumps operated efficiently under multiple operational conditions.

Carmel Sanitary District Lift Station Improvements

Design Engineer. Dennis designed the rehabilitation and improvements to five lift stations in Carmel. Each lift station was reaching the end of its useful life. New pumps, power, standby power, and control systems were installed for all pump stations. In several cases, stations were converted to submersible stations. Security and noise control were improved at each site. Several of the stations were in prominent public spaces, including a beach location that required special architectural and noise mitigations.

Ross Valley Sanitary District, Sewer Master Plan

Technical Specialist. Dennis served as the pump station technical specialist for the conditions assessment evaluation and master plan improvement to 20 sewer lift stations. He led the development of the condition assessment methodology and documentation, and developed alternatives for each of the recommended pump station improvements.

City of Hayward, Sewer Lift Station Asset Evaluation

Technical Specialist. Dennis led the evaluation of 10 sewer pump stations to document existing conditions and remaining useful lives to form the basis for capital improvement planning.

Pipeline and Outfall Projects

Wastewater Treatment Plant Ocean Outfall, City of Watsonville, California

Project Manager. Dennis managed the design and construction of a land and ocean outfall system. The project included designing a 3,500-LF, 48-inch-diameter submarine outfall extension, a 15,000-LF land outfall pipeline, and 38-mgd effluent pumping facilities. This work included preparing an EPA 301(h) water application. He developed a computerized ocean-plume modeling using the EPA plume models for initial dilution, and a bacteria die-off far-field dispersion model for the Ocean Plan shellfish and body contact criteria. The far-field model used site specific ocean currents and density profiles. At each permit renewal cycle, Dennis helped the city negotiate NPDES permit conditions regarding the outfall design and performance.

Outfall Improvements, City of South San Francisco, California

Project Manager. The South San Francisco Outfall is part of the Northbay System Unit (NBSU), and is a combined discharge of South San Francisco, Millbrae and the San Francisco Airport wastewater treatment facilities. The 60-inch-diameter reinforced concrete pipeline carries flows up to 60 mgd into 25 feet of water in San Francisco Bay. Corrosion of the thrust restraint brackets caused a failure of the end-gate resulting in pipe separation and displacement of the end-gate. Dennis prepared a hydraulics and dilution evaluation, designed a revised gravity end-gate structure, helped with construction bidding, provided engineering services during construction and oversaw diving inspection.

Water Pollution Control Plant Outfall System, City of San Francisco, California

Project Engineer. Dennis prepared a reliability study for the Southeast Water Pollution Control Plant Outfall system. The 110-mgd system consists of a 54-inch-diameter submarine outfall into San Francisco Bay. He evaluated system vulnerabilities for factors such as maritime damage to diffusers, settlement, surge and corrosion.

Water Transmission Pipeline, City of Calistoga, California

Resident Engineer. Dennis was responsible for coordinating construction of a 14-mile water transmission pipeline routed through vineyards, a railroad right-of-way, and the City of Calistoga. Dennis also coordinated construction of a 13-mile water transmission pipeline in the Napa Valley that involved constructing a 14-inch pipeline from the southern Napa Valley through vineyards to a small community Calistoga in the northern Napa Valley.

Effluent Disposal and Discharge Permitting

Wastewater Discharge Planning, City of Galt, California

Project Manager. Dennis provided effluent disposal planning for the City of Galt. The land used for pasture irrigation was the only effluent disposal during the dry season. The amount of land was insufficient for increased flows. Alternative disposal strategies such as recycled water, wetland habitat, dry-season discharge to Laguna Creek and additional land were considered. A phased strategy was developed, with the first step being adding land, and the second of increasing the treatment level to allow dry-season surface water discharge. A reasonable potential analysis was performed to demonstrate compliance with the California Toxics Rule.

River Discharge Project, South County Regional Wastewater Authority (SCRWA), California

Project Manager. Dennis provided effluent disposal planning for the cities of Gilroy and Morgan Hill. The disposal strategy included land disposal to percolation ponds, and recycled water for both agricultural and municipal/industrial uses. Due to limitations of available land, SCRWA planned for and negotiated a permit to discharge to the Pajaro River during the wet season. This project included considerable coordination with the Central Coast Regional Water Quality Control Board, and a successful lawsuit that SCRWA won against the Regional Board. A Reasonable Potential Analysis was performed to help ensure compliance with the California

Toxics Rule. Annual hydrologic balances were performed to help ensure adequate disposal capacity was being maintained.

Mr. Rife has 32 years of experience in environmental engineering. He possesses a broad-based knowledge of wastewater treatment process engineering with an emphasis on plant capacity evaluations, activated sludge design including biological and chemical nutrient removal, treatment plant modeling, industrial waste treatment, membrane bioreactors, headworks design, effluent disinfection, primary and secondary sludge processing and wastewater plant operations. Mr. Rife is primary author of Chapter 11 of the WEF Manual of Practice No 8 “Design of Municipal Wastewater Treatment Plants” and co-author of Chapters 6, 10 and 11 of WEF Manual of Practice No 29 “Operation of Nutrient Removal Facilities.”

Wastewater

Senior Process Engineer, JR Simplot, Boise, Idaho. Mr. Rife performed senior process engineering for this design-build project for a new 3-mgd membrane bioreactor wastewater plant designed to treat high strength, high temperature, high phosphorus wastewater from a new potato processing plant to standards suitable for discharge to a reverse osmosis process for production of plant process water. Recommended process was designed to reduce phosphorus from 70 mg/L to less than 3 mg/L entirely through the use of enhance biological phosphorus removal.

Senior Process Engineer, Tioga WWTP, Tioga, North Dakota. Mr. Rife performed senior process engineering for this design-build project for a new wastewater plant designed to treat the city’s municipal wastewater for oil shale fracturing process water use. The plant will be constructed with a unique configuration to allow nitrogen removal for up to 1-mgd of municipal wastewater for surface water discharge while providing up to 3-mgd capacity for treatment of hauled-in wastewater to fracking production water standards.

Experience Highlights

- CDM Smith sidebar bullet
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Senior Process Engineer, Russellville WWTP, Russellville, Arkansas. Mr. Rife performed computer process modeling to finalize sizing and configuration of the bioreactor and final clarifier retrofit of this existing 7-mgd wastewater treatment plant. Facilities are designed for

nitrogen and phosphorus removal and recommendation included taking a portion of the existing primary clarification process out of service to enhance biological nutrient removal.

Senior Process Engineer, Diamondhead Water and Sewer District, Diamondhead, Mississippi. Mr. Rife performed computer process modeling to finalize sizing and configuration of this new 2.5-mgd nitrogen and phosphorus removal plant including aerobic digestion.

Senior Process Engineer, Screen Replacement Project, Belmont WWTP, Indianapolis, Indiana. Mr. Rife provided engineering guidance for replacement of existing climber screens with multiple rake screens for this 220-mgd peak flow plant.

Education

M.S. – Environmental Health Engineering, Kansas University, 1983

B.S. – Civil Engineering, Kansas University, 1979

Registration

Professional Engineer: Kansas (1983), Virginia, Colorado, and New Mexico

Certifications

Board Certified Environmental Engineer

Process Engineer, Reclamation Rehabilitation and Asset Management Plant - Phase 2, Albuquerque/Bernalillo County Water Utility Authority, Albuquerque, New Mexico. Mr. Rife served as the lead process engineer and project manager for preparing preliminary design report analyzing options for rehabilitation or replacement of the aging primary clarification and associated effluent and sludge pumping equipment. He performed analysis supporting use of higher design overflow rates to reduce operational problems and odor while not affecting process performance. Preliminary design was prepared for a complete replacement of all existing clarifiers and equipment.

Process Engineer, Reclamation Rehabilitation and Asset Management Plant - Phase 1, Albuquerque/Bernalillo County Water Utility Authority, Albuquerque, New Mexico. Mr. Rife served as lead process engineer for design of new combination headworks and dewatering facility for this 80-mgd nitrogen removal WWTP, including a first stage grit removal process for removal of 6 mm grit ahead of screening, new screening facility with screenings washing/dewatering, grit removal for 100 micron grit removal, grit slurry dewatering and a new biosolids dewatering facility using centrifuges located in the same building as the headworks. Work also included calibration of BioWin model for entire WWTP process, specifications for rehabilitation and optimization of the final clarification process and design of a biological scum control system.

Process Engineer, Nutrient Removal Study, North WWTP, Topeka, Kansas. Mr. Rife performed the BioWin™ computer modeling for this study of options for meeting three levels or “tiers” of nutrient removal (total nitrogen/phosphorus of 8/1.5, 5/0.5 and 3/0.3 mg/L). Following model calibration to the existing plant processes, the model was used to determine the most cost-effective improvements to this 12-mgd plant for meeting the three tiers of nutrient removal. The costs of the improvements were then estimated and provided in a report to the city in fulfillment of the requirements of the state Environment Department for reissuance of the plant NPDES discharge permit for the facility.

Senior Process Engineer, King County West Point WWTP, Influent Screening Improvement Project, Seattle, Washington. Mr. Rife served as senior process engineer on this 440-mgd peak flow project involving retrofit of an existing single rake screen facility with a new fine screen facility using multirake screens, including construction of a new screenings processing building adjacent to the existing screen room. The project included analysis of multiple screen options and screenings handling alternatives including sluicing, dry conveyance, screening sump/pump arrangements and methods of incorporating grinding in the screenings handling processes.

Senior Process Engineer, South Bayside System Authority, Preliminary Design Recommendations for WWTP Improvements, San Francisco, California. Mr. Rife led CDM Smith process team in conducting process modeling and provide recommendations for repair or replacement of fixed film reactors (FFR) in a combination FFR/activated sludge system with the potential for future ammonia limits. The work included calibration of the model to determine effects on final effluent quality for future flows and aeration requirements in nitrifying and non-nitrifying scenarios.

Process Engineer, Final Design of MBR WWTP, Riverside, California. Mr. Rife served as technical lead in review of MBR design by subconsultant for this 32-mgd MBR project.

Process Engineer, Final Design of WWTP Improvements, Clovis, New Mexico. Final design was provided for improvements to the city's WWTP to increase capacity from 4- to

6-mgd and provide capacity for future nutrient removal from effluent from the local cheese plant WWTP. Improvements included a new mechanical step screen to increase flow capacity of the headworks, submersible mixers for the existing anoxic zones to replace the existing high maintenance rotating bridge mixer, replacement of the existing counter-current aeration system with fine bubble diffusers to increase oxygen transfer capabilities of the bioreactors, rotary drum thickeners to increase WAS thickening capability prior to aerobic digestion, new aeration diffusers and mixers to enhance VS destruction in the digesters and expansion of the belt press biosolids dewatering system.

Process Engineer, Southwest Cheese Inc. Final Design of WWTP Improvements, Clovis, New Mexico. Mr. Rife served as process engineer for the final design provided for improvements to the cheese plant WWTP constructed as a design-build project with the on-site contractor that was also constructing the expansion to the cheese production process. Improvement included a pumping system from the anaerobic lagoon to the aerated bioreactor to relieve a hydraulic bottleneck, creation of a dedicated anoxic zone and floating mixers in the aerated bioreactor and floating submersible pumps for internal recirculation to enhance N removal the use of whey permeate as a carbon source, and installation of mechanical RAS pumps to make up for hydraulic deficiencies in the existing air lift RAS system.

Process Engineer, Southwest Cheese Inc. WWTP Treatment Options, Clovis, New Mexico. Mr. Rife conducted an evaluation of the existing WWTP serving one of the largest cheese plants in the U.S., identified operating deficiencies and did computer modeling for an expansion to 1.5-mgd. He also evaluated treatment options to using excess capacity in the municipal WWTP to treat excess nitrogen (N) and phosphorus (P) in the cheese plant effluent. Biological N and P removal and chemical P removal were evaluated including utilization of the 3-mile pipeline to the municipal plant as an anaerobic reactor for enhanced biological P removal. Studies included use of whey permeate as a VFA source for enhanced biological P removal.

Process Engineer, Department of Navy WWTP, Guam. Mr. Rife was lead process engineer for design-build of improvements to this 4-mgd trickling filter/solids contact WWTP, including replacement of the screening facilities, rehabilitation of the aerated grit process and replacement of the existing gas chlorine and dechlorination facilities with on-site chlorine generation and bulk liquid dechlorination. Design-build team identified over \$2 million in savings from the procurement design provided by another consultant.

Process Engineer, WWTP Ongoing Projects, Clovis, New Mexico. Mr. Rife conducted WWTP evaluation of operating deficiencies including computer modeling to determine process capacities for this 3-mgd aging WWTP. Methods of repairing a leaking air header were evaluated and recommendations were made for repair and rehabilitation of many mechanical, structural and electrical components of the plant.

Process Engineer, Nutrient Removal Study, Derby, Kansas. Mr. Rife performed the BioWin™ computer modeling for this study of options for meeting a total nitrogen/phosphorus of 8/1.5 mg/L. Following model calibration to the existing plant processes, the model was used to determine the most cost-effective improvements to this 3-mgd plant for meeting the nutrient removal requirement. The costs of the improvements were then estimated and provided in a report to the city in fulfillment of the requirements

of the state Environment Department for reissuance of the plant NPDES discharge permit for the facility.

Process Engineer, Nutrient Removal Study, STP No. 2, Wichita, Kansas. Mr. Rife performed the BioWin™ computer modeling for this study of options for meeting three levels or “tiers” of nutrient removal (total nitrogen/phosphorus of 8/1.5, 5/0.5 and 3/0.3 mg/L). Following model calibration to the existing plant processes, the model was used to determine the most cost-effective improvements to this 55-mgd plant for meeting the three tiers of nutrient removal. The costs of the improvements were then estimated and provided in a report to the city in fulfillment of the requirements of the state Environment Department for reissuance of the plant NPDES discharge permit for the facility.

Senior Process Engineer, Lancaster WWTP, Lancaster, Pennsylvania. Mr. Rife provided senior process engineering oversight for this design for new 28-mgd grit removal facilities, consisting of two 20-foot diameter grit tanks with top mounted self priming and cyclone classifiers. Also oversaw effort to set up and calibrate a BioWin™ model to characterize the performance of the pure oxygen activated sludge process.

Process Engineer, St. Johns County Anastasia Island (AI) Northwest (NW) WWTP Projects, Jacksonville, Florida. For the AI WWTP, Mr. Rife performed a process design evaluation and value engineering of the 4-mgd three-stage nitrogen removal process design including pre and post anoxic zones and chemical P removal. Savings of over \$1 million were realized by reducing the SRT of the process and otherwise refining the process design using modeling. Provided senior engineering support for design of a similar 4-mgd three-stage nutrient removal process the new Northwest WWTP.

Senior Process Engineer, Avon Lake WWTP, Cleveland Ohio. Mr. Rife provided process design guidance for design of new influent pump station, screening facility, grit removal process and secondary process including blower improvements for this 30-mgd peak flow plant. Retrofit of existing preaeration tanks with either an aerated grit or multiple tray vortex system was evaluated and the vortex system was recommended. The blower evaluation looked at PD blowers versus high-speed Turbo blowers and the Turbo blowers were recommended.

Project Engineer, Biosolids Treatment and Handling Improvements, Derby, Kansas. Mr. Rife evaluated the biosolids reduction process by conducting field and data evaluations and setting up a computer model for simulating the proprietary Siemens “Cannibal” biosolids reduction process. Mr. Rife recommended the proven process for consideration in retrofitting the 3-mgd Derby Wastewater Treatment Plant (WWTP) as a means of reducing plant operating and biosolids disposal costs.

Process Engineer, P Street Wastewater Treatment Plant, Fort Smith, Arkansas. Mr. Rife conducted computer modeling of various configurations of contact-stabilization and anoxic selector options for making the optimum use of existing tankage in this 36-mgd WWTP, significantly affected by wet weather flows. Mr. Rife found contact-stabilization to still be a viable option for WWTPs that do not have strict ammonia limits and used model to demonstrate “selector effect” of enhancing settling characteristics of the mixed liquor.

Process Engineer, Wastewater Treatment Plant Design-Build Project, City of Williams, Arizona. For the City of Williams, Arizona, Mr. Rife provided process design of an innovative oxidation ditch to treat high strength wastewater from this tourist

community. The process was designed for high elevation and cold temperatures and is being constructed using the design-build delivery method. Innovative aspects of the design are a 20-foot deep ditch basin, use of integral anoxic zone for denitrification, and minimizing solids retention time, typically an excessively conservative design component of ditch designs. Project started up in June 2008.

Process Engineer, Wastewater Treatment Plant Design-Build Project, City of Bullhead City, Arizona. For the City of Bullhead City, Arizona, Mr. Rife provided the process design for this Membrane Bioreactor (MBR) project using the design-build (D/B) delivery method. The D/B project was completed on time and below budget and the plant was started up in August 2007. The wastewater treatment process consisted of an in-channel cylindrical fine screen and integral washer/compactor, anoxic/oxic total nitrogen removal process basins, positive displacement blowers, membrane basins and associated membrane equipment. The plant is currently producing effluent with total N less than 5 mg/L.

Senior Process Engineer, Airport Wastewater Treatment Plant, City of Wichita, Kansas. For the City of Wichita, Kansas, Mid-Continent Airport Wastewater Treatment Plant, Mr. Rife provided process design oversight of this 3-mgd MBR project involving the use of a “scalping” facility that takes a base load of flow from the sewer system for the purpose of proving treatment at an overloaded portion of the sewer system. The MBR is totally enclosed on airport property.

Project Manager/Process Engineer, Dual Membrane Bioreactor Wastewater Treatment Plant projects for the Mariposa and Cabezon Developments, Rio Rancho, New Mexico. Mr. Rife was project manager and process engineer and for two concurrent design-build projects involving construction of 0.5-mgd and 0.6-mgd membrane bioreactor (MBR) plants for new city subdivisions. MBR technology was required by the city as the first stage of an indirect potable reuse plan. Projects consist of headworks including 2 mm fine screening, nitrogen-removal MBRs and irrigation reuse of effluent or off-season subsurface infiltration.

Project Manager and Process/Mechanical Engineer, Wastewater Treatment Plant Improvements Project, City of Hobbs, New Mexico. Mr. Rife serves as project manager and process/mechanical engineer for this \$22 million, 5-mgd plant upgrade. The project consists of retrofitting an existing primary clarifier basin to serve as a lightly loaded grit removal/pre-stripping/grease removal tank; new headworks (fine screens, grit dewatering/scum concentration); MLE nitrogen removal process (including an innovative anoxic recycle channel for DO depletion, deep basin fine bubble diffusers, submersible RAS/WAS/Scum pump station, and spiral blade final clarifiers); UV effluent disinfection; WAS drum thickeners; retrofit of existing aerations basins to serve as pre-thickened aerobic digesters; centrifuge expansion; indirect heat sludge drying; and a complete plant odor control system.

Process Engineer, Wastewater Treatment Plant Facility Plan, Hobbs, New Mexico. The existing 3-mgd highly odorous plant serving the city was out of capacity and required upgrades to meet more restrictive groundwater discharge and effluent reuse requirements. The Facility Plan involved a significant public relations effort to convince the residents living near the plant that a new plant could be constructed that would be essentially odor-free to avoid the high cost of building a plant further south of the city. The

Facility Plan also investigated a wide variety of technology options for achieving a total N discharge limit of 10 mg/L at a design flow rate of 5.5-mgd. The selected plan was for elimination of the existing primary clarifiers and construction of a fully aerobic MLE process, including auto-heating aerobic digestion, UV effluent disinfection, and sludge drying.

Senior Process Engineer, USIBWC, South Bay International Wastewater Treatment Plant, San Diego, California. Mr. Rife was on a team of senior wastewater treatment engineers that performed a plant optimization study to improve TSS removal from this advanced primary treatment plant. The work consisted of two workshops and culminated in a report that investigated nineteen potential operational and capital improvements to the plant. Mr. Rife personally performed two weeks of jar testing on the wastewater to investigate various coagulants and coagulant dosages. The results of the jar testing indicated additional mixing time and increasing the dose of ferric chloride. This improvement was implemented.

Process Advisor, Disinfection Contract Basin, Sacramento, California. Mr. Rife was process advisor for the Disinfection Contact Basin (DCB) project, including recommendations for alleviating poor disinfection performance and evaluation of future expansion scenarios to assist in siting the DCB. Preliminary sizing recommendations were made for plant expansion using the Plan-it STOAT program for conventional processes as well as the use of membrane bioreactors (MBR) for use as a pretreatment step in future scenarios involving final treatment by reverse osmosis to allow for groundwater injection of the effluent.

Process Engineer, Nitrification Alternatives Study, Nogales International Wastewater Treatment Plant, Arizona. Mr. Rife led the engineering evaluation for conversion of this aerated lagoon system to a process capable of meeting new ammonia effluent discharge limits. Included in the analysis was conversion of the pond system to a sequencing batch reactor system, retrofit of the ponds with floating media to create an integrated fixed film/activated sludge system and conversion to a MLE process both by constructing walls within the lagoon cells and construction of a concrete tanks within the drained cells. Also included were the required biosolids digestion and dewatering facilities.

Senior Process Engineer, Southerly WWTP, Columbus, Ohio. Mr. Rife provided senior process engineering oversight for this 120-mgd expansion to the grit removal facilities, consisting of four 24-foot diameter grit tanks with flooded suction dual grit pumps and dual cyclone classifiers.

Process Engineer, Wastewater Master Plan, Preliminary Technical Memorandum No. 23, Albuquerque, New Mexico. Mr. Rife performed preliminary process engineering for expansion of the wastewater treatment capabilities required by the city in the year 2020. This involved siting, preliminary design and the development of a cost estimate for a 33-mgd plant at a remote site south of the existing plant, a 12-mgd expansion at the existing Southside Water Reclamation Plant site, and a 16-mgd plant at a site within the collection system close to reuse sites ("scalping plant" concept). Membrane bioreactors were included in the technologies evaluated for the scalping plant.

Project Engineer, Bayo Wastewater Treatment Plant Preliminary Design Study, Los Alamos County, New Mexico. Mr. Rife developed the preliminary design report in accordance with the State Revolving Loan Fund guidelines to evaluate options for

renovation or replacement of an existing 30-year old plant. A detailed site evaluation was conducted, and a new site less visible to the public was recommended. Technology evaluations were performed for each unit process, and a recommendation was made to install fine screening, grit removal, a biological nutrient removal process (either multi-zoned or oxidation ditch), filtration, UV effluent disinfection, and on-site generation of hypochlorite for chlorination of reused effluent. A thorough water quality evaluation was also performed to determine potential future permit limits.

Project Engineer, Wastewater Treatment Plant Capacity Analysis, City of Las Cruces, New Mexico. Using both conventional methods and the WRc STOAT model, Mr. Rife performed a capacity analysis of the city's 15-mgd Jacob A. Hands Wastewater Treatment Plant. This project included determining the capacity of all unit processes and overall liquid and sludge treatment trains capacity determinations. He utilized computer modeling of the plant using the STOAT model to project capacities of the individual processes and overall process.

Project Engineer, Wastewater Master Plan, City of Albuquerque, New Mexico. Mr. Rife performed a capacity analysis of the city's Southside Water Reclamation Plant (SWRP). This project included determining the capacity of all unit processes and overall liquid and sludge treatment trains capacity. Computer modeling of the plant using the WRc STOAT model was performed to project capacities of the individual processes and overall process. The hydraulic profile for the liquid train was updated.

Process Engineer, Value Engineering Workshops, Bisbee and Somerton, Arizona and Crescent City, California. Mr. Rife performed process value engineering for the Border Environment Cooperation Commission of two wastewater treatment facility expansions. The Bisbee project consisted of replacing three existing plants with a single multi-stage biological nutrient removal process, and the Somerton project consisted of retrofitting an existing mechanical plant with a sequencing batch reactor process. Multi-million dollar savings were identified for both projects. For Crescent City, the VE team recommended downsizing the proposed membrane bioreactor (MBR) and moving it forward in the process to accommodate a Native American Casino project that would bring significant business development to the community.

Principal Author, Hopkins International Airport Deicing Fluid Runoff Preliminary Design Study, Cleveland, Ohio. Mr. Rife was principal author of the wastewater treatment process analysis section of the preliminary design study, which compared the use of three technologies: anaerobic fluidized beds, MBRs, and constructed wetlands. Preliminary design of the facilities was completed along with a planning-level costs estimate. Anaerobic fluidized beds were found to be the most cost-effective alternative.

Process Engineer, Metropolitan Council Environmental Services, Minneapolis/St. Paul, Minnesota. Mr. Rife provided process engineering expertise and helped finalize master plan development for the 25-mgd Blue Lake wastewater treatment plant. Process evaluations included headworks, retrofit of basins to biological phosphorus removal configuration, layout of secondary clarifiers, filtration, UV disinfection, and implementation of sludge digestion using both mesophilic and thermophilic processes.

Project Engineer, Southside Water Reclamation Plant Disinfection Study, City of Albuquerque, New Mexico. As a first step towards remedying recurring disinfection problems in warm weather, Mr. Rife conducted a study of the various alternatives available

for disinfection of the effluent from this 76-mgd plant, including gas chlorine, liquid hypochlorite, on-site generation of hypochlorite, ozone and ultraviolet light disinfection. Chlorine breakpoint curves were generated in order to determine whether monochloramine or free chlorine was currently being generated. Cost and non-cost factors, such as the impact of the Risk Management Rule, were analyzed and ultraviolet light was selected as the favored technology.

Project Engineer, Denver International Airport, Denver, Colorado. Mr. Rife provided computer modeling simulations of various treatment processes, including conventional activated sludge and MBRs, using the new CDM Smith/WRC planning model, Plan-it STOAT. Model simulations were used to develop recommendations regarding whether on-site treatment of deicing wastewater is cost-effective compared to sending the wastewater to the city sewer and paying the city for treatment.

Project Engineer, East Side Water Reclamation Facility Feasibility Study, City of Las Cruces, New Mexico. For the City of Las Cruces, New Mexico, Mr. Rife assisted the CDM Smith El Paso office in preparing the preliminary design of a scalping plant reuse facility, including the evaluation of treatment technologies listed for the Los Alamos Bayo Plant project. Mr. Rife's final recommendation was to use the Aero-Mod Sequox process.

Project Engineer, Soil Amendment Facility/Pilot Composting Facility, City of Albuquerque, New Mexico. Mr. Rife performed a capacity analysis of the dedicated surface disposal (DSD) site and composting operation used for final disposal and composting of waste biosolids from the city's Southside Water Reclamation Plant. This involved a review and correction of the original water balance design criteria for the DSD site, analysis of nitrogen and metals migration data, and recommended operational changes for maximizing capacity. The composting facility analysis analyzed operations to ensure maximum production from available windrow positions and found the facility to be equipment-limited.

Project Engineer, South Valley Reclaimed Water Treatment Evaluation, City of Albuquerque, New Mexico. Mr. Rife performed an analysis of the available filtration and disinfection technologies and compared these with the use of constructed wetlands for final treatment of the Southside Water Reclamation Plant effluent prior to using it for irrigating golf courses, schools and parks.

Project Manager/Designer, Phase I and II Wastewater Treatment Plant Improvements Projects, City of Rio Rancho, New Mexico. Mr. Rife served as project manager and principal designer of two improvement projects at the city's three wastewater treatment plants. The \$500,000 Phase I improvements included a new effluent pumping station, new returned activated sludge (RAS) pumping station, upgrading the secondary clarification process, and a new chlorine injection system. The \$8.7 million Phase II improvements expanded Plant No. 2 capacity by 3-mgd and included the design of a new biological nutrient removal process consisting of headworks, two anoxic/oxic process basins, two secondary clarifiers, RAS/WAS pump station, upgrading the existing BNR process, and a 10-mgd peak flow UV light effluent disinfection process.

Project Engineer, Southside Water Reclamation Plant (SWRP) General Construction Services Projects, City of Albuquerque, New Mexico. Mr. Rife was the engineer responsible for general construction services of all of the SWRP's recent bi-annual miscellaneous improvements projects, including the \$6 million odor control project, the \$4

million Grit Removal Improvements Project, \$3.5 million Dewatering Rehabilitation Project, and the \$2.5 million Primary Clarifiers Launder Covers Project. He was responsible for all construction observation, shop drawing review, requests for information, and design additions and modifications. All projects were completed with less than 3 percent change orders.

Lead Process Engineer, Retrofit of South Dixie WWTP-Gulf Coast Waste Disposal Authority, Odessa, Texas. Mr. Rife was the lead process engineer for converting the abandoned municipal WWTP to an industrial WWTP to serve neighboring chemical processing industries. The project included evaluating and upgrading the entire process including the activated sludge system, blowers, RAS/WAS pump station, secondary clarifiers, scum pumping, aerobic digestion, and effluent disinfection.

Project Engineer, Wastewater Treatment Facility Planning, Nogales, Arizona, USA and Nogales, Sonora, Mexico. For the International Boundary Water Commission, Mr. Rife provided all of the process engineering and cost estimating for numerous alternatives involving the expansion of existing and new wastewater treatment facilities serving this border city. He also developed final recommendations and authored the treatment facility portion of the planning report and performed final design of the plant's effluent filter.

Process Design Engineer, Southside Water Reclamation Plant Nitrogen Removal Facilities, City of Albuquerque, New Mexico. Mr. Rife was the principle process design engineer for a \$60 million biological nitrogen removal facility. His responsibilities included designing the mechanical portions of the process including the anoxic basin mixers, mixed liquor recycle pumping facilities, and rehabilitating the existing conventional aeration basins to the anoxic/oxic configuration.

Project Manager/Designer, Southside Water Reclamation Plant Grit Removal Improvements, City of Albuquerque, New Mexico. Mr. Rife served as project manager and principal designer of the new aerated grit removal process, rehabilitation of the existing vortex grit removal process, new grit dewatering equipment, and air pollution control facilities.

Project Manager/Designer, Southside Water Reclamation Plant Dewatering Rehabilitation and Miscellaneous Improvements, City of Albuquerque, New Mexico. Mr. Rife was project manager and principal designer for retrofitting primary pump station #3's plunger pumps with progressing cavity pumps, replacing the dewatered sludge belt conveyor with shaftless screw augers, replacing the sludge dewatering centrifuge polymer feed system, and upgrading the dissolved air flotation facility.

Project Manager, Tano Santa Fe Annexation, Santa Fe, New Mexico. Mr. Rife served as project manager and principal author of the wastewater treatment facility master plan, and project manager and principal designer of the 0.1-mgd activated sludge wastewater treatment plant, based on the Aero-Mod Clarator treatment technology, and groundwater recharge facilities.

Design Engineer, Southside Water Reclamation Plant/Phase III Activated Sludge Plant Expansion, City of Albuquerque, New Mexico. He designed the return activated sludge (RAS) flow meter vault, performed operations troubleshooting for the large influent/RAS pump station check valve slamming problem, designed the primary clarifier

influent line, and performed process analysis for determining optimum plant operation during construction of new aeration basin RAS and influent conduits.

Project Manager, Pueblo Encantado Luxury Condominium Complex, Tesuque, New Mexico. Mr. Rife was project manager and principal author of the wastewater treatment facility plan, and project manager and principal designer of the nitrogen removal subsurface flow constructed wetlands wastewater treatment plant featuring supplemental in-line aeration for nitrification.

Principal Author, Wastewater Collection System Master Plan, Santa Fe, New Mexico. Mr. Rife was the principal author of the maintenance and water conservation sections of the plan.

Water

Project Engineer, Eastside Brackish Groundwater Desalination Facility, El Paso, Texas. Mr. Rife performed bench-scale studies of options to remove carbonate and silica from the reject brine from a 28-mgd brackish reverse osmosis (RO) treatment plant. The carbonate and silica removal was to allow for further concentration of the brine using a waste-stream RO to minimize evaporation pond requirements, and provide a temporary solution while a disposal well is permitted. He studied pretreatment to precede the waste-stream RO including lime softening and nanofiltration softening.

Project Manager/Mechanical Design Engineer, Water Project No. 1, North Zone 2-City of Las Cruces, New Mexico. Mr. Rife was project manager and chief mechanical designer of a major water supply project consisting of a transmission line routing study; he provided design of over 5 miles of large transmission line piping, a storage reservoir, and design for two 2,000-gpm water well/chlorination facility installations.

Project Engineer, Water Treatment Plant Evaluation-Board of Public Utilities, Kansas City, Kansas. Mr. Rife determined the causes of excessive biological re-growth in the municipal drinking water distribution system and recommended treatment process changes.

Project Engineer, Water Treatment Plant Troubleshooting- Lyndon, Kansas. Mr. Rife performed troubleshooting of surface water treatment process to determine causes of seasonal taste, odor and color problems. He designed and implemented the treatment plant design and operational changes.

Project Engineer, Water Treatment Plant Evaluation and Jar Testing, Louisburg, Kansas. Mr. Rife performed jar testing and recommended design and operational changes for improving treatment plant performance.

Project Engineer, Water Treatment Plant Training and Evaluation, Jefferson County RWD #15, Lawrence, Kansas. Mr. Rife trained the new operator, recommended alternative treatment chemicals and optimized the lime softening treatment process.

Project Engineer, Water Treatment Plant Investigation, Wathena, Kansas. Mr. Rife investigated the causes of poor performance of the lime softening/iron and manganese removal treatment plant, optimized operation, and supported efforts to continue using the plant instead of turning to an alternate poorer quality source. He received commendation from the Governor of Kansas for his work on this project.

Project Engineer, Water Treatment Plant Evaluation-Pottawatomie Indian

Reservation, Horton, Kansas. Mr. Rife performed jar testing, optimized plant operation, cut alum usage by 70 percent and produced higher quality drinking water.

Design Engineer, Water Treatment Plant Design, Richmond, Kansas. Mr. Rife designed and implemented the trihalomethane reduction system.

Prior to CDM Smith

Prior to joining CDM Smith, Mr. Rife was responsible for conducting bench-scale studies for evaluation of denitrification treatment technologies and preliminary design of the \$1.5 million Sunflower Army Ammunition Plant wastewater treatment plant (WWTP) in DeSoto, Kansas; final design of a \$1 million upgrade of the WWTP serving the Radford, Virginia, Army ammunition plant; final design and startup of a WWTP serving the Bureau of Engraving and Printing, Washington, D.C; served for 8 years as the Northeast District Engineer for the Kansas Department of Health and Environment (KDHE) providing inspection and technical assistance for water and WWTPs; and started his career in the industrial unit of KDHE inspecting and writing NPDES permits for industrial wastewater plants.

Professional Activities

Member, Water Environment Federation

Member, New Mexico Environmental Water Quality Association

Experience Summary

Mr. Quiroz has 24 years of combined experience in structural design and construction management, and an education emphasis on earthquake-resistant design of structures. Edgardo's responsibilities include structural analysis and design of industrial, municipal and civil facilities, conduct condition assessments of existing water and wastewater treatment plants, design sewer rehabilitation, conduct seismic evaluation of existing structures, design of mechanical equipments' lateral restraint systems, provide quality assurance and quality control of structural designs, and participate in value engineering workshops.

Assignment

Structural

Education

M. Eng., Structural Engineering, (S.E.M.M.), University of California at Berkeley, 1991

B.S., Civil Engineering (Cum Laude), California State University at Chico, 1986

Registration

Structural Engineer No. 4906, California, 2006

Civil Engineer No. 55137, California, 1996

Structural Professional Engineer No. 83304, Oregon, 2009

Experience

24 years

Joined Firm

1991

Relevant Expertise

- *Structural analysis and design of buildings, water containment structures, pumping stations, pipelines, and equipment support systems*
- *Condition assessment of water and wastewater treatment facilities*
- *Seismic evaluation of water and wastewater treatment facilities*
- *QA QC reviews of designs*
- *Sewer rehabilitation*
- *Value engineering workshops*

Wastewater Treatment Design and Rehabilitation

El Estero Wastewater Treatment Influent Pump Station Rehabilitation Design, City of Santa Barbara, California

Structural Engineer of Record. This project includes replacing the existing pumps, including pump supports; discharge piping, valves, and suction valves; new jib cranes in the pump room to safely lift pumps off of their mounting pedestals; and will replace the existing ventilation fans. Edgardo designed the new pumps, valves, and piping supports, lateral restraint systems, and jib crane anchorage. (December 2009-Ongoing Design \$254K, prj#138593)

Planning, Design, and Construction Support for Dewatering Building, Union Sanitary District, California

Structural Engineer. This project evaluated upgrade and replacement alternatives for an existing dewatering building. Issues with the building included structural corrosion, load bearing capacity for heavier equipment, and seismic. The recommended upgrade included replacing the belt-filter presses with high-solids centrifuges, in a new building. The project sat on a very tight site with poor soil conditions. Edgardo provided technical assistance during the construction of the facility. His duties included reviewing submittals and shop drawings, responding to requests for information, making periodic site visits, addressing change order requests, assessing and helping resolve conveyor systems and hoppers load cells issues, and conducting final walkthrough punch list.

Wastewater Treatment Plant Upgrade Construction Support, South Orange County Wastewater Authority, Dana Point, California

Structural Engineer. The team provided construction support services for upgrades at the Coastal Treatment Plant. The team responded to requests for information during the bid phase and submittal review, made periodic site visits, addressed change order requests, and conducted final walkthrough punch list and as-built drawing preparation for this project, which included replacing two primary clarifier sludge collectors, modifying primary sludge pumps, and replacing valves in the grit room. Edgardo was responsible for a structural inspection and the fast-tracked structural design for repair of one concrete effluent launder.

Regional Treatment Plant Primary Sedimentation Upgrade Design, South Orange County Wastewater Authority, Dana Point, California

Structural Engineer of Record. This project involved designing upgrades at the Regional Treatment Plant, including replacing six primary clarifier sludge collectors and performing minor structural repairs. Edgardo was responsible for designing structural repairs of concrete spalling at the primary clarifiers and repairing leaking joints between structures. The need for this work was

identified while preparing a condition assessment at the Coastal and Regional wastewater treatment plants.

Solids Handling Improvement Project, Central Contra Costa Sanitary District, California

Structural Engineer of Record. Edgardo led structural design of new biosolids storage and loadout facilities that include three new sludge hoppers, a concrete enclosure structure, a 44-foot-long access bridge from the existing solids conditioning building to the new structure, and an odor control pad. The new structure and the sludge hoppers are supported by prestressed concrete piles. (2009)

Waste Activated Sludge Upgrade, City of San Leandro, California.

Structural Engineer of Record. Edgardo was responsible for structural design of waste activated sludge (WAS) upgrades, which included a new 200-gpm rotary drum thickener and redundancy to WAS pumps and polymer blending feed systems. Siting the new rotary drum thickener was a challenge. To solve this issue, BC removed the cover from an abandoned sludge thickener and installed a new steel deck that became home to the existing sieve drum thickener, which made room for the new thickener and improved overall site access. (2008)

DAFT Rehabilitation Project, Dublin San Ramon Services District, Dublin, California

Structural Engineer of Record. This project involved rehabilitating a dissolved air flotation thickener (DAFT) and creating a site to house a portable gravity belt thickener (GBT). Edgardo was responsible for structural design of repairs to the DAFT's wheel tracking mechanism and corroded rake arms, and a replacement for the DAFT's existing aluminum cover, which complicated maintenance and increased corrosion. Edgardo conducted the structural evaluation of the existing center column foundation to accommodate a new DAFT mechanism, including seismic loads. (2009)

Secondary Clarifier, Napa Sanitation District, California

Structural Engineer. Edgardo was responsible for the structural modification of the outlet boxes for the installation of new slide gates, platform and stairs. Edgardo was also responsible for the design of pipe and valve supports. (2009)

Ventura Water Reclamation Facility Nutrient Removal Improvements, City of Buena Ventura, California

Structural Review Engineer. Edgardo conducted the structural review of the design of new aeration tanks, mixed liquor recycle and RAS pumping stations, dissolved air flotation thickeners, blower building and modifications to the existing clarifiers. Currently, Edgardo is providing office engineering services during construction. (March 2009-Ongoing Construction, \$513K, prj# 137296; April 2006–February 2010 Design, \$2.1M, prj# 130369)

Recycled Water System Improvements, Water Reclamation Plant, City of Livermore, California

Structural Engineer of Record. Edgardo designed a rectangular flocculation tank that is 43 feet long and 51 feet wide. The tank will be connected to the existing tertiary filters by aerial concrete conduit connections designed to accommodate up to 1/2- inch deflection due to differential settlement between the new and the existing structure. (April 2010)

Wastewater Treatment Plant Improvements, Goleta Sanitary District, City of Goleta, California

Structural Engineer. Edgardo was responsible for modifying the existing influent pumping station to accommodate new pumps, replacing existing pumps and motors, drafting structural notes and procedures for replacing the existing biofilter mechanism, repairing hand railing deterioration throughout the treatment plant, designing new aluminum stairs for digester 2, and supervising design of the new access bridge to chlorine contact tanks and the cover for the chemical storage area. (October 2008-June 2011, \$184K, prj# 136450)

P2-90 Trickling Filters at Plant No. 2, Orange County Sanitation District, California

Structural Review Engineer. Edgardo conducted a structural design review for a new trickling filter pump station, three trickling filters, six trickling filter clarifiers, a sludge reparation/solids contact reactor, electrical distribution centers and the chemical facility. The task included reviewing the deep foundation system for the structures that consisted of precast concrete piles and auger displacement piles. (2006)

Regional Wastewater Treatment Plant Upgrade, City of Lompoc, California

Structural Engineer of Record. Edgardo provided the structural design of the new influent pump station, aeration grit removal tanks, aeration air blower facility, oxidation ditches, secondary clarifiers, tertiary clarifiers, chemical storage facilities, two circular dissolved air flotation thickeners (DAFTs) with aluminum covers, boiler facility, electrical buildings, effluent filter station, and rectangular aerobic digesters. The project also included modifying the existing equalization tanks and the secondary effluent flow equalization pump station.

Wastewater Treatment Plant Upgrade/Expansion Program, City of San Luis Obispo, California

Structural Engineer. Edgardo provided technical assistance during the construction of the facilities and reviewed submittals and RFIs.

Wastewater Treatment Plant Improvement Project, City of Ukiah, California

Structural Engineer of Record. Edgardo completed the structural design of the new influent pump station, influent screening facility, preaeration grit removal tanks, trickling filter pump station, disinfection chemical storage facilities; two rectangular DAFTs, DAFT equipment building and filter feed pump station. The project included the replacement of the existing digesters' floating covers with new concrete submerged fixed covers. Since the digesters walls were not anchored to the foundation, a mathematical model was created to study the rocking characteristics of the digesters during the design seismic event. The results of the analysis provided the information required to design the foundation modifications required to limit overturning of the digesters walls. The project also included structurally modifying the existing primary clarifiers to convert them into the new solids contact tanks, and converting the existing secondary clarifiers to into new primary clarifiers.

Emergency Storage Basin-D, Sacramento Regional Wastewater Treatment Plant, Sacramento, California

Structural Engineer. Edgardo designed the junction structure vault for the 102-inch-diameter pipeline and the outfall diversion structure.

Expansion Project, South Truckee Meadows Water Reclamation Facility, Reno, Nevada

Structural Engineer. Edgardo provided structural design of the chemical building, return activated sludge/waste activated sludge (RAS/WAS) pump station and miscellaneous structures.

Secondary Treatment Facility, City of Santa Cruz, California

Structural Engineer of Record. This \$50M project upgraded full secondary treatment processes for a dry weather flow of 17 mgd and weather weather flow of 50 mgd. Edgardo provided structural design for a 50-mgd medium pressure UV disinfection system facility and provided engineering services during its construction. In addition, Edgardo provided structural design for the trickling filter/solids contact (TF/SC) process facility, the secondary clarifiers, a new administration building and major pipe galleries located under the plant's main access road. All major structures are pile-supported due to poor foundation conditions.

UV Disinfection System Design and CM Assistance, Central Valley Water Reclamation Facility, Salt Lake City, Utah

Structural Reviewer. Edgardo provided Quality Assurance and Quality Control reviews of the structural design of the vertical configured UV low-pressure high-output UV system. The existing chlorine contact basins were retrofitted to accommodate the new UV system. The project also included a 5,000-sq. ft. UV building, fine effluent screens to protect the UV equipment and a backup power generation system.

Renovation and Expansion, Easterly Wastewater Treatment Plant, Vacaville, California

Structural Design Engineer. Edgardo provided the structural design of a new 9-mgd wastewater treatment plant and renovated facilities in the existing 6-mgd plant. The new plant consisted of influent control structure, headworks, grit tanks, equipment gallery, rectangular primary clarifiers with aluminum covers, aeration basins, blower building, secondary clarifiers, RAS/WAS pump station, chlorination and dechlorination facilities, circular dissolved air flotation thickener (DAFT), belt press feed pump station, 12-kV substation building and the septage receiving station. The renovation consisted of modifying and expanding the existing maintenance building and aeration basins. Edgardo's responsibilities included the structural analysis and design of all facilities, coordinating other disciplines, preparing specifications and supervising the production of structural drawings.

Campus Wastewater Treatment Plant Design, University of California, Davis, California

Structural Engineer. Edgardo provided the structural design of a new 2.5-mgd wastewater treatment plant. The new plant consisted of headworks, oxidation ditch, secondary clarifiers, effluent filters, ultraviolet disinfection facility, chemical storage facility, electrical building, and the administration/maintenance building. His responsibilities included the structural analysis and design of all facilities, coordinating with other disciplines, preparing specifications, supervising the production of structural drawings, and providing construction engineering services.

Electrical Power System Replacement Project, Oro Loma Sanitary District, San Lorenzo, California

Structural Engineer. Edgardo provided the structural design of a new substation and the expansion of the existing service building. The structures were founded on piles, and the new substation was designed as a tilt-up wall system.

DAFT Design, Greater Vancouver Sewerage and Drainage District, Annacis Island, British Columbia, Canada

Structural Design Engineer. Edgardo completed the structural analysis and design of four new 18.3-meter-diameter DAFTs and a one-story, reinforced concrete control building. Due to liquefaction potential, the thickeners and the building were founded on a 1.5-meter-thick raft foundation. He performed a structure soil interaction analysis to predict long-term deflections and stress of the raft foundation.

Water Treatment Design**Miramar Water Treatment Plant Upgrade/Expansion, City of San Diego, California**

Structural Engineer. This project expanded the treatment facility to a capacity of 215 mgd, with an ultimate capacity of 275 mgd. Key elements included a raw water pumping facility, transmission pipelines ranging in size from 48- to 120-inches in diameter, influent structure, rapid mix chambers, four flocculation/sedimentation basins, deaeration/pre-ozonation basins, ozonation processes, 12 media filters, a process chemical and bulk chemical facility, a chlorine building, an administration building including lab, a recreational area, and a park area. The project was divided into six design and construction contracts (Phases I-II & Contracts A-D) with a construction value of \$200M. Edgardo provided structural support during the construction of the new facilities. His work included reviewing shop drawing submittals, responding to RFIs and designing structural modifications in response to field change orders. (January 2010, prj# 118675)

Penitencia Water Treatment Plant Stage 2 Improvements, Santa Clara Valley Water District, San Jose, California

Structural Engineer of Record. Edgardo's responsibilities included the structural design of a new ozone generator, ozone contactor and sulfuric acid facilities. He coordinated and managed the design of a new plant water pump station and hydrogen peroxide, ozone quenching and washwater clarification facilities. The design was based on the International Building Code (IBC) 2000. The facility's location — on a landslide area with global movements of one-half-inch per year and up to four feet of movement during a seismic event — was a challenge. The differential movements are one-half inch per 1,000 feet per year, and two inches per 100 feet per seismic event. The design ground acceleration for the site is 0.7 gs horizontally and vertically. All structures and piping were designed to withstand the seismic loads and expected movements. He also designed two 66-inch-diameter ozonated water pipe crossings. The pipe joints were designed to accommodate up to 2.5 inches of differential movement between the two structures that the pipe connected.

Modulating Valve Project, Penitencia Water Treatment Plant, Santa Clara Valley Water District, San Jose, California

Structural Engineer of Record. Edgardo provided structural design of an underground structure to house the modulating valve and the isolation valve for the 60-inch Penitencia Distribution Main (PDM) pipeline. The structure was designed to resist the thrust generated by the closure of the valves with a design pressure of 140 psi. The project required extensive coordination because the existing 72-inch South Bay Aqueduct and the 66-inch Penitencia Force Main pipelines are adjacent (less than 9 feet away) to the PDM pipeline and had to remain in service during construction.

Fleming Hill Water Treatment Plant, City of Vallejo, California

Structural Engineer of Record. Edgardo provided the structural design of the sludge dewatering project, which included the design of a gravity thickener, sludge pump building and equalization chambers, dewatering building and the decant pump station. The drafting for this project was done with a 3-D software.

Digesters

Digester Roof Rehabilitation, City of Riverside, California

Structural Engineer. Edgardo was responsible for structural design of repairs to two digesters' metal, fixed-cover roofs. Work included preparing technical specifications and an engineer's cost estimate. (2008)

Digester Rehabilitation, Water Pollution Control Plant, City of San Jose, California

Structural Design Engineer. Edgardo led the structural evaluation of the existing digesters at the San Jose/Santa Clara Water Pollution Control Plant. The purpose of the evaluation was to determine if the digesters are capable, either in their existing or modified state, of structurally accommodating steel, concrete, aluminum, or composite material fixed covers, including submerged and non-submerged fixed covers. The structural evaluation was completed on three different digesters (Digesters 1, 4, and 12) at various water surface elevations, internal gas pressures, and sludge temperatures. The evaluation was performed in three different and successive steps with the objective of estimating a loading condition that would maximize digester capacity while minimizing rehabilitation. The results of the evaluation were presented in a Technical Memorandum which included estimates of the condition and useful life of the digesters, identified the need for repairs and coating of the existing structures, and identified and recommended structural modifications required to accommodate new covers. (2009)

Digester Expansion, Columbia Boulevard Wastewater Treatment Plant, City of Portland Environmental Services, Portland, Oregon

Structural Review Engineer. Edgardo conducted the structural review of the 60 and 90 percent design submittals for two new 104-foot-diameter, 2.6-MG digesters and a new digester control building. The digesters were designed to accommodate a single span concrete submerged fixed covers. Edgardo reviewed proposed soil improvement methods (soil grouting and stone columns), digester wall construction methods (cast-in-place or post-tensioned concrete) and the control building's eco-roof. (2008)

Wastewater Treatment Plant Anaerobic Digester, City of San Mateo, Estero Municipal Improvement District, California

Engineering Services. Edgardo provided structural support during the construction of the new Egg-Shaped Anaerobic Digester, Sludge Storage Tank, and modification of the existing Egg-Shaped Anaerobic Digester. (2009)

Anaerobic Digestion Improvements, Pinole-Hercules Water Pollution Control Facility, Pinole, California

Structural Engineer of Record. This project involved the design of a new 38-foot diameter and 48-foot deep anaerobic digester with concrete submerged fixed cover and improvements to all of the existing anaerobic digestion facilities at the plant. The improvements included: converting the existing steel floating covers on Digester 1 and 3 to submerged fixed concrete covers; converting the existing steel floating cover on Digester 2 to a non-submerged fixed steel cover; new internal draft tube mixers for Digesters 1, 3 and 4; and a new waste gas burner. Edgardo was responsible for the condition assessment and the complete seismic evaluation of the three existing digesters to accommodate the new submerged and non-submerged fixed covers. (2009)

Anaerobic Digester Expansion, Sacramento Regional Wastewater Treatment Plant, Sacramento, California

Structural Design Engineer. Edgardo provided the structural design of three new 118-foot-diameter digesters with concrete submerged fixed covers. The digesters' walls and covers were made with precast, prestressed concrete using internal tendons, and the center gas dome was made with cast-in-place concrete. The design loading included 18 inches of internal gas pressure and the fixed covers were designed as a single span, without interior supports. Edgardo also analyzed and modified the existing Digesters 1 through 6 floating

covers and converted them into submerged fixed covers. He designed pipe supports and lateral restraints for all new gas pipes crossing the roads between the digesters.

Digester Designs, Greater Vancouver Sewerage and Drainage District, Lulu Island, British Columbia, Canada

Structural Engineer. Edgardo completed the structural analysis and design of four 26-meter-diameter digesters and a two-story reinforced concrete building. The digesters and the building are founded on a 1.0-meter-thick mat foundation. The water table is 900 mm below ground level, and the soils are liquefiable. He performed a structure soil interaction analysis to predict long-term deflections and stress of the mat foundation.

Digester Covers Structural Evaluation, Sacramento Regional Wastewater Treatment Plant, Sacramento, California

Structural Engineer. Edgardo completed the structural evaluation of existing anaerobic digesters floating covers damaged during the Loma Prieta earthquake. He prepared a design that converted steel floating covers to fixed covers for digester batteries I and II, which are 95-foot- and 110-foot- diameter digesters, respectively. The digester covers were retrofitted to resist new ballast load and 12 inches of internal gas pressure.

Condition Assessment/Seismic Evaluations

On-Call Structural Engineering Services, Sacramento Regional County Sanitation District (SRCSD), Elk Grove, California

Structural Engineer. Edgardo has provided SRWTP staff with on-call structural engineering assistance since 2006. Services included structural inspections, condition assessments, and modifications and repairs to tanks, buildings, equipment, and pipes. Prompt responses, focused efforts and cost-effective solutions characterized BC's services. Deliverables included alternatives evaluations, recommendations, drawings, calculations, specifications and cost estimates.

On-Call Engineering Services, South Bayside System Authority (SBSA), Redwood City, California

Structural Engineer. Edgardo has provided SBSA staff with on-call structural engineering assistance since 2009. Services included structural inspections, feasibility analysis for modifications of existing facilities, baffle plates design for primary tanks, temporary shoring design during demolition of existing laboratory columns and pipe corrosion inspections. Deliverables included recommendations, drawings, calculations, specifications and cost estimates.

Seismic Evaluation of Dewatering Facilities, Pinole-Hercules Water Pollution Control Facility, Pinole, California

Structural Engineer. Edgardo performed a seismic assessment of the reinforced concrete dewatering facility using the American Society of Civil Engineers SEI 31 Standard, Seismic Evaluation of Existing Buildings. He found the structure deficient and designed rehabilitation specifications using FEMA 356 guidelines. The main challenge of retrofitting the facility was that it needed to remain operational during the retrofit. Edgardo selected fiber carbon resins as the rehabilitation method, and the retrofit was completed without facility disruption.

Creek Protection Assessment, Sacramento Area Sewer District, City of Sacramento, California

Structural Engineer. Edgardo conducted a structural condition assessment of nine aerial creek crossings. The investigation's purpose was to determine potential deficiencies in the pipe, pipe connections and pipe supports along the aerial crossings, and to provide recommendations for repairing the pipe systems. Edgardo identified two aerial crossings that required immediate repairs and provided structural details for urgent implementation.

Lift Station Evaluation and Improvements, City of Folsom, California

Structural Engineer. Edgardo performed a structural assessment of the lift station to identify any structure deterioration and potential structure deficiencies to resist code seismic loads. Other work included reviewing the condition of existing hydraulics, pumps and wet well configurations, the force main, the structural system, and miscellaneous mechanical and electrical system components. (2009)

Evaluation of the Bayside, Industrial and Willow Avenue Lift Stations, City of Hercules, California

Structural Engineer. For each pumping station, the hydraulic capacity, piping layout, site layout, electrical systems (including standby generators) and HVAC systems were evaluated. Edgardo was responsible for the condition and seismic assessments for each lift station. The seismic assessment, an ASCE/SEI 31 Tier 1 evaluation, was done to identify any potential deficiencies in the structures and determine seismic upgrade requirements.

Seismic Evaluation of Casanova Drive Stormwater Pump Station, City of San Mateo, California

Structural Engineer. Edgardo performed a seismic evaluation of the existing reinforced concrete pump station and masonry wall pump house. He also provided recommendations on the seismic retrofit and repair cost estimates.

Asset Evaluation, Santa Clara Valley Water District, California

Structural Engineer. Edgardo helped conduct a structural evaluation of a major water supply pumping station (12 pumps, 2000 HP each); a 3-MG regulating tank; a surge tower; and various valves and appurtenances. The condition assessment was followed by an asset management plan for the maintenance, repair and rehabilitation of all assets. Work results formed a comprehensive capital improvement program that reflected the various asset conditions and laid out a plan for long-term water supply system reliability. (2009)

Plant Condition Assessments, Water Treatment Plant and Dry Creek Wastewater Treatment Plant, City of Roseville, California

Structural Engineer. Edgardo performed a structural condition assessment of the flash mix structure, clarifier and clear well structure at the Water Treatment Plant; and the grit structure, denitrification basins, chlorine contact basins and belt press building at the Dry Creek Wastewater Treatment Plant. He prepared a technical memorandum identifying facility and equipment structural deterioration, and recommended and provided estimated costs for repairs. (2008)

Fresno/Clovis RWRP Digester Rehabilitation, City of Fresno, California

Structural Engineer. Edgardo provided structural inspection and evaluation of two steel domed digester covers that were damaged by corrosion, but were repaired and placed back in service. The report included details for the annular space seal that addressed its reliability and cost effectiveness.

Digester Cracking Evaluation, Elk River Treatment Plant, City of Eureka, California

Structural Engineer. Edgardo inspected and evaluated structural cracks in the digester walls, and prepared a letter report recommending remedial actions. The recommended repair was based on longevity, cost, flexibility and watertightness.

Existing Electrical Vault Evaluation, US Navy Southwest Division, Mare Island, California

Project Manager. Edgardo conducted a structural evaluation of an existing electrical vault for a soil remediation project. The electrical vault was inside of an existing wood frame building. Edgardo provided construction recommendations for the remediation of the existing vault. (2008)

Facilities Condition Assessment Study, City of San Jose, Water Pollution Control Plant, California

Structural Engineer. Edgardo conducted inspections and evaluated the condition of the existing facilities and equipment in the sludge control area and the residual sludge management area. He provided recommendations for repair, rehabilitation and replacement of inspected facilities and equipment; developed engineering and construction cost estimates for recommended repairs or replacement; and developed procedures for completing the retrofitted repairs recommended in the report and an implementation schedule.

Digester Facilities Condition Assessment Study, East Bay Municipal Utility Districts (EBMUD), Oakland, California

Structural Engineer. Edgardo conducted inspections and evaluated the condition of existing facilities in the digester area. He provided recommendations for repair and replacement of structural portions of the facilities.

Interceptor Damage Assessment Study, EBMUD, Oakland, California

Structural Engineer. Edgardo evaluated the structural integrity of three major interceptors in Alameda County based on different levels of corrosion inside the concrete sewers and on current external loading conditions.

The diameter of the interceptors ranged from a 42-inch- diameter pipe up to a 105-inch elliptical concrete conduit.

Seismic Evaluation, GenCorp Aerojet, Sacramento, California

Structural Engineer of Record. Edgardo completed a facilitywide seismic evaluation of existing hazardous waste treatment, storage and disposal facilities. His evaluation consisted of determining the structural integrity of all mechanical equipment, tanks, piping, secondary containment and buildings. The design was approved by the Department of Toxic Substances Control (DTSC).

Cogeneration Facility, Stanford University Hospital, California

Structural Engineer. Edgardo provided the structural evaluation and anchorage design of two 1,032-ton absorption chillers and a flue gas recirculation (FGR) fan. His design included piping support and lateral restraints. The design complied with Title 24, California Building Code, and was approved by the Office of State Health Planning and Development (OSHPD).

RMPP Structural Assessment, Delta Diablo Sanitation District, Antioch, California

Structural Engineer. Edgardo completed the structural assessment of a chemical building for a Risk Management Prevention Program (RMPP). The assessment included the structural evaluation of the mechanical equipment, Cl₂ and SO₂ storage tanks and the building to withstand the most probable earthquake.

Seismic Risk Management Program, Park Water Company, Downey, California

Structural Engineer. Edgardo provided a seismic evaluation of existing steel reservoirs built in the early 1940s and a concrete reservoir built in 1969. He provided the Owner with recommendations on how to strengthen the reservoirs.

Digester Covers Structural Evaluation, Subregional Water Pollution Control Facility, City of Santa Rosa, California

Structural Engineer. Edgardo's structural evaluation of the existing digester's 75-foot-diameter floating cover determined the structural integrity of the rusted cover steel plates and trusses after being submerged in sludge. His evaluation determined that the cover still was in operable conditions.

Structural Improvements, Central Marin Sanitation Agency, San Rafael, California

Structural Engineer. Edgardo completed the structural analysis and design of modifications to an existing reinforced concrete building. He designed two pile-supported, reinforced concrete vaults.

Structural Analysis and Design, County Sanitation District of Orange County, California

Structural Engineer. Edgardo completed the structural analysis and design of a two-story, movement-resistant steel frame building.

Structural Analysis and Design, Regional Treatment Plant in Renton, Washington

Structural Engineer. Edgardo completed the structural analysis and design of reinforced concrete and precast structures, which included modifications to existing shear wall buildings.

Brick Sewer Structural Evaluation, Green Lake Trunk Sewer, Seattle METRO, Washington

Structural Engineer. Edgardo provided the structural evaluation of a 100-year-old brick sewer rehabilitation.

Wastewater Treatment Plant Anaerobic Digester, City of San Mateo, Estero Municipal Improvement District, California

Engineering Services. Edgardo provided structural support during the construction of the new Egg-Shaped Anaerobic Digester, Sludge Storage Tank, and modification of the existing Egg-Shaped Anaerobic Digester.

Sewer Infrastructure

Buena Vista Lift Station Force Main, City of Carlsbad, California

Structural Engineer. Edgardo is designing the support and lateral restraint system of the new 20-inch-diameter ductile iron pipe force main under the Jefferson Road Bridge, and a new concrete pier support for the new surge tank at the Buena Vista Pump Station. (2010)

Emerald Trunk Rehabilitation, City of Modesto, California

Structural Engineer. This project consisted of converting approximately 26,800 LF of 60-inch-diameter gravity flow pipeline to a low-pressure pipeline that could accommodate future wastewater flows from the City. Edgardo is designing the junction boxes according to seismic criteria. He is also analyzing existing manholes to accommodate high-pressure pipe including seismic load analysis. (2008)

Interceptor Rehabilitation, District of Columbia Water and Sewer Authority, Washington D.C.

Structural Engineer. This project involves evaluating and developing rehabilitation design for large concrete influent sewers that are deteriorating due to hydrogen sulfide exposure and changed loadings. Edgardo conducted a structural evaluation of the existing sewers, and performed a conceptual design and feasibility review for repair and rehabilitation (which will be done by the contractor on a design-build basis). He also helped prepare project specifications and reviewed contractor submittals. (completion: April 2011)

West Bayside Pump Station Repair, SBSA, Menlo Park, California

Structural Engineer. Edgardo was responsible for the QA/QC of the structural evaluation and repair recommendations of a pump station. (2009)

Fruitridge Road Conveyance System Improvements, Sacramento Area Sewer District (Formerly CSD-1), California

Structural Engineer. Edgardo provided structural support and structural modifications in response to field change orders during construction of this replacement trunk sewer with pipe diameters ranging from six to 54 inches, and three miles of 24-inch- and 30-inch-diameter force main to convey wastewater flows. Edgardo provided specialized structural inspection for the two pump stations, and designed pipe support for the fire suppressant system at pump station structures. (2008)

West Side CSO Tunnel, Shafts, Pump Station and Pipelines Project, City of Portland, Bureau of Environmental Services, Oregon

Structural Engineer. Edgardo provided the structural design for equipment handling, hatches and pipe supports for the 220-mgd (wet weather flow) pump station. Several 20-ton crane systems and 17-ton capacity hatches were designed to handle pumps, motors and HVAC equipment throughout the facility.

Water Infrastructure**California Potable Water Booster Pump Station, California American Water, Southern California**

Structural Engineer of Record. Edgardo designed a 2,200 gpm potable water booster station supplying water to two separate pressure zones. The new facility is located at an existing site with step topography and an existing reservoir and booster station, presenting design challenges for the new facility. Due to the site constraints and the need to keep the old station in service, the new facility was integrated into the hillside with a unique, space-saving terraced design. The new pump station walls are a combination of concrete retaining walls and above grade masonry block walls required to meet special architectural treatments to blend in with the surrounding community. The roof system consists of wood trusses, plywood sheathing and composition roofing.

Echo Park Lake Rehabilitation Project, City of Los Angeles Department of Public Works, Bureau of Engineering, Los Angeles, California

Structural Engineer of Record. Edgardo was responsible for the design of the dry weather flow diversion structure from the existing 63-inch and 78-inch storm drains for separation of sediment and floating material from each diverted flow stream; and designed structural upgrades to the lake inlet structures for handling wet weather discharges from the two storm drains. The project includes extensive in-lake basin improvements; in-lake vegetation, habitat and park improvements; and parkland structural best management practice development oriented toward improving water quality in both Echo Park Lake and the Los Angeles River Watershed to significantly reduce pollutants and meet current and future TMDL requirements. (December 2007-Ongoing, \$1.2M, prj #s 134751 & 136645)

Highland 1000 Reservoir Replacement, City of Hayward, California

Structural Engineer of Record. This project involves replacing an existing welded steel tank with a partially buried concrete tank to double the current storage capacity of the Highland 1000 Reservoir to 2 million gallons. Brown and Caldwell (BC) prepared bidding documents to competitively bid two comparable concrete tank designs. This approach increased competition among potential bidders and resulted in the City saving enough money to recover the extra design effort by 17-fold through lower construction costs. Edgardo led structural design of the buried concrete tank. (Construction Completed: September 2010, prj# 136844)

Tanks Replacement Project, South Tahoe Public Utilities District

Structural Engineer of Record. Edgardo conducted a structural design review for the 250,000-gallon Angora Tank, 345,000-gallon Country Club Tank, and 160,000-gallon Echo View Tank. The project included designing each tank, tank foundations, cathodic protection and coating and painting systems, and providing engineering services during construction. (2008)

Water Pump Station No. 5 Upgrade, City of San Bruno, California

Structural Engineer. Edgardo developed design criteria, coordinated with the geotechnical engineer, selected a cost-effective structural system that met client requirements, and conducted quality assurance/quality control (QA/QC) reviews of the structural design plans and specifications. The water pump station building was a masonry block building with a steel roof framing and metal deck with composite roofing. Special design considerations include residential proximity, construction noise, California Environmental Quality Act (CEQA) compliance, and community outreach. (2009)

Raw Water Supply System Improvements Predesign, Turlock Irrigation District, California

Structural Engineer of Record. Edgardo was responsible for the structural design of the new raw water pump station, flow split vault and canal overflow structure. Design challenges included connecting the four existing 36-inch-diameter high-density polyethylene (HDPE) inlet pipes to the new pumping station, and the excavation and dewatering for the 48-foot-deep influent pump station adjacent to the Tuolumne River. The existing HDPE pipes were provided with only blind flanges without valves and were full of water from the infiltration area under the river. The new pump station was designed with masonry block walls and steel roof framing with composition roofing. The masonry block walls had an anti-graffiti treatment (2008)

Export Pipeline Facilities Design, Livermore-Amador Valley Water Management Agency, California

Structural Engineer. Edgardo responded to requests for information (RFI) and reviewed shop drawings for this 16-mile export pipeline. He also provided the two bridge approach valve boxes.

Well Nos. 15 and 22 Rehabilitation Project, City of Woodland, California

Structural Engineer of Record. Edgardo designed the pump and motor support pedestal and sound enclosure of two water supply wells.

Freeport Pipeline Facilities Project, Freeport Regional Water Authority

Structural Engineer. This 13.5 mile project included 84-inch- to 72-inch-diameter pipeline from the Sacramento River to the Folsom South Canal. Edgardo responded to RFIs and reviewed shop drawing submittals. In addition, he reviewed vault structure and high-pressure pipelines.

Water Reuse Project, City of San Luis Obispo, California

Structural Engineer. Edgardo provided the structural design of the 16-inch-diameter ductile iron pipe support and lateral restraint system to cross the 120-foot-long Prado Bridge during construction of the recycled water transmission/distribution pipelines.

Treated Water Facility Improvements and Treated Water Reservoir Rehabilitation, San Miguel Pump Station Rehabilitation, Contra Costa Water District, Concord, California

Structural Engineer of Record. Edgardo was responsible for the seismic evaluation of the existing San Miguel Pump Station to ensure reliable operation of the District's treated water facilities. The evaluation consisted of determining the seismic reliability of the structures and critical components, such as equipment and piping anchorage. He used the District's Seismic Design Criteria as the basis for his analysis. Edgardo's seismic analysis identified deficiencies in the lateral load resisting system of the electrical building. He also provided recommendations for rehabilitating the building and lateral restraints for piping, and provided the design for a

new electrical building and equipment, and for converting the existing electrical building into a storage building.

Treated Water Facility Improvements and Treated Water Reservoir Rehabilitation, Seminary Tank, Contra Costa Water District, California

Structural Engineer of Record. Edgardo was responsible for the seismic evaluation of the existing seminary tank, which is a 0.5-MG welded steel, potable water tank. He provided recommendations to bring the existing reservoir into compliance with the District's Seismic Design Standards.

Sierra Vista Booster Pump Station and Reservoir, Suncrest Homes, Antioch, California

Supervising Structural Engineer. Edgardo conducted the QA/QC review of a 340-hp booster pump station and a 250,000-gallon, partially buried, reinforced concrete water reservoir.

Fourth Water Storage Tank and Water Booster Pump Station Modifications, City of Foster City, California

Engineering Services. Edgardo provided structural support during construction.

SR 4 Bypass Box Culvert at Neroly Road, Contra Costa Water District, California

Structural Engineer. Edgardo provided the structural design of the box culvert.

Emergency Water System Intertie Project, City of Hayward, California

Structural Engineer of Record. Edgardo designed the 30-mgd Skywest Booster Pump Station and valve vaults. The pump station will move water through the pipelines to allow three partner agencies (the City of Hayward, San Francisco Public Utilities Commission, and East Bay Municipal Utility District) to share water deliveries during emergencies or planned critical work on facilities. The pump station was built with masonry block walls and a mansard roof to match nearby facilities.

Reservoir 8 Booster Pump Station, City of Daly City, California

Structural Engineer. Edgardo designed a 1,100-gpm booster pump station consisting of electrically powered pumps, a pressure reducing valve, an altitude valve and a standby generator. The new booster pump station improved system reliability during emergencies.

Stonebrae (Blue Rock Country Club) Project, City of Hayward, Department of Public Works, California

Structural Engineer. Edgardo oversaw the design of one 1.8-MG and two 2.89-MG aboveground, welded-steel, potable-water reservoirs and a 1,500-gpm booster pump station. The pump station was built of concrete masonry block walls with a roof system consisting of wood trusses, plywood sheathing, and tile roofing.

Matthews Park Pump Station Upgrade, King County Department of Natural Resources and Parks, Seattle, Washington

Structural Engineer. Edgardo provided the structural design of a pile-supported electrical building and supervised the seismic evaluation of the pump station. The seismic evaluation was based on the Federal Emergency Management Agency (FEMA) – 310, Seismic Evaluation of Existing Buildings – A Prestandard. The pump station was evaluated to the Life Safety Performance Level. His report included rehabilitation recommendations with conceptual repair schemes and cost estimates.

Crystyl Ranch Water Storage Tank, Contra Costa Water District, California

Structural Engineer. Edgardo provided the structural design of a 0.5-MG water storage tank foundation and ancillary structures such as vaults and equipment pads. The tank foundation was based on AWWA D100 and included hydrodynamic loads caused by the design earthquake. He also provided engineering services during construction of the tank foundation.

Value Engineering

WWTP Expansion and Upgrade Value Engineering Study, City of Woodburn, Oregon

Structural Engineer. Edgardo participated in a three-day, 10 percent design level, value engineering workshop for the upgrade of a 2-mgd to a 5-mgd wastewater treatment plant. The value engineering team's

recommendations resulted in substantial savings in construction costs and improved the functionality of the plant's processes.

Bull Run Dam No. 2 Intake Towers Improvements Project, Value Engineering Study, Portland Water Bureau, City of Portland, Oregon

Structural Engineer. Edgardo participated as the structural engineer in a four-day, 30 percent design level, value engineering workshop for the upgrade of the two intake towers in the Bull Run Dam No.2. The project consisted of modifying the existing 115-foot deep intake towers to selectively withdraw water at different depth of the dam to achieve a desirable water temperature suitable for discharge to the adjacent creek during the dry month of the year. The VE team evaluated several alternatives presented by the design team and new alternatives presented by the VE team to accomplish the purpose of the project while saving construction capital cost and minimizing environmental impact and permitting. The value engineering team's recommendations resulted in potential savings in construction costs. (July 2010)

Other Projects

Deflagration Ventilation Design for a Thermal Spray Coating and Dust Collection System, McClellan Air Force Base, Sacramento, California

Structural Engineer. Edgardo designed a deflagration vent support based on the recommendations of National Fire Protection Association (NFPA) 68 Guide for Venting Deflagrations, 1994 Edition.

Cogeneration System, University of California-Davis, Medical Center, California

Structural Engineer. Edgardo provided the structural analysis of a new central plant housing a 27-megawatt nominal cogeneration system and other equipment. He performed a dynamic analysis of the building using site-specific response spectra. The central plant building was designed to comply with Title 24, California Building Code.

Lawrence Berkeley Laboratory, Hazardous Waste Handling Replacement Facility, Berkeley, California

Structural Engineer. Edgardo provided the structural analysis of a two-story hazardous waste handling facility. He performed a dynamic analysis using a 3-D concrete shear wall and steel-braced frame model. The design criteria conformed to the Department of Energy Order 6430.1.A. evaluating the feasibility of using fiberglass reinforced plastic pipes.

Model Testing, University of California-Berkeley, Earthquake Engineering Research Center, California

Research Assistant. As a research assistant for Professor James M. Kelly, Edgardo was responsible for the testing evaluation of a base-isolated, three-story reinforced concrete frame model. The one-quarter scale building was subjected to several earthquake motions at different input levels. Edgardo also completed testing, evaluation and reporting of the dynamic characteristics of elastometric bearings and combinations of bearings with the visco-dampers for base isolation systems.

Mark Hopkinson has 29 years of design experience in the planning, design, and construction of site improvements, drainage and utility systems, and associated structures. This includes preparation of PS&E for industrial sites, street improvement, water distribution, sanitary sewers, storm sewer, site grading, and landscape contracts. He also has over eight years of construction management experience in industrial, manufacturing, and municipal facility construction. His skills range from management of multidiscipline project teams to detailed civil designs. Combining his technical and practical experience, he can rapidly assess complex design objectives to achieve cost effective solutions.

EXPERIENCE

Wastewater Facilities

Wastewater Treatment Plant, City of Stanwood, WA, 2004 – Lead Civil Engineer for design, specification, and cost estimate (PS&E) preparation for site civil improvements serving a 3.1-MGD wastewater treatment plant. Site constraints included low soil bearing capacity requiring a preload design adjacent to pilesupported tank foundations. Designed grading, process and utility piping, pump stations, roads, and landscaping in coordination with improvements by other design team disciplines.

Metro West Point Wastewater Treatment Plant, King County DNRP Wastewater Treatment Division, Seattle, WA, 1995 – Senior Civil Engineer with design and construction management responsibilities at a \$578 million, 440-MGD wastewater treatment plant and landscaped shoreline park. Completed the civil design of multiple contracts as part of a consortium of design firms using a common Intergraph CAD database, and then transitioned into construction services. As Lead Civil Engineer, directed civil design services at the construction site, design revisions on existing contracts, and design completion on subsequent contracts. Coordinated directly with Metro's construction management staff, resolved multidisciplinary design problems, and mobilized additional design disciplines as required. Managed overall survey control for the facilities being constructed, including scheduling and QA/QC survey work.

Sewer Lake Line Condition Assessment, City of Bellevue Utilities Department, WA, 2012 – Lead Civil Engineer for collection and evaluation of the City's existing force main along the Lake Washington shoreline. Mobilized diving subcontractor and coordinated with City operational staff to cut sample "coupons" from the off shore pipeline. The samples were documented and delivered to the City for laboratory analysis of material and corrosion status of the pipelines. Analysis results were used to calibrate a more extensive ultrasonic thickness testing of the pipeline system. The lake line condition assessment was evaluated and summarized for the City's asset management and planning.

West Blaine Conveyance Project, City of Blaine Public Works Department, WA, 2012 – Project Manager for alternative analysis, PS&E design, and construction administration services of a new sewage lift station and conveyance piping from the old WWTP across Drayton Harbor to the City's new treatment facilities. Design challenges included slip line feasibility determination and significant archaeological constraints, while comparing cost impacts of phased alternatives to full build out options. The selected design constructed a 0.7 MGD sewage lift station in an empty WWTP tank and piping on grade in covered

Project Role:

Senior Civil Engineer – Site Civil / Pipeline Review

Education:

B.S., Civil Engineering,
University of Vermont, 1974

Masters of Business
Administration, University of
Phoenix, 1990

Registration/Certification:

Civil Engineer, #22635,
Colorado, 1984

Civil Engineer, #27612,
Washington, 1991

Certified Confined Space
Training, OSHA 29 CFR Part
1910.146, current

Professional Affiliations:

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Office:

Seattle, Washington

Years of Experience:

29

Years with Tetra Tech:

22

Areas of Experience:

Design & Project Management

Water & Wastewater
Improvements

Site Development & Grading
Design

Street Improvement Planning &
Design

Right-of-Way Plans &
Acquisition

Stormwater Hydraulics &
Structures

Specifications & Bid Documents

Construction Administration

landscaped berms, to avoid excavation in known archaeological deposits. Design reused existing City assets by reconfiguring an existing WWTP building to house the lift station backup generator, another consultant's reclaimed water pump station design, and the integrated electrical control systems for the project. Design reduced environmental and permit impacts by slip lining a new HDPE force main in an abandoned pipe under Drayton Harbor. Upon conveyance system completion, the design concluded with the decommissioning and demolition of the remaining WWTP including initial site restoration.

Naval Base Kitsap Sanitary Sewer Assessment, Naval Facilities Engineering Command NW (NAVFAC), Kitsap County, WA, 2011 – Lead Civil Engineer for comprehensive inventory and assessment of Naval Base Kitsap (Task Order BZ9XM) sanitary sewer facilities in Puget Sound, WA, including Naval Bases Bangor, Bremerton, Keyport, and Indian Island. Managed and directed Tetra Tech's mechanical and electrical field inspections of 85 Lift Stations (LS), and processed another consultant's field inspection data of 160,000 LF of pipeline and 700 manhole inspections. Integrated new survey mapping and Geographic Information System (GIS) data in an asset management report of LS, pipeline, and manhole facilities. Ranked LS facilities by importance using the Navy's Assessment Criteria to prioritize budget expenditures. Evaluated pipeline videos for physical condition and defects to recommend replacement or spot repairs, using National Association of Sewer Service Companies (NASSCO) coding methodology. NAASCO coding of the manhole inspections produced a list of repairs recommended for various types of structural defects. Developed planning level budget allocations based on facility importance and observed field conditions. Consolidated report summary presented NAVFAC with a facility improvement program of up to \$14-M, broken down by facility importance ranking and severity of maintenance repairs or system replacement. Received "exceptional" service ACASS ranking.

Ballard Siphon Replacement Project, King County DNRW Wastewater Treatment Division, Seattle, WA, 2012 – Lead Civil Engineer for replacement of a sanitary sewer siphon system under a Corps of Engineers managed ship canal through Seattle, WA. Assisted County's evaluation of existing (1935) twin 36" wood stave pipes, and developed replacement alternatives. Designed a 2000 LF tunnel for an 84-inch conveyance siphon for construction by an earth pressure balance machine (EPBM), launched from a 130 foot deep shaft, tunneled 60 feet under the bottom of the ship canal and unsuitable geologic formations, and then sloped up to an 80 foot deep retrieval shaft. Design provided for future odor control facilities and connected into an existing (1912) 144" brick crowned sewer. At the upstream regulator, a flow control structure addition was designed to divert flow into the new 84-inch conveyance siphon. Designed a 1300 LF slipline with twin 30-inch HDPE pipes to be constructed in the existing wood stave pipelines before restoring system operations. Managed and coordinated the design efforts of six other consultants to produce reports, design documents, and technical specifications for construction bid documents. To develop final design documents, integrated survey and geotechnical investigations, easement and property acquisitions, civil and structural designs, and permit approvals. Design constraints included dewatering and soil subsidence mitigation, contaminated groundwater management, Temporary Erosion and Sedimentation control measures, preparation of the County industrial waste discharge permit, and development of performance requirement to manage water quality during construction. Other design elements included sluice gate electrical control systems, architectural screen walls, traffic control in collector arterial roadways, and street restorations meeting City of Seattle requirements. Continuing services included design services during construction.

Vashon Island Rock Bulkhead Repair, King County DNRW Wastewater Treatment Division, Vashon, WA, 2009 – Lead Civil Engineer for relocation and design repairs to King County's vacuum sewer collection system. Working with coastal engineer subconsultant, evaluated ongoing Puget Sound storm damage of existing waterfront bulkhead, exposing and endangering the residential vacuum sewer. Designed the relocation and reconstruction of the vacuum system to allow restoration of rock bulkhead seawall. Prepared plans and specifications for County review, approval, and construction bidding.

Sweyolocken Force Main Discharge Structure Odor Control System Modifications, King County DNRW Wastewater Treatment Division, Bellevue, WA – Project Engineer for site design of an odor control expansion to the existing facilities servicing King County's Sweyolocken Force Main Discharge Structure. Expansion consisted of a 7500 CFM activated carbon filter to act as a polisher to existing bio-scrubbed equipment. Provided Auto-Turn modeling of maintenance vehicle requirements, site design drawings, specifications, and permit assistance for the site development of equipment and pavement expansion of the proposed facility.

Downtown Force Main Bypass & Rehabilitation Project, City and Borough of Juneau (CBJ), AK, 2002 – Lead Civil Engineer for an evaluation study and construction documents to repair Juneau’s existing 20-inch force main system in response to increasing maintenance repairs. During the Evaluation and Rehabilitation Study, developed a strategy to bypass and inspect the existing 5,200 LF pipe system, then compared rehabilitation alternatives of open-cut replacement, cured-in-place rehabilitation, sliplining, and carbon fiber lining methods. Preliminary cost estimates ranged from \$3 million to \$6 million for each of the alternatives. Phase I improvements included design and construction of inspection and bypass pumping points within a street construction contract. For Phase II, prepared design, specification, and cost estimate (PS&E) documents for 5,100 LF of 20-inch offshore marine pipeline construction and 1,300 LF of pre-insulated 4-inch force main from a secondary pump station. The project was designed to bypass onshore facilities to allow the cleaning, inspection, and rehabilitation repairs. Concurrent pump station improvements included replacement of pump controls and pipe manifold alterations for the bypass system. Design challenges included maintaining existing flows during construction, controlling an offshore alignment to avoid high points at a 100 foot construction depth, and schedule constraints to minimize impact to seasonal tourism business.

SWSSD Sanitary Sewer Rehabilitation, Southwest Suburban Water District, King County, WA, 1999 – Civil Engineer for evaluation of the District’s existing sanitary sewer collection system, preparation of a Preliminary Engineering Report and design of Phase I PS&E. Preliminary Engineering Report proposed the rehabilitation or replacement of 17,000 LF of sewer mains ranging from 8-inch to 24-inch diameter. Design constraints included wetlands, peat deposits, high groundwater, buildings, and landscaping improvements over the existing sewer main, and pipeline segments over 15 feet deep. The design strategy varied to fit the problem, using conventional open trenching, pipe burst replacement, and cured-in-place pipe rehabilitation. The Phase I PS&E rehabilitated 7,000 LF of sewer mains and concurrently addressed three rehabilitation methods in the construction specifications.

Suquamish Wastewater Inflow and Infiltration Analysis and Sewer Rehabilitation, Kitsap County Department of Public Works, Suquamish, WA, 1997 – Civil Engineer for the development of an inflow and infiltration (I/I) analysis of Suquamish, Washington. The analysis evaluated whether the cost of rehabilitating the existing sanitary sewer collection system, to reduce excessive (I/I) flows, can offset future costs of conveying and treating the flows at the Wastewater Treatment Plant, and the future costs of larger treatment plant expansions. The report initiated a pilot project for the County to evaluate the effectiveness of “trenchless technologies” installation methods. Prepared construction bid documents, specifications, and final design document for the “pipe burst” installation of 0.5 mile of 8-inch mains and associated side sewer laterals.

Standards for Sanitary Sewer Extensions, Kitsap County Department of Public Works, WA, 1996 – Lead Civil Engineer for preparation of sanitary sewer design and construction guidelines for Kitsap County. The guidelines presented an administrative summary, legal issues, and technical standards to become the basis of the County’s sanitary sewer development regulations. The technical specifications and standard details addressed minimum requirements for sanitary sewer mains, side sewers, manholes, and pump stations.

North Jensen Way I/I Sewer Rehabilitation Project, City of Poulsbo, WA, 1996 – Civil Engineer responsible for contract design documents and technical specifications (PS&E) for an inflow and infiltration (I/I) reduction project. Project included 5,000 LF of 8-inch sewer main, 4,000 LF of side sewer and 3,500 LF of 8-inch water main piping. Design challenges included preservation of existing concrete streets, curbs, and sidewalks to minimize the City’s construction costs while replacing all sanitary sewer facilities to within 5 feet of existing residences. The design combined “trenchless” pipe-burst methods with conventional open trench construction depending on design constraints. Construction services were provided for contract administration and technical assistance as a supplement to City staff inspections.

Peregrine Wastewater Collection System, Vintage Communities, Colorado Springs, CO, 1989 – Project Manager for the planning and design of a regional wastewater collection system, which served a 1,100 acre foothills community. Projected population from master plan densities to determine preliminary wastewater design requirements for collection system and regional pump station. Coordinated future gravity flows and pump station demands with utility department. Managed a seven-person civil staff for the final design of adjoining wastewater collection mains and pump station. Coordinated office support of surveying staff during phased construction.

Wastewater Collection and Treatment Facilities, Town of Two Buttes, CO, 1979 – Civil Engineer for a rural community sanitary sewer feasibility study. Prepared design study and preliminary design evaluating the feasibility and economics of a new sanitary sewer collection system and treatment facility.

Calhan Wastewater Treatment Facility, Town of Calhan, CO, 1978 – Civil Engineer for wastewater treatment ponds for a rural community. Designed treatment facility, site work, pipe systems, and flow control structures.

Site Development

South Treatment Plant Administration Building, King County DNRP Wastewater Division, Renton, WA, 2007 – Lead Civil Engineer for design of a new administration building and laboratory at the King County South Wastewater Treatment Plant. Developed site plan alternatives during the initial planning and programming phase to maintain functional plant operations. The final alternatives compared constructing a new second building versus replacing the original 14,000 SF structure, with associated advantages and disadvantages. Upon selection of demolition and replacement alternative, designed site improvements for temporary laboratory facilities to allow construction of the new building. Coordinated site design objectives with architectural, structural, mechanical, and landscaping disciplines for integrated design documents. Prepared construction staging, demolition, utility relocation, and grading plan designs, along with providing specifications and construction assistance. Construction cost was \$10-M and the completed facility was awarded a LEED Gold Certification.

Metro Atlantic/Central Base Expansion, King County DOT Metro Transit Division, Seattle, WA, 2006 – Lead Civil Engineer for a 22-acre transit center expansion of existing diesel and electric bus fleet operations in south Seattle. The \$94-million program included master planning, art program assistance, design guideline compilation, and constructability reviews. Prepared site designs, including six concurrent building permit submittals for modifications to maintenance and operations facilities, design of a new Tire Shop Building, and full street right-of-way improvements. This included site, utility, and drainage designs that were integrated with landscape, site security, and vehicle access coordination. The new Communications Building design challenges included survivability of facilities following a seismic event and continued operations using backup power generation and water supply systems for days following. Designs were sequenced into three separate construction bid packages with specifications, and cost estimating for the first construction phases.

Elliott Bay Seawall Utilities, City of Seattle Department of Transportation (SDOT), WA, 2012 – Civil Engineer for site utility coordination supporting the 35-percent design of 7000 LF of seawall replacement, from S Washington Street to Broad Street. The project required design of earthquake resistant seawall systems to support street improvements, relocate or protect utility systems, and interconnect upland commercial uses, public spaces, and access to Elliot Bay. Evaluated and coordinated through SDOT to address Seattle Public Utilities and Seattle City Light design constraints, including seawall construction impacts mitigation, maintaining utility services, and meeting Code requirements during sequential projects of the Elliott Bay Seawall and the Seattle Waterfront Redevelopment. Utility construction impacts needed to be identified, future waterfront redevelopment impacts anticipated, and regional system performance maintained.

Security Planning and Design for Transit Facilities, King County DOT Metro Transit Division, Seattle, WA, 2007 – Lead Civil Engineer for development of initial scoping and programming for transit security-related facilities at the Central Bus Base North Yard. This was followed by design of gates for rapid construction to be monitored and optionally controlled from a central security office, with communication and security devices to be installed in future contracts. Lessons learned were carried forward to planning of perimeter security for the Ryerson Bus Base, with vehicle and pedestrian gates, fencing, surveillance, and access control equipment. Prepared intermediate and final construction drawings and specifications for automated transit coach gates, secure pedestrian gates at locations directed by the County Project Manager, and automated vendor gates to service the Base. Design documents included electrical wiring, controls, gate layout and foundation system design for gates, fencing, equipment, and instruments including surveillance cameras and electrical panels. Technical specifications were provided in CSI format to supplement the drawings.

Ellicott Slough National Wildlife Refuge, Calabasas Pond Outfall, US Fish and Wildlife Service, Watsonville, CA, 2005 – Project Manager for U.S. Fish and Wildlife Service (USFWS) on-call services to enhance an existing wetland as part of the USFWS management of wetland habitat. Services included site investigation, geotechnical

evaluation, and feasibility analysis for a low-head impoundment structure. To estimate the 100-year frequency design storm of nearly 1,300-cfs, a SWMM model and SCS methods were used to model the 900-acre watershed and conveyance. Design elements included a maintenance and construction access road, sheet pile cut off walls within an earthen berm, a low-flow outlet control structure, and landscape restoration. With a design storm overflow of approximately 2 feet, a combination of conventional and bio-engineered stabilization methods were used, with the outfall channel stabilized by intensive planting of erosion-resistant native shrubs and willows. The PS&E documents were prepared for USFWS to use for Corps of Engineers permitting in 2006 and construction in 2007 for an estimated \$0.2 million construction cost.

Steamship Wharf and Marine Park Improvements, City and Borough of Juneau, AK, 2002 – Lead Civil Engineer for waterfront park improvements designed to connect existing roadside park facilities to an offshore cruise ship wharf with a pile-supported deck system. It supports 0.7 acres of interlocking concrete pavers for cruise ship passenger bus service and a waterfront pedestrian park. Working in conjunction with geotechnical, structural, and architectural disciplines, design challenges included computer modeling of bus circulation to adjust the site design elements for vehicle maneuvering requirements, horizontal and vertical controls, site civil design. On-shore design improvements included low density expanded polystyrene (EPS) fill to respond to low density upland soils, tidal variations of approximately twenty seven feet, and seismic considerations. A pile-supported decking was designed with precast channel beams to span the pile caps, creating a level working platform. A concrete topping slab was then poured and sloped to area drains for collection and oil-water separation, while not exceeding maximum ADA slopes across the final interlocking concrete pavers.

Klondike Gold Rush National Historic Park, US National Park Service, Skagway, AK, 2003 – Project Leader for evaluation of existing and potential circulation patterns in the Klondike gold rush boom town of Dyea, Alaska. The evaluation was part of a Cultural Landscape Report prepared for the National Park Service to determine the extent of restoration of what is currently a reforested archeological district and scenic destination. Study proposed site development improvements for a future Park Service Visitor Center with a system of roads and trails, while maintaining the Park's mission of preserving the "cultural landscape" of the area. Provided for buses, cars, equestrians, mountain bikes, and pedestrians at the Dyea town site, while preserving the historic character and archeological resources per the Secretary of the Interior's Standards for the Treatment of Historic Properties.

Quilcene National Fish Hatchery, US Fish and Wildlife Service, Quilcene, WA, 2003 – Lead Civil Engineer for a new maintenance building for the US Fish and Wildlife Service within an existing fish hatchery complex. Evaluated alternative locations and building configurations with the project architect for initial program development and client approval. Completed site development, grading and utility designs for project plans, specifications, and cost estimate (PSE). A narrow site constriction between existing hatchery structures, the Quilcene River embankments, and a potable water well setback required mitigation of Health Department concerns and a compact site development.

Pacific County South Site Vehicle Maintenance Facility, Pacific County, WA, 2002 – Lead Civil Engineer for site civil design of a new Administration, Vehicle Maintenance, and Covered Vehicle Storage facility. Significant wetland constraints on the 40 acre property were addressed with a compact 6 acre site design. The facility layout was designed to avoid the wetlands, provide for future expansions, and mitigate through averaging a small 150 square foot wetland buffer incursion. An on-site septic mound system was designed to service the facilities. Drainage was routed through bioswales to improve water quality before discharge into an existing wetland pond designed to serve as a detention facility.

Tipsoo Lake Utility Improvements, US National Park Service, Mount Rainier National Park, WA, 2002 – Lead Civil Engineer for renovation of a 1948 utility system to serve proposed visitor center improvements with non-potable water and a new on-site sewage disposal system. In response to the National Park Service's Indefinite Quantity (On-Call) Contract, visited site and produced PS&E documents for client review within two months of initial site visit. Required to allow no construction disturbance of existing natural features, the scope included renovating the existing water supply and replacing the on-site sewage disposal system. Design included lining an existing redwood-lined ground storage tank in an alpine area, and a gravel-less drain field sewage disposal system beneath the existing parking lot.

Gunnuk Creek Hatchery Repairs, Kake Nonprofit Fisheries Corporation, Kake, AK, 2001 – Project Manager for retrofit repairs and replacement of existing hatchery facilities for the Kake Nonprofit Fisheries Corporation. Our design, permit submittals, construction bid documents, and construction administration services addressed multiple problems that had developed over years of operation. Four of the six existing check dam piers had deteriorated in the river and were replaced with new concrete piers that were armored for ice and debris impacts. The existing precast water supply sump for the hatchery was buckling and was repaired with a reinforced concrete lining and added structural bracing. An existing log crib wall supporting the parking area had failed and was replaced with 130 feet of concrete retaining wall up to 10 feet in height, which also supported a cantilever viewing deck for summer visitors. A 100 foot section of the existing access road edge that had settled in a slide was replaced with the road realignment, which included construction of additional drainage facilities and guardrails. Project challenges included coordinating predesign, survey, and geotechnical efforts in a remote location, addressing permit requirements to work within the river, completing bid documents in time to take advantage of seasonal low river flows, and specifying practical solutions for an area lacking both concrete and asphalt batch plants.

Fort Clatsop National Memorial Utility Improvements, US National Park Service, Astoria, OR, 2000 – Project Manager for an On-Call Contract to provide a preliminary design and cost estimate to replace the Fort Clatsop National Memorial water and sewer utilities. Reviewed existing system designs to integrate replace utilities that no longer met the Park's service requirements. Given the National Park Service's mission of preservation and restoration of the historic and natural elements of the site, design constraints included the avoidance of construction in undeveloped portions of the Park and existing wetland areas. Impacts to the year-round visiting public were also minimized. Proposed upgrades: 0.7 miles of new water transmission mains to create a pressure loop with the existing water systems; two sanitary sewer pump stations to discharge through 0.6 miles of new force mains and gravity collection mains; pavement and landscape restorations.

Preston Industrial Park, Preston Industrial Association, Preston, WA, 2000 – Project Manager for a 50acre commercial site development project. As project administrator, coordinated associated consultants to prepare comprehensive design documents for building permit submittal, including survey, geotechnical, civil, architectural, landscaping, and environmental designs. Used common CAD site controls to manage revisions of eight consultants and concurrently complete design documents within an aggressive project schedule. Managed a six-person civil staff to design site controls, 0.6 miles of roadway, parking facilities, 100,000 CY of grading, 2.8 miles of 8-inch to 72-inch storm drain pipelines, and a regional drainage detention/water quality facility. Design constraints included setbacks and buffers from environmentally sensitive slope, stream, and wetland areas, in addition to strict water quality and storm water discharge requirements.

Telecommunication Facilities, Sprint PCS, Western WA, 1999 – Lead Civil Engineer for preparation of site development documents to construct and upgrade telecommunication sites throughout the Puget Sound area. Work consisted of feasibility studies, zoning/building permits, construction/permit drawings, bid assistance, construction support, and record drawings. Provided A&E services for new construction and equipment upgrades for more than 170 telecommunication sites, including raw land, water towers, and rooftop installations. Shifted work among our offices to meet our client's aggressive schedule expectations. Coordinated design with project's site acquisition firms, surveyors, geotechnical consultants, tower engineers, construction contractors, and operations staff in completing the various activities necessary for success of each project.

West Point Landscape Contract, King County DNRP Wastewater Division, Seattle, WA, 1995 – Lead Civil Engineer for final design and contract specification documents for the civil portion of a \$7 million landscape construction contract. The project's objective was to mitigate the visual impacts of a new wastewater treatment plant adjacent to an existing City of Seattle natural park setting. Civil design elements included berm construction and cover treatments to screen the treatment plant structures while maintaining functional interior working area and providing public access trails through a landscaped shoreline park setting. The 30 acres of site work included design and construction of approximately two acres of open water, emergent, shrub, and forested wetlands.

Peregrine Master Planned Community, Vintage Communities, Colorado Springs, CO, 1990 – Senior Project Manager for a 1,100-acre master planned community in mountainous terrain. Negotiated directly with Planning, Traffic, Utility, and Public Works departments to achieve master planning agreements. Prepared design feasibility studies for future developments, including preliminary design of collector streets, utility alignments, storm drainage

systems, and regional storm water detention facilities. Presented multiple phases of the project at public hearings during the approval process, and managed an eight person civil staff designing grading, drainage, reinforced concrete, roads, utilities, and storm water detention facilities, and coordinated office support for construction surveying staff.

Colorado Center, Colorado Center Metropolitan District, El Paso County, CO, 1988 – District Engineer for a 4,000-acre Metropolitan District combining commercial and residential land uses. Managed a seven-person civil staff while designing collector streets, trunk line utilities, and regional drainage facilities. Prepared construction bid documents, scheduled construction surveying, and performed construction administration. Representing the District, reviewed commercial and residential designs for their conformance with the District's master plans and development standards.

Streets & Highways

Marine Drive Improvements, City of Blaine, WA, 2007 – Civil Engineer for the development of PS&E documents for the TIB-funded street portion to reconstruct 2,500-LF of collector status roadway that provides the only access to Port of Bellingham's Blaine Harbor Marina. The street improvements were prepared as a separate WSDOT format bid schedule, along with a CSI format bid schedule for a large rectangular wastewater equalization tank beneath the road. Street improvement design constraints included conveyance system collection and water quality controls compatible with the very flat existing roadway adjacent to Semiahmoo Bay and Drayton Harbor, both highly sensitive to any added pollutants. Fill for roadway embankment was limited to less than one foot due to soils that are highly susceptible to settlement (2 feet of fill could trigger 3 inches of settlement). As a result, low density concrete backfill was employed at speed tables to offset the weight of the embankment. The roadway was designed to disperse as much water as possible to LID rain gardens with native vegetation. These rain gardens were designed with an equalizing trunk line to link all the rain gardens and optimize utilization of treatment areas, regardless of proximity to roadway collections system. Since this equalizing trunk line had to be level for 2,000 LF, an infiltration system was added to the trunk line to allow it to drain during dry months.

Pinehurst Green Grid Natural Drainage System, Seattle Public Utilities, WA, 2006 – Project Manager for design and assistance during construction of 3,900 LF, 0.7 mile, of residential street improvements. As on-call consultants assisting SPU, Tetra Tech staff designed streets, grading, driveways, sidewalks, and intersections while working interactively with SPU staff who managed public meetings and designed demolition, drainage, and landscape restoration. The project was part of a six-block reconstruction of existing residential streets, replacing traditionally straight roads with narrow, gently-curving roads and landscaped swales designed for detention and bio-filtration. The completed street improvements reduced traffic speeds, increased pedestrian safety, enhanced landscaping, improved drainage water quality, and reduced downstream flooding. The PS&E construction documents were prepared and bid by SPU for a \$2 million construction phase completed in 2006. Tetra Tech continued services during construction to assist SPU staff on an as-needed basis.

Washington State Department of Transportation (WSDOT) Permit Exhibit, King County DNRP Wastewater Division, Bellevue, WA, 2006 – Lead Civil Engineer for on-call services to create a permit exhibit for King County's Bellevue sewer interceptor pipe replacement design. Developed Auto CAD modeling of the south Bellevue interchange from hand drawn 1965 WSDOT record drawings and right of way centerline geometry. Developed a composite exhibit relating to the proposed pipeline alignment within the existing WSDOT right of way by integrating Auto CAD data from two other design surveys, each on different coordinate systems.

MACBE Package B Street Improvements, King County DOT Metro Transit Division, Seattle, WA, 2005 – Project Manager of Package B Street Improvements and Package B North Yard bus staging improvements for Metro's Atlantic/Central Base Expansion (MACBE) in south Seattle. The \$3.7 million contract package included 0.9-miles of street improvements surrounding the bus base with 6th Avenue South expansion to 5 lanes, and 3 acres of bus staging site work with "art fence" screening in compliance with Master Use Permit requirements. Managed PS&E documents including survey, civil, traffic, electrical and landscaping design efforts through City permits and County approvals.

Canyon Road Improvements, Kittitas County, Kittitas County Public Works Department, Ellensburg, WA, 2004 – Civil Engineer for design of 3.2 miles of rural arterial street. The improvements connect the Thrall Road exit

from I-82 and continue northerly to Wilson Creek, south of I-90 and the City of Ellensburg. The roadway was widened from 20 to 40 feet with an asphalt overlay over a 30 year old PCCP, including design of clear zones, intersections, and irrigation structure replacements. The PCCP was “rubblized” in place to serve as the roadway subgrade beneath new HMA overlay. Public involvement efforts included presentations at open houses. Design efforts included environmental permit assistance, slip lining two 48-inch CMP irrigation canal pipelines, roadway realignment of two existing railroad crossings, and preparation of PS&E documents meeting WSDOT design standards and approval.

SE Petrovitsky Road Phase III, King County DOT Road Services Division, Renton, WA, 2003 – Project Manager for design completion of improvements from 143rd Avenue SE to 151st Avenue SE or approximately 0.64 miles. Project consists of widening and improving a two-lane roadway with shoulders to a five lane collector with bicycle lanes, curb and gutter, and sidewalks. Project included 7,100 LF of concrete curb, 8,000 tons of ACP, two new signalization systems, and landscaping of approximately 4,500 trees, shrubs, and ground cover plantings. For a more efficient use of space, the water quality bio-swale and infiltration ditches were contained by noise barrier wall foundations due to limited cross section width. Also, 6,100 LF of SD and UD piping was conveyed to a 12-foot-wide concrete detention vault designed under the roadway to reduce wetland impacts. Retaining walls included 1,400 LF of reinforced concrete walls, 2,800 LF of reinforced concrete walls with attached precast sound barrier panels on top, 200 LF of auger cast steel pile wall with of reinforced concrete wall fascia and attached precast sound barrier panels on top. During construction, completed sound attenuation studies to evaluate sound barrier effectiveness and provided on call services.

Marine Way and South Franklin Street Intersection, City and Borough of Juneau, AK, 2001 – Lead Civil Engineer for utility improvements during CBJ’s downtown intersection construction identified by City as an area of major downtown congestion. Tetra Tech managed intersection improvements that directed pedestrian circulation, improved entrance and exit conditions from the downtown parking garage, and allowed for the turnaround of large vehicles, including buses, around a teardrop island. The utility design involved water, sewer, and storm drain improvements, including the replacement of a portion of an existing downtown force main with parallel line. Access vaults were designed to allow CBJ connections of future force main segments to the new replacement pipeline. Planning, design, and construction of the project was completed between October 2000 and May 2001 under an unusually aggressive schedule that avoided major disruption during the heavy traffic of the summer season in downtown Juneau.

Bakerview Road, City of Bellingham, WA, 1998 – Civil Engineer for design and construction of 1.7 miles of street improvements, which upgraded an existing two-lane road to a five-lane municipal collector. The project included design of 17,000 LF of pipe systems, including 8-inch sanitary sewers, 12-inch to 72-inch storm sewers, and 6-inch to 20-inch water systems; asphalt and concrete pavements; and reconstruction of three signalized intersections. Design challenges included acquiring sufficient right-of-way, meeting water quality discharge requirements, and providing sight distance in rolling topography. To minimize construction impacts to a Washington Fish and Wildlife Department-regulated waterway and associated wetlands, a mechanically stabilized earth (MSE) wall was designed over 20 feet high and approximately 400 feet long. During construction, represented the City in resolving design conflicts and managing inspection staff. Also prepared construction pay estimates averaging \$0.5 million per month and projected estimated contract completion costs.

SE High Point Way/SE 82nd Street Intersection, Preston Industrial Associates, King County, WA, 2000 - Project Manager for the realignment of an existing intersection to accommodate additional lanes and the design of other intersection improvements in King County, Washington. As part of the Preston Industrial Park development, coordinated the design efforts of four consultants and Tetra Tech civil staff to prepare design documents for approval by Washington State Department of Transportation and King County.

Reed Avenue from SR 20 to John Linear Road, Sedro-Woolley, WA, 1997
City of Sedro Woolley

Project Manager for the federal STP funded roadway project that widened existing street to 40 feet with new curbs, gutter, sidewalk, and storm sewer. Design included right-of-way takes from 17 property owners, a Sanitary Sewer Improvement District facilities, utility improvements, street lighting, and surface drainage improvements.

North Creek Detention Pond Access Road, Snohomish County, WA, 1996**Snohomish County**

Civil Engineer for a 0.25 mile road bordering an environmentally sensitive wetland area and leading to a proposed flood control structure. Prepared construction bid documents, specifications, and final design details, including a vegetated geogrid for the road foundation to minimize impact to the surrounding area.

Utah Street and Washington Avenue for Metro, Seattle, WA, 1992**King County DNRP WTD**

Construction Engineer on a 1.5-mile access road to the West Point Treatment Plant. This project included roadway overlays, restorations, widening, and new construction on five City streets. Resolved design conflicts for water, sewer, and storm sewer systems as part of construction administration responsibilities. Designed civil and coordinated structural revisions to pedestrian under crossing structure, which combined curved soldier pile walls and a precast box under crossing with curved cantilever retaining walls and road improvements above.

Woodmen Road Improvements, Colorado Springs, CO, 1988**Vintage Communities**

Project Manager for the realignment and widening of approximately 2 miles of Woodmen Road to a minor arterial status roadway. Prepared preliminary design of road and utility alignment through City and utility department approvals, managed a design staff of four through final design approvals, and provided design calculation support to construction survey crews. Design included new 8-inch and 12-inch sanitary sewers, storm sewers up to 36-inch diameter, and 30-inch water distribution mains beneath a four-lane street with intersection deceleration lanes.

Bradley Road Improvements, El Paso County, CO, 1987**Colorado Center Municipal District**

Project Manager for intersection turning lane improvements. Managed a five person civil design staff, widening Bradley Road to a four lane minor arterial roadway, including lengthening of existing drainage facilities. Represented project through County approvals and construction administration.

Fairway Center, Colorado Springs, CO, 1986

Project Manager for a 4-acre commercial development project. Prepared grading, drainage, and utility designs for master plan and development plan approvals. Designed adjacent State Highway 83 deceleration lane to access the site and prepared final drainage design including 60-inch storm drain outfall.

Wild Oak Farms, Fountain, CO, 1986

Project Manager for a 400-acre mixed-use residential development with full scope design responsibilities. Prepared grading, drainage, and utility designs for master plan approvals. Designed final grading, streets, sanitary sewers, storm sewers, and water systems for a phased development. Constraints included shallow bedrock formations, an agricultural canal system, and a 3 mile outfall sanitary sewer.

Table Mesa Road, Colorado Springs, CO, 1981**United Planning and Engineering**

Project Manager for the design of street improvements and public utilities in a heavily wooded, narrow valley development with extensive preservation requirements. Worked in conjunction with site planners to evaluate development feasibility and designed preliminary development plans for subdivision plat document approvals. Designed drainage, road, and utility improvements with challenging alignment and grade constraints due to existing environmental and rock outcropping preservation requirements.

Cedar Heights Drive, Colorado Springs, CO, 1980**United Planning and Engineering**

Project Engineer for a hillside residential collector road, which served a foothills community. Designed street improvement plans with public utilities, associated grading, and drainage facilities. Design constraints included a topographic controlled alignment typical of mountainous areas, which required a minimum cross-section to reduce disturbance to natural slope vegetation and ridgeline rock outcroppings.

Water Systems

Craters of the Moon Water Line Replacement, Arco, ID, 2002

US National Park Service

Project Manager for design and construction documents to replace the sole source water collection line serving the National Park Service (NPS) Craters of the Moon National Monument. The design also completed the Park District's strategy to convert from surface water to well water supply sources. Phase 1 efforts evaluated water system and survey data to design 7,500 LF of water distribution main, a connection of the existing well pumps, and chlorination facilities. Design constraints included the avoidance of construction disturbance in undeveloped portions of the Park to honor the Park's mission of natural feature preservation. Prepared technical specifications and engineer's estimate for the NPS to advertise and bid the job. Phase 2 design replaced an additional 7,000 LF of water distribution main, eliminated filtration units at the chlorination building, added water manifold piping inside the existing ground storage tank reservoir, converted the water system to operate on photovoltaic power with grid power backup, and added a new system control panel with telemetry relay to remote well pump facilities.

Water System Improvements, Vernonia, OR, 1998

City of Vernonia

Lead Civil Engineer for contract documents to replace 33,000 LF of 6-inch to 12-inch diameter water distribution mains. Prepared design plans, specifications, and engineer's estimate (PS&E). Completed initial mapping of existing water system from available records and interviews with City staff. Scope included retrofit design of river intake system with airburst cleaning of intake screens and the addition of filter to waste backwash piping and controls at the existing water treatment plant. At the existing ground storage tank, rehabilitation design included cleaning and lining of reservoir walls and discharge piping beneath the tank. Pipe system design included a river crossing, pressure control valve stations, and a new package pump station linked to the reservoir level sensor system.

Water System Comprehensive Plan, King County, WA, 1996

King County Water District No. 49

Civil Engineer for the preparation of a six-year comprehensive water system plan in conformance with State Department of Health and Growth Management Act requirements. Evaluated land use and population patterns, projected growth trends, updated the water system KYPIPE computer model for a functional analysis and evaluation of the District's network distribution system, and proposed a capital improvement plan.

Sisters of Saint Francis, Colorado Springs, CO, 1987

Vintage Communities

Project Manager for site improvements to support the remodeling of an existing monastery complex to serve as convalescent care facility. Prepared KYPIPE computer model of fire flow demands and designed a new 8-inch and 12-inch system. Designed new parking facilities to function concurrently as detention facilities to eliminate the need for downstream drainage upgrades.

Cedar Heights Water System, Colorado Springs, CO, 1980

United Planning and Engineering

Lead Civil Engineer for a foothills community water system requiring a pump storage water delivery system. Designed approximately 2 miles of 8-inch to 12-inch transmission pipe through mountainous area to supply a series of two pump stations and two 0.5-MG storage tanks. Modeled and designed gravity water distribution network to serve community. Coordinated design surveys, drafting production, and negotiated design approvals.

Storm & Surface Water Management

Reddington Levee Setback, Auburn, WA, King County, 2013 – Lead Civil Engineer for new setback levee improvements, existing levee removal, engineered log jams, and rip rap barbs in the floodway to dissipate velocities and control river scour. The design also included service road and trail access to the top of the levee, hydraulic analysis of an existing city storm water pump station, and storm water quality swale design. Managed design team PS&E deliverables including site civil, geotechnical and river engineering efforts. Integrated designs with County design team responsible for utilities, landscape restoration and permits. The completed \$8.8 M project was bid for 2013 construction.

WSDOT Bridge and Ferry Terminal Maintenance NPDES Support, WA, 2003**Washington State Department of Transportation**

Civil Engineer for preparation of Special Provisions to supersede conflicting provisions of the WSDOT Standard Specifications for a state-wide contract to clean Washington State bridges and ferry terminal transfer spans over environmentally sensitive waterways, tidal exchange areas, and areas with aquatic plants. The intent was to prepare the structures for routine visual inspection, structural maintenance, and painting in compliance with HPA and NPDES permit requirements. The Special Provisions laid out for Contractor(s) those performance requirements applicable to specific job sites, specifying methods to meet the permit requirements.

Dogwood Tributary Bypass Design, Everett, WA, 2003**City of Everett**

Civil Engineer for the preparation of design, specification, and cost estimate (PS&E) documents for 5,100 LF of 24-inch and 30-inch storm drain piping. In response to increasing upstream development, the project diverted and piped peak runoff around a habitat sensitive portion of Pigeon Creek before merging flows for discharge to Puget Sound. Project design elements included a flow diversion structure, an energy dissipation structure, and a narrow dead-end road alignment to maintain property owner access during construction. Challenges included design of a 300 LF segment of HDPE outfall on the surface of a 70 percent slope, which allowed construction without vehicle or other erosion disturbances on the steep woodland slope. Landscape restoration included the replanting of Western Washington native species of trees and shrubs, as well as energy absorption logs in the receiving stream bed.

Forest Park Rehabilitation Center, Seattle, WA, 2002**SEA-DRU-NAR**

Lead Civil Engineer for the renovation of an existing nursing home to a substance abuse treatment center for SEA-DRU-NAR, a nonprofit organization. New storm drain improvements were designed and constructed to respond to previous erosion problems serious enough to have destabilized an adjacent stream embankment and threatened the existing building foundation. To mitigate slope stability problems, storm runoff from the development and rooftops were intercepted. Storm flows were piped down the surface of the steep slope and safely discharged at an energy dissipation structure at the base of the slope.

Metro West Point Storm Water Collection System, Seattle, WA, 1991**King County DNRP WTD**

Project Engineer providing the storm drainage designs for a 30-acre wastewater treatment plant site. Designed a system to convey historic runoff from adjacent public park and modeled the routed storm peak through a highly constricted project site to minimize disruption of plant operations during storm flows. Off-site design included fabric lined vegetated open channels to conform to Park Department's aesthetic requirements. On-site facilities included storm drain collection systems of up to 30-inch diameter and a separate weir metered source to provide year-round fresh water to a new shoreline park wetland.

"Dry Creek" Flood Control Structure, Colorado Springs, CO, 1990**Vintage Communities**

Project Manager for future school site flood control improvements. Evaluated feasibility of alternative design solutions to channel an existing floodplain of over 1,400 cfs through a proposed school property, and prepared the recommended preliminary design for City approval. Designed reinforced concrete drop structure and 7-foot by 9-foot box culvert to intercept and convey storm water beneath school site. Designed public street and utility improvements crossing the drainage structure to serve the new public school and provided construction administration. Managed a FIRM (FEMA) floodplain map revision.

Regional Storm Water Detention Pond, Colorado Springs, CO, 1989**Vintage Communities**

Lead Civil Engineer for a regional detention facility in the northwest corner of Colorado Springs. Presented project to City for preliminary design approval of storm flow model of a future upstream collection system with historic discharge flow requirements. Designed detention pond concrete outlet structure with an emergency overflow weir. Managed civil staff of five for final design of detention pond, storm sewer collection system of up to 42-inch diameter, and a FIRM (FEMA) floodplain map revision.

Regional Storm Water Detention Facility, El Paso County, CO, 1987
Colorado Center Municipal District

District Engineer for a regional detention pond located in the Colorado Center Municipal District. Represented the District during final design approval by County. Managed four-person civil staff for drainage basin analysis and determined whether an existing earthen dam could be improved to meet State design small dam requirements. The design included reinforced concrete structures, box culvert outlet works, with rip rap emergency spillway, and a designated wetland within the detention facility.

Construction Administration**Sewer Lake Line and Pump Station No. 4 Replacement Project, Mercer Island, WA, 2011****City of Mercer Island**

Construction Manager providing services during construction for the City of Mercer Island. Project elements included 3,500 LF of 16-inch, 4,300 LF of 10-inch, and 4,700 LF of 8-inch pipeline constructed in Lake Washington; plus upland construction of a 50-foot deep pump station and associated site piping, valving, Control Building, and restoration. Assisted the City's construction management consultant with geotechnical, civil, structural, mechanical, and electrical design discipline support. Reviewed submittals, responded to RFI's, reviewed change orders, and provided mechanical/electrical startup services.

Lake Desire Water and Low Pressure Sewer, Renton, WA, 2009**Soos Creek Water & Sanitation District**

Construction Manager for services during construction of new water distribution piping and low pressure sewer collection system for the Soos Creek Water and Sewer District to serve residents around Lake Desire. Project elements included 8,800 LF of up to 8-inch diameter water main, 7,800 LF of up to 6-inch diameter sewer main piping, and associated service connection. Much of the project was constrained by narrow residential roads confined by either steep slope and wetland conditions. Coordinated design issues and progress quantities with District's construction observation subconsultant. Developed pay estimate system to process 9 interim Contractor payments totalling \$2.2M at completion.

Norfolk-MLK Way Subbasin Stormwater Improvements, Seattle, WA, 2009**City of Seattle Department of Public Utilities**

Construction Engineer for services during construction of a 64-inch storm sewer discharge for the Seattle Public Utilities Department. Met weekly with SPU and Contractor staff to interpret design and resolve construction impacts. Completed installation added discharge capacity to existing MLK Way collection system and reduced flooding problems in the public street.

Lakota Wetland Regional Pond, Federal Way, WA, 2004**City of Federal Way**

Construction Manager for the City of Federal Way during construction of Tetra Tech designed storm water improvements. The constructed facilities reduce flooding problems near SR 509 and 21st Avenue SW by temporarily flooding the existing Lakota wetlands upstream, enhancing the wetland habitat. The project included a pile supported flow control structure and 0.25 miles of flood control berm, with a pedestrian trail and wetland observation area to provide public access. Managed inspection staff, submittal reviews material testing, resolved design conflicts, negotiated change orders and completed construction 13 percent under budget.

SE Petrovitsky Road from 143rd Avenue SE to 151st, Renton, WA, 2003**King County DOT Road Services Division**

Project Manager providing design services during construction for the completion of SE Petrovitsky Road improvements. The 0.64 mile project design consisted of widening and improvements from the previous two-lane roadway with shoulders to a five-lane collector with bicycle lanes, curb, gutter, and sidewalks. Project included 7,100 LF of concrete curb, 8,000 tons of ACP, two new signalization systems, and landscaping with approximately 4,500 trees, shrubs, and ground cover plantings. Drainage improvements included 6,100 LF of storm drain and under-drain piping, a 12 x 5 x 180 LF concrete detention vault, and a gabion lined detention pond. Wall construction included 1,400 LF of reinforced concrete walls to minimize adjacent property disturbance, 2,800 LF of reinforced concrete walls with attached precast sound barrier panels on top, 200 LF of auger cast steel pile wall with

reinforced concrete wall fascia and attached precast sound barrier panels on top. During construction, completed sound attenuation studies to evaluate sound barrier effectiveness and provided on call services.

Issaquah Maintenance Facilities, Issaquah, WA, 2001**City of Issaquah**

Construction Administration Engineer representing the Project Architect for site preparation of a new public works maintenance building and site development. Construction included earthwork, retaining walls, 5,300 LF of water, sewer, and storm drain piping, 37 structures, and other site improvements. Coordinated with site inspection staff representing the City to resolve design conflicts and manage progress pay estimates of approximately \$0.3 million per month.

Sea Tac Mall Detention Phase II, Federal Way, WA, 2000**City of Federal Way**

Construction Manager representing the City of Federal Way for the construction of storm sewer, water quality, and sanitary sewer facilities. Project included 3,400 LF of 24-inch to 84-inch storm drain piping and over 30 storm drain structures up to 132-inch in diameter. An existing 0.5-acre detention pond was converted to an oil-water separation and biofiltration water quality facility. Two zones of petroleum contaminated excavation and groundwater disposal were resolved in compliance with regulatory requirements. Restoration of street improvements included pavement, curb, block and rock walls, sidewalk, and landscaping. Managed consultant staff of environmental testing, water quality, and construction inspectors. Evaluated contractor material submittals, managed pay estimates of approximately \$0.4 million per month and prepared cost to completion estimate reports for City review.

Bakerview Road, Bellingham, WA, 1998**City of Bellingham**

Construction Manager for the City of Bellingham during the construction of 1.7 miles of street improvements, upgrading an existing two-lane road to a five-lane municipal collector. The project included the design of 17,000 LF of pipe systems, including 8-inch sanitary sewers, 12-inch to 72-inch storm sewers, and 6-inch to 20-inch water systems. To minimize wetland impacts, constructed a mechanically stabilized earth (MSE) wall over 20 feet high and approximately 400 feet long to cross a waterway and associated wetland regulated by the Washington Fish and Wildlife Department. Construction included asphalt and concrete pavements, and the reconstruction of three signalized intersections. Represented the City in resolving design conflicts, managing inspection staff, prepared construction pay estimates averaging \$0.5 million per month, and projected estimated contract completion costs.

Anheuser-Busch Brewery Expansion, Houston, TX, 1983**Anheuser-Busch, Inc.**

Senior Cost Engineer in the construction management office of a \$105 million project. Developed cost and man-hour reports, evaluated cost and schedule trends, and produced detailed completion forecasts up to \$41 million. Also coordinated labor and material expenditures, subcontract bid documents, and pay requests.

N.L. Baroid Dry Grinding Plant, Lake Charles, LA, 1982**N.L. Baroid, Inc.**

Cost and Schedule Engineer for the construction management of a \$22 million design-build project. Produced construction schedules integrating civil, structural, mechanical, conveyor, electrical, and railroad construction from CPM master schedule. Subcontract cost administration for 15 contracts totaling \$2 million per month.

Las Animas Water Collection System, Las Animas, CO, 1979**City of Las Animas**

Construction Engineer for a \$0.8 million municipal water collection system, including well pumps, collection pipe lines, ground storage reservoir, chlorination, and control systems. As design office representative, coordinated field design changes, resolved contractor design questions, met with the Public Works Director, and attended City Council meetings.

Alaskan Pipeline Port, Valdez, AK, 1977**BP Petroleum, Inc.**

Cost and Schedule Engineer for a \$200 million site preparation contract for construction of crude oil storage tanks, pipelines, and port facilities. Monitored expenditures of \$7 million per month and estimated change orders up to \$30

million. Created CPM schedule for contract management, including site work, process piping, structural concrete, structural steel, and marine construction.

Employment History:

1990- Current, Tetra Tech, Inc., Seattle, Senior Civil Engineer

1987-1990, JR Engineering, Colorado Springs, Senior Project Manager

1985-1986, Apogee Engineering & Surveying, Colorado Springs, Head of Engineering

1983-1985, Growth Technologies, Colorado Springs, Head of Engineering

1981-1983, Morrison Knudsen, Boise, Cost & Schedule Engineer

1980-1981, United Planning & Engineering, Colorado Springs, Design Engineer

1978-1980, R Keith Hook & Associates, Colorado Springs, Design Engineer

1974-1977, Morrison Knudsen, Boise, Cost & Schedule Engineer

STATEMENT OF QUALIFICATIONS

Dennis E. Van Kirk, C.E.T.

VK Tech Services

Mr. Van Kirk has over 45 years of professional experience in project cost management services including cost estimating, change order analysis, value engineering, and constructability reviews. He has extensive experience in all CSI Specification Divisions, ranging from conceptual planning and design through construction and closeout. Projects include pump stations, pipelines, tunnels, treatment plants, power plants, bridges, railroads, transportation systems, aviation complexes, marine structures and outfalls, manufacturing plants, power generation and transmission facilities, laboratories, office buildings, schools, medical facilities, landfills, and underground utilities. His experience includes renovations, remodels, demolition, historic preservation, conversions, additions, hazardous materials remediation, and new construction.

Education:

Diploma, Liberal Arts, Yakima Valley College, Washington

Certification/Registration:

Certified, Engineering Technician, Architectural Engineering Technology, National Institute for Certification in Engineering Technologies, (NICET) 1972

King County SCS Certification No. 760

Washington State Veteran's Affairs (Veteran-Owned Business) Certification No. 42338AB2

Professional Affiliations:

Honorary Life Member, Association for the Advancement of Cost Engineering (AACEI). President, Oregon Section, 2009-2011.

Society of American Value Engineers (SAVE)

COST ESTIMATING:

Water/Wastewater:

-Mint Farm regional Water Supply Project estimate review. Client: Kennedy-Jenks.

-Lake Oswego/Tigard Water Partnership Raw Water and Finish Water Pipelines. Pre-Design Estimates. Client: Pinnell Busch/Brown & Caldwell.

-Canyonville, Oregon WWTP Expansion Facility Plan conceptual estimates. Client: Kennedy Jenks.

-Lake Oswego Influent Sewer Lake Down project. Final Engineer's Estimate. Client: Pinnell Busch/Brown & Caldwell.

- City of Everett, Washington WTP Clearwell No. 2 (Carollo).

- Tualatin Valley Water District – Proposed Pipelines and River Intake (Carollo).

- City of Eugene, Oregon – WWTP Expansion (Carollo).

- King County, WA – Brightwater WWTP Recycled Water Facilities (Carollo).

- Eastern Municipal Water District, California, Perris Valley Regional Water Reclamation Facility Tertiary Expansion (Carollo).

- City of Tracy, California, John Jones Water Treatment Plant (Carollo).

- City of Springfield, Missouri, Northwest Wastewater Treatment Plant Expansion (Carollo).

- Eastern Municipal Water District, California, Temecula Valley Regional Water Reclamation Facility (Carollo).

- City of Tulare, California, Industrial Wastewater Treatment Plant (Carollo).

- Eastern Municipal Water District, California, Hemet Water Filtration Plant Design (Carollo).

- City of Benicia, California, Wastewater Treatment Plant Improvements- Santa Maria, California, Fluoridation Facility (Carollo).

- City of Santa Barbara, California, Cater Water Treatment Plant (Carollo).

- California Department of Corrections & Rehabilitation, Deuel Vocational Institution MBR Wastewater Treatment Plant. (Carollo).

STATEMENT OF QUALIFICATIONS

Dennis Van Kirk, C.E.T.

VK Tech Services

- California Department of Corrections & Rehabilitation, Water System Evaluation, Calpatia State Prison. (Carollo).

- City of Roseville, CA, Various WWTP Expansion projects. (Carollo).

- La Verne, CA., F.E. Weymouth Water Filtration Plant Oxidation Retrofit Program. (Carollo).

-Salem, OR WWTP Expansion, including riverine outfall. (Carollo).

- Cost estimator for proposed digester rehabilitation at the Hyperion Wastewater plant in Los Angeles, California. Work included replacement of interconnecting pipelines in galleries beneath the digesters, and rehabilitation/replacement of ferric chloride systems. Estimating work included a field survey of existing conditions and conceptual cost estimates. (CH2M Hill)

- Lead estimator and estimate reviewer on the City of Portland, Oregon, Bureau of Environmental Services CSCC project. Major project elements included a large-diameter tunnel for combined sewer overflow (CSO) conveyance and storage. (C3MG)

- Lead cost estimator for the Portland, Oregon, West Side CSO Project 35-percent design. Project included a large-diameter tunnel, vertical shafts, and a large, deep pumping station on Swan Island. (C3MG)

- Lead estimator for the 5 Denny Way CSO projects in Seattle, Washington. Work included a large diameter tunnel, pumping stations, marine outfall, conveyance lines and a major CSO control facility. For the same client, the Henderson CSO Projects, consisting of pipelines, large diameter tunnel and pumping facilities. (C3MG)

- Cost estimator on the city of Portland, Oregon, Bureau of Environmental Services Columbia Boulevard Wet Weather Pump Station project. Estimating work included conceptual, budgetary and final estimates; value engineering team participation; and cost support. (C3MG)

- Lead cost estimator for the West Point Municipal Wastewater Plant, King County, Washington. This large plant had construction costs in excess of \$300 million. Major site work issues included poor soil conditions and restricted access. Estimating work included conceptual estimates, value engineering team participation and cost support, budgetary estimates, final estimates, and change order estimates. (CH2M Hill)

- Cost estimator for the base infrastructure facilities at the Kodiak, Alaska, Coast Guard Base. Projects included water transmission and wastewater conveyance pipelines, pump stations, a water treatment facility at Buskin Lake, a wastewater treatment plant, and a marine outfall. Estimating work included conceptual, budgetary, final, and change order estimates. (CH2M Hill)

- Cost estimator for conceptual and budget level estimates for selecting alternatives on the proposed replacement of AC sewer lines in lake Washington at the North end of Mercer Island. (C3MG)

- Cost estimator for a municipal wastewater plant and conveyance system for Bremerton, Washington. The project consisted of the wastewater plant, pump stations and pipelines, and a marine undercrossing of Port Washington Narrows. Estimating work included conceptual, budgetary, final, and change order estimates. (CH2M Hill)

- Cost estimator on the Post Point Wastewater Treatment Plant in Anacortes, Washington. The project included demolition of existing facilities and the construction of conveyance pipelines and an influent pumping station. Estimating work included conceptual, budgetary, and final estimates. (CH2M Hill)

- Cost estimator for infrastructure facilities for the City of Centralia, Washington. Projects included downtown interceptor and collection sewer pipelines, a major caisson-type pumping station at Borst Park, rehabilitation of existing digesters, new clarifiers, and sludge drying beds. Estimating work included conceptual, budgetary, final, and change order estimates. (CH2M Hill)

- Cost estimator on the Pole Bridge Creek wastewater treatment plant near Atlanta, Georgia. Major project elements included a headworks, primary and secondary clarifiers, aeration basins, flow measurement, and effluent pipelines. Estimating work included budgetary and final estimates. (CH2M Hill)

- Cost estimator for the Marine Park Water Reclamation Facility in Vancouver, Washington. Major project features included an influent pump station, a screening/grit handling facility, primary and secondary clarifiers, aeration basins, auxiliary power generation, and operator laboratory facilities. Estimating work included conceptual, budgetary, and final estimates. (CH2M Hill)

STATEMENT OF QUALIFICATIONS

Dennis Van Kirk, C.E.T.

VK Tech Services

Power Generation:

Cost Estimator for change order services during construction of the Terre Haute Electrical Cogeneration Plant, Terre Haute, Indiana. (PSI Energy, Now CINERGY)

Cost Estimator for the Kingsley Hydroelectric Power Project, Lake Ogalalla, Nebraska. A 50MW vertical turbine in the stilling basin at the foot of an earth-fill dam. (CH2M Hill)

Transportation:

Cost estimator for the Sound Transit Tacoma Link Light Rail Maintenance Facility, Tacoma, WA (C3MG).

Cost estimator for the Ruby Junction Light rail Maintenance Facility Portland Tri-Met Interstate Max. (C3MG).

Cost estimator for the Sacramento Metro Heavy Rail Maintenance Facility (C3MG).

Trident Railway, Trident Nuclear Submarine base, Silverdale, WA (CH2M Hill)

Conceptual estimates for a Coal Port and 200 mile railway, Za Fraana, South Africa (CH2M Hill)

Nestucca River bridge replacement, Oregon (C3MG)

Marine Projects:

San Francisco Bay outfall, East Bay Municipal Water District (CH2M Hill)

Ocean Outfall for a private food processor, Pago Pago, South Pacific (CH2M Hill)

Port Washington Narrows Pipeline Crossing, Bremerton, WA (CH2M Hill)

Terminal 46, D.U. No. 1, Port of Seattle, WA Transtainer Facility. (CH2M Hill)

Homer Dock Expansion, Homer, Alaska (CH2M Hill)

Point Roberts Marina, Point Roberts, WA (CH2M Hill)

Architectural Projects:

Camas Middle School, Camas, WA (C3MG)

Denny Way CSO Control Facility, Seattle, WA (C3MG)

Conceptual estimates for the proposed Rental Car Garage facility at SEATAC International Airport, SEATAC, WA (C3MG)

Sound Transit Tacoma Link Light Rail Maintenance Facility, Tacoma, WA (C3MG)

Value Engineering Team Member:

- Brightwater Wastewater Treatment Plant, King County, Washington
- Temecula, CA RWRF Plant Expansion
- Mason County Belfair Wastewater Treatment Plant
- Cleveland, Ohio CSO Control Facility
- Skokomish-Mason County HPC Management Facilities
- City of Pendleton, OR WWTP Phase 1 Upgrades
- City of Eugene, OR MWMC Tertiary Filtration Project
- City of Portland, OR Fanno Creek Basin Pump Station Surge Analysis VE
- Sandy Storage Facilities, Portland, Oregon
- Bull Run Water Intertie, Portland, Oregon
- Bull Run Intake Towers, Portland, Oregon
- Tarrant Regional Water District, IPL Project, Fort Worth, TX. (180 Mile Pipeline)
- Columbia Boulevard 125 MGD Influent Pump Station, Portland, Oregon.
- City of Portland Wellfield Improvements, Portland, Oregon
- Wet Weather Pump Station, Portland, Oregon
- Ankeny Pump Station, Portland, Oregon
- Grant's Pass Master Plan Liquids Stream, Grant's Pass, Oregon
- Grant's Pass Master Plan Solids Stream, Grant's Pass, Oregon
- U.V. Sterilization Process, LOTT Plant, Lacey, Washington
- West Point Wastewater Treatment Plant, Seattle, Washington
- Kenmore Interceptor, Kenmore, Washington

STATEMENT OF QUALIFICATIONS

Dennis Van Kirk, C.E.T.

VK Tech Services

- Kennewick Wastewater Treatment Plant Upgrades, Kennewick, Washington
- Newport, Oregon Wastewater Treatment Plant
- North Creek Pump Station, King County, Washington

Awards:

Charles V. Keane Award for Distinguished Service, Association for the Advancement of Cost Engineering International, 1995

Excellence in Publications Award, Association for the Advancement of Cost Engineering International, (AACEI) 1983

AACEI Honorary Life Membership Award, 2009.

Publications/Presentations:

Van Kirk, D. "The Unknown Cost Engineer," Cover, *Cost Engineering Magazine*. Volume 25, No. 4. July 1983.

Van Kirk, D. "Cost Estimating Standards," Carollo Internal Document, 2002

Van Kirk, D. "Cost Estimating in a Fluctuating Market" AWPCA Annual Meeting, Mesa, AZ. 2006, JTAC/AWWA , Denver, CO, 2007.

Van Kirk, D. "Introduction to Cost Estimating" 0.3 CEU's. 2005, Carollo CTEC Course No. 3.

Van Kirk, D. "Why Change Orders Cost More," Carollo Internal Document, 2005.

Van Kirk, D., "Contingency - What is it? How Much Should You Use?," Carollo Internal Document, 2004

Van Kirk, D. "Talking to Vendors," Carollo Internal Document, 2003.

McKinleyville Community Services District
 PO Box 2037, McKinleyville California 95519
 Telephone (707) 839-3251 - FAX (707) 839-8456

Professional Services Agreement

This Professional Services Agreement (this "Agreement") is made and entered between the parties listed below as of the date(s) set forth below. For your protection, make sure that you read and understand all provisions before signing. The terms recited as sections a through u on Pages 2 & 7 are incorporated in this document and, along with this page, constitute material terms and conditions of the Agreement between the parties.

TO: Robinson, Stanford & Rude, INC	DATE: 8/10/2013
5021 Tangerine Ave.	
Gulfport, FL 33707	Agreement No. 2013-08

The undersigned Consultant offers to furnish the following services (the "Services"):

As described in the proposal submitted by Consultant dated June 21, 2013, which is attached hereto as **Exhibit A** and incorporated herein by reference. The Services shall be provided on a time and materials basis not to exceed the amounts described in **Exhibit A**. The scope of work for this project includes the following:

Value Engineering (VE) services for the McKinleyville Community Services District Wastewater Treatment Plant Improvement including:

- o Pre-Study Activities Upon receipt of the design documents
- o Workshop September 9-13, 2013
- o Preliminary VE Study Report Three working Days after completion of the Workshop
- o Implementation Meeting TBD
- o Draft Final VE Study Report Seven working days after the Implementation meeting
- o Final VE Study Report Seven working days after receipt of Client comments on the draft report

Contract price not to exceed \$93,671.00

Completion date on or before November 31, 2013

Payment Intervals:

Monthly

Instructions: Sign and return original. Upon acceptance by McKinleyville Community Services District, a copy will be signed by its authorized representative and promptly returned to you.

Insert below, the names of your authorized representative(s).

Accepted: McKinleyville CSD

Consultant:

Robinson, Stafford & Rude, Inc.

(Business Name)

By Gregory Orsini

By Don Stafford

Title General Manager

Title President

Other authorized representative(s):

Other authorized representative(s):

David Hamilton

Consultant agrees with McKinleyville Community Services District that:

- a. **Indemnification.** To the fullest extent permitted by law and consistent with California Civil Code §2782.8(a), Consultant will, indemnify and hold harmless McKinleyville Community Services District, its directors, officers, employees, and authorized volunteers (collectively "District") from and against all claims, demands and damages of all persons and entities that arise out of the Consultant's negligent acts or omissions, recklessness, or willful misconduct in the performance (or non-performance) of the Services under this Agreement. Consultant shall not be obligated to defend or indemnify the District from and against all claims, demands and damages that arise out of, pertain to, or relate to the District's own negligent acts or omissions, recklessness, or willful misconduct or the negligent acts or omissions, recklessness, or willful misconduct of others.
- b. **Standard of Care.** In providing the Services under this Agreement, Consultant shall exercise that degree of skill and care ordinarily used by other reputable members of Consultant's profession, practicing in the same or similar locality and under similar circumstances.
- c. **Workers Compensation Insurance.** By his/her signature hereunder, Consultant certifies that he/she is aware of the provisions of Section 3700 of the California Labor Code which require every employer to be insured against liability for workers' compensation or to undertake self-insurance in accordance with the provisions of that Code, and that Consultant will comply with such provisions before commencing the performance of the professional services and work under this Agreement. Consultant and sub-consultants will keep workers' compensation insurance for their employees in effect during all Services covered by this Agreement.
- d. **Professional Liability Insurance.** Consultant will file with McKinleyville Community Services District, before beginning professional services, a certificate of insurance satisfactory to the McKinleyville Community Services District evidencing professional liability coverage of not less than \$1,000,000 per claim and annual aggregate, requiring 30 days notice of cancellation (10 days for non-payment of premium) to McKinleyville Community Services District. Coverage is to be placed with a carrier with an A.M. Best rating of no less than A-:VII, or equivalent, or as otherwise approved by McKinleyville Community Services District. The retroactive date (if any) is to be no later than the effective date of this Agreement. Consultant shall maintain such coverage continuously for a period of at least three years after the completion of the contract Services. Consultant shall purchase a one-year extended reporting period i) if the retroactive date is advanced past the effective date of this Agreement; ii) if the policy is canceled or not renewed; or iii) if the policy is replaced by another claims-made policy with a retroactive date subsequent to the effective date of this Agreement. In the event that the Consultant employs other consultants (sub-consultants) as part of the Services covered by this Agreement, it shall be the Consultant's responsibility to require and confirm that each sub-consultant provides insurance coverage deemed appropriate by Consultant for the role of the subconsultant under this contract.
- e. **Insurance Certificates.** Consultant will file with McKinleyville Community Services District, before beginning professional services, certificates of insurance satisfactory to McKinleyville Community Services District evidencing general liability coverage of not less than \$1,000,000 per occurrence (\$2,000,000 general and products-completed

operations aggregate (if used)) for bodily injury, personal injury and property damage; auto liability of at least \$1,000,000 for bodily injury and property damage each accident limit; workers' compensation (statutory limits) and employer's liability requiring 30 days (10 days for non-payment of premium) notice of cancellation to McKinleyville Community Services District. The general liability coverage is to state or be endorsed to state "such insurance shall be primary and any insurance, self-insurance or other coverage maintained by McKinleyville Community Services District, its directors, officers, employees, or authorized volunteers shall not contribute to it". The general liability coverage shall give McKinleyville Community Services District, its directors, officers, employees, and authorized volunteers insured status using ISO endorsement CG2010, CG2033, or equivalent. Coverage is to be placed with a carrier with an A.M. Best rating of no less than A- :VII, or equivalent, or as otherwise approved by McKinleyville Community Services District. In the event that the Consultant employs other consultants (sub-consultants) as part of the Services covered by this Agreement, it shall be the Consultant's responsibility to require and confirm that each sub-consultant has in place levels of insurance deemed appropriate by the Consultant for the risk associated with the role of each subconsultant under this contract.

- f. **Renewal Certificates.** If any of the required coverages expire during the term of this Agreement, the Consultant shall deliver the renewal certificate(s) including the general liability additional insured endorsement to McKinleyville Community Services District at least ten (10) days prior to the expiration date.
- g. **General Manager Authority.** Consultant shall not accept direction or orders from any person other than the General Manager or the person(s) whose name(s) is (are) inserted on Page 1 as "other authorized representative(s)" on behalf of McKinleyville Community Services District.
- h. **Payment Intervals.** Payment, unless otherwise specified on Page 1, is to be 30 days after acceptance of a written invoice by McKinleyville Community Services District.
- i. **Permits and Licenses.** Permits and licenses required by governmental authorities in connection with Consultant's services will be obtained at Consultant's sole cost and expense, and Consultant will comply with applicable local, state, and federal regulations and statutes including Cal/OSHA requirements.
- j. **Amendments and Modifications.** Any change in the scope of the professional Services to be done, method of performance, nature of materials, work provided or price thereof, or to any other matter materially affecting the performance or nature of the Services will not be paid for or accepted unless such change, addition or deletion is approved in advance, in writing by a supplemental Agreement executed by McKinleyville Community Services District. Consultant's "authorized representative(s)" has (have) the authority to execute such written change for Consultant.
- k. **Representations.** Consultant represents that it is now, and will remain for the duration of its Services, properly licensed, qualified, experienced, and equipped to perform the Services. Consultant also represents that the Services shall be completed in accordance with this Agreement. Consultant further represents that the Services and the sale or use of the Services shall not infringe, directly or indirectly, on any valid patent, copyright or trademark, and Consultant shall, at Consultant's sole cost and expense, indemnify, and hold harmless McKinleyville Community Services District from and against any and all

claims and causes of action based on infringements thereof. These representations shall survive the expiration or termination of this Agreement, and are in addition to any warranties provided by law. No payment to Consultant for any Services performed hereunder (including, without limitation, final payment) shall constitute a waiver of any Claims by McKinleyville Community Services District against Consultant relating to the Services.

- l. **Ownership of Drawings and Samples.** Consultant shall submit promptly for all drawings, details, samples and other data required or specifically requested by McKinleyville Community Services District in connection with provision of the Services, and such drawings, details, samples and other data created in connection with performance of the Services and provision of the work shall constitute the property of the McKinleyville Community Services District.
- m. **Compliance with Law/Safety.** In performance of the Services, Consultant shall, at its expense, exercise due professional care, comply strictly with, and cause all sub-consultants to comply strictly with, all laws, orders, rules and regulations of governmental authorities, including those relating to the storage, use or disposal of hazardous wastes, substances or materials, and including the procurement and payment for all necessary permits, certificates and licenses required in connection with the Services. If either Consultant or McKinleyville Community Services District receives notice of any violation by Consultant of any laws relating to Consultant or McKinleyville Community Services District receives notice of any violation by Consultant of any laws relating to Consultant's (or sub-consultants) services or work provided hereunder, such party shall promptly inform the other party in writing of the existence thereof. Consultant shall comply with all applicable laws relating to safety, including without limitation the Occupational Safety and Health Act of 1970 as it may be amended from time to time, and all regulations and standards issued pursuant thereto. Consultant shall conform to the current prevailing standards of safety practice.
- n. **Equal Opportunity.** In the performance of the Services there shall be no discrimination on account of race, religion, sex, sexual orientation, age or national origin and Consultant shall comply with applicable federal, state and local laws and regulations pertaining to fair employment practices, including without limitation the provisions of Executive Order 11246 as amended by the President of the United States and the rules and regulations issued pursuant thereto, unless exempted.
- o. **Termination.** McKinleyville Community Services District may, at its option, terminate this Agreement without cause at any time. If at the time of any such termination, any Services have already been provided by Consultant but are unpaid for, McKinleyville Community Services District's only obligation, if Consultant is not in default, shall be to pay for such Services actually provided by Consultant prior to the date of termination. Upon receipt of notice of termination, Consultant shall immediately stop all performance hereunder except as otherwise directed by McKinleyville Community Services District, and if Consultant is not in default, McKinleyville Community Services District shall pay to Consultant (a) the prorata portion of the agreed price based on the percentage completion of the Services which was satisfactorily completed at the time of termination, and (b) the actual net costs incurred by Consultant directly connected with the Services that was not completed prior to the date of termination; provided, however, that under no circumstances shall the total under (a) and (b) exceed the contract price stated on page one (1) of this Agreement, above. Upon such payment, title to any such items or uncompleted Services shall, at McKinleyville Community Services District's option, pass to McKinleyville Community Services District.

- p. **Default.** Upon any default by Consultant hereunder, or in the event of proceedings by or against Consultant in bankruptcy or for the appointment of a receiver or trustee or an assignment for the benefit of creditors, McKinleyville Community Services District may, at its option, terminate this Agreement without penalty or liability (except for payment for any Services completed and accepted by McKinleyville Community Services District). Consultant shall be liable to McKinleyville Community Services District for all expenses incurred by McKinleyville Community Services District in finishing the Services and any damage incurred through any default, which at the option of McKinleyville Community Services District, may be charged against any amounts due from McKinleyville Community Services District to Consultant hereunder, but Consultant's liability hereunder shall not be limited thereby and such liability shall survive the expiration or termination of this Agreement. Any remedies provided for in this Agreement are cumulative and shall be in addition to, and not in limitation of, any other rights and remedies that may be available at law or in equity. Neither party shall be in default of this Agreement until such party has received three (3) days written notification (except in the instance of a health or safety concern, in which case failure to immediately remediate the health or safety violation shall be grounds to declare a default of this Agreement), and an opportunity to cure, or in the case of an alleged default which requires more than three (3) days to cure, a reasonable time so long as the alleged defaulting party commences the remediation of the default immediately, and thereafter diligently prosecutes the same to completion.
- q. **Notices.** Notices, requests, demands, and other communications hereunder shall be in writing and delivered personally, sent by reputable overnight courier or mailed by first class, United States mail, with postage prepaid, to McKinleyville Community Services District, **PO Box 2037, McKinleyville California 95519, Attention: Gregory Orsini**, and to Consultant at the address set forth below its signature, or at any other address that may be given by either party to the other in the manner provided above. Notices delivered personally or sent by overnight courier shall be deemed delivered upon receipt. Notices delivered by mail shall be deemed delivered upon the earlier of (i) receipt or (ii) the date five (5) U.S. mail delivery days after the notice was placed in the United States mail as provided above.
- r. **Headings.** All section headings are provided for convenience only, and shall not be deemed to constitute material terms and conditions of this Agreement.
- s. **Interpretation.** Both Consultant and McKinleyville Community Services District are deemed to have jointly participated in the negotiation and preparation of this Agreement. Consequently, both Consultant and McKinleyville Community Services District are considered to have drafted this Agreement in equal parts and, if any ambiguity is found to exist, all rules of law and evidence requiring ambiguities to be interpreted to the detriment of the drafting party shall not apply.
- t. **Attorneys Fees and Venue for Disputes.** If litigation becomes necessary to enforce the terms and provisions of this Agreement or as a result of any breach by Consultant or District of this Agreement, the prevailing party in any such litigation shall be entitled to recover reasonable attorney's fees and costs. The Humboldt County Superior Court for the State of California shall have exclusive jurisdiction over any dispute arising out of this Agreement or Consultant's provision of Services hereunder, and shall serve as the venue for any such dispute. All parties expressly consent to this designation of jurisdiction and venue.

- u. **MUTUAL UNDERSTANDING OF SERVICES.** McKinleyville Community Services District and Consultant agree that the purpose of value engineering is the identification and presentation of recommendations for improvement of project or process value, for consideration by the McKinleyville Community Services District and their other professional advisors. Both parties understand that as a part of these services, Consultant does no design work and makes no project decisions. McKinleyville Community Services District and Consultant agree that Consultant will be liable to the McKinleyville Community Services District only for damages arising from Consultant's negligence in the performance of the Value Analysis or Value Engineering work itself, and only to the extent that such negligence directly damages the McKinleyville Community Services District.

McKinleyville Community Services District

BOARD OF DIRECTORS

August 7, 2013

TYPE OF ITEM: **INFORMATIONAL**

ITEM: E.4. Consider TARGETSOLUTIONS Courses for members of MCSD Board of Directors through Special District Risk Management Authority

PRESENTED BY: Kathy Wilson, Board Secretary

TYPE OF ACTION: None

Recommendation:

Staff requests the Board review the information provided for online training offered to staff and Directors throughout the year, take public comment and give staff direction as to the desire of the Board for their mandatory training.

Discussion:

Special District Risk Management Authority (SDRMA) has partnered with TargetSolutions to offer a web-based training, offering an extensive library of courses and training services. TargetSolutions course catalog offers staff and Directors online continuing education courses. As a member of Special District Risk Management Authority the courses offered through TargetSolutions are offered at no charge.

In addition the District receives a discount on Worker's Compensation and Property/Liability premiums when employees and board members complete a designated number of courses. By using the courses offered through TargetSolutions we cost-effectively train staff with self-paced, online training.

The Board of Directors mandatory AB1234 training in ethics is offered in TargetSolutions course catalog. I have attached their catalog as Exhibit 1 for your review. Several Board Members are approaching the bi-annual renewal of the AB1234 ethics course. Listed below is a full description of the course offered through TargetSolutions which would fulfill the requirement needed for the State of California. At the end of the online course a ten (10) question exam is given, followed by an issuance of a certificate of completion.

Course Description:

☐ *California AB 1234 Compliance Training for Special Districts*

The California State Legislature recently passed AB 1234, mandating ethics training every two years for local government officials. This course provides a brief overview of the topics which must be covered under the law, including the laws relating to personal financial gain by public servants, claiming perquisites of office, government transparency, and fair government processes. Specifically covered are the Political Reform Act, the Brown Act, and the Public Records Act, and several other laws which govern the behaviors and practices of public servants.

The primary goal of this course is to expose you to California ethics laws and allow you to identify potential conflict-of-interest situations. Once you identify a potential or actual conflict of Interest, you should consult with your agency's legal counsel or other resources, which we will identify at the conclusion of this course.

Each law discussed in this ethics training course must be evaluated independently. Conduct which is permissible under one law may nevertheless violate another law.

Completion of this ethics course is no substitute for competent legal advice in a given situation. You should seek the advice of counsel if you have specific legal questions.

- *Course Duration: 2 hour(s)*
- *Audience: Local agency officials*
- *Prerequisite: No prior knowledge is required*
- *Regulatory Reference: CA Assembly Bill 1234*

The two hours of mandatory training is a basic minimum, and TargetSolutions offers additional training throughout the year in order to promote ethical and transparent government at a local level.

In the past the Board has acquired training through webinar based courses offered by California Special District Association (CSDA) at a cost. Online training would allow each Director to utilize his or her own personal computer or the use of the computer in the training room at the District. This informational item is presented to the Board for consideration only. It is at the pleasure of the Board their preference and style of training.

Alternatives:

Take Action

Fiscal Analysis:

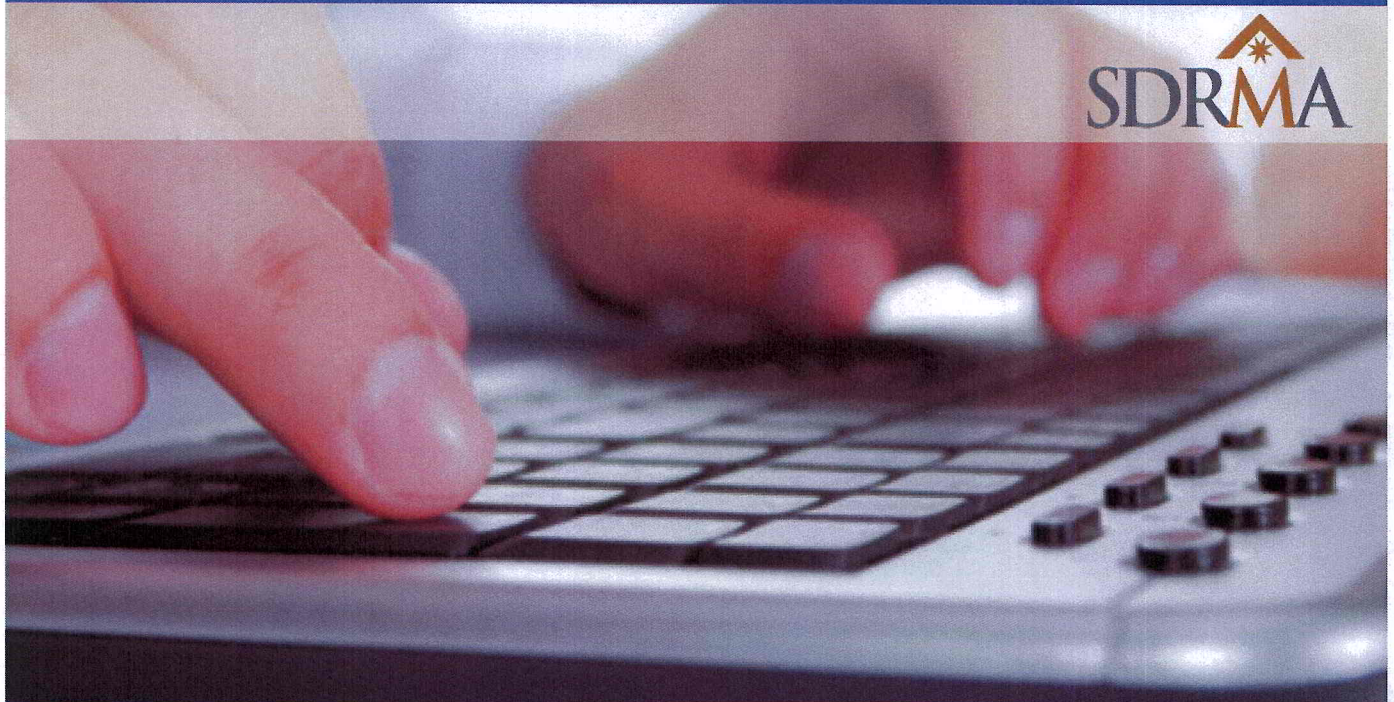
Considering the cost of travel, lodging and meals; cost saving are considerable enrolling in online courses that have little or no cost.

Environmental Requirements:

Not applicable

Exhibits/Attachments

- Exhibit 1 – TargetSolutions Course Catalog



COURSE CATALOG

CUSTOMIZED SPECIAL FOR SPECIAL DISTRICT RISK MANAGEMENT AUTHORITY

WELCOME TO TARGETSOLUTIONS!

This document lists courses offered through the TargetSolutions platform for members of Special District Risk Management Authority. If you have any questions, please don't hesitate to contact us.

Industry Overview

■ Fire Service.....	2
■ Emergency Medical Services.....	4
■ Water and Wastewater.....	6
■ Motor Vehicle Safety.....	7
■ Human Resources.....	8
■ OSHA & Compliance.....	9

FIRE SERVICE

NFPA 1500 Series

This series of courses is designed specifically for the fire industry and meets the NFPA 1500 code requirements. These courses were developed in conjunction with the NFPA, and specific content experts at the NFPA participated in their creation.

- Advanced HAZWOPER Awareness (Modules 1-4)*
- Bloodborne Pathogens Safety
- Combustible & Flammable Liquids
- Compressed Gas Safety
- Confined Space Entry CPR Academic
- Driving Safety
- Hazmat Spill Prevention & Control
- Hazmat Transportation
- Laboratory Safety
- Materials Handling, Storage, Use & Disposal
- Personal Protective Equipment
- Respiratory Protection
- Right to Know (Hazard Communication)
- Welding Safety

NFPA 1001 Series | FFT I & II

TargetSolutions has a complete library of Firefighter I & II awareness and refresher level courses based on NFPA codes and standards.

- Building Construction
- Fire Behavior
- Fire Control
- Fire Department Communications
- Fire Detection, Alarm & Suppression Systems
- Fire Hose
- Fire Prevention and Public Education
- Fire Streams
- Firefighter Orientation and Safety
- Firefighter Personal Protective Equipment
- Firefighting Foams
- Forcible Entry Into a Structure
- Ground Ladders
- Loss Control
- Portable Extinguishers
- Protection of Evidence of Fire Origin & Cause
- Rescue and Extrication
- Self-Contained Breathing Apparatus
- Vehicle Extrication
- Ventilation
- Water Supply

NFPA 1021 | Company Officer

TargetSolutions has developed a complete line of company officer awareness and re-fresher level courses based on NFPA codes and standards.

- Action Plan Implementation
- Assuming the Role of the Company Officer
- Budgeting
- Community Awareness
- Company-Level Training
- Elements of Supervision and Management
- Fire Department Communications
- Fire Department Structure
- Fire Investigation
- Fire and Life Safety Inspections
- Firefighter Safety and Health
- Government Structure
- Incident Response Safety
- Incident Scene Communications
- Incident Scene Management
- Information Management
- Labor Relations
- Leadership as a Group Influence
- Legal Responsibilities and Liabilities
- Pre-Incident Planning
- Professional Ethics
- Public Education Programs

General

- Fire & EMS Grant Writing
- Fire Industry Driver Intersection Safety
- Fire Industry Driver Operator
- Fire Industry Introduction to Wildland
- Fire Behavior

S-190 Introduction to Wildland Fire

This four-module, eight-hour course is based on the National Wildfire Coordinating Group training CD-ROM. It features extensive audio, video, and flash interactions throughout.

Module I: Basic Concepts of Wildland Fire

Module II: Topography and Fuels

Module III: Weather

Module IV: Wildland Fire Behavior

FIRE SERVICE

Emergency Response to Terrorism

This introductory guide for First Responders is essential for those who may be among the first to arrive at an incident of suspicious origin. It is intended to be a general introduction to the basic concepts for first responder awareness of a potential terrorist incident. This course consists of four training modules, each requiring approximately 45 minutes to complete.

Module I: Terrorism in Perspective

Module II: Incidents and Indicators

Module III: Self-Protection

Module IV: Scene Control, Notification and Coordination

First Responder Operations Level Refresher

This eight-hour course is designed to be a refresher for the Operations Level Responder to Hazardous Materials Incidents. The course consists of four training modules, each requiring approximately two hours to complete. The course fulfills the requirements of NFPA 472 and 29 CFR 1910.120(q).

Module I: Analyzing the Incident

Module II: Planning the Response

Module III: Implementing the Planned Response

Module IV: Incident Management Systems and Terrorism Awareness

EMERGENCY MEDICAL SERVICES

EMS Continuing Education

TargetSolutions offers a comprehensive catalog of online EMS continuing education courses that is accepted in most states. Our courses allow First Responders, EMT-Basics, EMT-Intermediates, and EMT-Paramedics to complete their continuing education requirements in an engaging and easy-to-use format. Please note that not all TargetSolutions courses are approved in all regions. For a list of approved courses in your area, please visit www.targetsolutions.com.

Preparatory

- Back Injury Prevention Clinical
- Decision-Making Common
- Infectious Pathogens
- Cultural Diversity for EMS Providers*
- Diet & Nutrition
- Health & Wellness HIPAA Awareness
- HIV/AIDS Awareness*
- Infectious Disease Control
- Medical, Ethical, and Legal Issues
- Protecting Yourself From Influenza
- Therapeutic Communications*
- Workplace Stress

Medical

- Acute Respiratory Distress Syndrome Advanced
- Allergies and Anaphylaxis Advanced
- Allergies and Anaphylaxis Basic
- Altered Mental Status Advanced
- Altitude Emergencies*
- Aquatic Emergencies*
- Behavioral Emergencies Advanced
- Behavioral Emergencies Basic
- Carbon Monoxide Poisoning
- Cardiac Emergencies Advanced Cardiac
- Emergencies Basic
- Cardiovascular A&P Review
- Complete Resuscitation: Integrating Post Care *
- Date Rape Drugs*
- Diabetic Ketoacidosis Advanced
- Endocrine System Emergencies Advanced*
- Environmental Emergencies Advanced
- Environmental Emergencies Basic
- Epilepsy
- Fundamentals of 12 Lead ECG Operation and Interpretation
- Heat Illness and Emergencies
- Hematology
- H1N1 (Swine Flu)
- Intraosseous Infusion Advanced

- Intro to Arrhythmias: Escape Rhythms and Premature Complexes
- Intro to Arrhythmias: Tachy-arrhythmias and Fibrillation
- Managing Cardiac Arrest: During and After Resuscitation*
- Medication Errors
- Methamphetamines*
- MRSA Infections
- Non-Traumatic Abdominal Injuries
- Non-Traumatic Chest Pain
- Operating an AED
- Pharmacology Advanced*
- Pharmacology Basic
- Poisoning and Overdose
- Prehospital Pulmonary Embolism Care
- Renal Failure Advanced
- Respiratory Emergencies Advanced
- Respiratory Emergencies Basic
- Toxicology and Substance Abuse Advanced*
- Understanding the Basics of ECGs

** Denotes courses that are longer than an hour.*

EMERGENCY MEDICAL SERVICES

Trauma

- Abdominal Trauma Advanced
- Abdominal Trauma Basic
- Amputation Injuries
- Bleeding and Shock Advanced
- Bleeding and Shock Basic
- Bomb Blast Injuries Advanced
- Burn Management Advanced
- Burn Management Basic
- CNS Injuries Advanced
- CNS Injuries Basic
- Femur Fractures Gunshot Wounds*
- Head and Facial Emergencies Advanced
- Injuries and Infections of the Eye
- Kinematics of Trauma
- Musculoskeletal Injuries Advanced
- Musculoskeletal Injuries Basic
- Pediatric Trauma Advanced*
- Pelvic Fractures Advanced
- Spinal Cord Injuries*
- Thoracic Emergencies Advanced
- Thoracic Emergencies Basic
- Traumatic Injuries to the Head and Brain Advanced*
- Traumatic Injuries During Pregnancy

Airway

- Advanced Airways: Intubation and Beyond*
- Airway Management Advanced*
- Airway Management Basic
- Blind Nasotracheal Intubation
- Capnography
- The Mechanics of Breathing
- Orotracheal Intubation
- Respiratory System: A&P Review
- Suctioning the Patient Airway
- Supplemental Oxygen
- Tracheostomies Advanced*

Patient Assessment

- Assessing the Patient with Major Trauma*
- Communication and Documentation
- Patient Assessment Advanced
- Patient Assessment Basic
- Pediatric Assessment
- Rapid Trauma Assessment
- Special Challenges in Patient Assessment*

Special Considerations

- Bariatric Patients*
- Geriatric Behavioral Emergencies*
- Geriatric Emergencies Advanced
- Geriatric Emergencies Basic
- Geriatric Hip Injuries
- Managing Chronic Care Patients
- Neonatology Advanced*
- Obstetrical Emergencies Advanced*
- Obstetrical Emergencies Basic
- Patient Abuse and Assault*
- Patients with Special Challenges
- Pediatric Airway Management Advanced*
- Pediatric Cardiac Arrest Advanced*
- Pediatric Emergencies Advanced*
- Pediatric Emergencies Basic*
- Pediatric Shock Advanced*
- Sudden Infant Death Syndrome (SIDS)

Operations

- Crime Scene Awareness*
- Confined Space Entry
- Driving Safety
- Emergency Response to Terrorism (Modules 1-4)
- Introduction to Hazardous Materials*
- Managing Multiple Casualty Incidents (MCIs)
- Medical Extrication & Rescue*
- Right to Know (Hazard Communication)

** Denotes courses that are longer than an hour.*

WATER & WASTEWATER

Water & Wastewater Continuing Education

TargetSolutions water and wastewater continuing education courses have been designed to fulfill both the safety and technical recertification requirements for all levels of water industry professionals. Please contact TargetSolutions for more details regarding how our online platform water industry courses meet continuing education requirements for each state.

Environmental Awareness

- Water Industry Asbestos Awareness
- Water Industry Combustible & Flammable Liquids
- Water Industry Compressed Gas Safety
- Water Industry Confined-Space Entry
- Water Industry Disaster Preparedness
- Water Industry Emergency Response to Terrorism (Modules 1-4)
- Water Industry Laser Safety
- Water Industry Lead Awareness
- Water Industry Hazmat Spill Prevention & Control
- Water Industry Hazmat Transportation
- Water Industry HAZWOPER 8-Hour Refresher (Modules 1-4)
- Water Industry Materials Handling, Storage, Use & Disposal Water Industry
- Radiation Safety
- Water Industry Right to Know (Hazard Communication)

General Safety

- Water Industry Back Injury Prevention
- Water Industry Building Evacuation & Emergencies
- Water Industry CPR Academic
- Water Industry Driving Safety
- Water Industry Eye Safety
- Water Industry Fire Extinguisher Safety
- Water Industry Fire Prevention Safety
- Water Industry General First Aid (Part 1 & 2)
- Water Industry General Office Ergonomics
- Water Industry Infectious Disease Control
- Water Industry Low Voltage Electrical Safety
- Water Industry Office Safety
- Water Industry Slips, Trips, & Falls Prevention
- Water Industry Working in Extreme Temperatures

Occupational Health

- Water Industry Fall Protection
- Water Industry Forklift Safety
- Water Industry General Construction Safety
- Water Industry Hand & Power Tool Safety

- Water Industry Hearing Conservation
- Water Industry Incident Investigation
- Water Industry Indoor Air Quality
- Water Industry Industrial Ergonomics
- Water Industry Laboratory Safety
- Water Industry Ladder & Scaffolding Safety
- Water Industry Lock-Out / Tag-Out
- Water Industry Machine Guarding
- Water Industry Personal Protective Equipment
- Water Industry Respiratory Protection
- Water Industry Risk Assessment Analysis
- Water Industry Trenching & Shoring
- Water Industry Welding Safety

Technical

- Water Industry Backflow Prevention Methods
- Water Industry Backflow Prevention Methods Overview
- Water Industry Coagulation, Flocculation & Sedimentation
- Water Industry Disinfection Basics
- Water Industry Distribution Service to Customers
- Water Industry Distribution System Materials & Equipment
- Water Industry Effective Meter Reading
- Water Industry Filtration Basics
- Water Industry Hydraulics
- Water Industry Maintenance on Pumps, Motors, and Circuits
- Water Industry Mathematics Applied
- Water Industry Mathematics Basic
- Water Industry Storm Water Pollution Prevention
- Water Industry Water Main Installation

MOTOR VEHICLE SAFETY

Online Driver Training & Compliance Program

TargetSolutions offers organizations a solution to reduce motor vehicle losses. Driver curriculum is designed to change unsafe driving behavior and reinforce critical safe-driving concepts. Courses have been tailored to meet the varied needs of drivers of automobiles, large trucks, and passenger vans.

Supervisor Training Curriculum

Designed to provide supervisors with the training necessary to maintain a staff of safe and capable drivers.

Driver Training Courses

- Accidents and Emergencies
- Adjusting to Changing Conditions
- Aggressive Driving
- The Dangers of Speeding
- Defensive Driving Strategies
- Distracted Driving
- Driver Safety Orientation
- Expressway and Highway
- Driving Impaired Driving
- Intersection Safety
- Large Vehicle Characteristics

- Passenger Van Safety
- Safe Backing
- Seat Belt & Airbag Safety
- Securing Materials for Transportation
- Sharing the Road
- Vehicle Safety and Security
- Vehicle Inspection and Maintenance

Supervisor Curriculum

- Incident Investigation for Supervisors
- Motor Vehicle Safety Overview for Supervisors
- Personnel Selection for Supervisors
- Reasonable Suspicion of Drugs for Supervisors
- Reasonable Suspicion of Alcohol for Supervisors

Emergency Vehicle Operator

TargetSolutions offers EVO driving safety courses created for emergency responders to reduce motor vehicle losses, which are some of the costliest but least addressed issues public entities face. Courses cover both Fire and Law Enforcement driver training.

Fire Department Driver Training Curriculum

- Accidents & Emergencies
- Adjusting to Changing Conditions
- Dangers of Speeding
- Defensive Driving
- Distracted Driving
- Driver Safety Orientation
- Driver's Roles and Responsibilities (Canada)
- Emergency Vehicle Characteristics
- Emergency Vehicle Operations
- Impaired Driving
- Intersection Safety
- Intro to Emergency Vehicle Operations (Canada)
- Legal Considerations
- Safe Backing
- Seat Belt & Airbag Safety
- Securing Materials for Transportation
- Vehicle Inspection and Maintenance
- Vehicle Safety and Security

Law Enforcement Driver Training Curriculum

- Accidents & Emergencies
- Adjusting to Changing Driving Conditions
- Characteristics of Law Enforcement Vehicles
- Dangers of Speeding
- Defensive Driving Strategies
- Distracted Driving
- Driver Safety Orientation
- Emergency Vehicle Operations for Law Enforcement
- Impaired Driving
- Intersection Safety
- Legal Considerations for Police Drivers
- Police Vehicle Technology
- Pursuit Driving
- Safe Backing
- Vehicle Inspection & Maintenance
- Vehicle Safety and Security

HUMAN RESOURCES

Employment Practices for Supervisors

This program provides an overview of employment practices encountered in the workplace for individuals tasked with making employment decisions, including issues of harassment, hiring and termination, discrimination, evaluation, and documentation. These courses and tools will help to ensure that you stay ahead of current issues and practices that may affect your organization and employees.

- Anger, Conflict, and Violence in the Workplace
- Dealing with Issues of Alcohol and Substance Abuse
- Discipline and Termination
- Employment Practices Overview
- Interviewing and Hiring
- Performance Management
- Preventing Discrimination in the Workplace
- Reasonable Suspicion of Alcohol for Supervisors
- Reasonable Suspicion of Drugs for Supervisors
- Sexual Harassment for Supervisors
- Understanding Employee Leave
- California AB 1825 Sexual Harassment
- California AB 1234 Board of Directors and Trustees

Human Resources

The Human Resources bundle has been designed to supplement our core course catalog and provide training that is relevant and essential to all employees.

- Alcohol-Free Workplace
- Customer Service
- Drug-Free Workplace
- Ethics in the Workplace
- General HIPAA Awareness
- Sexual Harassment Awareness
- Workplace Diversity
- Workplace Stress
- Workplace Violence

OSHA & COMPLIANCE

OSHA & Compliance Training

TargetSolutions' online courses can be used to help comply with OSHA, DOT, and other federal and state regulatory agency training mandates. Complete all of your required compliance training courses online, eliminating the logistics issues inherent in traditional training methods.

General Safety

- Advanced Construction Safety (Modules 1-4)
- Aerosol Transmissible Diseases
- Back Injury Prevention
- Bloodborne Pathogens Safety
- Building Evacuation and Emergencies
- Cal/OSHA 300 Log
- Computer Security Awareness
- CPR Academic
- Diet & Nutrition
- Driving Safety
- Electrical Safety
- Eye Safety
- Fall Protection
- Fire Extinguisher Safety
- Fire Prevention Safety
- Forklift Safety
- General Construction Safety
- General First Aid (Part 1 & 2)
- General Office Ergonomics
- Hand & Power Tool Safety
- Health & Wellness
- Hearing Conservation
- HIV/AIDS Awareness
- Incident Investigation
- Indoor Air Quality
- Industrial Ergonomics
- Laboratory Safety
- Ladder & Scaffolding Safety
- Laser Safety
- Lock-Out / Tag-Out
- Machine Guarding
- Office Safety
- Personal Protective Equipment
- Red Flag Rules (Identity Theft Protection)
- Respiratory Protection
- Radiation Safety
- Risk Assessment Analysis
- Slips, Trips, & Falls Prevention
- Trenching & Shoring
- Welding Safety
- Working in Extreme Temperatures

Environmental Awareness

- Advanced HAZWOPER Awareness (8 hours)
- Asbestos Awareness
- Combustible & Flammable Liquids
- Compressed Gas Safety
- Confined-Space Entry
- Disaster Preparedness
- Hazmat Spill Prevention & Control
- Hazmat Transportation
- Lead Awareness
- Materials Handling, Storage, Use & Disposal
- Radiation Safety
- Right to Know (Hazard Communication)

Supervisor

Our Supervisor bundle has been designed to supplement our core course catalog and provide training that is relevant to supervisors in organizations of any size.

- Reasonable Suspicion for Supervisors - Alcohol
- Reasonable Suspicion for Supervisors - Drugs
- Sexual Harassment Awareness for Supervisors



Founded in 1999, TargetSolutions is a pioneer and leader in web-based solutions designed to simplify and standardize risk management for organizations. TargetSolutions provides organizations with a comprehensive suite of online risk management, training, and compliance tools to identify, prioritize, and significantly minimize risk. TargetSolutions is the leading provider of online loss prevention and risk management services for public entities.

McKinleyville Community Services District

BOARD OF DIRECTORS

August 7, 2013

TYPE OF ITEM: **ACTION**

ITEM: E.5. Reconsider Selection of Candidates for Special District Risk Management Authority (SDRMA) Board of Directors

PRESENTED BY: Kathy Wilson, Board Secretary

TYPE OF ACTION: Roll Call Vote

Recommendation:

Staff recommends the Board discuss and review the information provided, select up to four candidates for the SDRMA Board of Directors, take public comment and arrive at a consensus.

Discussion:

SDRMA provides risk management and risk financing for Special Districts and local governmental agencies. McKinleyville Community Services District (MCSD) has been a member for many years. SDRMA is holding elections to fill four (4) sets on their Board of Directors.

Attached is an official election ballot listing the seven (7) qualified candidates and a Resolution, both which need to be returned for submission to SDRMA prior to August 27, 2013.

Alternatives:

Staff's analysis includes the following potential alternative:

- Take no action

Fiscal Analysis:

Not applicable

Environmental Requirements:

Not applicable

Exhibits/Attachments

- Exhibit 1 – Candidate information and election ballot

- Exhibit 2 – Resolution 2013-15

SDRMA'S BOARD OF DIRECTORS ELECTION BALLOT INSTRUCTIONS

Notification of nominations for four (4) seats on the Special District Risk Management Authority's (SDRMA's) Board of Directors was mailed to the membership in January 2013.

On May 7, 2013, SDRMA's Election Committee reviewed the nomination documents submitted by the candidates in accordance with SDRMA's Policy No. 2012-05 Establishing Guidelines for Director Elections. The Election Committee confirmed that seven (7) candidates met the qualification requirements and those names are included on the Official Election Resolution and Ballot.

Enclosed is the Official Election Resolution and Ballot along with a Statement of Qualifications as submitted by each candidate. Election instructions are as follows:

1. The enclosed combined Official Election Resolution and Ballot must be used to ensure the integrity of the balloting process.
2. After selecting up to four (4) candidates, your agency's governing body must approve the enclosed Official Election Resolution and Ballot. **Ballots containing more than four (4) candidate selections will be considered invalid and not counted.**
3. The signed Official Election Resolution and Ballot MUST be sealed and received **by mail or hand delivery at SDRMA's office on or before 5:00 p.m. on Tuesday, August 27, 2013 to the address below.** Faxes or electronic transmissions are NOT acceptable. A self-addressed, stamped envelope is enclosed.

Special District Risk Management Authority
Election Committee
1112 "I" Street, Suite 300
Sacramento, California 95814

5. The four-year terms for newly elected Directors will begin on January 1, 2014 and terminate on December 31, 2017.
6. Important balloting and election dates are:

August 27, 2013 - Deadline for members to return the signed Official Election Resolution and Ballot

August 29, 2013 - Ballots are opened and counted

August 30, 2013 - Election results are announced and candidates notified

September 18, 2013 - Newly elected Directors are introduced at the SDRMA Annual Breakfast to be held in Monterey at the CSDA Annual Conference

October 29-30, 2013 - Newly elected Directors are invited to attend SDRMA Board meeting (Sacramento)

January 2014 - Newly elected Directors are seated and Board officer elections are held

Please do not hesitate to call SDRMA's Chief Financial Officer Paul Frydendal at 800.537.7790 if you have any questions regarding the election and balloting process.



**OFFICIAL 2013 ELECTION BALLOT
SPECIAL DISTRICT RISK MANAGEMENT AUTHORITY
BOARD OF DIRECTORS**

VOTE FOR ONLY FOUR (4) CANDIDATES

Mark each selection directly onto the ballot, voting for no more than four (4) candidates. Each candidate may receive only one (1) vote per ballot. A ballot received with more than four (4) candidates selected will be considered invalid and not counted. All ballots must be sealed and received by mail or hand delivery in the enclosed self-addressed, stamped envelope at SDRMA on or before 5:00 p.m., Tuesday, August 27, 2013. Faxes or electronic transmissions are NOT acceptable.

- ☐ **MURIL CLIFT** (INCUMBENT)
Director, Cambria Community Services District
- ☐ **MIKE SCHEAFER**
Director/Vice President, Costa Mesa Sanitary District
- ☐ **JOHN WOOLLEY**
Director/Finance Officer, Manila Community Services District
- ☐ **TIM UNRUH**
District Manager, Kern County Cemetery District No. 1
- ☐ **JEAN BRACY** (INCUMBENT)
Director of Administrative Services, Mojave Desert Air Quality Management District
- ☐ **DENNIS MAYO**
Director/President, McKinleyville Community Services District
- ☐ **DAVID ARANDA** (INCUMBENT)
General Manager, North of the River Municipal Water District

ADOPTED this ____ day of _____, 2013 by the McKinleyville Community Services District by the following roll call votes listed by name:

AYES: _____

NOES: _____

ABSTAIN: _____

ABSENT: _____

ATTEST:

APPROVED:

Special District Risk Management Authority

Board of Directors

Candidate's Statement of Qualifications

This information will be distributed to the membership with the ballot, "exactly as submitted" by the candidates – no attachments will be accepted. No statements are endorsed by SDRMA.

Nominee/Candidate Muril N. Clift
District/Agency Cambria Community Services District
Work Address PO Box 65 – 1316 Tamsen St., Cambria 93428
Work Phone 805- 927-6223 Home Phone 805- 927-7124

Why do you want to serve on the SDRMA Board of Directors? (Response Required)

It has been an honor and privilege to serve on SDRMA's Board of Directors for the past four years. During that time the Board, through prudent financial management has:

- Held rates stable in a serve recession.
- Instituted longevity bonuses for member loyalty
- Established programs to assist handling and preventing workers compensation claims through the Company Nurse Program and Safety Equipment Reimbursement Program
- Expanded training and professional development opportunities through financing the Targeted Solutions Program and Special Districts Leadership Foundation

I want to continue on the Board to support these programs and seek additional service opportunities to members while providing exceptional value in insurance access.

What Board or committee experience do you have that would help you to be an effective Board Member? (SDRMA or any other organization) (Response Required)

My background includes a combination of a strong commitment to the concept of the Special District form of government and a 41 year career in the private personal and commercial insurance industry.

In addition to serving the past four years on the SDRMA Board, I currently serve as:

- Director, Cambria Community Services District
- Director, Special Districts Leadership Foundation
- Commissioner, San Luis Obispo County LAFCO
- Member, Special Districts Legislative Committee

I am totally committed to the Special District as the most direct form of local government.

**Special District Risk Management Authority
Board of Directors
Candidate's Statement of Qualifications**

**What special skills, talents, or experience (including volunteer experience) do you have?
(Response Required)**

Having served on the Boards of several different types of Special Districts – School District, Airport District, Multi Services District and Single Service Agency – gives me an understanding of the different problems faced by districts and the opportunities for SDRMA to provide assistance.

My 41 year career, now retired, in the private personal and commercial insurance industry provides an understanding of the liabilities Districts face and how SDRMA can meet our member's risk management and insurance needs.

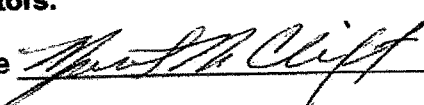
What is your overall vision for SDRMA? (Response Required)

My vision for SDRMA is incorporated in SDRMA's Mission Statement of "providing renewable, efficiently priced risk management services through a financially sound pool to CSDA member districts".

First, I see SDRMA's primary responsibility is to provide as much stability to risk financing as possible maintaining financial security of the risk pool.

Second, I see SDRMA expanding the risk management services through expanded training and professional development provided to its members.

I certify that I meet the candidate qualifications as outlined in the SDRMA election policy. I further certify that I am willing to serve as a director on SDRMA's Board of Directors. I will commit the time and effort necessary to serve. Please consider my application for nomination/candidacy to the Board of Directors.

Candidate Signature  Date 4/15/2013

**Special District Risk Management Authority
Board of Directors
Candidate's Statement of Qualifications**

This information will be distributed to the membership with the ballot, "exactly as submitted" by the candidates – no attachments will be accepted. No statements are endorsed by SDRMA.

Nominee/Candidate Mike Scheafer

District/Agency Costa Mesa Sanitary District

Work Address 1551-B Baker St., Costa Mesa, CA 92626

Work Phone 714 435-0300

Home Phone 714 549-4961

Why do you want to serve on the SDRMA Board of Directors? (Response Required)

As an insurance professional for over 40 years I have become acutely aware of the need for strong risk management practices and procedures. I work hard to not only manage my own risk, but those of my customers and my Special District. I have a desire to share my skill and expertise with the various Districts in California.

I believe the increasing stress and challenges in risk management for Special Districts need a knowledgeable, committed professional like myself.

My professional life has given me an opportunity to serve various "communities" in a number of ways. Serving on the SDRMA Board is another opportunity to serve, one in which I would be honored to do.

What Board or committee experience do you have that would help you to be an effective Board Member? (SDRMA or any other organization) (Response Required)

I have served as a Board Member for a number of non-profit and civic groups and agencies. In almost every experience I have been chosen as Chair or President for those groups. I believe this is a demonstration of my leadership skills. I have received a number of awards for that service.

I founded 2 non-profit organizations dedicated to serving my community. I currently serve on 2 CSDA committees. I am a former City Councilmember for the City of Costa Mesa, former Parks and Recreation Commissioner, and previously served as a CMSD Director.

**Special District Risk Management Authority
Board of Directors
Candidate's Statement of Qualifications**

**What special skills, talents, or experience (including volunteer experience) do you have?
(Response Required)**

I am a recognized leader and educator in the insurance industry with several awards for my experience in insurance awareness and risk avoidance. I hold a Community College teaching credential in Insurance Education.

State Farm Insurance appointed me at the Legislative Advisor to Assemblywoman Marilyn Brewer. I continue to work as an insurance advisor for State and Federal organizations in legislative affairs and issues.

As a past international officer for Lions Clubs International, I am often consulted on insurance or risk management issues for local Lions Clubs.

I continue to be the "go to guy" for risk management advice for various local and state groups.

What is your overall vision for SDRMA? (Response Required)

Special Districts are faced with many challenges in today's environment, risk management being one of them. There is a definite need for comprehensive plans for reducing risks, which ultimately provided cost benefits to the Districts. My vision for SDRMA is to advise and help implement the types of plans that allow Districts success. At the same time SDRMA needs to provide comprehensive, low cost coverages to protect Districts from the unforeseen circumstances that will happen. SDRMA continues to provide those benefits. I would look forward to being a part of the process of protection for Special Districts.

I certify that I meet the candidate qualifications as outlined in the SDRMA election policy. I further certify that I am willing to serve as a director on SDRMA's Board of Directors. I will commit the time and effort necessary to serve. Please consider my application for nomination/candidacy to the Board of Directors.

Candidate Signature _____



Date _____

4/15/13

**Special District Risk Management Authority
Board of Directors
Candidate's Statement of Qualifications**

This information will be distributed to the membership with the ballot, "exactly as submitted" by the candidates – no attachments will be accepted. No statements are endorsed by SDRMA.

Nominee/Candidate John Woolley

District/Agency Manila Community Services District

Work Address 147 Melvin Lane Arcata, CA 95521

Work Phone 707.498.1371

Home Phone 707.443.6889

Why do you want to serve on the SDRMA Board of Directors? (Response Required)

I was fortunate to be part of the beginnings of SDRMA when it was created in the latter part of the 1980's, then under the name Special District Insurance Agency. From there the focus changed, from not just providing basic insurance, but recognized risk management is the essential service and purpose for the existence of the entity, and therefore, so did the name change to SDRMA. From these experiences on the Board of Directors, I personally grew and became an advocate for its abilities and services. Now retired, but still engaged in community volunteer service, I remain attracted to the work of SDRMA and find the possibility to serve on the Board to be an exciting opportunity, and a position I am sure will be personally fulfilling. The SDRMA Management and Board Team have been providing excellent leadership, maintaining the stability and member services necessary for SDRMA to be successful, and it would be an honor to serve with them.

What Board or committee experience do you have that would help you to be an effective Board Member? (SDRMA or any other organization) (Response Required)

I have had over 30 years experience in various public service positions. Besides serving my community service district for 16 years, I was elected to the Humboldt County Board of Supervisors in 1996, serving 3 terms before stepping down to take a position as Field Representative for Assemblymember Wesley Chesbro, retiring in 2012. During my time on the Board of Supervisors, I was active in creating joint powers authorities, providing vital services in waste management, energy conservation, and other fields, where I was able to bring their risk management needs to SDRMA. I am familiar with the communities of our northwest counties, i.e. Humboldt, Del Norte, and Trinity from my experiences with both the Board of Supervisors and the State Assembly. Currently, besides serving on the Manila CSD, I am Board member of our local county wide economic development organization, Redwood Region Economic Development Commission, also a SDRMA member; a member of the Humboldt State University President's Advisory Board, and Board President of the North Coast Cooperative.

**Special District Risk Management Authority
Board of Directors
Candidate's Statement of Qualifications**

**What special skills, talents, or experience (including volunteer experience) do you have?
(Response Required)**

From my previous experiences with SDRMA, I have a good understanding of the organization's policies and procedures that provide a systematic ability to offer excellent coverages and risk management services. From my overall experience in public board service, I am knowledgeable of the understanding required to set policy, review and understand budgets, develop and follow appropriate personnel policies, and other legal Board requirements. I have had a good deal experience in making presentations. I have good knowledge of the legislative process and can assist in guiding efforts to achieve legislative goals beneficial to SDRMA and its members.

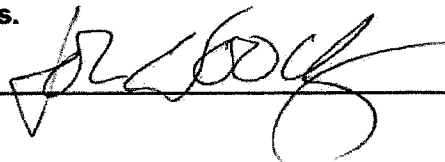
What is your overall vision for SDRMA? (Response Required)

Clearly SDRMA has been successful over the years in providing risk management services, attracting and retaining members, providing stable rates, while practicing in a collaborative ability among the Board and Management Team members. It is important to all of SDRMA that these same successes be part of its future endeavors.

At the same time, SDRMA must be mindful of the changes in the risk management world and create responsive business plans that will continue and enhance upon the existing level of services. To do so, SDRMA Board members must remain in good communication with its members; reflecting their concerns and interests, and representing SDRMA wherever possible in their communities. When the Board is considering changes or new level of services, it must remain diligent to protecting its members assets.

I certify that I meet the candidate qualifications as outlined in the SDRMA election policy. I further certify that I am willing to serve as a director on SDRMA's Board of Directors. I will commit the time and effort necessary to serve. Please consider my application for nomination/candidacy to the Board of Directors.

Candidate Signature



Date

4/23/13

Special District Risk Management Authority

Board of Directors

Candidate's Statement of Qualifications

This information will be distributed to the membership with the ballot, "exactly as submitted" by the candidates – no attachments will be accepted. No statements are endorsed by SDRMA.

Nominee/Candidate Timothy W. Unruh
 District/Agency Kern County Cemetery District No. 1
 Work Address 18662 Santa Fe Way/ P O Box 354, Shafter, CA 93263
 Work Phone (661) 746-3921 Home Phone (661) 332-3252

Why do you want to serve on the SDRMA Board of Directors? (Response Required)

This is an opportunity to give back to the members of SDRMA; I am especially
interested in keeping a small district influence on the board. It is important to
maintain a balanced perspective for the decisions that impact all the members of
SDRMA.

What Board or committee experience do you have that would help you to be an effective Board Member? (SDRMA or any other organization) (Response Required)

I have been the District Manager for the Kern County Cemetery District for 26 years.
I have had various and extensive Board experience as follows:

Locally:

Kern County Special District Association - worked for LAFCo representation for
special districts; Kern County Association of Public Cemeteries; 10 years on local
school board and various community boards.

State:

California Special Districts Association-currently on Legislation Committee and 3
years as a Director, one year as Legislation Committee Chair. While on CSDA I met
with SDRMA in various joint meetings in an effort to help both organizations in
their work together. California Association of Public Cemeteries-on board 10 years,
past president and currently as legislation committee chair.

**Special District Risk Management Authority
Board of Directors
Candidate's Statement of Qualifications**

**What special skills, talents, or experience (including volunteer experience) do you have?
(Response Required)**

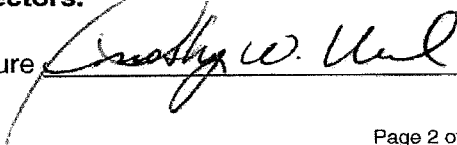
Those that know me, know that I am a people person and will work to make my involvement the best that I can. I have an interest in legislation and currently am on on CSDA Legislation Committee and have been a past chairman of the CSDA Legislation Committee. I have been working on various committees for 30 years and understand that it is important to listen to the needs of the committee and the members.

What is your overall vision for SDRMA? (Response Required)

SDRMA has shown a great concern for the special districts in California in their commitment to meeting their insurance needs. This is done by being involved and listening to members. I wish to expand that basic concept by continuing to create education opportunities and create a tool box that districts can use to reduce claims and keep employees safe.

I certify that I meet the candidate qualifications as outlined in the SDRMA election policy. I further certify that I am willing to serve as a director on SDRMA's Board of Directors. I will commit the time and effort necessary to serve. Please consider my application for nomination/candidacy to the Board of Directors.

Candidate Signature



Date

4-22-2013

Special District Risk Management Authority

Board of Directors

Candidate's Statement of Qualifications

This information will be distributed to the membership with the ballot, "exactly as submitted" by the candidates – no attachments will be accepted. No statements are endorsed by SDRMA.

Nominee/Candidate Jean Bracy, SDA
District/Agency Mojave Desert Air Quality Management District
Work Address 14306 Park Ave., Victorville, CA 92392
Work Phone 760-245-1661

Why do you want to serve on the SDRMA Board of Directors?

I have served on the SDRMA Board of Directors for nearly four years. During this term, the Board has adopted many important programs and policies aimed to provide members cost effective coverage and to support every member's effort to develop safe working environments. During my tenure, the Board voted each year to hold rates flat for the property/liability program; established a multiple-policy discount (5%) for each member who belongs to both the property/liability and the workers compensation programs; created the longevity distribution which shares investment earnings with members who continue with SDRMA programs; established the loss prevention allowance funds which reimburses members for safety-related costs up to \$1,000; launched and enhanced the SDRMA interactive website; strengthened support to California Special Districts Association (CSDA) and the Special District Leadership Foundation (SDLF); provided FREE online training through Target Solutions; and contracted with Company Nurse to provide FREE screening services for work-related injury cases.

I have worked closely with SDRMA for 13 years. I am attracted to its member-focused, pro-active, and positive mission. I would like to see – and be a part of – SDRMA continue this member-centric approach.

What Board or committee experience do you have that would help you to be an effective Board Member? (SDRMA or any other organization)

I am currently serving my second term on the Board of Directors for the Special District Leadership Foundation (SDLF), representing the SDRMA. As a member of this Board I have been part of the renewal and expansion of the SDLF programs, including the premier program, District of Distinction, also the Special District Administrator Certificate, the Recognition of Special District Governance, and the newly created District Transparency Certificate of Excellence.

My career experience with special districts has helped me to understand the issues specific to smaller organizations. I have learned what it really means for an organization to do more with less. I have also learned that political realities for special districts are distinct from other forms of governments. As the Director of Administrative Services for the Mojave Desert Air Quality Management District, I am the staff representative to the Governing Board Committees for Budget and Personnel. I am a member of and have chaired the California Air Pollution Control Officers Association (CAPCOA) statewide committees for Fiscal and Human Resource officers. I organized and have chaired the Alternate Fuel Task Force for the Mojave Desert air basin; I have represented the District in the Antelope Valley Clean Cities Coalition.

My working opportunities have crossed several public service types. I served as the Victorville city representative to the Technical Advisory Committee for the Victor Valley Transit Authority and as the City representative and officer on the Executive Committee of the Regional Economic Development Authority. I volunteered four years on the Board of Directors of the Victor Valley Federal Credit Union. For six years, I worked as an adjunct professor at Victor Valley Community College teaching Public Works Administration.

**Special District Risk Management Authority
Board of Directors
Candidate's Statement of Qualifications**

What special skills, talents, or experience (including volunteer experience) do you have?

As professional and as a volunteer, I have a wide range of experiences with organizational structures, long term and vision planning, development of staff and volunteers, and resource and program management. My experience of leading organizational activities and implementing change for growth includes bringing together intergenerational and multicultural groups to achieve common goals.

I am an effective manager with expertise in efficient and productive management implementing process improvements in finance, human resources, risk management, and a wide variety of related administrative and organizational functions. I have led highly skilled teams to support the achievement of overall agency goals and objectives.

I earned a Master's Degree in Public Administration from California State University, San Bernardino

I earned the Special District Administrator Certification from the Special Districts Leadership Foundation

I earned the Recognition of Special District Governance from the Special Districts Leadership Foundation

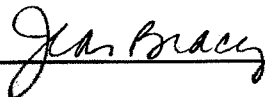
I earned the Masters Certification in Labor Relations from the California Public Employers Labor Relations Association (CALPELRA)

What is your overall vision for SDRMA?

I want to continue contributing my experience and expertise to SDRMA's overall function to further strengthen and enhance the lines of services provided by SDRMA. I want to be part of the mission to enhance the member's experience through claims management and education that leads to loss prevention.

I certify that I meet the candidate qualifications as outlined in the SDRMA election policy. I further certify that I am willing to serve as a director on SDRMA's Board of Directors. I will commit the time and effort necessary to serve. Please consider my application for nomination/candidacy to the Board of Directors.

Candidate Signature



Date February 12, 2013

Special District Risk Management Authority

Board of Directors

Candidate's Statement of Qualifications

This information will be distributed to the membership with the ballot, "exactly as submitted" by the candidates – **no attachments will be accepted.** No statements are endorsed by SDRMA.

Nominee/Candidate Dennis Mayo

District/Agency	McKinleyville Community Services District		
Work Address	1656 Sutter Road, McKinleyville, CA 95519		
Work Phone	(707) 839-3251	Home Phone	(707) 832-9334

Why do you want to serve on the SDRMA Board of Directors? **(Response Required)**

SDRMA; on a nuts and bolts level, is the single most important Board for Special Districts. Serving ones District is a special trust given by the local electorate. Being elected by one's peers to serve in the betterment of all Special Districts honors those constituents and allows me to be the voice of my District. I am dedicated to public service and feel my work ethics and experience will be a valuable asset to SDRMA, my District and all our Special Districts.

What Board or committee experience do you have that would help you to be an effective Board Member? (SDRMA or any other organization) **(Response Required)**

Currently I am the Board President of McKinleyville Community Services District; Director of Open Beach and Trails; ACWA Region 1 Board Member; JPIA/ACWA Employee Benefit Committee member; Director of membership Moose Lodge No. 208; Legislative analyst for California Commercial Beach Fisherman Association; North Coast Representative for the Blue Ribbon Coalition. Formerly a Humboldt County Planning Commissioner; Vice President McKinleyville Rodeo Association; Lake Earl Grange member; Member of the California State Grange Consumer Committee; Humboldt Bay Harbor District Strategic Plan; Humboldt Bay Municipal Water District Strategic Plan. Member of the Arcata Fire Protection District Fund Coordinator and other Boards and Commissions over the past (40) forty years.

**Special District Risk Management Authority
Board of Directors
Candidate's Statement of Qualifications**

What special skills, talents, or experience (including volunteer experience) do you have?

(Response Required)

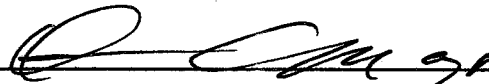
I have Life and Casualty Insurance experience and worked in the field in my earlier years. I have extensive experience with group dynamics and the interplay of Workman's Compensation. I have worked on Legislative issues and developed specific language for successful State and Federal Legislation and have negotiated many successful employee contracts. From groups as small as a Rodeo Committee to a twenty million dollar Water District, dotting the "I's" and crossing the "T's" on insurance issues means the difference between success and failure. I have a unique talent working with diverse groups and getting to the heart of an issue.

What is your overall vision for SDRMA? (Response Required)

California is in a financial crisis. There are local, regional and national pressures that make stewarding the public trust seem almost a nightmare. SDRMA is planted deeply and perhaps unfairly in the middle of that crucible. It is often said that we must think outside the box for creating solutions. The truth is we must think both outside and inside the box to provide the best service for Special Districts in our Districts and our State. It is my hope to bring a powerful and creative energy to this Board and leave no stone unturned to make SDRMA the best it can be.

I certify that I meet the candidate qualifications as outlined in the SDRMA election policy. I further certify that I am willing to serve as a director on SDRMA's Board of Directors. I will commit the time and effort necessary to serve. Please consider my application for nomination/candidacy to the Board of Directors.

Candidate Signature



Date

5.2.13

This information will be distributed to the membership with the ballot, "exactly as submitted" by the candidates – no attachments will be accepted. No statements are endorsed by SDRMA.

Nominee/Candidate	David Aranda
District/Agency	North of the River Municipal Water District
Work Address	4000 Rio Del Norte Street, Bakersfield, CA 93308
Work Phone	661-393-5411
Home Phone	661-300-1231

Why do you want to serve on the SDRMA Board of Directors? (Response Required)

I would like to be part of a team that continues to make SDRMA the best risk services provider in the State. It is my desire to see SDRMA continue to be responsive to its members and all Special Districts in regard to coverage, education and pricing.

What Board or committee experience do you have that would help you to be an effective Board Member? (SDRMA or any other organization) (Response Required)

My Board and Committee experience include the following:

- **1998- Present: SDRMA Board**
 - **2000-2006: SDRMA Board President**
 - **2010-Present: SDRMA Board President**
- **1999-Present: Special District Leadership Foundation**
 - **1999-Present: Served as SDLF Chair**
- **Other Board of Director Experiences:**
 - **California Special Districts Association Board of Directors**
 - **California Rural Water Board of Directors**

**Special District Risk Management Authority
Board of Directors
Candidate's Statement of Qualifications**

**What special skills, talents, or experience (including volunteer experience) do you have?
(Response Required)**

Experience and "thinking outside the box".

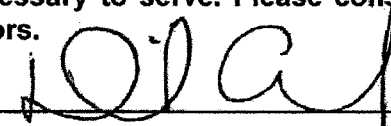
What is your overall vision for SDRMA? (Response Required)

To see the Following:

- 1. Claims reduced to an unbelievable low number due to education, safety practices, and an overall safety culture promoted by SDRMA and practiced by all Districts.**
- 2. Premium payments reduced by 50% by 2020 due to sound investment and low claims.**

I certify that I meet the candidate qualifications as outlined in the SDRMA election policy. I further certify that I am willing to serve as a director on SDRMA's Board of Directors. I will commit the time and effort necessary to serve. Please consider my application for nomination/candidacy to the Board of Directors.

Candidate Signature



Date

4-22-13

RESOLUTION NO. 2013-15

**A RESOLUTION OF THE GOVERNING BODY OF THE
McKinleyville Community Services District
FOR THE ELECTION OF DIRECTORS TO THE SPECIAL DISTRICT
RISK MANAGEMENT AUTHORITY BOARD OF DIRECTORS**

WHEREAS, Special District Risk Management Authority (SDRMA) is a Joint Powers Authority formed under California Government Code Section 6500 et seq., for the purpose of providing risk management and risk financing for California special districts and other local government agencies; and

WHEREAS, SDRMA's Sixth Amended and Restated Joint Powers Agreement specifies SDRMA shall be governed by a seven member Board of Directors nominated and elected from the members who have executed the current operative agreement and are participating in a joint protection program; and

WHEREAS, SDRMA's Sixth Amended and Restated Joint Powers Agreement Article 7 - Board of Directors specifies that the procedures for director elections shall be established by SDRMA's Board of Directors; and

WHEREAS, SDRMA's Board of Directors approved Policy No. 2012-05 Establishing Guidelines for Director Elections specifies director qualifications, terms of office and election requirements; and

WHEREAS, Policy No. 2012-05 specifies that member agencies desiring to participate in the balloting and election of candidates to serve on SDRMA's Board of Directors must be made by resolution adopted by the member agency's governing body.

NOW, THEREFORE, BE IT RESOLVED that the governing body of the McKinleyville Community Services District selects the following candidates to serve as Directors on the SDRMA Board of Directors:

(continued)



**OFFICIAL 2013 ELECTION BALLOT
SPECIAL DISTRICT RISK MANAGEMENT AUTHORITY
BOARD OF DIRECTORS**

VOTE FOR ONLY FOUR (4) CANDIDATES

Mark each selection directly onto the ballot, voting for no more than four (4) candidates. Each candidate may receive only one (1) vote per ballot. A ballot received with more than four (4) candidates selected will be considered invalid and not counted. All ballots must be sealed and received by mail or hand delivery in the enclosed self-addressed, stamped envelope at SDRMA on or before 5:00 p.m., Tuesday, August 27, 2013. Faxes or electronic transmissions are NOT acceptable.

- ☐ **MURIL CLIFT (INCUMBENT)**
Director, Cambria Community Services District
- ☐ **MIKE SCHEAFER**
Director/Vice President, Costa Mesa Sanitary District
- ☐ **JOHN WOOLLEY**
Director/Finance Officer, Manila Community Services District
- ☐ **TIM UNRUH**
District Manager, Kern County Cemetery District No. 1
- ☐ **JEAN BRACY (INCUMBENT)**
Director of Administrative Services, Mojave Desert Air Quality Management District
- ☐ **DENNIS MAYO**
Director/President, McKinleyville Community Services District
- ☐ **DAVID ARANDA (INCUMBENT)**
General Manager, North of the River Municipal Water District

ADOPTED this ____ day of _____, 2013 by the McKinleyville Community Services District by the following roll call votes listed by name:

AYES: _____

NOES: _____

ABSTAIN: _____

ABSENT: _____

ATTEST:

APPROVED:

McKinleyville Community Services District

BOARD OF DIRECTORS

August 7, 2013

TYPE OF ITEM: **ACTION**

ITEM: E.6. Consider Approving Washington Ave. Property “Site Improvement Indemnity Agreement” between MCSD and McKinleyville Union School District

PRESENTED BY: Greg Orsini, General Manager

TYPE OF ACTION: Voice Vote

Recommendation:

Staff recommends that the Board discuss, take public comment, allow MCSD management to make minor modifications if necessary with MCSD legal counsel approval and authorize Board President to enter into an agreement with McKinleyville Union School District. Staff wants to assure the Board that if substantive modifications are necessary we will bring the matter back to the Board for approval.

Discussion:

MCSD and the McKinleyville Union School District (MUSD) entered a Purchase and Sale Agreement dated February 27, 2012, pursuant to which the District agreed to purchase a three (3) acre +/- portion of real property from MUSD at the intersection of School Road and Washington Avenue. In order to effectuate the sale, a Minor Subdivision is required to create the 3 acre parcel. The County of Humboldt is now prepared to approve the Parcel Map prepared for the Minor Subdivision, but will require certain road and access improvements prior to the development of the 3 acre parcel for park/recreation purposes. The County has agreed to defer any improvement obligations until such time as the District seeks to develop the 3 acre property. If the improvements are not made prior to the District's election to develop the 3 acre parcel, the District will be obligated to improve the portions of School Road and Washington avenue that lie adjacent to the 3 acre parcel with curb, storm drain and access improvements as specified in the Parcel Map proposed for the Minor Subdivision. Since MUSD is the “subdivider” under the Parcel Map application and these improvement obligations do not benefit the adjacent MUSD “remainder parcel” and are limited to the 3 acre portion of property MCSD will acquire, MUSD has requested that MCSD indemnify it in connection with the deferred improvement obligations the County seeks to impose.

Staff has worked with the consultant who prepared the Subdivision Application (Michael Pulley at Points West Surveying) and District legal counsel to prepare the attached Indemnity Agreement. Once the agreement is executed, MUSD and the County are prepared to accept and record the Parcel Map so that the subdivision can be completed and the 3 acre parcel conveyed to the District.

Alternatives:

Staff's analysis includes the following potential alternative:

- Take no action

Fiscal Analysis:

None immediate, potential improvement construction costs exist if the District elects to develop the 3 acre parcel prior to third party improvement of School Road/Washington Avenue.

Environmental Requirements:

Not applicable

Exhibits/Attachments

- Attachment 1 Site Improvement Indemnity Agreement

SITE IMPROVEMENT INDEMNITY AGREEMENT

This **SITE IMPROVEMENT INDEMNITY AGREEMENT** (this "Agreement") is made as of the _____ day of _____, 2013 (the "Effective Date"), by and between **McKinleyville Union School District** ("Seller"), and **McKinleyville Community Services District** ("Buyer").

RECITALS

A. WHEREAS, Seller and Buyer have entered and executed that certain written "Agreement of Purchase and Sale and Joint Escrow Instructions" dated February 27, 2012 (the "Purchase and Sale Agreement"), pursuant to which Buyer intends to purchase from Seller a portion of land located in the unincorporated area of the County of Humboldt, State of California, described as follows: Humboldt County Assessor's Parcel No. 508-24-208. Buyer seeks to purchase the southernmost three (3) acre portion of Assessor's Parcel No. 508-24-208 from Seller (the "Property").

B. WHEREAS, Seller and Buyer have jointly pursued an Application for a Minor Subdivision with the County of Humboldt in order to create a separate legal parcel for the Property subject to conveyance under the California Subdivision Map Act (the "Subdivision Application").

C. WHEREAS, the County of Humboldt is prepared to approve the Subdivision Application, subject to the satisfaction of the certain conditions and requirements of subdivision, as recited in that certain Land Use Division Interoffice Memorandum dated May 2, 2012 (the "Subdivision Requirements"), a true and correct copy of which is attached hereto as **Exhibit "A"** and incorporated herein by reference.

D. WHEREAS, Buyer agrees to satisfy certain terms and conditions of the Subdivision Requirements, at Buyer's sole cost and expense, and save harmless and indemnify Seller from said obligations as recited below.

NOW, THEREFORE, in consideration of the covenants and agreements contained herein, the parties hereto agree as follows:

AGREEMENT

1. BUYER'S PERFORMANCE OF SUBDIVISION CONDITIONS. Buyer agrees to satisfy all conditions recited in the Subdivision Requirements, at Section 2.0 (and Subsections 2.1-2.10) on pages 4-7 of attached Exhibit A, relating to "Access Roads" and all improvements required for School Road and Washington Avenue in McKinleyville applicable to the three (3) acre +/- portion of the Property Buyer will purchase from Seller. It is acknowledged that Buyer shall have no obligation to improve access to either School Road or Washington Avenue until such time as Buyer develops and improves the Property (i.e., the three (3) acre +/- parcel) Buyer will purchase from Seller. It is further acknowledged that Buyer's improvement obligations are limited to those portions of School Road and Washington Avenue that lie adjacent to the Property (i.e., the three (3) acre +/- parcel) Buyer will purchase from Seller.

2. BUYER'S INDEMNITY OF SELLER. Buyer agrees to satisfy the conditions of subdivision recited in Section 1 of this Agreement at its sole cost and expense, and shall hold and save Seller harmless from, and indemnify Seller from and against, all costs and expenses associated with satisfaction of the conditions.

3. ENTIRE AGREEMENT. This Agreement, along with the Purchase and Sale Agreement, represents the entire Agreement between the parties in connection with the transactions contemplated hereby and the subject matter hereof. This Agreement may not be modified except by a written agreement signed by both Buyer and Seller.

4. BINDING EFFECT AND ASSIGNMENT.

4.1 This Agreement shall be binding upon and inure to the benefit of the parties hereto, their respective heirs, legal representatives, administrators, successors in interest and assigns.

4.2 Buyer shall have the right to freely assign its rights and interest in this Agreement, provided that any such assignee first executes a counterpart of this Agreement agreeing to abide by, observe and perform all obligations of Buyer stated in this Agreement. Furthermore, any such assignment shall not exonerate Buyer from its obligations under this Agreement, and Buyer, jointly along with Buyer's assignee, shall remain obligated to Seller to abide by, observe and perform all obligations of Buyer stated in this Agreement.

5. WAIVER. No waiver by any party at any time of any breach of any provision of this Agreement shall be deemed a waiver or a breach of any other provision herein or a consent to any subsequent breach of the same or another provision. If any action by any party shall require the consent or approval of another party, such consent or approval of such action on any one occasion shall not be deemed a consent to or approval of such action on any subsequent occasion or a consent to or approval of any other action.

6. CAPTIONS AND HEADINGS. The captions and paragraphs numbers appearing in this Agreement are inserted only as a matter of convenience and do not define, limit, construe, or describe the scope or intent of this Agreement.

7. COUNTERPARTS. This Agreement may be executed in counterparts, each of which shall be considered an original and all of which taken together shall constitute one and the same instrument.

8. GOVERNING LAW. This Agreement has been prepared, negotiated and executed in, and shall be construed in accordance with, the laws of the State of California. Any action or proceeding relating to or arising out of this Agreement shall be filed, if a State action, in the Superior Court of the State of California for the County of Humboldt, or if a Federal action, in the District of the United States District Court in which the Property is located.

9. INVALIDITY OF ANY PROVISION. If any provision (or any portion of any provision) of this Agreement is held to be illegal, invalid, or unenforceable by a court of competent jurisdiction under present or future laws effective during the term of this Agreement, the legality, validity, and enforceability of the remaining provisions (or the balance of such provision) shall not be affected thereby.

10. DRAFTING OF AGREEMENT. Buyer and Seller acknowledge that this Agreement has been negotiated at arm's length, that each party has been represented by independent counsel and that this Agreement has been drafted by both parties and no one party shall be construed as the draftsman.

11. ATTORNEYS FEES. If either party named herein brings an action or proceeding to enforce the terms hereof or declare rights hereunder, the prevailing party in any such action (or proceeding), on trial or appeal, shall be entitled to its reasonable attorneys' fees to be paid by the losing party as fixed by the Court.

IN WITNESS HEREOF, the parties hereto have executed this Agreement as of the date set forth in the first paragraph of this Agreement.

SIGNATURES

SELLER: MCKINLEYVILLE UNION SCHOOL DISTRICT

BY: _____

BUYER: MCKINLEYVILLE COMMUNITY SERVICES DISTRICT

BY: _____

McKINLEYVILLE COMMUNITY SERVICES DISTRICT
Support Services Department Report
07 August, 2013

AGENDA ITEM: F.2.A.
PRESENTED TO: MCSD Board of Directors
FROM: Colleen Trask, Finance Director
SUBJECT: Support Services Department Report

LEGAL UPDATES

No additional legal updates at this time.

DISTRICT FINANCIAL & BUDGET INFORMATION

The budget for FY2013-14 will be finalized when the Board adopts the final Strategic Plan for FY2013-14.

The FY2012-13 audit preliminary financial statement for 06/30/2013 is complete. Year-end adjustments are being calculated and supporting documentation is being collected for the auditor's review in mid-August. Inventory counts were completed very timely this year by Operations staff.

SUPPORT STAFF PROCEDURES & PROJECTS

The District's Annual Clean-up Days on July 11th & 12th were a great success.

STAFF DEVELOPMENT & TRAINING

Nothing additional to report this month.

OTHER CURRENT PROJECTS

Staff is investigating another option for completing the succession planning project proposed to the Board last year.

PG&E has informed the District that all credits for the LED Streetlight conversion will be calculated back to the installation date according to District Operations. So when the project is complete, we should be able to verify the credits and rebates.

McKINLEYVILLE COMMUNITY SERVICES DISTRICT

Board Agenda Background: Department Report

July 31, 2013

To: MCSD Board

From: James Henry, Operations Director

Subject: Agenda Item: F.2.B. –August 7, 2013 Board Meeting
Operations Department – June 2013 Report

Water Department:

◇ **Water Statistics:**

The district pumped 49 million gallons of water in June.

Two water quality complaints were investigated and rectified.

Daily, weekly and monthly inspections of all water facilities were conducted.

One service line leak was reported and repaired.

Three new water service installations were completed.

◇ **Double Check Valve Testing:**

Annual routine testing of Routes 12 and 13 were completed in June and a minimal number of retests were conducted. Customers with failed DCV's were notified to make repairs and call the office to schedule a retest.

◇ **Average and Maximum Water Usage:**

The maximum water usage day was 2.4 million gallons and the average usage per day was 1.6 million gallons.

Water Distribution Maintenance:

Station trimming was completed at the Kelly and Blake Station.

One angle-stop was replaced due to a small leak.

The North Bank pump canopy is near completion. Gutters, final trim work and lighting will be completed in July.

◇ **New Construction Inspections:**

Santos Subdivision, The last 2 sections of water main was tested in June. Both passed and are ready for paving. A punch list was generated and delivered to the contractor. Airport 17 Hanger Unit, All hot taps were completed. All water mains have been installed and loaded for testing.

Sewer Department:

◇ **Waste Water Statistics:**

25.6 million gallons of wastewater was collected and pumped to the W.W.M.F. 26 million gallons of wastewater was treated and discharged to land disposal or reclamation in June.

Daily, weekly and monthly inspections of all sewer facilities were conducted.

◇ **Sewer Station Maintenance:**

Wet wells were washed at the Letz and Kelly lift stations. This is done quarterly to prevent wear and tear on pumps, eliminate grease that collects in the wet wells and prevents build-up of hydrogen sulfide gasses.

String trimming and R.O.W. mowing was completed at the B Street Station.

Pressure washing and site mowing was completed at Letz Station.

◇ **Sewer Collection System:**

Grease traps were inspected at required facilities. Customers that are out of compliance were notified to have their traps pumped and possibly shorten their pumping schedule.

Quarterly hydro-cleaning of 13,000 feet of sewer main was conducted in June using the Vac-Con. Customers were notified in advance. This maintenance is critical to prevent possible sewer plugs which could cause overflows.

◇ **Wastewater Management Facility:**

The Chlorine Contact Chamber was drained and washed with fire hoses.

Pennywart was removed from the deep end of pond 4 to prevent it from spreading and covering the pond.

◇ **Daily Irrigation and Observation of Reclamation Sites:**

Weekly well monitoring was conducted at the Fischer Ranch tree farm as part of the tree farm pilot study.

A broken irrigation riser was repaired on the Fischer Ranch.

◇ **Street Light Department:**

Four street lights were reported and repairs were conducted in June.

Promote Staff Training and Advancement: Weekly tailgate meetings and training associated with job requirements.

Special Notes:

Unit 1 received safety inspection and service.

Ordered Swamp Fox PLC's and built two PLC panels for the telemetry upgrade at Norton and Cochran Stations that is taking place in July.

One of the two seasonal employees started work in June. His duties will include moving irrigation pipe, site clearing and assisting staff on projects. The second seasonal employee will start in July.

Annual inventory was performed on all water, sewer and street light supplies and delivered to the Finance Director.

Semi-annual oil changes were completed on all equipment. Oil, fluids and filters were replaced on equipment and generators.

McKINLEYVILLE COMMUNITY SERVICES DISTRICT
Board Agenda Background - Department Report
August 7, 2013

AGENDA ITEM: F.2.C.
PRESENTED TO: MCSD Board of Directors
FROM: Jason Sehon, Parks & Recreation Director
SUBJECT: Parks & Recreation Department Report

TEEN & COMMUNITY CENTER UPDATE:

Staff is currently working with the Northern Humboldt High School District and LDA Partners on the design of the commercial kitchen. Specifically, we are inquiring whether the kitchen would require DSA (Division of State Architect) certification in order for the school district to use it for school programs.

DSA are the sole oversight and permitting agency for all public schools in the State of California for K-12 and Community Colleges. They have very strict requirements about what can be used for classrooms and construction. Typically any building that public school students have classes in are required to be DSA approved and if the district uses facilities that are not DSA approved, it can lead to significant legal issues and liability.

Once this is determined, a revised design will be submitted to staff. This design will likely be presented to community members and ultimately brought to the MCSD Board of Directors for review.

S.H. COWELL FOUNDATION:

Staff and the Executive Director from the Boys & Girls Club in Eureka held a phone conference with a representative from the S.H. Cowell Foundation on July 16, 2013. The discussion was in regards to how the S.H. Cowell Foundation might be able to provide funding to help support the operations of the Teen & Community Center.

After a lengthy discussion, S.H. Cowell Foundation staff suggested we contact the Youth Leadership Institute and discuss ways they might help our staff facilitate the recreation programming at the Teen Center.

We discussed three (3) proposals where S.H. Cowell might be able to provide funding to support the Teen & Community Center.

1. Pay for a Leadership Consultant to work with MCSD staff, Boys & Girls Club staff, community leaders, and teens to offer training related to the operation of the Teen Center.
2. Based on the outcome of these meetings, staff will estimate the number of recreation leaders staff needed once the Teen Center Opens. Request to S.H. Cowell Foundation to help fund recreation leaders.
3. Also based on the outcome of the meetings, staff will present equipment necessary to facilitate the type of leisure and recreation programs youth are interested in and request from S.H. Cowell to help fund the equipment.

HILLER SPORTS COMPLEX:

In early July, staff discovered some irrigation issues with Fields 1 & 2 (little league fields) and Fields 5 & 6 (soccer fields). Fields 1 & 2 had some minor irrigation repairs necessary. The main issue was that the irrigation controls had been set to run too little water. Staff increased the amount of water and the fields are beginning to look better.

Staff also discovered that the irrigation control box for Fields 5 & 6 had been disconnected and they hadn't received water in several weeks. Staff re-connected the wire and increased the amount of water. Once the fields are in better shape, staff will decrease the amount of water they receive. The fields should be in great shape for the fall soccer season.

PIERSON PARK COVERED PICNIC AREA PROJECT:

Staff is working on the final paperwork for the Land and Water Conservation Fund grant for this project. This has been a lengthy process and the process has changed. According to State Parks representatives, the final phase to complete in order to begin the project is to complete a consultation list from the Native American Heritage Commission. This has been submitted and staff is awaiting a response so that we can begin construction on the project.

CALIFORNIA CONSERVATION CORPS (CCC):

MCSD has a contractual agreement with the CCC where in exchange for us providing space for the use of the Pierson Park Trailer and the parking lot at Pierson Park, the CCC provides MCSD with 5 ½ weeks of crews. The estimated value of this agreement is \$25,000.

SHERIFF WORK ALTERNATIVE PROGRAM (SWAP):

MCSD and County staff worked out an agreement to keep a SWAP crew working twelve (12) days per year. In addition, the County has agreed to provide between two (2) and five (5) individual SWAP members to report to work for MCSD each Saturday. This partnership is still working very well.

COMMUNITY SERVICE WORKERS:

Our Parks staff continues to utilize the Community Service Worker (CSW) program daily. This program helps us to maintain Pierson Park, Hiller Park, Hiller Sports Complex, Azalea Hall, and the McKinleyville Activity Center.

WORK EXPERIENCE (CalWORKS PROGRAM)

We currently have two (2) CalWORKS staff member working within the Parks Department. We are still seeking individuals interested in working for the Park Maintenance. This is a great program for the workers and for the MCSD. It gives the employees great on the job experience and it aids MCSD in its daily operations. The County pays all wages for a six-month period (with possible extensions of time), and workers compensation is also under the County's umbrella.

GRAFFITI & VANDALISM UPDATE:

A small amount of graffiti was removed from the fences at Mid-Town Trail.

McKinleyville Community Services District

BOARD OF DIRECTORS

August 7, 2013

TYPE OF ITEM: **INFORMATION**

ITEM: F.2.D. General Manager's Report for August 2013

PRESENTED BY: Gregory Orsini, General Manager

TYPE OF ACTION: None

A summary of activity for the month of July, 2013

Cost Savings Related to District Activities – The following is a summary of some of the recent cost savings opportunities District staff has identified:

- Properly filling out the our SDRMA Application \$ 670
- SDRMA combined educational credits \$ 9,069
- Workmen Compensation experience mod. \$14,897
- California Conservation Corps \$ 5,000
- SWAP crews \$ 6,000
- CalWORKS \$ 5,000
- PLC Panel installation for Cochran \$ 2,750
- PLC Panel installation for Norton \$ 2,750
- Norton Seismic valve remanufacture \$ 5,000
- In house construction of Ramey pump canopy \$17,000
- In-house replacement of Unit 17 radiator \$ 550
- Hydraulic line removal and replacement \$ 300
- Reconfigure Pond 5 spray nozzles \$ 800/ month

Total cost savings for July is \$69,786

***The cumulative cost saving to the District to date
from July 1, 2013 is \$69,786***

District staff are acknowledged and commended for their continued efforts in looking for cost savings, the use of internal labor and grant opportunities that result in real savings for the District, rate payers, and the community.

Jared Huffman Meet and Greet- I am pleased to announce, U.S. Congressman Jared Huffman will be visiting MCSD on August 26, 2013 from 1:30 until 2:00 pm. No specific agenda is anticipated but we are interested in letting our legislators be able to put a face to the name of McKinleyville, CA.

Rate Analysis- After approval by the Board, staff executed the agreement with Willdan Financial Services to initiate the water rate analysis. A schedule for completion is being negotiated and in the meantime work will begin on the project.

Prop 50 Grant and MCSD/ City of Arcata Intertie- Staff reviewed and approved General Conditions, Plans and Specifications prior to final acceptance and the documents being released for bid on July 29, 2013. There will be a mandatory pre bid meeting August 6 for all interested contractors and the bid opening is scheduled for August 26, 2013

Waste Water Management Facility (WWMF) Improvement Project Design – Staff and management reviewed and returned comment on the Preliminary Design Report (PDR). Biosolids Sampling Plan was reviewed and Kennedy Jenks will be getting input from the EPA (the regulating authority) regarding comments and questions raised during our review. A meeting will be scheduled for August to discuss our comments and concerns related to the PDR and before the Value Engineering Review. Value Engineering Review will be recommended to the board at the August meeting.

Grant Funding Opportunities- Work continues on the State Revolving Fund grant application for the WWMF Project. The General Manager and Finance Director are scheduled to attend a Funding Fair in Ukiah in August to explore other funding and grant opportunities. The Ukiah event will allow us to propose future and existing projects to Grant and Funding Agencies in one place.

Outside District Boundaries Services- LAFCO met on July 17th and approved MCSD's request to recognize our services outside boundaries. LAFCo staff commended the information provided and said the process we used should be a template for other agencies. I would like to thank Chairman Mayo, James Henry and Roz Litzky for attending the meeting and supporting our cause. The information has been filed into the public record thereby legitimizing our services outside MCSD boundaries for the first time since LAFCo was formed. The next step will be to expand our sphere of influence in a logical manner to incorporate these areas served. This does not include the Boyd Road area as we are negotiating an intergovernmental service agreement with City of Arcata to continue to serve only water in this area.

Washington Property- MCSD has drawn up an Indemnity Agreement to clarify responsibility for future site improvements to the Washington Property with the Northern Union School District. It is in this agenda for approval for the August meeting.

101 Mad River Bridge Pipeline Project –a notice of completion has been filed with the county and recorded officially completing the project.

Meetings – The General Manager attended various meetings in July dealing to MCSD business. Two meetings with Lisa Stromme of SHN related to the sewer model were conducted. A Technical Memorandum for planning purposes will be the result. The General Manager also attended the CSDA General Manager Leadership Summit for two days of service district specific intensive training. Another two days consisting of work on the strategic plan for the CSDA Board followed. It was great opportunity to meet industry specific connections for networking and valuable information.

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PHONE: (707) 839-9003
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R.W.Q.C.B. NORTH COAST REGION
5550 SKYLANE BLVD., SUITE A
SANTA ROSA, CA 95403

July 25, 2013

RE: MONTHLY MONITORING REPORT

Dear Lisa:

Enclosed is the Monthly Monitoring Report for June 2013 for McKinleyville Community Services District Wastewater Management Facilities WDID NO. 1B82084OHUM, operating under Order Number WQ 2011-0008-DWQ.

The normal discharge of effluent was 29 days discharge to reclamation M-004, 5, 6, & 7 and land disposal M-003. The required monitoring and water quality constituents that were tested and reported were in compliance in June.

The requirement for BOD is 45 mg/L monthly average and 65 % removal for the weekly average with four weekly tests in June that represent five criteria. The BOD results for June are in compliance.

The requirement for TSS is 83 mg/L monthly average with four weekly tests in June which represent one criteria. The TSS results for June are in compliance.

The requirement for Nitrate as Nitrogen in the effluent is a monthly average of 10 mg/L. One test was conducted in June and was in compliance.

Total Coliform Organisms MPN/100 ml. The Monthly Median not to exceed MPN of 23 and the daily maximum not to exceed MPN of 230. The reported results for the month of June are as follows. Median was <1.8 and a Maximum of <1.8. Four samples were collected in the month of June and were in compliance.

Monthly River Monitoring was conducted in June.

**McKINLEYVILLE COMMUNITY SERVICES DISTRICT
WASTEWATER MANAGEMENT FACILITY
EFFLUENT DISCHARGE DISPOSAL**

June 2013

Discharge Monitoring	M-INF	M-001		002 M-003	002 M-003	004 M-005	003 M-004	006 M-007	005 M-006		001 M-002
DATE	INFLUENT MGD	EFFLUENT MGD	MAXIMUM GPM	N.POND MGD	S.POND MGD	FISCHER MGD UPPER	FISCHER MGD LOWER	PIALORSI MGD	HILLER MGD	IRRGATE TOTAL MGD	RIVER MGD
1	0.859	0.612	430		0.612					0.000	0.00
2	0.921	0.612	429		0.612					0.000	0.00
3	0.870	0.858	973		0.225	0.290	0.099	0.158	0.086	0.633	0.00
4	0.857	1.117	976			0.524	0.155	0.284	0.154	1.117	0.00
5	0.846	1.076	932			0.574	0.064	0.286	0.152	1.076	0.00
6	0.854	1.049	896			0.469	0.142	0.282	0.156	1.049	0.00
7	0.831	0.913	1094		0.288	0.363	0.019	0.157	0.086	0.625	0.00
8	0.842	0.524	369		0.524					0.000	0.00
9	0.921	0.520	365		0.520					0.000	0.00
10	0.876	0.363	961		0.203	0.097	0.018	0.029	0.016	0.160	0.00
11	0.847	0.000	0 Shut down to wash CCB							0.000	0.00
12	0.857	0.641	1114			0.372	0.023	0.159	0.087	0.641	0.00
13	0.857	1.136	954			0.689		0.288	0.159	1.136	0.00
14	0.847	0.970	1067		0.308	0.181	0.225	0.166	0.090	0.662	0.00
15	0.860	0.567	410		0.567					0.000	0.00
16	0.876	0.555	389		0.555					0.000	0.00
17	0.841	0.919	1114		0.198	0.442	0.029	0.162	0.088	0.721	0.00
18	0.833	1.328	1199			0.854	0.022	0.289	0.163	1.328	0.00
19	0.852	1.314	1177			0.829	0.027	0.290	0.168	1.314	0.00
20	0.833	1.318	1172			0.837	0.024	0.291	0.166	1.318	0.00
21	0.830	1.101	1160		0.320	0.504	0.016	0.167	0.094	0.781	0.00
22	0.824	0.608	426		0.608					0.000	0.00
23	0.877	0.610	429		0.610					0.000	0.00
24	0.864	0.915	1124		0.225	0.447	0.036	0.115	0.092	0.690	0.00
25	0.840	1.276	1142			0.825	0.037	0.245	0.169	1.276	0.00
26	0.855	1.256	1060			0.810	0.035	0.244	0.167	1.256	0.00
27	0.861	1.269	1136			0.824	0.034	0.246	0.165	1.269	0.00
28	0.841	1.106	1133		0.402	0.450	0.032	0.130	0.092	0.704	0.00
29	0.841	0.735	516		0.735					0.000	0.00
30	0.876	0.733	518		0.733					0.000	0.00
31										0.000	0.00
TOTAL	25.689	26.001		0.000	8.245	10.381	1.037	3.988	2.350	17.756	0.00
AVERAGE	0.856	0.867	822	#DIV/0!	0.434	0.546	0.058	0.210	0.124	0.573	0.00
MAXIMUM	0.921	1.328	1199	0.000	0.735	0.854	0.225	0.291	0.169	1.328	0.00
MINIMUM	0.824	0.000	0	0.000	0.000	0.097	0.016	0.029	0.016	0.000	0.00
DAYS	30	30		0	18	19	18	19	19	31	
DAYS WITH NO DISCHARGE = 1											

YEAR: 2013

DATE	MONTHLY TESTS			
	TDS	AMMONIA	NITRATE	BORON
6/6/2013	300	150	ND	240

Semi-Annual Tests	Value in ug/l
Bis phthalate	N/A
alpha-BHC	N/A
4,4' -DDT	N/A
carbon tetrachloride	N/A

Quarterly Tests	Value in ug/l
Dichlorobromomethane	N/A
Bromoform	N/A
Chlorodibromomethane	N/A
Chloroform	N/A

STIDS

SKILLS:

None to report

30 DAY AVERAGE [

mg/L	LBS/DAY	% Removal	mg/L	LBS/DAY	% Removal
32	289	88	14	127	95

ACUTE TOXICITY

ACUTE TOXICITY	
DATE	% Survival
	N/A
	N/A
	N/A

Rainbow Trout
C. dubia

CHRONIC TOXICITY

CHRONIC TOXICITY	TESTED	SURVIVAL
	Minnow	N/A
	C. Dubia	N/A
	Algae	N/A
		T/L

SIGNATURE:

James Henry

REMARKS:

Indicates Permit Exceedance

Total Coliform	
Monthly	
MEDIAN	<1.8
Daily	
Maximum	<1.8