



Board of Directors Regular Meeting  
Tuesday, July 12, 2022 at 1:00 PM  
Valley Sanitary District Board Room  
45-500 Van Buren Street, Indio CA 92201

Valley Sanitary District is open to the public and board meetings will be conducted in person. In addition to attending in person, members of the public may view and participate in meeting via the following:

Zoom link: <https://us06web.zoom.us/j/84019171898>

Meeting ID: 840 1917 1898

To address the Board of Directors during the virtual live session via zoom, please email the Clerk of the Board at [hgould@valley-sanitary.org](mailto:hgould@valley-sanitary.org) or, alternatively, during the specific agenda item or general comment period (i.e. non-agenda items), please use the "raise your hand" function in zoom in order to be recognized by the Clerk of the Board in order to provide comments in real time.

**The Clerk of the Board will facilitate to the extent possible any email requests to provide oral testimony that are sent during the live meeting.** Members of the public may provide **Oral testimony** in person or during the virtual live session and are limited to three minutes each. To address the Board in person please complete speaker request card located at in the Board Room and give it to the Clerk of the Board.

If you are unable to provide comments during the meeting, written public comments on agenda or non-agenda items may be submitted by email to the Clerk of the Board at [hgould@valley-sanitary.org](mailto:hgould@valley-sanitary.org). **Written comments must be received by the Clerk of the Board no later than 11:00 a.m. on the day of the meeting.**

Page

## 1. CALL TO ORDER



- 1.1. Roll Call
- 1.2. Pledge of Allegiance
- 1.3. July Employee Anniversaries
  - Adrian Contreras, Assistant Engineer – 6 Years
  - Daniel Mills, Maintenance Technician II – 4 Years
  - Ivan Monroy, Environmental Compliance Technician II – 4 Years
  - Jeanette Juarez, Chief Administrative Officer – 2 Years
  - Ray Marroquin, Maintenance Technician I – 1 Year
  - Matthew Pittelli, Electrical/Inst. Technician I – 1 Year

## 2. PUBLIC COMMENT

*This is the time set aside for public comment on any item not appearing on the agenda. Please notify the Secretary in advance of the meeting if you wish to speak on a non-hearing item.*

## 3. CONSENT CALENDAR

*Consent calendar items are expected to be routine and noncontroversial, to be acted upon by the Board of Directors at one time, without discussion. If any Board member requests that an item be removed from the consent calendar, it will be removed so that it may be acted upon separately.*







- |      |  |         |
|------|--|---------|
| 3.1. | Approve Minutes for June 28, 2022, Regular Meeting<br><a href="#">3.1 28 Board Meeting Minutes 28 Jun 2022.pdf</a>              | 6 - 11  |
| 3.2. | Approve Warrants for June 9, 2022, through June 22, 2022<br><a href="#">3.2 Warrants for July 12, 2022.pdf</a>                    | 12 - 13 |
| 3.3. | Receive Notice of Completion for ASP Watermain Replacement Project and Authorize Payment Application No. 1 to Van Dyck for \$122,626<br><a href="#">3.3 Staff Report Van Dyck Notice of Completion &amp; Payment</a> | 14 - 18 |

[Application No 1.pdf](#) 

[3.3 Attachment A Van Dyck Invoice #1 - June 2022.pdf](#) 

[3.3 Attachment B Notice of Completion ASP watermain replacement.pdf](#) 

#### 4. NON-HEARING ITEMS

- 4.1. Authorize the General Manager to Execute Task Order No. 22-01 to Extend the Contract with Harris & Associates for One Year to Provide Design and Construction Management on Multiple Projects for an Additional \$953,607 19 - 29
- [4.1 Staff Report Award Contract Harris CS Rehab & Replace Ph 4.pdf](#) 
- [4.1 Attachment A Harris Proposal - PADM PH4 070522-REV.pdf](#) 
- 4.2. Authorize Payment Application No. 1 for Recycled Water Project – Phase I and Authorize the Board President to Approve a Wire Transfer to Schneider Electric Inc. in the Amount of \$6,986,994.20 30 - 38
- [4.2 Staff Report Schneider Electric Payment Application No 1.pdf](#) 
- [4.2 Attachment A Schneider Electric Pay App 1 \\_0001.pdf](#) 
- 4.3. Authorize Payment to CalPERS for the Annual Lump Sum Prepayment of the Unfunded Accrued Liability for Fiscal Year 2022-23 in the Amount of \$712,104 39 - 42
- [4.3 Staff Report CalPERS UAL.pdf](#) 
- [4.3 Attachment A Invoices.pdf](#) 
- 4.4. Authorize the General Manager to Execute a One-Year Contract Extension with Innovative Federal Strategies to Advocate on Wastewater and Recycled Water-Related Legislation and Policies in Washington 43 - 52

D.C. in an Amount Not to Exceed \$79,500

[4.4 Staff Report Innovative Federal Strategies.pdf](#) 


[4.4 Attachment A IFS Proposal 2022.pdf](#) 

- 4.5. Request for Feedback and Direction Regarding the Number of Board Compensated Meetings 53 - 59

[4.5 Board Compensated Meetings.pdf](#) 

[4.5 Attachment A Health and Safety Code.pdf](#) 

[4.5 Attachment B Water Code 20200 \(1\).pdf](#) 

[4.5 Attachment C Board Member Compensation Comparison.pdf](#) 

## 5. GENERAL MANAGER'S ITEMS


- 5.1. Monthly General Manager's Report – May 2022 60 - 73

[5.1 Staff Report GM Report May.pdf](#) 

[Attachment A Admin Services Report.pdf](#) 

[Attachment B NPDES report for July.pdf](#) 

[Attachment C Collection Services Report .pdf](#) 

[Attachment D Development Services Report June 2022.pdf](#)  


[Attachment E Capital Improvement Program Report July 2022.pdf](#) 

[Attachment F Environmental Compliance Summary.pdf](#) 

## 6. COMMITTEE REPORTS

- 6.1. East Valley Reclamation Authority – June 29, 2022 74 - 75

[6.1 EVRA Minutes 29 Jun 2022.pdf](#) 

- 6.2. Budget & Finance Committee Meeting – July 5, 2022 76 - 77

[6.2 Budget & Finance Minutes 05 Jul 2022.pdf](#) 

## 7. DIRECTOR'S ITEMS

*Director's items not listed are for discussion only; no action will be taken without an urgency vote pursuant to State law.*

**8. INFORMATIONAL ITEMS**

**9. PUBLIC COMMENT**

This is the time set aside for public comment on any item to be discussed in Closed Session. Please notify the Clerk of the Board in advance of the meeting if you wish to speak on an item.

**10. CONVENE IN CLOSED SESSION**

Items discussed in Closed Session comply with the Ralph M. Brown Act.

**10.1. PUBLIC EMPLOYEE PERFORMANCE EVALUATION**

Pursuant to Government Code Section 54957(b)(1)

Title: General Manager

**10.2. LABOR NEGOTIATIONS**

Pursuant to Government Code Section 54957.6

Title: General Manager

**11. CONVENE IN OPEN SESSION**

Report out on Closed Session items

**12. ADJOURNMENT**

Pursuant to the Brown Act, items may not be added to this agenda unless the Secretary to the Board has at least 72 hours advance notice prior to the time and date posted on this notice.

**VALLEY SANITARY DISTRICT  
MINUTES OF REGULAR BOARD MEETING  
June 28, 2022**

A regular Board Meeting of the Governing Board of Valley Sanitary District (VSD) was held on Tuesday, June 28, 2022, at 45-500 Van Buren St., Indio, CA 92201.

**1. CALL TO ORDER**

President Sear called the meeting to order at 1:01 p.m.

**1.1 Roll Call**

Directors Present:

Debra Canero, Dennis Coleman, Mike Duran, Scott Sear, William Teague

Staff Present:

Beverli Marshall, Holly Gould, Jeanette Juarez, Dave Commons, Ron Buchwald, and Bob Hargreaves, Best Best & Krieger

Guests Present:

Dr. Bruce Underwood, Healthy Futures, Inc.

**1.2 Pledge of Allegiance**

**2. PUBLIC COMMENT**

*This is the time for public comment on any item not appearing on the agenda. Please notify the Secretary in advance of the meeting if you wish to speak on a non-hearing item.*

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Dr. Bruce Underwood, Healthy Futures Inc., to comment on Non-Hearing Item 4.7, Discuss Proposals for a Health and Wellness Program, and Provide Direction.

**3. CONSENT CALENDAR**

3.1 Approve Minutes for June 14, 2022, Regular Meeting and June 21, 2022, Special Meeting

3.2 Approve Warrants for June 9, 2022, through June 22, 2022

3.3 Monthly Financial Report for May 31, 2022

3.4 Receive and File Credit Card Report for May 31, 2022

3.5 Declare Surplus Equipment and Authorize Disposition as Appropriate

3.6 Adopt Regulations Regarding Payment of the Costs of Candidate Statements for the November 8, 2022, General Election

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**ACTION TAKEN:**

**MOTION:** Vice President Canero motioned to approve the consent calendar as presented. Director Duran seconded the motion. Motion carried by the following roll call vote:  
AYES: Canero, Coleman, Duran, Sear, Teague  
NOES: None  
**MINUTE ORDER NO. 2022-3205**

**4. NON-HEARING ITEMS**

4.1 Approve Blanket Purchase Orders for the Listed Vendors and Amounts for the Fiscal Year 2022-23 in a Total Amount Not to Exceed \$1,039,699

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District staff has reviewed the purchases for the past fiscal year and the expenditures outlined within the Operating and Capital Budget for 2022/23. Staff was able to identify \$1,039,699 of purchases that are needed for the normal course of business.

**ACTION TAKEN:**

**MOTION:** Vice President Canero motioned to approve blanket purchase orders for the listed vendors and amounts for the Fiscal Year 2022/23 in a total amount not to exceed \$1,039,699. Secretary/Treasurer Coleman seconded the motion. Motion carried by the following roll call vote:  
AYES: Canero, Coleman, Duran, Sear, Teague  
NOES: None  
**MINUTE ORDER NO. 2022-3206**

4.2 Authorize General Manager to Execute a Professional Services Agreement with Townsend Public Affairs for State Legislative Advocacy Services in an Amount Not to Exceed \$60,000 for a 12-Month Period

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On February 8, 2022, staff published the Request for Proposals for State Legislative Advocacy Services on the District website and emailed it to 10 consulting firms identified through industry organizations like CSDA, CASA, CWEA, ICMA, etc. Three proposals were received, and one firm responded that they did not provide the identified services. The Board of Directors directed staff to evaluate the proposals and recommend discussion with the Community Engagement Committee. Staff has completed the evaluation and recommends Townsend Public Affairs. At the June 9, 2022, special meeting of the Community Engagement Committee, the committee provided feedback in support of staff's recommendation to proceed with a professional services agreement with Townsend Public Affairs.

**ACTION TAKEN:**

**MOTION:**

Vice President Canero motioned to authorize the General Manager to execute a professional services agreement with Townsend Public Affairs for state legislative advocacy services in an amount not to exceed \$60,000 for a 12-month period. Secretary/Treasurer Coleman seconded the motion. Motion carried by the following roll call vote:

AYES: Canero, Coleman, Duran, Sear, Teague

NOES: None

**MINUTE ORDER NO. 2022-3207**

- 4.3 Authorize General Manager to Execute a Professional Services Agreement with Engineering Solutions Services, Inc. for Grant and Loan Application Consulting Services in an Amount Not to Exceed \$50,000 for a 12-Month Period

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Valley Sanitary District has several projects identified in its 20-year Capital Improvement Plan that may qualify for grants, loans, or other funding opportunities. Engineering Solutions Services, Inc. (ESS) has successfully assisted Coachella Valley water and wastewater agencies in applying for grants, loans, and special funding opportunities. Staff worked with ESS to help with the grant and loan applications to the Bureau of Reclamation Title XVI and the Clean Water State Revolving Fund programs for the past two years and recommended continuing that relationship for Fiscal Year 2022-23.

**ACTION TAKEN:**

**MOTION:**

Secretary/Treasurer Coleman motioned to authorize the General Manager to execute a contract with Engineering Solutions Services for as-needed grant and loan application consulting services in an amount not to exceed \$50,000 for a 12-month period. Director Teague seconded the motion. Motion carried by the following roll call vote:

AYES: Canero, Coleman, Duran, Sear, Teague

NOES: None

**MINUTE ORDER NO. 2022-3208**

- 4.4 Authorize General Manager to Execute Supplement #1 to the Memorandum of Understanding for the Coachella Valley Salt and Nutrient Management Plan

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In November 2020, the Board authorized the General Manager to sign the Coachella Valley Salt and Nutrient Management Plan Memorandum of Understanding to formalize an agreement between the eight agencies that agreed to work on developing a Salt and Nutrient Management Plan (SNMP) for the Coachella Valley. The SNMP will set standards on the water quality that is surface spread and injected into the groundwater. This includes recycled water and will affect VSD's reclaimed water project. This First Supplement to the CV SNMP MOU is to provide for implementing the completed SNMP Development Workplan. West Yost was selected through an RFP process and collaboration by the eight agencies. A contract between Coachella Valley Water District and West Yost will be entered



into for a not to exceed the value of \$2,684,212, including a 5% contingency. CVWD will review and pay the invoices of West Yost and, in return, invoice the other seven agencies at the percentage listed in the First Supplement. The contract of West Yost will be the completion of the SNMP Development Workplan and the approval by the Regional Board of that plan.

**ACTION TAKEN:**

**MOTION:** Director Duran motioned to authorize the General Manager to sign the First Supplement to the Coachella Valley Salt and Nutrient Management Plan Memorandum of Understanding on behalf of the Valley Sanitary District. Vice President Canero seconded the motion. Motion carried by the following roll call vote:

AYES: Canero, Coleman, Duran, Sear, Teague

NOES: None

**MINUTE ORDER NO. 2022-3209**

- 4.5 Authorize General Manager to Execute Task Order Amendment #3 to Task Order No. 19-03 with Stantec Inc. for Additional Project Management & Inspection Services for a Total Not to Exceed Amount of \$27,216

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On December 10, 2019, the Board authorized the General Manager to enter into a contract with Stantec to be the Owner's Representative and assist in the procurement process for the Influent Pump Station Rehabilitation Project for a not to exceed fee of \$387,131. On March 4, 2020, the Board approved Amendment #1 for \$15,372 to comply with the legal requirements of selecting a design-build team, which required both an RFQ and an RFP process. The General Manager approved Amendment # 2 in March 2022 for \$8,608 for a geotechnical review of the design-build team's design for a new concrete pad on compacted soil that needed to be installed for the project. Amendment #3 is required for additional construction management and inspection services for a not to exceed amount of \$27,216. The original task order was approved 2.5 years ago but needed to be updated.

**ACTION TAKEN:**

**MOTION:** Director Duran motioned to authorize the General Manager to execute Amendment #3 to Task Order No. 19-03 with Stantec Inc. for a not to exceed amount of \$27,216. Vice President Canero seconded the motion. Motion carried by the following roll call vote:

AYES: Canero, Coleman, Duran, Sear, Teague

NOES: None

**MINUTE ORDER NO. 2022-3210**

- 4.6 Discuss Proposed Compensation Rate for Directors of the Valley Sanitary District Board and Set Public Hearing Date

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After discussion, the Board decided not to increase the compensation rate for the Valley Sanitary District Board of Directors. The rate will remain at \$300 per meeting. The Board directed staff to look

into the maximum number of meetings allowed per month to see if there has been an increase from the current six allowed.

4.7 Discuss Proposals for a Health and Wellness Program and Provide Direction

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Public comment was given by Dr. Bruce Underwood of Healthy Futures, Inc.

On April 1, 2022, the District released a Request for Proposals (RFP) for an Employee Health and Wellness Program. The District solicited proposals for a consulting and wellness firm to develop a wellness program for District employees. The consulting or wellness firm will possess expertise and experience in implementing agency-specific wellness programs that promote healthy behaviors. The District received four digital (4) proposals and one (1) hard copy proposal. Only the four (4) digital submissions were reviewed by the selection committee. Staff requested direction from the Board of Directors regarding the eligibility for consideration for the hard copy proposal. Legal counsel has reviewed this matter and has offered three (3) possible options for the Board of Directors to consider; award the contract to the highest-scoring proposal that was reviewed by the committee and reject the hard copy proposal, allow the hard copy proposal to be submitted and reviewed by the scoring committee, or reject all proposals and create a new RFP. Legal counsel has determined that rejecting all proposals and creating a new RFP has the lowest risk to the District.

**ACTION TAKEN:**

**MOTION:**

Vice President Caner motioned to reject all proposals and for staff to create a new Request for Proposals for an Employee Health and Wellness Program. Director Duran seconded the motion. Motion carried by the following roll call vote:  
AYES: Canero, Duran, Sear, Teague  
NOES: Coleman

**MINUTE ORDER NO. 2022-3211**

5. **GENERAL MANAGER'S ITEMS** - None

6. **COMMITTEE REPORTS**

6.1 Community Engagement Committee Special Meeting – June 9, 2022

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President Scott Seat and Vice President Debra Canero reported on the Community Engagement Committee Special Meeting held on June 9, 2022. The committee discussed state legislative advocacy services, an update from CV Strategies, an email from the City of Indio to give regular updates to the City Council, and the Coachella Valley History Museum Día de Los Muertos Event.

7. **DIRECTOR'S ITEMS**

Vice President Canero attended the VSD Employee Appreciation Luncheon and stated that it was a very nice event and had a good time.

**8. INFORMATIONAL ITEMS**

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Due to the Director's attendance at the CASA Conference and the CSDA Conference, both board meetings in August need to be rescheduled.

**9. PUBLIC COMMENT - None**

*This is the time for public comment on any item discussed in Closed Session.*

President Sear called for a short recess at 2:35 p.m. The Board of Directors reconvened at 2:45 p.m. Roll call was taken, and all Directors were present.

**10. CONVENE IN CLOSED SESSION**

*Items discussed in Closed Session comply with the Ralph M. Brown Act.*

10.1 PUBLIC EMPLOYEE PERFORMANCE EVALUATION

Pursuant to Government Code Section 54957(b)(1)

Title: General Manager

10.2 LABOR NEGOTIATIONS

Pursuant to Government Code Section 54957.6

Title: General Manager

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The Board adjourned to Closed Session at 2:46 p.m.

**11. CONVENE IN OPEN SESSION**

*Report out on Closed Session items*

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The Board reconvened in open session at 3:18 p.m. Legal counsel stated nothing to report.

**12. ADJOURNMENT**

There being no further business to discuss, the meeting adjourned at 3:20 p.m. The next regular Board meeting will be on July 12, 2022.

Respectfully submitted,

Holly Gould, Clerk of the Board  
Valley Sanitary District

**DISBURSEMENTS**  
**Approved at the Board Meeting of**  
**July 12, 2022**

40570 Alfa Laval Inc.	Sludge spiral heat exchanger remaining balance	\$54,235.13
40571 Blackbaud, Inc.	FE NXT web purchasing implementation 6/22/2022-12/19/2022	\$1,087.60
40572 CWEA/CORBS	Corbs Dinner 7/9/2022 for 18 employees	\$810.00
40572 CWEA/CORBS	Platinum sponsorship - 07/09/2022	\$1,000.00
40573 Eknar Israel Garcia	Boot reimbursement	\$117.40
40574 Grainger	Centrifugal pump	\$1,543.66
40575 Linde Gas & Equipment Inc.	Tank rental - 05/20/2022-06/20/2022	\$147.70
40576 Mobile Modular Management Corp	Trailer rental - June 2022	\$655.15
40577 Petty Cash	Petty cash replenishment	\$213.31
40578 Ray Marroquin	Tables and chairs from home depot	\$175.11
40579 USA Blue Book	pH buffer 10.01 blue, nitrate TNT+	\$434.49
40580 Burke, Williams, & Sorenson, LLP	Employee handbook and policy review	\$6,402.00
40581 Calif. Sanitation Risk Mgmt Authority	WC retro adjustment 2021-2022	\$12,782.00
40581 Calif. Sanitation Risk Mgmt Authority	WC Premium 7/22-6/23	\$84,781.00
40582 Calif. Special District Association	2022 Annual conference 8/22/2022-8/25/2022	\$550.00
40583 Caltest Analytical Laboratory	Weekly samples NPDES	\$336.30
40584 Cintas Corp	First aid replenishment	\$305.46
40584 Cintas Corp	Uniforms, mats towels etc - 6/16/2022	\$498.78
40584 Cintas Corp	Uniforms, mats, towels etc - 6/23/2022	\$490.56
40585 Coachella Valley Water District	Cost share of the CVRWGM program management	\$11,323.67
40586 Consolidated Electrical Distributors, Inc.	Ballast	\$455.67
40587 D & H Water Systems	Spare membrane caps	\$387.75
40588 Desert Sun Publishing Company	Notice of public hearing newspaper posting	\$440.00
40589 E. S. Babcock & Sons, Inc.	Pre treatment SIU Yearly	\$985.64
40590 Eberhard Equipment	Hose, sealant	\$77.28
40591 Environmental Resource Associates	Minerals delivery	\$216.96
40592 Global Power Services, Inc	Electrical testing, meter install	\$10,200.00
40593 Grainger	Jobsite radio	\$164.61
40593 Grainger	Detector tube	\$250.82
40593 Grainger	Sheet metal brake, slip roll, bead roller	\$5,248.68
40593 Grainger	Portable lockout kit, ball valve, circuit breaker lockout	\$1,885.49
40593 Grainger	Combination vise	\$1,647.76
40593 Grainger	Nibbler, adj base stacker, gasket cutter	\$3,843.60
40593 Grainger	Coolant	\$135.11
40594 Grant Fournier	Collections Grade 2 exam review reimbursement	\$199.99
40595 JCM Diesel Pro	Oil filter and other services on intl 7400 vactor	\$750.23
40595 JCM Diesel Pro	Oil filter and other services on Kentwood T400	\$950.53
40596 Kaman Industrial Technologies	Seals	\$65.47
40597 MARCAB Company, Inc.	Iron sponge media	\$5,324.34
40598 Master's Refreshment Services LLC	Water cooler rental Q3 2022	\$176.18
40599 McMaster-Carr Supply Co.	Carriage and guide rail grease	\$74.01
40599 McMaster-Carr Supply Co.	Thick wall pvc	\$300.29
40600 NFPA	Membership renewal - 9/1/2022-8/31/2023	\$175.00
40601 Sam's Fence Inc.	Fence repair	\$3,150.00
40602 Southwest Networks, Inc.	Labor IT services - June 2022	\$380.00
40603 Superior Protection Consultants	Security patrol - June 2022	\$9,360.00
40604 Underground Service Alert	Board fee - July 2022	\$58.07
40605 United Refrigeration Inc.	Anti blow back adapter	\$131.49
40605 United Refrigeration Inc.	r-410a, jcm temp control	\$882.85
40606 United Way of the Desert	PR 06/10/2022 - 06/23/2022 PD 07/01/2022	\$20.00
40607 Univar Solutions	Sodium bisulfite - 06/21/2022	\$6,267.64
40607 Univar Solutions	Sodium hypochlorite delivery - 06/23/2022	\$10,740.55
40607 Univar Solutions	Sodium hypochlorite delivery - 06/17/2022	\$10,476.84
40608 Valley Office Equipment, Inc	Sharp copier maintenance - 5/13/2022-6/12/2022	\$122.71
40609 Water Environment Federation	Membership renewal - 08/01/2022-7/31/2023	\$332.00
40610 Xpress Graphics	VSD Newsletter printing and mailing	\$14,571.61
202206281 Colonial Life	PR 05/13/2022 - 05/26/2022 PD 06/03/2022	\$995.33
202206281 Colonial Life	PR 05/27/2022 - 06/09/2022 PD 06/17/2022	\$995.33
202206282 Basic	Payment deducted 06/28/2022	\$208.33
202206291 Paychex - Tax	PR 06/10/2022 - 06/23/2022 PD 07/01/2022	\$42,584.22
202206293 CalPERS Retirement	PR 06/10/2022 - 06/23/2022 PD 07/01/2022	\$21,181.37
202206294 MassMutual	PR 06/10/2022 - 06/23/2022 PD 07/01/2022	\$110.00
202206295 Vantage Point Transfer Agents - ICMA	PR 06/10/2022 - 06/23/2022 PD 07/01/2022	\$1,470.00
202206296 Nationwide Retirement Solution	PR 06/10/2022 - 06/23/2022 PD 07/01/2022	\$1,713.00
202206297 Paychex - Direct Deposit	PR 06/10/2022 - 06/23/2022 PD 07/01/2022	\$87,253.87
202206298 Paychex - Garnishment	PR 06/10/2022 - 06/23/2022 PD 07/01/2022	\$210.46
202206299 Paychex - Fee	PR 06/10/2022 - 06/23/2022 PD 07/01/2022	\$256.64
202206301 Domino Solar LTD	Electricity - May 2022	\$11,517.41
202206302 CalPERS 457	PR 06/10/2022 - 06/23/2022 PD 07/01/2022	\$970.00
202207011 De Lage Landen Financial Services, Inc	Sharp lease payment - June 2022	\$212.07

202207012	CalPERS Health	Health insurance - July 2022	\$45,604.00
202207013	Standard Insurance Company	Disability and life insurance - July 2022	\$1,552.16
202207014	Standard Insurance Company	Dental and vision insurance - July 2022	\$4,195.92
202207041	Verizon Wireless	Cell service - June 2022	\$988.99
202207051	Indio Water Authority	Hydrant water - May 2022	\$601.51
202207052	Imperial Irrigation District	Electricity - May 2022	\$40,588.67
202207053	Indio Water Authority	Water - May 2022	\$1,345.78
202207061	FedEx	Shipping charges - 6/13/2022	\$23.50
202207061	FedEx	Shipping charges - 6/3/2022	\$209.45
202207061	FedEx	Shipping charges - 6/14/2022	\$197.97
202207062	FedEx	Shipping charges - 6/23/2022	\$358.78
	Totals		\$533,583.25



**Valley Sanitary District  
Board of Directors Meeting  
July 12, 2022**

TO: Board of Directors

THROUGH: Beverli A. Marshall, General Manager

FROM: Ronald Buchwald, Engineering Services Manager

**SUBJECT: Receive Notice of Completion for ASP Watermain Replacement Project and Authorize Payment Application No. 1 to Van Dyck Corp. for \$122,626.**

<input checked="" type="checkbox"/> Board Action	<input type="checkbox"/> New expenditure request	<input checked="" type="checkbox"/> Contract Award
<input type="checkbox"/> Board Information	<input checked="" type="checkbox"/> Existing FY Approved Budget	<input type="checkbox"/> Closed Session

**Executive Summary**

The purpose of this report is for the Board of Directors to review and discuss the Notice of Completion and payment request from Van Dyck Corporation (Van Dyck).

**Strategic Plan Compliance**

This item complies with VSD Strategic Plan Objective 3: Excellent Facilities.

**Fiscal Impact**

The fiscal impact of this payment application is \$122,626. The FY 2021-22 CIP budget for this project is \$650,000.

**Background**

On April 12, 2022, the Board of Directors awarded a contract to Van Dyck for the ASP Watermain Replacement Project as the lowest, responsible bidder at \$127,000. Van Dyck has completed the work on the project to the satisfaction of staff. There was one change order on the project for the addition of a gate valve to replace a defective, existing gate valve that was not part of the project.

The following is a summary of the pay application (Attachment A).

Original Contract	\$ 127,000.00
Change Order(s)	\$ 2,080.00
Total Complete	\$ 129,080.00
Less Previously Paid	\$ 0.00
<u>Less 5% retention</u>	<u>\$ 6,454.00</u>
Total Payment Application	\$ 122,626.00

The Notice of Completion is a form that is recorded with the County Recorder to notify any vendor, subcontractor or other entities that has a financial stake in this project, that the project is ending, and final payment will be made within 30 days of the recording. This will allow the entity to notify VSD of any non-payment from Van Dyck. If VSD does not receive any notices on non-payment, then the retention payment of \$6,454 will be released to Van Dyck.

**Recommendation**

Staff recommends that the Board of Directors approve Payment Application No. 1 for the ASP Watermain Replacement for \$122,626 and authorize the General Manager to sign the Notice of Completion for recording purposes.

**Attachments**

Attachment A: Van Dyck Payment Application #1 dated June 30, 2022.

Attachment B: Notice of Completion Form



# INVOICE

Date: 6/30/2022

Invoice Number: 1

VDC Reference # 18918

VDC Job# 22-13

**Owner/General Contractor:** Valley Sanitary District  
45-500 Van Buren Street  
Indio, CA 92201

**PROJECT NAME & INFO:** A.S.P. Plant Water Pipeline Replacement

Complete Contract Amount	\$	127,000.00
Change Orders		2,080.00
NEW Contract Amount	\$	129,080.00
Work Performed to Date		129,080.00
Previously Billed		-
Retention Previously Held		-
Payments Received		-
Total Amount Due This Pay Period		129,080.00
Less Retention if Applicable - 5%		6,454.00
<b>Net Pay this Invoice</b>	<b>\$</b>	<b>122,626.00</b>
Amount Due from Previous Billing		-
<b>TOTAL Amount Due</b>	<b>\$</b>	<b>122,626.00</b>

Supplier material/labor releases will be provided as soon as possible at end of each month.

Please make and mail payments to:  
**The Van Dyke Corporation**  
**6797 Adobe Road, 29 Palms CA 92277**  
**760 367-9151 • 760 367 5247 fax**





# Job Performance Statement

BILLED TO: Valley Sanitary District  
 PROJECT: A.S.P. Plant Water Pipeline Replacement

PERIOD START: 6/1/2022

PERIOD END: 6/30/2022

APPLICATION NO: 1

VDC JOB# 22-13

ITEM NUMBER	DESCRIPTION OF WORK	ORIGINAL	APPROVED	CURRENT	WORK COMPLETED		TOTAL			BALANCE TO FINISH	(Less Retainage)		PAYMENT DUE THIS PERIOD	TOTAL BILLED TO DATE	PAYMENTS RECEIVED	TOTAL AMOUNT DUE
		CONTRACT AMOUNT	CHANGE ORDERS	CONTRACT AMOUNT	PREVIOUSLY BILLED	THIS PERIOD	WORK COMPLETED	% COMPLETE	RETAINAGE 5%		TOTAL WORK COMPLETED	PREVIOUSLY BILLED				
1	General Requirements: Furnish contractor bonds, project insurance and project permits	4,000.00		4,000.00		4,000.00	4,000.00	100%	200.00	-	3,800.00	-	\$ 3,800.00	\$ 3,800.00		\$ 3,800.00
2	Mobilization: including all labor, material, equipment and incidentals, preliminary construction schedule, shop drawings, and catalog	3,000.00		3,000.00		3,000.00	3,000.00	100%	150.00	-	2,850.00	-	\$ 2,850.00	\$ 2,850.00		\$ 2,850.00
3	Demobilization: Including all labor, material, equipment, and incidentals	2,000.00		2,000.00		2,000.00	2,000.00	100%	100.00	-	1,900.00	-	\$ 1,900.00	\$ 1,900.00		\$ 1,900.00
4	Sitework including demolition and disposal of existing pipeline, valves, and appurtenances	10,000.00		10,000.00		10,000.00	10,000.00	100%	500.00	-	9,500.00	-	\$ 9,500.00	\$ 9,500.00		\$ 9,500.00
5	Construction of new Plant Water Pipeline and associated	108,000.00		108,000.00		108,000.00	108,000.00	100%	5,400.00	-	102,600.00	-	\$ 102,600.00	\$ 102,600.00		\$ 102,600.00
CO#1	Furnish and Install New 6" Gate		2,080.00	2,080.00		2,080.00	2,080.00	100%	104.00	-	1,976.00	-	\$ 1,976.00	\$ 1,976.00		\$ 1,976.00
	CONTRACT TOTALS	127,000.00	2,080.00	129,080.00	-	129,080.00	129,080.00	100%	6,454.00	-	122,626.00	-	122,626.00	122,626.00	-	122,626.00

RECORDING REQUESTED BY  
Valley Sanitary District  
AND WHEN RECORDED MAIL TO:

Name Valley Sanitary District  
Street Address 45500 Van Buren Street  
City & State Indio, CA 92201

S	R	U	PAGE	SIZE	DA	MISC	LONG	RFD	COPY
M	A	L	465	426	PCOR	NCOR	SMF	NCHG	EXAM
						T:	CTY	UNI	

SPACE ABOVE THIS LINE FOR RECORDER'S USE ONLY

### NOTICE OF COMPLETION

Notice is hereby given that:

- The undersigned is owner or corporate officer of the owner of the interest or estate stated below in the property hereinafter described:
- The full name of the owner is Valley Sanitary District
- The full address of the owner is 45500 Van Buren Street, Indio, CA 92201
- The nature of the interest or estate of the owner is in fee.  
(If other than fee, strike "in fee" and insert, for example, "purchaser under contract of purchase," or "lessee")
- The full names and full addresses of all persons, if any, who hold title with the undersigned as joint tenants or as tenants in common are:  

NAMES	ADDRESSES
<u>N/A</u>	
- A work of improvement on the property hereinafter described was completed on 06/28/2022. The work done was: Demolition and reconstruction of an approximately 360 linear foot 6" ductile iron plan water pipeline
- The name of the contractor, if any, for such work of improvement was The Van Dyke Corporation.  
(If no contractor for work of improvement as a whole, insert "none") 04/25/2022  
(Date of Contract)
- The property on which said work of improvement was completed is in the city of Indio, County of Riverside, State of California, and is described as follows: The Valley Sanitary District Water Reclamation Facility
- The street address of said property is 45500 Van Buren Street, Indio, CA 92201  
(If no street address has been officially assigned, insert "none")

Dated: 07/06/2022

\_\_\_\_\_  
Signature of owner or corporate officer of owner  
named in paragraph 2 or his agent

### VERIFICATION

I, the undersigned, say: I am the General Manager of Valley Sanitary District the declarant of the foregoing notice of completion; I have read said notice of completion and know the contents thereof; the same is true of my own knowledge.

I declare under penalty of perjury that the foregoing is true and correct.

Executed on \_\_\_\_\_, 20 22, at Indio, California.  
(Date of signature) (City where signed)

\_\_\_\_\_  
(Personal signature of the individual who is swearing that the contents of the notice of completion are true)



**Valley Sanitary District  
Board of Directors Meeting  
July 12, 2022**

TO: Board of Directors

THROUGH: Beverli A. Marshall, General Manager

FROM: Ronald Buchwald, Engineering Services Manager

**SUBJECT: Authorize the General Manager to Execute Task Order No. 22-01 to Extend the Contract with Harris & Associates for One Year to Provide Design and Construction Management on Multiple Projects for an Additional \$953,607**

<input checked="" type="checkbox"/> Board Action	<input type="checkbox"/> New expenditure request	<input checked="" type="checkbox"/> Contract Award
<input type="checkbox"/> Board Information	<input checked="" type="checkbox"/> Existing FY Approved Budget	<input type="checkbox"/> Closed Session

**Executive Summary**

The purpose of this report is for the Board of Directors to review and discuss the proposal from Harris & Associates.

**Strategic Plan Compliance**

This item complies with VSD Strategic Plan Objective 3: Excellent Facilities.

**Fiscal Impact**

The total cost of this proposal is \$953,607. The CIP design budget for this project is \$1,228,340. This project is included in the FY 2022/23 Capital Improvement Budget.

**Background**

On August 29, 2017, the Board awarded the Collection System Program & Design Manager Project to Harris and Associates after submitting the successful Proposal (Attachment A) as determined by the Qualification Based Selection (Government Code 4526) process. On February 18, 2018, the Board awarded Task Authorization 18-01 to Harris & Associates, Inc. not to exceed \$219,822 for Phase 1 of this program. On April 9, 2019, the Board awarded Task Authorization 18-02 to Harris & Associates not to exceed \$553,740 for Phase 2 of this program. On June 8, 2021, the Board awarded Task Authorization 21-02 to Harris & Associates not to exceed \$697,400, which is nearly complete.

The 2017 Request for Proposal (RFP) was to solicit a proposal from a consultant for a 10-year program to rehabilitate and/or replace sewer mains as needed throughout our collection system. The RFP stated that the awarded consultant would enter into an

agreement for a five-year contract with additional one-year contracts being available. This year marks the end of the five-contract. Staff is requested the Board to award one additional year to Harris & Associates under the existing master contract. BB&K has reviewed the RFP, Master Services Contract and VSD's purchasing policy and concludes that the option to extend the contract is within the District's policy and Board approval. Staff will then solicit a consultant through a new RFP process during this year.

Staff has been working with Harris & Associates to develop the next phase of the program. Phase 4 will continue the efforts of reviewing CCTV video inspections as well as programming several rehabilitation and replacement projects. Also included in the scope of work are construction management and inspection services for two projects that are planned for FY 2022-23. Harris has performed admirably during the five-year program. They have set up the program such that it is easy to see the future phases of work.

### **Recommendation**

Staff recommends that the Board of Directors authorize the General Manager to execute Task Order No. 22-01 with Harris & Associates one year to provide design and construction management on multiple projects for an additional \$953,607.

### **Attachments**

Attachment A: Harris & Associates proposal dated July 1, 2022.

July 1, 2022

Ron Buchwald, PE  
Engineering Services Manager  
Valley Sanitary District  
45500 Van Buren Street  
Indio, California 92253

# **TASK ORDER FOR PROJECT AND DESIGN MANAGER (PADM) FOR THE COLLECTION SYSTEM INFRASTRUCTURE PROGRAM, PHASE 4 (FY 2022-2023)**

Dear Ron,

Harris & Associates (Harris) appreciates the opportunity to present our proposal for Fiscal Year 2022-2023 (Phase 4) for the Valley Sanitary District (District) Collection System Infrastructure Program (Program). Phase 4 will carry through the Project and Design Manager (PADM) program approved by the District's Board in November 2018 and as amended to a 12 year program per the February 2, 2021 Board Operation Committee presentation.

In order to advance the Program towards its objectives, this proposal outlines the related scope of work detailed herein.

## **Program Management – Scope, Activities and Tasks**

The scope of work for Program Management is the ongoing evaluation, prioritization, scoping of the collection system improvement needs, packaging them into projects and programming them into the remaining years of the Program so that work is within the available revenues and operating resource capacities.

This proposal includes the following deliverables:

- Continuously monitor and update program findings and forecast recommendations
- Manage individual project implementation within the program as well as report on progress
- Review of new CCTV data provided by the District for pipes with QRS 3-5 to determine method of pipe rehabilitation

The following are the tasks performed to complete the above activities and are detailed in the subsequent sections. The hours and proposed fees for each of these tasks is also detailed in the attached fee table:

- Task 1 - Program Controls
- Task 3 - CCTV Assessment
- Task 5 - Progress Meetings & PADM Status Reports/Presentations

## **Downtown District Sewer Improvements Project (Project 2) – Scope, Activities and Tasks**

The scope of work for this project includes installation of liner in approximately 12,000 lineal feet of existing sewer mains, replace in place approximately 1,350 lineal feet of aged sewer mains with new pipe, realignment of 335 lineal feet of pipeline and re-establishment of the associated sewer laterals and abandonment of the existing pipe, rehabilitation of about 51 manholes, conducting 12 point repairs, construction of new sewer manholes, water main replacement, as well as replacement of surface improvements along sewer replacement (such as concrete driveways and water meters) and other incidental items of work. The construction cost is estimated at \$2.2M.

This proposal includes the following deliverables for this project:

- Design support during bidding and construction
- Construction Management and inspection of the project's construction which is scheduled to complete within FY22-23.

The following are the tasks performed to complete the above activities for this project and are detailed in the subsequent sections. The hours and proposed fees for each of these tasks is also detailed in the attached fee table:

- Task 7 - Assistance During Bidding and Construction
- Task 8 - Construction Management and Inspection Services
- Task 9 - Project Closeout

## **Indio Southeast Central Sewer Improvements Project (Project 3) Scope, Activities and Tasks**

The scope of work for this project includes installation of liner in approximately 15,500 lineal feet of existing sewer mains, replace in place approximately 500 lineal feet of aged sewer mains with new pipe, realignment of 980 lineal feet of pipeline and re-establishment of the associated sewer laterals and abandonment of the existing pipe, rehabilitation of about 80 manholes, conducting 10 point repairs, construction of new sewer manholes, water main replacement, as well as replacement of surface improvements along sewer replacement (such as concrete driveways and water meters) and other incidental items of work. The construction cost is estimated at \$4.4 M.

This proposal includes the following deliverable for this project:

- Complete the preparation of Plans, Specifications and Estimates within FY22-23.
- This proposal does not include design support during construction.

The following are the tasks performed to complete the above activities for this project and are detailed in the subsequent sections. The hours and proposed fees for each of these tasks is also detailed in the attached fee table:

- Task 2 - Engagement with Project Stakeholders
- Task 6 - Construction Documents

## **Project 4 – Scope, Activities and Tasks**

The scope of work for this project includes installation of liner in approximately 800 lineal feet of existing sewer mains, replace in place approximately 3,000 lineal feet of aged sewer mains with new pipe, realignment of 2,480 lineal feet of pipeline and re-establishment of the associated sewer laterals and abandonment of the existing pipe, rehabilitation of about 10 manholes, conducting 46 point repairs, construction of new sewer manholes, water main replacement, as well as replacement of surface improvements along sewer replacement (such as concrete driveways and water meters) and other incidental items of work. The construction cost is estimated at \$3.8 M.

This proposal includes the following activities for this project:

- Complete project prioritization and scoping
- Complete the Preparation of project Plans, Specifications and Estimates within FY22-23
- This proposal does not include design support during construction.

The following are the tasks performed to complete the above activities for this project and are detailed in the subsequent sections. The hours and proposed fees for each of these tasks is also detailed in the attached fee table:

- Task 2 - Engagement with Project Stakeholders
- Task 4 - Project Prioritization
- Task 6 - Construction Documents

## Lift Station Condition Assessment

The scope of work for this project includes finalizing the Condition Assessment Report for the District's four (4) Lift Stations (Barrymore, Carver, Calhoun and Vandenburg) and finalizing the Feasibility Study Memorandum for the relocation of the existing Carver Lift Station as described in the Harris proposal dated October 14, 2021, and approved by the District on November 10, 2021 and as amended on February 4, 2022. The total budget allotted for this effort was \$239,209 and to date, the Harris team has spent \$200,914. The budget shown in the fee schedule will be a carry over of the fee previously approved to complete the work.

This proposal includes the following deliverables for this project:

- Finalize the lift stations improvement and relocation recommendations within FY22-23.
- This proposal does not include the preparation of Construction Documents for the lift stations' improvement or relocation.

Tasks within each of the above projects are further detailed below.

## SCOPE OF SERVICES

### Task 1: Administer the Program and Update Findings and Recommendations

Harris will administer the program so that all related projects are simultaneously progressing efficiently to effectively meet VSD's overarching programmatic goals. Harris will update and maintain PADM program findings and recommendations based on CCTV assessments and new information obtained during Phase 4. This effort will entail updating the 3-Year Cash Flow analysis as presented during Phase 3. Harris will also maintain Program control dashboard established in Phase 3. Key performance metrics tracked will include:

- Total Lineal Feet of Infrastructure vs. Total Feet of Pipeline Inspected
- Point Repairs Recommended vs. Completed
- Lineal Feet of Pipe Rehabilitation Recommended vs. Completed
- Total Program Budget vs Funds expended
- Lineal Feet of Pipe Replacement Recommended vs. Completed
- Lineal Feet of Pipe Realignment Recommended vs. Completed

### Task 2: Engagement with Project Stakeholders

Achieving continued buy-in from the City of Indio and other utilities early on in the process will facilitate meeting project delivery schedules. Our approach to address collaboration with key project stakeholders will be to identify and meet with key staff members at each agency. A MOU with key agencies will be developed to address process, schedule, standards, etc., and gain early buy-in from all key parties.

### **Task 3: CCTV Assessment**

This task is a continuation of CCTV assessment conducted in 2018 and through Phase 3. The District's plan is to CCTV approximately 140,000 LF annually. Harris will perform a review of video and inspection logs for pipelines and manholes identified as candidates for rehabilitation and repair. The purpose of reviews is to identify and confirm defects, and provide rehabilitation recommendations. For the purposes of this scope, we assume that approximately 50 percent of the inspections for a Quick Rating Score (QRS) rating 3-5 will have defects that will need to be reviewed for determination of prioritized actions. The remaining facilities are assumed to not require engineering review and assessment. Deliverable will include engineering review of CCTV inspections and GIS-integrated action recommendations for facility defects.

Consistent with the previous phases, the assessment of the sewer lines will follow the National Association of Sewer Service Companies Pipeline Assessment Certification Program criteria and will follow the same criteria/structure developed by the PADM in Phase 1 and the feedback received by the District's staff during Phase 2. The work will also include incorporating assessments findings into the Project Prioritization task below.

### **Task 4: Projects Prioritization**

Harris will work with the District to identify Phase 4 design project packages, namely Projects 4 and 5 with construction budgets of \$3.8M each. The established prioritization criteria included in the Master Plan and PADM Phase 1 and 2 findings will be used to develop these projects. Phase 4 priority projects may include a mix of the sewer improvements identified in the PADM VSD Sewer Improvements Summary of Cost and will include continued effort in prioritizing the mains for future Phases. This may be amended to incorporate the findings of the lift station assessments if timely priority repairs are deemed necessary.

### **Task 5: Progress Meetings & PADM Status Reports/Presentations**

Progress meetings will be held with District staff throughout Phase 4 of the program. Meeting minutes will be prepared and distributed to attendees within one week of each meeting. We included twelve (12) meetings in our scope of services. Meetings will include in person meetings as well as virtual/Conference calls. Monthly progress reports will also be prepared to summarize PADM activities for each month. In addition, this task will also include preparation of presentations to VSD Board and Board Committees as requested by District staff.

### **Task 6: Construction Documents**

#### **UTILITY COORDINATION**

Harris will prepare preliminary utility notices and information requests at the commencement of each project to notify utility agencies (from DIGALERT list and District-provided list) within the limits of proposed project locations and scope of improvements. A final utility notification will be issued at the completion of construction documents. A utility log will be prepared and maintained for the duration of the project to track notification and responses with the utility agencies.

Utility information for rehabilitation of sewer improvements will not be plotted on project plans, as rehabilitation of sewer mains will have no potential conflicts with existing utilities. However, existing underground utilities will be plotted on replace in place sewer mains and manholes project plans.

#### **TOPOGRAPHIC SURVEY**

KDM Meridian, Harris' sub-consultant, will perform topographic survey work as required for each of the project sites. At a minimum, all existing sewer manholes will be dipped and sewer main sizes will be verified. We anticipate minimal survey information will be required for rehabilitation of sewer main and manholes improvements. A detailed survey request will be prepared for each non-rehabilitation project locations and will include required survey information pertinent to each project site.



## BASE SHEET PREPARATION

Harris will use District provided record maps, GIS maps, and topographic survey to prepare 36" x 24" plan sheets depicting the recommended sewer improvements. For rehabilitation of sewer mains and manholes, plan only sheets will be required (no profile). For replace in place sewer improvements, plan and profile sheets will be prepared.

## SITE VISITS

Harris will visit all project site locations to confirm the accuracy of the base sheet plan, existing project conditions, and to determine any potential constraints to the proposed construction.

## GEOTECHNICAL INVESTIGATION

For replacement in place sewer mains and manholes, we have budgeted for LOR Geotechnical, Harris' sub-consultant, to perform a geotechnical investigation if required to include the following:

- a. Review of available data developed for the project available reports/plans;
- b. Obtain needed permits from local jurisdiction for any work within the right of way and coordinate the boring locations with PADM team;
- c. Marking the boring locations and contacting Underground Service Alert of Southern California;
- d. Traffic control will be provided. Preparation of a detailed traffic control plan is not anticipated/included. Traffic control will be specified to be per the WATCH Manual;
- e. Perform required number of borings to depths of approximately 15 feet below the existing ground surface or 3 feet below the proposed/existing sewer invert. All borings will be repaired with cold-patch asphalt that meets or exceeds the existing pavement thickness;
- f. Test selected samples of the subsurface soils to verify the soil classification and determine their various soil engineering properties. Laboratory testing will include, moisture content, in-place density, laboratory compaction, sand equivalent, direct shear, and soluble sulfate content;
- g. Evaluate all data developed and formulate recommendations for the new sewer line; and,
- h. Prepare a preliminary soil investigation report for the project. The report will include an evaluation of the subsurface conditions along the alignments, soil characteristics, trench stability, and other geotechnical design criteria as necessary, including recommendations to mitigate any unusual soil conditions.

## UTILITY POTHOLE

We have budgeted C Below, Harris' sub-consultant, to obtain utility potholes if required for the design at specific locations to confirm utility clearances from the proposed sewer improvements.

## 50% PRELIMINARY DESIGN

A 50%-level preliminary design will be prepared in accordance with Valley Sanitary District Development Design Manual (VSD Manual) to identify the proposed approach for completing the design of each sewer rehabilitation/replacement location. The preliminary design investigation will include the following:

- A summary of each project location defining current deficiencies, and recommended alternatives for resolving the deficiencies of the existing sewers;
- Analysis of design alternatives for each sewer main including feasibility, construction impacts, and opinion of probable construction costs; and,
- Conceptual preliminary drawings of the proposed improvements and alternatives.

Once preliminary engineering and recommended approaches are approved by the District, the final engineering will advance and refined concepts will be developed, until the final construction documents are completed. The work will include detailed construction plans, specifications, and engineer's opinion of probable construction cost for the project, suitable for bidding purposes.

## CONSTRUCTION DRAWINGS (90% AND 100%)

Construction drawings will be developed to the 90% and 100% levels for District review. The anticipated list of drawings will include:

1. Title sheets with Vicinity Map, sheet index, general notes, legend and abbreviations;
2. Detail and typical trench section sheets;
3. Plan only sheets (no profile) for rehabilitation of sewer mains and manholes (scale 1" = 40'); and,
4. Plan and profile sheets for replace in place sewer improvements (scale 1" = 20').

## SPECIFICATIONS

Complete specification including District front-end contract, requirements and special provisions, prepared in accordance with VSD Manual in "Green Book format," will describe the project-related issues. The technical requirements will be prepared for each project package. The special provisions will describe special design and coordination features of the project as well as provide requirements for materials, equipment, installation, etc. A bid schedule will also be prepared for each project package, which will be broken out into sufficiently detailed tasks to assist in evaluating the bids and preparing progress payments. Specification will also be submitted on a CD or emailed to District staff in Microsoft Word format.

## ENGINEER'S OPINION OF PROBABLE CONSTRUCTION COSTS

A detailed engineer's opinion of probable construction costs will be developed for each plan submittal to the District.

## QUALITY CONTROL/QUALITY ASSURANCE REVIEWS & CONSTRUCTABILITY REVIEWS

The process identified in PADM VSD Quality Control Guidance will be implemented for all project packages. A quality assurance plan and schedule will be provided to the District after project kickoff meeting.

A biddability and constructability review will also be performed by Harris' construction managers to address clarity of construction documents, and constructability challenges. Findings and recommendations of the biddability and constructability review will be summarized in a matrix listing comments, sheet number and specifications sections.

## DELIVERABLES

Harris will prepare the above contract documents, including bid proposals, specifications, special provisions, and final engineer's opinion of probable construction cost in Microsoft WORD and EXCEL format. All drawings will be provided and delivered to the District in AutoCAD format upon completion of the project. Harris will also provide to the District a complete signed and sealed set of plans plotted in ink reproducible, on the District's approved standard size sheets, with the District's standard title block.

During the design phase, the following submittals will be furnished to the District.

Submittal %	Description
50% +/-	Plans, Engineer's Opinion of Probable Construction Costs
90%	Plans, Specifications, Engineer's Opinion of Probable Construction Cost
100%	Plans, Specifications, Engineer's Opinion of Probable Construction Cost
Final	Original Reproducible (full size), Specifications, Engineer's Opinion of Probable Construction Cost

## **Task 7: Assistance During Bidding and Construction**

### **RESPOND TO QUESTIONS DURING BIDDING**

This task will include responding to contractors' questions during bid as required by District staff. The District will receive all the questions and issue the responses in order to properly control the flow of information.

### **MEETINGS**

Harris will attend pre-construction meeting and construction progress meetings as requested by District staff.

### **RESPOND TO REQUEST FOR INFORMATION**

Harris will provide responses to requests for information submitted by the Contractor. Clarification drawings will be prepared and distributed, as required.

### **SHOP DRAWING AND SUBMITTAL REVIEWS**

All shop drawings and submittals will be received by the District and transmitted to Harris for review. Shop drawing reviews will be completed within five (5) working days of receipt.

### **AS-BUILT DRAWINGS PREPARATION**

Contractor and District construction representative redline drawings will be used for preparation of electronic as-built drawings. One (1) Set of Revised Reproducible Drawings from electronic revisions (not handdrafted).

## **Task 8: Construction Management and Inspection Services during Construction**

Harris is registered with the DIR and experienced in inspecting the various types of sewer improvements proposed as part of the Program. This task will include:

- Review work for conformance with contract specifications and plans. Review Contractor's work and operations regarding safety, traffic control, quality and quantity of work. Review Contractor's adherence to the environmental and regulatory conditions of the contract.
- Maintain complete and accurate daily contract records (including photographs) for work performed.
- Obtain certifications for materials incorporated into the work and check material against requirements in the contract documents.
- Check for incorporation of approved changes into the work.
- Communicate daily with the Project Manager on status of all work and issues.

## **Task 9: Individual Project Close out**

Harris will prepare a Project Closure Memorandum (Memo). The Memo will include general information related to:

- Project Scope, Schedule and Cost along with performance metrics;
- Project Highlights;
- Challenges, Risks and Lessons Learned; and
- Recommendations based on Lessons Learned

This document will be used for identifying best practices and will be used as a tool to improve the performance of all future Program Phases.

## FEE BUDGET

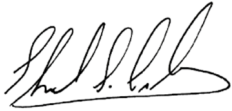
The proposed fee budget provided for each task in the attached fee breakdown is our estimated effort based on the scope provided above, PADM findings, the project 3-Year cash flow analysis and discussion with District staff. The estimated fee budget will be reviewed and discussed with the District throughout Phase 4, as project packages are identified and prior to preparation of construction documents in Task 6.

Fees will be invoiced monthly based on the percentage of work completed. Our services would be accomplished per our existing agreement with the District, where all terms and conditions are stated therein.

We look forward to working with you and the District on Phase 4 of the program. Please feel free to call me directly should you have any questions.

Sincerely,

Harris & Associates, Inc.



Ehab Gerges, PE  
Division President, Program Management and Construction Management  
949.683.2011 | [Ehab.Gerges@WeAreHarris.com](mailto:Ehab.Gerges@WeAreHarris.com)

Attachment: Fee Schedule

FEE SCHEDULE

Phase 4 (FY22-23) Program & Project Tasks	Program Manager	Lead Design QA/QC	Sr. Project Engineer	Project Engineer	Sr. Design Engineer	Design Engineer	Admin	CM/ Inspector	Labor Compl	Survey Sub (KDMM)	Utility Locator Sub (Cbelow)	Geotech Sub (LOR)	ODC/ Printing	Total
Hourly Rates >>	\$310	\$269	\$226	\$207	\$179	\$145	\$115	\$208	\$145					
<b>Task 1 - Program Controls</b>	80	0	50	0	16	0	0	0	0	\$0	\$0	\$0	\$0	\$38,964
<b>Task 2 - Engagement with Project Stakeholders</b>	16	0	40	0	40	0	0	0	0	\$0	\$0	\$0	\$0	\$21,160
Project 3	8	0	20	0	20	0	0	0	0	\$0	\$0	\$0	\$0	\$10,580
Project 4	8	0	20	0	20	0	0	0	0	\$0	\$0	\$0	\$0	\$10,580
<b>Task 3 - CCTV Assessment</b>	4	0	16	0	80	0	0	0	0	\$0	\$0	\$0	\$0	\$19,176
<b>Task 4 - Project Prioritization</b>	20	2	60	0	82	0	0	0	0	\$0	\$0	\$0	\$0	\$34,976
Project 4	4	2	20	0	50	0	0	0	0	\$0	\$0	\$0	\$0	\$15,248
Lift Stations	16	0	40	0	32	0	0	0	0	\$0	\$0	\$0	\$0	\$19,728
<b>Task 5 - Progress Meetings &amp; PADM Status Reports/Presentations</b>	40	0	40	0	0	0	0	0	0	\$0	\$0	\$0	\$0	\$21,440
<b>Task 6 - Construction Documents</b>	32	80	270	210	575	510	60	0	0	\$70,000	\$36,000	\$52,000	\$2,500	\$480,205
Project 3	0	40	80	0	115	60	0	0	0	\$20,000	\$10,000	\$26,000	\$1,250	\$115,375
Project 4	32	40	190	210	460	450	60	0	0	\$50,000	\$26,000	\$26,000	\$1,250	\$364,830
<b>Task 7 - Assistance During Bidding and Construction</b>	5	8	32	0	24	0	0	0	0	\$0	\$0	\$0	\$0	\$15,230
Project 2	5	8	32	0	24	0	0	0	0	\$0	\$0	\$0	\$0	\$15,230
<b>Task 8 - Construction Management and Inspection Services</b>	0	0	0	0	0	0	0	1152	24	\$0	\$0	\$41,000	\$7,500	\$291,596
Project 2	0	0	0	0	0	0	0	1152	24	\$0	\$0	\$41,000	\$7,500	\$291,596
<b>Task 9 - Individual Project Closeout</b>	4	0	24	0	24	0	0	0	0	\$0	\$0	\$0	\$0	\$10,960
Project 2	4	0	24	0	24	0	0	0	0	\$0	\$0	\$0	\$0	\$10,960
<b>Subtotal - Hours</b>	201	90	532	210	841	510	60	1152	24					\$724,707
<b>Subconsultant Mark Up (10%)</b>										\$7,000	\$3,600	\$9,300		\$19,900
<b>TOTAL COSTS</b>	\$62,310	\$24,210	\$120,232	\$43,470	\$150,539	\$73,950	\$6,900	\$239,616	\$3,480	\$77,000	\$39,600	\$102,300	\$10,000	\$953,607

Hourly rates include most direct costs such as travel, equipment, computers, communications, and reproduction (except large quantities such as construction documents for bidding purposes). All rates are subject to a 3% escalation rate starting January 2023 per our master agreement.



**Valley Sanitary District  
Board of Directors Meeting  
July 12, 2022**

TO: Board of Directors

THROUGH: Beverli A. Marshall, General Manager

FROM: Ronald Buchwald, Engineering Services Manager

**SUBJECT: Approve Payment Application No. 1 for the Recycled Water Project – Phase 1 and Authorize the Board President to Approve a Wire Transfer to Schneider Electric, Inc. in the Amount of \$6,986,994.20**

<input checked="" type="checkbox"/> Board Action	<input type="checkbox"/> New expenditure request	<input checked="" type="checkbox"/> Contract Award
<input type="checkbox"/> Board Information	<input checked="" type="checkbox"/> Existing FY Approved Budget	<input type="checkbox"/> Closed Session

**Executive Summary**

The purpose of this report is for the Board of Directors to review and discuss the payment request from Schneider Electric.

**Strategic Plan Compliance**

This item complies with VSD Strategic Plan Objective 3: Excellent Facilities.

**Fiscal Impact**

The fiscal impact of this payment application is \$6,986,994.20. The FY 2022-23 CIP budget for this project is \$17,763,656.

**Background**

On May 24, 2022, the Board of Directors approved contract amendment No. 1 to the contract with Schneider Electric that approved the guaranteed maximum price for the Recycled Water Project – Phase 1. Schneider Electric has submitted payment application No. 1, which includes most of the design costs to date as well as a fraction (3.16%) of the construction items to cover planning and development.

The following is a summary of the pay application (Attachment A).

Total Complete	\$ 7,354,730.73
Less Previously Paid	\$ 0.00
Less 5% retention	\$ 367,736.53
<b>Total Payment Application</b>	<b>\$ 6,986,994.20</b>

**Recommendation**

Staff recommends that the Board of Directors approve Payment Application No. 1 for the Recycled Water Project – Phase 1 and authorize the Board President to approve a wire transfer to Schneider Electric Inc. in the amount of \$6,986,994.20.

**Attachments**

Attachment A: Schneider Electric Payment Application #1 dated June 27, 2022.

APPLICATION AND CERTIFICATE FOR PAYMENT

TO: Valley Sanitary District  
 45500 Van Buren St  
 Irvin, CA 92201

FROM: Schneider Electric Buildings Americas, Inc.  
 P.O. Box 841888  
 Dallas, Texas 75284-1888

PROJECT NAME / LOCATION (CITY/STATE)  
 Valley Sanitary District - Recycled Water Project Phase 1 / Irvin, CA

ARCHITECT'S PROJECT # PC16R0017

PAGE: 1 OF 7

Wire Transfer  
 Schneider Electric Buildings Americas, Inc.  
 Account# 442658569  
 (Wire) Routing# 026009593  
 (ACH) Routing# 111000012  
 SWIFT# BOFAUS33

APPLICATION NO. 01  
 PERIOD TO: May 31, 2022  
 APPLICATION DATE: June 27, 2022  
 CUSTOMER PO #: 2020-108

CONTRACT DATE: May 24, 2022

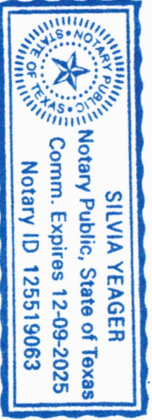
CONTRACTOR'S APPLICATION FOR PAYMENT		
CHANGE ORDER SUMMARY		
CHANGE ORDERS APPROVED IN PREVIOUS MONTHS BY OWNER	ADDITIONS	DEDUCTIONS
TOTAL	0.00	
APPROVED THIS MONTH	0.00	
TOTALS	0.00	0.00
NET CHANGE BY CHANGE ORDERS	0.00	

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the work covered by this application for payment has been completed in accordance with the contract documents, that all amounts have been paid by the Contractor for work for which previous certificates for payment were issued and payments received from the Owner, and that current payment shown herein is now due.

CONTRACTOR: Schneider Electric Buildings Americas, Inc.  
 BY: BRIAN WOTENGER 6-27-22

1. ORIGINAL CONTRACT SUM ..... \$69,889,942.00
2. NET CHANGE BY CHANGE ORDERS ..... \$0.00
3. CONTRACT SUM TO DATE ..... \$69,889,942.00
4. TOTAL COMPLETED AND STORED TO DATE ..... \$7,354,730.79
5. RETAINAGE:
  - A. 5% OF COMPLETED WORK ..... \$367,736.53
  - B. 0% OF STORED MATERIAL ..... \$0.00
- TOTAL RETAINAGE (AMT SHOULD = TOTAL COLUMN J) ..... \$367,736.53
6. TOTAL EARNED LESS RETAINAGE ..... \$6,986,994.20
7. LESS PREVIOUS CERTIFICATES FOR PAYMENT ..... \$0.00
8. CURRENT PAYMENT DUE ..... \$6,986,994.20
9. BALANCE TO FINISH, PLUS RETAINAGE ..... \$62,882,947.80

STATE OF TEXAS COUNTY OF DALLAS  
 SUBSCRIBED AND SWORN TO BEFORE ME THIS  
 DAY OF June, 2022  
 NOTARY PUBLIC  
Silvia Yeager  
 My Commission Expires: 12-9-25



ARCHITECT'S CERTIFICATION FOR PAYMENT  
 In accordance with the Contract Documents, based on on-site observations and the data comprising the above application, the Architect certifies to the Owner that to the best of the Architect's knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED

AMOUNT CERTIFIED ..... \$  
 ARCHITECT:  
 By: \_\_\_\_\_ Date: \_\_\_\_\_



ITEM NO.	DESCRIPTION OF WORK	SCHEDULED VALUE	WORK COMPLETED		MATERIALS PRESENTLY STORED (NOT IN D OR E)	TOTAL COMPLETED AND STORED TO DATE (D+E+F)	% G/C	BALANCE TO FINISH (C-G)	RETAINAGE
			FROM PREV. APPLICATION (D-E)	THIS PERIOD					
1	<b>Design-Build Agreement Phases 1 through 3 - Development Phases</b>								
2	Professional Services								
3	Design-Builder	137,400.00	0.00	137,400.00	0.00	137,400.00	100.00	0.00	6,870.00
4	Principal in Charge	190,365.00	0.00	190,365.00	0.00	190,365.00	100.00	0.00	9,518.25
5	Solutions Architect	354,200.00	0.00	354,200.00	0.00	354,200.00	100.00	0.00	17,710.00
6	Program Manager	340,400.00	0.00	340,400.00	0.00	340,400.00	100.00	0.00	17,020.00
7	Project Manager	89,175.00	0.00	89,175.00	0.00	89,175.00	100.00	0.00	4,458.75
8	Senior Engineer (Energy, Electrical, Mechanical, Manager)	81,216.00	0.00	81,216.00	0.00	81,216.00	100.00	0.00	4,060.80
9	Engineer (Energy/ Estimating)	9,430.00	0.00	9,430.00	0.00	9,430.00	100.00	0.00	471.50
10	Construction Services Manager	15,375.00	0.00	15,375.00	0.00	15,375.00	100.00	0.00	768.75
11	Construction Project Manager	2,625.00	0.00	2,625.00	0.00	2,625.00	100.00	0.00	131.25
12	Construction Admin	405.00	0.00	405.00	0.00	405.00	100.00	0.00	20.25
13	Warranty, Operations/Maintenance	27,753.75	0.00	27,753.75	0.00	27,753.75	100.00	0.00	1,387.69
14	Travel and Expenses								
15	Subcontractors								
16	Stantec Design (BODR through 60% Submittal)	1,547,482.00	0.00	1,547,482.00	0.00	1,547,482.00	100.00	0.00	77,374.10
17	Stantec Design CO 01 (2nd Fare and Switchover MS)	156,120.00	0.00	156,120.00	0.00	156,120.00	100.00	0.00	7,806.00
18	Stantec Design CO 02 (DAF and Filtrate Return TM)	37,840.00	0.00	37,840.00	0.00	37,840.00	100.00	0.00	1,892.00
19	Stantec Design CO 03 (Pond Survey)	7,990.00	0.00	7,990.00	0.00	7,990.00	100.00	0.00	399.50
20	Stantec Design CO 04 (Ferric Chloride w/ Filtrate Return Design)	124,577.00	0.00	124,577.00	0.00	124,577.00	100.00	0.00	6,228.85
21	Stantec Design CO 05 (RDT WAS Thickening Design - TM through 60% Submittal)	391,372.00	0.00	391,372.00	0.00	391,372.00	33.33	260,927.71	6,522.21
22	Enterprise Automation (SCADA Integration Coordination)	116,610.00	0.00	116,610.00	0.00	116,610.00	66.67	38,866.11	3,887.19
23	Subcontractors								
24	Black Dog (Grit Sampling)	14,000.00	0.00	14,000.00	0.00	14,000.00	100.00	0.00	700.00
25	Wash (Pebbling)	781,056.00	0.00	781,056.00	0.00	781,056.00	100.00	0.00	39,052.80
26	Design Assist and Constructability Reviews	319,970.00	0.00	319,970.00	0.00	319,970.00	66.67	106,646.00	10,666.20
27									
28	<b>Design-Build Agreement Phase 4 - Construction Phase</b>								
29	Professional Services								
30	Stantec Design - 60% through 100% (NO WAS Thickening)	567,611.00	0.00	17,958.31	0.00	17,958.31	3.16	549,652.69	897.92
31	Stantec - Engineering Services During Construction (NO WAS Thickening)	1,617,621.00	0.00	51,178.95	0.00	51,178.95	3.16	1,566,442.05	2,559.95
32	Enterprise Automation - Startup and Commissioning (NO WAS Thickening)	274,077.00	0.00	8,671.36	0.00	8,671.36	3.16	265,405.64	433.57
33	General Conditions								
34	Design-Builder Payment and Performance Bond	851,627.50	0.00	851,627.50	0.00	851,627.50	100.00	0.00	42,581.38
35	Design-Builder Builders Risk Insurance	134,957.50	0.00	134,957.50	0.00	134,957.50	100.00	0.00	6,747.88
36	Design-Builder Mobilization (Job Trailer, Site Utilities, Temp Fencing & Facilities)	77,607.50	0.00	2,455.38	0.00	2,455.38	3.16	75,152.12	122.77
37	Indemnification								
38	ECHA-1: Mechanical Bar Screen and Conveyor								
39	1.1.1 - Prepare electrical services at MCC-1M for new mechanical bar screen, belt conveyor, grit removal and grit								
40	Electrical	12,775.92	0.00	404.21	0.00	404.21	3.16	12,371.61	20.21
SUBTOTAL		8,281,639.07	0.00	5,406,175.14	0.00	5,406,175.14	65.28	2,875,463.93	270,308.77

Schneider Electric Buildings Americas, Inc.

Valley Sanitary District - Recycled Water Project Phase 1 / Inyo, CA

(A/C/H) Redding 11/10/2012

APPLICATION NUMBER: 01  
 APPLICATION DATE: June 27, 2022  
 PERIOD TO: May 31, 2022  
 ARCHITECT'S PROJECT NO: PC19P0017

ITEM NO.	DESCRIPTION OF WORK	SCHEDULED VALUE	WORK COMPLETED		MATERIALS PRESENTLY STORED (NOT IN DCR E)	TOTAL COMPLETED AND STORED TO DATE (D+E+F)	% G/C	BALANCE TO FINISH (C-G)	RETAINAGE
			FROM PREV. APPLICATION (D+E)	THIS PERIOD					
41	<b>Design-Build Agreement Phase 4 - Construction Phase (cont)</b>								
42	Indirection (cont)								
43	ECA-1 - Mechanical Bar Screen and Conveyor (cont)								
44	1.21 - Isolate manual bar screen using existing isolation gates. Prepare at site required steps (LOTQ, Work Permit, etc.)								
45	VSD Responsibility	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
46	1.22 - Remove existing manual bar screen. Modify existing aluminum checker plate cover to accommodate new bar screen.	138,253.49	0.00	4,374.12	0.00	4,374.12	3.16	133,879.37	218.71
47	Mechanical/Civil								
48	1.23 - Install new multi-rate screen with a temporary modified crane to divert screening discharge. Reinstall modified aluminum checker plate cover.	823,214.45	0.00	26,045.19	0.00	26,045.19	3.16	797,169.26	1,302.26
49	Mechanical/Civil	84,639.78	0.00	2,677.87	0.00	2,677.87	3.16	81,961.91	133.89
50	Electrical								
51	1.24 - Test new bar screen and put it in operation	15,969.77	0.00	505.26	0.00	505.26	3.16	15,464.51	25.26
52	Mechanical/Civil	1,598.98	0.00	50.53	0.00	50.53	3.16	1,548.45	2.53
53	Electrical								
54	1.31 - Provide for alternative belt conveyor functionality between removal of existing conveyor and installation of new one.	161,711.48	0.00	5,116.29	0.00	5,116.29	3.16	156,595.19	255.81
55	Mechanical/Civil								
56	1.32 - Isolate channels for existing bar screens using existing gates	7,994.88	0.00	252.63	0.00	252.63	3.16	7,742.25	12.63
57	Mechanical/Civil								
58	1.33 - Disconnect wire to existing VCP and demolish existing belt conveyor that serves the two existing mechanical clamper screens.	38,565.40	0.00	1,220.15	0.00	1,220.15	3.16	37,345.25	61.01
59	Mechanical/Civil	19,163.72	0.00	606.31	0.00	606.31	3.16	18,557.41	30.32
60	Electrical								
61	1.34 - Install new belt conveyor serving all three screens.	437,070.23	0.00	13,828.20	0.00	13,828.20	3.16	423,242.03	691.41
62	Mechanical/Civil	3,193.95	0.00	101.05	0.00	101.05	3.16	3,092.90	5.05
63	Electrical								
64	1.00 SCAQA Hardware, Software, and Programming	1,598.98	0.00	50.53	0.00	50.53	3.16	1,548.45	2.53
65	ECA-2: Grit Chamber								
66	2.11 - Demolish/til concrete basin south of bar screens. Relocate drain manhole and pipe south of basin. Prepare ground in accordance with Geotech Report. Prepare Ferric Chloride area and fill with concrete	2,099,687.99	0.00	66,430.77	0.00	66,430.77	3.16	2,033,256.92	3,321.54
67	Mechanical/Civil								
68	2.12 - Prepare electrical service at MCC-III with new breakers in spare spaces for grit pumps 182, classifier 182, grit sump pumps 182, grit collector & required electrical prep for ferric chloride new RIO panel	22,597.68	0.00	707.36	0.00	707.36	3.16	21,890.32	36.37
69	Electrical	0.00	0.00	0.00	0.00	0.00	3.16	0.00	0.00
70	2.13 - Provide flow bypass while WBS item 2.12 above is completed (included in 2.28)								
71	2.14 - Provide any other required utility services: drainage and utility water	4,76,636.93	0.00	15,080.03	0.00	15,080.03	3.16	4,61,556.90	754.00
72	Mechanical/Civil								
73	2.15 - Relocate drain manhole and pipe south of effluent basin. Relocate 12-inch drain pipe.	759,413.63	0.00	24,026.63	0.00	24,026.63	3.16	735,387.00	1,201.33
74	Mechanical/Civil								
75	2.16a - Build foundation for grit chamber	1,002,598.08	0.00	31,720.60	0.00	31,720.60	3.16	970,877.48	1,586.03
76	Mechanical/Civil								
77	2.16b - Build foundation for ferric chloride shed	995,613.42	0.00	30,234.06	0.00	30,234.06	3.16	965,379.34	1,511.70
78	Mechanical/Civil								
79	2.17 - Prepare a temporary spare FC table with a stand alone dosing pump to be installed on the existing grit chamber	25,623.49	0.00	810.69	0.00	810.69	3.16	24,812.80	40.53
80	Mechanical/Civil								
SUBTOTAL		7,074,892.03	0.00	223,838.29	0.00	223,838.29	3.16	6,851,053.74	11,191.91

ITEM NO.	DESCRIPTION OF WORK	SCHEDULED VALUE	WORK COMPLETED		MATERIALS PRESENTLY STORED (NOT IN DCR E)	TOTAL COMPLETED AND STORED TO DATE (D+E+F)	% GC	BALANCE TO FINISH (C-G)	RETAINAGE
			FROM PREV. APPLICATION (D-E)	THIS PERIOD					
81	Design-Build Agreement Phase 4 - Construction Phase (cont)								
82	Implementation (cont)								
83	ECM-2: Grit Chamber (cont)								
84	2.19 - Provide a temporary power source for the dosing pump in item 2.19		0.00	0.00	0.00	0.00	0.00	0.00	0.00
85	VSD Responsibility								
86	2.19 - Connect temporary piping from temporary FC valve and dosing pump to existing piping of the FC on the existing grit chamber	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
87	Mechanical/Civil	9,235.32	0.00	292.19	0.00	292.19	3.16	8,943.13	14.61
88	2.21 - Assemble and construct grit chamber								
89	Mechanical/Civil	1,738,381.24	0.00	54,999.61	0.00	54,999.61	3.16	1,683,381.63	2,749.98
90	2.21a - Assemble and construct ferric chloride s/d								
91	Mechanical/Civil	224,977.32	0.00	7,117.92	0.00	7,117.92	3.16	217,859.40	355.90
92	2.21b - Install new R/O panel & run all wiring and conduits								
93	Electrical	162,891.85	0.00	5,153.63	0.00	5,153.63	3.16	157,738.02	257.68
94	2.22 - Construct channel extension and isolation/bypass gates. Note: the last channel section adjacent to existing channel is not built until flow bypass is in operation.								
95	Mechanical/Civil	2,515,575.62	0.00	79,588.80	0.00	79,588.80	3.16	2,435,986.82	3,979.44
96	2.23 - Install grit pumping, grit collector, and grit classifiers, plus associated piping								
97	Mechanical/Civil	2,274,566.25	0.00	71,963.64	0.00	71,963.64	3.16	2,202,602.61	3,598.18
98	Electrical	309,613.52	0.00	9,802.01	0.00	9,802.01	3.16	300,011.51	490.10
99	2.24 - Install new sump pumps and associated piping								
100	Mechanical/Civil	302,066.59	0.00	9,556.90	0.00	9,556.90	3.16	292,509.69	477.85
101	Electrical	135,743.04	0.00	4,294.69	0.00	4,294.69	3.16	131,448.35	214.73
102	2.25 - Install 54-inch raw sewage pipe and connect to blind flange on existing 54-inch RS pipe								
103	Mechanical/Civil	3,318,609.88	0.00	104,995.39	0.00	104,995.39	3.16	3,213,614.49	5,249.77
104	2.26 - Lay temporary bypass piping from screen structure to primary sedimentation basin (as shown), without making connections until the following step. Includes VE Reduction for HDPE rental piping.								
105	Mechanical/Civil	1,108,798.45	0.00	35,080.52	0.00	35,080.52	3.16	1,073,717.93	1,754.03
106	2.27 - During low-flow period, stop IPS operation, drain screen structure, remove blind flange on bypass nozzle on screen structure, connect bypass piping to screen structure, and install temporary bulkhead to isolate screen effluent channel.								
107	Mechanical/Civil	23,099.93	0.00	729.90	0.00	729.90	3.16	22,340.03	36.50
108	2.28 - Close isolation gates in Primary Sedimentation Influent channel. Restore IPS operation.								
109	Mechanical/Civil	15,989.77	0.00	505.26	0.00	505.26	3.16	15,484.51	25.26
110	2.29 - Connect channel extension to existing channel. Fill 48-in bottom opening on existing channel. Drain existing 54" RS pipe. Connect new 54-in RS to existing pipe. Cut existing influent bypass line (30-in) and effluent line (54-in) serving Aerated Grit Removal at the Wye's and Plug.								
111	Mechanical/Civil	463,107.34	0.00	14,651.98	0.00	14,651.98	3.16	448,455.36	732.60
112	2.29a - Install bypass gate. Extend concrete grit chamber to new grit chamber and 54-inch pipe								
113	Mechanical/Civil	110,592.25	0.00	3,498.96	0.00	3,498.96	3.16	107,093.29	174.95
114	2.29b - During low-flow period, stop IPS operation, drain screen structure, disconnect bypass piping, cap bypass nozzle remove temp bulkhead, open isolation gates in Primary Sedimentation Influent channel.								
115	Mechanical/Civil	7,984.88	0.00	252.63	0.00	252.63	3.16	7,732.25	12.63
116	2.32 - Cut and cap electrical conduits and non-potable water line (includes removing existing grit facilities from SCADA)								
117	Mechanical/Civil	28,461.32	0.00	900.47	0.00	900.47	3.16	27,560.85	45.02
118	Electrical	1,596.88	0.00	50.53	0.00	50.53	3.16	1,546.45	2.53
119	2.33 - Cut, remove, and dispose of 30-inch RS pipe next to existing aerated grit tank. Install blind flange on remaining RS pipe.								
120	Mechanical/Civil	56,767.74	0.00	1,796.04	0.00	1,796.04	3.16	54,971.70	89.80
SUBTOTAL		12,805,202.07	0.00	405,231.07	0.00	405,231.07	3.16	12,402,971.02	20,281.56

ITEM NO.	DESCRIPTION OF WORK	SCHEDULED VALUE	D		E		F	G	H	I	J
			WORK COMPLETED FROM PREV. APPLICATION (D-E)	THIS PERIOD	MATERIALS PRESENTLY STORED (NOT IN D OR E)	TOTAL COMPLETED AND STORED TO DATE (D+E+F)					
121	<b>Design-Build Agreement Phase 4 - Construction Phase (cont)</b>										
122	Implemention Local										
123	ECM-2: Grit Chamber (cont)										
124	2.34 - Remove and dispose of existing grit slurry pumps and all associated pipes and appurtenances	41,059.87	0.00	1,299.07	0.00	1,299.07	3.16	39,760.80	64.95		
125	Mechanical/Civil										
126	2.35 - Dewater and clean abandoned existing grit tank	45,594.11	0.00	1,442.21	0.00	1,442.21	3.16	44,141.90	72.11		
127	Mechanical/Civil										
128	2.36 - Remove and dispose of existing grit classifiers and all associated pipes and appurtenances	50,509.19	0.00	1,598.03	0.00	1,598.03	3.16	48,911.16	79.90		
129	Mechanical/Civil										
130	2.37 - Remove and dispose of existing sump pump panel and associated electrical components.	1,596.98	0.00	50.53	0.00	50.53	3.16	1,546.45	2.53		
131	Electrical										
132	2.38 - Remove and return existing sump pump to Valley Sanitary District. Remove and dispose of all associated valves, pipes, and appurtenances.	5,249.26	0.00	166.08	0.00	166.08	3.16	5,083.18	8.30		
133	Mechanical/Civil										
134	2.39 - Remove and dispose of existing foul air blower and all associated pipes and appurtenances.	10,611.91	0.00	335.74	0.00	335.74	3.16	10,276.17	16.79		
135	Mechanical/Civil										
136	2.00 SCADA Hardware, Software, and Programming	182,622.30	0.00	5,777.88	0.00	5,777.88	3.16	176,844.42	288.89		
137	ECM-3: WAS Thickening - TBD										
138	ECM-4: 2nd Digester and related systems, including secondary flare	163,410.66	0.00	5,170.05	0.00	5,170.05	3.16	158,240.61	258.50		
139	4.11 - Demolish existing concrete slopes										
140	Mechanical/Civil										
141	4.12 - Prepare the site for the new digester following requirements in Geotech report. Excavate and build foundation. Include necessary catch basin and drains for area around digester.	5,518,270.71	0.00	174,589.27	0.00	174,589.27	3.16	5,343,681.44	8,729.46		
142	Mechanical/Civil										
143	4.13 - Install new 400A breaker in existing SWBD-N to feed new MCC-DJ	17,566.75	0.00	555.78	0.00	555.78	3.16	17,010.97	27.79		
144	Electrical										
145	4.14 - Bring power from existing switchboard SWBD-N to Building C for new MCC-DJ	54,297.22	0.00	1,717.88	0.00	1,717.88	3.16	52,579.34	85.89		
146	Electrical										
147	4.15 - Install all necessary non-electric utilities for new digester and flare. Utility water	1,448,220.12	0.00	45,819.37	0.00	45,819.37	3.16	1,402,400.75	2,290.97		
148	Mechanical/Civil										
149	4.21 - Construct new anaerobic digester tank, including domed roof, walkway, rails, exterior stairs, and digester gas handling equipment. Includes VE Reduction for removal of Roof insulation	9,816,580.79	0.00	310,574.61	0.00	310,574.61	3.16	9,506,006.18	15,528.73		
150	Electrical										
151	4.22 - Install new boiler, makeup water, and drainage	1,111,824.92	0.00	35,176.37	0.00	35,176.37	3.16	1,076,648.55	1,758.82		
152	Electrical										
153	4.23 - Install new concrete equipment pads and canopy	1,607,536.74	0.00	50,863.06	0.00	50,863.06	3.16	1,556,733.68	2,543.15		
154	Electrical										
155	4.24 - Install piping connecting the outlet of existing Digester 2 to the inlet of new Digester 1 and piping connecting the outlet of Digester 1 to the inlet of Digester 2	2,201,059.00	0.00	69,637.99	0.00	69,637.99	3.16	2,131,421.01	3,481.90		
156	Mechanical/Civil										
157	4.25a - Install new MCC-DJ in Building C	239,052.82	0.00	9,145.17	0.00	9,145.17	3.16	279,907.65	457.26		
158	Electrical										
159											
160											
SUBTOTAL		22,564,953.34	0.00	713,919.09	0.00	713,919.09	3.16	21,851,034.26	35,695.94		

ITEM NO.	DESCRIPTION OF WORK	SCHEDULED VALUE	D		E		F		G		H	I	J
			WORK COMPLETED FROM PREV. APPLICATION (P-E)	THIS PERIOD (P-E)	MATERIALS PRESENTLY STORED (NOT IN DORE)	TOTAL COMPLETED AND STORED TO DATE (P+E)	% GC	BALANCE TO FINISH (C-G)	RETAINAGE				
161	Design-Build Agreement Phase 4 - Construction Phase (cont)												
162	Indemnification (cont)												
163	ECM 4 - 2nd Digester and related systems, including secondary flare (cont)												
164	4.25b - Coordination study for new MCC												
165	Electrical	6,387.91	0.00	202.10	0.00	202.10	3.16	6,185.81	10.11				
166	4.26 - Install new digester pumps and associated piping, digester mixing pumps 1&2, sludge recirculation pumps 1&2, and sludge transfer pump	5,773,948.32	0.00	182,878.51	0.00	182,878.51	3.16	5,591,069.81	9,133.93				
167	Mechanical/Civil	inc in 4.28	0.00	0.00	0.00	0.00	0.00	0.00	0.00				
168	Electrical												
169	4.27 - Install new hot water loop equipment and piping; heat exchanger, hot water recirculation pumps 1&2, and hot water pump	1,426,180.24	0.00	45,122.07	0.00	45,122.07	3.16	1,381,058.17	2,256.10				
170	Mechanical/Civil												
171	Electrical	6,387.91	0.00	202.10	0.00	202.10	3.16	6,185.81	10.11				
172	4.28 - Provide power to new MCC-DI loads: digester mixing pumps 1&2, sludge recirculation pumps 1&2, sludge transfer pump, hot water recirculation pumps 1&2, subloop hot water recirculation pump 1&2, PLC panel, and miscellaneous loads												
173	Electrical	1,489,218.77	0.00	46,483.74	0.00	46,483.74	3.16	1,442,735.03	2,324.19				
174	4.29 - Install piping connecting primary sludge to Digester 1 (inlet and piping connecting outlet of digester to dewatering/sludge drying)												
175	Mechanical/Civil	404,788.77	0.00	12,806.27	0.00	12,806.27	3.16	391,982.50	640.31				
176	4.31 - install yard piping for digester gas from digester to flares and natural gas yard piping												
177	Mechanical/Civil	392,837.16	0.00	12,428.74	0.00	12,428.74	3.16	380,408.42	671.44				
178	4.32 - install foundation for new flare												
179	Mechanical/Civil	97,998.49	0.00	3,100.52	0.00	3,100.52	3.16	94,897.97	155.03				
180	4.33 - install new flare												
181	Mechanical/Civil	749,485.22	0.00	23,712.52	0.00	23,712.52	3.16	725,772.70	1,185.63				
182	Electrical	314,604.45	0.00	9,983.58	0.00	9,983.58	3.16	304,620.87	497.68				
183	4.00 SCADA Hardware, Software, and Programming	520,167.32	0.00	16,457.28	0.00	16,457.28	3.16	503,710.06	822.86				
184	ECM 5 - Switchboard-MS Replacement												
185	Step 0 - Outage Prep - Includes install of Proposed SWBD-MS and ATS and new underground and overhead conduits and cable												
186	Mechanical/Civil	58,840.61	0.00	1,861.62	0.00	1,861.62	3.16	56,978.99	93.08				
187	Electrical	736,206.36	0.00	23,292.39	0.00	23,292.39	3.16	712,913.97	1,164.62				
188	Step 1 - Outage 1 - Install generator feeder to Proposed ATS												
189	Electrical	145,324.90	0.00	4,597.85	0.00	4,597.85	3.16	140,727.05	229.89				
190	Step 2 - Outage 2 - Connect proposed SWBD-MS in parallel												
191	Electrical	30,342.56	0.00	959.99	0.00	959.99	3.16	29,382.57	48.00				
192	Step 3 - Outage 3 - Refeeld of Bower B401												
193	Electrical	41,521.40	0.00	1,313.67	0.00	1,313.67	3.16	40,207.73	65.68				
194	Step 4 - Outage 4 - Refeeld of Bower B402												
195	Electrical	41,521.40	0.00	1,313.67	0.00	1,313.67	3.16	40,207.73	65.68				
196	Step 5 - Outage 5 - Refeeld of Building B												
197	Electrical	129,355.13	0.00	4,092.59	0.00	4,092.59	3.16	125,262.54	204.63				
198	Step 6 - Outage 6 - Refeeld of MCC-HA												
199	Electrical	122,967.22	0.00	3,890.49	0.00	3,890.49	3.16	119,076.73	194.52				
200													
SUBTOTAL		12,468,055.15	0.00	394,469.66	0.00	394,469.66	3.16	12,073,585.46	19,723.49				

A ITEM NO.	B DESCRIPTION OF WORK	C SCHEDULED VALUE	D WORK COMPLETED		E THIS PERIOD	F MATERIALS STORED (NOT IN DORE)	G TOTAL COMPLETED AND STORED TO DATE (D+E+7)	H % G/C	I BALANCE TO FINISH (C-G)	J RETAINAGE
			FROM PREV. APPLICATION (D-E)							
201	Design-Build Agreement Phase 4 - Construction Phase (cont)									
202	Indemnification (cont)									
203	ECKM-5- Switchgear-MS Replacement (cont)									
204	Step 7 - Outage 7 - Refeeld of MCC-A, Main Office and MCC-F									
205	Electrical									
206	Step 8 - Outage 8 - Remove existing ATS	308,216.55	0.00		9,751.48	0.00	9,751.48	3.16	298,465.07	487.57
207	Electrical	15,989.77	0.00		505.26	0.00	505.26	3.16	15,484.51	25.26
208	Step 9 - Outage 9 - Remove cable from Main Junction Box to Existing SWBD-MS	12,775.82	0.00		404.21	0.00	404.21	3.16	12,371.61	20.21
209	Electrical									
210	Step 10 - Remove Abandoned Cables	15,989.77	0.00		505.26	0.00	505.26	3.16	15,484.51	25.26
211	Electrical									
212	ECKM-6 - Returning Sludge Dewatering Filtrate									
213	6.11 - Prepare pump station area	162,093.58	0.00		5,128.07	0.00	5,128.07	3.16	156,965.51	256.40
214	Mechanical/Civil									
215	6.12 - Prepare North Cell Head Wat Structure as needed for 8" piping connection	23,156.17	0.00		732.62	0.00	732.62	3.16	22,423.55	36.63
216	Mechanical/Civil									
217	6.13 - Build foundation for 3rd Pump Filtrate Return	37,591.24	0.00		1,189.33	0.00	1,189.33	3.16	36,401.91	59.47
218	Mechanical/Civil									
219	6.14 - Prepare 12" pipe connection on grit chamber channel	39,555.92	0.00		1,251.42	0.00	1,251.42	3.16	38,302.50	62.57
220	Mechanical/Civil									
221	6.15 - Prepare all operational and construction required actions for the 6" line on the existing discharge line from Drain PS 1	9,741.56	0.00		308.21	0.00	308.21	3.16	9,433.35	15.41
222	Mechanical/Civil									
223	6.16 - Prepare ground for construction for Filtrate Return lines (6" 12" & 6")	237,894.46	0.00		7,519.96	0.00	7,519.96	3.16	230,374.50	376.00
224	Mechanical/Civil									
225	6.17 - Prepare all conduits run areas for pumps and LCP-153	19,962.21	0.00		631.57	0.00	631.57	3.16	19,330.64	31.58
226	Mechanical/Civil									
227	Electrical	inc in 6.25	0.00		0.00	0.00	0.00	0.00	0.00	0.00
228	6.21 - install new Pump Filtrate Return station	616,825.95	0.00		19,515.39	0.00	19,515.39	3.16	597,310.56	975.77
229	Mechanical/Civil									
230	6.22 - install all piping associated with new filtrate drain pump station	4,419,600.10	0.00		139,829.09	0.00	139,829.09	3.16	4,279,771.01	6,991.45
231	Mechanical/Civil									
232	6.23 - install new LCP-153	7,994.88	0.00		252.63	0.00	252.63	3.16	7,742.25	12.63
233	Electrical									
234	6.24 - Modify piping for Drain PS 1. Consider performing this step at the same time as step 6.15 above	85,602.75	0.00		2,708.33	0.00	2,708.33	3.16	82,894.42	135.42
235	Mechanical/Civil									
236	6.25 - install & Finalize all conduits and wiring termination	367,304.69	0.00		11,620.93	0.00	11,620.93	3.16	355,683.76	581.05
237	Electrical									
238	6.26 - Finish up grading for the installed underground pipe	37,209.56	0.00		1,177.25	0.00	1,177.25	3.16	36,032.31	58.86
239	Mechanical/Civil									
240	6.27 - Spare Electrical Conduit for Future Training Building	127,438.76	0.00		4,031.96	0.00	4,031.96	3.16	123,406.80	201.60
241	Electrical	127,518.61	0.00		4,031.96	0.00	4,031.96	3.16	123,484.12	201.72
242	6.00 SCAOA Hardware, Software, and Programming									
	SUBTOTAL	6,672,197.34	0.00		211,097.46	0.00	211,097.46	3.16	6,461,099.89	10,554.86
	TOTAL	69,899,942.00	0.00		7,354,730.73	0.00	7,354,730.73	81.08	62,545,211.30	387,736.53



**Valley Sanitary District  
Board of Directors Meeting  
July 12, 2022**

**TO:** Board of Directors

**THROUGH:** Beverli A. Marshall, General Manager

**FROM:** Jeanette Juarez, Chief Administrative Officer

**SUBJECT: Authorize Payment to CalPERS for the Annual Lump Sum Prepayment of the Unfunded Accrued Liability (UAL) for the Fiscal Year 2022/23 in the amount of \$712,104**

<input checked="" type="checkbox"/> Board Action	<input type="checkbox"/> New Budget Approval	<input type="checkbox"/> Contract Award
<input type="checkbox"/> Board Information	<input checked="" type="checkbox"/> Existing FY Approved Budget	<input type="checkbox"/> Closed Session

**Executive Summary**

The purpose of this report is for the Board of Directors to review and authorize the annual lump-sum prepayment of the CalPERS UAL.

**Strategic Plan Compliance**

This item complies with VSD Strategic Plan Objective 5.2: Extend financial planning to meet long-term needs while maintaining affordability for customers.

**Fiscal Impact**

The fiscal impact for the CalPERS UAL for the fiscal year 2022/23 is \$712,104.

**Background**

Annual payment on the Unfunded Accrued Liability (UAL) is the amortized dollar amount needed to fund past service credit earned (or accrued) for members who are currently receiving benefits, active members, and for members entitled to deferred benefits, as of the valuation date.

An annual lump-sum prepayment option of the Unfunded Accrued Liability (UAL) is available for employer contributions to CalPERS. The lump-sum is a discounted amount compared to the sum of the twelve-monthly installments, which include a 3.3% interest.

<b>Payment Option</b>	<b>Tier I</b>	<b>Tier II</b>	<b>Total</b>
12 Monthly Installments	\$ 719,198.04	\$ 17,408.04	\$ 736,606.08
Lump-Sum Prepayment	\$ 695,275.00	\$ 16,829.00	\$ 712,104.00
<b>Savings</b>	<b>\$ 23,923.04</b>	<b>\$ 579.04</b>	<b>\$ 24,502.08</b>

**Recommendation**

Staff recommends that the Board authorize the payment of \$712,104 to CalPERS for the annual lump-sum prepayment of the UAL.

**Attachments**

Attachment A: CalPERS invoices for Tier I and Tier II UAL





California Public Employees' Retirement System

July 01, 2022

Jeanette Juarez  
 Valley Sanitary District  
 45500 VAN BUREN  
 INDIO, CA 92201

Business Unit: 1900  
 CalPERS ID: 4105945466  
 Invoice Number: 100000016849832  
 Invoice Date: July 01, 2022  
 Payment Due Date: July 31, 2022

Description	Amount				
<p>Annual Unfunded Accrued Liability as of the June 30, 2020 Actuarial Valuation for Rate Plan Identifier 3242.</p> <p>The total minimum required employer contribution is the sum of the Plan's Employer Normal Cost Rate (expressed as a percentage of payroll) plus the Employer Unfunded Accrued Liability Contribution Amount.</p> <p>Your agency's monthly amount due toward the Unfunded Accrued Liability is:</p> <table data-bbox="186 1044 751 1112"> <tr> <td>Amount</td> <td>Due Date</td> </tr> <tr> <td>\$59,933.17</td> <td>July 31, 2022</td> </tr> </table> <p>If you would like to prepay the entire Annual Payment toward your Plan's Unfunded Accrued Liability, you can submit the Annual Lump Sum Prepayment amount of <b>\$695,275.00</b> to the invoice number above by July 31, 2022 instead of the monthly amount listed.</p> <p>Please refer to the June 30, 2020 Actuarial Valuation report for the details of this calculation. Reports are available at CalPERS On-Line or by visiting <a href="http://www.mycalpers.ca.gov">www.mycalpers.ca.gov</a></p> <p>Unfunded Accrued Liability contributions are to be paid in full by the payment due date each month. Payments that are not received in full on or before this date will be assessed interest on the total outstanding balance due (Public Employees' Retirement Law § 20572 (b)). Please note that this monthly statement is a demand for payment in accordance with Public Employees' Retirement Law § 20572 (a).</p> <p><b>For questions concerning your invoice, please call our CalPERS Customer Contact Center at 888 CalPERS (or 888-225-7377) and ask to be referred to the Financial Office.</b></p>	Amount	Due Date	\$59,933.17	July 31, 2022	
Amount	Due Date				
\$59,933.17	July 31, 2022				
<b>Total Due</b>	<b>\$59,933.17</b>				





P.O. Box 942715, Sacramento, CA 94229-2715  
 888 CalPERS (or 888-225-7377) | Fax: (800) 959-6545  
 TTY: (877) 249-7442  
[www.calpers.ca.gov](http://www.calpers.ca.gov)

California Public Employees' Retirement System

July 01, 2022

Jeanette Juarez  
 Valley Sanitary District  
 45500 VAN BUREN  
 INDIO, CA 92201

Business Unit: 1900  
 CalPERS ID: 4105945466  
 Invoice Number: 100000016849840  
 Invoice Date: July 01, 2022  
 Payment Due Date: July 31, 2022

Description	Amount				
<p>Annual Unfunded Accrued Liability as of the June 30, 2020 Actuarial Valuation for Rate Plan Identifier 27210.</p> <p>The total minimum required employer contribution is the sum of the Plan's Employer Normal Cost Rate (expressed as a percentage of payroll) plus the Employer Unfunded Accrued Liability Contribution Amount.</p> <p>Your agency's monthly amount due toward the Unfunded Accrued Liability is:</p> <table data-bbox="186 1044 755 1117"> <tr> <td>Amount</td> <td>Due Date</td> </tr> <tr> <td>\$1,450.67</td> <td>July 31, 2022</td> </tr> </table> <p>If you would like to prepay the entire Annual Payment toward your Plan's Unfunded Accrued Liability, you can submit the Annual Lump Sum Prepayment amount of <b>\$16,829.00</b> to the invoice number above by July 31, 2022 instead of the monthly amount listed.</p> <p>Please refer to the June 30, 2020 Actuarial Valuation report for the details of this calculation. Reports are available at CalPERS On-Line or by visiting <a href="http://www.mycalpers.ca.gov">www.mycalpers.ca.gov</a></p> <p>Unfunded Accrued Liability contributions are to be paid in full by the payment due date each month. Payments that are not received in full on or before this date will be assessed interest on the total outstanding balance due (Public Employees' Retirement Law § 20572 (b)). Please note that this monthly statement is a demand for payment in accordance with Public Employees' Retirement Law § 20572 (a).</p> <p><b>For questions concerning your invoice, please call our CalPERS Customer Contact Center at 888 CalPERS (or 888-225-7377) and ask to be referred to the Financial Office.</b></p>	Amount	Due Date	\$1,450.67	July 31, 2022	
Amount	Due Date				
\$1,450.67	July 31, 2022				
<b>Total Due</b>	<b>\$1,450.67</b>				





**Valley Sanitary District  
Board of Directors Meeting  
July 12, 2022**

TO: Board of Directors

THROUGH: Beverli A. Marshall, General Manager

**SUBJECT: Authorize the General Manager to Execute a One-Year Contract Extension with Innovative Federal Strategies to Advocate on Wastewater and Recycled Water-Related Legislation and Policies in Washington D.C. in an Amount Not to Exceed \$79,500**

<input checked="" type="checkbox"/> Board Action	<input type="checkbox"/> New Budget Approval	<input type="checkbox"/> Contract Award
<input type="checkbox"/> Board Information	<input checked="" type="checkbox"/> Existing FY Approved Budget	<input type="checkbox"/> Closed Session

**Executive Summary**

The purpose of this report is to discuss the ongoing need for federal legislative advocacy services.

**Strategic Plan Compliance**

The recommendation complies with the VSD Strategic Plan Goal 6: Improve Planning, Administration, and Governance.

**Fiscal Impact**

The total cost for the 12-month period is \$79,500 and is included in the adopted Budget for Fiscal Year 2022-23.

**Background**

In 2016, the Board of Directors discussed the benefits of having a consultant provide advocacy services in Washington D.C. on behalf of the District. At that time, Valley Sanitary District received proposals from several firms, which were reviewed by a subcommittee of the Valley Sanitary District Board of Directors. The subcommittee recommended that Innovative Federal Strategies (IFS) provide these services, which the Board approved.

IFS continued to provide services through June 30, 2020, until the funding was eliminated from the budget during the COVID-19 pandemic. As part of the Combined Budget for Fiscal Year 2021/22, the Board reinstated funding for these services and the General Manager executed a contract with a term of July 1, 2021, through June 30, 2022.

Staff contacted IFS for an updated scope and cost of services for Fiscal Year 2022-23 (Attachment A). They proposed a slight increase of \$4,500 (6%), which is in line with the inflation of other goods and services.

**Recommendation**

Staff recommends that the Board of Directors authorize the General Manager to execute a one-year contract extension with Innovative Federal Strategies to advocate on wastewater and recycled water-related legislation and policies in Washington D.C. in an amount not to exceed \$79,500.

**Attachments**

Attachment A: Innovative Federal Strategies Scope and Cost of Services

# INNOVATIVE FEDERAL STRATEGIES, LLC

*Comprehensive Government Relations*

June 27, 2022

Ms. Beverli A. Marshall  
General Manager  
Valley Sanitary District  
45500 Van Buren Street  
Indio, California 92201

Dear Beverli:

I wanted to express my thanks to you and the Board of Directors for the opportunity to resume the relationship between Valley Sanitary District (VSD) and Innovative Federal Strategies (IFS) last year. Our team has enjoyed the relationship and progress made on the agency's priority projects over the last year. We would be honored to continue working on your behalf in Washington, DC. We look forward to continuing to build on the strong working relationships VSD and IFS have with our congressional delegation, their staff, and within federal agencies.

Innovative Federal Strategies is well suited to continue assisting VSD in efforts to track, report on, and advocate for relevant legislation and policy efforts in Congress, to build and maintain relationships with key Members of Congress and staff, and to implement congressional outreach campaigns regarding ongoing and future federal issues. The members of our bipartisan firm have over 175 years of combined federal service. We offer comprehensive business development, consulting and strategic advocacy services to a broadly diverse set of clients. We maintain outstanding awareness across a wide-range of germane federal agencies, topics, issues, and programs. We understand the nuanced, complex federal planning, programming, budgeting, contracting, and regulatory processes used throughout the Executive Branch.

Members of the firm have unique expertise in the intricate executive and legislative processes that govern agency proposals and planning, annual congressional authorizations and appropriations, and regulatory and policy development. Our firm works effectively with officials in the executive branch, as well as both political parties, and works closely with agency program managers and officials, Senators, Members, and Committee staff. We currently serve 56 clients including small businesses, non-profit research entities, local governments and municipalities, and major defense corporations. We work on issues across the federal ecosystem and spanning appropriations, authorization, science and technology policy, acquisition policy/reform, energy, environment, health, and local government issues.

Specifically, we look forward to continuing our work on behalf of VSD on issues related to water recycling, replacement of aging infrastructure, and water/energy infrastructure legislation. We will also work to identify federal funding opportunities that align with VSD's short-and long-term infrastructure priorities, including through the return of Community Project Funding, Congressionally Directed Spending, and Member Designated Projects. Additionally,

511 C STREET NE • Washington, DC 20002 • 202-347-5990 • FAX 202-347-5941 • [WWW.INNOFED.COM](http://WWW.INNOFED.COM)

*Innovative Federal Strategies LLC*

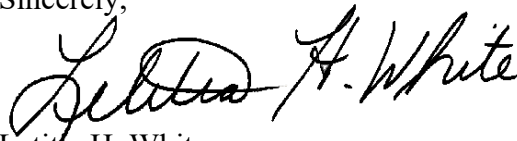
IFS will continue to work with VSD staff to identify and resolve federal issues that could impact the District.

IFS proposes that it receive a monthly retainer fee of \$6,500 payable NET30 upon receipt of a monthly invoice, and reimbursement for customary business expenses beginning July 1, 2022 and continuing through June 30, 2023. Expenses would be capped at \$1,500 for the proposed period of the agreement and will be limited to those supporting IFS travel to California or supporting VSD officials or priorities in DC.

IFS proposes that either party may terminate the agreement with 60 days written notice, at which time all obligations with the exception of any nondisclosure agreements and outstanding payments due would cease.

Again, thank you for the opportunity to provide this renewal proposal. Innovative Federal Strategies looks forward continuing to advance VSD's government engagement priorities.

Sincerely,

A handwritten signature in black ink that reads "Letitia H. White". The signature is written in a cursive style with a large, looping initial "L".

Letitia H. White  
Principal

**About Innovative Federal Strategies**

Innovative Federal Strategies specializes in strategic legislative engagement and problem solving in the intricate, nuanced federal government milieu. IFS was founded in 1992 under a different name and is located a few blocks from Capitol Hill. In the past, IFS has successfully advocated for policies and funding favorable to our clients' priority interests in authorization and appropriations bills across the federal government trade space. We have assisted clients through a wide variety of engagements with federal agencies, ranging from influencing complex policy issues to getting appropriated funds on contract. We work collaboratively as one team, enabling us to be agile and responsive to clients' needs. The IFS team includes:

- Letitia White, a partner who served as a senior staff member for the Chairman of the House Appropriations Committee;
- Jean Denton, a partner who served as a senior staff member for a Member of the House Appropriations Committee;
- Carl Kime, a partner who served as an officer in the United States Marine Corps, a military fellow to the Chairman of the House Appropriations Committee, and as a special advisor to the Director of the Defense Advance Projects Research Agency and other agencies in the national security and intelligence communities;
- Bill Lowery, a partner emeritus who represented San Diego in the United States House of Representatives and served on the House Appropriations Committee;
- Drew Tatum, the firm's vice president of policy and operations who has served on the staff of two United States Senators, the Senate Rules Committee, and for an officer of the House of Representatives;
- Dave Kilian, a senior advisor who worked for 29 years in the Department of Defense, the Department of the Treasury, and on the Professional Staff of the House Appropriations Committee;
- Taylor Jordan, the firm's director of policy who brings a decade of federal service, experience, and expertise from the House Science Committee and the National Oceanic and Atmospheric Administration;
- Susan Carr, a senior advisor who worked for a number of Members of Congress in the North Carolina Congressional delegation, and in the Department of Agriculture's Office of White House liaison;
- Zack Linick, the firm's legislative director who served as the legislative director for a Member of Congress in the Texas delegation;
- Erynn Hook, an associate who served as chief of staff for a Member of Congress in the New York delegation;

- Benjamin Jarrett, an associate who served in the executive branch at the Appalachian Regional Commission and on Capitol Hill as a military legislative assistant;
- Joe Minges, an associate who serves as a legislative assistant for Representative Ed Perlmutter covering a diverse portfolio of domestic and national security issues;
- Katelyn Costello, an executive associate who brings over a decade of experience in administrative management, communications, politics, and public policy from the Consumer Product Safety Commission and Capitol Hill;
- Lynn Miller, an executive assistant who served on the staff of five Members of Congress from Florida, Texas, and Pennsylvania; and
- Anna Rosing, a staff assistant who worked for another government relations firm before joining IFS.

IFS officials served as staff to Members of Congress from the states of Alabama, California, Colorado, Illinois, Florida, Minnesota, New York, North Carolina, Pennsylvania, and Texas. One IFS official is a former military officer. Two IFS members served as Professional Staff on Congressional committees.

### **Expertise**

IFS is fully able to perform the services of federal legislative advocacy and consulting for Valley Sanitary District. Our firm's leadership and staff have extensive experience in performing similar work for current and past clients, and we have been extremely successful in doing so. We believe that we have achieved an unprecedented level of success in helping advocate for federal funding and policy issues on behalf of our California-based clients. IFS is exceptionally effective at Congressional relations with an emphasis on Congressional appropriations and authorizations and the interplay between Congress and federal agencies. IFS provides services to local government agencies, major corporations, non-profit organizations, research institutions, and startup companies.

IFS is widely recognized as extraordinarily proficient in Congressional appropriations – specifically understanding and predicting the environment, knowing the timing of when to act, developing effective legislative proposals, and obtaining timely meetings with Members of Congress, their staff, and committee Professional Staff. IFS has been named by Bloomberg Government as a top lobbying firm in Washington, DC. Among the criteria, Bloomberg recognizes firms for client retention rate; our team prides itself on building and maintaining long-term relationships with our clients built on a solid foundation of understanding our clients' needs and providing tangible value.

We believe that bipartisanship is a critical component of our firm's success for our clients, especially municipal organizations and special districts. It is also our strong belief that



the issues facing special districts are not partisan in nature but rather are ones that deserve the full support of both sides of the political spectrum. All of the members of our firm are comfortable working with Republican and Democrat offices in order to meet our clients' needs.

IFS provides prompt strategic information on the emerging and evolving federal budget environment based on conversations with Members of Congress and their staff, review of professional publications, and collaboration with fellow consultants on multifaceted strategic federal budget issues. We pay particular attention to issues that affect local governments and special districts, influence the operation of the federal government, impose spending restrictions on federal agencies, affect politics governing federal research and development investments, target programs as candidates for reduction or efficiency measures, and result in the introduction of policies that affect client business operations.

Working with Congressional sponsors, members of the firm have participated in successful funding efforts on behalf of local government clients for a variety and mix of appropriations and authorizations. We are hands-on and success-oriented, and we urge our clients to focus on issues that have the most impact and the best chance of success. We also have a deep understanding and appreciation for the burdens placed on local governments and special districts.

We believe the most effective representation of local governments and special districts involves arranging access for local officials at crucial times to key decision-makers at the federal level. We create an ongoing dialogue between our clients and their federal counterparts, facilitated by our experience and breadth of contacts so that the client is pro-active in the debate regarding their issues. IFS works with clients to develop the most effective advocacy strategy given the relevant issues and the existing political landscape. We devote an extensive amount of time to clients in order to immerse ourselves in relevant issues, understand the clients' perspectives and work hand-in-hand with our clients to devise the most effective strategy to achieve their goals.

IFS monitors Congressional activity and hearings on a daily basis, to include monitoring the schedule for future hearings and researching transcripts/reporting of relevant past hearings to address client interests. We closely monitor federal data sources such as General Accountability Office reports, Congressional Budget Office and Congressional Research Service Reports, Grants.gov, paid publication subscriptions, agency web sites, and a wide variety of press clippings to provide clients with timely information to facilitate lobbying objectives.

**Statement of Work**

Innovative Federal Strategies will continue to assist Valley Sanitary District in the following areas during the proposed period of the contract:

- Tracking and Reporting on Legislation and Emerging Policy
  - Continue to meet collaboratively with VSD to remain intimately familiar with the District's priorities and the breadth of policies and issues of interest to the District;
  - Perform research on salient federal requirements, programs, processes, and legislative histories;
  - Track and report on legislation that affects programs or funding in areas of interest to the District;
  - Provide real-time situational awareness into the complex evolving current year budget environment to include passage of fiscal year 2023 appropriations and authorization bills; and fiscal year 2023 Continuing Resolutions;
  - Provide timely information on fiscal year 2024 Congressional processes, schedules, and content; Member office and Committee appropriations and authorization request deadlines; Congressionally Directed Spending deadlines, Congressional hearing schedules, topics, and witnesses; Subcommittee and full Committee legislation mark-ups, subsequent floor debate and amendments; and conferences between the House and Senate;
  - Review committee hearing transcripts and other proceedings for relevant information of interest to the District;
- Build and Maintain Congressional Relationships with Members and Staff
  - Develop a Congressional relations engagement strategy, to include initiating, developing, maintaining, strengthening, and expanding relations between the District and its Congressional delegation;
  - Increase the visibility of District issues and priorities with Professional Staff Members on key Congressional committees;
  - Identify opportunities for District officials to testify before Congressional Committees if desired and, as appropriate, support testimony by District officials;
  - Track and provide real-time information on key personnel changes in Congressional offices and to membership of and assignments for Professional Staff Members of relevant Congressional Committees;

- Facilitate meetings with Members of Congress, their staff and Professional Staff Members to provide information and advocate for District priorities.
- Implement Congressional Outreach Campaigns
  - Develop a comprehensive annual legislative strategy to address and accomplish District objectives;
  - Develop specific legislative proposals that align with District priorities for Congressional authorization and/or appropriations bills when appropriate;
  - Develop Congressional Subcommittee, Committee, and Floor strategies and tactics to address and advocate for District priority programs and legislation;
  - Draft and edit briefings, issue papers, technical amendments, testimony, other Congressional correspondence, and appropriations/authorization office and committee request forms as needed;
  - Develop questions for use by Members of Congress at hearings with federal agency witnesses on District priorities.

Innovative Federal Strategies will assist Valley Sanitary District in maintaining strict compliance with all applicable federal statutes, regulations, rulings and filing requirements including but not limited to laws, regulations and rules pertaining to lobbying activities conducted in connection with an IFS contract. IFS will comply with all federal, state, and local laws, regulations and rulings, including but not limited to all laws, regulations and rulings governing the registration and activities of advocates to the extent that said laws are applicable in our capacity as a registered lobbyist under the contract.

### **Project Management**

Letitia White and Jean Denton will be the principal partners, and Drew Tatum will directly support the District's day-to-day engagement. However, all IFS members will be available to support the District's legislative priorities and interests.

Innovative Federal Strategies will provide monthly reports detailing all actions taken on behalf of Valley Sanitary District to give real-time visibility into the work we are performing and the progress we are making to address and accomplish the District's priorities. Additionally, we will have periodic scheduled conference calls to discuss strategy, actions taken, and future plans, along with occasional ad-hoc calls to discuss emergent issues in response to legislative action or intelligence received from other congressional engagement.

Innovative Federal Strategies has a strict conflict of interest policy. In the event issues arise where interests between existing clients might conflict, the firm will notify both clients of

the potential conflict in the interest of full disclosure and to judge whether, from either client's perspective, a conflict exists that requires remediation. In the event a conflict is determined to exist, the firm, on a specific case-by-case basis and after discussion with both clients, will remain neutral on the issue in conflict. At this time, we do not believe any conflicts of interest exist between the District and the firm's existing clients.

Because we appreciate the challenges that cities face, IFS prides itself on offering very reasonable retainers to our municipal clients. We understand that you are responsible for providing a vast number of services to your residents.

Innovative Federal Strategies has a valid license to conduct business in the District of Columbia, has paid required annual federal income taxes, has complied fully with all lobbying activity disclosure and reporting requirements to the U.S. Senate and the House of Representatives, and has no pending disputes with any clients or vendors.



**Valley Sanitary District  
Regular Meeting of the  
Board of directors  
July 5, 2022**

**TO:** Board of Directors

**FROM:** Jeanette Juarez, Chief Administrative Officer

**SUBJECT:** Request for Feedback and Direction Regarding the Number of Board Compensated Meetings

<input type="checkbox"/> Board Action	<input type="checkbox"/> New Budget Approval	<input type="checkbox"/> Contract Award
<input checked="" type="checkbox"/> Board Information	<input type="checkbox"/> Existing FY Approved Budget	<input type="checkbox"/> Closed Session

**Executive Summary**

The purpose of this report is for the Budget & Finance Committee to provide feedback and direction regarding the number of board compensated meetings.

**Strategic Plan Compliance**

This item complies with VSD Strategic Plan Goal 6 Improve Planning, Administration, and Governance.

**Fiscal Impact**

There is no fiscal impact from this report.

**Background**

On June 28, 2022, at the Regular Board of Directors Meeting staff was asked to bring back information regarding allowable compensated days of service. The Health and Safety Code 6489 (Attachment A) states that “each of the members of the board shall receive compensation in an amount not to exceed one hundred dollars (\$100) per day for each day’s attendance at meetings of the board or for each day’s service rendered as a director by request of the board, not exceeding a total of six (6) days in any calendar month, together with any expense’s incident thereto”. Staff requested additional information from the general counsel to determine the allotted days of service for Valley Sanitary District Board members.

**Recommendation**

Recommend that the Budget and Finance Committee provide direction to staff as appropriate.

**Attachments**

Attachment A Health and Safety Code 6489

Attachment B Water Code 20200  
Attachment C Board Member Compensation Comparison



California LEGISLATIVE INFORMATION

Code: HSC Section: 6489 Search

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HEALTH AND SAFETY CODE - HSC

DIVISION 6. SANITARY DISTRICTS [6400 - 6982] ( Division 6 enacted by Stats. 1939, Ch. 60. )

PART 1. SANITARY DISTRICT ACT OF 1923 [6400 - 6830] ( Heading of Part 1 amended by Stats. 1939, Ch. 1124. )

CHAPTER 3. Officers [6480 - 6501] ( Chapter 3 enacted by Stats. 1939, Ch. 60. )

6489. (a) Subject to subdivision (b), each of the members of the board shall receive compensation in an amount not to exceed one hundred dollars (\$100) per day for each day's attendance at meetings of the board or for each day's service rendered as a director by request of the board, not exceeding a total of six days in any calendar month, together with any expenses incident thereto.

(b) The district board, by ordinance adopted pursuant to Chapter 2 (commencing with Section 20200) of Division 10 of the Water Code, may increase the compensation received by board members above the amount of one hundred dollars (\$100) per day.

(c) The secretary of the sanitary board shall receive compensation to be set by the sanitary district board, which compensation shall be in lieu of any other compensation to which he or she may be entitled by reason of attendance at the meeting or meetings of the sanitary board.

(d) For purposes of this section, the determination of whether a director's activities on any specific day are compensable shall be made pursuant to Article 2.3 (commencing with Section 53232) of Chapter 2 of Part 1 of Division 2 of Title 5 of the Government Code.

(e) Reimbursement for these expenses is subject to Sections 53232.2 and 53232.3 of the Government Code.

(Amended by Stats. 2005, Ch. 700, Sec. 12. Effective January 1, 2006.)



**WATER CODE - WAT**

**DIVISION 10. FINANCIAL SUPERVISION OF DISTRICTS [20200 - 20220]** ( *Division 10 added by Stats. 1943, Ch. 371.* )

**CHAPTER 2. Compensation of Water District Directors [20200 - 20207]** ( *Chapter 2 added by Stats. 1984, Ch. 186, Sec. 1.* )

**20202.** In any ordinance adopted pursuant to this chapter to increase the amount of compensation which may be received by members of the governing board of a water district above the amount of one hundred dollars (\$100) per day, the increase may not exceed an amount equal to 5 percent, for each calendar year following the operative date of the last adjustment, of the compensation which is received when the ordinance is adopted.

No ordinance adopted pursuant to this chapter shall authorize compensation for more than a total of 10 days in any calendar month.

(*Amended by Stats. 1989, Ch. 111, Sec. 1.*)




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### WATER CODE - WAT

**DIVISION 10. FINANCIAL SUPERVISION OF DISTRICTS [20200 - 20220]** ( *Division 10 added by Stats. 1943, Ch. 371.* )

**CHAPTER 2. Compensation of Water District Directors [20200 - 20207]** ( *Chapter 2 added by Stats. 1984, Ch. 186, Sec. 1.* )

**20200.** As used in this chapter, "water district" means any district or other political subdivision, other than a city or county, a primary function of which is the irrigation, reclamation, or drainage of land or the diversion, storage, management, or distribution of water primarily for domestic, municipal, agricultural, industrial, recreation, fish and wildlife enhancement, flood control, or power production purposes. "Water districts" include, but are not limited to, irrigation districts, county water districts, California water districts, water storage districts, reclamation districts, county waterworks districts, drainage districts, water replenishment districts, levee districts, municipal water districts, water conservation districts, community services districts, water management districts, flood control districts, flood control and floodwater conservation districts, flood control and water conservation districts, water management agencies, water agencies, and public utility districts formed pursuant to Division 7 (commencing with Section 15501) of the Public Utilities Code.

(*Amended by Stats. 2007, Ch. 213, Sec. 5. Effective January 1, 2008.*)

**20201.** Notwithstanding any other provision of law, the governing board of any water district may, by ordinance adopted pursuant to this chapter, provide compensation to members of the governing board, unless any compensation is prohibited by its principal act, in an amount not to exceed one hundred dollars (\$100) per day for each day's attendance at meetings of the board, or for each day's service rendered as a member of the board by request of the board, and may, by ordinance adopted pursuant to this chapter, in accordance with Section 20202, increase the compensation received by members of the governing board above the amount of one hundred dollars (\$100) per day.

It is the intent of the Legislature that any future increase in compensation received by members of the governing board of a water district be authorized by an ordinance adopted pursuant to this chapter and not by an act of the Legislature.

For purposes of this section, the determination of whether a director's activities on any specific day are compensable shall be made pursuant to Article 2.3 (commencing with Section 53232) of Chapter 2 of Part 1 of Division 2 of Title 5 of the Government Code.

(*Amended by Stats. 2005, Ch. 700, Sec. 27. Effective January 1, 2006.*)

**20201.5.** Reimbursement for expenses of members of a governing board of a water district is subject to Sections 53232.2 and 53232.3 of the Government Code.

(*Added by Stats. 2005, Ch. 700, Sec. 28. Effective January 1, 2006.*)

**20202.** In any ordinance adopted pursuant to this chapter to increase the amount of compensation which may be received by members of the governing board of a water district above the amount of one hundred dollars (\$100) per day, the increase may not exceed an amount equal to 5 percent, for each calendar year following the operative date of the last adjustment, of the compensation which is received when the ordinance is adopted.

No ordinance adopted pursuant to this chapter shall authorize compensation for more than a total of 10 days in any calendar month.

(*Amended by Stats. 1989, Ch. 111, Sec. 1.*)

**20203.** Any water district described in Section 20201 is authorized to adopt ordinances pursuant to this chapter. No ordinance shall be adopted pursuant to this chapter except following a public hearing. Notice of the hearing shall be published in a newspaper of general circulation pursuant to Section 6066 of the Government Code.

*(Added by Stats. 1984, Ch. 186, Sec. 1.)*

**20204.** An ordinance adopted pursuant to this chapter shall become effective 60 days from the date of its final passage. The voters of any water district shall have the right, as provided in this chapter, to petition for referendum on any ordinance adopted pursuant to this chapter.

*(Added by Stats. 1984, Ch. 186, Sec. 1.)*

**20205.** If a petition protesting against the adoption of the ordinance is presented to the governing board of the water district prior to the effective date of the ordinance, the ordinance shall be suspended and the governing board shall reconsider the ordinance.

If the number of votes cast for all candidates for Governor at the last gubernatorial election within the boundaries of the water district exceeds 500,000, the ordinance is subject to referendum upon presentation of a petition bearing signatures of at least 5 percent of the entire vote cast within the boundaries of the water district for all candidates for Governor at the last gubernatorial election. If the number of votes cast for all candidates for Governor at the last gubernatorial election within the boundaries of the water district is less than 500,000, the ordinance is subject to referendum upon presentation of a petition bearing signatures of at least 10 percent of the entire vote cast within the boundaries of the water district for all candidates for Governor at the last gubernatorial election.

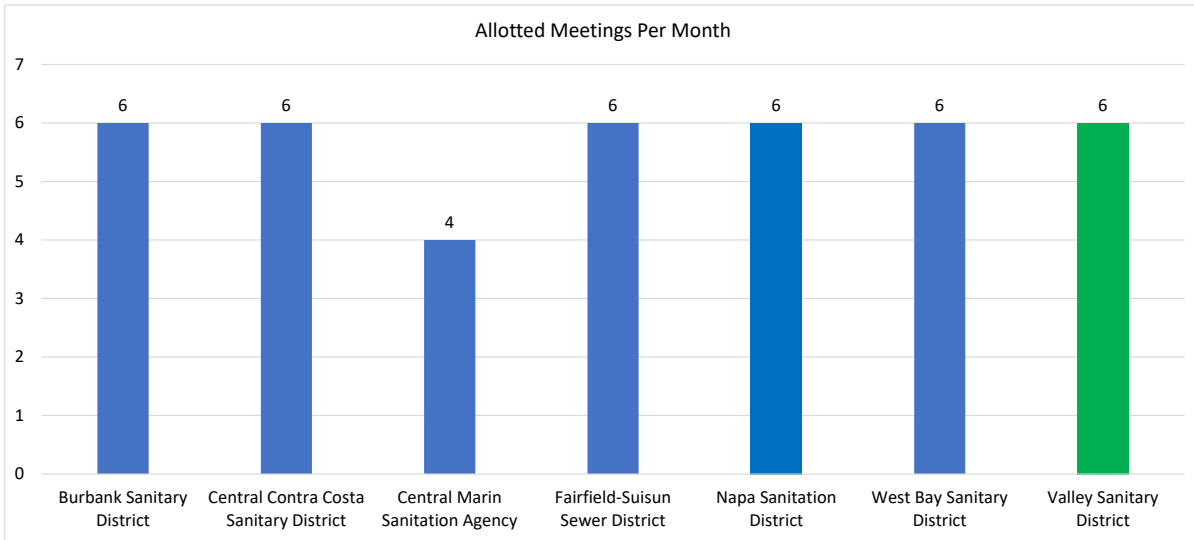
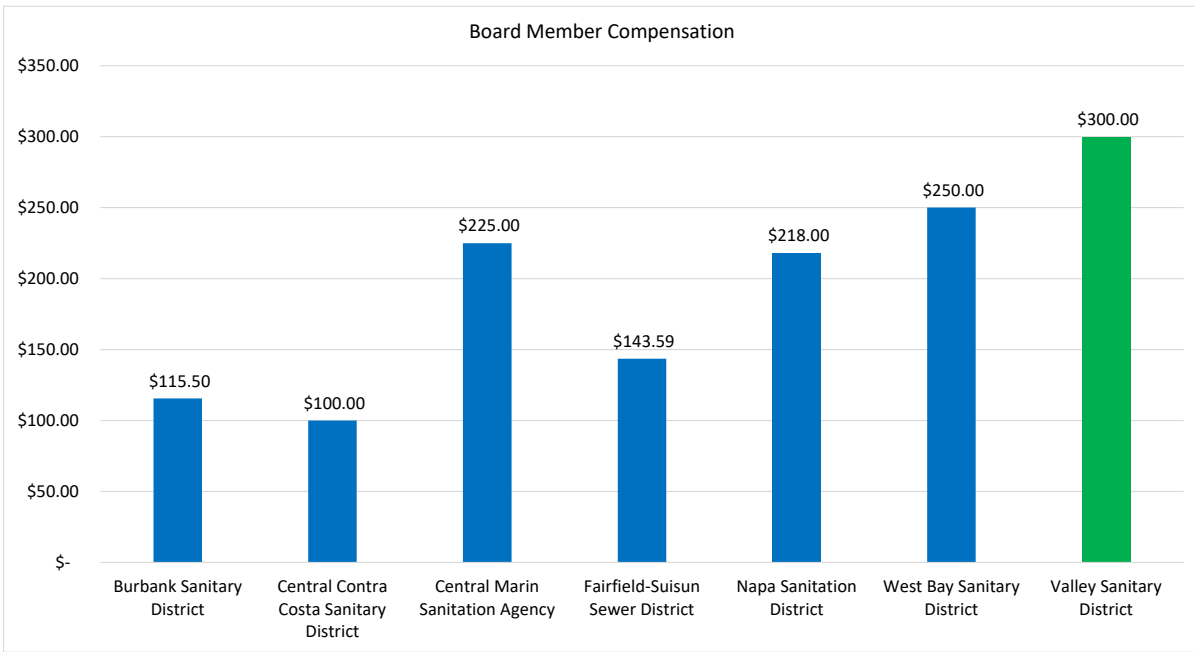
*(Added by Stats. 1984, Ch. 186, Sec. 1.)*

**20206.** If the governing board does not entirely repeal the ordinance against which a petition is filed, the governing board shall submit the ordinance to the voters either at a regular election or a special election called for the purpose. The ordinance shall not become effective unless and until a majority of the votes cast at the election are cast in favor of it. If the ordinance is not approved by the voters, no new ordinance may be adopted by the governing board pursuant to this chapter for at least one year following the date of the election.

*(Added by Stats. 1984, Ch. 186, Sec. 1.)*

**20207.** Except as otherwise provided in this chapter, the provisions of the Elections Code applicable to the right of referendum on legislative acts of districts shall govern the procedure on ordinances against which a petition is filed.

*(Added by Stats. 1984, Ch. 186, Sec. 1.)*





**Valley Sanitary District  
Board of Directors Meeting  
July 12, 2022**

TO: Board of Directors

THROUGH: Beverli A. Marshall, General Manager

**SUBJECT: Monthly General Managers Report – May 2022**

<input type="checkbox"/> Board Action	<input type="checkbox"/> New Budget Approval	<input type="checkbox"/> Contract Award
<input checked="" type="checkbox"/> Board Information	<input type="checkbox"/> Existing FY Approved Budget	<input type="checkbox"/> Closed Session

**Executive Summary**

The purpose of this report is to keep the Board and the public informed on VSD’s day-to-day operations.

**Strategic Plan Compliance**

The recommendation complies with the VSD Strategic Plan Goal 6: Improve Planning, Administration, and Governance.

**Fiscal Impact**

There is no fiscal impact from this report.

**Background**

The following data represents the activities and metrics for the month of May 2022.

*Administrative Services*

- 1 Operations Committee Meeting
- 1 Community Engagement Special Meeting
- 2 Regular Board Meetings
- 1 Special Board Meeting
- 1 EVRA Meeting
- Filed Form 720 - Quarterly Federal Excise Tax Return
- Filed General Election Information Form & Election Division Map with Registrar of Voters
- Submitted Public Hearing Notice for Delinquent Charges Public Hearing
- Preparing documents and schedules requested by auditors for FY 2021/22 audit.
- The audit for the year ending June 30, 2022, is set to commence on August 22, 2022.
- Completed COVID-19 protocol updated training for all employees.
- Completed CASA salary/benefits survey.

- Completed City of La Quinta survey.
- Completed CSRMA Workers' Compensation Excellence Award Program application.
- Completed Workers' Compensation Supervisor Training.

### *Operations & Maintenance*

- Operations has resumed feeding ferric chloride for odor control to the anaerobic digester. We found that not feeding ferric chloride had been affecting the operations of the H<sub>2</sub>S Scrubbers at the anaerobic digester. We moved the feed point from the Headworks to directly into the anaerobic digester.
- Both Operations and Maintenance are continuing to work with Engineering to set up the Lucity Maintenance Management Software to be a functional computerized maintenance management system and develop a functioning work order system for maintenance and housecleaning activities.
- We had three of our Maintenance Staff; Ed Luna and Daniel Mills, pass their Grade 1 Electrical and Instrumentation Analyst certification tests along with Nick Dean, who passed his Grade 1 Maintenance Tech certification test.
- Staff visited the Fairfield - Suisum Sewer District in Fairfield, CA to evaluate their Lystek biosolids processing facility which had been in service for six years. The system is a patented thermal chemical hydrolysis system where the biosolids are transformed into a US EPA Class A liquid biosolid which is also a registered fertilizer with California Department of Food and Agriculture. Staff evaluated the process itself then visited several farm sites where the liquid fertilizer was land applied. One site had been treated only two days before and there were no odors or vectors on site.
- Staff has completed all the evaluations of the four Rotary Drum Thickeners and recommended that the Huber Screw Drum Thickeners were the best of the four suppliers.
- The District had an upset of our nitrification/denitrification process in the aeration basins because staff had to drain one of the secondary clarifiers for emergency maintenance. This caused a substantial reduction of the plant biomass which caused the aeration effluent ammonia readings to go from below 5 mg/L around 2 mg/L to over 25 mg/L up to 35 mg/L. Staff are rebuilding the biomass and waiting for the nitrification/denitrification to begin again.

### *Development Services*

- Construction has begun on the COD Indio Campus Expansion on the corner of Oasis Street and Bliss Avenue.
- Construction has begun on the COD Child Development Center on the corner of Oasis Street and Wilson Avenue.
- Construction has begun on the new 7-Eleven gas station and convenience store on the northwest corner of Golf Center Parkway and Avenue 45.

- Construction has begun on the Arroyo Crossing I project, a 184-unit low-income apartment complex located on the west side of Jefferson Street, south of Hwy 111.
- Construction has begun on a new Juvenile Court building to Replace the existing Juvenile Court Building next the existing Juvenile Hall on Oasis Street just North of Avenue 48.
- Construction has begun on the El Polo Loco near the southwest corner of Jackson Street and Avenue 42 in Shadow Hills.

### *Collection Services*

- No-Spill report for the month of May will be submitted to the California Integrated Water Quality System, as required in the Waste Discharge Requirements Monitoring and Reporting Program. Due by the end of the month.
- City of Indio Street rehab project has begun on Oasis Street, between Dr. Carreon and Highway 111. Contractor will then proceed on to Highway 111, between Arabia and Smurr Ave. The contractor will be lowering 10 manholes during this project, that will eventually be re-exposed. During this time the department will closely monitor sewer flow conditions in the area. (Ongoing Project)
- Field Vactor crew is currently jetting in the area of Avenue 44 and Jackson St.
- CCTV Inspection work is currently being conducted in the area of Indian Palms Country Club.

### *Capital Improvement Program*

- The Reclaimed Water Project - Phase 1 was awarded to Schneider Electric / Stantec in June 2020. Construction costs will be determined during the design phase and will be awarded to Schneider Electric / Stantec upon approval of the Board. This project will replace an aging and capacity restricting grit chamber and provide redundancy by adding a second digester and expanding the bar screens. This project will also include replacement of the Main Switch Control Panel and the addition of a sludge thickener unit. Schneider has completed the 60% design submittal and has prepared the guaranteed maximum price based on the latest design plans.

*Update: The Board has approved the guaranteed maximum price along with Contract Amendment No. 1 with Schneider Electric. Schneider Electric has acquired the payment and performance bonds and other documentation required by VSD and Bank of America. The project is proceeding to 90% design.*

- The Preliminary Design Report for the replacement of the sewer siphon at Westward Ho Drive is complete. This is a FEMA funded project to replace the damaged sewer siphon from the February 2019 storm. The design is in progress. Staff and the consultant had a preliminary meeting with CVWD

regarding requirements for crossing the channel. Staff reviewed the 50% design plans and the updated project cost schedule. Staff reviewed the 90% design plans and specifications and submitted comments for correction. Staff is finishing their review of the submitted 95% set of plans and specifications. Staff has met with both the City of Indio and La Quinta, and both have no revisions or concerns. Staff has sent plans to CVWD and IWA for review and VSD received comments back from both agencies for incorporation. Carollo will be performing additional potholing to verify IWA and other utilities. Potholing has revealed that an IWA water line is closer to the project alignment than indicated on record drawings and must be rerouted around the proposed siphon manhole.

*Update: Permitted Plans have been signed by CVWD. Staff is currently preparing an encroachment permit license application as required by CVWD for the permanent pipeline crossing of the channel. This project is currently being held up by FEMA. VSD needs FEMA approval before proceeding with bidding and construction. Staff is preparing the CEQA documentation for this project.*

- Staff is continuing to work with Harris and Associates on the Collections System Rehabilitation and Maintenance project. The first rehabilitation project on Indio Blvd. is complete. This was a good first project and lessons were learned on how to better the process for the next project. The CCTV inspection project is complete. Harris is currently developing plans for the downtown Indio rehabilitation and repair project. This is being done to rehabilitate and replace deficient sewer mains in the streets and allies of the downtown area. The 50% plans for the Downtown Indio Rehabilitation project have been reviewed and comments have been returned to Harris for revision. The 100% design plans have been reviewed by IWA and the City of Indio and both agencies returned comments for revision.

*Update: Harris has received approval from the Department of Drinking Water. VSD staff has obtained the necessary signatures from the City of Indio and IWA on the finalized set of plans and Harris has completed the project specifications. Staff are negotiating an easement on the Indio Motor Machine property with the owner. Harris is finalizing the lift station assessment report and program recommendations.*

- VSD is currently working with Stantec, who is acting as an Owner's Representative, on the repair and rehabilitation of the Influent Pump Station. The Request for Proposal (RFP) was released on August 28 and was closed on September 28, 2020. The Board awarded the project to the DCI / Dudek team, and a pre-construction meeting was held on December 4th, 2020. The DCI / Dudek has developed a preliminary bypass plan for the initial inspection and shutdown of the influent pump station structure. The preliminary bypass and inspection were completed from February 22<sup>nd</sup> to February 26<sup>th</sup>. VSD has chosen the valves and gates that will be used for this project based on Dudek / DCI and Stantec's recommendations. Dudek and VSD are coordinating the ordering and purchasing of long, lead items.

Dudek has submitted the Basis of Design Report which Stantec and VSD staff have reviewed.

*Update: The Board has approved the guaranteed maximum price. The Notice of Award has been issued and Change Order No.2 signed. The contractor is preparing the necessary submittals for VSD and Stantec review and approval.*

- The above ground, steel waterline adjacent to the aeration basins is old and prone to leaks, especially at the grooved joints, and has exceeded its useful life. The new steel waterline will have traditional joints that will provide a longer life. This project has been on the books for several years and has been a lower priority due to lack of leaks in recent years and the difficult nature of replacement. The project design was awarded to Dudek who has completed the project design and specifications. The construction portion of the project was put out to bid on February 7<sup>th</sup>, 2022. The project bid opening took place on March 16<sup>th</sup>, 2022, and VSD received six sealed bids for this project with Van Dyke Corporation being the lowest responsible bidder.

*Update: The first phase of this project has been completed and the contractor has submitted invoices for payment. Staff is obtaining a proposal from Dudek for the second phase of the project which consists of replacing the piping for the frost sprayers.*

- VSD has chosen SGH Architects as the architectural firm for the preliminary design of a new single-story training/office building and new laboratory building. Staff has selected a new location for the training/office building that will allow the single-story building with minimal demolition. The architect has completed the schematic design and cost estimate for both the training/office building and laboratory building. An onsite survey was conducted on July 7<sup>th</sup>. SGH Architects is continuing with final design of both the Office & Training and Laboratory Buildings.

*Update: SGH has submitted 50% design plans which include both buildings for staff review and comment in December 2021. This project has been delayed for a year or two to allow other priority projects to proceed and maintain our debt coverage.*

### **Recommendation**

Staff recommends that the Board receive the Manager's Report for activities during the month of May 2022.

### **Attachments**

- Attachment A: Administrative Services Report
- Attachment B: Monthly NPDES Report
- Attachment C: Collection System Report
- Attachment D: Development Services Report
- Attachment E: Capital Improvement Program Update
- Attachment F: Laboratory & Compliance Report





## Administrative Services - Task Summary 2022

Task	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total To Date
Active litigation filed	-	-	-	-									-
Board meeting	2	2	2	3	2								11
Budget/Finance Committee meeting	1	-	2	-	1								4
Operations Committee meeting	-	1	-	1	-								2
Community Engagement Committee meeting	2	-	1	-	-								3
Employee anniversaries	-	4	1	1	5								11
Employee promotions	-	-	-	-	-								-
Facebook postings	2	2	8	9	8								29
Insurance claims initiated	-	-	-	-	-								-
Lost time work incidents	-	-	-	-	-								-
Media coverage items		3	-	-	-								3
New hires	1	1	-	-	-								2
Press release	-	2	1	1	1								5
Public records request	1	-	-	-	-								1
Resignations	-	-	1	-	-								1
Retirements	-	-	-	-	-								-

May 2022	Plant Influent		ASP Effluent		Pond Effluent			Total Plant Discharge (Outfall) Grab									
	CBOD (mg/L)	TSS (mg/L)	Monthly Average Flow (MGD)	CBOD (mg/L)	TSS (mg/L)	Monthly Average Flow (MGD)	CBOD	TSS	EColi (MPN/100ml)	Oil and Grease (mg/L)	Copper (ug/L)	Di(2-ethylhexyl)phthalate (ug/L)	Cyanide (total) (ug/L)	Ammonia (total, as N) (mg/L)	Nitrate (as N) (mg/L)	Nitrite (as N) (mg/L)	Total Nitrogen (mg/L)
1																	
2	232	232		18	6.4					< 1.4	5.4	< 0.5		6.1	8.6	0.76	18
3																	
4									5.2								
5																	
6																	
7																	
8																	
9	288	552		17	11				8.4								
10																	
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15																	
16	299	242		11	5.6				8.4				1.8				
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21																	
22																	
23	266	260		12	12				24.3								
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25																	
26																	
27																	
28																	
29																	
30																	
31			5.90			0.000			16.1								
<b>Average</b>	271	322	5.90	15	8.8	0.000			10.7*	1.4	5.4	0.5	1.8	6.1	8.6	0.76	18
<b>Minimum</b>	232	232	5.90	11	5.6	0.000			5.2	< 1.4	5.4	< 0.5	1.8	6.1	8.6	0.76	18
<b>Maximum</b>	299	552	5.90	18	12	0.000			24.3	< 1.4	5.4	< 0.5	1.8	6.1	8.6	0.76	18
<b>Exceedences</b>	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>Permit LIMITS</b>				25	30		40.0	49.0	126	25	9.0	5.9	4.3				

## Collection Services Task Summary Report for 2022

Task	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total To Date
Customer Service Calls	-	2	2	1	6	-							-
F.O.G. Inspection - Completed													-
F.O.G. Inspection - Fail													-
F.O.G. Inspection - Pass													-
Hot spot cleaning (total)*	26	-	-	36	-	-							-
Lift station inspection	19	19	20	19	19	19							19
Manhole inspection	47	65	172	103	194	188							188
Sewer line CCTV (feet)	8,412	7,016	9,477	9,375	10,681	6,649							6,649
Sewer line cleaning (feet)	28,012	25,782	59,902	56,005	70,360	63,778							63,778
SSO Response - Cat 1	0	0	0	0	0	0							0
SSO Response - Cat 2	0	0	0	0	0	0							0
SSO Response - Cat 3	0	0	0	0	0	0							0
USA Markings	40	39	45	44	64	40							40
*Note: Hot spot cleaning is performed quarterly													



**VALLEY SANITARY DISTRICT DEVELOPMENT SERVICES REPORT**

**12-Jul-22**

Plan Check in Progress  
 Inspection in Progress  
 New Project

PROJECT NAME	STREET ADDRESS / CROSS STREET	CURRENT PROJECT STATUS	NEXT ACTION ITEM
7-Eleven Golf Center	44925 Golf Center/Avenue 45	Civil plans submitted for new 7-Eleven store approved. Arch. plans approved and returned to the applicant 10/26/20. Issued permit 3915 on 10/26/20.	Inspect work improvements as scheduled.
Add'l Dwelling Unit - Cebreros Residence	83181 Blue Mountain Court	Plans submitted for additional dwelling unit. Plans approved and notified applicant 3/3/21. Permit 3967 7/26/2021	Inspect work improvements as scheduled.
Arroyo Crossing Phase 1 architectural plans	47555 Jefferson Steet/Highway 111	Architectural plans submitted for new apartment complex. Plans approved and notified applicant 12/22/21. Permit 3998 issued 1/6/22.	Inspect work improvements as scheduled.
Arroyo Crossing Phase 1 civil plans	47555 Jefferson Steet/Highway 111	Civil plans submitted for new apartment complex. Plan review completed. Plans approved and returned to applicant 12/22/21. Permit 3998	Inspect work improvements as scheduled.
Arroyo Crossing Phase 2 architectural plans	47777 Jefferson Steet/Highway 111	Architectural plans submitted for new apartment complex. Plans approved and notified applicant 1/21/22 Permit 4005 on 2/7/22.	Inspect work improvements as scheduled.
Arroyo Crossing Phase 2 civil plans	47777 Jefferson Steet/Highway 111	Civil plans submitted for new apartment complex. Plans approved and notified applicant 1/21/22. Permit 1005	Inspect work improvements as scheduled.
Autozone Jackson Street	41850 Jackson Street/aAvenue 42	Plans submitted for plan check. Sewer main relocation. Plans approved 1/21/21. Waiting for engineer to finalize easements docs. Permit 3954 issued 5/13/21.	10% warrenty bond in place Reinspect and notice of acceptance Due 1/1/2023
Buzzbox	42625 Jackson Street #112	Plans submitted existng building TI. Completed 1st plan check and returned to the City 2/22/19.	Perform 2nd plan check upon plan resubmittal.
Chandi Plaza Building "B" Shell	81-971 Indio Blvd/Avenue 44	Plans submitted for plan check. Completed 1st check and returned to the applicant 10/13/20. Issued permit 3963 on 6/29/21.	Inspect work improvements as scheduled.
Citadel RV Storage-Phase 1	83667 Dr. Carreon Blvd/Calhoun Street	Plans submitted for construction of new RV storage facility. Plans approved and returned to the applicant 3/17/2020.	Waiting for owner to process permit paperwork.
COD Child Development Center	45742 Oasis Street	Plans submitted for child development center. Plans approved and notified applicant 1/25/22. Permit 4025 4/21/22	Inspect work improvements as scheduled.
College of the Desert	45524 Oasis Street	Plans submitted for campus expansion. Plan review completed, plan approved and notified applicant 1/25/22. Permit 4026 4/22/22	Inspect work improvements as scheduled.
Corso Residence	49491 Braley Court	Plans submitted for single family residence. Plans approved and notified applicant 9/2/20. Permit 3931 issued 1/5/21	Inspect work improvements as scheduled.
Destiny Church	80250 Highway 111/Jefferson Street	Plans submitted for plan check. Plans approved and notified applicant 7/12/21. Issued permit 3974 on 9/14/21.	Inspect work improvements as scheduled.
El Pollo Loco	42223 Jackson Street/Showcase Parkway	Plans submitted for restaurant building. Completed first plan check and returned to applicant 8/5/21. Permit issued 10/21/21 3982	Inspect work improvements as scheduled.
EOS Fitness Hwy 111	Highway/Jefferson Street	Plans submitted for construction of new gym facility. Plans approved and notified applicant 4/27/20.	Waiting for Develoment Agreement and Bonds before owner can process permit paperwork.
EOS Fitness Public Sewer Extension	SWC of Spectrum Street & Avenue 42	Mainline complete. Waiting on Maintenance Bond to release Peformance Bond	Release Performance Bond when Mainteance Bond is recieved
Fred Young (Villa Hermosa Apts Phase III)	83801 Dr. Carreon Blvd / West of Van Buren	Plans submitted for apts at Fred Young Farm Labor Dev. Plans approved and returned to the applicant 7/17/2019. Submitted revision to approved plans 9/16/20 Revised Plans approved 11/5/2020. Permit 3944 issued 3/23/21.	Inspect work improvements as scheduled.
Gallery at Indian Springs	Jefferson St/Westward Ho Drive	Tract is Complete. Warranty Bond received 8/25/2021.	Notice of acceptance after 12 month warranty bond release.
Hampton Inn Sewer Main Extension	North West Corner of Spectrum St and Atlantic Ave	Plans submitted for the extension of a public sewer main for Hampton Inn at Atlantic Ave. Plan check fees paid 7/11/18. Completed 2nd plan check and returned plans to the engineer 8/9/18. Plans approved and returned to enginner 8/27/18. Sewer Finaled 5/12/20.	Waiting for owner to submit Warranty Bond
Hampton Inn Ice Cream Shop	42225 Jackson Street/Avenue 42	Plans submitted for new suite TI. 1st plan check completed and returned to the applicant 5/12/22.	Perform 2nd plan check upon plan resubmittal.
Hampton Inn Palms 32	Cochran Drive & Garland Road	Civil plans submitted for public sewer for 32 unit condo complex. 2nd plan check complete. 9/1/21. Plans approved 9/17/21.	Inspect work improvements as scheduled.

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**Monthly Capital Improvement Project Update - July 2022**

<b>Project Title</b>	<b>Project Description</b>	<b>Current Status</b>	<b>Fiscal Year Budget</b>	<b>Total Spent to Date</b>
Westward Ho Sewer Siphon Replacement Design and Construction	Due to the February 2019 rain event, the existing VSD sewer siphon that crosses the CVWD storm channel at Westward Ho Drive became exposed and was damaged. In order to prevent this from happening again in the future, Carollo Engineers is currently working with VSD on the final design of a new sewer that is to be constructed well below the new channel scour depth. The design being proposed would utilize horizontal directional drilling to create a new sewer siphon alignment under the channel and adjacent to the original siphon. Permit processing with at least CVWD and possibly other regulatory agencies may extend the design/permit period. Some or possibly all the project costs will be reimbursed by FEMA / CalOES.	Permitted Plans have been signed by CVWD. Staff is currently preparing an encroachment permit license application as required by CVWD for the permanent pipeline crossing of the channel. This project is currently being held up by FEMA. VSD needs FEMA approval before proceeding with bidding and construction. Staff is preparing the CEQA documentation for this project.	\$2,562,063.00	\$56,717.37
Collections System Rehabilitation Projects	Harris & Associates is assisting the District in creating a 10-year rehabilitation and replacement program for the collections system. The purpose of this project is to repair, rehabilitate, replace and/or realign aging or defective pipelines and/or segments projected to reach capacity within the foreseeable future. Harris and the District have assigned a rating and priority to all of the pipes in the collection system and are splitting them up into projects for each fiscal year. The first project for this fiscal year will consist of the rehabilitation of approximately 2,300 feet of sewer located in Indio Boulevard and underneath the railroad near Cabazon Avenue using cured in place lining. The second project will consist of hiring a contractor to perform CCTV inspections of all pipes within the District that cannot be surveyed by collections staff due to high flows or pipe diameter. The third project is the downtown Indio rehabilitation and repair project. This project is being done to rehabilitate and replace deficient sewer mains in the streets and allies of the downtown area.	Harris has received approval from the Department of Drinking Water. VSD staff has obtained the necessary signatures from the City of Indio and IWA on the finalized set of plans and Harris has completed the project specifications. Staff are negotiating an easement on the Indio Motor Machine property with the owner. Harris is finalizing the lift station assessment report and program recommendations.	\$2,900,000.00	\$498,191.91
Reclaimed Water Project Phase 1	The contract for this project was awarded to Schneider Electric / Stantec. The project design cost is \$2,200,000 and project schedule is approximately 460 days. Construction costs will be determined during the design phase and will be awarded to Schneider Electric / Stantec upon approval of the Board. The Reclaimed Water Project – Phase 1 will replace an aging and capacity restricting grit chamber and provide redundancy by adding a second digester and expanding the bar screens. This project will also include adding a biofilter, and a sludge thickener unit.	The Board has approved the guaranteed maximum price along with Contract Amendment No. 1 with Schneider Electric. Schneider Electric has acquired the necessary bonds and other documentation required by VSD and Bank of America. The design build team is proceeding 90% design.	\$2,200,000.00	This project is being financed by Bank of America.
Influent Pump Station Rehabilitation	Stantec is assisting the District as an Owner’s Representative and DCI / Dudek are acting as the design-build team for this project. The influent pump station structure is showing significant signs of deterioration. Proposed improvements to the pump station include: bypass of the pump station for inspection and repair, repair/replacement of leaking and broken gates, repair of interior concrete coating, installation of new valves for proper isolation/drainage, installation of a new jockey pump in the empty pump bay.	The Board has approved the guaranteed maximum price. The Notice of Award has been issued and Change Order No.2 signed. The contractor is preparing the necessary submittals for VSD and Stantec review and approval.	\$3,634,476.00	\$182,477.59
New Training and Office Building and Laboratory Building	The District and SGH Architects are developing the initial design for a new office / training building that will be located to the west of the existing Operations building. The purpose of this new building is to provide space for new offices for collections and maintenance personnel as well as a training area for company events and meetings. Also as part of this project, VSD has contracted SGH to develop designs for a new laboratory building to replace the existing lab due to the current issues lab staff are experiencing with the layout and air filtering system.	SGH has submitted 50% design plans which include both buildings for staff review and comment in December 2021. This project has been delayed for a year or two to allow other priority projects to proceed and maintain our debt coverage.	\$1,922,000.00	\$267,228.00

**Monthly Capital Improvement Project Update - July 2022**

Project Title	Project Description	Current Status	Fiscal Year Budget	Total Spent to Date
Steel WaterLine Replacement	The above ground, steel waterline adjacent to the aeration basins is old and prone to leaks, especially at the grooved joints, and has exceeded its useful life. The new steel waterline will have traditional joints that will provide a longer life. This project has been on the books for several years and has been a lower priority due to lack of leaks in recent years and the difficult nature of replacement. The project was awarded to Dudek who has begun the development of the project design and specifications.	The first phase of this project has been completed and the contractor has submitted invoices for payment. Staff is obtaining a quote a proposal from Dudek for the second phase of the project which consists of replacing the piping for the frost sprayers.	\$642,000.00	\$197,371.39
Additional Parking and Landscaping	The District is need of additional parking for employees and customers. Staff proposes to remove the lawn at the front of the property and replace it with parking and drought tolerant landscaping.	A preliminary design of the Project has been completed. In que for the next steps.	\$500,000.00	\$0.00

## Environmental Compliance Summary Report for 2022

Task	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
<b>Pretreatment</b>												
Customer Service Calls	5	6	11	8	5							
Commercial Approval Letters		1	1	2								
Change of Ownership Inspection	1	1	0	1								
SIU Permit Compliance	3	3	4	7	4							
FOG-FSE Inspections Completed	23	24	25	17	8							
Commercial Inspections Completed	4	6	16	27	9							
Environmental & Collections investigations	3	1	1	1	2							
Failed Inspections or NOV												
<b>Total # of Inspections</b>	<b>33</b>	<b>34</b>	<b>46</b>	<b>52</b>	<b>23</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Laboratory</b>												
# of Collected Samples	478	233	233	224	245							
# of Tests (Analyses)	692	449	481	459	494							
# of Samples sent to Contract Labs	41	21	13	17	19							
# of Contracted Tests (Analyses)	79	46	19	31	49							
% of Samples performed In-House	91.4%	91.0%	94.4%	92.4%	92.2%							



<b>Total YTD</b>
35
21
97
62
8
0
188
<b>Total YTD</b>
1413
2575
111
224
92.3%

**UNOFFICIAL UNTIL APPROVED BY EAST VALLEY RECLAMATION AUTHORITY**  
EAST VALLEY RECLAMATION AUTHORITY

**REGULAR MEETING**  
**June 29, 2022**  
**MINUTES**

President Dennis Coleman called to order the Regular Meeting of the East Valley Reclamation Authority at 1:01 p.m. in the Valley Sanitary District Board Room located at 45-500 Van Buren Street, Indio, California.

**1. CALL TO ORDER**

1.1 Roll Call

Directors Present: President Dennis Coleman (*Valley Sanitary District*)  
Vice President Glenn Miller (*City of Indio*)  
Treasurer William Teague (*Valley Sanitary District*)

Directors Absent: Secretary Elaine Holmes (*City of Indio*)

Staff Present: Beverli Marshall – General Manager, *Valley Sanitary District*  
Reymundo Trejo – General Manager, *Indio Water Authority*  
Holly Gould – EVRA Clerk of the Board, *Valley Sanitary District*  
Ron Buchwald – Engineering Services Manager, *Valley Sanitary District*  
Brian Kinder – Manager of Finance & Customer Service, *Indio Water Authority*

1.2 Pledge of Allegiance

**2. PUBLIC COMMENT - NONE.**

**3. CONSENT CALENDAR**

3.1 Minutes of February 15, 2022. **Recommendation:** Approve

It was moved by Vice President Miller, seconded by President Coleman, and unanimously carried to **APPROVE** the Consent Calendar as submitted.

**4. ADMINISTRATIVE ITEMS**

4.1 Adopt Resolution 2022/21 the Fiscal Year 2022/23 Budget

Brian Kinder, Finance Manager, Indio Water Authority, presented the Fiscal Year 2022/23 (FY22/23) Budget. Mr. Kinder stated that the funding source for the FY22/23 Budget would be the unused fund balance. Staff recommended an expenditure balance of \$542,330. The budget will be used to complete the Hydrogeological Feasibility Study, which will roll over from the fiscal year 2021/22. The Board determined that both agencies continue to contribute \$200,000 to the FY22/23 Budget for an expenditure balance of \$942,330.

It was moved by Treasurer Teague, seconded by Vice President Coleman, and unanimously

carried by roll call vote to **APPROVE** the adoption of Resolution 2022-21 of the East Valley Reclamation Authority Fiscal Year 2022/23 Budget and authorize expenditures and appropriations with an additional \$200,000 from each agency.

**5. GENERAL MANAGERS' REPORT**

Beverli Marshall, General Manager, Valley Sanitary District, reported that Valley Sanitary District has applied for a planning grant with the State Revolving to determine the feasibility of recycled water to create a Recycled Water Master Plan. The District has also applied for earmark funds for the master plan, and Senator Padilla has put it forward to the committee for review. Ms. Marshall also discussed Geoscience analyzing the clay layers to determine if more testing is necessary for the storm channel. She also suggests using EVRA funds to request Carollo to expand their study to include the feasibility of purple pipe. Ms. Marshall also suggested an RFP to expand on the hydraulic modeling of the subbasin to fine-tune the data to find out where the direct injection would be feasible. VSD is also applying for a WIFIA loan for its Recycled Water Project, Phase 2 and 3.

Reymundo Trejo, General Manager, Indio Water Authority, discussed the need to determine the energy requirements for the Recycled Water Project. Mr. Trejo also reported that the City of Indio has adopted a resolution to enact Stage 2 of their Water Shortage Contingency Plan. The plan, which was enacted on June 1, 2022, is already in the second of six stages. He also reported about the draft Chromium 6 MCL. Based on the available technology the state has approved, it would cost the City just as much as the Recycled Water Project. To meet the state's draft, MCL would be close to \$400 million. If it becomes an MCL, the City will focus on a campaign to gain letters of support from local agencies. Mr. Trejo stated that he would keep the EVRA Board informed of any tangible actions that can be taken.

Beverli Marshall informed the Board that she had spoken to the City about food waste and potentially diverting some of the waste to the District for energy use. This potential could be a joint project with the City by utilizing some of that waste for the District's digester. Ms. Marshall suggested the possibility of expanding EVRA's mission to be reuse in a broader sense, not just recycled water.

**6. AUTHORITY BOARD MEMBER COMMENTS AND/OR QUESTIONS**

Vice President Miller commented that EVRA moves full speed ahead with this project so we can start utilizing our water. President Coleman stated that VSD recently authorized its General Manager to sign the First Supplement to the CV SNMP MOU to provide for the implementation of the completed SNMP Development Workplan. VSD also approved a contract with Townsend Public Affairs for state legislative advocacy services

**7. ADJOURN**

There being no further business to discuss, the meeting was **ADJOURNED** at 1:56 p.m.

**Holly Gould**  
**EVRA Clerk of the Board**  
**Approved:**

**VALLEY SANITARY DISTRICT  
BUDGET & FINANCE COMMITTEE MEETING MINUTES**  
July 5, 2022

A special meeting of the Valley Sanitary District (VSD) Budget & Finance Committee was held at 45-500 Van Buren Street in Indio, California, on Tuesday, July 5, 2022.

**1. CALL TO ORDER**

Chairman Dennis Coleman called the meeting to order at 1:02 p.m.

**1.1 Roll Call**

Directors Present:  
Chairperson Dennis Coleman  
Committee Member Debra Canero

Staff Present:  
Beverli Marshall, General Manager; Jeanette Juarez, Business Services Manager; Dave Commons, Facility Operations Manager; and Holly Gould, Clerk of the Board

**1.2 Pledge of Allegiance**

**2. PUBLIC COMMENT**

*The public comment on any item not appearing on the agenda. Please notify the Secretary in advance of the meeting if you wish to speak on a non-hearing item.*

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None.

**3. DISCUSSION / ACTION ITEMS**

**3.1 Request for Feedback and Direction Regarding the Number of Board Compensated Meetings**

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On June 28, 2022, at the Regular Board of Directors Meeting, Staff was asked to bring back information regarding allowable compensated days of service. Staff requested additional information from the general counsel to determine the allotted days of service for Valley Sanitary District Board members. The District falls under the Health and Safety Code, which allows six (6) meetings per calendar month. The surrounding agencies fall under the Water Code, which allows ten (10) meetings per calendar month. The Committee requested that Staff reach out to legal counsel to explain why VSD does not fall under the Water Code. They also asked for a comparison of board compensation from wastewater-only agencies in California. They would like a memo from legal that can be presented, along with the requested information, at a future board meeting.

**3.2 Request for Feedback and Direction Regarding the Financial Plan and Rate Review**

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Staff has provided an updated financial plan for the Committee to review. The District's sewer rate analysis identified that the District would need to borrow approximately \$165 million over the next ten years to complete critical projects. In May 2022, the District executed a \$71 million

loan through Bank of America's Environmental Business Initiative Program to finance the Recycled Water Project – Phase 1. The budget and Five-Year Sewer Use Rate plan demonstrate the District's ability to meet debt service requirements by maintaining a debt ratio of at least 1.25. Additional rate increases will be necessary over the next five to 10 years to meet capital expenditure needs and to keep the established minimum debt ratio. Secretary/Treasurer Coleman recommended updating the District's Master Plan and the Rate Study and Financial Plan. He stated that ten (10) years is too long to wait to update the Master Plan and feels it should be done every five years. He also noted that an additional engineering staff person is needed and would like Staff to identify that to the Board. There was a discussion on updating the definition of an Equivalent Dwelling Unit (EDU) that would be legally defensible. Vice President Canero suggested a special board meeting to review and discuss this item thoroughly.

### 3.3 Request for Feedback and Direction Regarding the Valley Sanitary District Investment Policy

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California Government Code Section 53646 requires that all public agencies adopt an investment policy and that the policy be reviewed and approved annually. On August 10, 2021, the District adopted Resolution No. 2021-1151, adopting the VSD Investment Policy. Local Agency Investment Guidelines recommend that the internal treasury staff conduct annual reviews. According to the California Debt and Investment Advisory Commission (2020), "an update in the investment policy is warranted if treasury staff's review results in a material change in policy due to either a change in statute or a change in the agency's goals and objectives for safety, liquidity, and yield" (P.14). Staff will bring the Investment Policy to the next board meeting as an informational item for feedback. The policy will come before the Board for adoption in August.

Beverli Marshall, General Manager, informed the Committee that the District has started applying for a WIFIA loan for \$100 million. She stated that the Budget & Finance Committee might be asked for direction throughout the loan process.

### 4. ADJOURNMENT

There being no further business to discuss, the meeting adjourned at 2:20 p.m. The next regular committee meeting will be on September 6, 2022.

Respectfully submitted,  
Holly Gould, Clerk of the Board  
Valley Sanitary District