



**SOUTH SAN LUIS OBISPO COUNTY
SANITATION DISTRICT**

Post Office Box 339, Oceano, California 93475-0339

1600 Aloha, Oceano, California 93445-9735

Telephone (805) 489-6666 FAX (805) 489-2765

www.sslocsd.us

**AGENDA
BOARD OF DIRECTORS MEETING
Oceano Community Services District Board Room
1655 Front Street,
Oceano, CA**

Wednesday, October 19, 2022, at 6:00 p.m.

Board Members

Jeff Lee, Chair

Karen White, Vice Chair

Caren Ray Russom, Director

Agencies

City of Grover Beach

Oceano Community Services District

City of Arroyo Grande

Alternate Board Members

Karen Bright, Director

Linda Austin, Director

Lan George, Director

City of Grover Beach

Oceano Community Services District

City of Arroyo Grande

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- 1. CALL TO ORDER AND ROLL CALL**
 - 2. PLEDGE OF ALLEGIANCE**
 - 3. AGENDA REVIEW**
 - 4. PUBLIC COMMENTS ON ITEMS NOT APPEARING ON AGENDA**

This public comment period is an invitation to members of the community to present comments, thoughts or suggestions on matters not scheduled on this agenda. Comments should be limited to those matters which are within the jurisdiction of the District. The Brown Act restricts the Board from taking formal action on matters not published on the agenda. In response to your comments, the Chair or presiding Board Member may:

- Direct Staff to assist or coordinate with you.
- Direct Staff to place your issue or matter on a future Board meeting agenda.

Please adhere to the following procedures when addressing the Board:

- Comments should be limited to three (3) minutes or less.
- Your comments should be directed to the Board as a whole and not directed to individual Board members.
- Slanderous, profane or personal remarks against any Board Member, Staff or member of the audience shall not be permitted

Any writing or document pertaining to an open-session item on this agenda which is distributed to a majority of the Board after the posting of this agenda will be available for public inspection at the time the subject writing or document is distributed. The writing or document will be available for public review in the offices of the Oceano CSD, a member agency located at 1655 Front Street, Oceano, California. Consistent with the Americans with Disabilities Act (ADA) and California

Government Code §54954.2, requests for disability-related modification or accommodation, including auxiliary aids or services, may be made by a person with a disability who requires modification or accommodation in order to participate at the above referenced public meeting by contacting the District Administrator or Bookkeeper/Secretary at (805) 481-6903. So that the District may address your request in a timely manner, please contact the District two business days in advance of the meeting.

5. CONSENT AGENDA:

The following routine items listed below are scheduled for consideration as a group. Each item is recommended for approval unless noted. Any member of the public who wishes to comment on any Consent Agenda item may do so at this time. Any Board Member may request that any item be withdrawn from the Consent Agenda to permit discussion or to change the recommended course of action. The Board may approve the remainder of the Consent Agenda on one motion.

5A. Approval of Warrants

5B. Approval of Meeting Minutes of August 3, 2022

6. ACTION ITEMS:

6A. CONTRACT FOR WWTP REDUNDANCY PROJECT ADMINISTRATION SERVICES WITH MKN AND ASSOCIATES

Recommendation: Authorize the District Administrator to execute a contract for continued Wastewater Treatment Plant Redundancy Project Administration Services with MKN and Associates, Inc. (MKN), in the amount of \$119,449 for the next twelve months.

6B. WWTP REDUNDANCY PROJECT UPDATE

Recommendation: Receive and File.

6C. CONTRACT FOR COASTAL HAZARD MONITORING WITH RINCON CONSULTANTS

Recommendation: Authorize the District Administrator to execute a contract for Environmental Monitoring Services with Rincon Consultants in the amount of \$69,969.

Authorize the District Administrator to execute future contract amendments if required with Rincon Consultants for the Coastal Hazards Monitoring Program in an amount up to \$6,997 (10%) to address unanticipated changes to the Monitoring Program, for a total potential cost of \$76,966.

6D. DISTRICT ADMINISTRATOR AND PLANT OPERATIONS REPORT

Recommendation: Receive and File.

7. BOARD MEMBER COMMUNICATIONS:

8. CLOSED SESSION:

CONFERENCE WITH LEGAL COUNSEL—ANTICIPATED LITIGATION

Significant exposure to litigation pursuant to paragraph (2) of subdivision (d) of Government Code Section 54956.9: (one case)

9. ADJOURNMENT

The next regularly scheduled Board Meeting is November 2, 2022, 6:00 pm at the
Grover Beach City Hall Council Chambers,
154 South Eighth Street, Grover Beach, California 93433

WARRANT REGISTER
10/19/2022
FISCAL YEAR 2022/23

VENDOR	BUDGET LINE ITEM	DETAIL	WARRANT NO	ACCT	ACCT BRKDN	TOTAL
ALLIED ADMINISTRATORS	EMPLOYEE DENTAL	SEPTEMBER 2022	080322-6155	6025	961.03	961.03
AMERICAN BUSINESS MACHINES	OFFICE SUPPLY'S	630497	6156	8045	85.25	85.25
ARAMARK	EMPLOYEE UNIFORMS	07/22; 07/29	6157	7025	794.92	794.92
BANK NEW YORK MELLON		CTU2005805	6158		44,650.00	717,546.88
		CTU2003395			672,896.88	
BRENNTAG	PLANT CHEMICALS	BPI262270	6159	8050	9,817.05	9,817.05
CARQUEST	AUTOMOTIVE	7314-1320075	6160	8032	58.71	58.71
CITY OF GROVER BEACH	AGENCY BILLING	JUNE 2022	6161	7081	1,757.50	1,757.50
CULLIGAN	EQUIPMENT RENTAL	76211	6162	7032	60.00	60.00
EVERYWHERE RIGHT NOW	COMPUTER SERVICES	AUGUST 2022	6163	7082	100.00	100.00
FARM SUPPLY	EQUIPMENT MAINTENANCE	94027	6164	8030	74.13	74.13
FED EX	CHEMICAL ANALYSIS	7-826-93560	6165	7078	25.87	25.87
GRAINGER	ADMIN OFFICE	9376503042; 9376911518	6166	8045	187.71	187.71
GSOLUTIONZ	TELEPHONE	SEPTEMBER 2022	6167	7013	72.95	72.95
I.I. SUPPLY	EQUIPMENT MAINTENANCE	85648	6168	8030	406.69	469.26
	SAFETY SUPPLY	85794; 79841		8056	62.57	
JAN PRO	STRUCTURE MAINTENANCE	AUGUST 2022	6169	8060	357.98	357.98
JR FILANC	REDUNDANCY	APPLICATION NO. 15	6170	20-7080	776,651.70	776,651.70
KENNEDY JENKS	REDUNDANCY	156718	6171	20-7080	20,967.20	20,967.20
MINERS	EQUIPMENT MAINTENANCE	JULY 2022	6172	8030	421.40	421.40
NVIRO	SCADA	2183	6173	20-7060	600.00	600.00
OCSO	WATER	05/18/22-07/18/22	6174	7094	940.12	940.12
OEC, INC	CHEMICAL ANALYSIS	MULTIPLE	6175	7078	393.25	393.25
PHENOVA	CHEMICAL ANALYSIS	183960	6176	7078	465.41	465.41
READY REFRESH	ADMIN OFFICE	05/25/22-07/24/22	6177	8045	293.41	293.41
SANTA MARIA FAMCON	EQUIPMENT MAINTENANCE	S100080600.002	6178	8030	1,196.91	1,196.91
STATEWIDE	EQUIPMENT MAINTENANCE	03021014	6179	8030	246.01	246.01
UNDERGROUND SERVICE ALERT	MEMBERSHIP	170025USB22; 2022170025	6180	7050	3,761.39	3,761.39
USA BLUEBOOK	EQUIPMENT MAINTENANCE	MULTIPLE	6181	8030	1,101.80	1,101.80
SSLOCSO	EMPLOYEE BENEFITS	JULY 2022	6182		100,000.00	100,000.00
ARAMARK	EMPLOYEE UNIFORMS	08/05; 08/12	081922-6183	7025	773.49	773.49
BRENNTAG	PLANT CHEMICALS	BPI264300	6184	8050	9,517.81	9,517.81
CAREN RAY RUSSOM	BOARD SERVICE	AUGUST 3, 2022	6185	7075	100.00	100.00
COASTAL ROLL OFF	RUBBISH	JULY 2022	6186	7093	785.80	785.80
ENGEL & GRAY	BIOSOLIDS HANDLING	JULY 2022	6187	7085	8,798.53	8,798.53
FED EX	CHEMICAL ANALYSIS	7-834-21297	6188	7078	25.50	25.50
FGL ENVIRONMENTAL	CHEMICAL ANALYSIS	281419A; 281478A	6189	7078	4,756.00	4,756.00
GRAINGER	EQUIPMENT MAINTENANCE	MULTIPLE	6190	8030	678.35	678.35
I.I. SUPPLY	EQUIPMENT MAINTENANCE	85954; 85990; 86084	6191	8030	504.74	1,877.48
	STRUCTURE MAINTENANCE			26-8086	1,372.74	
INTERSTATE BATTERIES	STRUCTURE MAINTENANCE		6192	8060	1,964.65	1,964.65
JB DEWAR	FUEL	154522; 155819	6193	8020	573.16	573.16
JEFF LEE	BOARD SERVICE	AUGUST 3, 2022	6194	7075	100.00	100.00
JONES & MAYER	LEGAL COUNSEL	JULY 2022	6195	7071	451.50	451.50
KAREN WHITE	BOARD SERVICE	AUGUST 3, 2022	6196	7075	100.00	100.00
LINDE GAS & EQUIP	RENTAL EQUIPMENT	06/20/22-07/20/22	6197	7032	40.99	40.99
MARCEL ALAIN PHOTOGRAPHY	REDUNDANCY	0C353EEB-0008	6198	20-7080	275.00	275.00
MCMMASTER CARR	EQUIPMENT MAINTENANCE	MULTIPLE	6199	8030	312.66	2,276.90
	STRUCTURE MAINTENANCE	MULTIPLE		26-8065	1,964.24	
MKN & ASSOCIATES	REDUNDANCY	101090	6200	20-7080	12,234.62	12,234.62
MICRO MOTION	SCADA	40696690	6201	207060	6,987.47	6,987.47
MNS ENGINEERS	REDUNDANCY	80941	6202	20-7080	87,064.19	87,064.19
NVIRO	SCADA	2210	6203	20-7060	4,956.25	4,956.25
OEC, INC	CHEMICAL ANALYSIS	MULTIPLE	6204	7078	1,895.79	1,895.79
PG&E	ELECTRICITY	07/11/22-08/19/22	6205	7091	29,697.38	29,697.38
PHENOVA	CHEMICAL ANALYSIS	185284	6206	7078	124.79	124.79
POLYDYNE	PLANT CHEMICALS	1667803	6207	8050	8,425.43	8,425.43
RINCON CONSULTANTS	BIOLOGICAL MONITORING	41547	6208	20-7080	473.75	7,964.50
	COASTAL HAZARDS MONITORING	41308		19-7020	7,490.75	
SAFETY KLEEN	CHEMICAL ANALYSIS	MULTIPLE	6209	7078	1,051.97	1,051.97
SAN LUIS POWERHOUSE	EQUIPMENT MAINTENANCE	46871; 47071	6210	8030	8,954.38	8,954.38
SO CAL GAS	GAS	07/01/22-08/02/22	6211		4,048.46	4,048.46
SOUTH COUNTY SANITARY	RUBBISH	JULY 2022	6212	7093	275.43	275.43
SPRINT	CELL PHONES	07/04/22-08/03/22	6213	7014	147.00	147.00
STANLEY SECURITY	ALARMS	SEPTEMBER 2022	6214	7011	80.08	80.08
TENERA ENVIRONMENTAL		E20632	6215	7060	673.23	673.23
TOTAL COMPENSATION	AUDIT	10854	6216	7072	1,530.00	1,530.00
UMPQUA		JULY 2022	6217		715.00	715.00
USA BLUEBOOK	EQUIPMENT MAINTENANCE	71314	6218	8030	828.15	828.15
VWR	EQUIPMENT MAINTENANCE		6219	8040	2,822.37	5,380.88
	STRUCTURE MAINTENANCE	8810309476		26-8065	2,558.51	
SUBTOTAL					1,855,538.00	1,855,538.00

WARRANT REGISTER
10/19/2022 CONTINUED
FISCAL YEAR 2022/23

VENDOR	BUDGET LINE ITEM	DETAIL	WARRANT NO.	ACCT	ACCT BRKDN	TOTAL
ALLIED ADMINISTRATORS	EMPLOYEE DENTAL	OCTOBER 2022	090622-6220	6025	961.03	961.03
AMERICAN BUSINESS MACHINES	OFFICE SUPPLY'S	634798	6221	8045	77.65	77.65
ARAMARK	EMPLOYEE UNIFORMS	08/19/2022	6222	7025	402.47	402.47
BC PUMP & SALES	EQUIPMENT MAINTENANCE	35972	6223	8030	1,105.00	1,105.00
BRENNTAG	PLANT CHEMICALS	MULTIPLE	6224	8050	52,946.49	52,946.49
CARQUEST	AUTOMOTIVE	7314-1327140	6225	8032	51.70	51.70
CITY OF ARROYO GRANDE	AGENCY BILLING	APRIL TO JUNE 2022	6226	7073	5,579.25	5,579.25
CULLIGAN	EQUIPMENT RENTAL	76621; 76768	6227	7032	150.00	150.00
DUPERON	EQUIPMENT MAINTENANCE	24108	6228	8030	859.33	859.33
EVERYWHERE RIGHT NOW	COMPUTER SERVICES	SEPTEMBER 2022	6229	7082	100.00	100.00
GRAINGER	EQUIPMENT MAINTENANCE	MULTIPLE	6230	8030	290.77	290.77
GSOLUTIONZ	TELEPHONE	22631; 225962	6231	7013	417.70	417.70
I.I. SUPPLY	EQUIPMENT MAINTENANCE	85648	6232	8030	23.84	23.84
JAN PRO	STRUCTURE MAINTENANCE	SEPTEMBER 2022	6233	8060	357.98	357.98
JR FILANC	REDUNDANCY	APPLICATION NO. 16	6234	20-7080	812,555.44	812,555.44
KENNEDY JENKS	REDUNDANCY	157126	6235	20-7080	30,942.50	30,942.50
LARRY WALKER ASSOCIATES	PRETREATMENT	00667.01-11	6236	8015	535.25	535.25
LINDE GAS & EQUIP	EQUIPMENT RENTAL	30799079	6237	7032	41.72	41.72
MCMASER CARR	EQUIPMENT MAINTENANCE	MULTIPLE	6238	8030	584.57	584.57
MICHAEL K NUNLEY ASSOC.	REDUNDANCY	STAFF SUPPORT	6239	20-7080	13,423.48	13,423.48
MINERS	EQUIPMENT MAINTENANCE	AUGUST 2022	6240	8030	1,855.58	1,855.58
NVIRO	SCADA	2244	6241	20-7060	2,800.00	2,800.00
OEC, INC	CHEMICAL ANALYSIS	MULTIPLE	6242	7078	246.88	246.88
PHENOVA	CHEMICAL ANALYSIS	184520	6243	7078	293.85	293.85
R & T EMBROIDERY	SAFETY SUPPLY	045303	6244	8056	423.85	423.85
READY REFRESH	ADMIN OFFICE	07/25/22-08/24/22	6245	8045	102.38	102.38
REGIONAL GOVT. SERVICES	HUMAN RESOURCES	13873	6246	7005	105.42	105.42
SANTA MARIA FAMCON	EQUIPMENT MAINTENANCE	S100080600.003	6247	8030	465.47	465.47
SEIFERT SERVICES CORP	SCADA	1055	6248	20-7060	3,622.50	3,622.50
SM TIRE	AUTOMOTIVE	519612	6249	8032	330.48	330.48
USA BLUEBOOK	EQUIPMENT MAINTENANCE	MULTIPLE	6250	8030	1,654.90	1,654.90
VWR INTERNATIONAL	LAB SUPPLY'S	2022-150; 151	6251	8040	597.01	597.01
SSLOCS	EMPLOYEE BENEFITS	AUGUST 2022	6252		100,000.00	100,000.00
AGP VIDEO	PROFESSIONAL SERVICE	AUGUST 3, 2022	091522-6253	7080	650.00	650.00
AIRFLOW FILTER SERVICE	EQUIPMENT MAINTENANCE	63243	6254	8030	40.00	40.00
ALLSTAR INDUSTRIAL	SAFETY SUPPLY'S	2937	6255	8056	596.10	596.10
ALLTECH COMPUTERS	OFFICE SUPPLY'S	3292115	6256	8035	80.43	80.43
ARAMARK	EMPLOYEE UNIFORMS	08/26; 09/02; 09/09	6257	7025	1,197.83	1,197.83
AT&T MOBILITY	COMMUNICATIONS	08/03/22-10/02/22	6258	7013	160.96	160.96
BRENNTAG	PLANT CHEMICALS	BPI272922	6259	8050	8,921.55	8,921.55
CHARTER COMMUNICATIONS	COMMUNICATIONS	06/29/22-09/28/22	6260	7013	439.96	439.96
COASTAL ROLL OFF	RUBBISH	AUGUST 2022	6261	7093	1,592.53	1,592.53
ELECTRICRAFT INC	SCADA	17374	6262	20-7060	26,826.73	26,826.73
ENDRESS HAUSER	STRUCTURE MAINTENANCE	6700580409	6263	26-8065	360.92	360.92
ENERGY RESOURCE CORP	EQUIPMENT MAINTENANCE	36767	6264	8030	1,122.00	1,122.00
ENGEL & GRAY	BIOSOLIDS HANDLING	AUGUST 2022	6265	7085	4,139.32	4,139.32
FGL ENVIRONMENTAL	CHEMICAL ANALYSIS	281420A	6266	7078	3,365.00	3,365.00
FRANKS LOCK AND KEY	EQUIPMENT MAINTENANCE	52506	6267	8030	125.00	125.00
GRAINGER	EQUIPMENT MAINTENANCE	MULTIPLE	6268	8030	230.09	255.77
	SAFETY SUPPLY'S				25.68	
KIMBALL MIDWEST	EQUIPMENT MAINTENANCE	100270443	6269	8030	937.37	937.37
MCMASER CARR	EQUIPMENT MAINTENANCE	84279270	6270	8030	29.40	29.40
MNS ENGINEERS	REDUNDANCY	81275	6271	20-7080	104,278.05	104,278.05
NVIRO	SCADA	2269	6272	20-7060	5,763.69	5,763.69
OEC, INC	CHEMICAL ANALYSIS	MULTIPLE	6273	7078	804.79	804.79
PERC WATER	REDUNDANCY	5712; 5668	6274	20-7080	9,766.00	9,766.00
RINCON CONSULTANTS	COASTAL HAZARDS MONITORING	42026	6275	19-7020	7,482.80	7,482.80
SO CAL GAS	GAS	08/02/22-08/31/22	6276	7092	4,063.66	4,063.66
SOUTH COUNTY SANITARY	RUBBISH	SEPTEMBER 2022	6277	7093	412.91	412.91
SPRINT	CELL PHONES	08/04/22-09/03/22	6278	7014	147.00	147.00
STANLEY SECURITY	ALARMS	OCTOBER 2022	6279	7011	80.08	480.63
	EQUIPMENT MAINTENANCE	6002821905		8030	400.55	
UMPQUA		AUGUST 2022	6280		11,630.64	11,630.64
VWR	LAB SUPPLY'S	2022-155; 158	6281	8040	1,328.65	1,328.65
WEST COAST ROTOR	EQUIPMENT MAINTENANCE	30248	6282	8030	410.10	410.10
WINEMA INDUSTRIAL	CHEMICAL ANALYSIS	6276	6283	7078	223.85	223.85
SUBTOTAL					1,231,538.13	1,231,538.13

WARRANT REGISTER
10/19/2022 Continued
FISCAL YEAR 2022/23

VENDOR	BUDGET LINE ITEM	DETAIL	WARRANT NO.	ACCT	ACCT BRKDN	TOTAL
AKESO OCCUPATIONAL HEALTH	SAFETY SUPPLY	MULTIPLE	092922-6284	8056	820.00	820.00
AMERICAN BUSINESS MACHINES	OFFICE SUPPLY'S	642591	6285	8045	77.65	77.65
ARAMARK	EMPLOYEE UNIFORMS		6286	7025	816.72	816.72
BRENNTAG	PLANT CHEMICALS	BPI276867	6287	8050	8,945.54	8,945.54
ERGOTECH CONTROLS	SCADA	1625095	6288	20-7080	6,132.38	6,132.38
FRANK'S LOCK AND KEY	EQUIPMENT MAINTENANCE	52930	6289	8030	105.00	105.00
GRAINGER	EQUIPMENT MAINTENANCE	MULTIPLE	6290	8030	635.54	635.54
GSOLUTIONZ	TELEPHONE	07/22/22-08/22/22	6291	7013	344.75	344.75
I.I. SUPPLY	SAFETY SUPPLY	86975; 86932	6292	8056	146.33	146.33
JB DEWAR	FUEL	158453; 218954	6293	8020	3,742.51	3,742.51
JONES MAYER	LEGAL COUNSEL	AUGUST 2022	6294	7071	4,392.12	4,392.12
KEMIRA	PLANT CHEMICALS	9017768256	6295	8050	14,507.87	14,507.87
KENNEDY JENKS	REDUNDANCY	158062	6296	20-7080	34,047.50	34,047.50
LARRY WALKER ASSOCIATES	PRETREATMENT	00667.01-13	6297	8015	25,615.76	25,615.76
MCMASTER CARR	EQUIPMENT MAINTENANCE	MULTIPLE	6298	8030	345.85	345.85
NBS	AGENCY BILLING	2202209-2002	6299	7074	1,656.00	1,656.00
NVIRO	SCADA	2293	6300	20-7060	1,800.00	1,800.00
PG&E	ELECTRICITY	08/10/22-09/08/22	6301	7091	28,247.66	28,247.66
POLYDYNE	PLANT CHEMICALS	1676494	6302	8050	3,599.97	3,599.97
READY REFRESH	ADMIN OFFICE	08/25/22-09/24/22	6303	8045	74.42	74.42
REGIONAL GOVT. SERVICES	HUMAN RESOURCES	AUGUST 2022	6304	7005	3,217.48	3,217.48
RINCON CONSULTANTS, INC.	REDUNDANCY	BIOLOGICAL MONITORING; HYDROGEOLOGICAL STUDY	6305	20-7080	1,480.50	1,480.50
SM TIRE	AUTOMOTIVE	519891	6306	8032	864.32	864.32
USA BLUEBOOK	EQUIPMENT MAINTENANCE	116703; 120209	6307	8030	1,070.62	1,070.62
VWR INTERNATIONAL	LAB SUPPLY'S	2022-156	6308	8040	997.19	997.19
JR FILANC	REDUNDANCY	APPLICATION NO 17	101422-6309	20-7080	808,183.16	808,183.16
SUBTOTAL					951,866.84	951,866.84
GRAND TOTAL					4,038,942.97	4,038,942.97

We hereby certify that the demands numbered serially from 080322-6155-to 101422-6309 together with the supporting evidence have been examined, and that they comply with the requirements of the SOUTH SAN LUIS OBISPO COUNTY SANITATION DISTRICT. The demands are hereby approved by motion of the SOUTH SAN LUIS OBISPO COUNTY SANITATION DISTRICT, together with warrants authorizing and ordering the issuance of checks numbered identically with the particular demands and warrants.

BOARD OF DIRECTORS:

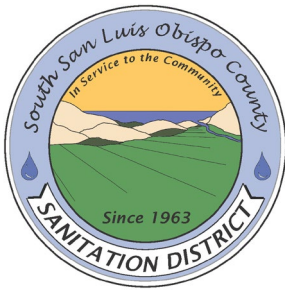
DATE:

Chairman

Board Member

Board Member

Secretary



SOUTH SAN LUIS OBISPO COUNTY SANITATION DISTRICT

Post Office Box 339, Oceano, California 93475-0339
1600 Aloha, Oceano, California 93445-9735
Telephone (805) 489-6666 FAX (805) 489-2765
www.sslocsd.org

SUMMARY ACTION MINUTES Meeting of Wednesday, August 03, 2022

1. CALL TO ORDER AND ROLL CALL

Chair Lee called the meeting to order and recognized a quorum.

Present: Jeff Lee, Chair, City of Grover Beach
Karen White, Vice Chair, Oceano Community Services District
Caren Ray Russom, Director, City of Arroyo Grande

District Staff: Jeremy Ghent, District Administrator
Keith Collins, District Legal Counsel

2. PLEDGE OF ALLEGIANCE

3. AGENDA REVIEW

Action: Approved as presented.

4. PUBLIC COMMENTS ON ITEMS NOT APPEARING ON AGENDA

There was no public comment.

5. CONSENT AGENDA:

- 5A. Approval of Warrants Fiscal Year 2021/22**
- 5B. Approval of Warrants Fiscal Year 2022/23**
- 5C. Approval of Meeting Minutes of June 1, 2022**
- 5D. 2022 Conflict of Interest Code**

There was no public comment.

Motion: Director Ray Russom motioned to approve the Consent Agenda as published.

Second: Director White

Action: Approved unanimously by roll call vote.

6. ACTION ITEMS:

6A. AUTHORIZE EXECUTION OF CONTRACT AMENDMENT #5 FOR WWTP REDUNDANCY PROJECT CONSTRUCTION PHASE ENGINEERING SERVICES WITH KENNEDY/JENKS CONSULTANTS, INC., PENDING USDA APPROVAL

Administrator Ghent presented this report. John Wycoff the design engineer from Kennedy Jenks was available for questions.

This amendment is a result of supply chain issues and product delays. Kennedy Jenks has had to review the replacement products and approve the changes.

There was no public comment.

Motion: Director Ray Russom motioned to authorize the District Administrator to execute a contract amendment for Construction Phase Design Engineering Services for the Wastewater Treatment Plant Redundancy Project with Kennedy/Jenks Consultants, Inc. in the amount of \$79,425 pending review and approval from USDA staff.

Second: Director White

Action: Approved unanimously by roll call vote.

6B. DISTRICT ADMINISTRATOR AND PLANT OPERATIONS REPORT

Director Ghent presented the District Administrator Report and the Operations Report.

He reported a fecal coliform violation.

There was no public comment.

Action: The Board received and filed this report.

7. BOARD MEMBER COMMUNICATIONS

Director Lee referred to the Redundancy Project drone videos and said he looks forward to the next video. These videos can be found on the SSLOCSD.ORG website.

8. CLOSED SESSION:

CONFERENCE WITH LEGAL COUNSEL—ANTICIPATED LITIGATION

Significant exposure to litigation pursuant to paragraph (2) of subdivision (d) of Government Code Section 54956.9: (one case)

There was no public comment.

Action: There was no reportable action.

9. ADJOURNMENT:

6:25 p.m.

***THESE MINUTES ARE DRAFT AND NOT OFFICIAL UNTIL APPROVED BY THE
BOARD OF DIRECTORS AT A SUBSEQUENT MEETING.***

DRAFT



SOUTH SAN LUIS OBISPO COUNTY SANITATION DISTRICT

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Telephone (805) 489-6666 FAX (805) 489-2765

www.sslocsd.org

Staff Report

To: Board of Directors

From: Jeremy Ghent, District Administrator

Date: October 19, 2022

**Subject: CONTRACT FOR WWTP REDUNDANCY PROJECT ADMINISTRATION
SERVICES WITH MKN AND ASSOCIATES**

RECOMMENDATION:

Authorize the District Administrator to execute a contract for continued Wastewater Treatment Plant Redundancy Project Administration Services with MKN and Associates, Inc. (MKN), in the amount of \$119,449 for the next twelve months.

BACKGROUND AND DISCUSSION:

In February 2019, the District contracted with MKN to provide administrative and project management services for the WWTP Redundancy Project. A contract for continuation of these services was executed in January 2020 and again in March 2021. Contracted services have included:

- Review of project documents;
- Integration of funding and permitting conditions in the general specifications for project bidding;
- Assisting with final approval of the Coastal Development Permit;
- Leading efforts required for the USDA loan application;
- Leading procurement for Construction Management team, Startup and Commissioning team, Biological Monitoring Services, and Community Workforce Agreement Administrative services;
- Development of a contractor prequalification package and evaluating the prequalification applications received;
- Consultant coordination;
- Assisting with construction bid phase;
- Reporting to the District Administrator;
- Quarterly reports to the Board of Directors;
- Coordination with USDA for the loan; and
- Providing construction support as the District's representative.

The District advertised the Project bid documents in September 2020. Only the five prequalified contractors were eligible to bid as the prime general contractor. The District received two bids and the contract was awarded to the low bidder, J.R. Filanc Construction Company. Notice to Proceed was issued on January 25, 2021 and the construction duration is 30 months.

MKN's 2021 project administration contract was estimated for a twelve-month duration. However, the level of effort was not as high as anticipated, and the budget allowed services to continue for an additional six months.

The scope and budget for the next twelve months are presented here to ensure that the project continues with appropriate support and oversight. After serving as the District Project Manager for the Redundancy Project since February 2019, and through many years as the District's General Engineering firm, MKN provides a unique project background and understanding. The proposed scope of services consists of the following efforts:

- Attend Project meeting through construction;
- Assist with reporting project status to the Board of Directors;
- Provide construction phase support services as the District's representative;
- Provide technical support to the District for the Startup and Commissioning Consultant;
- Coordinate with USDA staff and District as needed for USDA loan; and
- Provide as-needed staff support services related to the project.

Options

1. Reject staff recommendation and direct staff to solicit request for proposals (RFP) to address the needs for the noted administration services.

Fiscal Consideration:

MKN proposes to complete this work on a time and materials basis, with a budget of \$119,449 that will not be exceeded without written authorization from the District. A detailed breakdown of the estimated fee is provided with the attached proposal. As of the last contract with MKN (March 2021), the total estimated budget for Project Administration through the end of construction was \$535,930. At this time, based on actual expenditures to date, the estimated expenditures through the end of October, and the proposal for the next 12 months, the total estimated budget for Project Administration is \$469,279. This is \$66,651 less than previously budgeted, which has been re-allocated to project contingency. The table below summarizes the previous and revised budget for Project Administration.

Table 1. Project Administration Budget Summary

	2021 Budget	Notes	Revised Sept 2022 Budget	Notes
2019	\$87,645	Actual	\$87,922	Actual, corrected
2020	\$110,000	Est. thru Mar 2021	\$110,086	Actual thru Mar 2021
2021	\$151,822	Rec'md, 1 yr	\$151,822	Est. thru Oct 2022
2022 - 2023	\$186,463	Rec'md, 1.5 yrs	\$119,449	Rec'md, 1 yr
Total	\$535,930		\$469,279	

Outcome

Approval of this contract will provide the necessary professional resources to supplement and support District staff for the WWTP Redundancy Project for the next twelve months, including completion of construction (anticipated July 2023) and project close-out activities.

Attachments:

MKN Proposal – Year Four Staff Support for WWTP Redundancy Project



P.O. Box 1604
Arroyo Grande, CA 93421
805.904.6530 [PHONE](tel:805.904.6530)
805.904.6532 [FAX](tel:805.904.6532)

September 27, 2022

Mr. Jeremy Ghent
District Administrator
South San Luis Obispo County Community Services District
Sent via email: jeremy@sslocsd.us

RE: Proposal – Year 4 Staff Support for WWTP Redundancy Project

Dear Jeremy,

Michael K. Nunley & Associates, Inc., (MKN) is pleased to submit this proposal to continue providing staff augmentation services for management of the Wastewater Treatment Plant (WWTP) Redundancy Project. The WWTP Redundancy Project consists of significant upgrades to the District's WWTP to provide important process redundancy. We have enjoyed working with the District's Project team and look forward to assisting the District through project completion.

PROJECT UNDERSTANDING

The WWTP Redundancy Project will provide redundancy to allow major process units to be removed from service for maintenance or repairs without violation of effluent permit limits. The main project components are summarized below:

- Two activated sludge (AS) aeration basins
- One new secondary clarifier
- Fixed film reactor (FFR) effluent and primary effluent pump station
- Waste activated sludge (WAS) thickener with modifications to existing dewatering platform
- Blower, electrical, and motor control center (MCC) building
- Yard piping
- Site improvements
- Instrumentation and controls
- Electrical systems
- Floodproofing of critical plant systems
- Rehabilitation of existing secondary clarifier
- New generator to provide backup power for new facilities

BACKGROUND

In February 2019, the District contracted with MKN to provide administrative and project management services for the WWTP Redundancy Project. A contract for continuation of these services was executed in January 2020, and again in March 2021. Contracted services included review of project documents; integration of funding and permitting conditions in the general specifications for project bidding;

assisting with final approval of the Coastal Development Permit; leading efforts required for the USDA loan application; leading procurement for Construction Management team, Startup and Commissioning team, Biological Monitoring Services, and Community Workforce Agreement Administrative Services; developing contractor prequalification package and evaluating the prequalification applications received; consultant coordination; assisting with construction bid phase; reporting to the District Administrator; quarterly reporting to the Board of Directors; coordination with USDA for the loan; and providing construction support as the District's representative.

The District advertised the Project bid documents in September 2020. Only the five prequalified contractors were eligible to bid as the prime general contractor. The District received two bids and the contract was awarded to the low bidder, J.R. Filanc Construction Company. Notice to Proceed was issued on January 25, 2021 and the construction duration is 30 months.

MKN's 2021 project administration contract was estimated for a twelve-month duration. However, the level of effort was not as high as anticipated, and the budget allowed services to continue for an additional six months.

The proposed scope of work and budget for continued administrative and project management services are provided herein. The budgeting accounts for the effort to date and remaining services needed to complete the project.

SUMMARY OF PROPOSED ENGINEERING SERVICES

MKN will continue to provide District staff support services for the WWTP Redundancy Project. This proposal assumes a 12-month duration, allowing for several months following the anticipated completion of construction (July 2023) to assist the District with project close-out tasks (as required). The main scope items include:

- Attend Project Meetings through construction;
- Assist with reporting project status to the Board of Directors;
- Provide construction phase support services as the District's representative;
- Provide technical support to the District for the Startup and Commissioning consultant;
- Coordinate with USDA staff and District as needed for USDA loan; and
- Provide as-needed staff support services related to the project.

SCOPE OF WORK

The following scope of work is organized in task groups with task group and task numbering are generally consistent with the previous 2019 - 2021 proposals. Due to this some of the task numbering herein are not sequential and tasks that have been completed to date are noted as such for clarification.

TASK GROUP 100 REVIEW OF CURRENT PROJECT DOCUMENTATION

Completed in 2019

TASK GROUP 200 COMPLETION OF BID DOCUMENTS AND PROCUREMENT SUPPORT

Remaining tasks within this task group include the following:

Task 207 Procurement of Startup and Commissioning Assistance

Procurement of startup and commissioning assistance has been completed. However, we recommend allocating budget to support District staff and the Startup/Commissioning consultant. MKN will perform the following services under this task:

- Attend biweekly meetings with startup/operations consultant
- Support startup/operations consultant with gathering information needs
- Coordinate as needed between startup/operations consultant and other District consultants and contractor
- Review draft documents prepared by startup/operations consultant and provide comments

A total of 82 hours is budgeted for Task 207.

TASK GROUP 300 CONSTRUCTION PHASE SUPPORT

MKN will continue providing staff support during project construction, including coordination with the District's Construction Manager (MNS Engineers). MKN will serve as an extension of District staff and assist with general project oversight, review of materials, and evaluation of issues that require District input. MKN will report directly to the District Administrator. The following tasks are included in this scope of work:

- **Weekly Progress Meetings:** MKN will attend weekly progress meetings with the Contractors, and the District's Construction Manager. MKN will prepare for these meetings (i.e., review the most current schedule, and coordinate with the Construction Manager regarding the agenda ahead of the meeting). It is assumed the Construction Manager will chair these meetings, develop the agenda and conduct each meeting, and prepare meeting minutes and/or action items. Estimated at 1 hour per week.
- **Construction Phase Support:** The level of effort required for construction phase support is difficult to predict for any project, and can vary greatly depending on site conditions, the Contractor, the Construction Management team, and unforeseen circumstances. Based on the level of effort to date, we recommend budgeting four (4) hours per week for the remaining duration of the project construction, estimated to be 9 months (through July 2023), for the following tasks:
 - **Construction Documents, including Requests for Information (RFIs), construction schedule, monthly progress payments, and change orders:** It is assumed the District's Construction Manager will manage the construction documents and lead review of the materials and responses to the Contractor. MKN will review on behalf of the District, where requested, assist with responses on an as-needed basis, and notify the District's Administrator when critical decisions are needed and/or of important project impacts.
 - **Tracking Permitting and Financing Requirements:** MKN will track progress of compliance with the permitting and funding requirements based on review of the permits and funding agreements and coordination with the District's consultants and Contractor.
 - **Reporting:** MKN will provide a report of time spent and tasks completed to the District Administrator each month.
 - **As-Needed Support:** MKN may provide as-needed support services related to the project as directed by the District Administrator.
- **Report to District Board of Directors:** MKN will provide periodic reports on the project progress at the District Board Meetings. This proposal assumes quarterly (every three months) project reports to the Board of Directors during construction phase and assumes a written report (approximately 15 minutes) will be provided summarizing the project status including major

work completed, schedule status, budget status, and any noteworthy occurrences since the last project update.

- Ribbon-Cutting Ceremony: MKN recommends a budget of 26 hours to assist District staff in coordination for a project ribbon-cutting ceremony, or other completion celebration as desired by the District.
- Assist with Project Close Out: MKN recommends a budget of 55 hours to assist District staff in project close-out activities. We assume the District's Construction Manager, MNS Engineers, will oversee close-out activities with the Contractor and collect close-out documentation. MKN will review these documents on behalf of the District and coordinate with MNS on any questions or clarifications needed. MKN will also assist the District as requested in project completion activities.

TASK GROUP 400 PROJECT ADMINISTRATION

Remaining tasks within this task group include the following:

Task 404 Coordinate with USDA for Loan

The loan application was completed in 2020 and the District has received conditional approval. The loan agreement will likely not be completed until after construction. MKN has coordinated the effort for the District meeting the conditions to date and anticipates additional coordination will be required through construction, and afterwards to complete the loan process. A budget of 50 hours is recommended for this effort.

Task 406 Allowance for As-Needed Assistance

A budget of 104 hours is recommended for as-needed assistance that may be required during the construction phase. This is based on an average of two hours per week over twelve months.

ASSUMPTIONS

- All permits will be obtained by the District.
- MKN shall be entitled to rely reasonably upon the accuracy of data and information provided by or through the District and will use good professional judgment in reviewing and evaluating such information. If MKN identifies any error or inaccuracy in data or information provided by or through the District, or determines that additional data or information is needed to perform the services, MKN shall promptly notify the District.

SERVICES NOT INCLUDED

- Construction management, observation, and inspection services
- Survey, permitting, design, and environmental services
- Loan/grant administration and/or reporting
- Startup, testing, or commissioning of equipment or facilities
- Services beyond those specifically listed in the Scope of Work above

FEE SUMMARY

MKN proposes to complete this work on a time and materials basis, with a budget of \$119,449 that will not be exceeded without written authorization from the District. A detailed breakdown of the estimated

fee is provided in the attached spreadsheet. As of the last contract with MKN (2021), the total estimated budget for Project Administration through the end of construction was \$535,930. At this time, based on actual expenditures to date, the estimated expenditures through the end of October, and this proposal, the total estimated budget for Project Administration is \$469,279. This is \$66,651 less than previously budgeted, which can be re-allocated to project contingency. The table below summarizes the previous and revised budget for Project Administration.

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2022 - 2023	\$186,463	Rec'md, 1.5 yrs	\$119,449	Rec'md, 1 yr
Total	\$535,930		\$469,279	

Thank you for providing MKN with the opportunity to assist the District on this project. If you have any questions regarding this proposal, please contact me at eshields@mknassociates.us or by phone at (805) 235-5766.

Sincerely,



Eileen Shields, PE
Principal

Attachments:

1. Estimated Fee
2. 2023 MKN Fee Schedule

SSLOCSD WWTP Redundancy Project Staff Support (2022/23)								
	Principal Engineer	Assistant Engineer II	Administrative Assistant	Total Hours (MKN)	Labor (MKN)	ODCs (MKN)	Non-Labor Costs	Total Fee
Hourly Rates	230	145	100					
Task Group 207: COMPLETION OF BID DOCUMENTS AND PROCUREMENT SUPPORT								
Task 207H. Support for Startup/Operations Consultant	40	16		56	\$11,520	\$ 346	\$346	\$ 11,866
Task 207I. Biweekly Meetings with Startup/Operations Consultant	26			26	\$5,980	\$ 179	\$179	\$ 6,159
Subtotal	66	16	0	82	\$ 17,500	\$ 525	\$ 525	\$ 18,025
Task Group 300: CONSTRUCTION PHASE SUPPORT								
Task 302. Weekly Progress Meetings	48			48	\$11,040	\$ 331	\$331	\$ 11,371
Task 303. Construction Phase Support (4 hours/wk thru July 2022)	126	42		168	\$35,070	\$ 1,052	\$1,052	\$ 36,122
Task 304. Report to District Board of Directors (Quarterly)	20	20	4	44	\$7,900	\$ 237	\$237	\$ 8,137
Task 305. Assist with Ribbon-Cutting Ceremony	8		18	26	\$3,640	\$ 109	\$109	\$ 3,749
Task 306. Assist with Project Close Out	30		25	55	\$9,400	\$ 282	\$282	\$ 9,682
Subtotal	232	62	47	341	\$ 67,050	\$ 2,012	\$ 2,012	\$ 69,062
Task Group 400: PROJECT ADMINISTRATION								
Task 404. Coordination with USDA for loan	30	18	2	50	\$9,710	\$ 291	\$291	\$ 10,001
Task 406. As-Needed Services	78	26		104	\$21,710	\$ 651	\$651	\$ 22,361
Subtotal	108	44	2	154	\$ 31,420	\$ 943	\$ 943	\$ 32,363
TOTAL BUDGET	406	122	49	577	\$115,970	\$ 3,479	\$ 3,479	\$ 119,449
2019 & 2020 Actual & 2021/22 Estimated (through October 2022)								\$ 349,830
Estimated Total Budget								\$ 469,279



2023 FEE SCHEDULE FOR
PROFESSIONAL SERVICES

ENGINEERS AND TECHNICAL SUPPORT STAFF

Engineering Technician	\$90/HR
Administrative Assistant	\$100/HR
CAD Technician I	\$118/HR
CAD Design Technician II	\$140/HR
Senior Designer	\$155/HR
Assistant Engineer I	\$125/HR
Assistant Engineer II	\$145/HR
GIS Specialist	\$150/HR
Planner	\$170/HR
Senior Planner	\$190/HR
Project Engineer I/ Senior Scientist	\$170/HR
Project Engineer II	\$180/HR
Senior Project Engineer I	\$195/HR
Senior Project Engineer II	\$200/HR
Project Manager	\$205/HR
Principal Engineer	\$230/HR
Project Director	\$255/HR

CONSTRUCTION MANAGEMENT SERVICES

Construction Inspector	\$165/HR
Assistant Resident Engineer	\$169/HR
Resident Engineer	\$184/HR
Construction Inspector	\$197/HR
Construction Manager	\$201/HR
Principal Construction Manager	\$236/HR

Routine office expenses such as computer usage, software licenses and fees, telephone charges, office equipment and supplies, incidental postage, copying, and faxes are included as a 3% fee on labor cost.

DIRECT PROJECT EXPENSES

Outside Reproduction	Cost + 10%
Subcontracted or Subconsultant Services	Cost + 10%
Travel & Subsistence (other than mileage)	Cost
Auto Mileage	Current IRS Rate - \$.62.5/mi.



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Staff Report

To: Board of Directors
From: Jeremy Ghent, District Administrator
Date: October 19, 2022
Subject: **WWTP REDUNDANCY PROJECT UPDATE**

RECOMMENDATION:

Receive and file the Wastewater Treatment Plant Redundancy Project update.

BACKGROUND:

The District has been working to develop the Wastewater Treatment Plant (WWTP) Redundancy Project, the largest capital improvements project the District has undertaken since the 1986 WWTP Improvements. The project is intended to allow major process units to be removed from service for maintenance or repairs without risking violation of effluent permit limits. The project includes the following main components:

- Two activated sludge (AS) aeration basins
- One new secondary clarifier
- Fixed film reactor (FFR) effluent and primary effluent pump station
- Waste activated sludge (WAS) thickener with modifications to existing dewatering platform
- Blower, electrical, and motor control center (MCC) building
- Yard piping
- Site improvements
- Instrumentation and controls
- Electrical systems
- Floodproofing of critical plant systems
- Rehabilitation of existing secondary clarifier
- New generator to provide backup power for new facilities

The project construction documents were circulated for bid in September and bids were received in November 2020. After review and evaluation, the contract was awarded to J.R. Filanc Construction Company, Inc., (Filanc) in December 2020 and Notice to Proceed was issued January 25, 2021. MNS Engineers, Inc., (MNS) is serving as the Construction Manager,

Kennedy/Jenks Consultants, Inc., (Kennedy Jenks) is the Design Engineer, and MKN & Associates, Inc., (MKN) is supporting as the District's Project Manager.

DISCUSSION:

This quarterly Project update covers the months of May, June, July, and August. The schedule and cost are largely on track and there have been no accidents or work-related injuries or recordable safety incidents.

Schedule Summary:

Notice to Proceed:	January 25, 2021	Contract time elapsed	609
Original Contract Duration	900	Contract time remaining	318
Current Contract Duration	901	Change order days:	- 2 days
Current Contract Completion Date	July 15, 2023	Weather days:	3
Schedule Completion Date	August 3, 2023		
Percent complete by time	68%		
Notes: 1. Durations are in calendar days. 2. Schedule summary drafted on September 26, 2022.			

The Contractor's August 1, 2022 Schedule Update indicated completion on August 3, 2023; 21 days beyond the contract completion date. Critical path activities consist of completion of the aeration basins, including mechanical outfitting.

Budget Summary:

The budget summaries were drafted on September 27, 2022 and based on the invoices received, costs incurred to date, and approved change orders.

Construction Contract:

Contract Award	\$26,939,042.00	Contract Earnings to Date	\$20,407,916.66
Contract Changes	\$298,642.66		
Current Contract	\$27,237,684.66		
Change Order Percent	1.1%	Percent Complete by Cost	75%

Change Orders No. 7 was executed during the month of June. Change Order No. 7 consisted primarily of the addition of a conduit bridge for the aeration basin, a modification for the floodwall around the electrical building (previously authorized under Work Change Directive #5), and several credits to the District for a total added cost of \$139,503.91.

Two change orders were executed in September, Change Orders #8 and #9. (Note that due to timing, these are not reflected in the attached executive summaries from the Construction Manager's Monthly Status Report). Change Order #8 consists of a multitude of changes, both costs and credits to the District, that the Project Team has been tracking. The main cost item was adding electric winches to the cranes at the aeration basin to allow for equipment retrieval. Credits included reductions in required bypass pumping volumes for certain activities, decreased depth of ductbank installation, and utility usage true-ups. Additional smaller costs included additional required PRVs at the aeration basin, modifications to a concrete slab needed at the RDT, and an upgrade from PVC to stainless steel for the spray header at the secondary clarifier. Change Order #8 totals \$42,583.

Change Order #9 consists of a revision to the order of startup and commissioning, resulting in a cost of \$10,900. Some additional work will be required to allow for the reordering of startup and commissioning, but it may allow for accelerated completion of major stages of work which will benefit both the District and the Contractor.

Overall Project Budget:

A summary of the overall project budget, including construction and professional services costs is provided in the table below. Additional details are attached.

Description	Budget	Spent to Date	Balance to Finish
Construction (Bid Price)	\$26,939,042	-	-
Change Orders (#1 – 9)	\$298,642.66	-	-
<i>Subtotal Current Construction Contract (Bid Price + Change Orders)</i>	\$27,237,684.66	\$20,407,916.66	\$6,829,768
Construction Contingency	\$2,892,702	-	\$2,892,702
Other Construction Costs (1)	\$162,566	\$162,566	\$0
<i>Subtotal (Construction + Construction Contingency + Other Construction Costs)</i>	\$30,292,953	\$20,570,482.28	\$9,722,470.45
Professional Services Costs	\$6,892,376	\$5,002,477	\$1,889,899
Professional Services Contingency	\$214,671	-	\$214,671
Total	\$37,400,000	\$25,572,959	\$11,827,040
Notes: (1) Other Construction Costs include PG&E Service costs and OCSD water fees.			

Summary of Work:

May

- Installing Fixed Film Reactor Effluent (FFRE) and Secondary Effluent pipelines
- Began installation of Secondary Clarifier No. 2 (SC2) mechanism
- Installed mechanical equipment at the Aeration Basins
- Finished exterior concrete on Aeration Basins
- Continued installation of electrical conduits at duct bank and Rotary Drum Thickener (RDT)

June

- Completion of Mixed Liquor, Secondary Effluent, and FFRE pipelines
- Aeration baffle walls and stainless steel air piping installed
- Continued SC2 mechanism installation and began SC2 weir plate installation
- Continued installation of electrical conduits at RDT
- Continued concrete finishing on Aeration Basin and SC2
- Completed interior coatings of the primary effluent and aeration basins influent wet wells and influent channel

July

- Main excavation shoring removal completed and excavation backfilled
- Completed erection of SC2 mechanism
- Completion of Aeration baffle walls, continued air process piping installation
- Electrical and mechanical work continued at SC2, Blower Building, RDT, and conduit bridge
- Control Panel was received and placed within the blower building

August

- Installation of the Aeration basin: influent pumps, primary effluent pumps, mixers, and beginning of diffuser installation
- Continued installation of the RDT: Thickened Waste Activated Sludge Pump pedestals, pumps and ancillary slabs
- Continued installation of the Primary Effluent pipeline
- The two digesters were coated earth tone for compliance with the Coastal Development Permit

- Dewatering system malfunction allowed groundwater to infiltrate into SC2. No damage or significant delays occurred.

Anticipated Upcoming Work:

Anticipated upcoming work for the month of September includes the following activities:

- Continued mechanical installations at the Aeration Basin, SC2, and RDT
- Completion of Primary Effluent pipeline and tie-in
- Completion of SC2 water pipelines and drain lines
- PG&E scheduled to supply switchboard power on September 27, 2022
- Completion of SC2 mechanism coating and coating of various piping and appurtenances.

Fiscal Consideration:

The WWTP Redundancy Project budget and financing plan were updated after bids were received in November 2020. The project is being financed through Certificates of Participation and a loan from USDA Rural Development. Project costs are consistent with the budget.

Attachments:

1. Construction Photos May 1, 2022 – August 29, 2022
2. MNS Monthly Report Executive Summaries – May 2022, June 2022, July 2022, August 2022
3. WWTP Redundancy Project Budget Status – September 27, 2022



Aeration Basin Interior_2022.05.02



Mixed Liquor Return Pipeline Installation_2022.05.24



Secondary Clarifier No. 2 Progress_2022.05.24



Aeration Basin Baffle Wall Installation_2022.06.21



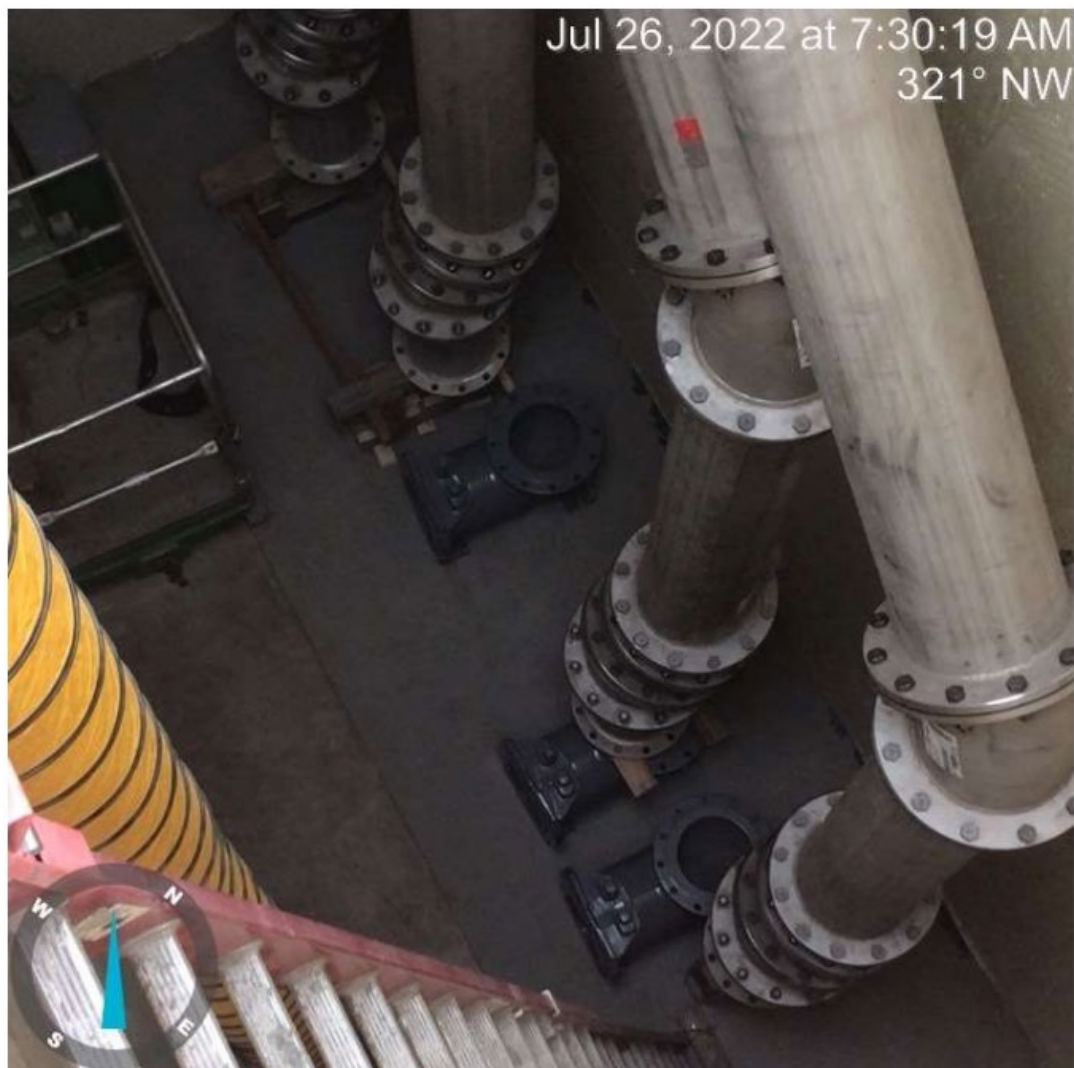
SC2 Weir Plate Installation_2022.06.23



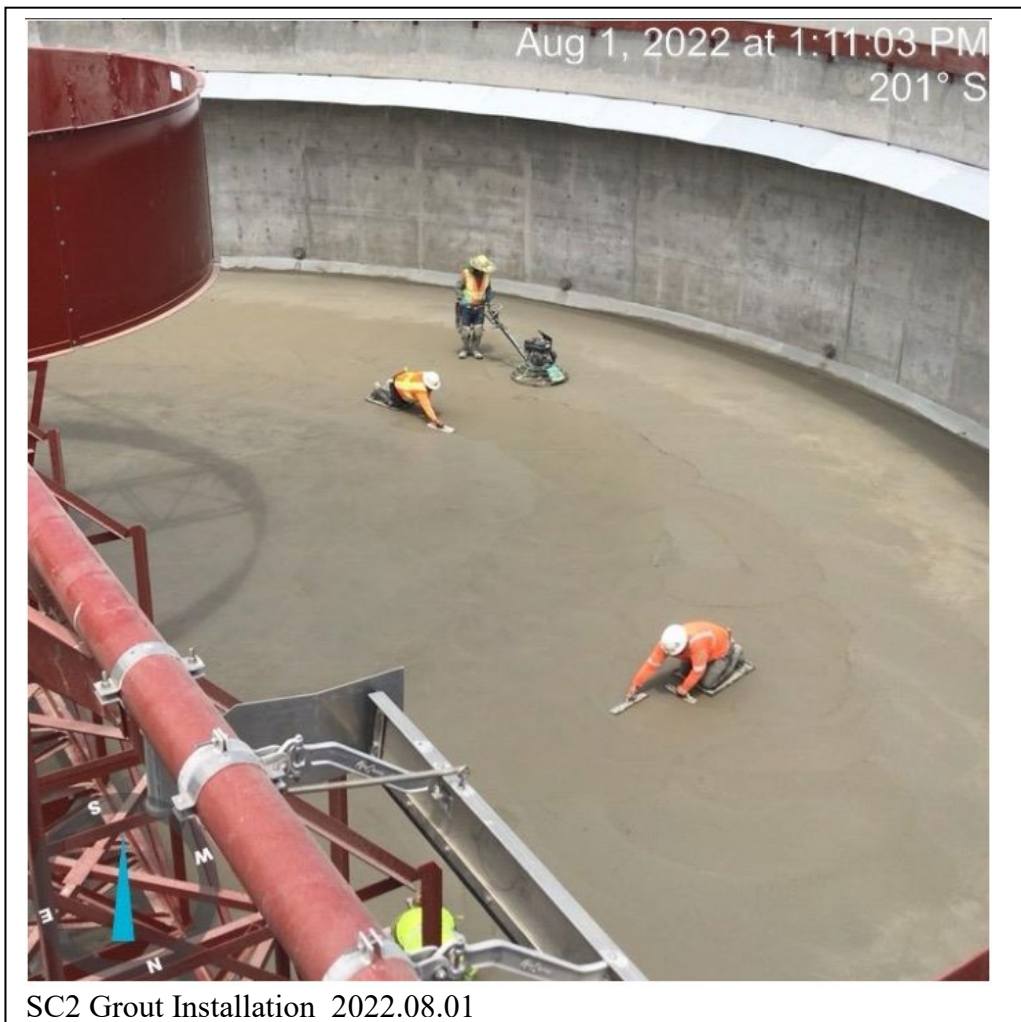
Aeration Basin Baffle Wall Installation_2022.07.05



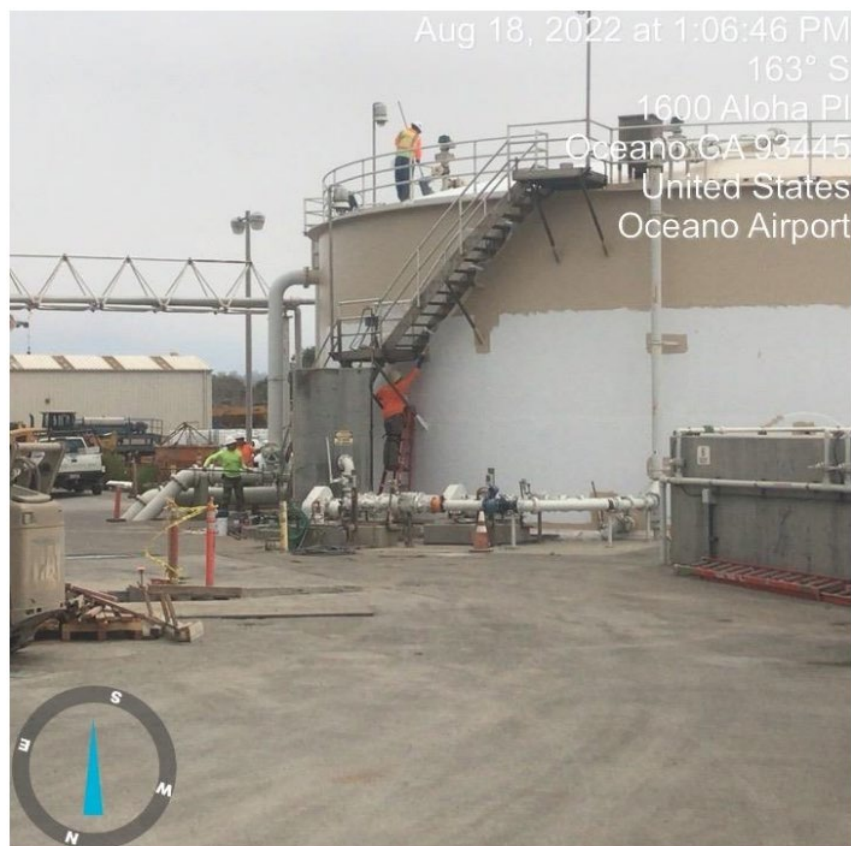
SC2 Lower Baffle Installed_2022.07.11



Aeration Basin Influent Piping_2022.07.26



SC2 Grout Installation 2022.08.01



Digester Coating_2022.08.18

Executive Summary

Project-at-a-Glance

Award Price:	\$26,939,042.00	Change Orders:	\$105,655.74
Current Price:	\$27,044,697.74	Change Order Percent:	0.39%
Notice to Proceed:	25 January 2021	Change Orders Time:	-2 day
Contract Time:	900 calendar days	Paid To Date*:	\$16,877,022.94
Current Contract Time:	898 calendar days	Paid This Period:	\$1,532,591.37
Contract Completion:	12 July 2023	Retention To Date:	\$888,264.37
Schedule Completion:	1 August 2023	Percent Complete:	57%
Liquidated Damages**:	\$70,000.00	% of Time Lapsed: (491 calendar days)	55%

* Accounts for progress payments approved prior to 10 June 2022.

** Liquidated Damages are not applied until Project completion.

May: Filanc ramped up mechanical installations, installing the handrails, pipe supports, and sluice gates at the Aeration Basins, and beginning the installation of the Secondary Clarifier No.2 (SC2) mechanism. Filanc's crew continued pipeline installations within the pipe corridor and backfilling where possible. Filanc's coating crew was also on-site to coat the exterior coating on the Aeration Basin. Taft Electric worked on the generator pad and installed conduit at various structures. The north concrete stairs were also poured at the Aeration Basin and concrete finishing continued.

June: Filanc will continue mechanical installations at the Aeration Basins, SC2, Blower Building, and RDTs. Preparation work for the concrete placements at the Aeration Basin and SC2 stairs and sidewalks will continue as well. Filanc will also continue pipeline installations within the pipeline corridor, remove the on-site shoring, and install the handrail at the SC2. The generator will be set and wired and coating work will continue at the Aeration Basin.

Meetings this Month: Weekly Construction Meetings

Key Project Indicator Grades:

Project Schedule:	A	Safety:	A
Project Cost:	A	Contract Administration:	A

Critical Issues:

Community Workforce Agreement: The Project is in compliance with the Community Workforce Agreement.

Biological: MNS staff conducted CA Red Legged Frog (CRLF) checks in open holes/trenches and standing water each morning and coordinated WEAP training of new on-site personnel.

Settlement Monitoring: Settlement monitoring is being monitored daily while the excavation is greater than 10 feet.

Dewatering Monitoring: Project is in compliance with NPDES discharge requirements. There have been zero violations due to project construction activity.

American Iron & Steel: The Project is in compliance with AIS.

Risk Management Log: Key Items at this stage of the Project include monitoring change orders, dewatering volumes, unintended consequences of construction, unknown underground utilities, and introduction of the new treatment process to existing plant.

Executive Summary

Project-at-a-Glance

Award Price:	\$26,939,042.00	Change Orders:	\$245,159.65
Current Price:	\$27,184,201.65	Change Order Percent:	0.91%
Notice to Proceed:	25 January 2021	Change Orders Time:	1 day
Contract Time:	900 calendar days	Paid To Date*:	\$16,877,022.26
Current Contract Time:	901 calendar days	Paid This Period:	\$921,290.74
Contract Completion:	15 July 2023	Retention To Date:	\$936,753.32
Schedule Completion:	17 July 2023	Percent Complete:	59%
Liquidated Damages**:	\$7,000.00	% of Time Lapsed: (521 calendar days)	58%

* Accounts for progress payments approved prior to 30 June 2022.

** Liquidated Damages are not applied until Project completion.

June: Filanc continued mechanical installations and electrical rough-ins at the Aeration Basins, SC2, Blower Building, and RDTs. The north stairs of the Aeration Basin and SC2 concrete fillets were placed. Filanc also continued pipeline installations within the pipeline corridor, and completed the fire water pipeline tie-in. Work modifying the generator pad was completed as was the interior coating work at the Aeration Basin.

July: Filanc will continue mechanical installations and electrical rough-ins at the Aeration Basins, SC2, Blower Building, and RDTs. The conduit bridge is scheduled to arrive and will be coated and have electrical conduits installed prior to erection. Filanc will remove the shoring from the main excavation and continue backfilling. Filanc will also complete the Secondary Effluent Pipeline tie-in. The generator will also be set and wired.

Meetings this Month: Weekly Construction Meetings. PG&E Coordination Meeting

Key Project Indicator Grades:

Project Schedule:	A	Safety:	A
Project Cost:	A	Contract Administration:	A

Critical Issues:

Community Workforce Agreement: The Project is in compliance with the Community Workforce Agreement.

Biological: MNS staff conducted CA Red Legged Frog (CRLF) checks in open holes/trenches and standing water each morning and coordinated WEAP training of new on-site personnel.

Settlement Monitoring: Settlement monitoring is being monitored weekly.

Dewatering Monitoring: Project is in compliance with NPDES discharge requirements. There have been zero violations due to project construction activity.

American Iron & Steel: The Project is in compliance with AIS.

Risk Management Log: Key Items at this stage of the Project include monitoring change orders, dewatering volumes, unintended consequences of construction, unknown underground utilities, and introduction of the new treatment process to existing plant.

Interruption to Plant Operation: Filanc damaged the chemical feed lines to the WWTP multiple times in the month of June and will be required to install temporary chemical pipelines until the Project is complete.

Executive Summary

Project-at-a-Glance

Award Price:	\$26,939,042.00	Change Orders:	\$245,159.65
Current Price:	\$27,184,201.65	Change Order Percent:	0.91%
Notice to Proceed:	25 January 2021	Change Orders Time:	1 day
Contract Time:	900 calendar days	Paid To Date*:	\$18,574,964.70
Current Contract Time:	901 calendar days	Paid This Period:	\$776,651.70
Contract Completion:	15 July 2023	Retention To Date:	\$977,629.72
Schedule Completion:	3 August 2023	Percent Complete:	63%
Liquidated Damages**:	\$66,500.00	% of Time Lapsed: (552 calendar days)	61%

* Accounts for progress payments approved prior to 31 July 2022.

** Liquidated Damages are not applied until Project completion.

July: Filanc removed the shoring for the main excavation and proceeded with backfill of the excavation. Filanc also continued mechanical installations and electrical rough-ins at the Aeration Basins, SC2, Blower Building, and RDTs. Pipeline installations also continued within the pipeline corridor, including the SE line tie-in being completed. The SC2 mechanism manufacturer was on-site to inspect the installation and perform level and torque testing. Electrical work continued at the SC2, Blower Building, RDT, and conduit bridge. Coating work at the Digesters was started.

August: Filanc will continue mechanical installations and electrical rough-ins at the Aeration Basins, SC2, Blower Building, and RDTs. The conduit bridge will be erected and wiring terminated. The large diameter site piping will be completed and pressure tested, with the final tie-in being done at the end of the month. Smaller diameter water piping will begin at the SC2 and Aeration Basins. The SC2 will be grouted, and the mechanism will be coated. The third-party electrical testing firm will be on-site to test the electrical gear. Duct banks between the Aeration Basins and SC2 will also be installed.

Meetings this Month: Weekly Construction Meetings. Digesters Coating Meeting

Key Project Indicator Grades:

Project Schedule:	A	Safety:	A
Project Cost:	A	Contract Administration:	A

Critical Issues:

Community Workforce Agreement: The Project is in compliance with the Community Workforce Agreement.

Biological: MNS staff conducted CA Red Legged Frog (CRLF) checks in open holes/trenches and standing water each morning and coordinated WEAP training of new on-site personnel.

Settlement Monitoring: Settlement monitoring is being monitored weekly.

Dewatering Monitoring: Project is in compliance with NPDES discharge requirements. There have been zero violations due to project construction activity.

American Iron & Steel: The Project is in compliance with AIS.



Executive Summary

Project-at-a-Glance

Award Price:	\$26,939,042.00	Change Orders:	\$245,159.65
Current Price:	\$27,184,201.65	Change Order Percent:	0.91%
Notice to Proceed:	25 January 2021	Change Orders Time:	1 day
Contract Time:	900 calendar days	Paid To Date*:	\$19,387,520.14
Current Contract Time:	901 calendar days	Paid This Period:	\$812,555.45
Contract Completion:	15 July 2023	Retention To Date:	\$1,020,395.80
Schedule Completion:	3 August 2023	Percent Complete:	64%
Liquidated Damages**:	\$66,500.00	% of Time Lapsed: (583 calendar days)	64.7%

* Accounts for progress payments approved prior to 31 August 2022.

** Liquidated Damages are not applied until Project completion.

August: Filanc continued mechanical installations and electrical rough-ins at the Aeration Basins, SC2, Blower Building, and RDTs. Work on the conduit bridge was. The large diameter site piping was completed and pressure tested; however the final tie-in was postponed until September. Smaller diameter water piping began at the SC2 and Aeration Basins. The SC2 was grouted, and progress was made on the mechanism coating. The third-party electrical testing firm was on-site to test the electrical gear and duct banks between the Aeration Basins and SC2 were installed. The Digesters were coated an earth tone per the Coastal Commissions requirements.

September: Filanc will continue mechanical installations and electrical rough-ins at the Aeration Basins, SC2, Blower Building, and RDTs. The concrete stairs, walkways and concrete slabs will be completed at the Aeration Basins and SC2. The Primary Effluent tie-in will be completed at the end of the month. Smaller diameter water piping will be completed at the SC2 and continue at the Aeration Basins. PG&E will complete Phase 1 of work, bringing the new switchgear into service.

Meetings this Month: Weekly Construction Meetings. RDT and SC2 Functional Testing Discussions, Perc Site Visit

Key Project Indicator Grades:

Project Schedule:	A	Safety:	A
Project Cost:	A	Contract Administration:	A

Critical Issues:

Community Workforce Agreement: The Project is in compliance with the Community Workforce Agreement.

Biological: MNS staff conducted CA Red Legged Frog (CRLF) checks in open holes/trenches and standing water each morning and coordinated WEAP training of new on-site personnel.

Settlement Monitoring: Settlement monitoring is being monitored weekly.

Dewatering Monitoring: Project is in compliance with NPDES discharge requirements.

American Iron & Steel: The Project is in compliance with AIS.

Risk Management Log: Key Items at this stage of the Project include monitoring change orders, dewatering volumes, unintended consequences of construction, unknown underground utilities, and introduction of the new treatment process to existing plant.

SSLOCSO WWTP Redundancy Project Budget Status

Updated 27-Sep-22

Description	Original Budget			Notes	Revised Budget	Notes	Earned Previously	Notes	May-22	Jun-22	Jul-22	Aug-22	This Period		Total Spent to Date	Balance to Finish									
													(May-22 - Aug-22)												
Construction Costs																									
General Contractor																									
Construction (Bid Price)	\$	26,939,042			\$	26,939,042.00																			
CCOH1 - Relocate existing water line		-			\$	16,037.86																			
CCOH2 - Blind flange & air relief	\$	-			\$	8,867.49																			
CCOH3 - Deduct for utilities		-			\$	(21,751.81)																			
CCOH4 - Fire Water invert, I/O Modules, Duckbank obstruction	\$	-			\$	74,744.73																			
CCOH5 - Waterline reroute @ Generator wall, HDPE concrete penetration		-			\$	13,893.92																			
CCOH6 - PE Pump Starters, WAS potholing, unknown slab		-			\$	13,863.55																			
CCOH7 - AB Conduit Bridge, Utility & Misc. credits, Floodwall Mods	\$	-			\$	139,503.91																			
CCOH8 - Misc. Credits, electric davit crane winches, SST header		-			\$	42,583.01																			
CCOH9 - Revise phasing of startup/commissioning	\$	-			\$	10,900.00																			
Change Order Total	\$	-			\$	298,642.66																			
Updated Construction Contract	\$	26,939,042		7	\$	1,613,254.07				\$	969,779.73	\$	817,528.11	\$	4,255,883.42	\$	20,407,916.66	\$	6,829,768.00						
Other Construction Costs																									
PG&E Service Cost	\$	-			\$	161,866	4		\$	-	\$	-	\$	-	\$	161,865.62	\$	-							
OCSO water fees	\$	-			\$	700		\$	700.00							\$	700.00	\$	-						
Construction Contingency	\$	3,353,911	1		\$	2,892,702	4		\$	-	\$	-	\$	-	\$	-	\$	2,892,702	\$	-					
Subtotal Construction + Construction Contingency	\$	30,292,953			\$	30,292,953		\$	1,613,254.07	\$	969,779.73	\$	817,528.11	\$	4,255,883.42	\$	20,570,482.28	\$	9,722,470.45						
Professional Services Costs																									
Engineering Design + Bid Support + Engr. Service During Construction (K)	\$	2,781,737			\$	2,997,492		\$	2,608,454.93		\$	17,091.25	\$	21,213.33	\$	20,967.20	\$	30,942.50	\$	90,214.28	\$	2,698,669.21	\$	298,823	
Engineering Design + Bid Phase Support	\$	1,931,613			\$	1,491,613																			
Engineering Services During Construction	\$	850,124			\$	850,124																			
Amendment & Engineering Services During Construction	\$	-			\$	136,330	3																		
Amendment & Engineering Services during Construction	\$	-			\$	79,425																			
Operations Services - Startup, Training, O&M	\$	300,000			\$	299,672	10	\$	-	\$	-	\$	-	\$	1,186.00	\$	8,580.00	\$	9,766.00	\$	9,766.00	\$	289,906	\$	983,740
Construction Management (MNS)	\$	2,616,120			\$	2,616,120		\$	1,274,076.04	\$	88,725.70	\$	91,576.91	\$	90,937.44	\$	87,064.19	\$	1,632,380.28	\$	370,564	\$	268,543	\$	50,000
Legal/Admin Costs (Estimated)	\$	669,921			\$	699,107	3,11	\$	328,170.54	\$	5,161.30	\$	10,900.17	\$	12,908.58	\$	13,423.48	\$	42,993.53	\$	3,705.64	\$	152,598.31	\$	65,945
Legal (Estimated)	\$	500,000			\$	500,000		\$	276,309.02	\$	4,622.14	\$	10,091.43	\$	12,234.62	\$	13,423.48	\$	40,371.67	\$	316,680.69	\$	191,504.00	\$	40,000.00
Admin (MKN)	\$	79,828			\$	79,828		\$	11,861.52	\$	539.16	\$	808.74	\$	673.96	\$	2,021.86	\$	13,883.38	\$	40,000.00	\$	191,504.00	\$	40,000.00
Community Workforce Administration (Pacific Resources)	\$	40,000			\$	40,000		\$	40,000.00	\$	-	\$	-	\$	-	\$	-	\$	40,000.00	\$	-	\$	-	\$	-
Development of Community Workforce Agreement	\$	21,506	9		\$	21,506	9	\$	-	\$	-	\$	-	\$	-	\$	-	\$	21,506.39	\$	-	\$	-	\$	-
Prequalification of Contractors	\$	314,878			\$	314,878		\$	268,215.88	\$	1,205.61	\$	1,065.00	\$	511.01	\$	473.75	\$	3,255.37	\$	268,216	\$	46,662	\$	983,740
County Permits, Inspections, and Related Fees (Estimated)	\$	191,504			\$	191,504		\$	191,504.00	\$	-	\$	-	\$	-	\$	-	\$	191,504.00	\$	-	\$	-	\$	-
CEQA	\$	29,815			\$	30,849		\$	30,849.35	\$	-	\$	-	\$	-	\$	-	\$	30,849.35	\$	-	\$	-	\$	-
NEPA documentation for USDA application	\$	7,800			\$	6,766		\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
Permits, inspections, other fees (estimated)	\$	85,759			\$	85,759		\$	45,862.53	\$	1,205.61	\$	1,065.00	\$	511.01	\$	473.75	\$	3,255.37	\$	45,862.53	\$	39,896	\$	2,225
Biological Monitoring (Rincon)	\$	-			\$	3,600	6	\$	1,375.00	\$	300.00	\$	-	\$	-	\$	275.00	\$	575.00	\$	1,375.00	\$	2,225	\$	983,740
Construction photography	\$	6,704,656			\$	6,892,376		\$	4,501,799	\$	112,484	\$	124,755	\$	126,510	\$	140,759	\$	504,508	\$	5,002,477	\$	1,889,899	\$	11,827,040
Subtotal of Soft Project Costs	\$	397,000	2		\$	-		\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
Professional services contingency	\$	37,400,000			\$	37,400,000		\$	1,725,738	\$	1,094,535	\$	944,038	\$	996,080	\$	4,760,392	\$	25,572,959	\$	11,827,040	\$	214,671	\$	-
Total (Budgets rounded up to the nearest \$10,000)	\$	37,400,000			\$	37,400,000		\$	20,816,398	\$	1,094,535	\$	944,038	\$	996,080	\$	4,760,392	\$	25,572,959	\$	11,827,040	\$	214,671	\$	-

Notes:

- Construction contingency is recommended at 12.45% based on 15% for estimated higher risk items and 10% for estimated lower risk items.
- Professional services contingency is recommended at 10% for future non-construction expenditures based on uncertainty in construction schedule and level of effort for professional services, including engineering, construction management, biological monitoring, and administrative services
- Estimated total cost for Administrative Services has increased based on project duration, and cost for Engineering Services During Construction was increased at the Nov 3, 2021 Board meeting (K) contract amendment 4). The professional services contingency was reduced accordingly. (March 2021)
- PG&E Service costs were realized in February 2021. The construction contingency was reduced accordingly.
- Correction to Construction Management (MNS) invoice (August 21, 2021): The March 2021 invoice was incorrectly reported in the June 2021 Budget Update as \$42,207.20 and has been updated to \$45,207.20 to match the actual invoice amount.
- A budget for professional construction photography (anticipated to be quarterly or semi-annual drone flights) was added in Summer 2021.
- Construction costs include the 5% contract retainage.
- Correction to Construction Management (MNS) invoices (September 20, 2021): The January 2021 invoices were incorrectly reported twice, once with February invoices and also with earned previously amount. The Earned Previously Amount has been reduced by \$56,472.46 to account for the previous duplication. In reporting.
- The Contractor Prequalification was completed for less than budgeted. The budget was reduced accordingly and the \$494 remainder was added to the Professional Services Contingency budget.
- The District Board authorized execution of a contract with Perc Water for Operations Consulting Services in the amount of \$299,672 on 5/18/2022. The budget for Operations Services was updated accordingly.
- The estimated total cost for Administrative Services was updated based on proposed Year 4 services, which considered level of effort to date, project duration and anticipated tasks. The professional services contingency was increased accordingly. (Sept 2022)



SOUTH SAN LUIS OBISPO COUNTY SANITATION DISTRICT

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Staff Report

To: Board of Directors

From: Jeremy Ghent, District Administrator

Date: October 19, 2022

Subject: **CONTRACT FOR COASTAL HAZARD MONITORING WITH RINCON CONSULTANTS**

RECOMMENDATION:

Authorize the District Administrator to execute a contract for Environmental Monitoring Services with Rincon Consultants in the amount of \$69,969.

Authorize the District Administrator to execute future contract amendments if required with Rincon Consultants for the Coastal Hazards Monitoring Program in an amount up to \$6,997 (10%) to address unanticipated changes to the Monitoring Program, for a total potential cost of \$76,966.

BACKGROUND:

The California Coastal Commission (CCC) approved Coastal Development Permit (CDP) 3-16-0233 for the District's Wastewater Treatment Plant Redundancy Project. As a Special Condition of this CDP the CCC requires the District to perform ongoing Coastal Hazard Monitoring as described in the approved Coastal Hazards Monitoring Plan.

The District Board previously approved Contract's for annual monitoring and reporting on October 2nd 2019, September 16, 2020, and November 3rd 2021

Throughout the first three years of monitoring and reporting, Rincon collaborated with the District to develop and refine methods to address each aspect of the Monitoring Plan and provided the District and CCC with a summary and analysis of all collected data in the annual reports, submitted in May 2020, June 2021 and June 2022. During year four of the Program, Rincon will continue to build upon the experience and stakeholder relationships developed during the past three years to provide services that will continue to improve the assessment of coastal hazards and meet CDP and CCC requirements.

DISCUSSION:

This contract will provide the district with the necessary monitoring and reporting of the coastal hazards and satisfy the regulatory condition as required in the Coastal Development Permit. The

scope of services for year four of the program is in accordance with the District's Coastal Hazards Monitoring Plan and includes:

- Collecting regional data including tidal water elevations, wave parameters, meteorological parameters, Arroyo Grande Creek water levels, and groundwater data.
- Making this data available to the District in a database as a continuation to data collected during years one and two.
- Collecting photos and documentation of water levels, surface ponding, and any impact to the WWTP following each qualifying rain event of 0.5 inches or more.
- Collecting photos and documentation following a flood event.
- Conducting a topographic channel survey of Arroyo Grande Creek and lagoon.
- Conducting an aerial survey of the beach berm and lagoon to establish a baseline to detect future changes.
- Conduct investigations in the case of an extreme coastal flood event.
- Providing a monthly summary of environmental data and an annual report describing work done and findings over the prior year.
- Prepare and submit annual report to California Coastal Commission.

FISCAL CONSIDERATION:

The estimated cost of the base scope of services is \$69,969. However, in the event of a high number of rain events or an extreme coastal flood this year, additional services will be required. It is recommended that a 10% contingency be authorized at this time, for the District Administrator to execute amendments as needed to address unanticipated changes to the Program including additional monitoring days. It is recommended the contract be executed for the proposed \$69,969, and that the District Administrator be authorized to execute contract amendments if required in an amount up to \$6,997, for a potential total contract amount of up to \$76,966.

Attachments:

Rincon Consultants Proposal, August 22, 2022



Rincon Consultants, Inc.

1530 Monterey Street, Suite D
San Luis Obispo, California 93401

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info@rinconconsultants.com
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August 22, 2022

Project No: 22-13375

Jeremy Ghent, District Administrator
South San Luis Obispo County Sanitation District
1600 Aloha Place
Oceano, California 93445
Via email: jeremy@sslocsd.us

Subject: Proposal to Conduct Year Four (2022/2023) of Coastal Hazards Monitoring and Reporting for the South San Luis Obispo County Sanitation District in Oceano, San Luis Obispo County, California

Dear Mr. Ghent,

Rincon Consultants, Inc. (Rincon) is pleased to submit this proposal to provide the South San Luis Obispo Sanitation District (District) with professional services to conduct Year Four (2022/2023) of the Coastal Hazards Monitoring and Reporting Program (Program) as required by the District's Coastal Development Permit (CDP) No. 3-16-0233, approved for the installation of redundancy/backup infrastructure and other improvements to the District's Wastewater Treatment Plant (WWTP) located in Oceano, California. The Program will be conducted in accordance with the WWTP's Coastal Hazards Monitoring Plan (Monitoring Plan) approved by the California Coastal Commission (CCC) and will optimize effort and build on methods designed and implemented by Rincon during Years One through Three (2019/2020 to 2021/2022) of the Program.

Monitoring Program Background

Rincon has continued to optimize and improve the Program's monitoring methods and resulting data sets since 2019, while generally following the District's existing Monitoring Plan and addressing the specific provisions of Special Condition 4 of the WWTP CDP. Rincon leverages its Coastal Zone experience and expertise to integrate innovative methods and technical improvements to the monitoring and documentation of conditions associated with surface water runoff, coastal processes, and site-specific topography and hydrology. The Program focuses primarily on the lower reaches of the Arroyo Grande Creek and Meadow Creek watersheds, as well as the coastal areas surrounding the Arroyo Grande Lagoon mouth. Rincon continues to identify opportunities to improve Program efficiency and discuss potential cost-sharing alternatives with respect to watershed stakeholders who could benefit from the Program's data products and who are similarly focused on mitigating flood hazards and improving overall watershed health. Rincon is enthusiastic about the opportunity to continue conducting monitoring during Year Four of the Program to build on the processes, methods, and data from previous years and to expand collaboration between the District, area stakeholders, and regulatory agencies.

During Year Four of the Program, Rincon will continue to innovate and improve the data collection and analysis process and further expand stakeholder relationships cultivated during the past three years of



the program. Rincon will continue to provide the District with high quality Program services that will further improve the assessment of coastal hazards and meet or exceed its CDP requirements.

Staff

Leading the team is **Colby J. Boggs, Principal/Senior Ecologist**. He has over 20 years of experience directing physical and biological surveying and monitoring projects in the Coastal Zone, including extensive experience with specific District issues and challenges associated with facility operations and improvements that involve coastal wetlands, sensitive species, and regulatory permitting. Mr. Boggs will provide oversight of the Quality Assurance/Quality Control process for the Program. **Derek Lerma** will serve as a technical advisor and Project Manager in charge of day-to-day oversight and will serve as the District's primary contact. He has led the Program since its inception and has extensive experience in marine and coastal monitoring including work in coastal lagoons, sand beaches, and compliance monitoring programs. **Heather Price Curran, MS**, will continue to serve as the Assistant Project Manager and eventually transition into the role of Project Manager and will work in close coordination with Mr. Lerma, Mr. Boggs and the District to execute the Program. Ms. Curran has been an integral part of the Program and is a biologist with intimate understand of the Program and the area resources. Ms. Curran has helped lead the Program's data collection, analyses, and reporting since Program inception. **Jennifer Haddow, PhD** will continue her role as the Principal-in-Charge and contract administrator for the project. **Adam Card** will expand his role in supporting Ms. Curran with field data collection, analyses, and reporting leading the majority of the Qualifying Rain Event and Beach Berm and Lagoon Monitoring. Rincon will utilize biologists, hydrologists, stormwater specialists, and GIS professionals located in Rincon's San Luis Obispo office, as well as staff from other offices as needed, to execute the Program. Participating Rincon professionals have extensive local knowledge of the Program area, regional weather conditions and regulatory personnel, greatly benefiting the Program in terms of responsiveness, schedule, and regional regulatory tendencies.

Scope of Work

Rincon proposes to perform Year Four of the Program for the District consistent with the Scope of Work (SOW) for each of the following tasks. The tasks collectively address each of the critical components of the Program and include monitoring and surveys associated with the WWTP, adjacent beach, and waterways to acquire site-specific data. The Program remains focused on meeting the CDP requirements through the collection of data and technical analyses of Program areas to evaluate their exposure to flooding hazards for existing and future conditions. This SOW provides details, by task, of how Rincon intends to collect, process, and analyze the various data metrics as well as document and track mitigating flood hazard responses with respect to the District's WWTP and adjacent areas over time. The goal of the Program is to track how the various coastal hazards change over time, and document actions and responses for managing those hazards.

The ability to identify critical flooding hazard metrics precipitated by increased groundwater levels and surface water runoff during annual rain events or coastal flooding hazards caused by extreme high tides, storm surges, and significant wave events requires adequate data resolution. The tasks outlined in this SOW follow the Monitoring Plan specifications described in each section and are structured to follow the general requirements presented in Table 3 of the Monitoring Plan provided by the District.



Task 1 Regional Data Acquisition

Regional data acquisition, analysis, and archiving of environmental data collected by other government agencies will continue to be stored in the Program's centralized Structured Query Language (SQL) Server database (database) developed during Year One (2019/2020). Rincon expanded data acquisition of pertinent data sets beyond Year One projections integrating data sources in Oceano and in upper Arroyo Grande Creek (near Lopez Lake) to better track and determine how rainfall affects the District's WWTP and adjacent areas over time. In turn, the additional data sources aided in determining and documenting the metrics and thresholds at which the District's management and mitigation actions are implemented in response to managing the various flooding hazards.

The task of archiving regional environmental data in accordance with Monitoring Plan requirements and additional locations integrated in previous Program years will continue to be collected to the Program's database monthly. The expansion of the database and integrated data sets will continue to provide expanded capacity to analyze the various data parameters relative to each other and precipitated hazards or management actions. Rincon will further develop and improve the database to accommodate regional environmental data parameters in an organized and structured format, so that data can be easily accessed, searched, filtered, and analyzed. The database will contain and manage environmental data obtained from the following sources:

- **Tidal water elevations** will be obtained from the Port San Luis tide gauge, National Oceanic and Atmospheric Administration (NOAA) NOS Station 9412110.
- **Wave parameters**, including significant wave height and peak period, will be obtained from the Coastal Data Information Program (CDIP) California Coastal Wave Monitoring and Prediction System, at CDIP model output point (MOP) number SL076 (Diablo Canyon).¹
- **Meteorological parameters (temperature, wind speed, and precipitation)** will be obtained from the following California Irrigation Management Information System (CIMIS) and NOAA National Weather Service (NWS) Stations: Nipomo CIMIS Station #202, Oceano Station #KL52, and Arroyo Grande Creek Station #AGEC1 (precipitation only). Wind speed data will be recorded as an hourly measurement; rainfall will be recorded as a daily total.
- **Water levels** will be obtained from four stations 22nd Street (Site 734), Arroyo Grande Lagoon (Site 769), Meadow Creek Lagoon (Site 770), and Pier Avenue (Site 4615) available from the San Luis Obispo County Water Resources (Department of Public Works).
- **Groundwater data** will be measured and recorded by District staff at the on-site groundwater well. Data will be provided to Rincon on a monthly basis for the reporting period. Calibration of water level measurements will be the responsibility of the District.

Rincon will download and archive the regional environmental parameter data on monthly intervals and integrate the downloaded data in the database to allow Rincon staff to search, filter/query, and export data for analysis using a variety of programs including Microsoft Excel, Arc GIS, R, or other statistical software applications. Regional environmental data will be acquired and archived in hourly and daily resolution, as needed.

¹ While the Monitoring Plan specifies CDIP Model Output Point number SL068, station SL068 is no longer present on the CDIP website. We propose to use Station 076 (Diablo Canyon) in its absence.



Rincon will host and maintain the Program's database in-house and will perform routine maintenance, updates, and backups of the environmental data for Year Four (including previous years data). Subject to the District's requests and budget availability, Rincon will make periodic improvements to the database application user interface, including adding features such as dynamic graphs, charts, and analyses summaries.

Regional environmental data will be analyzed and evaluated as well as other survey and monitoring data as part of the annual reporting task. Rincon will provide all collected regional environmental data archived in the database to the District in a Microsoft Excel spreadsheet format for the District's continued use, as requested. If requested by the District, Rincon can provide a web-based user interface source code and SQL database backup file as well.

Assumptions

- The term for regional environmental data acquisition, processing, and analysis is assumed to be October 2022 to September 2023.
- The District will actively collaborate with Rincon's IT/GIS staff to review the database and application user interface and provide feedback and approval during development.
- Data will be obtained from the readily available, public, online sources listed above, and the availability of such data is dependent upon the availability of the data sources. Should the data sources become unavailable during the life of this project, Rincon will coordinate with the District to identify suitable alternatives.
- Only data from sources listed above will be contained in the regional environmental database unless otherwise agreed to by the District and Rincon.
- Any meetings between the District and Rincon's IT/GIS team will be done via telephone and online web conferencing services.
- All database and GIS work will be performed off-site at Rincon's offices.
- All regional environmental data sent to the client will be delivered via email or File Transfer Protocol (FTP).
- Rincon reserves the right to utilize the database and application source code for use in marketing or other similar projects.
- Rincon does not guarantee 24-hour, 7-day accessibility of the database or the user interface application.

Task 2 Rainfall Event Monitoring

The Monitoring Plan dictates that visual assessments will be conducted following each Qualifying Rain Event (QRE). The Regional Water Quality Control Board (RWQCB) defines a QRE as any event that produces 0.5 inch or more of precipitation, with a 48-hour or greater period between rain events. Post QRE visual assessments are required at the conclusion of each QRE and weekly for QREs extending beyond 7 days. Since the start of the rainy season in 2019, Rincon staff have provided QRE notifications and have collaborated with the District in accordance with the Monitoring Plan. Rincon has worked collaboratively with the District to execute an efficient and cost-effective Program since 2019 and will continue to do so throughout the 2022/2023 rainy season.



Rincon staff will utilize the NOAA NWS weather forecast to predict when a QRE might occur, and the NOAA NWS Weather and Hazards Map will be used to track rainfall in real time. The Oceano County Airport NOAA Station (KL52), located within 300 feet of the District, will be used to track on-site rainfall prior to each visual assessment. The rain gauge installed at the WWTP in November 2019 will be used to measure and validate on-site precipitation. Groundwater level measurements will be recorded by District staff monthly and following each QRE. Data collected during each post QRE visual assessment will include: on-site rain gauge and groundwater level measurements, photographs of the site and surrounding area from the Repeat Photography Locations, documentation of stream gauge water level heights in Arroyo Grande Lagoon and Meadow Creek Lagoon, documentation of ponding within the site, and any operational issues and/or response related to the QRE. Photographs of the WWTP and surrounding area will be taken from multiple aspects at 17 predetermined Repeat Photography Locations. Photographs and notes will be taken during post-QRE visual assessments using ArcGIS Survey123 installed on an electronic data tablet. The data will be uploaded, reviewed, and organized by Rincon personnel on an online server. The post QRE visual assessment methods were refined by Rincon and District staff during the first three years of monitoring and will continue to be utilized during year four of monitoring.

During the 2022/2023 monitoring year, Rincon has reduced the number of assumed QRE's from a total of eight (8) post QRE visual inspections to six (6) QRE visual inspection. Each post QRE visual inspection will include: completing the on-site visual inspection of the WWTP and surrounding area, completing monitoring datasheets, acquiring photographs at Repeat Photography Locations, performing QA/QC on data, and archiving results. A Rincon QSP or assigned storm water professional will perform the post QRE monitoring inspections. Rincon will track meteorological parameters and notify the District via email when a potential QRE is forecast. Furthermore, Rincon will provide email notifications to the District when Rincon intends to conduct post QRE visual assessments.

Assumptions

- A QRE is defined as a precipitation event that produces 0.5 inch or more of precipitation with a 48-hour or greater period between rain events. A rain gauge was installed on-site at the WWTP that will be used to record rainfall amounts. The Oceano County Airport NOAA station (KL52) will also be tracked by Rincon personnel to determine when a QRE threshold will be reached.
- Rincon assumes a total of six (6) post QRE inspections per reporting year (Oct 2022 to Sept 2023).
- Rincon will collect post QRE information that will include the following:
 - Photographs of the WWTP site and surrounding area
 - Groundwater level measured at the WWTP site
 - Documentation of surface ponding
 - Lagoon elevation recorded from San Luis Obispo County electronic staff gauges
 - Document operational issues and damages to the WWTP
- Post QRE visual inspections will be completed within 48 business hours of the conclusion of a QRE.
- Should a QRE extend beyond seven (7) days, a visual assessment will also occur within 48 hours of the conclusion of each seven (7) day period within the QRE.
- Post QRE visual assessments beyond six (6) events will be conducted by Rincon on a per occurrence basis for approximately \$1,080 per event.



- Management action plans related to the operation of the WWTP, including maintenance of drainage assets, vegetation management, levee improvements, and mechanical breaching of the Arroyo Grande Lagoon, will be provided to Rincon prior to initiation. A summary of the actions shall include location, responsible party, reference to applicable permits, and a summary of the actions. Rincon will record and include all management actions in the annual report.
- Rincon will provide a brief letter summary of post QRE monitoring inspection information. Rincon will conduct QA/QC, analysis, and summarize inspections in the annual report.
- Rincon requires a minimum of 24 business hours for post QRE inspection mobilizations.

Task 3 Post-flood Event Monitoring (Optional or Triggered)

Post-flood event monitoring will be conducted when: 1) water levels in Arroyo Grande Creek cause overtopping of the creek's levee, 2) when a median elevation of 9.5 feet North America Vertical Datum (NAVD) occurs within Arroyo Grande Lagoon (as measured by the County stream gauge) over a period of 24 hours, or 3) when the water level in Arroyo Grande Lagoon (as measured by the County stream gauge) exceeds 10.4 NAVD (considered flood event per the Monitoring Plan). Rincon has budgeted two post-flood event monitoring surveys to be conducted when one of the Flood Hazard triggers is reached. Post-flood monitoring will attempt to be conducted in coordination with monthly lagoon and ground water elevation monitoring to better understand flood event occurrences and timing relative to event-based observations of Arroyo Grande and Meadow Creek lagoons, that are also required by the Monitoring Plan. The post-flood event-based observations are intended to quantify the impacts of extreme events and provide benchmark data needed to predict and manage future flooding hazards precipitated by storms events.

Rincon will document and evaluate sea level rise analysis, tidal data, rainfall rates, and WWTP effluent volumes as part of the post-flood event monitoring. Rincon will document representative water levels and topographic elevations of Arroyo Grande Creek, Arroyo Grande Lagoon, dunes and beach relative to elevation benchmarks and installed gauges including areas around the WWTP during post-flooding event monitoring. A brief letter summary of each post-flood event will be provided to the District following each monitored event to describe, assess, and analyze the individual post-flood event for incorporation into the annual report.

Assumptions

- Rincon assumes two (2) events during the peak rain season.
- Rincon will track electronic water level data reported by San Luis Obispo County for Meadow Creek and Arroyo Grande lagoons to identify when a flood event may occur.
- Post-flood event monitoring will be conducted by a Rincon professional within 48 hours of a flood event as directed by the District.
- Post-flood event monitoring will be conducted on a per occurrence basis, with a fixed cost of \$1,800 per event beyond the two (2) post-flood monitoring events described in this task.
- Rincon assumes all post-flood data logged from District gauges can be accessed by Rincon. Rincon will collect post-flood data and provide an annual summary.



Task 4 Arroyo Grande Channel Surveys

Topographic surveys of Arroyo Grande Creek and Lagoon are required as part of the Monitoring Plan at a frequency of once every three (3) years. The value of the data collected at a three-year time frame provides limited value to the District and stakeholders, so Rincon recommends that the Arroyo Grande Channel surveys be conducted annually in conjunction with collection of Arroyo Grande Lagoon and beach berm topographic data. The Arroyo Grande Channel survey will be collected using a high resolution (± 15 cm) GPS to document temporal and spatial changes to the Program's primary water courses to provide relevant information for developing coastal flood hazard management or mitigation strategies.

Rincon scientists will coordinate access to the lagoon with State Parks and utilize an electronic data tablet and Trimble Catalyst GPS unit (with horizontal and vertical accuracy of between 5.0 and 15.0 cm) to collect data points along approximately 16 separate transects (cross sections) of Arroyo Grande Creek and Lagoon. Scientists will wade through the lagoon to collect data using the GPS unit and data tablet. GPS points will be collected along transects from west to east, beginning on the beachside of the lagoon and progressing across the lagoon to the lagoon/dune interface on the inland side of the lagoon. Photographs will be taken in each surveyed section of the lagoon (upper, middle, and lower), as well as the lower portions of Arroyo Grande Creek. The thalweg (deepest point of the cross-section of a body of water) of Arroyo Grande Creek and Lagoon will be identified by collecting depth measurements along each transect using a meter tape affixed to the three (3) meter survey pole. Channel survey mapping data will then be processed for QA/QC to determine position accuracy and to plot the thalweg on aerial imagery provided from the drone survey described in Task 5. Depth measurements will be used in conjunction with elevation data to map the thalweg and representative cross sections of lower Arroyo Grande Creek and the upper, middle, and lower reaches of Arroyo Grande Lagoon.

During the 2022/2023 monitoring year, Rincon plans to conduct one (1) Arroyo Grande Creek and Lagoon channel survey, following similar methods to those developed during the first two years of monitoring. Collecting channel survey data on an annual basis will allow for a better understanding of how water depth and topography change within the creek and lagoon over time and following variable annual rainfall and weather conditions.

Task 5 Beach Berm and Lagoon Monitoring

In addition to the topographic and visual surveys outlined in the previous task, monitoring and assessment of Meadow Creek Lagoon, Arroyo Grande Creek and Lagoon, and the beach berm between Arroyo Grande Lagoon and the Pacific Ocean are required as part of the Monitoring Plan. Rincon will conduct monthly beach berm and lagoon monitoring visits consistent with monitoring during Years One and Two and the Monitoring Plan. Rincon scientists will document the Arroyo Grande Lagoon footprint and beach berm elevations during field surveys in coordination with State Parks staff, to allow for access to monitoring locations that are within Western Snowy Plover closure areas. A high-resolution GPS will be used to acquire data at ten established monitoring locations along the edge of Arroyo Grande Lagoon and Creek, and one location along the edge of Meadow Creek. At each of these eleven locations, Rincon personnel will collect high resolution latitude, longitude, and elevation data at the water's edge and will take photographs from multiple aspects. Location (GPS) points and photographs will be acquired at all monitoring locations to document the status of the lagoon mouth, water levels, and lagoon topography. Collected data will be uploaded from the data tablet to Rincon's server, reviewed, and archived. Data



points collected in the field will be projected onto an aerial image of the lagoon to track changes in the lagoon footprint over time and document water levels. Beach berm elevation data will be collected along six transects, running east to west, at regular intervals along each transect. Photographs of each beach berm transect will be also taken from the western-most point of each transect. The high-resolution data will provide an accurate portrayal of the beach berm throughout the Year Four monitoring period, and document changes in the dynamic topography of the beach berm over time. Rincon scientists developed the beach berm and lagoon monitoring methods during Year One of the Program, implemented them during Year Two, and plan to continue with these established monitoring protocols throughout Year Four.

Drone Surveys

Complementary to the monthly beach berm and lagoon monitoring described above, a drone survey of the area will be conducted in February 2023 just prior to the Western Snowy Plover breeding season. A DJI Phantom 4 RTK Unmanned Aerial Vehicle (UAV) will be used to acquire visual and topographic data on Arroyo Grande Lagoon and Creek, the adjacent beach berm, and portions of Meadow Creek. The UAV operations will be conducted by a FAA licensed pilot and coordinated with the State Parks local field office. The UAV is equipped with a 12-megapixel camera that collects data in the visible spectrum (R, G, B) and near-infrared. The UAV acquired data uses a real-time kinematic (RTK) receiver as well as a redundant GPS system capable of providing real-time positioning data. The survey information will be used to produce high-resolution RGB and near-infrared aerial images and a topographic digital surface model with 0.3-foot pixel resolution at sub-foot horizontal and vertical accuracy.

Topographic data will be collected for surface data only and will not represent bare earth in areas with vegetation. The acquired data will be processed into ArcGIS compatible formats and files for post-processing assessment and development of various mapping and topographic visual products. The survey team will set up a Point of Beginning marker using a known USGS survey marker. The surveyor will then collect position data on several reference survey markers within the project area and deployed aerial target pads. The UAV will be connected to the virtual reference station and a DJI RTK-2 Base station. The UAV mapping will have an estimated error of 0.3 cm horizontally and roughly 0.6 cm vertically. The information will be processed using ESRI Drone2Map Enterprise using Pixel4D Cloud Backend to geo-reference imagery and topo to the survey markers to ensure accuracy. The GeoTiff files will be converted to JPEG2000 to develop the Aerial Images, Digital Surface Models (DSMs), and Digital Terrain Models (DTMs). The topographic projections will be exported as a shapefile as one-foot contours to cross reference with existing reference elevations. Vegetation cover will be assessed using the UAV natural color aerial imagery. Initial vegetation cover classification will be performed using supervised classification and cluster analysis using ESRI ArcGIS image classifications toolsets. The output will then be refined manually through image interpretation, heads up digitization, and editing.

Drone survey efforts provide an excellent annual assessment of the entire project area, allowing for accurate mapping of 3D elevation, vegetation, and lagoon extent (area). Monthly lagoon and beach berm monitoring efforts allow the Program to track seasonal changes in the beach slope and lagoon shoreline boundary and how rainfall, runoff, tidal forces, and nearshore ocean storm events sculpt the beach slope or facilitate lagoon breaching. Both aerial and ground monitoring provide highly accurate physical data points that can be tied to specific events or years. Rincon plans to conduct one aerial drone survey during the 2022/2023 monitoring year, which will coincide with the monthly beach berm and lagoon monitoring conducted on foot.



Assumptions

- Rincon assumes twelve (12) beach berm and lagoon monitoring visits will be conducted per year (one visit per month).
- During each beach berm and lagoon monitoring visit, GPS points (latitude, longitude, and elevation) will be collected.
- Rincon assumes one (1) drone survey will be conducted each year.
- Weather conditions on the day of the drone survey will meet Rincon and drone flight safety standards with adequate sunlight for aerial photography.
- All personnel that are not directly associated with the Rincon flight team will vacate the site or remain under structures with suitable overhead protection for the duration of drone flight.
- All drone operations conducted by Rincon will be conducted in coordination with State Parks and will comply with all FAA regulations. Preliminary evaluations have determined that an FAA waiver is not needed for this project site.
- The topographic digital surface model will represent surface heights of the land cover and not the bare earth across the site.

Task 6 Extreme Coastal Flood Event Monitoring (Triggered)

Similar to the Monitoring Plan's requirement to monitor flood events, Extreme Coastal Flood events are not clearly defined but generally described as events having greater than ten-year occurrences. Water levels in Arroyo Grande Lagoon and the lower reaches of the creek are intermittently influenced by coastal processes which include extreme high tides, storm surge, and major swell events when the lagoon mouth is open to the Pacific Ocean. Potential coastal flooding impacts caused by these extreme coastal events include localized flooding, obstruction of the lagoon's flow into the ocean, and potential back pressure from the District's WWTP flow into the creek. Each of these potential outcomes cause flood hazards nearest the beach but may ultimately cause levee overtopping and District infrastructure damages or disruptions. Considering the potential flooding hazards associated with the described extreme coastal events, Rincon proposes to conduct this work when there is a high tide greater than 6.0 ft and a swell height greater than 12 feet or at the discretion of the District. Monitoring should occur when the lagoon mouth is open or when an extreme coastal event notably impacts coastal habitats or infrastructure.

The surveys will be conducted during an extreme coastal flood event or when the lagoon mouth is open and a high to moderate tide and/or storm surge event is predicted. The Extreme Coastal Flood monitoring event will document, record, and assess the effects of waves on the tidal gate and levee including recording the elevation of the lagoon using static and County stream gauges, photographing areas impacted by coastal flooding, documenting locations where the beach berm has been breached by the Pacific Ocean, and documenting any impacts of flooding at the WWTP site or surrounding area. Following each extreme coastal flood monitoring event, Rincon will develop a brief letter report summarizing the conditions and resulting impacts to the lagoon, levee, tidal gate, and District infrastructure. Rincon will contact the District and request information on any preventative or responsive actions or measure implemented prior to, during and/or after the event and integrate the measures into the letter report and subsequently the annual report. Extreme coastal flood event monitoring will be conducted on a per occurrence basis at a fixed cost of \$3,056 per event.



Event monitoring will include a reconnaissance level visual survey of the Arroyo Grande Lagoon mouth and beach berm area, as well as any additional project areas that may be experiencing flooding. The monitoring will be conducted by one (1) or two (2) Rincon professionals using a camera and the Trimble Catalyst GPS unit, ArcGIS Collector software, and an electronic data tablet as necessary. Monitors will record and document: water levels within Meadow Creek and Arroyo Grande Lagoon and Creek; conditions at the lagoon mouth, beach berm, and surrounding vicinity; and WWTP site conditions. Extreme Coastal Flood event monitoring observations will be assessed relative to regional environmental conditions collected and archived under Task 1. A brief letter report will be provided to the District summarizing the observations and results of the coastal flood event monitoring. Additional surveys can be performed on an as needed basis at the request of the District and subject to the per event cost provided.

Assumptions

- Extreme Coastal Flood event monitoring will be conducted by a Rincon professional during a predicted event.
- Extreme Coastal Flood event monitoring will be conducted on a per occurrence basis at a fixed cost of \$3,056 per event.
- Extreme Coastal Flood event monitoring will be conducted during daylight hours when: 1) a high tide of greater than 6.0 feet MLLW occurs during the rainy season (November to March) and the lagoon mouth is open; and 2) during high tide when an offshore swell event greater than 12 feet (NOAA Marine Forecast) is predicted.
- The District will provide or facilitate access to the WWTP and access roads, as necessary, to the extent possible.
- Extreme Coastal Flood Event Monitoring will be conducted when triggered or at the direction of the District.

Task 7 Annual Reporting

Rincon will develop an annual report in Spring 2023 that describes the Program's CDP requirements, survey methods, environmental data, survey data and relevant flood hazard management actions implemented by the District during the monitoring year. The annual report will present a detailed summary of the data collected during the monitoring year and collectively for all previous years including the methods used and accuracy of measurements taken. All spatial data, graphics and maps will be presented in a consistent datum and units to facilitate analysis and evaluation of the data in a clear and efficient manner consistent with CCC guidance. Environmental data will be summarized monthly, and analysis will be focused on providing descriptive statistics for each regional environmental parameter collected and archived. The annual report will develop a results section that presents the results of each monitoring method as well as describes how information collected during event-based observations correlates with archived regional environmental datasets. Photographs collected during the various monitoring and survey tasks will be organized in a separate appendix by station and date and will include a label defining each photograph's orientation. A subsection in the Results section will present the management actions implemented by the District during the monitoring year to mitigate perceived or documented flood hazards in the project area.



In April 2023, Rincon will meet with the District to conduct an annual review of the Program's regional environmental data, survey data, observations, and management actions as well as to discuss proposed annual reporting results and conclusions. The intent of the meeting is to align the District's proposed actions and highest flood hazard priorities with the Program's collected data and observations. The meeting will aid in formulating an analysis of the data in terms of vulnerability to the District's WWTP. The analysis will include assessment of the temporal and spatial changes to the various water bodies and coastal topography including volumetric and geomorphic changes. The District will provide Rincon with information on any flooding that occurred at District or adjacent facilities or land, including how they were impacted (e.g., ponding, evacuation, etc.) to aid Rincon in developing a qualitative assessment of potential impacts to collection, treatment, and discharge operations at District facilities. The annual report will conclude with summarizing proposed management actions, limitations, Program needs, and potential data gaps to be addressed in the upcoming monitoring year, as well as recommendations. The recommendations will be formulated as both short-term and long-term actions to guide the District's efforts to improve the resiliency of the WWTP to flood hazards. Each recommendation will be ranked with the risk level, potential mitigation actions identified, as well as the timing and extent of the action.

The draft annual report will be provided to the District no later than the last week of May and require a ten (10) day turnaround to meet the June 10, 2023 deadline for submittal to the CCC. The annual report provided by Rincon will be reviewed by the Principal-in-Charge after it has been reviewed by Rincon's technical editing and production departments to provide a high-quality product.

Cost Estimate

Rincon recognizes the District's Coastal Hazards Monitoring Program requires annual support and the frequency of some of the proposed tasks may fluctuate annually. Rincon has tailored Year Four of the Program to meet the District's needs by reducing the number of QRE events and integrating "triggered" tasks. Rincon also recognizes additional Program surveys, monitoring and coordination may be required or needed. Additional work outside of the tasks presented in this SOW can be accomplished on a time and materials basis.

We estimate completion of the currently proposed work scope identified above will require a budget of **\$69,969**. Please see Table 1 for a cost breakdown of each task. The scope and cost are fully negotiable to meet your needs. We recommend establishing an additional 10% contingency budget to address unanticipated changes to the Program including additional days needed for post QRE inspections, Post-Flood Event Monitoring, and/or Extreme Coastal Flooding monitoring activities as outlined in the Monitoring Plan, which would bring the total cost to \$76,966. Monitoring was estimated on a per task or per day cost and Rincon is willing to negotiate with the District to address Program needs or funding limitations.



Table 1 Cost Estimate – Year Four Coastal Hazards Monitoring Program

Tasks	Labor	Direct Expense	Budget
Task 1: Regional Data Acquisition	\$ 10,776		\$ 10,776
Task 2: Rainfall Event Monitoring			
Task 2A: Coordination and Management	\$2,324	\$625	\$2,949
Task 2B: Notifications, QA/QC, and Reporting	\$6,029		\$6,029
Task 2C: Post Qualifying Rain Event Monitoring (6 events)	\$5,278	\$1,188	\$6,466
Task 3: Post-flood Event Monitoring (Triggered)	\$3,167	\$428	\$3,595
Task 4: Arroyo Grande Channel Surveys	\$4,316	\$198	\$4,514
Task 5: Beach Berm and Lagoon Monitoring	\$10,292	\$7,628	\$17,920
Task 6: Extreme Coastal Flood Event Monitoring (Triggered)	\$2,728	\$328	\$3,056
Task 7: Annual Reporting	\$14,664		\$14,664
Total 2022/2023 Proposed Project Budget without Triggered Tasks	\$53,679	\$9,639	\$63,318
Total 2022/2023 Proposed Project Budget with Triggered Tasks	\$59,574	\$10,395	\$69,969
Total 2022/2023 Proposed Project Budget with Triggered Tasks and 10% Contingency	\$59,574	\$10,395	\$76,966

Thank you for considering Rincon for this assignment. Please do not hesitate to contact us if you have questions about this proposal or need additional information.

Sincerely,
Rincon Consultants, Inc.

Derek Lerma
Marine Resources Program Manager/
Health and Safety Officer
Phone: 805-644-4455 x25
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Contact for Clarification

Colby J. Boggs, MS
Principal/Senior Ecologist
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Attachments

Attachment 1 - Rincon 2022 Fee Schedule

Attachment 1

Rincon 2022 Fee Schedule



Rincon Consultants, Inc.

Standard Fee Schedule for Environmental Sciences and Planning Services

Professional, Technical and Support Personnel*	Hourly Rate
Principal II	295
Director II	295
Principal I	285
Director I	285
Senior Supervisor II	258
Supervisor I	240
Senior Professional II	224
Senior Professional I	208
Professional IV	184
Professional III	170
Professional II	153
Professional I	136
Associate III	117
Associate II	102
Associate I	95
Field Technician	82
Data Solutions Architect	175
Senior GIS Specialist	164
GIS/CADD Specialist II	146
GIS/CADD Specialist I	131
Technical Editor	130
Project Accountant	110
Billing Specialist	95
Production Specialist	105
Clerical	95

*Professional classifications include environmental scientists, urban planners, biologists, geologists, marine scientists, GHG verifiers, sustainability experts, cultural resources experts, and other professionals. Expert witness services consisting of depositions or in-court testimony are charged at the hourly rate of \$375.

Reimbursable Expenses

Direct Cost	Rates
Photocopies – Black and White	\$0.20 (single-sided) & \$0.40 (double-sided)
Photocopies – Color	\$1.50 (single-sided) & \$3.00 (double-sided)
Photocopies – 11 x 17	\$0.50 (B&W) & \$3.30 (color)
Oversized Maps	\$8.00/square foot
Digital Production	\$15/disc and \$20/flash drive
Light-Duty and Passenger Vehicles*	\$88/day
4WD and Off-Road Vehicles*	\$140/day

* \$0.65/mile for mileage over 50 and for all miles incurred in employee-owned vehicles.

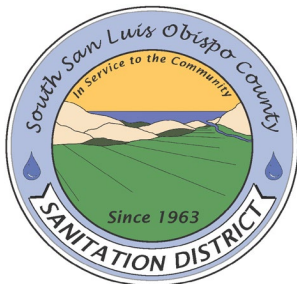
Other direct costs associated with the execution of a project, that are not included in the hourly rates above, are billed at cost plus 15%. These may include, but are not limited to, laboratory and drilling services, subcontractor services, authorized travel expenses, permit charges and filing fees, mailings and postage, performance bonds, sample handling and shipment, rental equipment, and vehicles other than covered by the above charges.

Annual Escalation. Standard rates subject to 3.5% annual escalation. **Payment Terms.** All fees will be billed to Client monthly and shall be due and payable upon receipt or as indicated in the contract provisions for the assignment. Invoices are delinquent if not paid within ten (10) days from receipt or per the contractually required payment terms.



Rincon Consultants, Inc.

Equipment	Day Rate
Environmental Site Assessment	
Soil Vapor Extraction Monitoring Equipment	\$155
Four Gas Monitor	\$133
Flame Ionization Detector	\$107
Photo Ionization Detector	\$80
Hand Auger Sampler	\$60
Water Level Indicator, DC Purge Pump	\$45
Natural Resources Field Equipment	
UAS Drone	\$268
Spotting or Fiberoptic Scope	\$165
Pettersson Bat Ultrasound Detector/Recording Equipment	\$165
Sound Level Metering Field Package (Anemometer, Tripod and Digital Camera)	\$110
GPS (Sub-meter Accuracy)	\$65
Infrared Sensor Digital Camera or Computer Field Equipment	\$55
Scent Station	\$22
Laser Rangefinder/Altitude	\$11
Pit-fall Traps, Spotlights, Anemometer, GPS Units, Sterilized Sample Jar	\$9
Mammal Trap, Large/Small	\$1.50/\$0.50
Water and Marine Resources Equipment	
Boat (26 ft. Radon or Similar)	\$600
Boat (20 ft. Boston Whaler or Similar)	\$335
Multi Parameter Sonde (Temp, Cond, Turbidity, DO, pH) with GPS	\$165
Water Quality Equipment (DO, pH, Turbidity, Refractometer, Temperature)	\$60
Refractometer (Salinity) or Turbidity Meter	\$37
Large Block Nets	\$110
Minnow Trap	\$95
Net, Hand/Large Seine	\$55
Field Equipment Packages	
Standard Field Package (Digital Camera, GPS, Thermometer, Binoculars, Tablet, Safety Equipment, and Botanic Collecting Equipment)	\$110
Remote Field Package (Digital Camera, GPS, Thermometer, Binoculars, Tablet and Mifi, Delorme Satellite Beacon, 24-Hour Safety Phone)	\$140
Amphibian/Vernal Pool Field Package (Digital Camera, GPS, Thermometer, Decon Chlorine, Waders, Float Tube, Hand Net, Field Microscope)	\$165
Fisheries Equipment Package (Waders, Wetsuits, Dip Nets, Seine Nets, Bubblers, Buckets)	\$55
Underwater and Marine Sampling Gear (U/W Photo/Video Camera, Scuba Equipment (Tanks, BCD, Regulators, Wetsuits, etc.))	\$55/diver
Marine Field Package (PFDs – Personal Flotation Devices, 100-foot Reel Tapes with Stainless Carabiners, Pelican Floats, Underwater Slates, Thermometer, Refractometer, Anemometer, Various Field Guides)	\$55
Insurance, Hazard and Fees	
Historic Research Fees	\$50
L&H Dive Insurance	\$55/diver
Level C Health and Safety	\$65 person



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Staff Report

To: Board of Directors
From: Jeremy Ghent, District Administrator; Mychal Jones, Plant Superintendent
Date: October 19, 2022

Subject: DISTRICT ADMINISTRATOR AND PLANT OPERATIONS REPORT

This report represents ongoing information on the latest District staff activities on major capital projects and studies, programmatic initiatives, regional collaboration, miscellaneous activities, and Plant Operations. *Updates since the last report are provided in italics below:*

Capital Projects:

Redundancy Project:

- *Quarterly Update provided*
- *Newly constructed Secondary Clarifier has been placed in operation*
- *District Operations has bi-weekly meetings with Perc Water our Operational Start-up Consultant to establish Best Practices and Standard Operating Procedures for the various new equipment and processes.*
- *District Operators performed low-flow nighttime shutdowns on 10/12 and again anticipated for 10/19 to allow for the connection of major pipelines by Filanc.*

Misc:

- *The District cancelled two consecutive meetings due to scheduling conflicts with some of the board members. These same two consecutive conflicts occur annually and the District will review this scheduling issue to avoid future occurrences of consecutive cancellations.*
- *Moss Levy Hartzheim the District's financial auditing firm is currently auditing the District's finances.*
- *District Administrator continues to participate in Science Panel Technical support in conjunction with the County's Meadow Creek Lagoon Restoration Project.*
- *Central Coast WaterReuse Educational Meeting on Machine Learning and Artificial Intelligence to be attended by multiple members of the Central Coast Blue Project Team on October 26th*
- *District Staff is sharing past project performance and lessons-learned with the City of Pismo Beach and their upcoming project to demolish their Digester Tank.*

Plant Tours:

None.

Tentative Items:

- *1st Quarter Budget Review and Discussion of District Finances (11/02/2022)*
- *Resolution Regarding Connection Charges to Accessory Dwelling Units (11/02/2022)*

Plant Operations Report

During the August 1st – September 30th reporting period, the District's facility met its Permit limitations as required under the State of California's National Pollutant Discharge Elimination System (NPDES) Permit issued to the District.

Monthly Plant Data for August 2022

August 2022	INF Flow MGD	INF Peak Flow MGD	INF BOD mg/L	EFF BOD mg/L	BOD % Removal	INF TSS mg/L	EFF TSS mg/L	TSS % Removal	Fecal Coliform MPN/100 mL	Chlorine Usage lbs/day
Low	2.05	3	300	16		130	21.5		<1.8	250
High	2.28	3.8	583	43		652	34.8		700	622
Aug. 2022 AVG	2.13	3.31	480	25	94.8	448	28.7	93.6	35	390
Aug. 2021 AVG	2.33	3.58	539	22.8	95.8	597	28.6	95.2	169	247
Limit	5.0			40/60/90	>80		40/60/90	>80	2000	

Monthly Plant Data for September 2022

September 2022	INF Flow MGD	INF Peak Flow MGD	INF BOD mg/L	EFF BOD mg/L	BOD % Removal	INF TSS mg/L	EFF TSS mg/L	TSS % Removal	Fecal Coliform MPN/100 mL	Chlorine Usage lbs/day
Low	1.97	3	470	16.8		493	23.5		<1.8	281
High	2.54	4	596	35.9		588	36		540	570
Sept. 2022 AVG	2.12	3.29	526	25	95.2	546	28.7	94.7	43	397
Sept. 2021 AVG	2.17	3.51	490	27.8	94.3	507	29.6	94.2	49	206
Limit	5.0			40/60/90	>80		40/60/90	>80	2000	

2022 Permit Exceedances

- **May 19, 2022** – Total Chlorine Residual Instantaneous Maximum
This exceedance will expire November 15, 2022.
- **July 14, 2022** – Daily Maximum Fecal Coliform
This exceedance will expire January 10, 2023.
- **July 20, 2022** – Daily Maximum Fecal Coliform
This exceedance will expire January 16, 2023.

Operation and Maintenance Tasks

- Checked and marked Underground Service Alerts
- Repaired front gate
- Repaired digester thermal shutoff due to minimal leak
- Rehabilitated band saw
- Prepared parts for Dechlorination System Improvement Project
- Dismantled rental centrifuge polymer system and auger
- Flushed Fixed Film Reactor
- Drained and rinsed Chlorine Contact Tank
- Rinsed new chemical injections lines and installed new valves in preparation for use

- Fabricated new latch for chemical building
- Unclogged drain in Heating & Mixing building
- Assisted Nviro with installation of flow meters and pressure sensors in preparation for integration into Supervisory Control and Data Acquisition (SCADA) system
- Assisted Larry Walker & Associates with local limits sampling for the District's Pretreatment Program Update Project
- Installed new air conditioning thermostat controller
- Replaced blown fuses on centrifuge auger and placed back into operation
- Replaced Fixed Film Reactor feed pump split seal
- Nviro installed new PLC and updated programming
- Installed new stainless steel check valves on reclaim water pumping system
- Created new Hach WIMS dashboard for daily operations

Work Orders Completed

- Rinsed all surfaces of all clarifiers
- Reviewed, revised, and added work orders
- Test ran emergency generator and emergency bypass pump
- Rinsed surfaces of all clarifiers
- De-ragged primary sludge pumps
- Replaced office heating and air filter
- Quarterly safety meeting
- Cleaned Fixed Film Reactor orifices and changed oil
- Replaced desiccators in electrical control panels throughout plant

Preventative Maintenance:

- Digester vacuum/pressure relief valves
- Forklift
- Splitter Box polymer pump
- Plant carts
- 6-inch Wacker trash pump
- Amiad filters
- Water Champ
- Clarifier drives
- Mechanical Bar Screens
- Front Loader

Training

Staff participated in training on:

- Attended Hach WIMS training at the City of San Luis Obispo Water Resource Recovery Facility
- District Laboratory Analyses
- New Secondary Clarifier operation and maintenance

Call Outs

- August 16th, 5:48 PM, 4:45 AM – Low Battery Alarm on Security System. Operations staff contacted Stanley Security to service and replace battery on security system.
- September 14th, 1:49 AM, 4:49 AM – Error with Chlorine Contact Tank PLC. Operations staff responded and contacted Nviro to resolve issue with SCADA PLC.

5:10 PM – Building door left unlocked causing security alarm. Operations staff responded, closed, and locked door.

- September 16th, 18th, 19th – High Final ORP. Operations staff responded to all call outs and adjusted disinfection control settings. New settings have optimized operation and Staff has not received a call out since.
- September 23rd, 2:32 AM – Win 911 Alarm. New call out system was being tested for full operation. Due to system still needing updates, Staff stopped testing until system is fully operational.

Dechlorination System Improvement Project

On August 31, 2022, Operations staff performed a midnight shutdown of the wastewater treatment plant to perform the successful installation of a new diffuser to dechlorinate the District's chlorinated effluent. Staff originally went through an informal bidding process and due to the current bidding environment, costs were substantially higher than anticipated. After review with the design team and Operations staff, staff proceeded with performing the installation in house. The successful installation of the dechlorination diffuser equated to a total cost savings for the District of nearly \$50,000.00. In addition, the dechlorination diffuser allows Staff to operate the disinfection system effectively.

Staff













