

## 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, 1655 Front Street, Oceano, California 93445

Wednesday, October 1, 2025, at 6:00 p.m.

#### **Board Members**

Kassi Dee, Chair Linda Austin, Vice Chair Caren Ray Russom, Director

#### **Alternate Board Members**

Clint Weirick, Director Shirly Gibson, Director Jim Guthrie, Director

#### Agencies

City of Grover Beach Oceano Community Services District City of Arroyo Grande

City of Grover Beach Oceano Community Services District City of Arroyo Grande

- 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 6, 2025
- 6. ACTION ITEMS:

#### 6A. RECEIVE AND FILE WWTP REDUNDANCY PROJECT FINAL REPORT

Recommendation: the Board of Directors receive and file the Wastewater Treatment Plant Redundancy Project final report.

6B. APPROVE AND AUTHORIZE THE DISTRICT ADMINISTRATOR TO ENTER INTO A PROFESSIONAL SERVICES AGREEMENT WITH MICHAEL K. NUNLEY & ASSOCIATES TO PERFORM PROJECT MANAGEMENT SERVICES FOR THE WASTEWATER TREATMENT PLANT CONDITION ASSESSMENT PROJECT

Recommendation: Approve and authorize the District Administrator to enter into a Professional Services Agreement with Michael K. Nunley & Associates in the amount of \$46,772.

#### 6C. DISTRICT ADMINISTRATOR AND PLANT OPERATIONS REPORT

Recommendation: Receive and File

#### 7. BOARD MEMBER COMMUNICATIONS:

#### 8. ADJOURNMENT

The next regularly scheduled Board Meeting is November 5, 2025, 6:00 pm at the Grover Beach City Hall Council Chambers, 154 South Eighth Street, Grover Beach, CA 93433

#### WARRANT REGISTER 10/1/2025 FISCAL YEAR 2025/26

VENDOR	BUDGET LINE ITEM	DETAIL	WARRANT NO.	ACCT	ACCT BRKDN	TOTAL
AGP VIDEO	PROFESSIONAL SERVICE	JULY 2, 2025 AND JULY 16, 2025	080625-8724	7080	1,300.00	1,300.00
AKESO	SAFETY SUPPLIES	EM018799	8725	8056	1,300.00	1,300.00
ALLIED	EMPLOYEE DENTAL	SEPTEMBER 2025	8725 8726	6025	877.31	877.31
BRENNTAG		MULITPLE		8050		29,479.09
	PLANT CHEMICALS		8727		29,479.09	29,479.09
CAREN RAY RUSSOM	BOARD SERVICE	05/07/2025 AND 08/06/2025	8728	7075	200.00	
CHARTER COMMUNICATIONS	COMMUNICATIONS	07/29/25-08/28/25	8729	7013	319.99	319.99
COASTAL ROLLOFF	GARBAGE	JULY 2025	8730	7093	626.24	626.24
COLD CANYON LANDFILL	GARBAGE	44988D100	8731	7093	351.50	351.50
CULLIGAN	ADMIN BUILDING	125498	8732	7032	60.00	60.00
ENGEL & GRAY	BIOSOLIDS HANDLING	JULY 2025	8733	7085	9,318.06	9,318.06
EVERYWHERE RIGHT NOW	COMMUNICATIONS	AUGUST 2025	8734	7082	100.00	100.00
FARM SUPPLY COMPANY	EQUIPMENT MAINTENANCE	116077	8735	8030	158.75	158.75
FORKLIFT GROUPS WEST INC	EQUIPMENT MAINTENANCE	06629328	8736	8030	573.79	573.79
GRAINGER	EQUIPMENT MAINTENANCE	MULITPLE	8737	8030	1,525.85	1,525.85
GSOLUTIONZ	COMMUNICATIONS	AUGUST 2025	8738	7013	101.15	101.15
HACH COMPANY	LAB SUPPLIES	14581808	8739	8040	252.79	252.79
JB DEWAR	FUEL	415572	8740	8020	147.55	147.55
JIM GUTHRIE	BOARD SERVICE	07/16/2025	8741	7075	100.00	100.00
JUSTIFACTS	RECRUITMENT	407232	8742	7005	64.75	64.75
KASSANDRA DEE	BOARD SERVICE	07/02/25; 07/16/25; 08/06/25	8743	7075	300.00	300.00
LINDA AUSTIN	BOARD SERVICE	07/02/25; 08/06/25	8744	7075	200.00	200.00
LINDE GAS & EQUIPMENT	RENTAL EQUIPMENT	06/20/25-07/20/25	8745	7032	52.75	52.75
MARCEL ALAIN PHOTOGRAPHY	REDUNDANCY	VPKHRWI9-0001	8746	20-7080	200.00	200.00
MCMASTER CARR	EQUIPMENT MAINTENANCE	MULITPLE	8747	8030	188.59	188.59
MINERS ACE	EQUIPMENT MAINTENANCE	JULY 2025	8748	8030	1,670.51	1,670.51
OCSD	WATER	05/18/25-07/18/25	8749	7094	1,941.00	1,941.00
OILFIELD ENVIRONMENTAL	CHEMICAL ANALYSIS	MULITPLE	8750	7078	10,824.00	10,824.00
SHIRLEY GIBSON	BOARD SERVICE	07/16/25	8751	7075	100.00	100.00
SO CAL GAS	GAS	06/30/25-07/30/25	8752	7091	4,263.02	4,263.02
SO CO SANITARY SERVICE	GARBAGE	90131946U120	8753	7093	387.33	387.33
SSLOCSD	EMPLOYEE BENEFITS	JULY 2025	8754		174,572.00	174,572.00
THE FLAG FACTORY	EQUIPMENT MAINTENANCE	35596	8755	8030	374.79	374.79
T-MOBILE	COMMUNICATIONS	06/16/25-07/15/25	8756	7014	60.82	60.82
TOTAL COMPENSATION SYSTEMS	AUDIT	14717	8757	7072	1,710.00	1,710.00
UMPQUA BANK		JULY 2025	8758		5,558.71	5,558.71
UNDERGROUND SERVICE ALERT	MEMBERSHIPS	FEE 2025	8759	7050	300.00	300.00
USA BLUEBOOK	EQUIPMENT MAINTENANCE	00781948	8760	8030	807.66	807.66
VESTIS	UNIFORMS	07/21/25; 07/28/25; 08/04/25	8761	7025	1,979.10	1,979.10
AIRFLOW FILTER	EQUIPMENT MAINTENANCE	117158	082225-8762	8030	248.28	248.28
AKESO OCCUPATIONAL HEALTH	RECRUITMENT	LABORATORY TECHNICIAN	8763	7005	165.00	165.00
AMERICAN BUSINESS MACHINES	OFFICE SUPPLIES	812245	8764	8045	96.04	96.04
AT&T MOBILITY	COMMUNICATIONS	07/03/25-08/02/25	8765	7013	80.48	80.48
BRENNTAG	PLANT CHEMICALS	BPI241371	8766	8050	9,189.95	9,189.95
COASTAL JANITORIAL	STRUCTURE MAINTENANCE	AUGUST 2025	8767	8060	775.00	775.00
FORKLIFT GROUPS WEST INC	RENTAL EQUIPMENT	06629458; 06629212	8768	7032	1,147.58	1,147.58
GALINA DESHEVA-BARAJAS	EMPLOYEE UNIFORMS	BOOT ALLOWANCE FY 25/26	8769	7032	275.00	275.00
GOLD COAST ENVIRONMENTAL			8770	26-8065		13,243.50
GRAINGER	STRUCTURE MAINTENANCE EQUIPMENT MAINTENANCE	TRUNK SEWER MAINTENANCE MULTIPLE	8771	8030	13,243.50 552.22	552.22
GSOLUTIONZ	COMMUNICATIONS	07/22/25-08/21/25	8772	7013	368.98	368.98
JB DEWAR	FUEL	416846; 418430			586.05	
		*	8773	8020		586.05
JOHNBOYS TOWING	AUTOMOTIVE	25-15178	8774	8032	225.00	225.00
JONES MAYER	LEGAL COUNSEL EQUIPMENT MAINTENANCE	JULY 2025	8775	7071	2,040.94	2,040.94
MCMASTER CARR		MULTIPLE	8776	8030	58.42	58.42
MICHAEL K NUNLEY	REDUNDANCY	1596	8777	20-7080	13,097.50	18,250.97
	RIBBON CUTTING CEREMONY	1614		20-7080	1,538.47	
	TRUNK SEWER MAINTENANCE	1612		26-8015	3,580.00	
	ENGINEERING	1552		7077	35.00	
MNS ENGINEERS	REDUNDANCY	90791; 90792	8778	20-7080	14,134.63	14,134.63
OILFIELD ENVIRONMENTAL	CHEMICAL ANALYSIS	MULTIPLE	8779	7078	3,252.00	3,252.00
PG&E	ELECTRICITY	07/09/25-08/06/25	8780	7091	37,734.62	37,734.62
PHENOVA	LABORATORY SUPPLIES	218882	8781	8040	586.79	586.79
POLYDYNE INC	PLANT CHEMICALS	1951809; 1952302	8782	8050	13,282.21	13,282.21
RAIN FOR RENT	RENTAL EQUIPMENT	2177417	8783	7032	754.00	754.00
RINCON	BIOLOGICAL MONITORING	67838	8784	20-7080	2,456.00	4,546.59
	COASTAL HAZARDS MONITORING	67721	8785	7020	2,090.59	
VESTIS	UNIFORMS	08/11/25; 08/18/25		7025	1,123.23	1,123.23
VWR INTERNATIONAL	LAB SUPPLIES	2025-387; 391	8786	8040	2,485.01	2,485.01
SUB TOTAL		CONTNIUED ON NEXT PAGE			376,364.59	376,364.59
GRAND TOTAL						

#### WARRANT REGISTER 10/1/2025 Continued FISCAL YEAR 2025/26

VENDOR	BUDGET LINE ITEM	DETAIL	WARRANT NO.	ACCT	ACCT BRKDN	TOTAL
AIRGAS	SAFETY SUPPLIES	9164065141	090525-8786	8056	324.47	324.47
ALLIED	EMPLOYEE DENTAL	OCTOBER 2025	8787	6025	1,112.22	1,112.22
CHARTER COMMUNICATIONS	COMMUNICATIONS	08/29/25-09/28/25	8788	7013	319.99	319.99
COASTAL JANITORIAL	STRUCTURE MAINTENANCE	SEPTEMBER 2025	8789	8060	775.00	775.00
COLD CANYON LANDFILL	GARBAGE	45189D100	8790	7093	403.25	403.25
CULLIGAN	ADMIN BUILDING	SEPTEMBER 2025	8791	7032	301.40	301.40
EVERYWHERE RIGHT NOW	COMMUNICATIONS	SEPTEMBER 2025	8792	7082	100.00	100.00
FEDEX	CHEMICAL ANALYSIS	MULTIPLE	8793	8030	53.28	53.28
FORKLIFT GROUPS WEST INC	RENTAL EQUIPMENT	06629568	8794	7032	573.79	573.79
GRAINGER	EQUIPMENT MAINTENANCE	MULTIPLE	8795	8030	871.80	871.80
GSOLUTIONZ	COMMUNICATIONS	OCTOBER 2025	8796	7013	101.15	101.15
I.I. SUPPLY	EQUIPMENT MAINTENANCE	106608; 107627	8797	8030	224.56	224.56
JB DEWAR	FUEL	421325	8798	8020	142.11	142.11
JONES HALL	BOND COUNSEL	11146	8799	20-7080	10,000.00	10,000.00
KENNEDY JENKS	REDUNDANCY	182331	8800	20-7080	6,077.50	6,077.50
LINDE GAS & EQUIPMENT	RENTAL EQUIPMENT	04/20/25-08/20/25	8801	7032	53.58	53.58
MCMASTER CARR	EQUIPMENT MAINTENANCE	MULTIPLE	8802	8030	453.36	453.36
MINERS ACE	EQUIPMENT MAINTENANCE	AUGUST 2025	8803	8030	631.36	631.36
MOSS LEVY HARTZHEIM	AUDIT 2024	I-8692	8804	7072	7,615.00	7,615.00
NOBLE SAW	EQUIPMENT MAINTENANCE	661027; 661545	8805	8030	2,456.74	2,456.74
PRIMO BRANDS	ADMIN BUILDING	07/25/25-08/24/25	8806	8045	374.55	374.55
SAFETY KLEEN	CHEMICAL ANALYSIS	97858875	8807	7078	277.70	277.70
SDRMA	INSURANCE	FY 2025/2026	8808	7043	121,756.57	121,756.57
SO CAL GAS	GAS	07/30/25-08/30/25	8809	7092	3,543.16	3,543.16
SO CO SANITARY SERVICE	GARBAGE	SEPTEMBER 2025	8810	7093	386.35	386.35
SSLOCSD	EMPLOYEE BENEFITS	AUGUST 2025	8811		143,954.21	143,954.21
TENERA ENVIRONMENTAL	OCEAN OUTFALL	E21306	8812	7060	4,142.84	4,142.84
T-MOBILE	COMMUNICATIONS	07/16/25-08/15/25	8813	7014	60.82	60.82
UMPQUA BANK	CREDIT CARD	AUGUST 2025	8814		7,698.69	7,698.69
VENTURA WELDING	EQUIPMENT MAINTENANCE	08252025	8815	8030	5,244.37	5,244.37
VESTIS	UNIFORMS	08/25; 09/01	8816	7025	1,909.72	1,909.72
VWR INTERNATIONAL	LAB SUPPLIES	88189786866	8817	8040	511.41	511.41
AGP VIDEO	PROFESSIONAL SERVICE	AUGUST 6 2025	091925-8819	7080	650.00	650.00
AMERICAN BUSINESS MACHINES	OFFICE SUPPLIES	826949	8820	8045	96.04	96.04
AQUATIC INFORMATICS INC		114096	8821	7015	7,918.78	7,918.78
AT&T MOBILITY	COMMUNICATIONS	08/03/25-09/02/25	8822	7013	80.48	80.48
COASTAL ROLLOFF	GARBAGE	AUGUST 2025	8823	7093	610.13	610.13
DIGITAL ASSURANCE CERT. LLC	DEBT SERVICE	76321	8824	19-9000	3,500.00	3,500.00
ENGEL & GRAY	BIOSOLIDS COLLECTION	AUGUST 2025	8825	7085	9,057.12	9,057.12
FEDEX	ADMIN BUILDING	8-980-99968	8826	7078	35.48	35.48
GRAINGER	EQUIPMENT MAINTENANCE	9637213779	8827	8030	21.55	21.55
GSOLUTIONZ	COMMUNICATIONS	OCTOBER 2025	8828	7013	368.98	368.98
JB DEWAR	FUEL	424018	8829	8020	283.89	283.89
JONES MAYER	LEGAL COUNSEL	AUGUST 2025	8830	7071	852.21	852.21
MCMASTER CARR	EQUIPMENT MAINTENANCE	51890231	8831	8030	67.52	67.52
MICHAEL K NUNLEY	REDUNDANCY	1732	8832	20-7080	6,183.50	12,721.00
	TRUNK SEWER MAINTENANCE	1754		26-8015	6,537.50	,
PERC WATER	REDUNDANCY	7052	8833	20-7080	691.00	691.00
PG&E	ELECTRICITY	07/07/25-09/07/25	8834	7091	41,439.34	41,439.34
RAIN FOR RENT	RENTAL EQUIPMENT	2187465	8835	7032	754.00	754.00
RINCON	COASTAL MONITORING	68762	8836	7020	2,571.25	2,571.25
SDRMA	INSURANCE	100543	8837	7043	1,217.57	1,217.57
SECURITAS	STRUCTURE MAINTENANCE	6005216302	8838	26-78065	12,970.24	12,970.24
STATEWIDE SAFETY	SAFETY SUPPLIES	3025819; 3025251	8839	8056	359.60	359.60
STATE WATER RESOUCE CONTROL	ELAP FEES	EA-AN-1225-1413	8840	7068	4,615.00	4,615.00
VESTIS	UNIFORMS	5020884861	8841	7025	766.04	766.04
VWR INTERNATIONAL	LAB SUPPLIES	MULTIPLE	8842	8040	184.06	184.06
SUB TOTAL					376,364.59	376,364.59
GRAND TOTAL			1		800,646.82	800,646.82
			I		550,5-6.0Z	200,0-0.02

We hereby certify that the demands numbered serially from 080625-8724 to 091925-8842 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		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 6, 2025

#### 1. CALL TO ORDER AND ROLL CALL

Chair Kassi Dee called the meeting to order and recognized a quorum.

Present: Kassi Dee, Chair, City of Grover Beach

Linda Austin, Vice Chair, Oceano Community Services District

Caren Ray Russom, Director, City of Arroyo Grande

District Staff: Jeremy Ghent, District Admi

Mychal Jones, Plant Superintendent Wendy Stockton, District Legal Counsel Amy Simpson, District Bookkeeper/Secretary

#### 2. PLEDGE OF ALLEGIANCE

#### 3. AGENDA REVIEW

District Bookkeeper corrected the Agenda. The next regular meeting will be held on September 3, 2025. (This meeting was eventually cancelled.)

**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

5B. Approval of Meeting Minutes of July 16, 2025

There was no public comment.

Item 6A. was corrected to read, "Director Guthrie confirmed that he had reviewed the "materials" that pertained to the first reading of the Ordinance."

**Motion:** Director Austin motioned to approve the Consent Agenda as

corrected.

**Second:** Director Ray Russom

**Action:** Approved unanimously by roll call vote.

#### 6. ACTION ITEMS:

### 6A. BUDGET ADJUSTMENT – INCREASE IN REVENUES AND EXPENSES FOR FISCAL YEAR 2025/26

District Administrator Jeremy Ghent presented this report.

There was no public comment.

**Motion:** Director Ray Russom motioned to approve a budget adjustment to

increase Revenues by \$4,465,000 and Expenses by \$4,465,000 for Fiscal Year 2025/26 and to authorize the District Administrator to take whichever is the required option either pay off and reissue or refinance transaction being no material difference between the two.

Second: Director Austin

**Action:** Motion approved unanimously by roll call vote.

## 6B. RATIFY SETTLEMENT AND RELEASE AGREEMENT BETWEEN DISTRICT AND KENNEDY JENKS CONSULTANTS DATE JULY 25, 2025

Director Jeremy Ghent presented this report.

There was no public comment.

**Motion:** Director Ray Russom motioned to ratify the Settlement and Release

Agreement dated July 25, 2025 between the District and Kennedy/Jenks Consultants, Inc. related to the Secondary Clarifier 2 damage and rehabilitation work during construction of the

Wastewater Treatment Plant Redundancy Project.

Second: Director Austin

**Action:** Motion approved by roll call vote.

#### 6C. DISTRICT ADMINISTRATOR AND PLANT OPERATIONS REPORT

Superintendent Mychal Jones presented the Plant Operations report. There were no violations of the District's National Pollutant Discharge Elimination System (NPDES) Permit during the July 2025 reporting period. All regulatory required analyses were within Permit limitations.

District Administrator Jeremy Ghent presented the Administrator Report. He played the video from the Ribbon Cutting Ceremony.

There was no Public Comment.

Action: The Board received and filed this report.

- 7. BOARD MEMBER COMMUNICATIONS
- 8. ADJOURNMENT:

6: 34 p.m.

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





### SOUTH SAN LUIS OBISPO COUNTY SANITATION DISTRICT

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

Staff Report

To: Board of Directors

**From:** Jeremy Ghent, District Administrator

Date: October 1, 2025

Subject: RECEIVE AND FILE WWTP REDUNDANCY PROJECT FINAL REPORT

#### **RECOMMENDATION:**

Staff recommends that the Board of Directors receive and file the Wastewater Treatment Plant Redundancy Project final report.

#### **BACKGROUND AND DISCUSSION:**

The District's Wastewater Treatment Plant (WWTP) Redundancy Project was designed to allow major process units to be removed from service for maintenance or repairs without risking violation of effluent permit limits, something that was not previously feasible. The Project added two activated sludge aeration basins and one new secondary clarifier, plus pumping systems, piping, sludge handling process, electrical and instrumentation improvements, a backup generator, and site improvements needed to operate the new systems and integrate them with the existing WWTP. The Project also included floodproofing of critical plant systems.

The Project construction documents were put out to bid in September 2020. Construction was awarded to JR Filanc Construction Company in December 2020 and Notice to Proceed was issued in January 2021.

#### **Schedule**

The project was awarded with a 900-day (approximately 30 months) contract term and was originally expected to be complete in the summer of 2023. The schedule was impacted by delays in receipt of equipment critical to the startup and operation of the aeration basins. In July 2023, damage to the Secondary Clarifier 2 (SC2) floor slab was discovered. The Project Team determined the primary contributor to the structural failures is the design of the floor slab. Kennedy Jenks developed a design for rehabilitation of SC2, which began in March 2024. Substantial completion of the construction was reached on May 15, 2025, after a site walk was performed and the District developed a list ("punch list") of items remaining to be completed. After the Contractor completed these items, final completion was June 27, 2025. Table 1 provides a summary of the construction schedule.

**Table 1. Schedule Summary** 

	3		
Notice to Proceed:	January 25, 2021	Contract Time Elapsed:	1614
Original Contract Duration:	900	Contract Time Remaining:	0
Current Contract Duration:	1535	Change Order Days:	635
Substantial Completion Date:	May 15, 2025	Weather Days:	5
Final Completion Date	June 27, 2025		
Percent Complete:	100%		

Note: Durations are in calendar days.

The failure of the SC2 concrete floor was a substantial project setback. However, the Project team, including District staff, Filanc (Contractor), Kennedy Jenks (Design Engineer), MNS (Construction Manager), MKN (District's Project Manager), and multiple subcontractors and subconsultants worked together with the common goal of completing the project expeditiously without sacrificing quality.

#### **Budget**

Originally bid at \$26.9 million, the construction contract had an incredibly low change order rate of less than 2% (\$505,146), not including the SC2 damage and rehabilitation work. The construction change orders for the SC2 work totaled \$7,339,469, approximately 27% of the original bid cost. The Project budget was updated at the June 5, 2024 Board Meeting authorizing the budget required to complete the SC2 work and the remainder of the Project. Table 2 summarizes the original and revised project budgets.

Table 2. Original and Revised WWTP Redundancy Project Budget

Revised Project Budget										
				Ke	Project Buag	eτ				
				WWTP			Proposed			
		Original	F	Redundancy	SC	2 Damage &	Revised			
Description		Budget		(Main)	Rehabilitation		<b>Budget Total</b>			
Construction Costs	\$	26,939,042	\$	27,655,320	\$	7,384,000	\$	35,039,320		
Construction Contingency	\$	3,353,911	\$	67,554	\$	680,825	\$	748,380		
<b>Subtotal Construction Cost</b>										
+ Contingency	\$	30,292,953	\$	27,722,875	\$	8,064,826	\$	35,787,700		
Professional Services Costs	\$	6,704,579	\$	7,664,534	\$	824,897	\$	8,489,430		
Professional Services										
Contingency	\$	397,000	\$	98,396	\$	82,490	\$	180,886		
<b>Subtotal Prof Services Cost</b>										
+ Contingency	\$	7,101,579	\$	7,762,930	\$	907,387	\$	8,670,316		
Total	\$	37,400,000	\$	35,485,804	\$	8,972,212	\$	44,460,000		
Total Budget Increase	•		•				\$	7,060,000		

#### Notes:

- 1. WWTP Redundancy (Main) is the work required for the Project, not including work or services required for the SC2 damage and rehabilitation.
- 2. Total Revised Project Budget is rounded up to nearest \$10,000.

District staff and the District's Project Manager, MKN, tracked SC2-related costs throughout the investigation and repair. SC2-related costs include construction, professional services, operational, and lost interest. The interest lost is due to the reallocation of District reserve funds to continue project progress and minimize potential damages. The costs totaled \$9,213,955 and a claim was submitted to Kennedy Jenks. Final payment was remitted by Kennedy Jenks and their insurer on July 30, 2025 covering the District's claim in full, as described in the settlement agreement that was presented to and ratified by your Board on August 6, 2025. Part of the settlement included a credit provided by KJ in the amount of \$68,486.66. The District applied this credit to cover costs expended during the delay that were related to the main WWTP Redundancy Project. Total SC2-related costs summarized in this report include only the construction and professional services costs, as operational costs and lost interest were not part of the project budget.

The Project budget and expenditures can be divided into the Redundancy Project "Main" costs and the SC2-related costs. The "Main" costs consist of all Project costs not including SC2-related costs. Actual project expenditures compared to the project budget are summarized in Tables 3 through 5 for the total project, the WWTP Redundancy "Main", and the SC2 damage and rehabilitation, respectively. The project came in \$703,310 under budget overall. Construction costs were approximately three percent under budget in total (\$821,888), while professional services costs were slightly over budget at approximately one percent (-\$118,578).

Table 3. Total WWTP Redundancy Project Budget and Actual Expenditures

Table 6: Total WWTT Redundancy Troject Badget and Actual Expenditures										
	TOTAL									
Description		Budget		Actual <sup>1</sup>	Difference					
Construction Costs	\$	35,039,320	\$	34,965,811	\$	73,509				
Construction Contingency	\$	748,379	\$	-	\$	748,379				
<b>Subtotal Construction Cost + Contingency</b>	\$	35,787,699	\$	34,965,811	\$	821,888				
Professional Services Costs	\$	8,489,431	\$	8,788,894	\$	(299,464)				
Professional Services Contingency	\$	180,886	\$	-	\$	180,886				
Subtotal Prof Services Cost + Contingency	\$	8,670,316	\$	8,788,894	\$	(118,578)				
Total	\$	44,458,016	\$	43,754,706	\$	703,310				

Table 4. WWTP Redundancy Project "Main" Budget and Actual Expenditures

•	WWTP Redundancy "Main"									
Description		Budget		Actual <sup>1</sup>		Difference				
Construction Costs	\$	27,655,320	\$	27,626,342	\$	28,978				
Construction Contingency	\$	67,554	\$	-	\$	67,554				
Subtotal Construction Cost + Contingency	\$	27,722,874	\$	27,626,342	\$	96,532				
Professional Services Costs	\$	7,664,534	\$	7,465,650	\$	198,884				
Professional Services Contingency	\$	98,396	\$	-	\$	98,396				
Subtotal Prof Services Cost + Contingency	\$	7,762,930	\$	7,465,650	\$	297,280				
Total	\$	38,485,804	\$	35,091,992	\$	393,812				

<sup>&</sup>lt;sup>1</sup> Actual WWTP Redundancy "Main" professional services costs include \$342,043 estimated pending remaining costs, primarily for continued operational support (\$224,624 for Perc Water) and remaining project close out items (Kennedy Jenks for record drawings, Rincon, for biological services; MNS, for construction management; and MKN, for project administration items).

Table 5. SC2-Damage & Rehabilitation Budget and Actual Expenditures

	SC2 Damage & Rehabilitation								
Description	Budget			Actual	Difference				
Construction Costs	\$	7,384,000	\$	7,339,469	\$	44,531			
Construction Contingency	\$	680,825	\$	-	\$	680,825			
Subtotal Construction Cost + Contingency	\$	8,064,825	\$	7,339,469	\$	725,356			
Professional Services Costs	\$	824,897	\$	1,323,244	\$	(498,347)			
CWA & Prequal	\$	82,490	\$	-	\$	82,490			
Permits & Inspections	\$	907,387	\$	1,323,244	\$	(415,858)			
Total	\$	8,972,212	\$	8,662,714	\$	309,498			

#### **Project Closeout**

A few construction and administrative work items remain that the District and the District's Construction Manager, MNS, are working with the Contractor on. Construction work items include replacement of a level transducer at the sludge thickening unit, an instrumentation issue related to the sludge (WAS/TWAS) pump variable frequency drives, and ponding within newly installed pavement by the maintenance building. Administrative work items include final submittals, construction drawing as-built plans, and final operation & maintenance manuals. While the majority of the project documentation has been provided, the Contractor is working to collect final items and address comments from the District's Construction Manager. These are all within the Contractor's scope of work and no additional cost to the District remains. The District is holding the Contractor's remaining retention (\$313,358) until these items are complete.

The District Administrator and Project Manager from MKN met with a representative from USDA Rural Development on September 10<sup>th</sup> for the final project walkthrough of the WWTP site. USDA provided a copy of the final inspection report indicating project completion, and discussed ongoing requirements of the USDA loan. These include sending USDA a copy of the District's financial audit reports annually, a meeting/site visit near the conclusion of the Contractor's project warranty period (anticipated April/May 2026), and a security check (site visit) once every three years during the duration of the USDA loan. The USDA loan term is 40 years and the installment payment schedule anticipates final payment on August 15, 2065.

#### **FISCAL CONSIDERATION:**

The "Main" Project is being financed through Certificates of Participation and a loan from USDA Rural Development. The USDA loan closed on August 15, 2025. The District was reimbursed in full for the costs related to SC2. This is consistent with the District's wastewater rate study completed earlier this year.

The \$703,310 remaining from the project budget will be reallocated to the District's reserves.

#### **Attachments**:

None



# 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

Staff Report

Date: October 1, 2025

**To:** Board of Directors

**From:** Jeremy Ghent, District Administrator

Via: Mychal Jones, Plant Superintendent

Subject: APPROVE AND AUTHORIZE THE DISTRICT ADMINISTRATOR TO ENTER

INTO A PROFESSIONAL SERVICES AGREEMENT WITH MICHAEL K. NUNLEY & ASSOCIATES TO PERFORM PROJECT MANAGEMENT SERVICES FOR THE WASTEWATER TREATMENT PLANT CONDITION

**ASSESSMENT PROJECT** 

#### **RECOMMENDATION:**

1. Approve and authorize the District Administrator to enter into a Professional Services Agreement with Michael K. Nunley & Associates in the amount of \$46,772.

#### BACKGROUND AND DISCUSSION

The recently completed Wastewater Treatment Plant Redundancy Project added two activated sludge aeration basins and a secondary clarifier to provide redundancy in secondary treatment. These improvements allow the District to take the existing secondary clarifier and/or Fixed Film Reactor (FFR) offline for maintenance and repair without sacrificing quality of treatment or risking violations. As part of the Redundancy Project, the District obtained a Coastal Development Permit (CDP) in 2017 to construct the improvements at the facility. The CDP Permit requires that the District monitor coastal hazards and develop a plan for response to such hazards. Additionally, the CDP has a 30-year term to allow the District to plan and consider alternatives for future wastewater treatment plant (WWTP) relocation, while also providing for continued function and operation of the WWTP in the short term. In the interim, the District will be operating the WWTP and has a responsibility to maintain it for public safety, compliance, and protection of the environment.

While the District has worked to maintain the WWTP, portions of the District's WWTP are forty to sixty years old. The need to understand and identify replacement and rehabilitation (R&R) projects continues to increase. Historically, the District's R&R projects have been driven by regulatory compliance or mechanical and structural failures. With the Redundancy Project complete and the District now having the ability to shut down major unit processes for inspection and maintenance,

the District is working toward a responsible proactive asset management strategy. As part of this strategy, a comprehensive condition assessment and evaluation of the District's WWTP is necessary to assist in defining and prioritizing maintenance, rehabilitation, and replacement projects.

Staff solicited a proposal from Michael K. Nunley & Associates (MKN) for Project Management Services related to the condition assessment to assist the District with procurement of a consultant to perform the condition assessment and provide project management throughout the duration of the project. Since 2015 MKN has routinely provided General Engineering service for the District. MKN's continuous and intimate understanding of the plant's processes and upgrades makes them ideally suited to assist the District in describing our needs and retaining larger scale engineering services.

Services included in the proposal are as follows:

- Develop Request for Proposal (RFP)
- Advertise RFP, outreach, and response to Requests for Information (RFI)
- Review proposals
- Interviews, if needed
- Staff report for presentations to District Board
- Negotiate scope, fee, and prepare contract
- Project Management
- Review draft deliverables and provide input
- As needed services

Staff is seeking approval and authorization to enter into a Professional Services Agreement with MKN for project management services for the not to exceed amount of \$46,772.

#### **Fiscal Considerations:**

Adequate budget was included in the Adopted Budget for Fiscal Year 2025/26, under Fund 26, Account No. 26-8065.

Attachment: MKN Proposal



July 18, 2025

Mychal Jones
Plant Superintendent/Chief Plant Operator
South San Luis Obispo County Sanitation District
Sent via email: mychal@sslocsd.us

Re: Proposal to provide Project Management Services for the SSLOCSD Wastewater Treatment Plant Condition Assessment Project

Dear Mychal,

The South San Luis Obispo County Sanitation District (SSLOCSD or District) owns and operates a wastewater treatment plant to treat and discharge wastewater from the cities of Grover Beach and Arroyo Grande and the community of Oceano. The recently completed Wastewater Treatment Plant Redundancy Project added two activated sludge aeration basins and a secondary clarifier to provide redundancy in secondary treatment. This allows the District to take the existing secondary clarifier and/or the fixed film reactor offline for maintenance and repair without sacrificing quality of treatment or risking violations.

As part of the Redundancy Project, the District obtained a Coastal Development Permit (CDP) in 2017 to construct the improvements at the facility. The Permit requires the District to monitor coastal hazards and develop a plan for response to such hazards. Additionally, the CDP has a 30-year term, with the goal that the District will relocate the wastewater treatment plant away from the coast. In the interim, however, the District will be operating the WWTP and has a responsibility to maintain it for safety, compliance, and protection of the environment.

Portions of the WWTP are forty to sixty years old. While the District has worked to maintain the WWTP, a comprehensive condition assessment and evaluation of the WWTP would assist in defining and prioritizing maintenance, rehabilitation, and replacement projects.

This proposal is to assist the District with project management services related to a Wastewater Treatment Plant Condition Assessment. MKN would not perform the condition assessment but would serve as an extension of staff to assist the District with procurement of a consultant to perform the work and project management throughout the duration of the project.

These services could vary, as needed. However, MKN anticipates the following services would be provided:

• Develop a request for proposals for the project with input from District staff

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- Advertise RFP, meet with potential proposers, and review and respond to requests for information and issue addenda as needed
- Review proposals from consultants and collect input from District's review
- Coordinate and assist with interviews, if needed; provide recommendation for top-ranked proposer to District
- Prepare staff report and present to Board of Directors, requesting authorization to negotiate final scope of work and execute contract
- Review and negotiate final scope of work and fee with top-ranked proposer
- Develop draft contract for consultant and circulate for execution
- · Schedule kickoff meeting with consultant
- Serve as the District's project manager for the Project. This would include schedule and budget oversight, assisting with the consultant's data requests and site visits, attending progress meetings, reviewing invoices, providing input and collecting input from District staff where needed, etc.
- Review draft reports and provide comments to consultant, coordinate for review/comments from District staff
- Assist with scheduling presentation of draft report to Board of Directors (by consultant) and prepare staff report

Due to the current uncertainty in the length and extent of the project, the level of effort for project management is difficult to estimate. For this reason, MKN recommends an allowance of 40 hours for as-needed items.

#### Fee Estimate

MKN proposes to complete this work on a time and materials basis with a budget not to exceed \$46,772, based on the attached fee table and the 2025 MKN Rate Schedule included as Exhibit A.

Thank you for reaching out to us to assist with this effort. Should you have any questions regarding the proposal or wish to discuss any of the information presented herein, please do not hesitate to contact me at your convenience.

Sincerely,

Eileen Shields, PE Principal Engineer



Enclosures: Estimated Fee, MKN 2025 Rate Schedule



# SSLOCSD Project Management Services for WWTP Condition Assessment



Hourly Rates	88 Project Director	O Assistant Engineer II	Ed Administrative Assistant	Total Hours (MKN)	Labor (MKN)	Total Fee
Task Group 1: Project Management for WWTP Condition Assessment  Task 1.1 Develop RFP	16	8	2	26	\$ 6,130	\$ 6,130
Task 1.2 Advertise RFP, outreach, and response to RFIs	12	4		16	\$ 4,108	\$ 4,108
Task 1.3 Review proposals (assume 3)	6	6		12	\$ 2,694	\$ 2,694
Task 1.4 Interviews, if needed (assume 2)	8	8		16	\$ 3,592	\$ 3,592
Task 1.5 Staff report for presentations to District Board (2)	8	4	4	16	\$ 3,404	\$ 3,404
Task 1.6 Negotiate scope and fee & prepare contract	4		1	5	\$ 1,269	\$ 1,269
Task 1.7 Project Management (5 hrs/mo for 9 months)	36		9	45	\$ 11,421	\$ 11,421
Task 1.8 Review draft deliverables & provide input (assume 3)	12	12	6	30	\$ 6,066	\$ 6,066
Task 1.9 As-needed	16	16	8	40	\$ 8,088	\$ 8,088
Subtotal TOTAL BUDGET	118 118	58 58	30 30	206 206	<b>\$</b> 46,772 <b>\$</b> 46,772	\$ 46,772 46,772



### **2025 FEE SCHEDULE**

CATEGORY	POSITION	HOURLY RATE
Communications	Administrative Assistant	\$113
and	Strategic Communications Coordinator	\$121
Administrative	Strategic Communications Specialist	\$147
Designance	CAD Technician I	\$137
Designers and Technicians	CAD Design Technician II	\$158
recilificians	Senior Designer	\$176
	Assistant Planner I	\$140
	Assistant Planner II	\$160
Planning	GIS Specialist	\$173
Fidilillig	Planner I	\$189
	Planner II	\$205
	Senior Planner	\$215
	Engineering Technician	\$103
	Assistant Engineer I	\$140
	Assistant Engineer II	\$160
	Project Engineer I	\$189
Engineers	Project Engineer II	\$205
	Senior Engineer I	\$221
	Senior Engineer II	\$231
	Senior Engineer III	\$247
	Principal Engineer	\$257
	Project Manager	\$231
Project	Senior Project Manager	\$267
Management	Project Director	\$289
	Senior Project Director	\$308
	Scheduler	\$179
0	*** Construction Inspector	\$200
Construction	Assistant Resident Engineer	\$200
Management Services	Resident Engineer	\$212
JCI VICCS	Construction Manager	\$231
	Principal Construction Manager	\$272

The foregoing Billing Rate Schedule is effective through December 31, 2025 and will be adjusted each year after at a rate of 2 to 5%.

#### **DIRECT PROJECT EXPENSES**

Outside ReproductionCost + 10%Subcontracted or Subconsultant ServicesCost + 10%Travel & Subsistence (other than mileage)Cost

Auto Mileage Current IRS Rate

\*\*\* 40 hrs per week assumed; part-time rates can be provided upon request Rates also subject to prevailing wage mandatory increases during a calendar year

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# 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

**Staff Report** 

**To:** Board of Directors

From: Jeremy Ghent, District Administrator; Mychal Jones, Plant Superintendent

Date: October 1, 2025

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:**

Project Update Provided

#### **Cogeneration Project:**

No update

#### Misc:

- District is collaborating with Army Corps of Engineers in seismic liquefaction research.
- District Administrator reviewed reports and participated int the August 27<sup>th</sup> OCSD CIP Committee Meeting
- Auditors begin audit of District 2025 financials on November 3<sup>rd</sup>
- District has begun financial reporting as required by the MSRB (Municipal Securities Rulemaking Board)
- USDA Performed Final Site Walk on September 10<sup>th</sup>
- District staff met with the City of Grover Beach on 9/15 to review development plans on Front and 2<sup>nd</sup> Streets.

#### **Plant Tours:**

None

#### **Upcoming Meetings:**

11/5/2025 Status of Cogen Feasibility (Tentative)

#### **Plant Operations Report**

There were no violations of the District's National Pollutant Discharge Elimination System (NPDES) Permit during the August and September 2025 reporting period. All regulatory required analyses were within Permit limitations.

**August 2025 Plant Data** 

August 2025	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 Ibs/day
Low	2.06	3.1	320	8.6		370	5.6		<1	56
High	2.44	3.8	580	18.0		460	10.0		41	169
Aug 2025 AVG	2.25	3.4	427	11.6	97.3	411	7.5	98.2	3.6	109
Aug 2024 AVG	2.26	3.4	470	24.5	94.8	534	21.5	96.0	15.8	355
Limit	5.0			40/60/90	>80		40/60/90	>80	2000	

September 2025 Plant Data

September 2025	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 Ibs/day
Low	2.11	3.0	270	8.6		220	10.0		<1	93
High	2.44	3.9	410	13.0		420	10.0		9.6	563
Sept 2025 AVG	2.23	3.4	347	10.3	97.0	340	10	97.1	1.7	205
Sept 2024 AVG	2.25	3.3	452	32.1	92.9	506	24	95.3	5.7	462
Limit	5.0			40/60/90	>80		40/60/90	>80	2000	

#### **Operation and Maintenance Tasks**

- Repaired sludge bed broken water line. Formed and poured concrete.
- Landscaped plant grounds
- Formed and poured concrete patch in discharge sludge bed
- Repaired brakes on plant cart
- Began updating District Injury Illness and Prevention Program with Du-All safety
- Serviced centrifuge auger and drive motors
- Shutdown and bypassed Grit King in preparation for classifier repair
- Temporarily relocated Ferric Chloride injection to headworks
- Dismantled Grit King classifier and installed new liner, auger, gear box, and drive motor
- Ventura Welding fabricated and welded exterior and interior lining on Grit King classifier
- Trimmed trees at front entry of facility
- Drained and rinsed all serpentine channels of Chlorine Contact Tank (CCT)
- Installed new exhaust fan on Motor Control Center (MCC)

- Performed confined space entry into Secondary Clarifier No. 1 sump to install new float controls and sump pump discharge plumbing
- Filanc and Taft Electric were on site to troubleshoot variable frequency drive faults that occurred during emergency generator load test
- Adjusted Fixed Film Reactor (FFR) orifices to slow down distributor drive speed and promote hydraulic flushing operation
- Troubleshot laboratory cart battery failure
- Inspected and marked Underground Service Alerts
- Troubleshot reclaim water Amiad filtration system
- Installed replacement pump on ISCO composite sampler
- Removed and sent backup chlorine pump to manufacturer for warranty inspection and repair
- Performed sludge bed maintenance
- Inspected District manholes in preparation for wet weather
- Installed level monitoring floats at Norswing manhole
- Troubleshot and cleared FFR sump pump blockage
- Reinstalled backup chlorine pump at CCT
- Hach service tech performed annual maintenance on ORP and TSS probes and controllers

#### **Work Orders Completed**

- Inspected FFR orifice condition
- Performed preventative maintenance on disinfection probes
- Performed preventative maintenance on exhaust fans on plant buildings
- Performed preventative maintenance on plant carts
- Test ran emergency bypass pump and emergency generators
- Performed preventative maintenance on aeration blower No. 3
- Performed algae control on all clarifiers
- Performed annual load test on both emergency generators
- Performed annual wet weather preparation
- Changed oil in FFR distributor drive
- Performed preventative maintenance on Mr. Jackman
- Performed an FFR hydraulic flush
- Inspected digester vacuum/pressure relief valves
- Performed preventative maintenance on 6-inch trash pump
- Performed preventative maintenance on air compressor
- Replaced heating and air conditioning filter
- Performed preventative maintenance on Water Champ chemical induction mixer
- Performed preventative maintenance on front loader

#### **Training**

No trainings this reporting period.

#### **Call Outs**

 August 6<sup>th</sup> at 10:46pm – MCC automatic transfer switch fault. Operations staff responded and verified plant operational. Fault may have been due to a surge or power glitch.

- August 10<sup>th</sup> at 9:02pm TWAS Hopper High Level. Operations staff switched to standby Rotary Drum Thickener (RDT).
- August 19<sup>th</sup> at 12:22am Headworks Fault. Operations staff responded and inspected bar screens for proper operation.
- September 21<sup>st</sup> at 10:34pm TWAS Hopper High Level. Operations staff switched inspected and cleaned level sensors. Placed back into normal operation.

#### 2025 Exceedances

• **February 2025** – Average Monthly Maximum Effluent Limit for Biochemical Oxygen Demand. This non-serious violation **EXPIRED** August 27, 2025.

#### Staff



Senior Operator Chris Rigoni preparing to install a concrete patch.



Operators Everardo Vargas and Justin Musick removing the Grit King classifier interior lining.



Operators Christopher Rigoni and Justin Musick removing old plumbing at the Secondary Clarifier No. 1 sump.



Senior Operator Christopher Rigoni performing installation of new float level system at a District manhole.



Operations Supervisor Mike Arias and Operators Justin Musick and Everardo Vargas installing the new Grit King classifier auger.



Operator Justin Musick showing off his sweet mustache as he exits the confined space.