

AGENDA

BOARD OF DIRECTORS ORANGE COUNTY SANITATION DISTRICT

DISTRICT'S ADMINISTRATIVE OFFICES
10844 ELLIS AVENUE
FOUNTAIN VALLEY, CA 92708
www.ocsd.com

REGULAR MEETING

September 26, 2001 – 7:00 p.m.

In accordance with the requirements of California Government Code Section 54954.2, this agenda has been posted in the main lobby of the District's Administrative Offices not less than 72 hours prior to the meeting date and time above. All written materials relating to each agenda item are available for public inspection in the office of the Board Secretary.

In the event any matter not listed on this agenda is proposed to be submitted to the Board for discussion and/or action, it will be done in compliance with Section 54954.2(b) as an emergency item, or that there is a need to take immediate action which need came to the attention of the District subsequent to the posting of the agenda, or as set forth on a supplemental agenda posted not less than 72 hours prior to the meeting date.

All current agendas and meeting minutes are also available via Orange County Sanitation District's Internet site located at www.ocsd.com. Upon entering the District's web site, please navigate to the Board of Directors section.

1. Invocation and Pledge of Allegiance
2. Roll Call
3. Consideration of motion to receive and file minute excerpts of member agencies relating to appointment of Directors, if any.
4. Appointment of Chair pro tem, if necessary
5. Public Comments: All persons wishing to address the Board on specific agenda items or matters of general interest should do so at this time. As determined by the Chair, speakers may be deferred until the specific item is taken for discussion and remarks may be limited to three minutes.

Matters of interest addressed by a member of the public and not listed on this agenda cannot have action taken by the Board of Directors except as authorized by Section 54954.2(b).

6. The Chair, General Manager and General Counsel present verbal reports on miscellaneous matters of general interest to the Directors. These reports are for information only and require no action by the Directors.
 - a. Report of Chair; consideration of resolutions or commendations, presentations and awards
 - b. Report of General Manager
 - c. Report of General Counsel

7. If no corrections or amendments are made, the minutes for the regular meeting held on August 22, 2001 will be deemed approved as mailed and be so ordered by the Chair.
8. Ratifying [payment of claims](#) of the District, by roll call vote, as follows:

<u>ALL DISTRICTS</u>	<u>08/15/01</u>	<u>08/31/01</u>
Totals	\$7,461,799.16	\$4,344,273.30

CONSENT CALENDAR

All matters placed on the Consent Calendar are considered as not requiring discussion or further explanation and unless any particular item is requested to be removed from the Consent Calendar by a Director, staff member or member of the public in attendance, there will be no separate discussion of these items. All items on the Consent Calendar will be enacted by one action approving all motions, and casting a unanimous ballot for resolutions included on the consent calendar. All items removed from the Consent Calendar shall be considered in the regular order of business.

Members of the public who wish to remove an item from the Consent Calendar shall, upon recognition by the Chair, state their name, address and designate by number the item to be removed from the Consent Calendar.

The Chair will determine if any items are to be deleted from the Consent Calendar.

9. Consideration of motion to approve all agenda items appearing on the Consent Calendar not specifically removed from same, as follows:
 - a. Receive and file Summons and Complaint for Petition for Writ of Mandate re Crow Winthrop Development Limited Partnership v. Orange County Sanitation District, et al., Orange County Superior Court Case [No. 01CC11349](#), and authorize General Counsel to appear and defend the interests of the District.
 - b. Approve Amendment No. 4 to the Lease Agreement with Seaside Financial Corporation ([Specification No. L-009-1](#)) for a month-to-month lease of the southern 4-acre portion of the 18-acre property located at the northeast corner of Ward Street and Garfield Avenue in the City of Fountain Valley, for a maximum of 90 days ending on November 30, 2001 at a monthly fee of \$1,927.08.

END OF CONSENT CALENDAR

10. Consideration of items deleted from Consent Calendar, if any.

NON-CONSENT CALENDAR

11.
 - a. Verbal report by Chair of Steering Committee re September 26, 2001 meeting.
 - b. DRAFT STEERING COMMITTEE MINUTES – NO ACTION REQUIRED (Information only): The Chair will order the draft Steering Committee Minutes for the meeting held on August 22, 2001 to be filed.

- c. Verbal report by Chair of Urban Runoff Ad Hoc Committee re August 29, 2001 meeting.
 - d. DRAFT URBAN RUNOFF AD HOC COMMITTEE MINUTES – NO ACTION REQUIRED (Information only): The Chair will order the draft Urban Runoff Ad Hoc Committee Minutes for the meeting held on August 29, 2001 to be filed.
- 12.
- a. Verbal report by Chair of Operations, Maintenance and Technical Services Committee re September 5, 2001 meeting.
 - b. DRAFT OPERATIONS, MAINTENANCE AND TECHNICAL SERVICES COMMITTEE MINUTES – NO ACTION REQUIRED (Information only): The Chair will order the draft Operations, Maintenance and Technical Services Committee Minutes for the meeting held on September 5, 2001 to be filed.
 - c. (1) Approve an increase to the contract with Kemiron Pacific, Inc. for Purchase of Ferric Chloride, [Specification No. C-147](#), providing for an increase of \$300,000, for a total amount not to exceed \$2,700,379 for the period ending November 30, 2001; and, (2) renew the contract for one additional year ending November 30, 2002, providing for a unit rate increase per dry ton for a total unit price of \$321.43, including sales tax and delivery, for an estimated annual amount not to exceed \$2,535,000, and approve subsequent renewals provided the unit cost remains unchanged.
 - d. Approve additional District funding for [Cooperative Projects for FY01-02](#) related to inflow and infiltration reduction totaling \$826,018, as recommended by the Guidance Review Committee, increasing the total FY01-02 amount from \$1,729,195 to a total amount of \$2,555,213.
 - e. Authorize the General Manager to utilize Riverside County's competitively bid multi-agency contract and execute an agreement with [ASAP Software, Inc.](#), for licensing Microsoft personal computer software, for a three-year period effective October 1, 2001 through September 30, 2004, for a total amount not to exceed \$482,789.
- 13.
- a. Verbal report by Chair of Planning, Design and Construction Committee re September 6, 2001 meeting.
 - b. DRAFT PLANNING, DESIGN AND CONSTRUCTION COMMITTEE MINUTES – NO ACTION REQUIRED (Information only): The Chair will order the draft Planning, Design and Construction Committee Minutes for the meeting held on September 6, 2001 to be filed.
 - c. (1) Ratify Change Order No. 3 to [Grit Removal System](#), Job No. J-52, with Norman A. Olsson Construction Company, authorizing an addition of \$9,387 and 219 calendar days, increasing the contract amount to \$820,934; and (2) Accept Grit Removal System, Job No. J-52, as complete, authorizing execution of the Notice of Completion and approving the Final Closeout Agreement.
 - d. Approve Addendum No. 9 to the Professional Services Agreement with Parsons Engineering Science, Inc., for Plant Reinvention/Automation Project, [Job](#)

[No. J-42](#), providing additional engineering services for benefit/cost evaluation, computer systems training, tagging services and calibration database, for an additional amount of \$1,625,874, increasing the total amount not to exceed \$9,362,598.

- e. Approve Addendum No. 2 to the Professional Services Agreement with Cathcart Garcia von Langen Engineers, for Plant Utilities Rehabilitation and Refurbishment, [Job No. P2-82](#), providing additional design services, for an additional amount of \$221,785, increasing the total amount not to exceed \$554,497.
 - f. Authorize the General Manager, or his designee, to award a sole source purchase order for 28 Sentinel Scrubber Gas Monitors from Vapex, Incorporated for an amount not to exceed \$620,575, for materials, taxes and freight, in connection with Scrubber Monitor and Control Project, [Job No. J-71-7](#).
 - g. 1) Approve a budget transfer of the total remaining project budget of \$2,802,000 from [Job No. J-31-4 to Job No. P1-40-1/Job No. P2-47-1](#); (2) Close Job No. J-31-4; (3) Approve Addendum No. 7 to the Professional Services Agreement with Lee & Ro for design and construction support services required for Modifications to Electrical and Control Systems, and Process Evaluations at Plant No. 1, Job No. P1-40-1; Modifications to Electrical and Control Systems, and Process Evaluations at Plant No. 2, Job No. P2-47-1, providing for additional engineering services in the amount of \$574,270, for a total amount not to exceed \$2,281,748; and (4) Approve a budget increase for Job No. P1-40-1/Job No. P2-47-1 of \$1,500,000 from the District's Capital Improvement Program Reserves for a total budget of \$6,917,000.
- 14.
- a. Verbal report by Chair of Finance, Administration and Human Resources Committee re the September 19, 2001 meeting.
 - b. DRAFT FINANCE, ADMINISTRATION AND HUMAN RESOURCES COMMITTEE MINUTES – NO ACTION REQUIRED (Information only): The Chair will order the draft Finance, Administration and Human Resources Committee Minutes for the meeting held on September 19, 2001 to be filed. (*Minutes to be distributed at 09/26/01 Board Meeting.*)
 - c. Receive and file [Treasurer's Report](#) for the month of August 2001.
 - d. Approve a [Debt Policy](#) relating to short- and long-term borrowing by the District.
- 15.
- a. Verbal report by Vice Chair of Joint Groundwater Replenishment System Cooperative Committee re September 24, 2001 meeting.
 - b. DRAFT JOINT GROUNDWATER REPLENISHMENT SYSTEM COOPERATIVE COMMITTEE MINUTES – NO ACTION REQUIRED (Information only): The Chair will order the draft Joint Groundwater Replenishment System Cooperative Committee Minutes for the meetings held on August 13, 2001 and August 27, 2001, to be filed.
 - c. Approve an agreement between Orange County Water District and [NCG Porter](#)

[Novelli](#) for the next phase of the Groundwater Replenishment System public information and education program for a two year period, with two one-year extensions at an amount not to exceed \$900,000 per year. OCWD and OCSD have equal costs in the amount of \$450,000 per year.

- d. Authorize the Orange County Water District (OCWD) to solicit bids for temporary office facilities in connection with the Groundwater Replenishment System, [Job No. J-36](#); (2) Authorize OCWD to award a contract to the low bidder in an amount not to exceed \$800,000 and approve change orders in an aggregate amount not to exceed 10% of the original contract amount with OCSD and OCWD paying equal shares of \$400,000; and (3) Authorize OCWD to issue necessary Purchase Orders in accordance with OCWD Purchasing Policy to provide desks, chairs, file cabinets, shelves, computers, and other furnishings and equipment for the temporary office facilities, for a total of all purchase orders not to exceed \$300,000, with OCSD and OCWD paying equal shares of \$150,000.
 - e. Authorize the Orange County Water District (OCWD) to execute rights-of-way acquisition and relocation agreements and other necessary documents in connection with the Groundwater Replenishment System, [Job No. J-36](#), in a form approved by OCWD's General Counsel in the aggregate amount of \$1,000,000, upon approval of each expenditure by the Joint Cooperative Committee, with OCSD and OCWD paying equal shares of \$500,000.
16. (1) Approve plans and specifications for Orange-Western Subtrunk Relief Sewer, [Contract No. 3-25](#), on file at the offices of the Board Secretary; (2) Approve Addendum No. 1 to the plans and specifications for Contract No. 3-25; (3) Receive and file bid tabulation and recommendation; (4) Reject all bids; and (5) Authorize the General Manager to establish the date for receipt of bids for Orange-Western Subtrunk Relief Sewer, Contract No. 3-25 (Rebid).
 17. Ratify use of General Manager's emergency purchasing authority, [Resolution No. OCSD 99-23](#), for purchase orders issued in connection with the Huntington Beach Onshore Investigation, Phase 3, for a total amount not to exceed \$318,375.
 18. Recess by Board of Directors, Orange County Sanitation District
 19. Call to Order, Board of Directors, Orange County Sanitation District Financing Corporation.
 - a. Roll Call
 - b. If no corrections or amendments are made, the Minutes for the meeting held on August 23, 2000, will be deemed approved, and be so ordered by the Chair.
 - c. Report of the Director of Finance
 20. Adjourn, Board of Directors, Orange County Sanitation District Financing Corporation.
 21. Reconvene, Board of Directors, Orange County Sanitation District.

22.

CLOSED SESSION: During the course of conducting the business set forth on this agenda as a regular meeting of the Board, the Chair may convene the Board in closed session to consider matters of pending real estate negotiations, pending or potential litigation, or personnel matters, pursuant to Government Code Sections 54956.8, 54956.9, 54957 or 54957.6, as noted.

Reports relating to (a) purchase and sale of real property; (b) matters of pending or potential litigation; (c) employment actions or negotiations with employee representatives; or which are exempt from public disclosure under the California Public Records Act, may be reviewed by the Board during a permitted closed session and are not available for public inspection. At such time as the Board takes final action on any of these subjects, the minutes will reflect all required disclosures of information.

- a. Convene in closed session, if necessary
 - b. Reconvene in regular session
 - c. Consideration of action, if any, on matters considered in closed session
23. Matters which a Director may wish to place on a future agenda for action and staff report
24. Other business and communications or supplemental agenda items, if any
25. Adjournment

NOTICE TO DIRECTORS: To place items on the agenda for the Regular Meeting of the Board of Directors shall submit items to the Board Secretary no later than the close of business 14 days preceding the Board meeting. The Board Secretary shall include on the agenda all items submitted by Directors, the General Manager and General Counsel and all formal communications.

Board Secretary: Penny Kyle (714) 593-7130 or
(714) 962-2411, ext. 7130

BOARD OF DIRECTORS

AGENDA REPORT

Meeting Date	To Bd. of Dir. 09/26/01
Item Number	Item Number 8

Orange County Sanitation District

FROM: Gary Streed, Director of Finance
Originator: Lenora Crane, Executive Assistant

SUBJECT: PAYMENT OF CLAIMS OF THE ORANGE COUNTY SANITATION DISTRICT

GENERAL MANAGER'S RECOMMENDATION

Ratify Payment of Claims of the District by Roll Call Vote.

SUMMARY

See attached listing.

PROJECT/CONTRACT COST SUMMARY

N/A

BUDGET IMPACT

- This item has been budgeted. (Line item: N/A)
- This item has been budgeted, but there are insufficient funds.
- This item has not been budgeted.
- Not applicable (information item)

ADDITIONAL INFORMATION

None.

ALTERNATIVES

N/A

CEQA FINDINGS

N/A

ATTACHMENTS

1. Copies of Claims Paid reports from 08/01/01 - 08/15/01 and 08/16/01 - 08/31/01

BOARD OF DIRECTORS

AGENDA REPORT

Meeting Date	To Bd. of Dir. 9/26/01
Item Number	Item Number 9(a)

Orange County Sanitation District

FROM: Gary Streed, Director of Finance
Originator: Mike White, Risk Manager

SUBJECT: SUMMONS & COMPLAINT RE CROW WINTHROP DEVELOPMENT LIMITED PARTNERSHIP, A MARYLAND LIMITED PARTNERSHIP V. ORANGE COUNTY SANITATION DISTRICT.

GENERAL MANAGER'S RECOMMENDATION

Receive and file Summons and Complaint, Crow Winthrop Development Limited Partnership, a Maryland limited partnership v. Orange County Sanitation District, a California public entity, Orange County Superior Court Case No. 01CC11349, and authorize General Counsel, to appear and defend the interests of OCSD.

SUMMARY

BUDGET IMPACT

- This item has been budgeted.
- This item has been budgeted, but there are insufficient funds.
- This item has not been budgeted.
- Not applicable (information item)

ADDITIONAL INFORMATION

ALTERNATIVES

CEQA FINDINGS

ATTACHMENTS

BOARD OF DIRECTORS

AGENDA REPORT

Meeting Date NA	To Bd. of Dir. 9/26/01
Item Number	Item Number 9(b)

Orange County Sanitation District

FROM: Bob Ooten, Director of Operations and Maintenance
Originator: Barbara Collins, Senior O&M Analyst

SUBJECT: SEASIDE FINANCIAL LEASE AGREEMENT AT PLANT NO. 1

GENERAL MANAGER'S RECOMMENDATION

Approve Amendment No. 4 to the Lease Agreement with Seaside Financial Corporation (Specification No. L-009-1) for a month-to-month lease of the southern 4-acre portion of the 18-acre property located at the northeast corner of Ward Street and Garfield Avenue in the City of Fountain Valley, for a maximum of 90 days ending on November 30, 2001 at a monthly fee of \$1,927.08.

SUMMARY

- The District had a lease with Seaside Financial for 18 acres of land at the corner of Garfield and Ward in Fountain Valley.
- Seaside Financial used this land for a Self-Storage facility and recreational vehicle storage.
- The lease expired on August 31, 2001.
- Seaside must vacate the northern portion of the property because of district land requirements for the Groundwater Replenishment System (GWRS) and the Primary Facility Project P1-37.
- Seaside is requesting a month to month extension of the southern 25% of the property in order to meet the requirements of the lease that ensure the property be returned to the District "free of weeds, debris and improvements and in substantially the same condition as it received them."
- The responsibilities include, but are not limited to "the removal of any structures, trash, underground utilities and any contaminated soils."
- Staff recommends the extension of the lease on a monthly basis for a maximum ninety-day period.

PROJECT/CONTRACT COST SUMMARY

The monthly fee will be \$1,927.08; the maximum 90-day lease period ends on November 30, 2001.

BUDGET IMPACT

- This item has been budgeted. (Line item:)
- This item has been budgeted, but there are insufficient funds.
- This item has not been budgeted.
- Not applicable (Revenue)

ADDITIONAL INFORMATION

None

ALTERNATIVES

Negotiate another one-year lease for the southern portion of the property.

CEQA FINDINGS

None Required

ATTACHMENTS

None

OMTS COMMITTEE

AGENDA REPORT

Meeting Date 9/5/01	To Jt. Bds. 9/26/01
Item Number OMTS01-37	Item Number 12(c)

Orange County Sanitation District

FROM: Robert J. Ooten, Director of Operations and Maintenance
Originator: Barbara Collins, Senior Analyst

SUBJECT: FERRIC CHLORIDE SPECIFICATION NO. C-147

GENERAL MANAGER'S RECOMMENDATION

1. Approve an increase to the contract with Kemiron Pacific, Inc. for Purchase of Ferric Chloride, Specification No. C-147, providing for an increase of \$300,000, for a total amount not to exceed \$2,700,379, for the period ending November 30, 2001.
2. Renew the contract with Kemiron Pacific, Inc for one additional year ending November 30, 2002, providing for a unit rate increase of \$5.00 per dry ton for a total unit price of \$321.43, including sales tax and delivery, for an estimated annual amount not to exceed \$2,535,000.00, and approve subsequent renewals provided the unit cost remains unchanged.

SUMMARY

1. Increase in Current Contract
 - Ferric chloride is used in the wastewater treatment facilities as a coagulant to enhance settling in the primary processes and for sulfide control in the digester gas.
 - Based on past trends, the treatment plant typically uses between 7,600 to 8,000 dry tons of ferric chloride.
 - The current chemical contract is based on 7,600 dry tons.
 - This year, the treatment plants will use an estimated 8,500 dry tons per year.
 - Staff is requesting an increase to the current Ferric Chloride contract that ends November 30, 2001, from 7,600 to 8,500 dry tons.
 - This increase in chemical demand is due to:
 - a) Storm water diversion causing increased ferric chloride consumption in the digesters;
 - b) the de-watering activities associated with the new Biosolids Loading Facility at Plant No. 2;
 - c) any upset in the secondary facility at Plant No. 2 requiring increased performance in the primary basins; and
 - d) daily operational dosing increases required to achieve water quality requirements.
 - The current contract with Kemiron, in the amount of \$2,400,369 must be increased by \$300,000 in order to cover increased chemical demand in the treatment plants.
 - Staff is requesting approval for this increase.
2. Contract Extension
 - Kemiron Pacific, Inc. is the only vendor capable of supplying the chemical in the quantity of chemical required for advanced primary treatment at the District.
 - Purchasing staff has researched vendors throughout the United States and Canada to

seek competitive bids. We could not find any other vendors at this time.

- Kemiron has requested a \$5.00 unit cost increase for the next contract period beginning December 1, 2001, and ending November 30, 2002.
- Based on the projected ferric chloride usage of 7,900 tons during the upcoming contract period and the \$5.00 per ton unit price increase, requires that the contract extension amount for the period beginning December 1, 2001, be \$2,535,000.

PROJECT/CONTRACT COST SUMMARY

1. Increase in Current Contract

- The budgeted chemical usage for the contract period was estimated to be 7,600 dry tons at a cost of \$317 per dry ton, including tax and delivery.
- An increase in usage to 8,500 dry tons is required for the contract period. The associated increase in expenses for the contract period is estimated to at \$300,000.
- Ferric chloride has been budgeted, but the line item is insufficient to cover this added cost.
- However, the operating budget, in whole, is sufficient to cover the additional cost.

2. Contract Extension

- The estimated expense is \$2,535,000.00.
- The ferric chloride budget for FY 2002 is \$2,535,000

BUDGET IMPACT

- This item has been budgeted. (Line item: 59 & 61) (Subject 2.)
- This item has been budgeted, but there are insufficient funds. (Subject 1.)
- This item has not been budgeted.
- Not applicable (information item)

ADDITIONAL INFORMATION

NA

ALTERNATIVES

At this time, advanced primary treatment, using ferric chloride and cationic polymer, is the District technology for optimum settling in the primary facilities.

District staff continues to research new chemicals for this purpose (use).

CEQA FINDINGS

NA

ATTACHMENTS

NA

OMTS COMMITTEE

AGENDA REPORT

Meeting Date 09/05/01	To Bd. of Dir. 09/26/01
Item Number OMTS01-38	Item Number 12(d)

Orange County Sanitation District

FROM: David Ludwin, Director of Engineering
Originator: Jim Herberg, Engineering Manager

SUBJECT: COOPERATIVE PROJECTS PROGRAM, JOB NO. J-73

GENERAL MANAGER'S RECOMMENDATION

Approve additional Orange County Sanitation District funding for Cooperative Projects for FY2001/02 related to inflow and infiltration reduction totaling \$826,018 as recommended by the Guidance Review Committee, increasing the total FY2001/02 amount from \$1,729,195, to a total amount of \$2,555,213.

SUMMARY

- In April 2001, 25 proposals were received from cities and sanitary districts for Orange County Sanitation District (OCSD) funding of Cooperative Projects, with requests totaling \$3,748,713. On June 27, 2001, the Board approved 14 projects of the 25 for a total of \$1,729,195.
- As part of the initial review process, five projects required additional information in order to determine their conformance with Program requirements. This information was submitted to OCSD staff for review and analysis. The Guidance Review Committee (GRC) reviewed the OCSD staff analysis, and now recommends funding for these five projects, which total \$826,018.
- The GRC evaluated the five projects based on potential benefits to OCSD, including: (1) Savings to OCSD due to reduced infiltration flow; (2) Reduction in peak flow (inflow); (3) Environmental benefits; and (4) Development of information to aid OCSD in evaluating future Cooperative Projects applications.

PROJECT/CONTRACT COST SUMMARY

See the attached Budget Information Table and Program Approved and Proposed Budget Summary Table.

Fifty-one projects totaling approximately \$8.0 Million have been approved for funding through June of 2001. At this time, authorization for expenditure of \$826,018 is being requested for the 5 projects recommended for funding by the GRW. If approved, the total approved funding would increase to \$8,845,287 as shown in the attached Budget Information Table.

BUDGET IMPACT

- This item has been budgeted. (Line item: Section 8 – Page 230)
- This item has been budgeted, but there are insufficient funds.
- This item has not been budgeted.
- Not applicable (information item)

The overall budget total remains unchanged.

ADDITIONAL INFORMATION

The Cooperative Projects Program (Program) was established in 1998 to realize the Orange County Sanitation District's (OCSD) Strategic Plan goal for inflow and infiltration (I&I) reduction. The Program is generally focused on reducing peak flows experienced at OCSD's treatment plants. The I&I element in the Strategic Plan has a goal to reduce wet weather peaks experienced at OCSD's two wastewater treatment facilities by 20% over the next 20 years.

Each year, local agencies have an opportunity to apply for Program funds. Funding includes grants and low interest loans for up to 50% of the total project cost for projects that help reduce flows into OCSD's system. Currently, the Guidance Review Committee (GRC) oversees the implementation of the Program. The GRC is comprised of the following members: OCSD Board of Directors Steve Anderson, Jim Ferryman, and Pat McGuigan; OCSD General Manager Blake Anderson, and Design Manager Jim Herberg; Seal Beach City Manager John Bahorski; Garden Grove City Manager George Tindall; and Midway City Sanitary District General Manager Ron Briles. Applications are first reviewed by the GRC, and projects with merit are forwarded to the Operations, Maintenance, and Technical Services (OMTS) Committee for funding consideration. Upon receiving a recommendation for approval by the OMTS, the applications are moved to OCSD's Board of Directors for approval.

At the May 13, 2001 meeting of the GRC, 25 applications for FY2001/02 were presented for review. The review process is summarized below:

- A total of 14 projects were approved at the June 2001 Board Meeting.
- Six projects were not approved for funding.
- Five sewer rehabilitation projects required additional information in order to determine their conformance with Program requirements.

The following agencies provided additional information: City of Buena Park, City of Garden Grove, Sunset Beach Sanitary District, Midway City Sanitary District, and City of Seal Beach.

It is important to note that the GRC recommends projects based on favorable cost/benefit analyses or over-riding considerations. The GRC recommendations relative to these projects are the following:

- Approve the City of Buena Park and Sunset Beach Sanitary District projects as originally submitted based on both favorable cost benefit analyses and over-riding considerations (i.e., environmental benefits). The Sunset Beach Sanitary District's project, in particular, will reduce the potential for beach closures as a result of contamination from an aging sewer system which is in close proximity to the beach.

- Approve the City of Seal Beach project as originally submitted based on over-riding considerations. The sewer system, built in the 1920s, is in poor structural condition, and is in close proximity to the beach. The proposed project will reduce the potential for beach closures as a result of contamination from an aging sewer system.
- Approve the manhole rehabilitation portion of the City of Garden Grove's project as originally submitted.
- Approve the sewer rehabilitation portion of the City of Garden Grove's project in two phases. The Committee recommends that the funds be approved for the total project now. Initially, Orange County Sanitation District (OCSD) staff would authorize funds to conduct flow monitoring to obtain information necessary to complete the cost benefit analysis for the proposed sewer rehabilitation project. If the project is determined to be beneficial, OCSD staff would then authorize the remaining funds for the sewer rehabilitation project.
- Defer approval of the Midway City Sanitary District (MCSD) project until MCSD resubmits information defining a specific sewer rehabilitation project. A two-phased funding approach is also recommended for this project.

The attached OCSD Cooperative Project Program FY2001/02 Application Summary Table lists the five projects discussed in this Agenda Report. Financial benefits are calculated for inflow and infiltration (I&I) reduction projects. Infiltration reduction project benefits are based on estimated rates of groundwater infiltration into the sewer multiplied by OCSD's estimated annual savings of \$0.11 per gallon per day per year. Inflow reduction project benefits are based on OCSD's estimated avoided capital construction costs at \$0.90 per gallon of peak flow capacity. The savings estimate and other factors listed in the table were taken into account by the Guidance Review Committee (GRC) in determining which projects would be eligible for OCSD funding. The project recommendations are noted in the attached Application Summary Table.

ALTERNATIVES

Reject some or all submitted applications. This alternative may not allow for the implementation of the I&I reducing measures identified in the Strategic Plan. Ultimately, rejecting all projects could hinder the long-term goal of reducing I&I by 20%, and cause additional treatment costs avoided in the Strategic Plan.

CEQA FINDINGS

The local agencies are responsible for compliance with CEQA as part of the Cooperative Projects Program.

ATTACHMENTS

1. Budget Information Table
2. OCSD Cooperative Projects Program Approved and Proposed Budget Summary Table
3. OCSD Cooperative Projects Program FY2001/02 Application Summary Table

OMTS COMMITTEE

AGENDA REPORT

Meeting Date 09/05/01	To Bd. of Dir. 09/26/01
Item Number OMTS01-39	Item Number 12(e)

Orange County Sanitation District

FROM: Patrick Miles, Director of Information Technology
Originator: Rich Castillon, Manager

SUBJECT: MICROSOFT ENTERPRISE LICENSING AGREEMENT WITH ASAP
SOFTWARE™ Inc.

GENERAL MANAGER'S RECOMMENDATION

Authorize the General Manager to utilize Riverside County's competitively bid multi-agency contract and execute an agreement with ASAP Software, Inc. for licensing Microsoft personal computer software, for a three year period effective October 1, 2001 through September 30, 2004, for a total amount not to exceed \$482,789.

SUMMARY

- In May of this year, Microsoft changed its licensing agreement and will no longer sell product upgrades or offer the advantage upgrade program. Product upgrades offered a substantial price break if one legally owned the prior version.
- Under their "new" program, Microsoft will only sell full versions of their software at the non-discounted price.
- Following the Microsoft announcement, the California Counties Information Services Director's Association (CCISDA) negotiated a more favorable vehicle under which Counties could keep their Microsoft licenses current by paying a flat annual fee.
- Based on the agreement with Microsoft, the CCISDA, using Riverside County as the lead agency, released a RFP seeking the most competitive pricing.
- ASAP Software, Inc. provided the lowest cost three-year commitment with a first year price of \$196.20 (plus tax) per computer per year. However, the contract is subject to higher prices should the statewide 100,000 computer sign-up not be met. Based on numbers already in, the worst case scenario pricing is \$217.14 (plus tax) per computer per year.
- The open enrollment period for the Riverside County bid agreement ends on September 30, 2001.
- OCSD currently uses multiple versions of Microsoft's operating systems and Office Suites. Most of these are legacy systems and will soon be obsolete and no longer supported by Microsoft.
- OCSD currently has 650 eligible desktop and notebook computers.
- Based on the approved staffing plan, it is anticipated that the District's total number of eligible computers will increase to 700 by September 2004.

- Given the above constraints, OCSD will be migrating to new Microsoft platforms within the next two years.
- In addition to the initial agreement cost, the ASAP contract includes an annual “True-Up” pricing matrix for computers purchased after the start of the contract (see OCSD Best / Worst Case Three-Year Cost Estimate attached).

PROJECT/CONTRACT COST SUMMARY

Best Case:

➤ TOTAL PROJECTED THREE-YEAR COST = **\$436,230**

Worst Case:

➤ TOTAL PROJECTED THREE-YEAR COST = **\$482,789**

BUDGET IMPACT

- This item has been budgeted. (Line item: 910.54030)
- This item has been budgeted, but there are insufficient funds.
- This item has not been budgeted.
- Not applicable (information item)

ALTERNATIVES

Upgrade the Operating System and the Office Suite after February 1, 2002 at a cost of \$593.00 per computer with no software maintenance contract or add a maintenance contract for a cost of \$1,139.00 per computer.

CEQA FINDINGS

None

ATTACHMENTS

- OCSD Best / Worst Case Three-Year Cost Estimate
- County of Riverside “Enterprise Agreement for Purchase of Microsoft Software (ASAP Software Express, Inc.)”
- ASAP (Microsoft) True-Up Pricing Matrix

PDC COMMITTEE
AGENDA REPORT

Meeting Date 09/06/01	To Bd. of Dir. 09/26/01
Item Number PDC01-55	Item Number 13(c)

Orange County Sanitation District

FROM: David Ludwin, Director of Engineering
Originator: Dean Fisher, Project Manager

SUBJECT: GRIT REMOVAL SYSTEM, JOB NO. J-52

GENERAL MANAGER'S RECOMMENDATION

(1) Ratify Change Order No. 3 to Grit Removal System, Job No. J-52, with Norman A. Olsson Construction Company, authorizing an addition of \$9,387 and 219 calendar days, increasing the contract amount to \$820,934; and (2) Accept Grit Removal System, Job No. J-52, as complete, authorizing execution of the Notice of Completion and approving the Final Closeout Agreement.

SUMMARY

Background

- Job No. J-52, Grit Removal System, includes work to install a new grit removal system complete with controls in the existing headworks facilities at Plant No. 1 and Plant No. 2.
- Cathcart Garcia von Langen prepared the plans and specifications and the Contract was awarded to Norman A. Olsson Construction Company on April 26, 2000.
- Change Order No. 3 includes 4 items of added work to Job No. J-52. There are no omissions or errors associated with this Change Order. There is a 219 day time extension associated with this Change Order. Liquidated damages on this Contract are \$100 per day and there are no bonus provisions.

Contract Schedule

Contract Start Date	April 26, 2000
Original Contract Completion Date	November 21, 2000
Total Number of Change Orders to Date	2
Current Contract Completion Date	December 18, 2000
Revised Completion Date	July 26, 2001
Days Subject To Liquidated Damages	0
Liquidated Damages Assessment	0

Change Order No. 3 Content

Item No.	Description	Amount	Days	Type
1	Plant 1 Grit Valve Anchors	\$6,236		Changed Conditions
2	Programming Modifications	\$805		Design Change
3	Epoxy Seal Trough Liner	\$1,092		Design Change

4	Hazardous Area Classification Contract Delay	\$0	219	Design Change
5	Clear Collector Obstructions	\$1,254		Other
	TOTAL – Change Order No. 3	\$8,133	219	

Item No. 4 is a time extension resulting from the work described in Change order No. 2, item 5, which changes the hazardous area classification for portions of this project. This change order item compensates the Contractor for the additional time required procuring materials, scheduling works crews, and performing the installation.

Job Completion

- The project is 100% complete and ready for closeout.

PROJECT/CONTRACT COST SUMMARY

Original Contract Price	\$ 715,900.00
Previously Authorized Changes	\$ 95,647.00
This Change (Add)	\$ 9,387.00
Change Orders to Date	\$ 105,034.00
Percentage Increase to Date	14.67%
Amended Contract Price	\$ 820,934.00

BUDGET IMPACT

- This item has been budgeted. (Line item: Section 8, CIP, J-52)
- This item has been budgeted, but there are insufficient funds.
- This item has not been budgeted.
- Not applicable (information item)

ADDITIONAL INFORMATION

None

ALTERNATIVES

None

CEQA FINDINGS

The Grit Removal System, Job No. J-52, was included in the Programmatic EIR for the 1989 Master Plan. The final EIR was approved on July 19, 1989 and the Notice of Determination was filed on July 20, 1989.

ATTACHMENTS

1. Budget Information Table
2. Change Order Status Report
3. Change Order

PDC COMMITTEE

AGENDA REPORT

Meeting Date 9/6/01	To Bd. of Dir. 9/26/01
Item Number PDC01-57	Item Number 13(d)

Orange County Sanitation District

FROM: David Ludwin, Director of Engineering
Originator: Jon Thomsic, Senior Engineer

SUBJECT: PLANT REINVENTION/AUTOMATION PROJECT, JOB NO. J-42

GENERAL MANAGER'S RECOMMENDATION

Approve Addendum No. 9 to the Professional Services Agreement with Parsons Engineering Science, Inc., for Plant Reinvention/Automation Project, Job. No. J-42, providing additional engineering services for benefit/cost evaluation, computer systems training, tagging services and calibration database, for an additional amount of \$1,625,874, increasing the total amount not to exceed \$9,362,598.

SUMMARY

Background:

Several project elements have been identified as necessary for implementation by Job No. J-42:

- Job No. J-42 must select only the cost-effective plant improvement ideas generated during reinvention workshops for implementation or construction. Of the 189 ideas generated in the digestion reinvention workshop, 167 have been resolved by other means. The 22 remaining digestion process area reinvention ideas need to be evaluated at this time using the Benefit/Cost evaluation procedure.
- Job No. J-42 created computer-based control system documentation that will soon be turned over to the Orange County Sanitation District (District) for ongoing design and construction support. The enhanced documentation will reduce the overall control system construction costs, and enhance safety, maintenance, and operations. Miscellaneous software and drafting support is required for the District to successfully transition the software from Parsons Engineering Science, Inc. (Parsons) to the District.
- Significant J-42 effort has been expended unifying and coordinating the plant equipment identification tagging systems to enhance safety and interoperability. The final task of converting the process control system internal identification tags to the current standards must be funded at this time.
- Additional physical tags are required to complete the physical tagging of all equipment, valves, and instruments for both treatment plants. This effort supports OSHA lockout, tag-out procedures and enhances ease of maintenance.
- Maintenance reinvention calls for a District-wide database to store instrument calibration information. A calibration database will reduce costs and increase reliability.

- The control system documentation includes a drawing called an Instrument Loop Diagram (ILD). Nearly 5,000 ILDs have been generated by J-42; an additional 280 drawings are needed to complete this effort.

This Addendum:

- Evaluates 22 reinvention ideas and selects the ideas meeting the Orange County Sanitation District (District) minimum benefit/cost requirements for construction. The good ideas will be built; the ideas with inadequate payback will be rejected. Evaluation and development cost is \$67,978.
- Provides computer system support for one year to ease the transition of the new computer-based control system documentation support from the Consultant to the District for \$409,784. Several transition problems such as database administration, transition of drawings created before the District standards were in place, additional reports, and help desk support will be resolved.
- Aligns the control system internal tag numbers and the physical tags that are placed on equipment with the District's standard tag for \$275,766. This alignment will reduce programming costs, increase personnel safety (through the OSHA-mandated equipment de-energization program), and allow the Computerized Maintenance Management System to more effectively control assets.
- Provides an additional 39,500 physical tags for \$603,165.
- Provides a home for instrument calibration history. This item will reduce maintenance costs by keeping an instrument history and allowing Staff to identify problem equipment. The cost to develop the calibration database is \$57,600.
- Funds the final 280 ILD drawings to complete the control system documentation for \$140,140.

PROJECT/CONTRACT COST SUMMARY

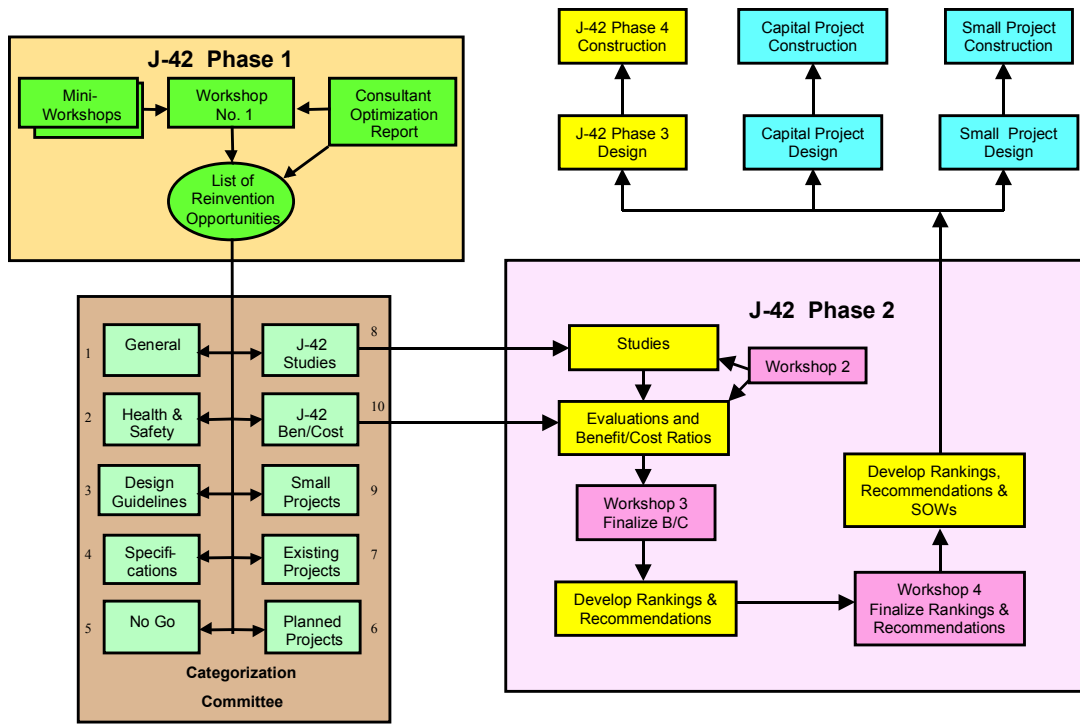
Authorization of an additional \$1,625,874 for the Consultant Professional Services Agreement (PSA) budget is being requested, increasing the total authorization to \$9,362,598.

BUDGET IMPACT

- This item has been budgeted. (Line item: C.4.d)
- This item has been budgeted, but there are insufficient funds.
- This item has not been budgeted.
- Not applicable (information item)

An increase in the Consultant PSA budget from \$7,736,724 to \$9,362,598 is being requested by transferring \$1,625,874 from the Contingency budget. No increase in the overall project budget is necessary. See the attached Budget Information Table for further information.

ADDITIONAL INFORMATION



1/26/01

J-42 Automation/Reinvention Project

Project Overview

The Plant Automation and Reinvention Project, Job No. J-42, was created to: (1) Develop documentation for the existing automation and controls systems; (2) Provide a workshop format for the reinvention of plant operation and automation; and (3) Develop and implement plant automation to an optimum level. Through this project, the operation and maintenance of the Orange County Sanitation District's (District) two treatment plants will be reinvented to:

- Provide Operations with data that is currently not available, which will allow optimal process control and operation.
- Provide Maintenance with information to better manage and maintain plant equipment and controls.
- Reduce operating costs through more efficient chemical usage and reduced staffing levels by application of automation and centralized monitoring and control.
- Provide for a more efficient and cost-effective design process due to the development of accurate and up-to-date information about existing plant conditions.
- Bring the District in compliance with OSHA regulatory requirements for lockout, tag-out documentation requirements.

he Plant Automation/Reinvention Project is divided into four phases:

- Phase 1 gathers reinvention/automation ideas. The plant control system is documented and reinvention ideas are compiled in this phase. Phase 1 is nearing completion; over 2,000 ideas for improvements have been generated and categorized in Phase 1.
- Phase 2 evaluates the ideas and selects the ideas that provide an acceptable benefit for the cost. The Benefit/Cost Process was defined earlier by Addendum No. 6; this Addendum No. 9 funds the Benefit/Cost Process for ideas related to the Digestion process.
- Phase 3 and 4 include the detailed design and construction of ideas that yield a payback of 5 to 7 years.

Phase 1 Documentation and Reinvention Workshops: The control systems are field-checked and documented in drawings called Process & Instrumentation Diagrams (P&IDs), Instrumentation Loop Diagrams (ILDs), Control Logic Diagrams (CLDs), and Instrumentation and Equipment Data Sheets. Then the Orange County Sanitation District (District) teams responsible for an area are brought together with outside experts in a series of workshops to generate as many improvement ideas for the area as possible. The workshop approach has been far more successful in creating ideas than was anticipated — over 2,000 reinvention ideas came out of Phase 1. Phase 1 is essentially complete.

Idea Categorization Process: All workshop ideas are then submitted to the District Categorization Committee for categorization. The Categorization Committee groups ideas in one of ten categories: (1) General ideas affecting a department policy or procedure are sent to the appropriate department for action; (2) Ideas involving health or safety matters are sent to the Safety Department; (3) and (4) Some ideas are not practical to implement on existing facilities but are valid for future projects; these are embedded in the District Design Guidelines or the District Master Specifications; (5) Ideas that are unclear, unlikely to have a 7-year payback, or are comments are categorized “NO - GO” and are returned to the originating group; (6) Ideas that affect an area with a planned project or; (7) Ideas that affect an area with an existing construction project are dropped into those projects to be evaluated as part of the project design process; Low-cost ideas that clearly meet the 7-year payback criteria are sent to the District Small Projects group for immediate implementation or (8) through the work order system for implementation by the District maintenance crews; and (9) Ideas where the payback is uncertain or (10) Ideas that need further study to clarify them are processed by the J-42 Benefit/Cost Process.

Benefit/Cost Process: The benefit/cost process enables the District to define and select the most cost-effective ideas that have a payback of 5 to 7 years or less. Ideas with an acceptable payback are developed by this process into Preliminary Engineering Assessment Reports (PEARs). The PEARs are roughly equivalent to the Preliminary Design Reports (PDR) required of all design projects and support the Phase 3 Design and Phase 4 Construction of the J-42 project. This Addendum No. 9 provides funding to Benefit/Cost the 22 digestion reinvention ideas for both Plant Nos. 1 and 2. The negotiated cost for the Benefit/Cost evaluation of the 22 Digestion reinvention ideas is \$67,978. A future Addendum will fund the Benefit/Cost Process for the solid stream ideas for both plants. An additional two months will be added to the schedule to accomplish the additional work.

Design and Construction: The PEAR provides enough detail for the District consultants to proceed with detailed design, and then construction via the normal District design and construction mechanisms. The PEAR replaces the engineering design effort that normally culminates in the PDR. This reduces the overall design cost by approximately 10% by

eliminating the preliminary engineering effort required to generate the PDR. Funding for the design and construction is available in the J-42 budget.

Other Addendum No. 9 Elements

CAD System Support: The documentation produced by Phase 1 of Job No. J-42 is detailed and new to the Orange County Sanitation District (District). The Engineering department will be responsible for maintaining and enhancing the software and the documentation data. The CAD System Support task will ease the software transition from Parsons to the District. One project, P2-60 Solids Handling/Truck Loading Facility, is in construction and does not comply with current District standards for P&IDs, ILDs and CLDs. This task will generate District-standard documentation for P2-60 that is integrated with the balance of the control system documentation.

This project element consists of 22 required and 11 optional sub-elements. For example, one sub-element to be performed over the next year is "Maintain the PDS database by responding to problems that are called in, identify and correct the problem". The required portion of this sub-element is to review the database monthly to check for problems and compact the data. The optional portion of this sub-element depends on the number and type of problems encountered by Staff during the normal course of business, and is expected to range from zero to twelve problems averaging 12 hours each to resolve. Funds for the optional tasks must be specifically released by Staff before the Consultant may incur expenditures. The budget for the required sub-elements is \$271,472; for the optional sub-elements, \$138,312; and the total budget is \$409,784.

Internal Loop Tag Numbers: The District-wide Loop Tag Number system was changed at the beginning of the J-42 project because the former numbering system was not adequately meeting the global needs of the Computerized Maintenance Management System, the Process Control System and the Financial System. The problem is the old system did not allow enough unique numbers to uniquely identify equipment. The change was to add a letter to the area code, and thereby generating 25 more unique numbers. The Internal Loop Tag Numbers task will update the plant-wide control system PLC-internal loop tag numbers to the current standards. This will increase safety and allow easier changes to the process control PLC computers. The budget for the required internal loop tag numbers is \$266,166; for the optional internal loop tag numbers, \$9,600; and the total budget is \$275,766.

Additional Physical Tagging: The Additional Physical Tagging task applies stainless steel identification tags to all instruments and equipment in the field. These tags are used in safety procedures, instruction manuals, and for support documentation. Addendum No. 7 began the tagging process by establishing the tagging procedures and tagging 37,000 devices; this task completes the tagging process by providing 39,500 additional tags. The budget for the additional physical tagging is \$603,165.

Calibration Database Reports: The Calibration Database Reports is a plant reinvention idea to collect the instrument calibration history in a database for ongoing reference. Staff will be able to identify instruments that require excessive calibration, cannot be reliably calibrated, or have calibration ranges that are not within the manufacturers published parameters. The total budget for calibration database reports is \$57,600. The budget for the required sub-elements is \$26,400; for the optional sub-elements, \$31,200.

Additional Instrumentation Loop Diagrams: Approximately 280 additional instrumentation loop diagrams are required to complete the documentation of the chemical stations and the Plant 1 headwork's area. The budget for the additional diagrams is \$140,140.

ALTERNATIVES

No other alternatives have been identified as this project represents the recommendations of the DART process.

CEQA FINDINGS

This project is included in the Strategic Plan EIR, certified by the Orange County Sanitation District's (District) Board on October 27, 1999. A Notice of Determination was filed on October 29, 1999.

ATTACHMENTS

1. Budget Information Table
2. PSA Status Report

Professional Services Agreement Status Report

**PLANT REINVENTION/AUTOMATION PROJECT
JOB NO. J-42**

Total Project Budget: \$25,760,000
 Consultant: Parsons Engineering Science, Inc.
 Start Date of Project: May 27, 1998

<u>Date</u>	<u>Addendum</u>	<u>Description</u>	<u>Cost</u>
5/27/98	Original PSA	J-42 is the Plant Reinvention and Automation Project that will increase plant automation to an optimum level. It is a capital project that will implement physical changes to the plant process control systems and equipment to support both Operations and Maintenance	\$4,383,400
4/1/99	1*	Provide facilitator for Area 10/20 Workshop 1	\$16,500
7/21/99	2	Additional Miscellaneous Services	\$80,537
7/21/99	3	Plant Tagging Services	\$616,393
10/26/99	4*	Correction to Agreement Language	\$0
4/26/00	5	Virtual Tags	\$420,000
7/19/00	6	Phase 2 Vision and Goals	\$82,763
8/23/00	7	Drawing Count Adjustment	\$1,896,186
4/25/01	8	Liquid Stream Benefit/Cost Analysis	\$240,945
Pending	9	Digester Benefit/Cost Analysis and Miscellaneous	\$1,625,874

* **GM Approval**

PDC COMMITTEE

AGENDA REPORT

Meeting Date 9/6/01	To Bd. of Dir. 9/26/01
Item Number PDC01-58	Item Number 13(e)

Orange County Sanitation District

FROM: David Ludwin, Director of Engineering
Originator: Dennis May, Project Manager

SUBJECT: PLANT UTILITIES REHABILITATION AND REFURBISHMENT
ADDENDUM NO. 2, JOB NO. P2-82

GENERAL MANAGER'S RECOMMENDATION

Approve Addendum No. 2 to the Professional Services Agreement with Cathcart Garcia von Langen Engineers, for Plant Utilities Rehabilitation and Refurbishment, Job No. P2-82, providing additional design services, for an additional amount of \$221,785, increasing the total amount not to exceed \$554,497.

SUMMARY

- The original Professional Services Agreement (PSA) scope for Plant Utilities Rehabilitation and Refurbishment, Job No. P2-82, included replacement of known utility system deficiencies, and preparation of design memoranda on the feasibility of improvements to the reclaimed water system and chemical spill containment. Addendum No. 1 to the PSA also required the Consultant to analyze some additional steam and hot water piping systems and recommend necessary repairs. Addendum No. 2 is required to design the additional improvements and repairs that have been found necessary in these studies.
- Proposed Addendum No. 2 includes additional design services required to make improvements recommended in the design memoranda, including:
 1. Convert the Plant No.1 solids handling buildings from plant water to reclaimed water, providing Operations with cleaner washdown water;
 2. Replace about 1,000 feet of badly corroded plant water piping;
 3. Extend the existing reclaimed water piping system by 3,000 feet to complete the system loop and allow maintenance of the system without a complete shutdown; and
 4. Provide additional project documentation to conform to the Orange County Sanitation District's (District) latest design standards to support automation and future preventive maintenance of the utility systems.
- The proposed fee for this additional work is \$221,785 for a total PSA amount not to exceed \$554,497. A breakdown of the proposed fee is included in the Additional Information section of this Agenda Report.

PROJECT/CONTRACT COST SUMMARY

Refer to the attached PSA Status Report summarizing costs associated with the PSA and proposed Addendum No. 2. Authorization for expenditure of \$221,785 from the Consultant PSA task budget is being requested as indicated in the attached Budget Information Table.

BUDGET IMPACT

- This item has been budgeted. (Section 8, Page 97)
- This item has been budgeted, but there are insufficient funds.
- This item has not been budgeted.
- Not applicable (information item)

Addendum No. 2 will require that \$162,497 be moved from the contingency budget to the Consultant Professional Services Agreement (PSA) task as indicated in the attached Budget Information Table. The overall project budget will remain unchanged.

ADDITIONAL INFORMATION

Background

The original design PSA incorporated nine tasks for evaluating and designing upgrades to the Plant No. 1 steam lines; Plant No. 1 and Plant No. 2 recycled water pipelines; Plant No. 2 plant water pumping stations and pipelines, chemical stations, and other miscellaneous improvements to utility systems.

Addendum No. 1 to the PSA added field inspection and testing of the Plant No. 2 steam and hot water pipes in the tunnels and preparation of a report giving recommendations for additional repairs. Additional work identified in the report was to be added to the design scope by Addendum.

Below is a summary of modified and new tasks required under Addendum No. 2 and the proposed additional design cost.

Convert Plant No. 1 Solids Handling Facilities Washdown from Plant Water to Reclaimed Water

Presently hose bibbs used for washing down the solids handling buildings at Plant No. 1 are fed with secondary treated water. The conversion of these connections from plant water to reclaimed water is being recommended to provide cleaner water for wash-down and therefore to minimize operator exposure to plant water spray. The additional design fee is \$26,456.

Additional Plant No. 2 Water Lines in Tunnels

The original project Scope of Work includes designing replacement of approximately 3,000 feet of corroded plant water lines. Based on the pipe corrosion survey as documented in Technical Memorandum (TM) No. 6, there is a need to replace an additional 1,000 feet of pipe, for an additional design fee of \$17,116.

Chemical Station Modifications

The original Scope called for a design memorandum to identify necessary modifications with

provisions to proceed with design work by Addendum. The chemical station modifications will add concrete aprons and drain pipes at the tank fill sites to better control spills that may occur during chemical deliveries. The proposed additional design fee is \$31,003.

Completion of Reclaimed Water Loop - Additional Piping

The original project Scope of Work included design of approximately 3,000 feet of reclaimed water piping. An additional 3,000 feet of reclaimed water line is required to complete the reclaimed water loop at Plant No. 2. Completing the loop will provide greater flexibility and allow isolation of sections of the loop for maintenance without having to shut down the entire system. The additional piping will also make it possible to convert existing city water and plant water uses to reclaimed water. The proposed additional design fee is \$53,602.

Provide Additional Design Documentation - Electrical and Instrumentation Design

Under this task, electrical diagrams, control diagrams, and instrumentation data bases will be completed to comply with Orange County Sanitation District (District) Standard Design Guidelines Revision "C", last revised in November 2000. Also, design work completed to date will be upgraded per the new standards.

The Engineering Design Guidelines include design standards for our consultants to ensure consistency among the many sets of project plans and specifications produced under the District's CIP. This consistency is particularly necessary to ensure that automation and control systems will function as designed, and that the District's asset records and data bases are kept up to date. Without these standards, additional costs are incurred due to increased contractor and staff costs required integrating new construction with existing control systems and facility records.

As facility requirements change and lessons are learned to prevent construction or operational problems from recurring, the Engineering Design Guidelines are revised. The Engineering Department has decided that all designs be brought up to the current design standards that are in place at the time a project reaches the second submittal stage (60% design). The proposed fee is \$93,608.

The construction cost for the additional work to be designed by this Addendum is approximately \$1,106,000. This additional cost has been included in the project budget.

ALTERNATIVES

Do not issue Addendum No. 2 and postpone repairs and improvements. If Addendum No. 2 is not issued, the design for Job No. P2-82 will not comply with the District's latest standards, and failure of some pipes could occur if repairs are delayed.

CEQA FINDINGS

This project was included in the Strategic Plan EIR that was certified on October 27, 1999. A Notice of Determination was filed on October 29, 1999.

ATTACHMENTS

1. Budget Information Table
2. PSA Status Report
3. Proposal Letter from CGvL Engineers dated August 22, 2001

PDC COMMITTEE

AGENDA REPORT

Meeting Date 9/06/01	To Bd. of Dir. 9/26/01
Item Number PDC01-59	Item Number 13(f)

Orange County Sanitation District

FROM: David Ludwin, Director of Engineering
Originator: Jim Burror, Project Manager

SUBJECT: SCRUBBER MONITOR AND CONTROL PROJECT, JOB NO. J-71-7

GENERAL MANAGER'S RECOMMENDATION

Authorize the General Manager, or his designee, to award a sole source purchase order for 28 Sentinel Scrubber Gas Monitors from Vapex, Incorporated for an amount not to exceed \$620,575, for materials, taxes and freight, in connection with Scrubber Monitor and Control Project, Job No. J-71-7.

SUMMARY

Background

- The Air Quality and Special Projects Division has been testing various manufacturers' equipment for scrubber monitoring and controlling since 1996.
- During the initial test period, the Vapex, Inc. Sentinel was the only successful piece of equipment.
- In 1997, the Air Quality and Special Projects Division purchased 16 Vapex, Inc. Sentinels and implemented a large-scale test at Plant Nos. 1 and 2.
- After four years of testing, Staff has determined that this equipment can be used to successfully control the scrubbers, and the Orange County Sanitation District (OCSD) should permanently install a Vapex, Inc. Sentinel on each scrubber for monitoring and controlling emissions.
- The existing 16 Vapex, Inc. Sentinels will be replaced, as they were prototypes used for testing, and an additional 12 units will be installed. Thus, each in-service OCSD scrubber will have its own Vapex, Inc. Sentinel.
- The equipment will be installed under a public works contract being developed under Job No. J-71-7, Scrubber Monitor and Control.
- This pre-purchase can potentially save OCSD up to a 10% contractor markup that would occur if the Contractor purchases the equipment as part of a public works contract. The overall J-71-7 project has a 6.3 year payback.
- There is also a time concern with the project. OCSD staff would like to have this equipment operational by summer 2002. Thus, the pre-purchase would eliminate time delays associated with equipment orders. Vapex, Inc. has indicated that the equipment will take

about 60 days to manufacture and deliver once an order is made.

- The anticipated award of a construction contract is December 2001. If the equipment is ordered with the public works contract, the project will not be completed by summer 2002.
- The construction period with the equipment pre-purchase is 4 1/2 months. If the Contractor purchases the equipment, the schedule will need to be extended by up to two months.
- The cost for each piece of equipment is based on past price, plus inflation, and additional equipment features.

PROJECT/CONTRACT COST SUMMARY

The total budget for the Scrubber Monitor and Control Project, Job No. J-71-7, is \$2,382,000. Authorization of \$620,575, from the Construction Contract Phase is being requested. See the attached Budget Information Table for more information.

BUDGET IMPACT

- This item has been budgeted.
- This item has been budgeted, but there are insufficient funds.
- This item has not been budgeted.
- Not applicable (information item)

A budget breakdown is included in the attached Budget Information Table for this project.

ADDITIONAL INFORMATION

Background

The scrubber emissions monitoring program began in 1996. Operations and Maintenance (O&M) solicited interested vendors to demonstrate a monitoring system that could continuously measure Hydrogen Sulfide (H₂S) scrubber emissions and control scrubber chemical additions. Vendor testing was conducted for six months. The Vapex system was the only monitor to meet all criteria for performance, accuracy and reliability. O&M staff unanimously agreed to proceed with design and installation of the Vapex monitors. At the time, it was decided that 16 Vapex units were required for a large-scale test, this included one spare.

The project's design and equipment purchase were budgeted for in FY1997-98. O&M elected to manage the project, and selected CH2M Hill to perform the project's design. Unfortunately, CH2M Hill underestimated the Scope of Work. Through several meetings and negotiations, it was agreed to release them from designing full automation of all the scrubbers. However, CH2M Hill agreed to automate the six most used scrubbers, and design local controls for the remaining units. Meanwhile, O&M purchased 16 Vapex units and temporarily installed them.

In FY1998-99, the construction documents for the Vapex installations were turned over to the Engineering Department. The Engineering Department reviewed the construction documents, and put the project on hold after determining that the Plans and Specifications did not meet the soon to be released Engineering Design Guidelines. Also, during that review period, the Orange County Sanitation District (OCSD) experienced a substantial number of odor complaints

at Plant No. 2. Most of the complaints were the result of bleach carryover from the scrubbers.

To resolve the odor issue, Operations and Maintenance (O&M) investigated options to optimize the bleach chemical feed. In the first quarter of FY2000/01, O&M tested several chlorine residual monitors against the established criteria for performance, accuracy and reliability. ATI and Vapex, Inc. units were purchased and temporarily installed at Plant Nos. 1 and 2. The Vapex, Inc. chlorine sensor was the only successful piece of equipment.

Concurrently, information from the Odor Control Master Plan project, Job No. J-71-4, revised the proposed scrubber operational and control strategies to avoid offsite impacts. The revised operational strategy, and the Scope of Work for Job No. J-71-7, is to have Vapex, Inc. gas monitors installed on all scrubbers.

Cost-Benefit Analysis

The estimated financial benefit of this project includes reductions in Staff time and chemical costs. These are estimated at \$377,000 per year. The estimated payback period for the \$2,382,000 project is 6.3 years.

Other project benefits include: more accurate compliance with AQMD monitoring requirements and a reduction in the number of odor complaints from surrounding neighbors.

Conclusion

The project as currently proposed has a payback of 6.3 years. The project will also allow the Orange County Sanitation District (OCSD) to implement automation goals, reduce chemical usage, reduce staffing effort, and reduce odor complaints. Thus, the project is favorable to the continued economical operation of OCSD's treatment facilities and is recommended by Staff for implementation.

ALTERNATIVES

Include the equipment purchase with the public works contract. This would add an estimated \$50,000 to the project's costs and delay the project by up to two months.

CEQA FINDINGS

This project is exempt from CEQA under section 15302. A Notice of Exemption was filed at the County Clerk's Office in November 2000.

ATTACHMENTS

1. Budget Information Table
2. Equipment Quote, dated July 20, 2001

PDC COMMITTEE
AGENDA REPORT

Meeting Date 9/6/01	To Bd. of Dir. 9/26/01
Item Number PDC01-61	Item Number 13(g)

Orange County Sanitation District

FROM: David Ludwin, Director of Engineering
Originator: Chuck Hodge, Engineer

SUBJECT: MODIFICATIONS TO ELECTRICAL AND CONTROL SYSTEMS, AND
PROCESS EVALUATIONS AT PLANT NO. 1, JOB NO. P1-40-1;
MODIFICATIONS TO ELECTRICAL AND CONTROL SYSTEMS, AND
PROCESS EVALUATIONS AT PLANT NO. 2, JOB NO. P2-47-1

GENERAL MANAGER'S RECOMMENDATION

(1) Approve a budget transfer of the total remaining project budget of \$2,802,000 from existing Job No. J-31-4 to Job No. P1-40-1/Job No. P2-47-1; (2) Close Job No. J-31-4; (3) Approve Addendum No. 7 to the Professional Services Agreement with Lee & Ro for design and construction support services required for Modifications to Electrical and Control Systems, and Process Evaluations at Plant No. 1, Job No. P1-40-1; Modifications to Electrical and Control Systems, and Process Evaluations at Plant No. 2, Job No. P2-47-1, providing for additional engineering services in the amount of \$574,270 for a total amount not to exceed \$2,281,748; and (4) Approve a budget increase for Job No. P1-40-1/Job No. P2-47-1 of \$1,500,000 from the District's Capital Improvement Program Reserves for a total budget of \$6,917,000.

SUMMARY

Background

The effort and the budget for this work is split between two projects, Job No. J-31-4 and Job No. P1-40-1/P2-47-1, and is best combined into one project Job No. P1-40-1/P2-47-1 to cost-effectively perform the work.

The overall project budget needs to be increased because valve, flowmeter, and variable frequency drive replacement has been added to the work effort since the original project budget was formulated.

The cryogenic oxygen generation plant produces high-purity oxygen used in the activated sludge process. The existing high-purity oxygen aeration system was installed over 20 years ago. The equipment has reached the end of its useful life, and needs to be replaced.

Several instruments essential for operation of the high-purity oxygen aeration system are no longer manufactured; one half of the existing facilities are now permanently out-of-service because the control system has been used for spare parts to allow the other half to operate. The existing control system also requires design modifications necessary to accommodate new instrumentation.

Staff recommends the professional services of Lee & Ro for the following reasons:

- Lee & Ro is best able to merge these two overlapping projects into a single, comprehensive, and complete design project.

- Lee & Ro developed the initial design. Lee & Ro has been extensively involved in recent plant reinvention workshops, and Orange County Sanitation District (District) staff has been very satisfied with Lee & Ro's previous work.
- District staff has negotiated with Lee & Ro over the past several months for engineering services needed, and find the fee proposal reasonable.

Project Elements

Addendum No. 7 to the Lee & Ro Professional Services Agreement (PSA) dated December 8, 1993, provides the design for replacing hardware and software necessary to upgrade the existing high-purity oxygen activated sludge process instrumentation and control system to current technology, and allows improved access to process information by operators. It also implements some of the approved reinvention ideas generated during the Plant Reinvention Project, Job No. J-42, and brings the existing design up to the District's most recent Engineering Design Standards. Addendum No. 7 provides an increase in the amount of \$574,270.00 to the original PSA, but which will not exceed \$2,281,748.00.

A budget amendment of \$1,500,000 is requested to fund the design and construction of miscellaneous additional improvements. The improvements will enhance process control, reduce maintenance effort, replace equipment that has reached the end of its useful life, and improve reliability, and include:

(1) Remove and replace valve actuators and flow meters located on the Return Activated Sludge and Waste Activated Sludge pipelines; (2) Replace existing local control panels; (3) Replace existing field wiring; and (4) Replace the Primary Effluent Pump Station Variable Frequency Drives.

PROJECT/CONTRACT COST SUMMARY

Please refer to the attached PSA Status Report for a summary of costs associated with the PSA, Addenda Nos. 1-6, and this pending Addendum No. 7. The PSA Status Report utilizes Consultant PSA funds previously budgeted for Job No. P1-40-1 and P2-47-1. The PSA Status Report adds Addendum No. 7, in the amount of \$574,270, to the Consultant's current PSA, for a total amount not to exceed \$2,281,748.

BUDGET IMPACT

- This item has been budgeted.
- This item has been budgeted, but there are insufficient funds.
- This item has not been budgeted.
- Not applicable (information item)

Please refer to the two attached Budget Information Tables for Job No. J-31-4, and for Job No. P1-40-1/Job No. P2-47-1. The Job No. P1-40-1/Job No. P2-47-1 Budget Information Table reflects budgetary estimates forecast during the FY2001/02 CORF Budget cycle.

This authorization amends the existing Professional Services Agreement (PSA) with Lee & Ro to provide additional design for the miscellaneous improvements mentioned above. The additional design cost for Addendum No. 7 is \$574,270, for a total PSA amount of \$2,281,748.

This authorization request also increases the total project budget for Job

No. P1-40-1/Job No. P2-47-1 an additional \$1,500,000 from the Orange County Sanitation District's (District) Capital Improvement Program Reserves to reflect recently revised construction cost estimates that include Return Activated Sludge (RAS) actuators, flowmeters, and the Primary Effluent Pump Stations Variable Frequency Drives. The total amount budgeted for Job No. P1-40-1/Job No. P2-47-1 will be \$6,917,000 upon approval of this Addendum.

Funds expended to date for Job Nos. P1-40-1/P2-47-1 total approximately \$2,360,000. The remaining funds, (approximately \$4,557,000), will be used to complete the design and construction effort needed to complete the work required under Addendum No. 7.

ADDITIONAL INFORMATION

The existing high-purity oxygen aeration system was installed over 20 years ago. The existing gas monitoring systems consists of vent purity meters, sampling systems, oxygen flow meters, and control elements. The existing equipment is worn out, has been repaired beyond its useful life, and must be replaced. The replacement system will conform to District standards for instrumentation and control, and will be updated to include current technology. For example, the proposed flow meter additions, as recommended by Lee & Ro, will provide additional detailed process control information that will be used to optimize our treatment process.

The primary focus of Addendum No. 7 is to replace instrumentation and equipment that falls in one of the following categories:

1. Instrument or equipment that has exceeded the manufacturers useful design life. This equipment has deteriorated so much due to age and environmental exposure that it is more economical to replace the equipment than to repair it.
2. Equipment and instruments that are obsolete due to advances in electronics. Repair or replacement parts are no longer manufactured.

Upon completion of the work required under Addendum No. 7, Job No. P1-40-1/Job No. P2-47-1 will increase the reliability of combustible gas monitoring, and thereby reduce safety hazards. It will also replace obsolete and/or worn valves, flow meters, and drives necessary to ensure reliable treatment needed to meet permitted ocean discharge limits. Future maintenance effort will also be reduced.

Some Job No. J-42 reinvention ideas will be included in this Addendum No. 7. Job No. P2-74, Secondary Plant Rehabilitation, will evaluate those ideas developed under Job No. J-42, the Plant Reinvention Project, that were not implemented under Addendum No. 7. Job No. P2-74 will follow Addendum No. 7 to implement additional ideas that prove to be beneficial to the Orange County Sanitation District's (District) overall mission and goals.

The project budget was created in early 2001. Subsequently, Maintenance staff identified additional equipment that has reached the end of its useful life, and must be replaced within the next two years. The marginal equipment includes twelve valve actuators and associated flowmeters used for Return Activated Sludge (RAS) withdrawal in the secondary treatment process; three actuators that are part of the RAS header system; and three large variable frequency drives located in the Primary Effluent Pump Station (an associated process). Since this project will be constructed in about three years, and the next potential project is at least two years behind this project, Staff requested the additional replacement be included in Job No. P1-40-1/Job No. P2-47-1. The additional budget of \$1,500,000 will be mainly used to fund these

miscellaneous improvements.

The budget for these improvements was originally split between two existing projects; Job No. J-31-4 and Job No. P1-40-1/Job No. P2-47-1. Staff proposes the transfer of all remaining funds from Job No. J-31-4 to Job No. P1-40-1/Job No. P2-47-1 in order to consolidate and facilitate the effort into one project. This will simplify job cost accounting and unify the work effort between these two closely related projects. The work for the two project shares control system hardware, specifically Data Concentrator 3, 4, and 5. A single designer working on the merged projects can produce a coordinated design necessary for proper construction.

ALTERNATIVES

Not proceeding with Addendum No. 7, Project Nos. P1-40-1 and P2-47-1 (NO ACTION). The no action alternative will result in decreased monitoring capability, potentially unsafe conditions, increased maintenance costs, and reduced reliability in meeting the permitted ocean discharge limits.

CEQA FINDINGS

This project is included in the 1999 Strategic Plan Program Environmental Impact Report that was certified on October 27, 1999 and a Notice of Determination was filed on October 29, 1999.

ATTACHMENTS

1. Budget Information Table, Job Nos. P1-40-1 and P2-47-1
2. Budget Information Table, Job No. J-31-4
3. PSA Status Report, Job Nos. P1-40-1 and P2-47-1

FAHR COMMITTEE

AGENDA REPORT

Meeting Date 09/19/01	To Bd. of Dir. 09/26/01
Item Number FAHR01-53	Item Number 14(c)

Orange County Sanitation District

FROM: Gary Streed, Director of Finance
Originator: Michael White, Controller

SUBJECT: TREASURER'S REPORT FOR THE MONTH OF AUGUST 2001

GENERAL MANAGER'S RECOMMENDATION

Receive and file Treasurer's Report for the month of August 2001.

SUMMARY

Pacific Investment Management Co. (PIMCO), serves as the District's professional external money manager, and Mellon Trust serves as the District's third-party custodian bank for the investment program.

The District's Investment Policy, adopted by the Board, includes reporting requirements as listed down the left most column of the attached PIMCO Monthly Report for the "Liquid Operating Monies" and for the "Long-Term Operating Monies" portfolios. The District's external money manager is operating in compliance with the requirements of the District's Investment Policy. The District's portfolio contains no reverse repurchase agreements.

Historical cost and current market values are shown as estimated by both PIMCO and Mellon Trust. The District's portfolios are priced to market ("mark-to-market") as of the last day of each reporting period. The slight differences in value are related to minor variations in pricing assumptions by the valuation sources at the estimate date.

PROJECT/CONTRACT COST SUMMARY

None.

BUDGET IMPACT

- This item has been budgeted. (Line item:)
- This item has been budgeted, but there are insufficient funds.
- This item has not been budgeted.
- Not applicable (information item)

ADDITIONAL INFORMATION

Schedules are attached summarizing the detail for both the short-term and long-term investment portfolios for the reporting period. In addition, a consolidated report of posted investment portfolio transactions for the month is attached. The attached yield analysis report is presented as a monitoring and reporting enhancement. In this report, yield calculations based on book

values and market values are shown for individual holdings, as well as for each portfolio. Mellon Trust, the District's custodian bank, is the source for these reports. Transactions that were pending settlement at month end may not be reflected.

These reports accurately reflect all District investments and are in compliance with California Government Code Section 53646 and the District's Investment Policy. Sufficient liquidity and anticipated revenues are available to meet budgeted expenditures for the next six months.

The table below details the book balances of the District's funds at month-end. A graphical representation of month-end balances is shown by the attached bar chart.

Funds/Accounts	Book Balances August 31, 2001	Estimated Yield (%)
State of Calif. LAIF	\$ 3,012,174	4.5
Union Bank Checking Account	336,682	N/A
Union Bank Overnight Repurchase Agreement	1,490,000	3.0
PIMCO – Short-term Portfolio	42,296,820	5.2
PIMCO - Long-term Portfolio	370,461,316	5.3
District 11 GO Bond Fund 921	1,789	4.4
Debt Service Reserves w/Trustees	35,215,850	4.9
Petty Cash	<u>5,000</u>	N/A
TOTAL	<u>\$452,819,631</u>	

ALTERNATIVES

None.

CEQA FINDINGS

None.

ATTACHMENTS

1. Monthly Investment Reports
2. Monthly Transaction Report

FAHR COMMITTEE
AGENDA REPORT

Meeting Date 9/19/01	To Bd. of Dir. 9/26/01
Item Number FAHR01-58	Item Number 14(d)

Orange County Sanitation District

FROM: Gary Streed, Director of Finance
Originator: Michael D. White, Controller

SUBJECT: CONSIDERATION OF DEBT POLICY

GENERAL MANAGER'S RECOMMENDATION

Approve a Debt Policy relating to short- and long-term borrowing by the District.

SUMMARY

The Governmental Finance Officers Association (GFOA) recommends that all state and local governments intending to issue debt develop a comprehensive debt policy. Staff has developed the attached debt policy in accordance with the standards developed and recommended by GFOA, and requests that the Finance, Administration and Human Resources Committee approve staff's proposed Debt Policy.

PROJECT/CONTRACT COST SUMMARY

N/A

BUDGET IMPACT

- This item has been budgeted. (Line item:)
- This item has been budgeted, but there are insufficient funds.
- This item has not been budgeted.
- Not applicable (information item)

ADDITIONAL INFORMATION

As stated by GFOA within their "Recommended Practices for State and Local Governments", the foundation of any well-managed debt program is a comprehensive debt policy. A debt policy sets forth the parameters for issuing debt and managing the debt portfolio and provides guidance to decision-makers. Adherence to a debt policy helps to ensure that a government maintains a sound debt position and that its credit quality is protected. A debt policy is beneficial because it enhances the quality of decisions, guides the decision-making process, identifies objectives for staff to implement, demonstrates a commitment to long-term financial planning objectives and is viewed positively by the rating agencies.

According to GFOA, the elements to be addressed in a debt policy include:

- The purpose for which the debt may be issued;

- Legal debt limitations or limitations established by policy, including limitations on the pledge of the issuer's general credit;
- Types of debt permitted to be issued and criteria for issuance;
- Structural features that may be considered, such as maturity of the debt, level debt service payments or principal payments, redemption provisions, and use of credit enhancements;
- Credit objectives such as maintenance of specific credit ratings and adherence to benchmark direct and overall debt ratios and other affordability targets;
- Authorized methods of sale, including competitive or negotiated sales;
- Method of selecting outside finance professionals;
- Policy on refunding of debt;
- Market disclosure practices;
- Compliance with federal tax law provisions, such as arbitrage requirements.

Staff believes that these core elements recommended by GFOA have been incorporated into the attached proposed District debt policy.

ALTERNATIVES

N/A

CEQA FINDINGS

N/A

ATTACHMENTS

Proposed policy on debt.

BOARD OF DIRECTORS

Meeting Date	To Jt. Bds. 9/26/01
Item Number	Item Number 15(c)

AGENDA REPORT

Orange County Sanitation District

FROM: Lisa Murphy, Communications Manager
Originator: Pat Magnante, Executive Assistant I

SUBJECT: AGREEMENT WITH NCG PORTER NOVELLI IN CONNECTION WITH
THE GROUNDWATER REPLENISHMENT SYSTEM PROJECT

GENERAL MANAGER'S RECOMMENDATION

Approve an agreement between Orange County Water District (OCWD) and NCG Porter Novelli for the next phase of the Groundwater Replenishment System public information and education program for a two year period, with two one-year extensions at an amount not to exceed \$900,000 per year. OCWD and OCSD have equal costs in the amount of \$450,000 per year.

SUMMARY

The goal of the public information and education program is to provide a clear, concise and effective public education campaign to key audiences so that the Groundwater Replenishment System goes on-line as scheduled, and does not go off line because of public relations or political reasons.

The scope of work involves research, planning, design, implementation and evaluation of the public education program. Throughout the term of the contract, the Groundwater Replenishment System will maintain control over the priority and weight given each item.

The elements of the plan could include, but are not limited to the following:

- A comprehensive public education and outreach plan
- A comprehensive media plan, including media advocacy, media tours, editorial boards, special events and press releases
- A creative and comprehensive mix of advertising and marketing plans for targeted audiences
- Production of television and/or radio spots, direct mail pieces, newspaper ads
- Development and production of all collateral materials
- Plan to involve community-based organizations and direct community outreach
- Translation to language-specific needs
- A children's educational program

PROJECT/CONTRACT COST SUMMARY

The term of this contract is two years at \$900,000 per year with two one-year renewals at an amount not to exceed \$900,000 per year. Costs to be shared equally between OCWD and OCSD. This item will come from the contingency funds contained within the approved project budget.

BUDGET IMPACT

- This item has been budgeted. (Line item: Section VIII, Page 152)
- This item has been budgeted, but there are insufficient funds.
- This item has not been budgeted.
- Not applicable (information item)

ADDITIONAL INFORMATION

None

ALTERNATIVES

None

CEQA FINDINGS

ATTACHMENTS

None

BOARD OF DIRECTORS

AGENDA REPORT

Meeting Date	To Bd. of Dir. 09/26/01
Item Number	Item Number 15(d)

Orange County Sanitation District

FROM: David A. Ludwin, Director of Engineering
Originator: Wendy Sevenandt

SUBJECT: GROUNDWATER REPLENISHMENT SYSTEM, JOB NO. J-36
CONSTRUCTION OF GROUNDWATER REPLENISHMENT SYSTEM
TEMPORARY OFFICES

GENERAL MANAGER'S RECOMMENDATION

(1) Authorize the Orange County Water District (OCWD) to solicit bids for temporary office facilities in connection with the Groundwater Replenishment System, Job No. J-36;
(2) Authorize OCWD Board of Directors to award a contract to the low bidder in an amount not to exceed \$800,000 and approve Change Orders in an aggregate amount not to exceed 10% of the original contract amount with OCSD and OCWD paying equal shares of \$400,000; and (3) Authorize OCWD to issue necessary Purchase Orders in accordance with OCWD Purchasing Policy to provide desks, chairs, file cabinets, shelves, computers, and other furnishings and equipment for the temporary office facilities, for a total of all Purchase Orders not to exceed \$300,000, OCSD and OCWD paying equal shares of \$150,000.

SUMMARY

- OCWD and the Municipal Water District of Orange County (MWDOC) have identified the need for additional space for personnel including needs of the Groundwater Replenishment (GWR) System team. The GWR System team will grow once the Construction Management team is in place.
- Since the GWR System team is temporary for the duration of the project, relocating this team to trailers would alleviate personnel space requirements.
- Temporary trailer offices for about 30-35 construction managers, designers, management staff, resident engineers and inspectors, will meet the needs of the agencies.
- Staff anticipates issuing an independent construction contract for the trailer complex construction in fall 2001 for completion of construction by February 2002.
- Staff is seeking authority from OCSD Board of Directors to allow OCWD Board of Directors to award the contract, provided the engineer's estimate is not exceeded, to expedite the construction.
- The construction cost for the trailer complex, including paving and utilities, is estimated not to exceed \$800,000, or \$400,000 for each agency.
- Furnishings for the trailers will be procured through a separate Purchase Order process for a total amount not to exceed \$300,000, or \$150,000 for each agency.

PROJECT/CONTRACT COST SUMMARY

Staff is requesting authorization of \$550,000 for the Orange County Sanitation District's (OCSD) 50% share of the total cost of \$1,100,000, as shown in the attached Budget Information Table.

BUDGET IMPACT

- This item has been budgeted. (Line item: 2001-02 CIP Budget Sec. 8, page 152)
- This item has been budgeted, but there are insufficient funds.
- This item has not been budgeted.
- Not applicable (information item)

Please refer to the attached Budget Information Table.

ADDITIONAL INFORMATION

One construction project for the Groundwater Replenishment (GWR) System has started. A construction management firm is expected to be on-board by March 2002. Staff is requesting early approval from the Orange County Sanitation District (OCSD) Board of Directors to allow the Orange County Water District (OCWD) Board of Directors to award the contract at the recommendation of the Joint Cooperative Committee (JCC) to expedite the work to allow completion of construction by February 2002. If the lowest bid is over the engineer's estimate of \$800,000, the award will be brought back to the OCSD Board of Directors. Staff is also requesting approval for the purchase of office furnishings by the OCWD in accordance with their purchasing policies. The total amount of purchases is not anticipated to exceed \$300,000 for computers, furniture, shelving, and other equipment.

Please refer to the September 10, 2001 JCC Agenda Item Submittal.

ALTERNATIVES

Not approving the construction of temporary offices for the GWR Team will impact OCWD and Municipal Water District of Orange County (MWDOC) and their ability to find suitable office space for permanent staff and space for storage.

CEQA FINDINGS

The Environmental Impact Report for the GWR System was certified by OCSD and OCWD Board of Directors on March 24, 1999.

ATTACHMENTS

1. Budget Information Table
2. September 10, 2001 JCC Agenda Item Submittal re: Construction of GWR System Temporary Offices

BOARD OF DIRECTORS

AGENDA REPORT

Meeting Date	To Bd. of Dir. 09/26/01
Item Number	Item Number 15(e)

Orange County Sanitation District

FROM: David A. Ludwin, Director of Engineering
Originator: Wendy Sevenandt

SUBJECT: GROUNDWATER REPLENISHMENT SYSTEM, JOB NO. J-36
ACQUISITION OF RIGHTS-OF-WAY

GENERAL MANAGER'S RECOMMENDATION

Authorize the Orange County Water District (OCWD) to execute rights-of-way acquisition and relocation agreements and other necessary documents in connection with the Groundwater Replenishment System, Job No. J-36, in a form approved by OCWD's General Counsel in the aggregate amount of \$1,000,000, upon approval of each expenditure by the Joint Cooperative Committee, with OCSD and OCWD paying equal shares of \$500,000.

SUMMARY

- Phase 1 of the Groundwater Replenishment (GWR) System will expand the Seawater Intrusion Barrier to the south, along the Santa Ana River between Garfield Avenue and Adams Avenue, and to the west between Newland Street and Beach Boulevard, along Ellis Avenue.
- The new facilities will consist of supply pipelines and eight (8) injection wells.
- Property and easements are required for the supply pipelines, drain lines, injection well sites and for ingress and egress.
- Staff has been in contact with each of the property owners where the easements are proposed. Property acquisition and tenant relocation services are being provided by Universal Field Services, Inc.
- Preliminary appraisals have also been performed for the properties to be acquired and were reported to the Joint Cooperative Committee (JCC) on May 14, 2001.

PROJECT/CONTRACT COST SUMMARY

Authorization for expenditure of \$500,000 from the construction contract budget is being requested as shown in the attached Budget Information Table. The Orange County Sanitation District (OCSD) and the Orange County Water District (OCWD) would equally share the costs, estimated at \$1,000,000 or \$500,000 for each agency.

BUDGET IMPACT

- This item has been budgeted. (Line item: 2001-02 CIP Budget Sec. 8, page 152)
- This item has been budgeted, but there are insufficient funds.

- This item has not been budgeted.
- Not applicable (information item)

Please refer to the attached Budget Information Table.

ADDITIONAL INFORMATION

Please refer to the attached September 10, 2001 Joint Cooperative Committee (JCC) Agenda Item Submittal.

ALTERNATIVES

Many alternatives for routing of pipelines and siting of wells have been considered, and are reported in the Design Information Memoranda developed during the planning phase of the Groundwater Replenishment (GWR) System. The selected alternatives discussed in this report represent the most feasible alternatives.

CEQA FINDINGS

The Environmental Impact Report (EIR) for the GWR System was certified by OCSD and OCWD Board of Directors on March 24, 1999.

ATTACHMENTS

1. Budget Information Table
2. September 10, 2001 JCC Agenda Item Submittal re: Rights-of-way Acquisition

BOARD OF DIRECTORS

AGENDA REPORT

Meeting Date	To Bd. of Dir. 9/26/01
Item Number	Item Number 16

Orange County Sanitation District

FROM: David A. Ludwin, Director of Engineering
Originator: Jeffrey D. Kidd, Contract Project Manager

SUBJECT: ORANGE – WESTERN SUBTRUNK RELIEF SEWER
CONTRACT NO. 3-25 (REBID)

GENERAL MANAGER'S RECOMMENDATION

(1) Approve plans and specifications for the Orange-Western Subtrunk Relief Sewer, Contract No. 3-25, on file at the offices of the Board Secretary; (2) Approve Addendum No. 1 to the plans and specifications for Orange – Western Subtrunk Relief Sewer, Contract No. 3-25; (3) Receive and file bid tabulation and recommendation; (4) Reject all bids; and (5) Authorize the General Manager to establish the date for receipt of bids for the Orange-Western Subtrunk Relief Sewer, Contract No. 3-25 (Re-bid).

SUMMARY

Background

- The Orange-Western Subtrunk Relief Sewer will provide a relief by-pass between the existing Orange-Western Subtrunk and the Knott Interceptor Sewer. It will accommodate future development in the City of Buena Park (City) without upgrading the original Orange-Western Subtrunk.
- Construction plans for the project were prepared in 1990 by NBS Lowry, but the sewer was not constructed due to a street construction moratorium in effect within the City at the time, and the County's subsequent bankruptcy.
- With the recent opening of Knott's Berry Farm's new water theme park, the construction needs to proceed.
- A budget of \$1.11 Million was established from Revenue Area 3 reserves, and approved in December 1999 for construction of the project.
- The plans and specifications for this project were opened on September 11, 2001. Six bids were received ranging from a high of \$1,448,000 to the low bid of \$879,000 submitted by Ark Construction. The Engineer's Estimate was \$900,000.
- In Ark Construction's review of their bid following the bid opening, they found an error in their costs associated with the type of trench backfill material to be used, and formally requested that their bid be removed from consideration for this project. This request has been reviewed with the Orange County Sanitation District's (District) counsel.

- Upon receipt of Ark Construction's request to withdraw their bid, Staff contacted the remaining bidders to verify that their bids included costs for the appropriate trench backfill material. It became apparent that other bidders, including the second low bidder, also did not include costs for the appropriate trench backfill material.
- Staff intends to further clarify the type of trench backfill material to be used with the City of Buena Park and re-advertise the project.

Staff recommends that the Board of Directors receive and file the bid tabulation, reject all bids, and authorize the General Manger to establish the date for receipt of bids for the Orange-Western Subtrunk Relief Sewer, Contract No. 3-25 (Re-bid). The tentative bid date is October 16, 2001.

PROJECT/CONTRACT COST SUMMARY

The project budget and bids are summarized below. No expenditures are requested at this time.

Project Budget	\$1,232,000
Construction Budget	\$ 900,000
Engineer's Estimate	\$ 900,000
Lowest Bid	\$ 879,000
High Bid	\$1,448,000
Number of Bids	6

BUDGET IMPACT

- This item has been budgeted. (Line item: Page 19, Section 8 of FY2001/02)
- This item has been budgeted, but there are insufficient funds.
- This item has not been budgeted.
- Not applicable (information item)

No budget authorization requested at this time. The design was funded and completed under Contract No. 3-25. Please refer to the attached Budget Information Table.

ADDITIONAL INFORMATION

This project was originally designed in 1990 by our Consultant NBS Lowry. The Consultant has since gone out of business. Therefore, the design plans have been updated using Orange County Sanitation District (District) staff to bring the plans up to current District and City standards prior to construction. In addition, the geotechnical information has been updated, and traffic control plans have been prepared and approved by the City of Buena Park. The plans and specifications were completed in August 2001.

This project provides a 21-inch relief by-pass sewer, diversion connections, and appurtenant inspection manholes to alleviate projected deficiencies in the Orange – Western Subtrunk Sewer in Revenue Area 3. The deficiencies are the result of development of a water theme park and expanded hotel/resort facilities at Knott's Berry Farm.

A portion of the flow in the Orange – Western Subtrunk Sewer will be diverted at Crescent

Avenue, and flow west to the Knott Interceptor at Western Avenue. The project will save several million dollars in cost avoidance by not having to upgrade the Orange – Western Subtrunk, a much longer sewer than this project sewer.

The following firms have submitted bids:

Ark Construction	\$ 879,000
Colich & Sons	\$1,055,441
A.D. General Engineering Construction Inc.	\$1,202,551
Mathew and Stewart	\$1,237,729
Mike Prlich & Sons, Inc.	\$1,245,178
Steve Bubalo Construction	\$1,448,000

ALTERNATIVES

No cost-effective alternatives have been identified. Since the lowest and second lowest bidders both have not included costs for proper backfill, it wouldn't be appropriate to consider their bids as acceptable to the Orange County Sanitation District (District).

CEQA FINDINGS

This project was included in the Master Plan Environmental Impact Report that was certified on July 19, 1989 and a Notice of Determination was filed on July 20, 1989. The District has determined that supplemental environmental work will not be required for this project.

ATTACHMENTS

1. Budget Information Table
2. Bid Tabulation and Recommendation
3. Bid Summary
4. Ark Construction's Withdrawal Letter

BOARD OF DIRECTORS

AGENDA REPORT

Meeting Date	To Bd. of Dir. 9/26/01
Item Number	Item Number 17

Orange County Sanitation District

FROM: David Ludwin, Director of Engineering
Originator: John Linder, Construction Manager

SUBJECT: HUNTINGTON BEACH ONSHORE INCIDENT INVESTIGATION

GENERAL MANAGER'S RECOMMENDATION

Ratify use of General Manager's emergency purchasing authority, Resolution No. OCSD 99-23, for purchase orders issued in connection with the Huntington Beach Onshore Investigation, Phase 3, for a total amount not to exceed \$318,375.

SUMMARY

Background

- The first Huntington Beach onshore investigation started soon after July 4, 1999. Since that time some repairs have been made on District facilities and further investigations are in progress.
- Staff has continued to investigate areas of the District sewers and has recently found some areas, which needed emergency repairs. Videotaping and hydrostatic testing revealed some areas of cracked lines with exfiltration and infiltration.
- The general area of repairs is on lines and manholes in the vicinity near (PCH) Pacific Coast Highway and the Talbert Channel, between Beach Blvd. and Newland Street. The sewer line needing repairs is the 70 year old Huntington Beach Purchase Line.
- Emergency Purchase Orders have been issued to Sancon Engineering for items 1, 2, 3, and 4 as shown on the table below.
- These P.O.'s were issued under sole source agreements to expedite the repairs to the collection system to Sancon Engineering due to their expertise in pipeline repairs such as those, and their immediate availability. Securing multiple contractor bids, purchase approval and processing could not be completed by normal methods due to the urgency of the situation and to reduce the potential for continued leakage of the sewer line.

<u>Item</u>	<u>Description of Purchase Order</u>	<u>Purchase Order Amount</u>
1	Sewer line repair from Beach Blvd. east to first manhole behind boat yard. Lined with 8" Amliner PVC	\$ 35,500
2	Manhole repairs between Beach Blvd. and Newland St.	23,500
3	Repairs in Newland St. on manholes and pipes	31,000
4	Sewer line repairs behind mobile homes west of Newland St. Line approximately 1457 lineal feet with cured-in-place pipe (CIPP)	228,375
Total		\$ 318,375

PROJECT/CONTRACT COST SUMMARY

Not Applicable

BUDGET IMPACT

- This item has been budgeted. (Line item)
- This item has been budgeted, but there are insufficient funds.
- This item has not been budgeted. The funds will come from Div. 420
"Services Budget"
- Not applicable (information item)

ADDITIONAL INFORMATION

None

ALTERNATIVES

None

CEQA FINDINGS

N/A

ATTACHMENTS

None