



BACWA
BAY AREA
CLEAN WATER
AGENCIES

Executive Board Meeting
AGENDA
Friday, August 16, 2019, 9:00 a.m. – 2:00 p.m.
SFPUC, Hetch Hetchy Room, 13th Floor
525 Golden Gate Ave., San Francisco, CA

Time **Page**
Numbers

ROLL CALL AND INTRODUCTIONS	9:00 AM	
PUBLIC COMMENT	9:03 AM	
CONSIDERATION TO TAKE AGENDA ITEMS OUT OF ORDER	9:04 AM	
CONSENT CALENDAR	9:05 AM	
1 July 19 2019 BACWA Executive Board Meeting Minutes		3-10
2 June 2019 Treasurer's Reports		11-20
APPROVALS & AUTHORIZATIONS	9:06 AM	
3 <u>Approval:</u> BACWA Support for the Bay Area Chemical Consortium		21-30
4 <u>Approval:</u> Assistant Executive Director Contract for FY20		31-36
5 <u>Approval:</u> Project Management FY 20 Contract for Bay Area Biosolids Coalition		37-44
6 <u>Authorization:</u> Chair Approval of a Project Management Contract for Bay Area Biosolids Coalition		45-49
7 <u>Authorization:</u> Executive Director Approval of Amendment to the Contract with SRT to Update Invoicing		50-52
OTHER BUSINESS - POLICY/STRATEGIC	9:25 AM	
8 <u>Discussion:</u> Nutrients		
a. Regulatory		
i. Nature Based Solutions Study update		53-58
ii. Recycled Water Report update		59-63
b. Technical Work		
i. Biological Activated Carbon for Nutrient Reduction in RO Concentrate		
ii. Support for Valley Water Wetlands Pilot Project Grant		63
iii. Publication of Papers Funded by the NMS		
9 <u>Discussion:</u> Second Draft of Agenda for Pardee		64-65
10 <u>Discussion:</u> State Water Board Toxicity Provisions Update	LINK	
11 <u>Discussion:</u> State Water Board PFAS Monitoring Plans		66
12 <u>Discussion:</u> Microplastics Strategy Update		
13 <u>Discussion:</u> Agenda for Annual Meeting with BAAQMD		
14 <u>Discussion:</u> CASA Climate Change Update		
15 <u>Discussion:</u> Chlorine Residual Basin Plan Amendment update		
16 <u>Discussion:</u> Enterococcus Sampling update		67
17 <u>Discussion:</u> Bacterial Objectives Update		68
18 <u>Discussion:</u> Sanitary Sewer System Waste Discharge Requirements Update	LINK	69-71
19 <u>Discussion:</u> Notes from 7/18 joint meeting with Regional Water Board staff		72-74
20 <u>Discussion:</u> ReNUWit - One Water Update		75-76
BREAK for Lunch	Noon	
OTHER BUSINESS - OPERATIONAL	12:20 PM	
21 <u>Discussion:</u> CEU Credits from BACWA Committee attendance		77
22 <u>Discussion:</u> BACWA Invoicing for FY 20		78-83
23 <u>Discussion:</u> Succession Planning		84-85
24 <u>Discussion:</u> Website Compliance		
25 <u>Discussion:</u> Reallocation of Fire Research funds to CASA		86
REPORTS	1:30 PM	
26 Committee Reports		87-91
27 Member Highlights		
28 Executive Director Report		92-101
29 Regulatory Program Manager Report		102-103
30 Other BACWA Representative Reports		
a. RMP Technical Committee	Mary Lou Esparza, Nirmela Arsem	
b. RMP Steering Committee	Karin North; Leah Walker; Eric Dunlavey	
c. Summit Partners	Dave Williams; Lori Schectel	
d. ASC/SFEI	Dave Williams; Amit Mutsuddy; Karin North	

e. Nutrient Governance Steering Committee e.i Nutrient Planning Subgroup e.ii NMS Technical Workgroup f. SWRCB Nutrient SAG g. NACWA Taskforce on Dental Amalgam h. BAIRWMP i. NACWA Emerging Contaminants j. CASA State Legislative Committee k. CASA Regulatory Workgroup l. ReNUWIt m. RMP Microplastics Liaison n. AWT Certification Committee o. Bay Area Regional Reliability Project p. WateReuse Working Group q. San Francisco Estuary Partnership r. CPSC Policy Education Advisory Committee s. California Ocean Protection Council t. Countywide Water Reuse Master Plan	Eric Dunlavey; Eileen White; Lori Schectel Eric Dunlavey Eric Dunlavey Dave Williams Tim Potter Cheryl Munoz; Linda Hu; Dave Williams Karin North; Melody LaBella Lori Schectel Lorien Fono Jackie Zipkin; Karin North Nirmela Arsem Maura Bonnarens, Eileen White, Cheryl Munoz; Eileen White; Dave Williams Coleen Henry Lorien Fono Karin North		104-110
31 SUGGESTIONS FOR FUTURE AGENDA ITEMS		1:27 PM	
NEXT MEETING The next regular meeting of the Board is scheduled for October 18, 2019 from 9:00 am to 12:30 pm at EBMUD, 2nd Floor Large Training Room, 375 11th Street, Oakland, CA.		1:28 PM	
ADJOURNMENT		2:00 PM	



Executive Board Meeting Minutes

July 19, 2019

ROLL CALL AND INTRODUCTIONS

Executive Board Representatives: Lori Schectel (Central Contra Costa Sanitary District); Amit Mutsuddy (San Jose); Eileen White (East Bay Municipal Utility District); Jacqueline Zipkin (East Bay Dischargers Authority); Amy Chastain (SFPUC).

Other Attendees:

<u>Name</u>	<u>Agency/Company</u>
Eric Dunlavey	San Jose
Alina Constantinescu	LWA
Amanda Roa	Delta Diablo
Azalea Mitch	San Mateo
David Williams	BACWA
Lorien Fono	BACWA
Jeff Carson	DSRSD
Mike Connor	Retired EBDA
David Senn	SFEI
Justin Waples	CCCSD
Greg Kester	CASA
Tom Bruton	Green Science Policy Institute

PUBLIC COMMENT

None.

CONSIDERATION TO TAKE AGENDA ITEMS OUT OF ORDER – The Executive Director asked if anyone wished to take an item out of order or if any BACWA Representative wished to present a report or request BACWA direction on an issue out of order. Items 8 and 9 were moved after the consent calendar to accommodate the presenters' schedules.

CONSENT CALENDAR

1. June 21, 2019, BACWA Executive Board Meeting Minutes – The approved minutes will be posted on the BACWA website.
2. May 2019 Treasurer's Reports and Financial Summary – A Financial Summary Report, along with Treasurer's Reports for May, 2019, were included in the Packet. A copy of the FY19 Budget as of May 31, 2019, (91.7% of the fiscal year) was included. It, along with the Summary, provides the Board with a concise overview of the Fund Balances and the current status of the Annual Budget and points out any variances in the budget to date.

Consent Calendar items 3 and 4: A motion to approve was made by Amit Mutsuddy and seconded by Eileen White. The motion was approved unanimously.

APPROVALS & AUTHORIZATIONS

3. Approval: Amendments to Executive Director and Regulatory Program Manager Contracts. The contract language was updated to accurately describe the functions of the ED and RPM as being performed by independent contractors. There was no change in the contract cost.

Item 3. A motion to approve was made by Amy Chastain and seconded by Amit Mutsuddy. The motion was approved unanimously.

4. Approval: FY20 SGA Contract for BAPPG Support. The \$30,000 contract will allow S. Groner Associates to assist BAPPG in public outreach and education projects and media buys, thereby implementing the FY20 BAPPG Outreach and Media Support for Priority Pollutant Campaigns.

Item 4. A motion to approve was made by Jackie Zipkin and seconded by Eileen White. The motion was approved unanimously.

5. Approval: FY20 SRT Contract for Support of Bay Area Biosolids Coalition (BABC) Communications. BABC is a project of special benefit of BACWA. The BABC project manager has requested that BACWA approve a contract for Phase II Branding and Communications Strategy, not to exceed \$52,050. Under SFPUC's direction, SRT will develop a regional messaging platform and logo to be used in various communication pieces, a new web presence that is inspiring, transparent and regularly updated with relevant information, and clear, factual, consistently branded communications tools for use in internal and external outreach, market development and educational program.

Item 5. A motion to approve, was made by Amy Chastain and seconded by Amit Mutsuddy. The motion was approved unanimously.

6. Approval: Contract with HDR for Report on Nutrient Discharge Reduction by Recycled Water. The 2nd Nutrient Watershed Permit requires that, individually or in collaboration, the major Dischargers shall develop evaluate options and develop planning-level costs for nutrient discharge reduction by water recycling. BACWA issued a Request for Proposals for consultant support of the evaluation, and selected a team led by HDR. A scope of work was included in the packet with a contract cost of \$154,133. The BACWA Recycled Water Committee will oversee completion of the study and keep the Board apprised on progress.

Item 6. A motion to approve, was made by Lori Schectel and seconded by Amy Chastain. The motion was approved unanimously.

OTHER BUSINESS-POLICY/STRATEGIC

Agenda **Item 7** – Discussion: Nutrients

- a. Regulatory
 - i. Debrief from Nature Based Solutions Study kickoff meeting – BACWA and SFEI held a kickoff meeting on July 16. Slides from the meeting were included in the packet. BACWA plans on submitting scoping and evaluation plan in December, and will have monthly calls until then, and quarterly in person meetings after that. There is coordination happening between Transforming Shoreline projects being run by SFEP, as well as the Operational Landscape Unit projects that SFEI is working on.
 - ii. Update on Recycled Water Report – After executing the contract, BACWA will work with HDR to develop a list of agency contacts. This project will rely heavily on agency participation to identify projects that will be included in the report.
 - iii. Invoice for \$2M for NMS Scientific Investigations – BACWA Received and invoice for \$2.0M, which is \$2.2M less the \$200K that was already advanced. BACWA will pay the invoice in the Fall following receipt of revenues from the annual invoicing process.
- b. Technical Work
 - i. Challenges to be Addressed Prior to Adoption of the 3rd Watershed Permit. – The ED gave a summary of issues that will need to be addressed before the adoption of the 3rd Watershed Permit. See [link](#).
- c. Governance Structure –
 - i. Planning Subcommittee Meeting #39 debrief – Tom M verified that DO is the biggest issue that needs to be addressed in the Scientific Studies, followed by HAB and HAB toxins. The USGS program is going away, but Jim Cloern will be continuing to work. It is possible that USGS's vessel could continue to be used for sampling. The Science Manager put together five options to continue sampling after the USGS program is discontinued. He will be coordinating with USGS, with assistance from the Water Board, to determine the most feasible option.

Agenda **Item 8** - Discussion: Biosolids Update – Greg Kester, CASA's Director of Renewable Resources Program, gave an update on how biosolids are being used around the State. See [link](#) to presentation. Statewide, ADC/landfill is being reduced largely because of changes in practices in San Diego, which is a large enough facility to skew Statewide statistics. SB1383 requires a 40% of methane emissions by increasing organics diversion (50% by 2020 and 75% by 2025). Land applications also helps meet the State's healthy soils initiative. There is discussion about procurement requirements where jurisdictions would need to buy some biogas derived energy or compost for land application. There is still concern about whether jurisdictions would have the authority to ban land application. There are concerns that the State Water Board General order on land applied biosolids is overly restrictive. EPA disincentivizes accepting food

wastes by how they allocate RIN credits, but there are benefits from LCFS from CARB. There is internal disagreement in EPA on the Office of the Inspector General's Report that indicted EPA's biosolids program. Greg gave an overview of the concerns relating to PFAS with respect to biosolids. Regulators are not making a distinction between high background concentrations and contaminated sites. The biosolids remediation of fire ravaged lands study will go forward at Las Virgenes.

Agenda Item 9 - Discussion: PFAS Policy and Science concerns and legislative Update – Tom Bruton, the Green Science Policy Institute's Lead on PFAS and Research Policy, gave a presentation, and started by summarizing the role of the Green Science Policy Institute, as well as a description of the chemistry of PFAS chemicals. See [link](#). PFAS is ubiquitous in the environment and detectable in most people. Many watersheds are contaminated, serving drinking water to 6M people. Military and firefighting facilities are correlated with higher concentrations. EPA and many states are proposing limits. Sources to wwtps are industrial facilities, landfill leachate, and consumer products. There is partitioning to biosolids, and perhaps air. There was a discussion about how a farm applying biosolids that saw high PFAS in their cows actually were contaminated by applying industrial sludge from a paper mill. New defense bill addresses PFAS use, and may add it to the Superfund program.

Agenda Item 10 – Discussion: Chlorine residual Basin Plan update – BACWA and the Water Board are in agreement on using the EPA objectives and granting dilution for chlorine residual effluent limits. There is still uncertainty about how to apply a reporting limit, since the Regional Water Board wants a lower RL than BACWA does. The ED will work with the Water Board to set up a strategy meeting to agree on how to move forward on this issue.

Agenda Item 11 - Discussion: Debrief from 7/18 meeting with Regional Water Board – The ED gave a verbal update on the meeting with the Water Board taking place on 7/18. The ED of the Regional Water Board passed along the news that there are nine Regional Water Board members Statewide whose approval is being rescinded, and who will be replaced by the new Governor.

Agenda Item 12 - Discussion: Toxicity Update – A [link](#) to the updated schedule was provided in the packet. There was a discussion about the updating timing on the toxicity Provisions. The RMP stands to lose significant funding via the Alternate Monitoring plan if the Toxicity Provisions don't include an exception the requirement that agencies perform a sensitive species screening. The RPM will discuss this further with RMP staff.

Agenda Item 13 – Discussion: Planning for Engagement in Future Microplastics Discussions – A [link](#) to the May 22 Microplastic Workgroup meeting was provided in the packet. There was a discussion about the Board's requests for the content of 5Gyres' presentation at the August meeting.

Agenda **Item 14** - Discussion: Draft agenda for the Pardee Technical Seminar – The ED gave an overview of the draft agenda that was included in the packet, noting that we will probably pare down the Regulatory Hot Topics.

Agenda **Item 15** - Discussion: The sampling plan was included in the packet. Enterococcus Sampling Program Update. The first round of sampling was conducted on July 16 and 17. The second round will be conducted in January 2020, wet weather permitting.

Agenda **Item 16** - Discussion: Next Steps in the Water Board Efforts to Implement Bacterial Objectives – The relevant tables from the SF Basin Plan were included in the packet. The RPM gave a summary of how the Regional Water Board is considering how to implement SHELL when the coliform limits for REC-1 are removed from the Basin Plan. The Board directed the ED to set up strategy meeting with Regional Water Board staff.

OTHER BUSINESS-OPERATIONAL

Agenda **Item 17** - Discussion: Alternatives for Funding the 5 Year Plan – The ED gave a range of options for drawing down BACWA reserves to pay for different front loading approaches for paying for support of the NMS science program. There was general support for frontloading support for the science. All options included continuing with the previously projected Nutrient Surcharge for FY 20 of \$1.7M. The Board can revisit the question of final fund reserve level in future 5 Year Plans..

Agenda **Item 18** - Discussion: California Water Quality Monitoring Council Representatives. The California Water Quality Monitoring Council develops recommendations to the Secretaries of Cal/EPA and the Natural Resources Agency to improve the coordination and cost-effectiveness of water quality and ecosystem monitoring and assessment, enhance the integration of monitoring data across departments and agencies, and increase public access to monitoring data. CASA would like to make sure there are POTW representatives on all applicable committees. Right now, Northern California is underrepresented. BACWA staff will help identify possible volunteers for the Council, and will participate in some meetings to get a sense of what level of engagement is needed.

Agenda **Item 19** - Discussion: Update on Assistant Executive Director Recruitment. A request for proposals was posted to various career sites as listed in the packet. The goal is to have the AED get started by the beginning of September.

Agenda **Item 20** - Discussion: Updating the Sewer Rate Survey. A [link](#) to the Sewer Rate Survey data was provided in the packet. The ED asked the Board for direction on the level of effort to update the Sewer Rate survey. The Board was in agreement that the next update will be conducted via Google Sheets, where respondents can more easily update their information on

their own. The RPM will work to publicize the new system.

Agenda **Item 21** – Discussion: Administrative Support for the Bay Area Chemical Consortium – There was a discussion about how BACWA would deal with the administrative load. The Executive Board agreed to move forward with administrative support for the Consortium.

Agenda **Item 22** - Discussion: State of the Estuary Biannual Conference Update – The ED gave an update on the conference program and asked who would like free passes to the conference. Several participants requested passes.

Agenda **Item 23** - Discussion: BACWA Participation in Envision – A [link](#) to Envision’s promotional video was provided in the packet. Justin Waples from CCCSD gave an introduction to Envision, which is a framework providing guidance for sustainable and resilient infrastructure. The Board agreed to add this as an item to the Annual meeting.

Agenda **Item 24** - Discussion: Update on Audit of Internal Controls – An update was included in the packet.

REPORTS

Agenda **Item 25** – Committee Reports – BACWA Committee Reports were included in the Packet.

AIR Committee: No meeting

BAPPG Committee: An email soliciting GIS shape files for creating a jurisdictional map was included in the packet.

Biosolids Committee: No meeting

Collections Committee: No meeting.

Lab Committee: No meeting.

Operations & Maintenance – InfoShare Group: No meeting

Permits Committee: No meeting.

Pretreatment Committee: No meeting.

Recycled Water Committee: No meeting.

Agenda **Item 26** - Discussion: Member Highlights - Executive Board Representatives (Board) were given an opportunity to provide updates from each of the Principal agencies. Non-principal members were also given an opportunity to report out on behalf of their agencies. No actions were taken on the report-outs.

Members :

EBMUD: The Health and Safety code needs to be passed by the District’s Board.

SFPUC: SFPUC is involved with the adoption of the OSP permit.

DSRSD: California Voting Rights act – several Cities and Special Districts have been sued. DSRSD has decided to make the change voluntarily. This means that more than 50% of the Board will need to change over the next few years to reflect new ward boundaries.

EBDA: There was piece on Marketplace on NPR – can natural systems be a solution for climate change. See [link](#).

SJ: Expecting draft TO from Water Board in Early August. Following the results of the sensitive species screening SJ will likely switch to fathead minnow as their test species.

Agenda **Item 27** - The **Executive Director's (ED) Report** for June 2019 along with the Board Calendar, and BACWA Action Items, were included in the Packet. It was noted that 109 of 110 action items from FY19 have been completed.

Agenda **Item 28** - The **Regulatory Program Manager (RPM) Report** for June 2019 was included in the Packet.

Agenda **Item 29 - Other BACWA Representative Reports** – BACWA Representative were given an opportunity to provide updates. No actions were taken based on the reports.

- a. RMP-TRC: Mary Lou Esparza, Nirmela Arsem – A [link](#) was provided in the packet.
- b. RMP Steering Committee: Karin North; Leah Walker; Eric Dunlavey – No report
- c. Summit Partners: Dave Williams; Lori Schectel – No report.
- d. ASC/SFEI: Eileen White; Dave Williams; Amit Mutsuddy; Karin North – No report
- e. Nutrient Governance Steering Committee: Eric Dunlavey; Eileen White; Lori Schectel; Jacqueline Zipkin – No report.
 - i. Nutrient Planning Subgroup: Eric Dunlavey
 - ii. NMS Technical Workgroup: Eric Dunlavey
- f. SWRCB Nutrient SAG: Dave Williams – No report.
- g. NACWA Taskforce on Dental Amalgam: Tim Potter – No report.
- h. BAIRWMP: Cheryl Munoz, Linda Hu, Dave Williams – A Committee Meeting Summary Report from March 25, 2019 was included in the Packet.
- i. NACWA Emerging Contaminants: Karin North, Melody La Bella – No report
- j. CASA State Legislative Committee: Lori Schectel – See [link](#) to June RWB packet.
- k. CASA Regulatory Workgroup – Lorien Fono – No report
- l. ReNUWIt: Jackie Zipkin; Karin North – No report.
- m. RMP Microplastics Liaison: Nirmela Arsem – No report.
- n. AWT Certification Committee: Maura Bonnarens – No report.
- o. Bay Area Regional Reliability Project: Eileen White– No report
- p. WaterReuse Working Group: Cheryl Munoz – No report.
- q. San Francisco Estuary Partnership – Eileen White; Dave Williams – No report
- r. CPSC Policy Education Advisory Committee – Doug Dattawalker – No report.
- s. California Ocean Protection Council – Lorien Fono – No report.
- t. Countywide Water Reuse Master Plan - Karin North; Pedro Hernandez – No report.

- u. BayCAN: Bay Area Climate Adaptation Network - David R. Williams; Lorien Fono— A [link](#) to the July 11, 2019 meeting agenda was included in the packet.
- v. CHARG: Coastal Hazards Adaptation Resiliency Group – Jacqueline Zipkin – No report.

Agenda **Item 30 - SUGGESTIONS FOR FUTURE AGENDA ITEMS.** None.

ANNOUNCEMENTS: The next regular meeting of the Board is scheduled for August 16, 2019 from 9:00 am to 2:00 pm at SFPUC, 13th Floor, Hetch Hetchy Room, 525 Golden Gate Ave, San Francisco, CA.

To receive a copy of any materials provided to the Board at a BACWA Executive Board meeting contact Lorien Fono at lfono@bacwa.org.

The meeting adjourned at. 1:04pm



MONTHLY FINANCIAL SUMMARY REPORT June 2019

Fund Balances

In FY 19 BACWA has three operating funds (BACWA, Legal, and CBC) and two pass-through funds for which BACWA provides only contract administration services (WOT & Prop 84).

BACWA Fund: This fund provides the resources for BACWA contract staff, its committees, and other administrative needs. The ending fund balance on June 30, 2019 was \$1,185,382 which is significantly higher than the target reserve of \$191,875 which is intended to cover 3 months of normal operating expenses based on the BACWA FY19 Budget. \$53,523 of the ending fund balance is shown on the June Fund & Investments Balance Report as obligated to meet on-going operating line item expenses for BAPPG Committee Support, Legal services, IT services, Board meeting expenses, accounting services and BACWA contract staff support. This leaves an actual unobligated excess funds of \$939,984.18 (i.e. actual fund balance of \$1,131,859 less target reserves) as of June 30, 2019. As the details of the costs of the various regulatory requirements included in the next Nutrient Watershed Permit become better defined, these excess funds could be transferred to the CBC fund and used to offset potential Nutrient Surcharge increases to the BACWA members.

CBC Fund: This fund provides the resources for completing special investigations as well as meeting regulatory requirements. The ending fund balance on June 30, 2019 was \$1,926,714 which is significantly higher than the target reserve of \$1,000,000 which was approved by the BACWA Executive Board on December 21, 2018. \$252,116 of the ending balance is obligated to meet line item expenses for completion of the Group Annual Report contract, the Chlorine Residual BPA work, and for technical support. This leaves actual unobligated excess funds of \$674,598 (i.e. actual fund balance of \$1,674,598 less target reserves) as of June 30, 2019. Total Disbursements for FY19 from the CBC Fund include the Nutrient Voluntary Contribution of \$200,000 and the Nutrient Watershed Permit payment of \$880,000. In addition, an unscheduled advance payment of \$200,000 was made in December 2018 towards the FY20 Nutrient Watershed Permit requirement. As the strategy to fund compliance with the 2nd Nutrient Watershed Permit becomes better defined, any excess CBC funds could be used to offset potential Nutrient Surcharge increases to the BACWA members.

Legal Fund: This fund provides for needed legal services. The ending balance was \$300,000 which is at the target reserve of \$300,000.

Budget To Actual

The BACWA Annual Budget includes all expected revenues as well as budgeted expenses. If needed, transfers can be made between the BACWA Fund and the CBC Fund in order to ensure adequate funds are available to complete all the work designated to be paid for by these two funds. It is important to achieve the anticipated revenues and not exceed the budgeted expenses on an annual basis in order to maintain the BACWA and CBC Fund balances at the levels projected in the 5 Year Plan.

Revenues as of June 30, 2019, 2018 (100% of the FY) are at 104.1% due primarily to higher interest rates. The FY19 BACWA invoices were sent at the end of July 2018 and the end of August 2018 and all invoiced dues and fees have been received.



MONTHLY FINANCIAL SUMMARY REPORT
June 2019

Overall Expenses as of June 30, 2019 (100% of the FY) are at 105.21% largely due to an advance payment for FY20 nutrient science funding. Additionally, BACWA is serving as an administrator for Biosolids & Climate Change Research in Agricultural Soils Project, which is an unbudgeted expense for which \$30k was received in FY18.

Those needing additional explanation (i.e. either 10% over or under budget) are:

Administration: This category is 64.65% expended at 100% of the FY due to payment of auditing services in FY18, as well as lower than expected expenses for EBMUD Financial Services.

Communication: This category is 58.78% expended at 100% of the FY due primarily to lower than budgeted expenditures on website development and maintenance and IT support.

Legal: This category is 169.46% expended at 100% of the FY due to greater than budgeted need for legal support.

Committees: This category is 68.22% expended at 100% of the FY due to some committees not making use of planned budgets.

Collaboratives: This category is 146.99% expended at 100% of the FY due to greater than anticipated contributions made to CASA for the *Ceriodaphnia dubia* white paper, to ReNUWIt to support workshops, and for BayCAN membership.

Technical Support: This category is 109.23% expended at 100% of the FY due to the timing of the payments for funding nutrient scientific program.

NOTE: An Alternative Investment in the amount of \$300,000 purchased in December 2018 was called in January 2019. It will be replaced, but LAIF rates continue to be higher than Alternative Investments since the yield curve is negative out to 7 years.



91.7% of
Budget

<u>BACWA FY19 BUDGET</u>	<u>Line Item Description</u>	<u>FY 2019 Budget</u>	<u>Actuals May 2019</u>	<u>Actual % of Budget May 2019</u>	<u>Variance</u>	<u>NOTES</u>
REVENUES & FUNDING						
Dues	Principals' Contributions	\$496,837	\$496,835	100.00%	-\$2	FY19: 2% increase. (Diff due to rounding error)
	Associate & Affiliate Contributions	\$182,144	\$183,035	100.49%	\$891	FY19: 2% increase. Assoc: \$8,090; Affiliate: \$1,600. 1 Coll Syst cancelled, 1 new Member
Fees	Clean Bay Collaborative	\$675,000	\$674,250	99.89%	-\$750	Prin: \$450,000; Assoc/Affil: \$225,000
	Nutrient Surcharge	\$800,000	\$799,998	100.00%	-\$2	Prin: \$533,335; Assoc/Affil: \$266,673
	Member Voluntary Nutrient Contributions	\$0	\$0		\$0	
Other Receipts	AIR Non-Member	\$6,800	\$6,800	100.00%	\$0	FY19: 5% increase (Santa Rosa)
	BAPPG Non-Members	\$3,800	\$3,801	100.03%	\$1	FY19: 2% increase (Sta Rosa, Sac Reg'l, Vacaville)
	Other	\$0	\$55,000		\$55,000	Biosolids & Climate Change Research in Agricultural Soils Project (Addl \$30k received in FY18)
Fund Transfer	Special Program Admin Fees	\$5,000	\$5,000	100.00%	\$0	FY19: BACWWE increase in FY19, may include Prop 84 Admin Fees for FY16, FY17, FY18, FY19 when closed out
Interest Income	LAIF	\$20,000	\$50,991	254.96%	\$30,991	BACWA, Legal, & CBC Funds invested in LAIF
	Higher Yield Investments	\$9,000	\$13,001	144.46%	\$4,001	Alternative Investment Interest (Legal & CBC Funds invested in AltInv)
	Total Revenue	\$2,198,581	\$2,288,711	104.10%	\$90,130	
BACWA FY18 BUDGET						
	<u>Line Item Description</u>	<u>FY 2019 Budget</u>	<u>Actuals May 2019</u>	<u>Actual % of Budget May 2019</u>	<u>Variance</u>	<u>NOTES</u>
EXPENSES						
Labor						
	Executive Director	\$201,682	\$201,682	100.00%	\$0	2.9% CPI (SF/Oakland/San Jose Metro Area Dec 2017)
	Assistant Executive Director	\$90,526	\$77,489	85.60%	-\$13,037	2.9% CPI (SF/Oakland/San Jose Metro Area Dec 2017)
	Regulatory Program Manager	\$119,815	\$108,311	90.40%	-\$11,504	2.9% CPI (SF/Oakland/San Jose Metro Area Dec 2017)
	Total	\$412,023	\$387,482	94.04%	-\$24,541	
Administration						
	EBMUD Financial Services	\$40,800	\$27,032	66.25%	-\$13,768	FY19: 2% increase
	Auditing Services (Maze)	\$6,426	-\$67	-1.04%	-\$6,493	FY19: \$6,300 Accrued from FY18 to FY19, less \$1,870, \$3,740 & \$623 paid for FY18
	Administrative Expenses	\$7,650	\$7,089	92.67%	-\$561	Travel, Supplies, Parking, Mileage, Tolls, Misc.
	Insurance	\$4,590	\$4,393	95.71%	-\$197	FY19: 2% increase
	Total	\$59,466	\$38,447	64.65%	-\$21,019	
Meetings						
	EB Meetings	\$2,550	\$2,223	87.18%	-\$327	FY19: 2% increase. Catering, Venue, other expenses
	Annual Meeting	\$10,200	\$9,113	89.34%	-\$1,087	FY19: 2% increase. Catering, Venue, other expenses.
	Pardee	\$6,120	\$5,608	91.63%	-\$512	FY19: 2% increase. Catering, Venue, other expenses
	Misc. Meetings	\$5,100	\$4,852	95.14%	-\$248	FY19: 2% increase. Hol & Comm Chair Lunch, Staff Mtgs, Fin Comm, Summit Ptnrs, CASA, NACWA Tech WS, Low Flow WS
	Total	\$23,970	\$21,796	90.93%	-\$2,174	
Communication						
	Website Hosting (Computer Courage)	\$750	\$1,200	160%	\$450	BACWA and BayWise web site hosting
	File Storage (Box.net)	\$1,500	\$792	53%	-\$708	
	Website Development/Maintenance	\$600	\$0	0%	-\$600	Domains, website changes
	IT Support (As Needed)	\$2,600	\$540	21%	-\$2,060	
	Other Commun (MS, SM, Backup, PollEv)	\$1,500	\$1,553	104%	\$53	MS Exchange, Survey Monkey, CrashPlanPro, Carbonite, Doodle Polls, PollEv
	Total	\$6,950	\$4,085	58.78%	-\$2,865	
Legal						

EXPENSES						
	Regulatory Support	\$2,601	\$195	7%	-\$2,406	FY19: 2% increase
	Executive Board Support	\$2,091	\$7,756	371%	\$5,665	FY19: 2% increase
	Total	\$4,692	\$7,951	169.46%	\$3,259	
Committees						
	AIR	\$51,000	\$49,833	98%	-\$1,167	Lunches included in budget but not in Carollo agreement
	BAPPG	\$100,000	\$94,874	95%	-\$5,126	Includes CPSC @ \$10,000 and Pest. Reg Spt. @ \$15,000
	Biosolids Committee	\$3,100	\$206	7%	-\$2,894	Includes WEF Conf
	Collections System	\$1,000	\$0	0%	-\$1,000	
	InfoShare Groups	\$1,200	\$719	60%	-\$481	funds for 2 workgroups (Asset Mgmt & O&M - Asset Mgmt on hiatus)
	Laboratory Committee	\$6,100	\$0	0%	-\$6,100	Includes Tech Conf. & training funds
	Permits Committee	\$1,000	\$1,133	113%	\$133	Went \$113 over budget due to providing lunches for all meetings, including lab committee jt. Meetings.
	Pretreatment	\$7,500	\$1,503	20%	-\$5,997	Includes training funds & Factsheet not expended in FY18
	Recycled Water Committee	\$1,000	\$78	8%	-\$922	
	Misc Committee Support	\$45,000	\$0	0%	-\$45,000	\$10,000 increase in FY19
	Manager's Roundtable	\$1,000	\$297	30%	-\$703	
	Total	\$217,900	\$148,643	68.22%	-\$69,257	
Collaboratives						
	Collaboratives					
	State of the Estuary (SFEP-biennial)	\$20,000	\$20,000	100%	\$0	Biennial in Odd Fiscal Years. (Paid biennially in odd fiscal years for even fiscal year conference)
	Arleen Navarret Award	\$0	\$1,000		\$1,000	Biennial in Even Fiscal Years (FY18 Budgeted Amount paid in FY19)
	FWQC (Fred Andes)	\$7,500	\$7,500	100%	\$0	Dues unchanged in FY19
	Stanford ERC (ReNUWit)	\$10,000	\$10,000	100%	\$0	
	Misc	\$5,000	\$23,971	479%	\$18,971	BayCAN FY19 Annual Membership (\$1,500), Cerio Tox Whitepaper (\$6,796), SFEI ED Donation (\$100), ReNUWit (\$15k)
	Total	\$42,500	\$62,471	146.99%	\$19,971	
Other						
	Unbudgeted Items					
	Other	\$0	\$85,000		\$85,000	Biosolids & Climate Change Research in Agricultural Soils Project (\$30k rec'd in FY18, \$55k rec'd in FY19)
	Total	\$0	\$85,000		\$85,000	
Tech Support						
	Technical Support					
	Nutrients					
	Watershed	\$880,000	\$1,080,000	123%	\$200,000	Includes Adv Funding of FY20 payment. \$200k paid in Dec 2018
	NMS Voluntary Contributions	\$200,000	\$200,000	100%	\$0	
	Additional work under permit	\$100,000	\$39,410	39%	-\$60,590	Increased at Board's request (LimnoTech, HDR add'l SOW's in FY19 - 2 Amendments)
	Opt/Upgrade/Annual Reporting Studies	\$25,000	\$25,652	103%	\$652	FY19: Balance remaining on agreement at end of FY18 (Actual \$25,652.20)
	Member Voluntary Nutrient Contributions	\$0	\$0		\$0	
	Nutrient Workshop(s)	\$20,000	\$0	0%	-\$20,000	Pilot Studies/Plant Review/Innovative Technologies
	General Tech Support	\$51,000	\$47,131	92%	-\$3,869	FY19: 2% increase. EOA ChlResidBPA continues into FY19
	Risk Reduction	\$10,000	\$12,500	125%	\$2,500	\$50,000 over 5 years (FY19-FY23) 2 Contracts for \$25,000 each over FY19, 20, & 21
	Total	\$1,286,000	\$1,404,693	109.23%	\$118,693	
	TOTAL EXPENSES	\$2,053,501	\$2,160,568	105.21%	\$107,067	
	NET INCOME BEFORE TRANSFERS	\$145,080	\$128,143			
	TRANSFERS FROM RESERVES	\$0				
	NET INCOME AFTER TRANSFERS	\$145,080				




Bay Area Clean Water Agencies

A Joint Powers Public Agency

Leading the Way to Protect our Bay

July 31st, 2019

MEMO TO: Bay Area Clean Water Agencies Executive Board

MEMO FROM: Damien Charléty, Treasurer, East Bay Municipal Utility District 

SUBJECT: Twelfth Month FY 2019 Treasurer's Report

As required by section eight of the Joint Powers Agreement establishing the Bay Area Clean Water Agencies (BACWA) and California Government Code Sections 6500 et seq., attached is the BACWA Treasurer's Report for the period covering **July 1, 2018 through June 30, 2019** (eleven months of Fiscal Year 2019). This report covers expenditures, cash receipts, and cash transfers for the following BACWA funds:

- Bay Area Clean Water Agencies (BACWA),
- BACWA Legal Reserve Fund (Legal Rsrv),
- Water Quality Attainment Strategy (WQA CBC),
- Water/Wastewater Operator Training (WOT),
- Prop84 Bay Area Integrated Regional Water Mgmt (PRP84)

BACWA Fund Report as Of June 30, 2019

BACWA FUND BALANCES - DATA PROVIDED BY ACCOUNTING DEPT.							
DEPTID	DESCRIPTION	FISCAL YEAR BEGINNING FUND BALANCE	TOTAL RECEIPTS TO-DATE	TOTAL DISBURSEMENTS TO-DATE	MONTH-ENDING FUND BALANCE	OUTSTANDING ENCUMBRANCES	MONTH-END UNOBLIGATED FUND BALANCE
800	BACWA	1,186,598	771,951	773,167	1,185,382	53,523	1,131,859
804	LEGAL RSRV	300,000	-	-	300,000	-	300,000
805	CBC	1,814,647	1,516,760	1,404,693	1,926,714	252,116	1,674,598
	SUBTOTAL 1	3,301,245	2,288,710	2,177,860	3,412,096	305,639	3,106,457
810	WOT	208,214	148,500	34,338	322,375	-	322,375
	SUBTOTAL 2	208,214	148,500	34,338	322,375	-	322,375
811	PRP84	117,907	2,411,551	2,367,868	161,590	-	161,590
	SUBTOTAL 3	117,907	2,411,551	2,367,868	161,590	-	161,590
	GRAND TOTAL	3,627,367	4,848,761	4,580,066	3,896,061	305,639	3,590,422

Top Chart: Reflects CASH on the Books Includes Encumbrances
Bottom Chart: Reflects CASH in the Bank Includes Payables (bills received but not paid)
Allocations: Priority for non-liquid investments

BACWA INVESTMENTS BALANCES - DATA PROVIDED BY TREASURY DEPT.														
DEPTID	DESCRIPTION	FISCAL YEAR BEGINNING FUND BALANCE	TOTAL RECEIPTS TO-DATE	TOTAL DISBURSEMENTS TO-DATE	MONTH-ENDING FUND BALANCE	RECONCILIATION TO FINANCIAL STATEMENTS	MONTH-END RECONCILED FUND BALANCE	UNINVESTED CASH BALANCES	LAIF INVESTMENTS AMOUNTS	LAIF INVESTMENTS PERCENTAGE	ALTERNATIVE INVESTMENTS AMOUNTS	ALTERNATIVE INVESTMENTS IDENTIFIERS	ALTERNATIVE INVESTMENT INSTRUCTIONS AND NOTES	
800	BACWA	1,186,598	771,951	773,167	1,185,382	709,371	1,894,753	1,558,866	335,886	15%	-		priority # 3 for allocation	
804	LEGAL RSRV	300,000	-	-	300,000	-	300,000	-	-	0%	300,000	ME2	priority # 1 for allocation	
805	CBC	1,814,647	1,516,760	1,404,693	1,926,714	-	1,926,714	-	1,926,714	85%	-		priority # 2 for allocation	
	SUBTOTAL 1	3,301,245	2,288,710	2,177,860	3,412,096	709,371	4,121,466	1,558,866	2,262,600	100%	300,000			
810	WOT	208,214	148,500	34,338	322,375	-	322,375	322,375	-	0%	-		pass-through funds, no allocation	
	SUBTOTAL 2	208,214	148,500	34,338	322,375	-	322,375	322,375	-	0%	-			
811	PRP84	117,907	2,411,551	2,367,868	161,590	-	161,590	161,590	-	0%	-		pass-through funds, no allocation	
815	PRP50	-	-	-	-	-	-	-	-	0%	-		pass-through funds, no allocation	
	SUBTOTAL 3	117,907	2,411,551	2,367,868	161,590	-	161,590	161,590	-	0%	-			
	GRAND TOTAL	3,627,367	4,848,761	4,580,066	3,896,061	709,371	4,605,431	2,042,831	2,262,600		300,000			

verification

To be used to cover Reconciliation to Financial Statements (\$0)

Reconciliation to Trial Balance - accrual basis

Per Report above:

General	2,288,710
WOT	148,500
PROP	2,411,551
subtotal	4,848,761

Billings-Pending Receipts

4686	Mem Contrib	-
4687	Transfer	-
4690	Assoc Contrib	-
4696	Other	(54,786)
4731	State Grant	(0)
4732	Grant Retention	(157,087)
subtotal		(211,874)

Trial Balance Revenue Accounts

4411	Interest	(63,991)
4686	Mem Contrib	(1,319,585)
4687	Transfer	(5,000)
4690	Assoc Contrib	(183,035)
4696	Other	(810,813)
4731	State Grant	(2,029,017)
4732	Grant Retention	(225,446)
subtotal		(4,636,887)
Difference		(0)

BACWA Revenue Report as of June 30, 2019

FUND #	DEPARTMENT	JOB	REVENUE TYPE	AMENDED BUDGET	CURRENT PERIOD			YEAR TO DATE				UNOBLIGATED
					Admin & General	Contributons	Interest, Transfers, Others	Admin & General	Contributons	Interest, Transfers, Others	ACTUAL	
800	BACWA	0408511	Administrative & General	-	-	-	-	-	-	-	-	-
800	BACWA	1011099	BDO Member Contributions	496,837	-	-	-	-	496,835	-	496,835	2
800	BACWA	1011108	BDO Other Receipts	-	-	-	-	-	-	-	-	-
800	BACWA	1011109	BDO Fund Transfers	5,000	-	-	-	-	-	5,000	5,000	-
800	BACWA	1011117	BDO- Interest Income from LAIF	20,000	-	-	-	-	-	17,387	17,387	2,613
800	BACWA	1011133	BDO Assoc.&Affiliate Contr	182,144	-	-	-	-	183,035	-	183,035	(891)
800	BACWA	1014251	BDO Non-Member Contr BAPPG	3,800	-	-	-	-	3,801	-	3,801	(1)
800	BACWA	1014252	BDO Non-Member Contr AIR	6,800	-	-	-	-	6,800	-	6,800	-
800	BACWA	1014511	BDO-Alternative Investment Inc	9,000	-	-	-	4,093	-	-	4,093	4,907
800	BACWA	1014514	GBS-Meeting Support-Annual	-	-	-	-	-	-	-	-	-
800	BACWA	1015005	Biosolids&ClimateRsSch-Otr Rcpts	-	-	-	-	-	55,000	-	55,000	(55,000)
BACWA TOTAL				723,581	-	-	-	4,093	745,471	22,387	771,951	(48,370)
805	WQA-CBC	1011099	BDO Member Contributions	675,000	-	-	-	-	674,250	-	674,250	750
805	WQA-CBC	1011108	BDO Other Receipts	800,000	-	-	-	-	-	-	799,998	2
805	WQA-CBC	1014511	BDO-Alternative Investment Inc	-	-	-	-	8,908	-	-	8,908	(8,908)
805	WQA-CBC	1011117	BDO- Interest Income from LAIF	-	-	-	-	-	-	33,604	33,604	(33,604)
805	WQA-CBC	1014528	BDO-Voluntary Nutrient Contrib	-	-	-	-	-	-	-	-	-
WQA CBC TOTAL				1,475,000	-	-	-	8,908	674,250	33,604	1,516,760	(41,760)
TOTAL				2,198,581	-	-	-	13,001	1,419,721	55,991	2,288,711	(90,130)

	DEPARTMENT	JOB	REVENUE TYPE	AMENDED BUDGET	CURRENT PERIOD			YEAR TO DATE				UNOBLIGATED
					Admin & General	Contributons	Interest, Transfers, Others	Admin & General	Contributons	Interest, Transfers, Others	ACTUAL	
810	WOT	1011099	BDO Member Contributions	-	-	-	-	-	148,500	-	148,500	(148,500)
810	WOT	1011108	BDO Other Receipts	-	-	-	-	-	-	-	-	-
810	WOT	1011117	BDO- Interest Income from LAIF	-	-	-	-	-	-	-	-	-
WOT TOTAL				-	-	-	-	-	148,500	-	148,500	(148,500)

	DEPARTMENT	JOB	REVENUE TYPE	AMENDED BUDGET	CURRENT PERIOD			YEAR TO DATE				UNOBLIGATED
					Admin & General	Contributons	Interest, Transfers, Others	Admin & General	Contributons	Interest, Transfers, Others	ACTUAL	
811	PROP 84			-	-	620,157	-	-	2,411,551	-	2,411,551	(2,411,551)
PROP TOTAL				-	-	620,157	-	-	2,411,551	-	2,411,551	(2,411,551)

Grand Total				2,198,581	-	620,157	-	13,001	3,979,772	55,991	4,848,762	(2,650,181)
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BACWA Revenue Report as of June 30, 2019
Prop 84

DEPTID	DEPARTMENT	JOB	REVENUE TYPE	AMENDED BUDGET	CURRENT PERIOD			YEAR TO DATE				UNOBLIGATED
					Admin & General	Contributons	Interest, Transfers,Ot hers	Admin & General	Contributons	Interest, Transfers,O thers	ACTUAL	
811	Prop84BayAreaIntegRegnlWtrMgmt	1011117	BDO- Interest Income from LAIF	-	-	-	-	-	-	-	-	-
811	Prop84BayAreaIntegRegnlWtrMgmt	1011142	Administrative Support	-	-	79,773	-	-	137,842	-	137,842	(137,842)
811	Prop84BayAreaIntegRegnlWtrMgmt	1011691	Water Efficient Landscape Reba	-	-	-	-	-	-	-	-	-
811	Prop84BayAreaIntegRegnlWtrMgmt	1011702	Sears Point Wtlnd & Wtrshd Res	-	-	126,500	-	-	1,265,000	-	1,265,000	(1,265,000)
811	Prop84BayAreaIntegRegnlWtrMgmt	1011705	Regional Green Infrastructure	-	-	314,714	-	-	509,639	-	509,639	(509,639)
811	Prop84BayAreaIntegRegnlWtrMgmt	1011706	Hacienda Ave Green St Improvem	-	-	-	-	-	194,077	-	194,077	(194,077)
811	Prop84BayAreaIntegRegnlWtrMgmt	1011707	WQ Improve Flood Mgmt & EP	-	-	1,968	-	-	1,968	-	1,968	(1,968)
811	Prop84BayAreaIntegRegnlWtrMgmt	1011911	Stream Restoration w/Schools i	-	-	-	-	-	-	-	-	-
811	Prop84BayAreaIntegRegnlWtrMgmt	1011912	Flood Infrastructure Mapping	-	-	108	-	-	108	-	108	(108)
811	Prop84BayAreaIntegRegnlWtrMgmt	1012209	Water Efficient LRP	-	-	-	-	-	-	-	-	-
811	Prop84BayAreaIntegRegnlWtrMgmt	1012210	Bay Friendly Landscape TP	-	-	-	-	-	-	-	-	-
811	Prop84BayAreaIntegRegnlWtrMgmt	1012211	Weather Based Irrigation Cntrl	-	-	-	-	-	-	-	-	-
811	Prop84BayAreaIntegRegnlWtrMgmt	1012212	High Efficiency Toilet & UR	-	-	-	-	-	-	-	-	-
811	Prop84BayAreaIntegRegnlWtrMgmt	1012213	High Efficiency Toilet & UI	-	-	-	-	-	-	-	-	-
811	Prop84BayAreaIntegRegnlWtrMgmt	1012214	High Efficiency Clothes Washrs	-	-	-	-	-	-	-	-	-
811	Prop84BayAreaIntegRegnlWtrMgmt	1012215	Napa Co. Rainwater HP	-	-	-	-	-	-	-	-	-
811	Prop84BayAreaIntegRegnlWtrMgmt	1012216	Conservation Program Admin	-	-	-	-	-	-	-	-	-
811	Prop84BayAreaIntegRegnlWtrMgmt	1012218	Stream Restoration in North BD	-	-	-	-	-	-	-	-	-
811	Prop84BayAreaIntegRegnlWtrMgmt	1012219	Flood Infrastructure Mapping T	-	-	47,361	-	-	198,855	-	198,855	(198,855)
811	Prop84BayAreaIntegRegnlWtrMgmt	1012220	Stormwater Improvements & PBP	-	-	6,906	-	-	6,906	-	6,906	(6,906)
811	Prop84BayAreaIntegRegnlWtrMgmt	1012221	Richmond Shoreline & San PFP	-	-	5,614	-	-	23,974	-	23,974	(23,974)
811	Prop84BayAreaIntegRegnlWtrMgmt	1012222	Pescadero Integrated FRAH	-	-	-	-	-	-	-	-	-
811	Prop84BayAreaIntegRegnlWtrMgmt	1012223	Restoration Guidance, San FC	-	-	34,664	-	-	49,320	-	49,320	(49,320)
811	Prop84BayAreaIntegRegnlWtrMgmt	1012224	SF Estuary Steelhead MP	-	-	-	-	-	-	-	-	-
811	Prop84BayAreaIntegRegnlWtrMgmt	1012225	Watershed Program Admnstrtn	-	-	2,551	-	-	23,862	-	23,862	(23,862)
PROP 84 TOTAL				-	-	620,157	-	-	2,411,551	-	2,411,551	(2,411,551)

BACWA Expense Detail Report for June 2019

EXPENSE TYPE	JOB	AMENDED BUDGET	CURRENT PERIOD				YEAR TO DATE				OBLIGATED	UNOBLIGATED
			ENC	PV	DA	JV	ENC	PV	DA	JV		
LABOR												
AS-Executive Director	1011123	201,682	(16,807)	16,807	-	-	-	201,682	-	-	201,682	-
AS-Assistant Executive Directo	1011124	90,526	(166)	166	-	-	13,037	77,489	-	-	90,526	-
AS-Regulatory Program Manager	1011149	119,815	(11,262)	11,262	-	11,885	11,504	108,311	-	11,885	131,700	(11,885)
ADMINISTRATION												
AS-EBMUD Financial Services	1011125	40,800	(6,160)	6,160	-	-	13,768	27,032	-	-	40,800	-
AS-Audit Services	1014512	6,426	-	-	-	5,240	5,240	1,870	4,363	(1,060)	10,413	(3,987)
AS-BACWA Admin Expense	1011118	7,650	-	-	464	167	-	-	7,089	167	7,256	394
AS-Insurance	1011126	4,590	-	-	-	-	-	-	4,393	-	4,393	197
MEETINGS												
GBS-Meeting Support-Exec Bd	1014513	2,550	(292)	292	229	-	1,783	767	1,456	-	4,006	(1,456)
GBS-Meeting Support-Annual	1014514	10,200	-	-	-	-	-	-	9,413	(300)	9,113	1,087
GBS-Meeting Support-Pardee	1014515	6,120	-	-	-	-	-	-	5,608	-	5,608	512
GBS-Meeting Support-Misc	1014516	5,100	-	-	60	-	-	-	4,852	-	4,852	248
GBS- Meeting Support	1011122	-	-	-	-	-	-	-	-	-	-	-
COMMUNICATION												
CAR-BACWA Website Hosting	1014517	750	-	-	-	-	-	-	1,200	-	1,200	(450)
CAR-BACWA File Storage	1014518	1,500	-	-	72	-	-	-	792	-	792	708
CAR-BACWA IT Support	1014519	2,600	-	-	-	-	2,060	540	-	-	2,600	-
CAR-BACWA IT Software	1014520	1,500	-	-	69	-	-	-	1,553	-	1,553	(53)
CAR-BACWA Website Dev/Maint	1011116	600	-	-	-	-	-	-	-	-	-	600
LEGAL												
LS-Regulatory Support	1011107	2,601	-	-	-	-	2,406	195	-	-	2,601	-
LS-Executive Board Support	1011110	2,091	-	-	7,214	-	1,550	542	7,214	-	9,305	(7,214)
COMMITTEES												
AIR-Air Issues&Regulation Grp	1014253	51,000	(17,250)	17,250	-	-	2,140	47,860	1,973	-	51,973	(973)
BC-BAPPG	1011147	100,000	(9,815)	9,815	-	-	36	62,998	31,876	-	94,910	5,090
BC-Biosolids Committee	1011101	3,100	-	-	-	-	-	-	206	-	206	2,894
BC-Collections System	1011097	1,000	-	-	-	-	-	-	-	-	-	1,000
BC-InfoShare Groups	1011102	1,200	-	-	-	-	-	-	719	-	719	481
BC-Laboratory Committee	1011103	6,100	-	-	-	-	-	-	-	-	-	6,100
BC-Permit Committee	1011098	1,000	-	-	-	-	-	-	1,133	-	1,133	(133)
BC-Pretreatment Committee	1011146	7,500	-	-	-	-	-	-	1,503	-	1,503	5,997
BC-Water Recycling Committee	1011100	1,000	-	-	-	-	-	-	78	-	78	922
BC-Manager's Roundtable	1014777	1,000	-	-	-	-	-	-	297	-	297	703
BC-Miscellaneous Committee Sup	1011104	45,000	-	-	-	-	-	-	-	-	-	45,000
COLLABORATIVES												
CAS-Arleen Navaret Award	1012201	-	-	-	-	-	-	-	1,000	-	1,000	(1,000)
CAS-FWQC	1012202	7,500	-	-	-	-	-	-	7,500	-	7,500	-
CAS-Stanford ERC	1011969	10,000	-	-	-	-	-	-	10,000	-	10,000	-
CAS-CWCCG	1011148	-	-	-	-	-	-	-	-	-	-	-
CAS-PSSEP	1011112	20,000	-	-	20,000	-	-	-	20,000	-	20,000	-
CAS-Misc Collaborative Sup	1014521	5,000	-	-	-	-	-	-	23,971	-	23,971	(18,971)
BDO-Contract Expenses (PHARM)												
BDO-Contract Expenses (PHARM)	1014551	-	-	-	-	-	-	-	-	-	-	-
BIOSOLIDS & CLIMATE RESEARCH												
Biosolids&ClimateRsch-Otr Rcpts	1015005	-	-	-	-	-	-	-	-	-	-	-
Biosolids&ClimateRsch-CntctExp	1015006	-	-	-	-	-	-	-	85,000	-	85,000	(85,000)
BACWA TOTAL		767,501	(61,752)	61,752	28,108	17,292	53,524	529,286	233,189	10,692	826,690	(59,189)
TECH SUPPORT												
WQA-CE Addl Work Under Permit	1014254	100,000	(27,279)	27,279	-	-	220,000	39,410	-	-	259,410	(159,410)
WQA-CE-Technical Support	1011127	51,000	(1,897)	1,897	1,061	-	32,116	46,070	1,061	-	79,247	(28,247)
WQA-CE CASA Chem of Concern	1011128	-	-	-	-	-	-	-	-	-	-	-
WQA-CE Opt-Upgrade Studies	1014255	25,000	-	-	-	-	-	25,652	-	-	25,652	(652)
WQA-CE Risk Reduction	1014023	10,000	-	-	-	-	-	-	12,500	-	12,500	(2,500)
WQA-CE-Nutrient WS Permit Comm	1014021	880,000	-	-	-	-	-	-	1,080,000	-	1,080,000	(200,000)
WQA-CE-Program Mgmt	1011131	-	-	-	-	-	-	-	-	-	-	-
WQA-CE Voluntary Nutr Contrib	1014529	200,000	-	-	-	-	-	-	200,000	-	200,000	-
Member Voluntary Nutrient Cont	1015014	-	-	-	-	-	-	-	-	-	-	-
Nutrient Workshops	1015015	20,000	-	-	-	-	-	-	-	-	-	20,000
TECH SUPPORT (CBC) TOTAL		1,286,000	(29,176)	29,176	1,061	-	252,116	111,132	1,293,561	-	1,656,809	(370,809)
GRAND TOTAL		2,053,501	(90,928)	90,928	29,169	17,292	305,640	640,418	1,526,750	10,692	2,483,499	(429,998)
WOT												
Administrative Support	1011142	-	-	-	-	-	-	-	-	5,000	5,000	(5,000)
BDO Contract Expenses	1011143	-	-	-	26,000	-	-	-	29,338	-	29,338	(29,338)
		-	-	-	26,000	-	-	-	29,338	5,000	34,338	(34,338)
GRAND TOTAL (BDO, CBC, WOT)		2,053,501	(90,928)	90,928	29,169	17,292	305,640	640,418	1,556,089	15,692	2,517,838	(464,337)

BACWA Expense Detail Report for June 2019
Prop 84

DEPTID	DEPARTMENT	EXPENSE TYPE	AMENDED BUDGET	CURRENT PERIOD				YEAR TO DATE				OBLIGATED	UNOBLIGATED
				ENC	PV	DA	JV	ENC	PV	DA	JV		
811	Prop84BayAreaIntegRegnlWtrMgmt	BDO Fund Transfers	-	-	-	-	-	-	-	-	-	-	-
811	Prop84BayAreaIntegRegnlWtrMgmt	Administrative Support	-	-	-	36,090	-	-	-	94,160	-	94,160	(94,160)
811	Prop84BayAreaIntegRegnlWtrMgmt	BDO Contract Expenses	-	-	-	-	-	-	-	-	-	-	-
811	Prop84BayAreaIntegRegnlWtrMgmt	Regional Green Infrastructure	-	-	-	314,714	-	-	-	509,639	-	509,639	(509,639)
811	Prop84BayAreaIntegRegnlWtrMgmt	Hacienda Ave Green St Improvem	-	-	-	-	-	-	-	194,077	-	194,077	(194,077)
811	Prop84BayAreaIntegRegnlWtrMgmt	Sears Point WtInd & Wtrshd Res	-	-	-	126,500	-	-	-	1,265,000	-	1,265,000	(1,265,000)
811	Prop84BayAreaIntegRegnlWtrMgmt	Bay Friendly Landscape TP	-	-	-	-	-	-	-	-	-	-	-
811	Prop84BayAreaIntegRegnlWtrMgmt	Weather Based Irrigation Cntrl	-	-	-	-	-	-	-	-	-	-	-
811	Prop84BayAreaIntegRegnlWtrMgmt	High Efficiency Toilet & UR	-	-	-	-	-	-	-	-	-	-	-
811	Prop84BayAreaIntegRegnlWtrMgmt	High Efficiency Toilet & UI	-	-	-	-	-	-	-	-	-	-	-
811	Prop84BayAreaIntegRegnlWtrMgmt	High Efficiency Clothes Washrs	-	-	-	-	-	-	-	-	-	-	-
811	Prop84BayAreaIntegRegnlWtrMgmt	Napa Co. Rainwater HP	-	-	-	-	-	-	-	-	-	-	-
811	Prop84BayAreaIntegRegnlWtrMgmt	Conservation Program Admin	-	-	-	-	-	-	-	-	-	-	-
811	Prop84BayAreaIntegRegnlWtrMgmt	Flood Infrastructure Mapping T	-	-	-	47,840	-	-	-	199,334	-	199,334	(199,334)
811	Prop84BayAreaIntegRegnlWtrMgmt	Stormwater Improvements & PBP	-	-	-	8,502	-	-	-	8,502	-	8,502	(8,502)
811	Prop84BayAreaIntegRegnlWtrMgmt	Richmond Shoreline & San PFP	-	-	-	5,614	-	-	-	23,974	-	23,974	(23,974)
811	Prop84BayAreaIntegRegnlWtrMgmt	Pescadero Integrated FRAH	-	-	-	-	-	-	-	-	-	-	-
811	Prop84BayAreaIntegRegnlWtrMgmt	Restoration Guidance, San FC	-	-	-	34,664	-	-	-	49,320	-	49,320	(49,320)
811	Prop84BayAreaIntegRegnlWtrMgmt	SF Estuary Steelhead MP	-	-	-	-	-	-	-	-	-	-	-
811	Prop84BayAreaIntegRegnlWtrMgmt	Stream Restoration in North BD	-	-	-	-	-	-	-	-	-	-	-
811	Prop84BayAreaIntegRegnlWtrMgmt	Watershed Program Admnstrtn	-	-	-	2,551	-	-	-	23,862	-	23,862	(23,862)
PRP84 TOTAL			-	-	-	576,475	-	-	-	2,367,868	-	2,367,868	(2,367,868)



BACWA AUTHORIZATION REQUEST

AGENDA NO.: 3

FILE NO.: 20-20

MEETING DATE: August 16, 2019

TITLE: Request for BACWA Authorization to Provide Administrative Services to the Bay Area Chemical Consortium Project of Special Benefit.

☐ **RECEIPT**

☐ **DISCUSSION**

☐ **RESOLUTION**

☒ **APPROVAL**

RECOMMENDED ACTION

Authorize services by BACWA contract staff to administer the Bay Area Chemical Consortium (BACC) annual bidding process.

SUMMARY

The BACC is a group of public agencies who collaborate for the purposes of bidding chemicals in hopes of achieving economies of scale in bid pricing from suppliers. For the last ten years the Dublin San Ramon Services District (DSRSD) has administered the program on behalf of the 60+ public agencies who participate. Given that a large number of the participating agencies are BACWA members, DSRSD has requested that, beginning in FY 20, BACWA take over administration of the program.

Over the years DSRSD has developed a series of schedules and protocols that are used to successfully administer the program. DSRSD had indicated that they will work closely with BACWA, at no cost to BACWA, during FY 20 to help ensure a smooth transition. The bulk of the work for administering the program will fall on the Assistant Executive Director (AED). It is estimated that the workload could amount to roughly 300 hours per year. The new AED's contract has accounted for the need to spend these additional hours in FY 20 which could amount to over \$35,000. The AED would log hours that are worked on the program and then be paid by BACWA as part of their monthly invoice. Towards the end of the FY when bids have been received and participating agencies have contracted with the various chemical suppliers, BACWA will send invoices to the participating agencies for their proportional share of the staff costs for administering the program. This approach for reimbursement of administrative costs was used successfully by DSRSD for the ten years during which they provided administrative services.

FISCAL IMPACT

Support for the BACC would be provided under the BACWA JPA which allows payment by others for projects and programs administered by BACWA that benefit only some of the BACWA members. The administrative costs for the BACC program would be fully reimbursed by the BACC participants such that there would be no costs to BACWA. Since the reimbursement is after the services have been



provided, there is the possibility of BACWA absorbing some of the costs of the program if one or more of the participants refused to pay their proportional share.

ALTERNATIVES

The alternative is to decline the request by DSRSD to assume administrative support for the program. This is not recommended since the program may flounder if DSRSD decides to not provide support in the future, plus the program benefits many BACWA members and its costs are fully reimbursed.

Attachments: BACC materials

Approved: _____

Lori Schectel, Chair
BACWA Executive Board

Date: August 16, 2019

Bay Area Chemical Consortium (BACC) Program Administration
Meeting between DSRSD and BACWA
June 17, 2019

Participants:

Jeff Carson, Gemma Lathi, Megan Bucci (DSRSD)
Jackie Zipkin (EBDA)
Dave Stoops (BACWA) – via conference call

AGENDA

1. Timeline/Schedule
2. Member Agencies – 72 total, average 60 agencies participate per year
3. Chemicals – 14 typical, as many as 16 depending on agency participation
4. Work Effort Commitment – 300 to 400 hours
5. Growth of Program – participation interest continues

Attachments:

1. Bid 2019: Timeline/Schedule
2. Bid 2019: List of Agencies and Chemicals
3. List of Chemicals
4. List of Member Agencies
5. Sample Bid Document
6. Cost Summary

BAY AREA CHEMICAL CONSORTIUM (BACC)

SCHEDULE & PROCESS FOR BIDDING FOR FY 2019-2020 ORDER/DELIVERY

Activity	When	Completion Date
Survey: Send out survey to members to determine what chemicals each agency is interested in bidding this year	October 29, 2018	November 9, 2018
Review: Review of proposed changes to front-end documents	November-December 2018	
Review: Coordinator send summary of proposed changes to front-end documents based on comments/lessons learned and suggestions and requests received from vendors and agencies from last year's bid	November 30, 2018	November 27, 2018
Request for Information: Coordinator sends request for estimated annual quantities and delivery details (attach the templates)	Before Christmas Holiday	December 17, 2018
First Draft of Bid Documents: First draft of front end documents (without estimated annual quantities and delivery details) prepared and submitted to members for review	December 28, 2019	December 28, 2018
Deadline for Estimated Annual Quantities and Delivery Details: Participating members to submit information needed to complete the FY 2019-2020 bid documents *After deadline, coordinator send a summary of estimated annual quantities per chemical, per agency, for accuracy and completeness review	January 11, 2019	January 28, 2019
Ongoing Review and Update of Bid Documents: Incorporate ongoing updates received from agencies, corrections and edits.	January - February 2019	
Final Draft of Bid Documents: Final draft sent to agencies; all final changes must be received by February 22, 2019	February 21, 2019	February 21, 2019
Bid Documents: Bid documents finished and advertised for bidding in the Bay Area News Group newspaper and on eBid Board	March 5, 2019	March 5, 2019
Bid Openings and Preliminary Bid Tabulations: Bid openings for chemical bids. Prepare and send out preliminary bid tabulations same day	April 2, 2019	April 2, 2019
Bid Recommendations: Bid recommendations completed and circulated to BACC agencies with final bid tabulations; request agencies to review, especially any deviations, and provide a deadline to respond if agency has concerns	April 8, 2019	April 8, 2019 except for Ferrous Chloride sent April 17 (lowest bid rejected)
Bid Protest Deadline	April 9, 2019	April 9, 2019
Notice of Intent to Award with Final Bid Tabulation: Notice of intent sent to BACC agencies and to all bidders	April 16, 2019 (10 business days after bid opening, unless there is protest)	April 17, 2019
Award Letters: Award letter mailed to lowest responsive bidder for each chemical bid; email copies to BACC agencies	April 23, 2019	April 19, 2019
Invoices: Participation fee invoices sent to members	June 1, 2019	May 23, 2019
Annual Wrap-up Meeting: Annual wrap-up membership meeting	August 2019	TBD

BACC Chemicals for Fiscal Year 19/20, Survey Monkey Results

List of Chemicals to Bid

Aluminum Sulfate

Aluminum Sulfate 44%-49% Liquid Solution

Aluminum Sulfate 5% Acidized Liquid Solution (OPTIONAL BID ITEM)

Aluminum Sulfate 7% Acidized Liquid Solution (OPTIONAL BID ITEM)

Ammonium Sulfate

Ammonium Sulfate 40% Liquid Solution

Aqueous Ammonia

Aqueous Ammonia 19% Solution

Aqueous Ammonia 29% Solution

Aqueous Ammonia 30% Solution

Calcium Nitrate

Calcium Nitrate Solution

Calcium Nitrate (dry material)

Calcium Nitrate (dry material) Nitrate Oxygen

Citric Acid

Citric Acid 48% - 52% Liquid

Citric Acid (Crystalline Powder)

Citric Acid (Crystalline Powder) dry material

Ferric Chloride

Ferric Chloride

Ferrous Chloride

Ferrous Chloride

Hydrofluosilicic Acid (Fluoride)

Hydrofluosilicic Acid (Fluoride) 23% - 24%

Liquid Chlorine

Liquid Chlorine One-Ton Cylinders (2,000 lbs)

Liquid Chlorine 150-Lb Cylinders (OPTIONAL BID ITEM)

Sodium Bisulfite

Sodium Bisulfite 25% Solution

Sodium Bisulfite 40% Solution

Sodium Hydroxide

Sodium Hydroxide 20% (Caustic)

Sodium Hydroxide 25% (Caustic)

Sodium Hydroxide 30% (Caustic)

BACC Chemicals for Fiscal Year 19/20, Survey Monkey Results

List of Chemicals to Bid

Sodium Hydroxide 50% (Caustic)

Sodium Hypochlorite 12.5%

Sodium Hypochlorite 12.5%

Sodium Hypochlorite 12.5% In Carboys (OPTIONAL BID ITEM)

Sodium Hypochlorite 5.25%

Sodium Hypochlorite 5.25% OPTIONAL BID ITEM

Sulfuric Acid

Sulfuric Acid 50%

Sulfuric Acid 93%

*Includes 2019 bid participants and those that have participated in the past

**Bay Area Chemical Consortium (BACC)
Member Agencies by Region**

Central Valley (8 Members)

City of Fresno	Fresno
City of Lathrop (Veiola NA)	Lathrop
City of Merced	Merced
City of Stockton	Stockton
City of Tracy	Tracy
Modesto Irrigation District	Modesto
Oakwood Lake Water District	Stockton
Turlock Irrigation District	Turlock

East Bay (6 Members)

Alameda County Water District	Fremont
City of Hayward	Hayward
City of San Leandro	San Leandro
East Bay Dischargers Authority	San Leandro
Oro Loma Sanitary District	San Lorenzo
Union Sanitary District	Union City

Marin Sonoma Napa (10 Members)

Central Marin Sanitation Agency	San Rafael
City of Mill Valley - Sewerage Agency of Southern Marin	Mill Valley
Fairfield-Suisun Sewer District	Fairfield
Las Gallinas Valley Sanitary District	San Rafael
Marin Municipal Water District	Corte Madera
Napa Sanitation District	Napa
North Marin Water District	Novato
Sanitary District No. 5 of Marin County	Tiburon
Sausalito Marin City Sanitary District	Sausalito
Sonoma County	Santa Rosa

Bay Area Chemical Consortium (BACC)
Member Agencies by Region

North Bay (16 Members)

Central Contra Costa Sanitary District	Martinez
City of Antioch	Antioch
City of Brentwood	Brentwood
City of Martinez	Martinez
City of Pinole (Pinole/Hercules WPCP)	Pinole
City of Pittsburg	Pittsburg
City of Watsonville	Watsonville
Contra Costa Water District	Concord
Delta Diablo Sanitation District	Antioch
Diablo Water District	Oakley
Ironhouse Sanitary District	Oakley
Mt. View Sanitary District	Martinez
Pleasant Hill Recreation & Park District	Pleasant Hill
Rodeo Sanitary District	Rodeo
Town of Discovery Bay CSD	Discovery Bay
West County Wastewater District	Richmond

Peninsula (7 Members)

City of Burlingame	Burlingame
City of Daly City/North San Mateo County Sanitation District	Daly City
City of Millbrae	Millbrae
City of San Mateo	San Mateo
City of South San Francisco	South San Francisco
Sewer Authority Mid-Coastside	Half Moon Bay
Silicon Valley Clean Water (SVCW)	Redwood City

**Bay Area Chemical Consortium (BACC)
Member Agencies by Region**

Sacramento (14 Members)

Carmichael Water District	Carmichael
City of Folsom	Folsom
City of Roseville	Roseville
City of Sacramento	Sacramento
City of Yuba City	Yuba City
County of Sacramento	Sacramento
El Dorado Irrigation District	Placerville
Nevada Irrigation District	Grass Valley
Placer County Water District	Auburn
Rancho Murieta Community Services District	Rancho Murieta
Sacramento County Water Agency	Sacramento
Sacramento Regional County Sanitation District	Elk Grove
Sacramento Suburban Water District	Sacramento
Woodland-Davis Clean Water Agency	Woodland

South Bay (5 Members)

City of Gilroy	Gilroy
City of Morgan Hill	Morgan Hill
City of Sunnyvale	Sunnyvale
San Jose - Santa Clara Regional Wastewater Facility	San Jose
Santa Clara Valley Water District	San Jose

Tri Valley (5 Members)

City of Dublin	Dublin
City of Livermore	Livermore
City of Pleasanton	Pleasanton
Dublin San Ramon Services District	Pleasanton
Zone 7 Water Agency	Livermore

71 Total BACC Members

As of 6/17/2019

BAY AREA CHEMICAL CONSORTIUM (BACC) FY 2019-2020 BIDDING
COST SUMMARY FOR DUBLIN SAN RAMON SERVICES DISTRICT AS BACC COORDINATING AGENCY
Chemical Bid Documents Prepared: 13

BACC – ESTIMATED HOURLY COSTS

<u>TASK</u>	<u>COMMENTS</u>	<u>HOURS</u>	<u>Billing Rate</u>	<u>COST</u>
Dan Lopez, Operations Support Services Supervisor <i>Supervisory support and advisor</i>	2018 work efforts	0.00	\$139.30	\$0.00
	2019 work efforts	30.00	\$145.58	\$4,367.40
Gemma Lathi, Administrative Analyst II <i>Coordinator</i>	2018 work efforts	35.00	\$104.23	\$3,648.05
	2019 work efforts	226.50	\$108.93	\$24,672.65
Megan Bucci, Administrative Assistant II <i>Misc admin support, eBidboard coordinator</i>	2018 work efforts	0.00	\$63.61	\$0.00
	2019 work efforts	6.00	\$66.16	\$396.96
Levi Fuller, Plant Operations Supervisor <i>Bid opening: read/announce bid prices</i>	2018 work efforts	0.00	\$247.81	\$0.00
	2019 work efforts	2.00	\$267.24	\$534.48
Jeff Carson, Operations Manager <i>Management support and advisor</i>	2018 work efforts	0.00	\$169.43	\$0.00
	2019 work efforts	5.00	\$186.02	\$930.10
TOTAL COMBINED HOURS AND COST		299.50		\$33,619.54

BACC - ESTIMATED MISCELLANEOUS EXPENSES

Legal Ad Cost	Legal Ad Publishing for 15 chemical bids - Bay Area News Group			\$1,190.70
Postage Cost	Mailing notice of award letters, protest responses and miscellaneous correspondence			\$45.73
Office Supplies	Envelopes, paper, labels			\$194.93
Conference Call Meeting Cost	AT&T TeleConference for BACC Meetings			\$0.00
Photo Copy Cost	Estimate			\$211.17
BACC Membership Meeting	No expenses during 8/30/2018 meeting			\$0.00
Legal Counsel Cost	DSRSD Legal Counsel legal advices on various BACC issues (i.e., bid document language, Force Majeure Deviation for Ferrous Chloride Bid 06-2019, etc.)			\$442.00
TOTAL MISCELLANEOUS EXPENSES				\$2,084.52
TOTAL HOURLY COSTS AND EXPENSES				\$35,704.06

Total combinations for 13 chemical bids:

195

Participation Fee per Bid:

\$183.00

Billed (\$183 x 195):

\$35,685.00



BACWA EXECUTIVE BOARD ACTION REQUEST

AGENDA NO.: 4

FILE NO.: 20-21

MEETING DATE: August 16, 2019

TITLE: Approval of Fiscal Year 2020 Assistant Executive Director Contract

☐ RECEIPT

☐ DISCUSSION

☐ RESOLUTION

☒ APPROVAL

RECOMMENDED ACTION

Authorize the approval of a contract for up to \$82,500 for services by Lorrie O'Neill as the BACWA Assistant Executive Director (AED) for FY 20.

SUMMARY

With the departure of the previous contractor providing services to BACWA as the AED, a Request for Proposals was issued soliciting interest for providing the AED services. Following a short-listing process and interviews, Lorrie O'Neill was selected as the best contractor to provide the services as detailed in the scope of work. A contract was negotiated for providing the services at a rate of \$55/hour with a not to exceed amount of \$82,500 for FY 20. The contract can be extended by amendments for additional years of service.

FISCAL IMPACT

The funding for this contract is consistent with the approved FY 20 Workplan and Budget for BACWA.

ALTERNATIVES

Do not award the contract and seek another contractor. This is not recommended as Ms. O'Neill was selected as the best candidate through a competitive process.

Attachments:

1. Contract and Scope of Work for the BACWA AED

Approved:

Date:

Lori Schectel, Chair
BACWA

BAY AREA CLEAN WATER AGENCIES
PROFESSIONAL SERVICES CONTRACT
Assistant Executive Director

This PROFESSIONAL SERVICES CONTRACT, effective August 16, 2019, is between Bay Area Clean Water Agencies (“BACWA”), a joint powers agency which exists as a public entity separate and apart from its Member Agencies, created January 4, 1984 by a Joint Powers Agreement between Central Contra Costa Sanitary District, East Bay Dischargers Association, East Bay Municipal Utility District, the City and County of San Francisco and the City of San Jose, with a mailing address of P.O. Box 24055, MS 59, Oakland, CA 94623, and Lorrie L. O’Neill (“Consultant”), an individual doing business at 991 Kelvin Rd., El Sobrante, CA 94803, for professional services as described in any Exhibit A attached hereto.

The primary purpose of BACWA is to advocate for regulations that are based on sound science. BACWA often supports scientific investigations such as funding the collection of data on aquatic life and quality of waters in the San Francisco Bay system, interpretation of the data to assess the effects of pollution and other factors on the Bay, developing and disseminating information about the Bay, and carrying out other programs of interest to its members.

In consideration of the mutual covenants, stipulations and agreements, the parties agree as follows:

1. Consultant will perform the Services as described by and in accordance with Exhibit A in a manner acceptable to BACWA. Contractor retains the sole right to control and direct the manner in which it provides the services. Notwithstanding the foregoing, BACWA shall, have a right to inspect the work, which shall include the right to stop the work if necessary to ensure that it conforms to BACWA’s standards and expected results.
2. Consultant shall not contract with or otherwise use any subconsultants, subcontractors or other non-employee persons or entities (“Subconsultants”) to perform the Services without the prior written approval of BACWA. If Consultant and BACWA agree that Subconsultants shall be used, Consultant shall ensure Subconsultants’ compliance with all the terms and conditions of this agreement.
3. BACWA will pay Consultant for services at an hourly rate of \$55.00, up to a maximum annual amount of \$82,500 for the 2020 fiscal year. Consultant will not exceed the maximum amount payable without obtaining prior written approval from BACWA. Any future increases shall be implemented via an amendment to this contract.
4. BACWA agrees to reimburse Consultant for actual and reasonable expenses necessary to carry out the work described in Exhibit A. This includes, but is not limited to, travel expenses for BACWA-related meetings and events, and the cost of attending trainings necessary for the Consultant to act as the Assistant Executive Director. Travel to meetings, events and trainings outside of the San Francisco Bay and Sacramento Area must be approved by the Executive Director in advance.

5. Consultant shall submit invoices on a monthly basis. Payments under this Contract will be due thirty (30) days after BACWA's receipt of invoices. BACWA may withhold from any progress or final payment any damages, back charges or claims incurred or anticipated by BACWA to the extent caused by Consultant.

6. Consultant will maintain all records relating to this Contract in accordance with generally accepted accounting principles and for at least three years following termination of this Contract. Consultant will grant BACWA and its representatives to access upon request to all such records and all other books, documents, papers, drawings, and writings of Consultant that refer or relate to this Contract.

7. All drawings, specifications, reports, programs, manuals, and other work product of Consultant that result from this Contract ("Work Product") will be considered the exclusive property of BACWA. Consultant agrees that it will not use, disclose, communicate, publish or otherwise make available to third parties any products, analyses, data, compilations, studies, proposals, technical or business information, and any other information related to the Services provided to BACWA without BACWA's prior written approval.

8. The Consultant expressly agrees to indemnify, defend and hold BACWA, its officers, and directors, free and harmless from and against any and all loss, liability, expense, claims, costs, suits and damages, including attorney's fees, arising out of negligence of the Consultant's work and or performance under this Contract, excepting only such injury or damage as may be caused by the negligence of BACWA.

9. This contract shall automatically terminate on June 30, 2020. Either party may also terminate this Contract in whole or in part at any time for its convenience. For a termination for convenience, the termination will be effective thirty (30) days following receipt of a written notice of termination by one party from the other.

10. This contract is non-exclusive. Contractor is free to perform services for his or her other clients outside the scope of this Agreement, provided such services do not create a conflict of interest with BACWA.

This Contract constitutes the entire, legally binding contract between the parties regarding its subject matter. No waiver, consent, modification or change of terms of this Contract is binding unless in writing and signed by both parties.

The following document is incorporated into and made a part of this Contract. Any conflicts between this document and this Contract will be resolved in favor of this Contract.

Exhibit A — Scope of Work

CONSULTANT: _____

Street Address

City, State, Zip Code

Tax Identification No.

Consultant Signature

Date

Name, Title

BACWA Signature

Date

BACWA Executive Board Chair
Name, Title

Exhibit A
BACWA ASSISTANT EXECUTIVE DIRECTOR
SCOPE OF SERVICES

CONSULTANT will act as the Assistant Executive Director and provide professional services as requested by the BACWA Executive Director (ED) to support BACWA and its Special Programs at a rate of \$55.00/hour consistent with the following key activities:

1. Financial Management

- Communicate and coordinate with EBMUD Accounting to ensure proper and timely processing of contracts, invoices, dues and contributions to specific accounts and payments to BACWA vendors;
- On a monthly basis scan the EBMUD Treasurer's Report for consistency with BACWA's requests for payment of invoices and update the BACWA budget to actual revenue and expense spreadsheet;
- Coordinate with EBMUD Treasurer on the amount of reserves invested in longer term accounts to ensure that BACWA cash flow needs are met;
- Assist with annual budget development and management;
- Act as an intermediary between Project Managers and EBMUD Accounting to track revenues and expenditures for specific projects and Special Programs;
- Provide recommendations and support for revisions to accounting processes and financial reporting,
- Assist in developing contracting and fiscal policies for BACWA.

2. Meeting Support

- Attend monthly BACWA Board meetings and selected other meetings;
- Assist Executive Director in developing the Executive Board agenda and meeting packet; prepare and distribute meeting minutes;
- Work with the ED, Committee Chairs, consultants, and Project Managers on coordination, preparation, attendance, recordkeeping, meeting facilitation and follow up for special meetings, including but not limited to the following: Budget Planning Workshops, Pardee Technical Seminar, Annual Membership Meeting, Committee or BACWA-sponsored training and workshops.
- Assist with the coordination and facilitation of other meetings (e.g., Committee meetings) as requested by the ED.

3. Document Management

- Manage retention, organization, maintenance and storage of BACWA electronic and paper files;
- Maintain electronic records of policies, procedures, forms, and templates.
- Work with ED, Committee Chairs, and Project Managers to draft, edit, and execute contracts, amendments, contract scopes, and approval forms (e.g. Board Action Request (BAR)), Executive Director Authorizations, Chair Authorization, Travel Request), and other agreements;
- Compile background information or supporting documentation in response to requests from ED, Project Managers, and Committee Chairs;
- Act as BACWA's Filing Official and Filing Officer for Statements of Economic Interest as required by FPPC;

4. Communication and Website Management

- Manage the delivery of documents and information to members, including e-mail correspondence;
- Maintain BACWA contacts and distribution lists;
- Assist with the development of the BACWA Annual Report, including working with ED, Consultants, and Committee Chairs to compile content, edit draft, and oversee production and distribution;
- Assist with the delivery of selected communications to the RWQCB, including invitations to meetings, and formatting and submitting comment letters;
- Create, maintain and revise website content;
- Coordinate website revisions with consultants and Committee Chairs, including maintenance of the dynamic calendar and uploading of promotional materials;
- Provide content management system instructions for committees and others as needed;
- Manage BACWA private website user authorization;
- Assist ED with the development and implementation of communications plan, including website improvements and a newsletter;
- Respond to inquiries from the general public and members.

5. Miscellaneous

- Assist with other tasks and projects upon request from the ED



BACWA EXECUTIVE BOARD AUTHORIZATION REQUEST

AGENDA NO.: 5

FILE NO.: 20-22

MEETING DATE: August 16, 2019

TITLE: Request for BACWA Chair Approval of Agreement with Carollo Engineers to Provide Project Management Services to the Bay Area Biosolids Coalition in an amount not to exceed \$110,000

☐ RECEIPT

☐ DISCUSSION

☐ RESOLUTION

☒ APPROVAL

RECOMMENDED ACTION

Authorize an agreement with Carollo Engineers for up to \$110,000 to provide as needed support to the Bay Area Biosolids Coalition (BABC) in FY20.

SUMMARY

Starting in FY 20, the BABC is utilizing BACWA to provide contracting services. BABC's Executive Committee (EC) has approved the contract and Scope of Work for Carollo Engineers to provide Program Management Services. The Program Manager (PM) is responsible for support matters necessary for the BABC to function effectively toward developing regional biosolids end-use opportunities, building support among members, and support achieving the goals of the updated Strategic Plan. The PM serves at the will of the BABC EC and engages BABC members and contractors in consultation with the EC.

FISCAL IMPACT

Support for the BABC is a project of Special Benefit under the BACWA JPA. Such projects are funded by support from members outside of their BACWA dues. At the end of FY 19, CASA transferred all remaining funds in their BABC account to BABC, where a special account has been established for providing support to BABC. BACWA will be sending out invoices to BABC member agencies in August 2019. Payment of invoices for this contract by BACWA is contingent upon sufficient funds being made available to BACWA by the BABC member agencies via collection of dues.

ALTERNATIVES

No alternatives were considered since the BABC EC has approved the contract amount and Scope of Work.

Attachments: Contract with Carollo, FY 20 Scope of Work, and Fees and Billing Practice



Approved: _____

Lori Schectel, Chair
BACWA Executive Board

Date: August 16, 2019

BAY AREA CLEAN WATER AGENCIES PROFESSIONAL SERVICES CONTRACT

This PROFESSIONAL SERVICES CONTRACT, effective August 1, 2019, is between Bay Area Clean Water Agencies (“BACWA”), a joint powers agency which exists as a public entity separate and apart from its Member Agencies, created January 4, 1984 by a Joint Powers Agreement between Central Contra Costa Sanitary District, East Bay Dischargers Association, East Bay Municipal Utility District, the City and County of San Francisco and the City of San Jose, with a mailing address of P.O. Box 24055, MS 59, Oakland, CA 94623, and Carollo Engineers, Inc. (“Consultant”), a private corporation doing business at 2700 Ygnacio Valley Road, Suite 300, Walnut Creek, CA 94598 for professional services related to Project Management of the Bay Area Biosolids Coalition, a Project of Special Benefit of BACWA, as described in any Exhibit A attached hereto.

In consideration of the mutual covenants, stipulations and agreements, the parties agree as follows:

Description and Standard of Services to be Performed

1. Consultant will perform the Services as described by and in accordance with Exhibit A in a manner acceptable to BACWA and the BABC Steering Committee.
2. Consultant shall not contract with or otherwise use any subconsultants, subcontractors or other non-employee persons or entities (“Subconsultants”) to perform the Services without the prior written approval of BACWA. If Consultant and BACWA agree that Subconsultants shall be used, Consultant shall ensure Subconsultants’ compliance with all the terms and conditions of this agreement.
3. Consultant will exercise that degree of care in performing the Services in accordance with that prevailing among firms of comparable standing in the State of California (“Professional Standard”). Consultant will promptly correct or re-perform those Services not meeting the Professional Standard without additional compensation.
4. Consultant warrants that it is fully licensed, registered and otherwise fully authorized to perform the Services in the State of California to the extent applicable law requires such licensure, registration or authorization.
5. BACWA’s review, approval, acceptance, use, or payment for all or any part of the Services hereunder will not alter the Consultant’s obligations or BACWA’s rights hereunder, and will not excuse or diminish Consultant’s responsibility for performing all Services consistent with this Contract.

Payment for Services

6. The contract will begin August 16, 2019. BACWA will pay Consultant based on the rates in Exhibit B, up to a maximum amount payable of \$110,000.00. The term of this agreement shall not extend beyond June 30, 2020. Payment of invoices by BACWA is contingent upon sufficient funds being made available to BACWA by the BABC member agencies.
7. Consultant shall submit invoices monthly via email to Jason Dow, Central Marin Sanitation Agency at jdow@centralmarinsa.org, and Lorien Fono, BACWA Regulatory Program Manager, at lfono@bacwa.org. Invoices shall include the hours charged by each employee, a brief description of the work performed, and a description of costs for which Consultant seeks reimbursement.
8. Payments under this Contract will be due thirty (30) days after BACWA’s receipt of invoices, or as soon as sufficient funds are transferred to BACWA by BABC member agencies. BACWA may withhold from any progress or final payment any damages, backcharges or claims incurred or anticipated by BACWA to the extent caused by Consultant.

Document Ownership and Retention

9. Consultant will maintain all financial records relating to this Contract in accordance with generally accepted accounting principles and for at least three years following termination of this Contract.

Consultant will grant BACWA and its representatives access upon request to all such records and all other books, documents, papers, drawings, and writings of Consultant that refer or relate to this Contract.

10. All drawings, specifications, reports, programs, manuals, and other work product of Consultant that result from this Contract ("Work Product") will be considered the exclusive property of BACWA. Consultant agrees that it will not use, disclose, communicate, publish or otherwise make available to third parties any products, analyses, data, compilations, studies, proposals, technical or business information, and any other information related to the Services provided to BACWA without BACWA's prior written approval.

Indemnification

11. To the fullest extent allowed by law, Consultant will indemnify, hold harmless, reimburse and defend BACWA, its Member Agencies, and each of their officers, directors, employees and agents from, for and against any and all claims, demands, damages, losses, expenses, liabilities and penalties, including but not limited to reasonable attorneys' and expert witnesses' fees, arising out of or relating to the Services but only to the extent caused by the negligent or other wrongful acts or omissions of Consultant or any person or entity for whose acts or omissions any of them are responsible, or by the failure of any such party to perform as required by this Contract.

Insurance

12. Consultant will purchase and maintain, at Consultant's expense, the following types of insurance, covering Consultant, its employees and agents:
 - a. Workers' Compensation Insurance as required by law, subject to a waiver of subrogation in favor of BACWA;
 - b. Employers Liability Insurance with a per accident value at \$1,000,000, Policy Limit of \$1,000,000 and Each Employee of \$1,000,000, subject to a waiver of subrogation in favor of BACWA.
 - c. Comprehensive General Liability Insurance covering personal injury and property damage with a combined single limit, or the equivalent, of not less than \$1,000,000.00 each occurrence, \$2,000,000.00 general aggregate, and naming BACWA as an additional insured.
 - d. Business Automobile Liability Insurance with combined single limit coverage of not less than \$1,000,000.00 aggregate for each claim, incident, or occurrence; and naming BACWA as an additional insured.

Assignment

13. Consultant will not assign or transfer any of its interest in this Contract, in whole or in part, without the prior written consent of BACWA. BACWA may assign this Contract and any rights relating to this Contract (including but not limited to its right to assert claims and defenses against Consultant) at BACWA's discretion.

Independent Contractor

14. Consultant will perform the Services as an independent contractor. Although Consultant will perform its Services for the benefit of BACWA, and although BACWA reserves the right to determine the schedule for the Services and to evaluate the quality of the completed performance, BACWA does not control the means or methods of Consultant's performance. Consultant is solely responsible for determining the appropriate means and methods of performing the Services, and Consultant's liability will not be diminished by any review, approval, acceptance, use or payment for the same by BACWA or any other party.

Termination of Contract; Suspension of Services

15. This contract shall automatically terminate on June 30, 2020. Either party may also terminate this Contract in whole or in part at any time for its convenience. For a termination for convenience, the termination will be effective thirty (30) days following receipt of a written notice of termination by one party from the other. BACWA may terminate this Contract in whole or in part for cause, in which event the termination will be effective ten (10) days after Consultant's receipt of BACWA's written notice and Consultant's failure during that period to cure the default.

Dispute Resolution

16. Consultant will give prompt written notice to BACWA of any claim, dispute or other matter in question, but in no event will Consultant give such notice later than ten (10) days after Consultant's becoming aware of the event or circumstance giving rise to the claim, dispute or matter in question.
17. All claims, disputes and other matters in question between BACWA and Consultant arising out of or relating to this Contract will be subject to alternative dispute resolution. If both parties agree to arbitration it will be conducted in accordance with the Commercial Arbitration Rules of the American Arbitration Association then in effect. Notice of the demand for arbitration will be filed in writing with the other party to this Contract and with the American Arbitration Association. Any arbitration arising out of or relating to this Contract will include, by consolidation, joinder or joint filing, any other person or entity not a party to this Contract that is substantially involved in a common issue of law or fact and whose involvement in the consolidated arbitration is necessary to achieve a final resolution of a matter in controversy therein. This agreement to arbitrate will be specifically enforceable by any court with jurisdiction thereof.
18. A demand for dispute resolution by either party will be made within a reasonable time after the claim, dispute, or other matter in question has arisen, and in no event will it be made after the date when institution of court litigation based on such claim, dispute or other matter in question would be barred by the applicable period of limitations. For all claims by BACWA against Consultant, the applicable period of limitations will not commence to run, and any alleged cause of action will not be deemed to have accrued (whether such action is based on negligence, strict liability, indemnity, intentional tort or other tort, breach of contract, breach of implied or express warranty, or any other legal or equitable theory), unless and until BACWA is fully aware of all three of the following: (1) the identity of the party(ies) responsible, (2) the magnitude of the damage or injury and (3) the cause(s) of the damage or injury. The contractual limitations period and discovery rule provided herein applies in lieu of any otherwise applicable statute or related case law.
19. The failure of either party to enforce any provision of this Contract will not constitute a waiver by that party of that or any other provision of this Contract.

Severability

20. BACWA and Consultant agree that if any term or provision of this Contract is determined to be illegal, in conflict with any law, void or otherwise unenforceable, and if the essential terms and provisions of

this Contract remain unaffected, then the validity of the remaining terms and provisions will not be affected and the offending provision will be given the fullest meaning and effect allowed by law.

Survival

21. All rights and obligations set out in this Contract and arising hereunder will survive the termination of this Contract (i) as to the parties' rights and obligations that arose prior to such termination and (ii) as is necessary to give effect to rights and obligations that arise after such termination but derive from a breach or performance failure that occurred prior to the termination.

This Contract constitutes the entire, legally binding contract between the parties regarding its subject matter. No waiver, consent, modification or change of terms of this Contract is binding unless in writing and signed by both parties.

The following documents are incorporated into and made a part of this Contract. Any conflicts between these documents and this Contract will be resolved in favor of this Contract.

Exhibit A – Scope of Work and Hourly Rates/Reimbursable Expenses

CONSULTANT: CAROLLO ENGINEERS, INC.
2700 Ygnacio Valley Road, Suite 300
Street Address
Walnut Creek, CA 94598
City, State, Zip Code
86-0899222
Tax Identification No.

Consultant Signature Date

Name, Title

BACWA Signature Date

Lori Schectel, BACWA Chair
Name, Title

Exhibit A

Scope of Work, and Fees and Billing Practices

The Program Manager (PM) is responsible for support matters necessary for the Bay Area Biosolids Coalition (BABC) to function effectively toward developing regional biosolids end-use opportunities, building support among members, and support achieving the goals of the updated Strategic Plan. The PM serves at the will of the BABC Executive Committee (EC) and engages BABC members and contractors in consultation with the EC.

The PM specifically has, but is not limited to, the following duties and responsibilities:

Task 1 – Project Management

This task includes monthly progress reports and coordination meetings with Coalition members for review of the deliverables.

Task 2 – Project Development

The PM will guide regional project development and is expected to:

- Facilitate member support for and evaluation of three potential regional projects.
- Identify and work with agencies and private partners willing to play the role of project host.
- Coordinate and nurture partnerships amongst member agencies to support BABC projects.
- Advocate for national, state, and regional project funding.
- Support the Coalition branding and marketing efforts.
- Support the Coalition in working together collaboratively with regulators to support implementation of SB 1383 and expand land application.
- Support Coalition efforts to advance research on the safety and value of biosolids.

Task 3 - Presentation Development

Carollo will develop a PowerPoint presentation quarterly summarizing work completed for the Coalition. These presentations will be provided for use by Coalition members to present to their respective Boards, and Carollo will be available to participate/present at the discretion of the Coalition.

Task 4 - Future Work

This task is a placeholder for future work by the PM as determined and approved by the Coalition.

Schedule

Work will commence upon notice to proceed and Task 4 will remain open through June of 2020.

BACWA agrees to pay the CONSULTANT on behalf of the BAB Coalition for services as follows:

Key Staff	Hourly Rate
Sarah Deslauriers - Program Manager	\$225
Lydia Holmes - Principal-In-Charge	\$306
Project Professional	\$263
Project Assistant	\$181

Other Direct Expenses – no mark-up of Other Direct Expenses is expected and includes the following (effective January 1, 2019):

- Project Equipment Communication Expense (PECE): \$12.00/direct labor hour
- Mileage at IRS Reimbursement Rate: \$0.58 per mile
- Travel and Subsistence at cost



BACWA CHAIR AUTHORIZATION REQUEST

AGENDA NO.: 6

FILE NO.: 20-23

MEETING DATE: August 16, 2019

TITLE: Request for BACWA Chair Approval of Agreement with Carollo Engineers to Provide Project Management Services to the Bay Area Biosolids Coalition in an amount not to exceed \$6,715.79

☐ **RECEIPT**

☐ **DISCUSSION**

☐ **RESOLUTION**

☒ **APPROVAL**

RECOMMENDED ACTION

Authorize an agreement with Carollo Engineers for \$6,715.79 to provide as needed support to the Bay Area Biosolids Coalition (BAC) in FY20 to complete work still remaining from the BABC FY 19 Scope of Work with Carollo.

SUMMARY

In FY 19 the BABC selected Carollo Engineers to provide a variety of services for the year. At the time the BABC utilized the California Association of Sanitation Agencies (CASA) to provide contracting services on behalf of the BABC. Starting in FY 20, the BABC is utilizing BACWA to provide contracting services. The Carollo contract with CASA ended on June 30, 2019. The contract had \$6,715.79 remaining. The BABC would like to utilize the amount remaining on the Carollo contract to complete work that was not completed by the end of FY 19. This Chair authorization will allow Carollo to complete the work contracted for in FY 19.

A separate larger contract with Carollo for FY 20 services will be submitted to the BACWA Board for approval at the August Board meeting.

FISCAL IMPACT

Support for the BABC is a project of Special Benefit under the BACWA JPA. Such projects are funded by support from members outside of their BACWA dues. At the end of FY 19, CASA transferred all remaining funds in their BABC account to BABC, where a special account has been established for providing support to BABC. Enough funds are available in this account to fund this CAR.

ALTERNATIVES

No alternatives were considered since the BABC requested that BACWA execute a contract for the remaining funds from FY 19 and BACWA has enough funds in the BABC account to cover the contract.



Attachments: Carollo FY 19 Scope of Work

Approved: _____

Lori Schectel, Chair
BACWA Executive Board

Date: July 15, 2019

FILE #

Date: 7/31/19

BAY AREA CLEAN WATER AGENCIES CONSULTING AGREEMENT

TO: Sarah Deslauriers
CAROLLO ENGINEERS, INC.
2700 Ygnacio Valley Road, Suite 300
Walnut Creek, CA 94598

sdeslauriers@carollo.com
Phone: 925-932-1710

FROM: David Williams, Executive Director
BACWA
PO Box 24055, MS702
Oakland, CA 94623

dwilliams@bacwa.org
Phone: 925-765-9616
FAX: (510) 287-1351

RE: BACWA Agreement for FY20 with CAROLLO ENGINEERS, INC. to provide PROGRAM MANAGEMENT support to the BAY AREA BIOSOLIDS COALITION.

This Agreement covers professional services to be performed by CAROLLO ENGINEERS, INC. in order to PROVIDE SERVICES IN THE ATTACHED SCOPE OF WORK. The work under this contract will be carried out under the supervision of JASON DOW of CENTRAL MARIN SANITATION AGENCY (CMSA). The total cost of professional services to be performed by CAROLLO ENGINEERS, INC. is not to exceed \$6,715.79. This contract will be funded by the BACWA Budget under the Bay Area Biosolids Coalition line item. The term of this agreement shall not extend beyond September 30, 2019.


This Agreement may be terminated by either party at any time for convenience with 30 days' notice. In the event of termination by BACWA, BACWA shall pay CAROLLO ENGINEERS, INC. for professional and competent services rendered to the date of termination upon delivery of assigned work products to BACWA.

CAROLLO ENGINEERS, INC. shall submit invoices to the BACWA Executive Director via e-mail along with approval by JASON DOW (CMSA) and/or MANON FISHER (SAN FRANCISCO PUBLIC UTILITIES COMMISSION). Invoices shall indicate hours associated with each task. Invoices will be paid within thirty (30) days of receipt.


BACWA ED E-mail: Dwilliams@bacwa.org

Approved:

By

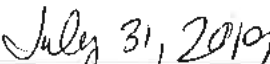

Lori Schectel
Chair, BACWA Executive Board

By


Sarah Deslauriers
CAROLLO ENGINEERS, INC.

Date: July 31, 2019

Date


July 31, 2019

BACWA EIN: 94-3389334

EIN/TIN: 86-0899222

Exhibit A

Scope of Work

Utilizing the results of work completed in 2018, the program manager will prepare a simple report summarizing the five scenarios developed and the methodology used to reach the current conclusions, as well as prepare a presentation highlighting the accomplishments to date. The following tasks are required to produce these deliverables:

Task 1 - Project Management

- This task includes monthly progress reports and coordination meetings with Coalition members for review of the deliverables.

Task 2 - Report Preparation

- Carollo will develop a draft report summarizing work completed for the Coalition in 2018. This report will include the following four components:
- Evaluation of Potential Host Sites: The map of Coalition members' available land to potentially host a biosolids management option and the table summarizing the constraints at each of these potential host sites will be included in the report.
- Market Assessment: A summary of the biosolids end use products considered during scenario development. Additionally, a summary of current agricultural land uses in Bay Area Counties will be provided along with their potential for land application of biosolids products.
- Concept Facility Development: The criteria used to screen potential biosolids management options will be listed and the five options that met the screening criteria at that point in time will be briefly described. Planning level cost estimates for various sized facilities of each option will be summarized along with the assumptions used to develop the cost estimates.
- Concept Facility Evaluation: The five scenarios developed (from various combinations of the biosolids management options) and the evaluation process applied to meet the Coalition's objective of identifying a diverse portfolio biosolids management solution that can reliably process approximately 60,000 dry tons per year that are currently landfilled and make beneficial use the product will be summarized. The evaluation criteria agreed upon by Coalition members will be listed as well.

Deliverables

- Draft Summary Report (including figures previously developed in 2018 by task) anticipated to be approximately 15-20 pages for Coalition member review.
- Final Summary Report.

Task 3 - Presentation Development

- Carollo will develop one PowerPoint presentation summarizing work completed for the Coalition in 2018. This presentation is anticipated to be used by Coalition members to present to their respective Boards.

Deliverables:

- Draft Presentation in PowerPoint format for Coalition member review.
- Final Presentation in PowerPoint format.

Task 4 - Future Work

- This task is a placeholder for future work by the program manager as determined and approved by the Coalition.

Schedule

- Tasks 1 through 3 are to be completed by February 28, 2019 upon notice to proceed and Task 4 will remain open through June of 2019.

Exhibit B
Fees and Billing Practices

Key Staff	Hourly Rate
Sarah Deslauriers - Program Manager	\$192
Lydia Holmes - Principal-In-Charge	\$294
Project Professional	\$252
Project Assistant	\$174

Other Direct Expenses – no mark-up of Other Direct Expenses is expected and includes the following (effective January 1, 2019):

- Project Equipment Communication Expense (PECE): \$11.70/direct labor hour
- Mileage at IRS Reimbursement Rate: \$0.545 per mile
- Travel and Subsistence at cost



EXECUTIVE DIRECTOR AUTHORIZATION REQUEST

FILE NO.: 20-24

DATE: August 16, 2019

TITLE: Executive Director Authorization for a No Cost Amendment to the Agreement with SRT Consultants Inc. for Removing the Requirement for Hourly Invoicing.

RECOMMENDED ACTION

BACWA Executive Director authorization to remove the requirement for hourly invoicing in the contract with SRT Consultants Inc. approved on July 19, 2019.

SUMMARY

BACWA provides administrative support to the Bay Area Biosolids Coalition (BABC) as a Project of Special Benefit. On July 19, 2019, at the request of the BABC, the Board approved a contract with SRT for communication services. The contract stipulated that invoices would be submitted with hours associated with each task. SRT has requested, and BABC has agreed, to pay invoices on a lump sum basis. This no cost change to the contract eliminates the requirement for invoices to show hours associated with each task.

FISCAL IMPACT

This is a no cost change to an existing agreement.

ALTERNATIVES

Alternatives were considered as this change is no cost to BACWA and was requested by the BABC.

Attachments:

1. Amendment to contract

Approved:

David R. Williams

David R. Williams
Executive Director, BACWA

Date:

August 16, 2019

AMENDMENT NO. 1
TO AGREEMENT BETWEEN
BAY AREA CLEAN WATER AGENCIES AND
SRT Consultants Inc. for Communications Services to BABC

This Amendment No. 1 is made this 16th day of August 2019, in the City of Oakland, County of Alameda, State of California, to that certain agreement of July 19, 2019 by and between SRT Consultants Inc. and the Bay Area Clean Water Agencies, (BACWA) (the "Agreement") in consideration of the covenants hereinafter set forth.

1. BACWA and SRT agree to eliminate the need to provide hours for each task on invoices submitted (see attached modification to the contract).
2. Except as herein expressly modified, the Agreement will remain in full force and effect.

BAY AREA CLEAN WATER AGENCIES

By David R. Williams
David R. Williams, Executive Director

Date: August 16, 2019

BAY AREA CLEAN WATER AGENCIES
CONSULTING AGREEMENT

TO: Tanya Yurovsky tanya@srtconsultants.com
SRT Consultants, Inc. 562.597.0205
90 Montgomery St. Suite 905
San Francisco, CA 94105

FROM: David Williams, Executive Director dwilliams@bacwa.org
BACWA Phone: 925-765-9616
PO Box 24055, MS702 FAX: (510) 287-1351
Oakland, CA 94623

RE: BACWA Agreement for FY20 BABC Communications and Branding.

This Agreement covers professional services to be performed by SRT Consultants in order to implement the FY20 Bay Area Biosolids Coalition (BABC) Phase II Branding and Communications Strategy. This work is described in the attached Scope of Work and under the direction of Manon Fisher, San Francisco Public Utilities Commission. The total cost of professional services to be performed by SRT Consultants is not to exceed \$ \$52,050. This contract will be funded by the BACWA Budget under the BABC line item.


This Agreement may be terminated by either party at any time for convenience with 30 day-notice. In the event of termination by BACWA, BACWA shall pay SRT Consultants for professional and competent services rendered to the date of termination upon delivery of assigned work products to BACWA.

SRT Consultants shall submit invoices to the BACWA Executive Director via e-mail along with approval by Project Manager Manon Fisher. Invoices will be paid within thirty (30) days of receipt.

BACWA Executive Director E-mail: David Williams dwilliams@bacwa.org

Approved:

By _____
Lori Schectel
Chair, BACWA Executive Board


By _____
Tanya Yurovsky
SRT Consultants

Date _____

Date _____

BACWA EIN: 94-3389334

EIN/TIN:34-2012788

MEETING AGENDA

BACWA Nature-Based Solutions Contract Management Group, Meeting #2

Tuesday, August 13 @ 3:00 PM | Location: N/A - Conference Call

Conference Call Information: Number: 781-448-4127; Pin: 24247

Agenda

- 1. Introductions** **3:00**
- 2. Review Outstanding Action Items** **3:05**
 - Circulate invitations for quarterly meetings (SFEI) - **complete**
 - [Circulate Doodle poll](#) to find monthly meeting times for August and September and schedule calls (SFEI) - **complete**
 - Coordinate with SFEP and SFEI's Operational Landscape Units (OLU) team to finalize a work plan and identify opportunities for collaboration (SFEI) - **in progress**
 - Contract with HDR for engineering-related tasks (SFEI) - **in progress**
 - Identify opportunities to engage regulatory and agency stakeholder interested in meeting with the group periodically (SFEI) - **in progress**
 - Identify projects (e.g. flood control) with a potential nexus to nature-based treatment systems (SFEI) - **in progress**
- 3. Priority Updates** **3:15**
 - a. Integration of OLU Phase 2 and NBS Project (see attached)
 - b. Upcoming presentations (RMP Annual Meeting Oct 10)
 - c. Updates from Valley Water on pilot projects
 - d. Scoping & Evaluation Plan - status and objectives (see attached)
- 4. Announcements/Agency Updates (all)** **3:50**
- 5. Next Meetings**
 - a. Tuesday, Sep. 10, 3-4 PM (conference call)
 - b. Friday, Oct. 11, 10-12PM @ Union Sanitary

Relationship of OLU Phase 2 to Nature-Based Strategies (NBS) for Nutrient Load Reduction

1

Define 'multi-benefit' in the context of ecologically-sensitive nature-based treatment strategies - i.e. how to determine the adequacy, suitability, and effectiveness of particular strategies to meet ecosystem, SLR adaptation, and nutrient load reduction objectives.

2

Regional evaluation of R2 POTWs to determine A) feasibility (threshold questions of physical constraints and land-ownership), and B) opportunities for detailed site-specific evaluations.

3

Site-specific analysis at 5+ POTWs where physical and economic opportunity exists. Generate conceptual designs and planning-level cost estimates. Identify adaptation pathways for landscape-compatible NBS approaches to wastewater treatment, habitat restoration, and SLR defense.

4

Convene stakeholders and experts to evaluate and address barriers to implementation. Including, but not limited to, considerations of habitat impacts/ecological suitability, regulatory constraints, public perception, economics, and land ownership. Include evaluation of project recommendations within the OLU framework.

5

Generate a joint-findings report describing an approach to NBS phasing strategies at 5+ POTWs, including conceptual strategies, adaptation pathways, and accompanying geospatial data.



NBS Project



OLU Project



Joint Effort

2nd Nutrient Watershed Permit Language: Scoping and Evaluation Plan Requirements

Scoping Plan

By December 1, 2019, the Dischargers shall, individually or in collaboration with regional stakeholders, submit a Scoping Plan describing the level of work proposed to conduct the evaluation. The Scoping Plan shall include, but is not limited to, the level of work to complete the following for each Discharger's facility and subembayment:

- Identification of sites, if any, for potential wetlands treatment systems;
- Identification of sites, if any, for potential wetlands creation or enhancement;
- Identification of sites, if any, for potential horizontal levee creation; and
- Identification of any of the above sites that are associated with a defined Operational Landscape Unit.

The Scoping Plan shall also include a schedule to complete, within one year of submitting the Scoping Plan, the identification of all potential sites that could use natural systems.

Evaluation Plan and Implementation

If a Discharger identifies potential sites, it shall proceed with an evaluation for its facility and subembayment. By July 1, 2020, the Discharger shall, individually or in collaboration with regional stakeholders, submit an Evaluation Plan and schedule describing the methods and means for conducting the evaluation. The evaluation shall include, but not be limited to, the following tasks:

- Estimation of nitrogen (total inorganic nitrogen) and phosphorous (total phosphorus) discharge reductions associated with each project or associated Operational Landscape Unit;
- Identification of ancillary adverse effects and ancillary benefits from each project (e.g., removal of emerging contaminants, creation of habitat, or protection against sea level rise) or associated Operational Landscape Unit;
- Assessment of the feasibility, efficacy, reliability, and cost-effectiveness of each project; and
- Identification of potential challenges to implementing each project (e.g., regulatory barriers).

The Dischargers shall implement the Evaluation Plan tasks within 45 days of submittal.

Draft Outline for an Integrated Scoping and Evaluation Plan

1. Introduction

- a. Project Goals and Objectives
- b. Nature-Based Solutions: definitions & context
- c. Management questions - that would help shape the decision support framework (item 2b)
- d. Regulatory Background (Watershed Permit and relationship to Nutrient Management Strategy)
- e. Relationship to Operational Landscape Unit (OLU) Project

2. Approach

- a. Technical Team
 - i. SFEI
 - ii. HDR
 - iii. Advisors and Reviewers
- b. Decision Support Framework
 - i. Relationship to Other Nutrient-Load Reduction Evaluations (i.e. HDR study from 1st watershed permit; and concurrent recycled water evaluation)
 - ii. Relationship to pilot projects (e.g. Oro Loma, Valley Water Projects, historic projects)
 - iii. Utility for informing optimal mix of nutrient load management strategies, where/when required
- c. Limitations and Assumptions

3. Methods

- a. Conceptual Model - assumptions, criteria for weighing/evaluating +/- benefits & effects on ecology, flood risk, land use, cost, nutrient loading
- b. Discharger Survey
 - i. Questions and Process
 - ii. Anticipated Outputs and Outcomes
- c. Desk-Based Study
 - i. GIS strategy and assumptions
 - ii. Process for identifying agencies for site-specific evaluation
 - 1. Evaluation criteria
 - 2. Scoring strategy

3. Additional factors
- d. Field Investigations
 - i. Objectives and process
 - ii. Anticipated Outputs and Outcomes
- e. Nutrient Loading
 - i. Data Inputs
 1. Literature-based load reduction rates
 2. Data synthesis of nutrient reduction performance from regional/ semi-arid projects
 - ii. Load Reduction Estimation
 1. Review of existing models and approaches
 2. A recommended approach for numeric estimation
- f. Preliminary Engineering Alternatives
 - i. Process for informing alternative development
 - ii. Cost estimation
 - iii. Alternatives optimization (NBS vs. traditional vs. other means for nutrient load reduction)
4. Site-Specific Analysis
 - a. Outputs
 - i. Evaluation of 5-10 agencies for NBS-based alternatives
 - Estimation of nitrogen (total inorganic nitrogen) and phosphorous (total phosphorus) discharge reductions associated with each project and associated OLU;
 - Identification of ancillary adverse effects and ancillary benefits from each project (e.g., removal of emerging contaminants, creation of habitat, or protection against sea level rise) or associated OLU;
 - Assessment of the feasibility, efficacy, reliability, and cost-effectiveness of each project; and
 - Identification of potential challenges to implementing each project (e.g., regulatory barriers).
 - Concept-scale diagram of the proposed alternative(s) for each agency
 - ii. Optimization Strategy
 - iii. Phasing Strategy
 1. Options for adapting projects and sites as sea level rise progresses (i.e. conceptual strategies for 2030, 2050, 2100 horizons)
 - iv. Feasibility opportunities and constraints

1. Topography
 2. Utilities
 3. Environmental (i.e current & historic habitat, species, wetlands, known legacy contamination)
 4. Land use (i.e. existing and adjacent, ownership, land value)
 5. Floodplain (i.e. current and SLR projections)
 6. Geology (soils and groundwater)
 7. Access, Operations, and Maintenance
 8. OLU-Specific Analysis
 - b. Anticipated Outcomes
 - i. Preliminary opportunities and constraints evaluation
 - ii. Inform the Decision Support Framework
 1. Regulatory perspectives
 2. Discharger perspectives
 3. Public perspectives
5. Overcoming Hurdles to Implementation
 - a. Regulatory
 - b. Governance
 - c. Financing
 - d. Nutrient trading considerations for NBS-based projects
6. Conclusions
 - a. Summary
 - b. OLU-Specific Summary of Load Reduction Strategies
 - c. Recommended next steps

Project:	BACWA Recycled Water Study
Subject:	Project Kickoff Meeting
Date:	4:00 pm – 5:00; Thursday, August 8, 2019
Location:	Phone #: +1 (408) 650-3123 ; code: 590-647-053
Attendees:	<input checked="" type="checkbox"/> Lorien Fono <input checked="" type="checkbox"/> Dave Williams <input checked="" type="checkbox"/> Leah Walker <input checked="" type="checkbox"/> Justin Waples <input checked="" type="checkbox"/> Holly Kennedy <input checked="" type="checkbox"/> Mike Falk

Agenda

I. Review Agenda

A. How can BACWA help get this project done efficiently?

II. Introductions

III. Review Project Scope

A. Water Board wants to understand which agencies don't have plans, and if not, why. We can start to explore this with the survey and then have follow ups on a case-by-case basis with any agencies who do not have plans for a recycled water project.

B. Will need to be aware of those POTW agencies who are collaborating with water agencies. The point of contact could evolve and be handed over to a water agency. Examples include:

1. DERWA – EBMUD / DSRSD
2. Valley Water for the South Bay agencies
3. Novato who coordinates recycled water with North Marin.
4. CCCSD's project with both CCWD and Valley Water
5. The RWC will be helpful in identifying these and providing feedback on who / how to engage.

C. Leah shared some concern about the number/content/age master planning documents that each respective agency may have. She shared that Petaluma has had a series of updates on a project-by-project basis since the last master plan which is quite old (and perhaps now out of date). We agreed that we'll need to carefully craft the survey as we'll need to rely on agency representatives to

TACTICAL LEADS

GROUP A
Mike Falk

- CMSA
- City of San Leandro
- Fairfield-Suisun
- City of Pinole
- Rodeo Sanitary District
- Sewerage Agency of Southern Marin
- City of Sunnyvale
- West County WW
- City of Richmond
- Richmond Municipal Sewer

GROUP B
Greg Bradshaw

- DSRSD
- City of Livermore
- Las Gallinas Sanitary
- Mt. View Sanitary District
- City of San Mateo
- Silicon Valley Clean Water
- Sonoma Valley County Sanitation District

GROUP C
Sarah Rhodes

- Delta Diablo
- Oro Loma Sanitary District
- SF Airport
- SFPUC Southeast
- CCCSD
- San Jose and Santa Clara
- South San Francisco
- Treasure Island

GROUP D
Mary Cousins

- City of American Canyon
- EBDA
- Hayward Marsh
- East Bay Regional Parks
- LAVWMA
- Napa Sanitation District
- Novato Sanitary District
- City of Petaluma
- Vallejo Flood & WW District
- EBMUD

GROUP E
Carrie Del Boccio

- City of Benicia
- City of Burlingame
- City of Hayward
- Union Sanitary District
- City of Millbrae
- City of Palo Alto
- Sausalito-Marín City Sanitary District

summarize/synthesize the critical information to accurately represent their recycled water program.

IV. Project Communications

A. Meeting/communication Strategy

1. HDR will attend the RWC meetings and provide updates and get feedback on key questions. HDR will also attend period BACWA Board Meetings to provide updates.
2. For day-to-day inquiries, HDR will coordinate with Dave / Lorien.
3. Leah and Justin indicated that they are planning to have a self-selected subcommittee which will be responsible for reviewing our deliverables. Justin/Leah will be detailed reviewers.
4. Leah offered that we can send questions through the RWC distribution list for feedback. For example, we ask about how to engage with interface between the wastewater and water agencies who have collaborative projects/efforts. Leah will add Holly to the RWC Email Distribution List.

B. HDR's Team

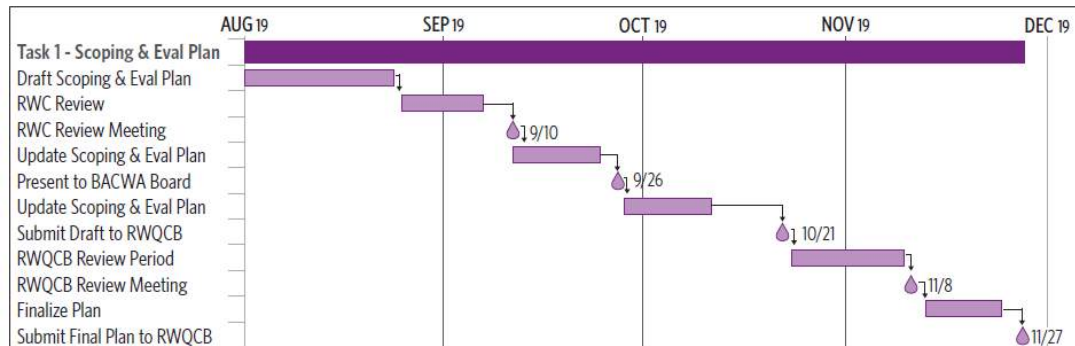
1. See picture inset for a summary of current tactical leads and assigned agencies. The Tactical leads will be responsible for direct communications with each individual agency. Lorien suggested we may need to be flexible as it may make sense to group agencies (e.g., DSRSD/EBMUD, South Bay Agencies, etc.) where there are joint / collaborative projects.

C. Agency Points of Contact (separate spreadsheet)

1. Lorien will send the POC list to the RWC and ask for feedback / changes. Lorien will also ask the RWC members to:
 - a) Review/dust off their master plans before receipt of our request for information (in early 2020).
 - b) Remember to volunteer for the subcommittee if they want to review our deliverables.
2. Lorien will also share the list with the Permits Committee next week for additional review/feedback. Lorien will provide an updated list for our use.
3. HDR/WC won't begin active engagement with individual agencies regarding this study until after the Scoping and Evaluation Plan is finalized.

V. Project Schedule

A. Scoping and Evaluation Plan

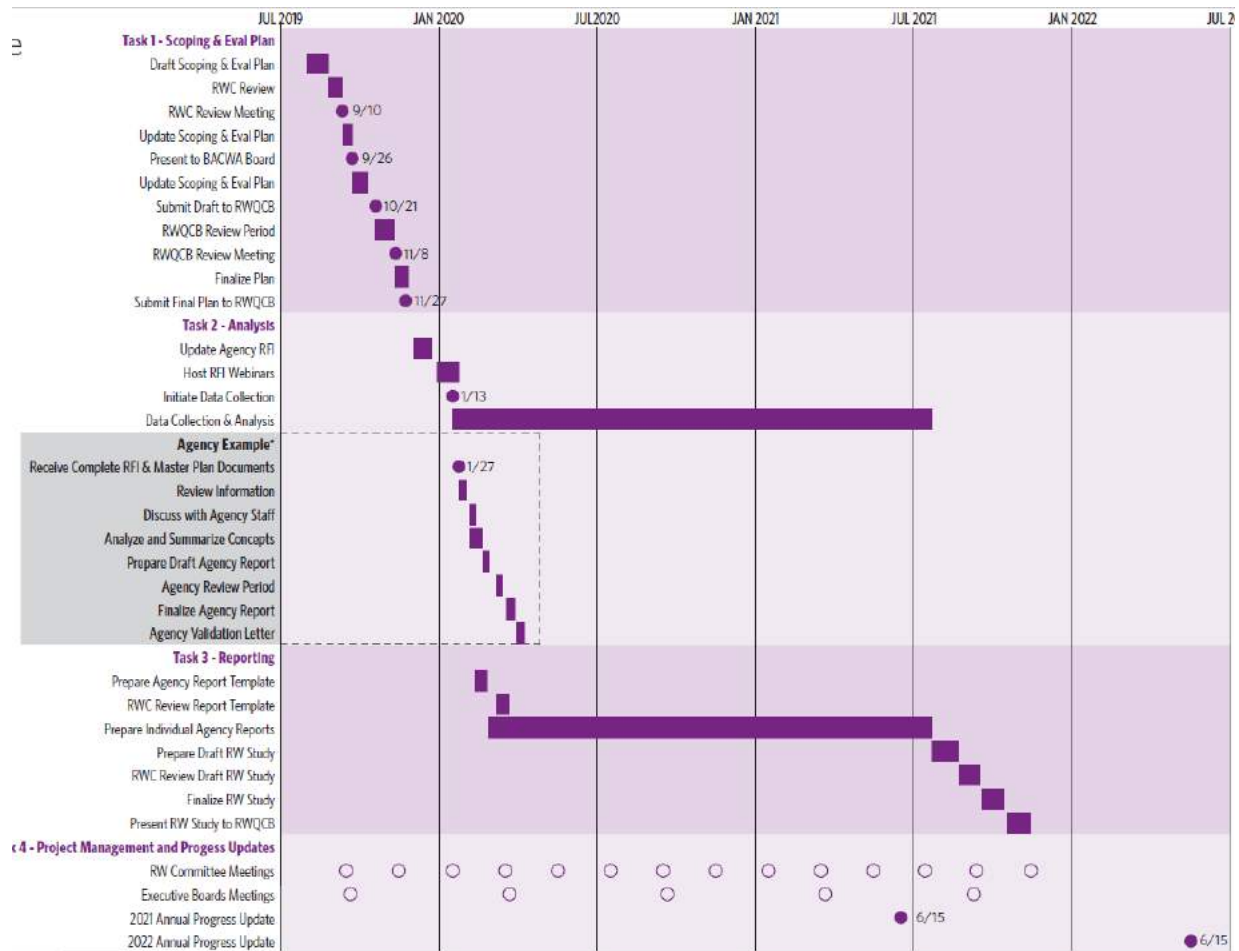


B. Analysis and Reporting, through late 2021 (next page)

VI. Upcoming Project Activities

- A. Draft Scoping and Evaluation Plan - Deliver in Early September.
- B. August Executive Board Meeting – Board saw the scope last month, but haven't been talked through it. Holly will give an over of the project, the milestones, and how we'll get it done.
- C. HDR will attend the RWC Meeting on September 17th at which time we'll be asking for comments on the Draft Scoping and Evaluation Plan
- D. HDR will plan to present the updated Scoping and Evaluation Plan at the October 18th Board Meeting.

Schedule



RO Concentrate Treatment Update

Valley Water’s RO Concentrate Management (ROCM) project, in coordination with GHD, is getting close to producing site-specific design for ROC disposal/treatment options in alignment with their Countywide Master Planning. These options mostly focus on blending/dilution with the remaining effluents from POTWs and identifying the best discharge locations based on Mass Balance Analysis Models and the results of the recently completed Hydrodynamic Modeling study which used SFEI’s hydrodynamic model of the South San Francisco Bay.

While blending/dilution for discharging to the South Bay would address the handling of ROC, the presence of metals (e.g., Cu, Ni) remain as a concern. There could be instances—such as lowest influent/effluent combined with high demands for Recycled Water from POTWs—that could cause exceedance of NPDES limits for metals.

The following three (3) research plans represent a comprehensive effort led by staff to test the most promising treatment alternatives for determining whether ROC treatment for metals removal would be feasible and effective. Each treatment system has its own unique characteristics which can be useful for different future discharge sites.

Floating Wetlands Treatment (FWT) of RO Concentrate at SVAWPC:

Objective: The proposed FWT project would establish a pilot for testing ROC treatment at the Silicon Valley Advanced Water Purification Center (SVAWPC) using hyperaccumulating plant species and various flow-through rates. Floating wetlands are a form of phytoremediation using vegetation to remove nutrients, metals and organic contaminants from water. The active mechanisms are the plants and biofilms that form on submerged roots and submerged portions of the platforms.

Scope and Duration: The FWT project would test six (6) scenarios in parallel, occupying approximately 16’ X 50’ of space adjacent to the ongoing Engineered Treatment Cell Pilot at the SVAWPC. Construction and start-up would take 4-6 months, followed by one (1) year of continuous testing, starting early Fall 2019 and continuing through March 2021. Valley Water staff would design, build, operate, and supervise analytical services for the project. Humboldt State University and Intrinsyx Technologies Corporation have offered to form a project advisory team in collaboration with Valley Water. Their expertise in phytoremediation and engineered natural treatment systems would provide invaluable benefit in process design, data analysis, and hyperaccumulator plant species selection.

Cost: The majority of the FWT project budget would be covered by Valley Water. SFEI and Humboldt State University would also provide some in-kind contribution for participating in research team meetings and reviewing reports.

RO Concentrate Treatment in Horizontal Levee at Oro Loma Sanitation District:

Objective: The proposed Oro Loma ROC project would be a three-way collaboration between Oro Loma Sanitation District (OLSD), UC Berkeley (UCB) and Valley Water to test the ability of the subsurface horizontal levee system to remove nitrate, trace organics and trace metals of concern (e.g., Cu and Ni) from RO concentrate (ROC) produced at the Silicon Valley Advanced Water Purification Center (SVAWPC). The horizontal levee has previously been tested by OLSD and UCB and shown effective removal of metals, nutrients and organic contaminants from treated municipal wastewater.

Scope and Duration: The Oro Loma ROC project would be partnership with UC Berkeley and Oro Loma Sanitation District to test ROC through one cell of the horizontal levee system for minimum of one (1) year. Valley water would provide for 5,000 gallons of storage at Oro Loma and deliver 10,000 gallons per week of ROC from SVAWPC for one (1) year. OLSD would provide the horizontal levee system and all pumping and plumbing needs. UC Berkeley would provide levee operation and maintenance, water sampling and analysis, and report writing. This project would begin early Fall of 2019 and continue to Fall of 2020.

Cost: The majority of project costs would be covered by OLSD, UCB, and an EPA grant. The cost to Valley Water would be for procuring weekly shipping of ROC and providing a second storage tank at OLSD.

Capacitive Coagulation Removal of Free and Chelated Metals in RO Concentrate at SVAWPC:

Objective: The purpose of this pilot project is to test PowerTech Water’s (PTW) novel capacitive coagulation (CapCo™) technology for the removal of dissolved metals (e.g. Se, Ni, Zn, Al, Mn, Fe, and Cu) from RO brine produced at the Valley Water’s Advanced Water Treatment Facility. The CapCo™ system electrochemically, chemically, and physically remove metals from drinking water sources by applying a small voltage to a series of functionalized porous carbon electrodes to manipulate the pH and redox conditions.

Scope and Duration: This project is a collaboration between three entities: PTW, Carollo Engineers, Inc., and Santa Clara Valley Water District (Valley Water). Valley Water will be providing a test site, laboratory analyses and on-site operational support. PTW will supply the treatment technology pilot facility and provide remote support. Carollo will be in charge of the experimental design, pilot setup, overseeing the first phase of testing, data analysis, and drafting the final report. This project will proceed for 2-3 months from project approval and purchase order; estimated start date is September, 2019.

Cost: Costs for the CapCo™ project will be shared between Valley Water and PTW.

Conclusion

The two natural treatment options have the potential to offer low CAPEX and low OPEX solutions for wastewater treatment, and they were recently identified in the Bay Area Regional Water Quality Control Board’s Second Nutrient Watersheds Permit as preferred solutions for future reductions to nutrient loading in the San Francisco Bay. Potential potable reuse partners, Palo Alto and Sunnyvale, show strong interest in using natural treatment systems for wastewater management in general.

These three projects will help Valley Water to find a cost-effective ROC treatment option for our unique discharge considerations to the sensitive South Bay ecosystem. Results from these three pilot projects will aid in decision-making for ROC Management at future advanced purification facilities. All three projects offer new treatment mechanisms for metals and nutrient management for wastewater and ROC discharge to San Francisco Bay

		Draft PROGRAM		
		BACWA ANNUAL TECHNICAL SEMINAR		
		September 26 - 27, 2019		
		EBMUD Pardee Facility		
Day	Time	Theme	Topic	
Thur	8:30 AM		<u>Breakfast</u>	Desired Outcomes
	9:15 AM	BACWA Operational	<u>Financial</u>	
			FY 20 Budget	understanding of budget status
			5 Year Plan	seek input on future level of reserves given anticipated cash flow needs
			-Assumptions for Future Dues/CBC/Nutrient Surcharges	
			2019 Calendar	reminder of key Board activities
			Updated Succession Plan/ED Recruitment	seek input on plan for recruitment
			Recognizing CASA ED	seek input on best way to recognize retiring CASA ED
			New AED	Update on onboarding new AED
			Annual Meeting plannign	Seek input on structure of Annual Meeting
		Nutrients - 2nd Watershed Permit	<u>Update and Discussion</u>	
			2nd WS Permit	
			-preview of GAR	understanding impacts of conversion to TIN and water year reporting
		Challenges to Address in Advance of 3rd WS permit	<u>Update and Discussion</u>	seek viewpoints on issues from membership
			-Identification of early actors	
			-Adjustments to PLTs	
			-Continued science funding	
			-Imposition of load caps	
			-Trading	
			-Compliance Schedules	
			-BACWA's role	
	Noon		<u>Lunch</u>	
	12:30 PM	Regulatory Issues	<u>Update and Discussion</u>	
			-Microplastics	understanding of status and role in Microplastics Symposium
			-Biosolids	understanding of status of regulations and BABC activities next steps, review
			-SWRCB Toxicity Provisions and Toxicity Litigation Update	understanding of status and next steps, comments to Water Board
			-Chlorine BPA (enterococcus; O&G)	understanding of status and next steps
			-Bacteria Objectives	seek input on assisting WB on BPA
			-Enterococcus sampling update	understanding of status and planning wet season sampling
			-PFAS	seek input on how best to collaborate with regulators
			<u>Break</u>	

			<u>Update and Discussion</u>	
			-CEC monitoring, ethoxylated surfactants, White Paper	understanding of status, possible concerns, and moving forward with CEC
			-AIR Issues Discussion (?)	understanding of status and next steps
			-ELAP and TNI implementation	understanding of status and next steps
			-Regulatory Matrix Summary	informational
	3:30 PM	Engaging the Water Board	-Summary of topics and positions	consensus on approach to discussions with WB
	5:00 PM		<u>Break for Day</u>	
	6:30 PM		<u>Dinner</u>	
Fri		Coordination with WB	<u>Breakfast</u>	
	8:00 AM			
	8:30 AM	NMS Update	<u>Update and Discussion</u>	understanding of status and providing input to SFEI on direction
			Science Plan Key Updates and Issues	
			-brief update on findings	
			-update on Assessment Framework	
			-Direction over coming years with increased front loaded funding	
		2nd Watershed Permit	<u>Update and Discussion</u>	
			-Group Annual Report	understanding of impact of TIN conversion and resolution of identified issues
			-Status of NBS Study	understanding of status and resolution of identified issues
			-Status of Recycled Water Report	understanding of status and resolution of identified issues
			<u>Break</u>	
		Regulatory Issues	<u>Update and Discussion</u>	
			-CEC Monitoring/PFAS	agreement on finalizing White Paper and collaboration on approach to PFAS
			-Toxicity update	exchange information on BACWA comments to State, and R2 plans for per
			-SWRCB Climate Change Survey, and other Water Board CC activities	informational and identification of issues
			-Progress on the Wetlands Policy Update	informational and identification of issues
	12:00 PM		<u>Lunch</u>	
	12:20 PM		-Chlorine Residual Basin Plan Amendment	agreement on path forward to conclude BPA
			-Bacteria Objectives	agreement on BACWA's role in completing BPA, permit implementation
			-Risk Reduction	Planning fall 2019 update
			-Revised Recycled Water Policy	Regional Water Board plans to transition 96-011 Permittees
	2:45 PM		<u>Adjourn</u>	

New Legislation Gives the California State Water Resources Control Board Expanded Authority to Order Testing for PFAS

August 12, 2019

Environmental Law

The State Water Resources Control Board (State Water Board) will have new, expansive authority to order public water systems to monitor for per- and polyfluoroalkyl substances (PFAS) under a new law, commonly referred to as AB 756 (C. Garcia) that Governor Gavin Newsom signed on July 31, 2019.

PFAS are highly fluorinated manmade compounds that are resistant to heat, water and oil. They are used in fire suppression foams and in a wide range of products designed to be waterproof, stain-resistant or non-stick, such as carpets, furniture, cookware, clothing and food packaging. PFAS have also been found in drinking water supplies and are reported to have a variety of adverse health effects.

As we previously [reported](#), in March, the State Water Board announced it would be issuing orders to study and sample for PFAS in drinking water and groundwater. The State Water Board's plan includes phased orders requiring sampling by a variety of potential industrial and municipal sources of PFAS, including airports, landfills, manufacturing facilities, bulk terminals, and wastewater treatment facilities.

In addition, in 2018, the State Water Board's Division of Drinking Water established notification levels for perfluorooctane sulfonate (PFOS) at 13 parts per trillion (ppt), perfluorooctanoic acid (PFOA) at 14 ppt, and a single health advisory response level of 70 ppt. PFOS and PFOA are two common PFAS compounds. Furthermore, the California Department of Toxic Substances Control and various regional water boards have required sampling for PFAS, mostly at active or inactive military facilities on a site-by-site basis.

AB 756 marks the California Legislature and Governor Newsom's first action related to PFAS. AB 756 adds Section 116378 to the California Health and Safety Code. Section 116378 (effective January 1, 2020) authorizes the State Water Board to order a public water system to monitor for PFAS in accordance with conditions set by the Board. If any monitoring undertaken pursuant to such State Water Board order results in a confirmed PFAS detection, the water system must report that detection in its annual consumer confidence report. Further, where detected levels of PFAS exceed the 70 ppt response level, the water system must take the water source out of use or provide public notification within 30 days of the confirmed detection. The public notification procedures under section 116378 set forth a variety of requirements for providing sufficient public notice, including requiring community water systems to provide notice by mail and e-mail to each water system customer.

AB 756 is likely only the beginning of the California Legislature's swell of bills aimed at regulating PFAS. Once the results of the State Water Board's ordered investigations into PFAS in drinking water and groundwater are in, it is likely that the California Legislature, Governor Newsom and various state regulatory agencies will continue to increase their focus on PFAS in California with new laws and regulations. Regardless, water systems will have a short time to plan for compliance with AB 756, as the law becomes effective on January 1 of next year.

Lorien Fono

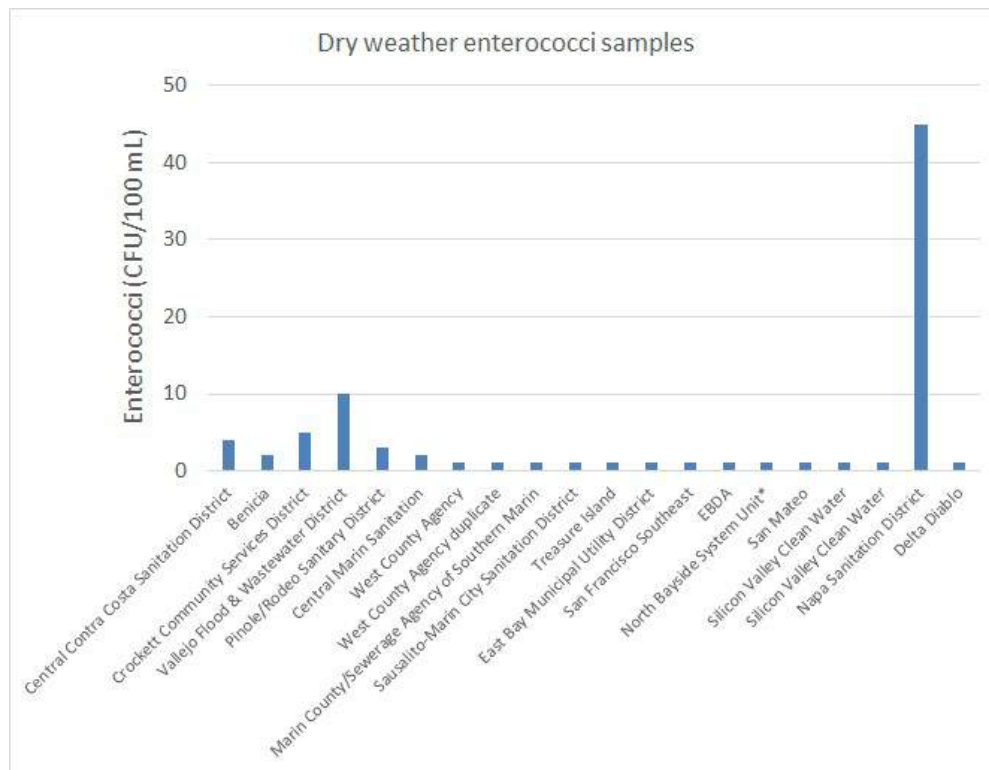
From: Melissa Foley <melissaf@sfei.org>
Sent: Thursday, August 1, 2019 8:48 AM
To: Lorien Fono; Duggan, Ross; David Williams
Subject: Results from first round of enterococci sampling

Hi all,

I just took a quick look at the results from the first round of enterococci sampling. It looks like a second round of sampling in January is warranted. The sample from Napa was the only one that had a value above 30 CFU/100 mL (measured 45 CFU/100 mL; see below). All of the results from West County Agency through Silicon Valley Clean Water on the figure below were flagged as being below the method detection limit (1 CFU/100 mL).

Let me know if you have any questions or comments.

Melissa



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<< << << << << << << << << <<

Dr. Melissa Foley
Program Manager
Clean Water Program
Bay Regional Monitoring Program
San Francisco Estuary Institute
4911 Central Avenue, Richmond, CA 94804
(510) 746-7345

>> >> >> >> >> >> >> >> >> >>

Table 3-1: Water Quality Objectives for Bacteria^a

Beneficial Use	Fecal Coliform (MPN/100ml)	Total Coliform (MPN/100ml)	Enterococcus (MPN/100ml)^g
Water Contact	geometric mean < 200	median < 240	geometric mean < 35
Recreation	90th percentile < 400	no sample > 10,000	no sample > 104
Shellfish Harvesting ^b	median < 14 90th percentile < 43	median < 70 90th percentile < 230 ^c	
Non-contact Water	mean < 2000		
Recreation ^d	90th percentile < 4000		
Municipal Supply:			
- Surface Water ^e	geometric mean < 20	geometric mean < 100	
- Groundwater		< 1.1 ^f	

Notes:

- a. Based on a minimum of five consecutive samples equally spaced over a 30-day period.
- b. Source: National Shellfish Sanitation Program.
- c. Based on a five-tube decimal dilution test or 300 MPN/100 ml when a three-tube decimal dilution test is used.
- d. Source: Report of the Committee on Water Quality Criteria, National Technical Advisory Committee, 1968.
- e. Source: California Department of Public Health recommendation.
- f. Based on multiple tube fermentation technique; equivalent test results based on other analytical techniques, as specified in the National Primary Drinking Water Regulation, 40 CFR, Part 141.21(f), revised June 10, 1992, are acceptable.
- g. Applicable to marine and estuarine waters only. Numeric values are based on Section 7958 of Title 17 of the California Code of Regulations, 69FR 67217 et seq., and 40 CFR Part 131.41 (effective date December 16, 2004).

Lorien Fono

From: Adam Link <alink@casaweb.org>
Sent: Tuesday, August 6, 2019 2:38 PM
To: collectionwg-owner@lists.casaweb.org; LFrigo@ocsd.com; nsma1@lacsds.org; ryoshida@lacsds.org; Marissa.Flores@sbmwd.org; ngranquist@DowneyBrand.com; mthorne@DowneyBrand.com; javiera@emwd.org; RyJackson@sflower.org; matthew.bequette@lacity.org; jwestfall@lacsds.org; David Williams; Lorien Fono; Steve Jepsen; Haney, Lisa; eofficer@cvcwa.org; Pagano, Laura; PAUL CAUSEY; Oriol. Heidi; Jared Voskuhl
Subject: Update on SSS WDR Status from CWEA Presentation
Attachments: Coll_Sys_CWEA-Business-Mtg_27Jul2019-D.-Messina.pdf

CASA Collections Group,

Please find attached a presentation given by Diana Messina of the State Water Board from the CWEA Collection Committee meeting in Morro Bay for your information. Our Chair Paul Causey was in attendance and provided the following notes, many of which pertain to Water Board staff's proposed changes to the WDR from previous discussions with stakeholders. The items in red are new or worth discussing in greater detail. Particularly concerning are the references to PLSD reporting being mandatory (which we were told previously would not happen), the reference to groundwater and how that will be incorporated into the WDR, and the inclusion of some language related to exfiltration. As soon as we hear anything about the status of the draft we will let everyone know. Thanks.

- Expect draft wording very soon to be distributed to a very broad group
- State Goals for WDR
 - Want proactive system management
 - Effective spill response
 - Proactive planning and management
 - Transparent reporting
 - "Feasible and reasonable" regulations - good faith effort to comply - personnel, budget, equipment by governing board
- Looking for common ground - RWQCB, enrollees, environmental groups
- Thanked CASA for several redlined documents
- **New term - discharges from "non-federal waters" this will bring groundwater in to regs - will require new definition**
- Temporary pipe systems (bypass) no SSOs
- **Expect enrolled to have storm water system information**
- Must use at least two volume estimation methods
- **Expect firmer enforcement of intentional falsification of spill reporting i.e. don't know or explain start times; currently 900 start times same as notification time**
- CWA compliance does not equal WDR compliance
- **For purposes of determining what constitutes a well performing agency, suggested SSO Rate of <2 spills per 100 miles/year, but EXCLUDING cat 4 (<50 gallons) overflows**
 - Establish baseline rate as average of last five years SSO rate from WDR effective date
 - Expect biannual reduction (i.e. 10% per period) until reach 2 or below
 - Enviro's state current rate is 1.6 across entire state
 - Some strong push back from group
 - Concerns raised
 - Just small pipes 6 and 8?
 - Agencies with laterals vs no laterals

- Only use main SSOs not laterals
- Small agencies with less than 100 mile systems
- 5 year averaging to account for single year highs so results from significant rainfall
- Focus by diameter of pipe
- Ignore large diameter pipe - trunk and interceptor sewers
- Impacts of timing for capital project that result from pipe conditions may take more than 2 years
- Will force elected to add funding if this is requirement
- **Exfiltration will be in WDR somehow, possibly referred to as "leakage"**
- Want enhanced ability for external desk top audits by SWRCB/RWQCB
- Greater focus on LRO penalty of perjury requirements - LRO certification of reports and supporting information
- **PLSD reporting will probably be mandatory**
- Resiliency - evaluated thru risk analysis and prioritization (i.e. wipes maybe, etc.)
- Will require enrollees to report private systems to SWRCB - CIWQS??
- Agree with minor spills
 - Category 4
 - Documentation available on request
 - Concern for lots of 49 gallon reports - will be watching for this
 - Expect this to be contentious in front of SWRCB hearings
 - May require number of minors to be reported with no spill reporting
- SSMP Audits
 - 3-3-2 requirement for audits
 - SSMP revisions at 8 years or significant changes
 - Expect to see implementation of audit findings
 - May require LRO certification just like SSMP
- Certification - might be tied to LRO requirement - want professional association formal position in writing to SWRCB
- Annual Compliance Acknowledgement - well performing agency
 - Based upon SSO rate, timeline compliance with deadlines, etc,
 - Letter to enrollee issued by SWRCB Deputy Director
 - List of agencies on state website annually

- Adam

Adam D. Link
 Director of Operations
 California Association of Sanitation Agencies
 916.446.0388, ext 102 (office)
 916.947.2900 (mobile)
Ensuring Clean Water for California
www.casaweb.org





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Joint BACWA/Regional Water Board staff Meeting Summary

July 18, 2019, 10am-12pm

Dave Williams, BACWA
Eileen White, EBMUD
Lori Schectel, CCCSD
Jennie Pang, SFPUC
Kevin Lundy, Regional Water Board
Amit Mutsuddy, San Jose
Tom Hall, EOA
Jackie Zipkin, EBDA

Eric Dunlavey, San Jose
James Parrish, Regional Water Board
Lorien Fono, BACWA
Tom Mumley, Regional Water Board
Richard Looker, Regional Water Board
Bill Johnson, Regional Water Board
Robert Schlipf, Regional Water Board

1. Introductions

2. Nutrients

- a. **Watershed Permit Studies** – BACWA gave a summary on the status of the NBS study, which just had its kickoff meeting, and the Recycled Water Evaluation, which will commence after the contract with HDR/W&C is approved on July 19.
- b. **Update on Science** – There was a discussion about the options for continuing to use the USGS vessel for sampling.
- c. **Advanced funding for the NMS** – BACWA is considering whether to “frontload” the required funding for the NMS to get results sooner, and thus inform management decisions in the 3rd watershed permit. A proposal for funding schedule is as follows:

-2020: \$2.5M
-2021: \$2.7M
-2022: \$2.6M
-2023: \$2.0M
-2024: \$1.0M

3. Basin Plan Amendments

- a. **Chlorine Residual BPA**- Tom Hall gave an update on progress developing the chlorine residual Basin Plan Amendment. The proposed Basin Plan objectives will be based on EPA criteria, and the 0.0 mg/L instantaneous maximum limit will be removed from Table 4.2, and there would be recognition of a reporting limit. Shallow dischargers will get the same dilution credit that they would get for cyanide.

There was a discussion about other possible amendments to clean up the Basin Plan that could piggyback on this effort. One possibility would be to remove oil and grease as POTW monitoring parameters. Adopting an ML/RL, which would be the de facto limit for shallow dischargers, is still a sticking point, since different

literature sources list different levels. BACWA and the Water Board will set up a strategy meeting to resolve the question.

- b. Bacterial Objectives** - The Regional Water Board is working on incorporating the State Water Board's new enterococcus objectives into the Basin Plan. BACWA may contribute resources to this effort. They had suggested that BACWA do coliform monitoring to characterize background concentrations that may be used to implement the Basin Plan's objectives for the SHELL beneficial use. BACW is reluctant to do monitoring until it is better understood how the data would be used. BACWA and the Water Board will set up a strategy meeting to decide on a path forward.

4. Enterococcus monitoring

BACWA worked with SFEI to develop a proposal to sample mid-Bay for enterococcus. The data will be used by the Regional Water Board when calculating effluent limits based on the new REC-1 Bacterial Objectives adopted by the State Water Board. The sampling took place on July 16 and 17, and the data will be shared with the Water Board once available.

5. PSL Ordinances in NPDES Permits

There was a discussion about the proposed language in SSF/San Bruno's TO linking approval of a point-of-sale PSL ordinance to bypass approval. The Water Board intends to continue to use whatever permitting leverage they can to encourage the adoption of these ordinances.

6. CECs

The RMP has worked with the RWB and BACWA to identify potential volunteers for a study on ethoxylated surfactants in the San Francisco Bay, based on treatment technology, size, and location. Water Board staff will develop language to share with agencies to encourage participation and allay any fears that the information will be used to develop regulatory limits, or for enforcement.

7. Wetlands

There has not been progress on the Water Board's Wetlands Policy. A study will be starting up to look at treatment of RO concentrate via Oro Loma's Horizontal Levee.

8. Toxicity

The Water Board pushed back the Toxicity Provisions schedule again, due to review by the Governor's office. Region 2 has approached the State about how the Sensitive Species screening requirement will impact funding of the RMP via the AMR, but haven't gotten traction on the issue.

9. Climate Change update

Water Board staff are working on a 401 certification permitting paper pertaining to incorporating Climate Change. This probably won't have a significant NPDES impact.

10. Pardee Technical Seminar

The following topics are proposed for discussion between BACWA and the Water Board at Pardee this year:

- Science Plan Update
- Group Annual Report
- CEC monitoring/PFAS
- Wetlands
- Climate Change
- Toxicity
- Bacterial Objectives

11. Digital Accessibility

The Water Board is updating their website to incorporate the State's new ADA requirements. This may impact how they post information, and how they request comment letters be submitted.

ADJOURNMENT

Report to BACWA Executive Board
ReNUWIt Sponsored Bay Area One Water Network Stormwater Seminar
7/25-26/19 at SFPUC

Prepared by Tim Potter, Central San

Seminar Format

The seminar was sponsored by ReNUWIt and attended by a broad spectrum of agencies, associations and non-profit organizations with direct responsibility or interest in securing alternative water supplies for the SF Bay Area. The primary focus of this seminar was stormwater as a resource to augment existing water supplies. The seminar was facilitated by a consultant who will be responsible for preparing a final report. This report focuses on issues covered that might affect BACWA members and is not comprehensive coverage of the seminar to avoid duplicating the consultant's final report.

Recycled water from wastewater facilities was discussed but was not the focus of this seminar unless it related to stormwater management. ReNUWIt intends to hold a separate seminar similar to this one that will focus on recycled water as a means of augmenting water supplies for the SF Bay Area.

Wastewater agencies were represented through BACWA (Tim Potter) and SCAP (Steve Jepsen) who attended to provide input on southern California agencies' programs and to assist SCAP with preparing similar forums planned for August 2019 in southern California.

BACWA Member Issues

Stormwater diversions to wastewater treatment plants as a means of augmenting water supplies were discussed several times in the plenary sessions and a breakout group was dedicated to this topic. Stormwater diversions to achieve water quality improvement was not the focus of this seminar unless it resulted in augmentation of water supplies.

- Most SF Bay Area stormwater diversions to date have been conducted to address water quality improvements. Water supply augmentation has been evaluated but not found to be feasible at this time.
- Availability of dry season stormwater diversions to treatment plants for water supply augmentation is limited in the SF Bay Area when considering potential habitat impacts.
- Southern California agencies have implemented stormwater diversions initially to control water quality but some are now achieving water supply augmentation. Primary successes involve groundwater recharge.
- Monterey is achieving water supply augmentation through groundwater recharge using recycled water with some stormwater collected in agricultural drainage ditches (canals).
- Some direction of stormwater toward groundwater recharge is occurring in inland areas of Alameda County and the peninsula with some recycled water included, or planned, in these recharge systems.

- Closure of quarry operations may create potential groundwater recharge systems using stormwater capture which could also be supplemented with recycled water if they are close to existing wastewater treatment plants. One existing closed quarry in Alameda County used as a reservoir for groundwater recharge is evaluating option to receive recycled water to supplement the recharge system but the proximity may be too far to be cost effective.
- Until indirect or direct potable reuse options become viable, many SF Bay Area wastewater agencies are not able to contribute toward water supply augmentation using recycled water as groundwater augmentation is not feasible near the fringes of the bay. Should such standards be established, then acceptance of certain stormwater flows into wastewater treatment plants for the purpose of augmenting recycled water may be feasible.

Tom Mumley made a statement during the seminar that he did not understand why so many SF Bay Area wastewater agencies resisted taking “strategic” dry weather or first flush stormwater diversions. I responded to his statement summarizing the different issues that various wastewater agencies identified when the BACWA White Paper on Stormwater Diversions was created. Tom did not continue raising this issue during the seminar after I provided this information. However, he may raise this issue in the future.

Future Actions

- Review the final consultant report for this seminar.
- Participate in the next ReNUWI seminar on using recycle water to augment water supplies.
- Monitor trends/programs that promote stormwater diversions to wastewater treatment plants for water quality improvement and/or water supply augmentation.

Name of Agency/Organization
In-House Training

Name of Individual who is submitting contact hour:

Course/training	Date Completed	Hours
Name of course/training	05/15/2016	4
Name of course/training	02/03/2017	6
Name of course/training	03/21/2017	1
Name of course/training	03/23/2017	2
Name of course/training	04/01/2017	3
		Total Hours: 16

Supervisor's Name

Supervisor's Title

Supervisor's Contact Info

Supervisor's Signature

1	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T	U	V
2	As of	8/14/2019		NEW																	
3	CUST ID	CUSTOMER NAME	ADDRESS	CONTACT INFO	Dues Principals GEN1	Dues Associate GEN2	non-memb BAPPG GEN3	non-memb AIR GEN4	Other Receipts GEN 5	Affiliate/Assoc Dues GEN6	Affli/CS/Assoc Dues GEN7	CBCFee CBC1	Nutrient Surcharge CBC2	VolNutContr CBC3	WOT WOT1	Member Dues BAB1	Total	Date Mailed	Date Rec'd	\$ Paid	Outstanding
4	ALCI0157	City of Alameda	Erin Smith City of Alameda 950 West Mall Square Alameda, CA 94501	Erin Smith						1675		750					2425				2425
5	ALCI3003	City of Albany	Public Works Division City of Albany 1000 San Pablo Ave. Albany, CA 94706	Ray Chan						1675		750					2425				2425
6	AMCI3000	City American Canyon	City of American Canyon Public Works Department Att: Stacey Ambrose 205 Wetlands Edge Road American Canyon CA 94503	Stacey Ambrose						1675		750	1579				4004				4004
7	ANCI3002	City of Antioch	City of Antioch Collections Department 1201 W 4th St. Antioch, CA 94509 Attr: Brandon Chalk, CS Supervisor	Brandon Chalk						1675		750					2425				2425
8	BAAR3011	BAWSCA	Bay Area Water Supply and Conservation Agency Attr: Deborah Grimes 155 Bovet Road, Suite 650 San Mateo, California	Deborah Grimes					2550								2550				2550
9	BECI3001	City of Berkeley	Kenneth Emeziem City of Berkeley Dept. of Public Works, Engineering Division 1947 Center Street, 4th Floor Berkeley, CA 94704	Kenneth Emeziem						1675		750					2425				2425
10	BECI3003	City of Benicia	Jeff Gregory City of Benicia 614 East 5th Street Benicia, CA 94510	Jeff Gregory						1675		2996	6963				11634				11634
11	BECI3004	City of Belmont	Bozahena Palatnik Department of Public Works City of Belmont 1 Twin Pine Lane, Suite 385 Belmont, CA 94002-3890	Bozahena Palatnik						1675		750					2425				2425
12	BRCI3000	City of Brisbane Public Works	Jerry Flanagan City of Brisbane Public Works 50 Park Place Brisbane, CA 94005	Jerry Flanagan						1675		750					2425				2425
13	BUCI3004	City of Burlingame (Veolia Water on TR)	Manuel Molina City of Burlingame WWTP Veolia Water North America Operating Service 1103 Airport Blvd Burlingame, CA 94010	Manuel Molena						1675		4954	11919				18548				18548
14	CACI3002	City of Calistoga	Warren Schenstrom City of Calistoga 1232 Washington Street Calistoga, CA 94515	Warren Schenstrom						1675		1058					2733				2733
15	CECO3006	CCCSD (Central Contra Costa Sanitation District)	Roger Bailey Central Contra Costa Sanitary District 5019 Imhoff Martinez, CA 94553-4392	Roger Bailey	101355							90000	123273		0		314628				314628
16	CEMA3000	CMSA (Central Marin Sanitation Agency)	Jason Dow Central Marin Sanitation Agency 1301 Anderson Drive San Rafael, CA 94901	Jason Dow		8364						9050	31640		0	6500	55554				55554
17	CIBR3000	City of Brentwood	Casey Wichert City of Brentwood Casey Wichert-WW Operations Mgr 150 City Park Way	Casey Wichert											0		0				0
18	CICO3000	CCSF (City and County of San Francisco)	Greg Norby 525 Golden Gate Ave, 13th Fl San Francisco, CA 94102	Greg Norby	101355											24500	101355				101355

	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T	U	V
	CUST ID	CUSTOMER NAME	ADDRESS	CONTACT INFO	Dues Principals	Dues Associate	non-memb BAPPG	non-memb AIR	Other Receipts	Affiliate/Assoc Dues	Affili/CS/Assoc Dues	CBCFee	Nutrient Surcharge	VolNutContr	WOT	Member Dues	Total	Date	Date	\$ Paid	Outstanding
2	CICO3000	CCSF (City and County of San Francisco)	Greg Norby 525 Golden Gate Ave, 13th Fl San Francisco, CA 94102	Greg Norby								90000	308089				398089				398089
19	CRCO3000	Crockett Community Services District	Attn: General Manager Crockett Community Services District P.O. Box 578 Crockett, CA 94525	Dale McDonald						1675		750	53				2478				2478
20	CUSA3000	Cupertino Sanitary District	Steve Machida Cupertino Sanitary District 20833 Stevens Creek Blvd, Suite 104 Cupertino, CA 95014	Steve Machida							1675	750					2425				2425
21	DEDI3002	Delta Diablo	Vince De Lange Delta Diablo 2500 Pittsburg-Antioch Highway Diablo Water District 87 Carol Lane, PO Box 127 Oakley, CA 94561-1690	Vince De Lange			8364					10635	44058		0	16500	79557				79557
22	DIWA3000	Diablo Water District	Mike Yeraka	Mike Yeraka											0		0				0
23	DUSA3004	DSRSD (Dublin-San Ramon Services District)	Jeff Carson Dublin San Ramon Service District 7399 Johnson Dr. Dublin, CA 94568	Jeff Carson			8364					750			0	16500	9114				9114
24	EABA3003	EBDA (East Bay Dischargers Authority) City of San Leandro; Oro Loma Sanitary District; Castro Valley Sanitary District; City of Hayward; Union City	Jacqueline Zipkin General Manager East Bay Dischargers Authority 2651 Grant Avenue San Lorenzo, CA 94580	Jacqueline Zipkin	101355							90000	273461				464816				464816
25	EABA3010	EBMUD (East Bay Municipal Utilities District)	Eileen White East Bay Municipal Utility District P.O. Box 24055 Oakland, CA 94623-1055	Eileen White	101355							90000	316111			24500	507466				507466
26	EABA3010	EBMUD (East Bay Municipal Utilities District)	Roberto Cortez East Bay Municipal Utility District P.O. Box 24055 Oakland, CA 94623-1055	Roberto Cortez											0		0				0
27	EABA3010	EBMUD (East Bay Municipal Utilities District)	Tepa Banda East Bay Municipal Utility District P.O. Box 24055, MS 702 Oakland, CA 94623-1055	Tepa Banda											0		0				0
28	FACI3000	City of Fairfield	Felix Riesenber Public Works Dept. City of Fairfield 1000 Webster St. Fairfield, CA 94533	Felix Riesenber						1675		750					2425				2425
29	FASU3001	FSSD (Fairfield Suisun Sewer District)	Greg Baatrup, General Manager Fairfield-Suisun Sewer District 1010 Chadbourne Rd. Fairfield, CA 94585	Greg Baatrup			8364					12254	28583		0	16500	65701				65701
30	IRSA3000	Ironhouse Sanitary District	c/o Sue Walde, District Secretary Ironhouse Sanitary District 450 Walnut Meadows Drive Oakley, Ca 94561	Chad Davidson											0	1500	0				0
31	LAGA3000	Las Gallinas Valley Sanitary District (LGVSD)	Chris DeGabriele, Interim General Manager Las Gallinas Valley Sanitary District 300 Smith Ranch Road San Rafael, CA 94903	Chris DeGabriele						1675		3244	3876		0		8795				8795
32	LICI3000	City of Livermore	Darren Greenwood City of Livermore 101 W. Jack London Blvd. Livermore, CA 94550	Darren Greenwood			8364					750			0		9114				9114
33	MACI3000	City of Martinez	Allen Pellegrini, Water Superintendent 525 Henrietta Street Martinez, CA 94553	Allen Pellegrini											0		0				0
34	MACI3000	City of Martinez	Allen Pellegrini, Water Superintendent 525 Henrietta Street Martinez, CA 94553	Allen Pellegrini											0		0				0
35	MICI3000	City of Millbrae	Dan Mount City of Millbrae 400 E. Millbrae Ave. Millbrae, CA 94030	Dan Mount						1675		2464	8991			1500	13130				13130

Note: WOT and AIR estimates based on FY15 dues; awaiting confirmation from Program Managers

	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T	U	V
	CUST ID	CUSTOMER NAME	ADDRESS	CONTACT INFO	Dues Principals	Dues Associate	non-memb BAPPG	non-memb AIR	Other Receipts	Affiliate/Assoc Dues	Affli/CS/Assoc Dues	CBCFee	Nutrient Surcharge	VolNutContr	WOT	Member Dues	Total	Date	Date	\$ Paid	Outstanding
2	MIC13001	City of Milpitas	Accounts Payable City of Milpitas, Utility Engineering 455 East Calaveras Blvd. Milpitas, CA 95035	Marilyn Nickel							1675	750					2425				2425
37	MOC13000	City of Mountain View	Wastewater Supervisor City of Mountain View 231 North Whisman Road Mountain View, CA 94043-3911	Bob Bleisner							1675	750					2425				2425
38	MTV13000	Mt. View Sanitary District (MVSD)	Neal Allen, Manager Mt. View Sanitary District P.O. Box 2757 Martinez, CA 94553	Neal Allen						1675		2110	3846		0		7631				7631
39	NASA3000	Napa Sanitation District	Tim Healy, General Manager Napa Sanitation District 1515 Soscol Ferry Road Napa, CA 94558	Tim Healy								5845	7633				21842				21842
40	NOSA3002	North San Mateo Sanitation District (NSMSD) (Daly City, City of on TR)	Greg Krauss North San Mateo Sanitation District 153 Lake Merced Blvd. Daly City, CA 94015	Greg Krauss						1675		750				6500	2425				2425
41	NOSA3003	Novato Sanitary District	Sandeep Karkal Novato Sanitary District 500 Davidson St. Novato, CA 94945	Sandeep Karkal						1675		3518	5685				10878				10878
42	ORLO3001	Oro Loma Sanitary District	Oro Loma Sanitary District Manuel Talledo-Garcia Supervisor of Plant Operations 2600 Grant Avenue San Lorenzo, CA 94580-1838	Manuel Talledo-Garcia											0		0				0
43	PAC13002	City of Palo Alto	Karin North City of Palo Alto Palo Alto RWQCP 2501 Embarcadero Way Palo Alto, CA 94303	Karin North								36848	76208				121420				121420
44	PAC13004	Pacifica	James Pinkevich City of Pacifica 170 Santa Maria Ave Pacifica CA 94044	James (Jim) Pinkevich						1675		750					2425				2425
45	PEC13000	City of Petaluma	Accounts Payable City of Petaluma PO Box 61 Petaluma, CA 94953 Attn: Dan St. John, Engineering Department	Dan St. John						1675		4045	1149			1500	6869				6869
46	PIC13001	Pinole/ Hercules	Rich Ariza, Plant Manager City of Pinole/Hercules Water Pollution Control Plant 2131 Pear Street Pinole, CA 94564	Rich Ariza						1675		4327	10390				16392				16392
47	PIC13002	City of Piedmont	Chester Nakahara, Director of Public Works City of Piedmont 120 Vista Avenue Piedmont, CA 94611	Chester Nakahara							1675	750					2425				2425
48	PLC13000	City of Pleasanton	Daniel Smith Utilities Superintendent City of Pleasanton P.O. Box 520 Pleasanton, CA. 94566-0802	Daniel Smith							1675	750					2425				2425
49	REC13000	City of Redwood City	Marilyn W. Harang, Superintendent - Wastewater City of Redwood City, Public Works Services Dept. 1400 Broadway Redwood City, CA 94063	Marilyn W. Harang							1675	750					2425				2425
50	RIC13003	City of Richmond WPCP (Veolia Water on TR)	Aaron Winer City of Richmond WPCP Veolia Water North America Operating Service 601 Canal Blvd. Richmond, CA 94804	Aaron Winer						1675		750			0		2425				2425
51																					

	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T	U	V
2	CUST ID	CUSTOMER NAME	ADDRESS	CONTACT INFO	Dues Principals	Dues Associate	non-memb BAPPG	non-memb AIR	Other Receipts	Affiliate/Assoc Dues	Affili/CS/Assoc Dues	CBCFee	Nutrient Surcharge	VolNutContr	WOT	Member Dues	Total	Date	Date	\$ Paid	Outstanding
52	ROC1960	Rodeo	Steven Beall Rodeo Sanitary District 800 San Pablo Avenue Rodeo CA 94572	Steven Beall						1675		1233	1179		0		4087				4087
53	SACI3001	City of San Bruno	Dennis Bosch City of San Bruno Public Works Wastewater Division Field Supervisor 225 Huntington Ave San Bruno, CA 94066	Dennis Bosch							1675	750					2425				2425
54	SACI3002	City of San Carlos	Jay Walter Director of Public Works City of San Carlos 800 Elm Street San Carlos, CA 95070	Jay Walter							1675	750					2425				2425
55	SACI3003	City of Santa Rosa	Martin St George City of Santa Rosa 4300 Llano Road Santa Rosa, CA 95407	Martin St George			1292	6936								16500	8228				8228
56	SACI3004	City of San Leandro	Dean Wilson City of San Leandro Wastewater Treatment Plant 3000 Davis Street San Leandro, CA 94577	Dean Wilson											0		0				0
57	SACI3006	CSJ (City of San Jose)	Amit Mutsuddy CSJ 700 Los Esteros Road San Jose, CA 95034	Amit Mutsuddy	101355							90000	169500			24500	360855				360855
58	SADI3000	Sanitary District of Marin County No. 1 (Ross)	Felicia Newhouse Sanitary District No. 1 of Marin County 2960 Kerner Blvd San Rafael, CA 94901	Felicia Newhouse							1675	750					2425				2425
59	SADI3001	Sanitary District of Marin No. 2 (Corte Madera)	David Bracken Sanitary Services Manager Department of Public Works Town of Corte Madera (Sanitary District No. 2 of Marin County) P.O. Box 159 Corte Madera, CA 94925	David Bracken							1675	750					2425				2425
60	SADI3002	Sanitary District of Marin No. 5 (Tiburon & Paradise Cove)	Tony Rubio Marin Sanitary District of Marin No. 5 P.O. Box 227 Tiburon, CA 94920	Tony Rubio						1675		1536	2003				5214				5214
61	SAFR3003	San Francisco International Airport (SFIA) (City and Co of SF on TR)	Jennifer Acton/Bill Zolan San Francisco International Airport PO Box 8097 San Francisco CA 94128	Jennifer Acton/Bill Zolan						1675		1508	4536				7719				7719
62	SAMA3002	San Mateo WWTP	Ryan Smith 2050 Detroit Rd. San Mateo, CA 94404	Ryan Smith		8364						14317	46386				69067				69067
63	SAMA3003	Sausalito/Marin City Sanitary District (S/MCSD)	Jeffrey Kingston Sausalito/Marin City Sanitary District 1 East Road Sausalito, CA 94965-2575	Jeffrey Kingston						1675		3930	4496		0		10101				10101
64	SAMA3004	San Mateo County, Department of Public Works	Mark Chow Principal Civil Engineer San Mateo County, Department of Public Works 555 County Center 5th Floor Redwood City, CA 94063	Mark Chow							1675	750					2425				2425
65	SARE3002	Sacramento Regional County Sanitation District	Linda Stevens Sacramento Regional County Sanitation District 10060 Goethe Rd Sacramento, CA 95827	Linda Stevens			1292										1292				1292

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2	CUST ID	CUSTOMER NAME	ADDRESS	CONTACT INFO	Dues Principals	Dues Associate	non-memb BAPPG	non-memb AIR	Other Receipts	Affiliate/Assoc Dues	Affil/CS/Assoc Dues	CBCFee	Nutrient Surcharge	VolNutContr	WOT	Member Dues	Total	Date	Date	\$ Paid	Outstanding
66	SEAG3000	Sewerage Agency of Southern Marin (SASM) (Mill Valley on TR)	Mark Grushayev Sewerage Agency of Southern Marin 26 Corte Madera Avenue Mill Valley, CA 94941-1830	Mark Grushayev						1675		7149	6724				15548				15548
67	SEAU3000	Sewer Authority Mid-Coastside (SAM)	Beverli Marshall, General Manager Sewer Authority Mid-Coastside 1000 N. Cabrillo Highway Half Moon Bay, CA 94019	Beverli Marshall						1675		750					2425				2425
68	SOBA3001	Silicon Valley Clean Water (SVCW) (formerly South Bayside System Authority)	Teresa Herrera, Manager South Bayside System Authority 1400 Radio Road Redwood City, CA 94065	Teresa Herrera			8364					14445	72841		0		95650				95650
69	SOCO3001	Sonoma County Water Agency (SCWA)	Pam Jeane Sonoma County Water Agency 404 Aviation Boulevard	Pam Jeane						1675		2042	1259				4976				4976
70	SOSA3001	South San Francisco	Brian Schumacker South San Francisco/San Bruno WQCP 195 Belle Air Road South San Francisco, CA 94080	Brian Schumacker			8364					12418	35127				55909				55909
71	STCI3001	City of St. Helena	Attn: Public Works Director City of St. Helena 1480 Main Street St. Helena, CA 94574							1675		788					2463				2463
72	STSA3000	Stege Sanitary District (SSD)	Rex Delizo Stege Sanitary District 7500 Schmidt Lane El Cerrito, CA 94530	Rex Delizo							1675	750					2425				2425
73	SUCI3001	City of Sunnyvale	Melody Tovar City of Sunnyvale PO Box 3707 Sunnyvale, CA 94088-3707	Melody Tovar			8364					9685	24467				42516				42516
74	TACO3001	Tamalpais Community Services District (TCSD)	Heather Abrams, Manager Tamalpais Community Services District 305 Bell Lane Mill Valley, CA 94941	Heather Abrams							1675	750					2425				2425
75	TRIS3000	Treasure Island	Navy BRAC Office One Avenue of the Palms, Suite 161 San Francisco, CA 94130	Patricia McFadden						1675		750	589				3014				3014
76	UNSA3002	Union Sanitary District	Paul Eldredge General Manager Union Sanitary District 5072 Benson Road Union City, CA 94587	Paul Eldredge											0	16500	0				0
77	VACI3000	City of Vacaville - EWWTP	Royce Cunningham City of Vacaville - EWWTP Post Office Box 220 Elmira, CA 92625-0220	Royce Cunningham			1292										1292				1292
78	VASA3001	Vallejo Flood and Wastewater District (formerly VS&FD (Vallejo Sanitation and Flood Control District))	Melissa Morton Vallejo Flood and Wastewater District 450 Ryder St. Vallejo, CA 94590	Melissa Morton			8364					12886	35137			6500	56387				56387
79	WEBA3000	West Bay Sanitary District (WBSD)	Phil Scott West Bay Sanitary District 500 Laurel Street Menlo Park, CA 94025	Phil Scott							1675	750					2425				2425
80	WECO3002	WCA (West County Agency)	Lisa Malek-Zadeh, District Manager West County Agency 2910 Hilltop Drive Richmond, CA 94806	Lisa Malek-Zadeh			8364					15468	32249			6500	56081				56081
81	WECO3003	West County Wastewater District	Lisa Malek-Zadeh, General Manager West County Wastewater District 2910 Hilltop Drive	Lisa Malek-Zadeh											0		0				0
82	WEVA3000	West Valley Sanitation District (WVSD)	John Newby West Valley Sanitation District 100 E. Sunnyside Avenue	John Newby							1675	750					2425				2425

[illegible]

**BAY AREA CLEAN WATER AGENCIES
SUCCESSION PLANNING
Fiscal Year 2020**

A. BACWA Principal Representatives

<u>Agency</u>	<u>Representatives</u>	<u>Title & Roles</u>
CCCSD	Lori Schectel	BACWA Chair, CASA State Legislative Committee, Nutrient Governance Steering Committee Alternate, Summit Partners
	Roger Bailey (Alternate)	
	Jean-Marc Petit (Alternate)	
EBDA	Jacqueline Zipkin	BACWA Executive Board Rep, ReNUWIt Industrial Advisory Committee Member
	Jason Warner, Oro Loma (Alternate)	
EBMUD	Eileen White	BACWA Executive Board Rep, Nutrient Management Strategy Governance Steering Committee, Bay Area Regional Reliability Project, SF Estuary Partnership
	Maura Bonnarens (Alternate)	AWT Certification Committee
	Nirmela Arsem	RMP Microplastics Liaison
SFPUC	Brian Henderson	BACWA Executive Board Rep,
	Greg Norby (Alternate)	
	Jennie Pang (Alternate)	
	Ryan Jackson (Alternate)	
	Amy Chastain (Alternate)	
San Jose	Amit Mutsuddy	BACWA Executive Board Rep, Joint SFEI/ASC Board
	Eric Dunlavey (Alternate)	RMP Steering Comm; Nutrient Management Strategy Comm;

Changes to Principal Representation require submission of a Designation Letter and a Statement of Economic Interest Form within 30 days

B. Other BACWA Representations

<u>Group/Organization</u>	<u>Current Representative</u>	<u>Succession Planning</u>
RMP Technical Committee	Mary Lou Esparza, CCCSD	
	seeking new representative	
RMP Steering Committee	Karin North, Palo Alto;	
	Leah Walker, Petaluma;	
	Eric Dunlavey, San Jose	
Summit Partners	Dave Williams;	
	Lori Schectel, CCCSD	
Joint SFEI/ASC Board	Eileen White, EBMUD	Karin North, Palo Alto, First Board Alternate; Amit Mutsuddy, San Jose, Second Board Alternate
	Dave Williams	Amy Chastain, SFPUC, Alternate
	Eric Dunlavey, San Jose	
Nutrient Management Strategy Governance Steering Committee	Eileen White, EBMUD	
	Jackie Zipkin, EBDA	
	Lori Schectel, Alternate	
NMS Planning Subgroup	Eric Dunlavey, San Jose	
NMS Technical Workgroup	Eric Dunlavey, San Jose	
SWRCB Nutrient SAG	Dave Williams	
NACWA Taskforce on Dental Amalgam	Tim Potter, CCCSD	
BAIRWMP	Cheryl Munoz, SFPUC;	
	Linda Hu, EBMUD;	
	Dave Williams, BACWA	
NACWA Emerging Contaminants	Karin North, Palo Alto;	
	Melody LaBella, CCCSD	
CASA State Legislative Committee	Lori Schectel, CCCSD	

CASA Regulatory Workgroup	Lorien Fono, BACWA	
ReNUWit	Jackie Zipkin, EBDA	
	Karin North, Palo Alto	
RMP Microplastics Liaison	seeking new representative	
AWT Certification Committee	Maura Bonnarens, EBMUD	
Bay Area Regional Reliability Project	Eileen White, EBMUD	
WaterReuse Working Group	Cheryl Munoz, SFPUC	
SF Estuary Partnership	Eileen White, EBMUD	
	David Williams, BACWA	
CPSC Policy Education Advisory Committee	Colleen Henry, CCCSD	
California Ocean	Lorien Fono, BACWA	
Countywide Water Reuse Master Plan	Karin North, Palo Alto	
	Pedro Hernandez, San Jose	
CHARG - Coastal Hazards Adaptation Resiliency Group	Jackie Zipkin, EBDA	

Changes to BACWA Representation requires Executive Board Approval.

C. BACWA Committees

Committee	Chair	Vice/Co-Chair	Comments	Succession Planning
AIR	Nohemy Revilla, SFPUC, Co-Chair	Randy Schmidt, CCCSD, Co-Chair	CASA Climate Change Group Represen	Nohemy Revilla; Randy Schmidt
BAPPG	Autumn Cleave, SFPUC, and Robert Wilson, Petaluma (Co-chairs)	Simret Yigzaw, (San Jose) V-Chair of Budget; Joe Neugebauer (WCWD) V-Chair of Reporting	Robert Wilson is new Co-Chair effective November 2017	Autumn Cleave, Chair; Simret Yigzaw, V-Chair of Budget; Joe Neugebauer (WCWD) V-Chair of Reporting
BAPPG Pesticide Subcommittee	Karin North, Palo Alto	Robert Wilson, Petaluma; Autumn Cleave, SFPUC		Karin North, Robert Wilson, Autumn Cleave
Biosolids	Co-Chair	Co-Chair	Committee Dormant due to biosolids activities being carried out by BABC.	Committee Dormant until further notice
Collection Systems	Andrew Damron, Napa San, Chair	Erin Smith, City of Alameda, V-Chair		Steve Sauter to replace Erin Smith
InfoShare Ops/Maint	Joaquin Gonzales, Delta Diablo, Co-Chair	Kevin Dickison, EBMUD, Co-Chair		Juaquin Gonzales, Kevin Dickison, Co-Chairs
InfoShare Asset Mgmt	Co-Chair	Co-Chair	Both Dana Lawson, CCCSD, and Aaron Johnson, DSRSD, stepped down from Co-Chair positions. Committee on hiatus for now	Dana Lawson, Aaron Johnson, Co-Chairs
Laboratory	Jason Mitchell, EBMUD, Chair	Dan Jackson, Union San, Vice-cahir		Nicole Van Aken
Permits	Samantha Engelage, City of Palo Alto, Chair	Mary Lou Esparza, CCCSD V-Chair		Jennie Pang, SFPUC
Pretreatment	Tim Potter, CCCSD, Co-Chair	Michael Dunning, Union San, Co-Chair		Tim Potter, Michael Dunning, Co-Chairs
Recycled Water	Stefanie Olsen, DSRSD, Co-Chair	Justin Waples, CCCSD, Co-Chair		

Changes to Committee Leadership will be reported annually and intra-year by Executive Director to Executive Board

Lorien Fono

From: Greg Kester <gkester@casaweb.org>
Sent: Wednesday, August 7, 2019 2:24 PM
To: David Williams; Lorien Fono
Cc: Bobbi Larson
Subject: Fire Reclamation Project Update

Categories: Board Packet

Hi Dave and Lorien –

We would like to sincerely thank you for your continued support of our research project to quantify the benefits of biosolids in reclaiming fire ravaged land and reducing the potential severity of future fires. We are very excited to begin actual work on the project at the Las Virgenes Municipal Water District (LVMWD) compost facility in Calabasas. Harry Allen (USEPA Region 9) and David Crohn (UC Riverside) are the Co-Principal Investigators (PI) with tremendous support from LVMWD staff and other partners. Work will commence on August 20th and 21st.

We have decided that for simplicity sake we will administer the project internally as a CASA project rather than have the Water Research Foundation (WRF) administer it. The Co-PI's and LVMWD are providing most of their services as in-kind contributions. Synagro will provide transport services to bring heat dried pellets from either Encina or the City of Corona, also as an in-kind contribution. We are working with member agencies and are hopeful of having the majority of our analytical needs also provided as an in-kind contribution. All of this minimizes our financial obligations to execute the project.

As such, and because CASA will be administering the project, WRF will be returning to you the funds you so generously contributed to this project. WRF remains extremely interested in the project and would like to have a role in publishing the final report. We would still like to do a northern California demonstration as Phase 2 and return to Colorado as Phase 3, where reclamation was performed in the 1990's to quantify the long-term benefits of biosolids on fire ravaged land. The Colorado sites remain accessible and intact. Therefore, in the near future, we may be requesting that you send the contributions, or a portion thereof, directly to CASA such that we may complete this important work. Please let us know if there are any issues with doing so and if you have any questions or comments. Thanks again very much and we will keep you posted. - Greg

PS – If you have not yet been invoiced or haven't yet paid it, please simply ignore it.

Greg Kester
Director of Renewable Resource Programs
CA Association of Sanitation Agencies
1225 8th Street, Suite 595
Sacramento, CA 95814
PH: 916 446-0388
Mobile: 916 844-5262
gkester@casaweb.org

 www.casaweb.org

Committee Notes are available [online](#).

16 attendees representing 11 member agencies

SGA Update

Stephen Groner of SGA gave a presentation, which will be included in the meeting notes. It focused on how to influence decision making among the public with respect to environmental issues.

Water Board Report-out

This year's P2 Award will be given to Geoff Brosseau in December.

Microplastics update

The committee recommended that SFEI review the draft BACWA microplastics fact sheet, then circulate it among the committee to ensure that it meets the needs of POTW managers.

Pollution Prioritization

This meeting was the annual Pollutant Prioritization exercise. The top 5 pollutants selected for attention in FY 21 are:

1. PFASs
2. FOG
3. Wipes
4. Pharmaceuticals
5. Microplastics

Budget

The FY19 committee budget was approximately 92%, spent. See attached FY20 Budget.

Next BAPPG Meeting

BAPPG General Meeting

October 2, 2019: 10:00am-12:00pm

This may be a joint meeting at the Microplastics Symposium.

Draft BAPPG Budget FY 19-20

	Budget	Description
Policy, Regulatory and Professional Training Support	\$16,000	Hire consultant to provide professional training (dental mercury and copper), prepare comment letters and provide policy support (pesticides, pharmaceuticals, etc.)
Media Consultant	\$30,000	Hire media consultant to provide outreach and media support for priority pollutant campaigns
Our Water Our World Program	\$10,000	Funding for the Our Water Our World Integrated Pest Management Partnership with BASMAA
Pesticide Regulatory Support (TDC)	\$30,000	Hire consultant to track pesticide regulatory activities through the US EPA and CA Department of Pesticide Regulation, provide key points for comment letters, communicate with pesticide regulatory agencies and seek opportunities to prevent pollution at the source
California Product Stewardship Council	\$10,000	Provide BACWA/BAPPG representation to the California Product Stewardship Council. Near-term focus is establishing extended producer responsibility for pharmaceuticals.
Website Consultant - Computer Courage	\$600	Hire consultant to provide website modifications to support media campaigns, as needed
Other Projects		
Unplanned Issues	\$3,400	Possible expenditures include media outreach, literature searches, website enhancement, training costs, etc.
Total BAPPG Budget	\$100,000	

Committee Request for Board Action: None**19 attendees, representing 13 member agencies.****Presentation on Santa Rosa fire recovery**

Jen Glynn of Woodard& Curran gave a [presentation](#) on the rehabilitation of Napa San's force main. Napa San has 15,400 feet of 66" diameter RCP pipe which conveys 90% of the District's flow to the WWTP. The reinforced concrete pipe was constructed in 1960s with no lining. The sewer surcharges during storm events. The presentation covered condition assessment, evaluation of alternatives, as well as the CEQA issues related to construction activities near a sensitive habitat. The estimated project cost is \$14M.

SSS WDR Update (Paul Causey)

The CASA CS committee has been meeting regularly with State Water Board Staff. One issue that has come up is the possibility of converting the SSS WDR to a NPDES permit, however, the State Water Board has decided against it. Some items of discussion have been new metrics for comparing agencies across the State, Regional Water Boards' concerns that definitions in the WDR are too general, poor data quality in CIWQS. The Human Right to Water has been raised, although it's not well understood what the nexus is with sewer regulation. There was more discussion about resilience, which includes how agencies respond to catastrophic events, as well as how to encourage hiring certified staff. A second meeting with Water Board staff pertained to exfiltration, which is a source of a comprehensive study in southern California. A draft of the SSS WDR is expected in late fall, followed by 30 to 45 day comment period, with adoption in early spring 2020.

Future meeting topics

The following were discussed as topics for future meetings:

- Standing item on recent inspections
- Discussion on how to disconnect inflow sources on private property
- Discussion of enforcement priorities with Regional Water Board staff
- Exfiltration

Committee Leadership

The committee is looking to recruit a new vice chair.

Next Collection System Committee Meeting

The committee will be transitioning to a quarterly schedule. Our next committee meeting will be held on October 24, 2019.

Operations and Maintenance Infoshare Group Report to BACWA Board

Committee Meeting on: 07/24/19
Executive Board Meeting Date: 8/16/19
Committee Chairs: Kevin Dickison and Joaquin
Gonzales

Committee Request for Board Action: None

8 attendees representing 5 member agencies

Highlights of New Items Discussed and Action Items

Tour of Livermore Water Reclamation Plant

Staff from the Livermore Plant was on hand to give an update on their new facilities and planned construction, such as new generator, HOCl storage tank, as well as the planned building upgrade where the unused RO pilot building will be turned into office space. There was a discussion about difficulty and timeline in obtaining air permits, as well as interfacing with PG&E

The group then toured the site.



Planning for PG&E fire prevention shut down

The group briefly discussed contingency planning for extended power outages. Alternatives ranged from using onsite storage basins, to using backup generators.

Managing staffing schedules

The group discussed different staffing schedule frequencies, and what startup activities are considered part of the shift, as well as shift differentials. Staff who work the graveyard shift tend to have fewer responsibilities than daytime workers, so how is that reflected in pay? Agencies have different approaches to shift turn-over, and whether staff are expected to be onsite early to ensure a smooth transition, and if so whether they are paid for their extra time. The group discussed approaches for how to deal with late arrivals. There was a discussion about how different agencies structure their pay to ensure that staff are available to work on holidays.

Participants discussed approaches for paying for training, including testing and the cost of travel.

There was a discussion about navigating the relationship between operations and maintenance staff, and whether to cross-train for maximum flexibility.

Next Meeting: October 30, FSSD.

Committee Request for Board Action: None

Detailed notes from meetings are posted [online](#).

27 attendees (including 9 on phone) representing 13 member agencies

Invalidated AB 2282 Recycled Water Building Standards

The 2016 Recycled Water Building standards have been vacated. An LA judge threw out the building standards because environmental review was insufficient and cost was not accurately estimated. Due to cost of environmental review, BSC will not be working on the replacement.

Recycled Water Permit Transition

At the last BACWA Recycled Water meeting the Regional Water Board was still unclear about how they would implement the transition from 96-011 to the State General Order. Since then they have met with a State Water Board attorney to discuss transition plan, as well as NPDES division chief. The plan (pending on further review at State Water Board) is that all 96-011 enrollees will be transitioned. The Regional Water Board will refer to the Title 22 engineering report in each project's NOA. The Regional water board attorney says that an additional permit would only be needed if there was a discharge separate from the recycled water use. NPDES fact sheets will address the connection between production and permitted use. Regional Water Board have been gathering necessary documentation and if there is anything missing they will reach out to Plants individually. Per the one year deadline, the projects will need to be transitioned by April 8, 2020, but the Regional Water Board hasn't yet worked out details of the timeline.

Recycled Water Policy Implementation

In July, the Water Board Executive Director will issue water quality orders to permittees covered by NPDES permits, WDRs, WRRS and master recycling permits. According to the Water Board staff, the orders will not completely replace existing monitoring and reporting provisions in all cases; however, they will remove conflicting or duplicative requirements wherever possible. There are three different orders that will be sent to permittees, depending on the type of recycling involved. These are:

- *Removal of priority pollutant monitoring requirements for landscape irrigation recycled water permits* - This order will apply to all permittees that produce recycled water for landscape irrigation application and are currently required to monitor for priority pollutants. The order will remove priority pollutant monitoring and requirements in the monitoring and reporting programs
- *Volumetric reporting of wastewater and recycled water* - This order will apply to all permittees covered by NPDES permits, WDRs, master recycling permits, and WRRs. Permittees will be required to report volumetric data on wastewater and if applicable, recycled water annually. Annual reports will be due in April of each year for the previous calendar year, beginning with calendar year 2019. Permittees will submit the volumetric data to an electronic reporting system. Additional information and guidance on electronic reporting will be available January 2020.
- *Monitoring requirements for constituents of emerging concern (CECs) for groundwater recharge and potable reuse* - This order will apply to all permittees that produce recycled water for groundwater recharge. Permittees will be required to monitor for CECs consistent with Attachment A of the Recycled Water Policy. Existing permit requirements for CEC monitoring will be superseded by this order.

Next Meeting – Tuesday, September 17, 2019, 10:30 am to 12:30 pm, EBMUD Small Training Room

Executive Director's July 2019 Report

NUTRIENTS:

Completed a variety of tasks and activities associated with BACWA's interests on nutrients and collaborating with the Water Board including:

- Coordinated with the NMS Science Manager on presentations, meetings, and key issues on nutrients.
- Attended the NMS Planning Subcommittee Meeting and prepare minutes of the meeting.
- Conducted follow-up discussions with SFEI and held the NBS Contract Management Group kickoff meeting with follow-up meetings scheduled.
- Coordinated with HDR consultant team on planning for the kickoff meeting for the Regional Recycled Water Report required under the 2nd Watershed Permit.
- Coordinated with HDR in planning for the next Group Annual Report

BACWA BOARD MEETING AND CONFERENCES:

- Worked with staff in preparing for the July Board Meeting.
- Conducted the monthly agenda review with the Chair of BACWA
- Held the monthly Board meeting for July
- Prepared for and attended the bi-monthly Joint Meeting with Water Board staff.
- Met with the Water Board Executive Officer to provide a BACWA update
- Continued to track all action items to completion.

ASC/SFEI:

- As the Chair of the Governance Committee, coordinated with the SFEI Executive Director on committee activities.

COLLECTION SYSTEM COMMITTEE:

- Coordinated with the RPM on planning for the next Collection System Committee meeting

- Coordinated with BACWA staff on the collaborative effort amongst CASA, SCAP and BACWA on continuing to inform the SWRCB on issues with the proposed SSS WRD.

FINANCE:

- Reviewed the monthly BACWA financial reports with the RPM.
- Worked with the RPM to prepare for closing of FY 19 and invoicing for FY 20.

PERMIT COMMITTEE:

- Coordinated with the RPM for items to agendaize for the next Permit Committee meeting.
- Coordinated with partners in the SCAP lawsuit on challenging the validity of use on the TST in permits
- Worked with the RPM and SFEI to plan for conducting a sampling and analysis effort for enterococcus in order to demonstrate the dilution available in the Bay which will impact permit limits.
- Participated in a conference call to discuss bacteriological sampling associated with the Water Board's desire to update the bacteriological limits in the Basin Plan for shellfish

BAPPG COMMITTEE:

- Coordinated with the RPM on the next steps for preparation of the CEC White Paper.
- Worked with the RPM and SFEI on BACWA's participation in the ethoxylated surfactants study and the opportunity to use this emerging contaminant as a case study for future sampling efforts by BACWA.

AIR COMMITTEE:

- Submitted comment letter on the new BAAQMD Rule 13-2 and Rule 13-4

COLLABORATIONS:

- Coordinated with CASA Regulatory Program Manager and Executive Director on regulatory issues of mutual concern.
- Worked with the Bay Area Biosolids Coalition Steering Committee on the transfer of the administration of the Coalition's activities to BACWA.
- Continued serving as contract administrator for a research effort with UC Merced.

WOT:

- Worked with the Executive committee to plan for the future direction of the BACWWE program.

BACC:

- Coordinated with DSRSD on the transfer of the Bay Area Chemical Consortium activities to BACWA.

MANAGER'S ROUNDTABLE

- Planned for and conducted the July quarterly Bay Area Manager's Roundtable Meeting.

ADMINISTRATION:

- Worked with the BACWA Chair to plan for the recruitment for the new AED.
- Planned for and conducted the monthly BACWA staff meetings to prepare for the Board Meeting and to coordinate and prioritize activities.
- Assumed duties in the absence of the Assistant Executive Director
- Coordinated with EBMUD accounting staff to continue processing of invoices in the absence of the AED.
- Signed off on invoices, reviewed correspondence, prepared for upcoming Board meetings, responded to inquiries on BACWA efforts, oversaw updating of web page and provided general direction to BACWA staff.

- Worked with the RPM in the preparation of the monthly BACWA Bulletin.
- Coordinated with the RPM to plan activities and review duties, schedules, and priorities.
- Developed and responded to numerous emails and phone calls as part of the conduct of BACWA business on a day-to-day basis.

MISCELLANEOUS MEETINGS/CALLS:

- BACWA Chair and Committee Chairs on items that arose during the month
- Water Board staff on coordinating the nutrient activities
- Other miscellaneous calls and inquiries regarding BACWA activities
- Participated in coordination calls with the HDR project manager on future work under the 2nd Watershed Permit.
- Responded to Board members requests for information



DATE	AGENDA
9/26-27/2019	No Board Actions Permitted
Pardee Technical Seminar Schectel, Mitsuddy, White, Zipkin, Henderson Williams; Fono; Hull	
10/18/2019	Consent Previous Board Meeting Minutes Monthly Financial Report Authorizations & Approvals Approval: Other Business - POLICY/STRATEGIC Discussion: Pardee Debrief & Survey Discussion: RABAC Presenation (Standford) Other Business - OPERATIONAL Reports Committee Reports (Committee Chairs) Board Reports (Executive Board) ED Report (ED) RPM Report (RPM) Other BACWA Representative Reports
11/15/2019	Consent Previous Board Meeting Minutes Monthly Financial Report Authorizations & Approvals Approval: Adoption of FY19 Annual Reports Other Business - POLICY/STRATEGIC Discussion: Water Board Jt Mtg Draft Agenda Discussion: ReNEWIt Industrial Advisory Board Meeting Debrief Other Business - OPERATIONAL Discussion: Annual Meeting Planning Reports Committee Reports (Committee Chairs) Board Reports (Executive Board) ED Report (ED) RPM Report (RPM) Other BACWA Representative Reports
12/?/2019	Other Business: Discussions
Joint Meeting - Water Board	

Schectel, Mitsuddy, White, Zipkin, Henderson

Williams; Fono

12/20/2019 **Consent**

Monthly Board Mtg

Items due: 12/13

Schectel, Mitsuddy, White, Zipkin, Henderson

Williams; Fono; Hull

HOLIDAY & COMMITTEE

LEADER APPRECIATION

LUNCH

Previous Board Meeting Minutes

Monthly Financial Report

Authorizations & Approvals

Other Business - POLICY/STRATEGIC

Discussion: Water Board Jt Mtg Debrief

Discussion: Update on CASA Climate Change Program

Other Business - OPERATIONAL

Discussion: Annual Meeting Agenda

Discussion: Budget Schedule & Key Issues

Reports

Committee Reports (Committee Chairs)

Board Reports (Executive Board)

ED Report (ED)

RPM Report (RPM)

Other BACWA Representative Reports

1/?/2020

Annual Members Mtg

Schectel, Mitsuddy, White, Zipkin, Henderson

Williams; Fono; Hull

Service & Leadership Recognition

RMP & NMS Update

EPA, CWRCB, RWCB, Air Dist,

2/21/2020 **Consent**

Monthly Board Mtg

Items due: 2/8

Schectel, Mitsuddy, White, Zipkin, Henderson

Williams; Fono; Hull

Previous Board Meeting Minutes

Monthly Financial Report

Authorizations & Approvals

Approval:

Other Business - POLICY/STRATEGIC

Discussion: Pesticides Update

Discussion: Joint Meeting Debrief

Other Business - OPERATIONAL

Discussion: FY2019 Budget Planning - 1st Draft of FY21 Budget

Discussion: Annual Meeting Debrief

Reports

Committee Reports (Committee Chairs)

Board Reports (Executive Board)

ED Report (ED)

RPM Report (RPM)

Other BACWA Representative Reports

3/15/2020 **Consent**

Monthly Board Mtg

Items due: 3/8

Schectel, Mitsuddy, White, Zipkin, Henderson

Williams; Fono; Hull

Previous Board Meeting Minutes

Monthly Financial Report

Authorizations & Approvals

Other Business - POLICY/STRATEGIC

Discussion: Water Board Jt Mtg Debrief

Discussion: Update on CASA Climate Change Program

Other Business - OPERATIONAL

Discussion: Second Draft of FY20 Budget
Discussion: Draft BACWA Policy on Website

Reports

Committee Reports (Committee Chairs)
Board Reports (Executive Board)
ED Report (ED)
RPM Report (RPM)
Other BACWA Representative Reports

3 or 4/?/2020

Joint Meeting - Water Board

Schectel, Mitsuddy, White, Zipkin, Henderson
Williams; Fono

Other Business: Discussions

4/19/2020

Consent

Monthly Board Mtg

Items due: 4/12

Schectel, Mitsuddy, White, Zipkin, Henderson
Williams; Fono; Hull

Previous Board Meeting Minutes
Monthly Financial Report

Authorizations & Approvals

Approval: FY20 Budget

Other Business - POLICY/STRATEGIC

Discussion: Draft Agenda Water Board Jt Mtg

Other Business - OPERATIONAL

Discussion: Update on BAAQMD Regulations
Discussion: Update on regional and statewide biosolids issues
Discussion: NBWA Conference Debrief

Reports

Committee Reports (Committee Chairs)
Board Reports (Executive Board)
ED Report (ED)
RPM Report (RPM)
Other BACWA Representative Reports

5/15/2020

Consent

Monthly Board Mtg

Items due: 5/10

Schectel, Mitsuddy, White, Zipkin, Henderson
Williams; Fono; Hull

Previous Board Meeting Minutes
Monthly Financial Report

Authorizations & Approvals

Approval: SFEI NBS SOW, TDC amendment, Committee Policy
Authorization (ED): Legal & IT Support Amendments FY19

Other Business - POLICY/STRATEGIC

Discussion: Water Board Jt Mtg Planning
Discussion: BAAQMD meeting planning
Discussion: NMS update

Other Business - OPERATIONAL

Reports

Committee Reports (Committee Chairs)
Board Reports (Executive Board)
ED Report (ED)
RPM Report (RPM)
Other BACWA Representative Reports

<p>6/19/2020</p> <p>Monthly Board Mtg</p> <p>Items due: 6/14</p> <p>Schectel, Mitsuddy, White, Zipkin, Henderson</p> <p>Williams; Fono; Hull</p>	<p><u>Consent</u></p> <p>Previous Board Meeting Minutes</p> <p>Monthly Financial Report</p> <p><u>Authorizations & Approvals</u></p> <p>Approval: FY20 Agreements</p> <p>Approval: Officers: Chair & Vice-Chair FY20</p> <p><u>Other Business - POLICY/STRATEGIC</u></p> <p>Discussion: Nutrient Removal through BAC in RO Concentrate</p> <p>Discussion: Water Board Jt Mtg Draft Agenda</p> <p><u>Other Business - OPERATIONAL</u></p> <p>Discussion: AED recruitment</p> <p><u>Reports</u></p> <p>Committee Reports (Committee Chairs)</p> <p>Board Reports (Executive Board)</p> <p>ED Report (ED)</p> <p>RPM Report (RPM)</p> <p>Other BACWA Representative Reports</p>
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<p>?/?/2020</p> <p>Joint Meeting - Water Board</p> <p>Schectel, Mitsuddy, White, Zipkin, Henderson</p> <p>Williams; Fono</p>	
<p>7/17/2020</p> <p>Items due: 7/12</p> <p>Schectel, Mitsuddy, White, Zipkin, Henderson</p> <p>Williams; Fono; Hull</p>	<p>Monthly Financial Report</p> <p><u>Authorizations & Approvals</u></p> <p>Approval: Annual Nutrient WS Payment</p> <p>Approval: FY20 Agreements</p> <p>Approval: BACWA Biennial Conflict of Interest Code Review</p> <p><u>Other Business - POLICY/STRATEGIC</u></p> <p>Discussion: Nutrient Removal through BAC in RO Concentrate</p> <p>Discussion: Biosolids Update</p> <p>Discussion:PFAS update Update</p> <p>Discussion: Microplastics policy discussion (5Gyres and SFEI)</p> <p><u>Other Business - OPERATIONAL</u></p> <p>Discussion:</p> <p><u>Reports</u></p> <p>Committee Reports (Committee Chairs)</p> <p>Board Reports (Executive Board)</p> <p>ED Report (ED)</p> <p>RPM Report (RPM)</p> <p>Other BACWA Representative Reports</p>

<p>8/21/2020</p> <p>Monthly Board Mtg</p> <p>Items due: 8/9</p> <p>Schectel, Mitsuddy, White, Zipkin, Henderson</p> <p>Williams; Fono; Hull</p>	<p><u>Consent</u></p> <p>Previous Board Meeting Minutes</p> <p>Monthly Financial Report</p> <p><u>Authorizations & Approvals</u></p> <p>Approval:</p>
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Other Business - POLICY/STRATEGIC

Discussion: Water Board Jt Mtg Debrief

Discussion: Nutrient removal from RO concentrate by BAC

Discussion: Agenda for AIR meeting with BAAQMD on 9/3

Discussion: CASA Climate Change update

Other Business - OPERATIONAL

Discussion: Pardee Agenda

Reports

Committee Reports (Committee Chairs)

Board Reports (Executive Board)

ED Report (ED)

RPM Report (RPM)

Other BACWA Representative Reports

***CURRENTLY UNSCHEDULED &
SIGNIFICANT***

Suggestions for Monthly Meeting Guest Speakers/Presenters



BACWA ACTION ITEMS

Number	Subject	Task	Responsibiity	Deadline	Status
Action Items from July 19, 2019 BACWA Executive Board Meeting					
2019.8.07	Water Quailty Monitoring Council	BACWA staff to participate until a volunteer can be identified	ED/RPM	8/9/2019	completed
2019.7.06	Envision	Add as item to Annual Meeting	ED/RPM	10/31/2019	
2019.7.05	Sewer Rate Survey	Post as Google Sheet, and publicize update	RPM	8/31/2019	
2019.7.04	Bacterial Objectives	Set up a strategy meeting with Water Board to discuss possible support	ED/RPM	8/9/2019	
2019.7-03	GIS Shape files	Send email from Doug Dattawalker to Executive Board	RPM	7/31/2019	completed
2019.7-02	Chlorine Residual BPA	Set up a strategy meeting with Water Board to discuss RL	ED/RPM	8/9/2019	
2019.7-01	AMP funding from sensitive species screen	Discuss with RMP	RPM	8/5/2019	completed
Action Items Remaining from Previous BACWA Executive Board Meetings					
2018.4-93	Website Policy	Add reference to regulatory requirements for Agency websites	ED	4/30/2019	pending
FY20:	<i>3 of 7 Action Items completed</i>				
FY19:	<i>109 of 110 action Items completed</i>				
FY18:	<i>66 of 66 Action Items completed</i>				
FY17:	<i>90 of 90 Action Items completed</i>				



Regulatory Program Manager's Report to the Board July 2019

NUTRIENTS: Reviewed nutrient surcharge calculations. Worked with consultant team to develop contract for Recycled Water Evaluation. Participated in NBS Study kickoff planning call and meeting.

BACWA BULLETIN: Drafted and posted July Bulletin.

COLLABORATIONS: Participated in FWQC call on PFAS. Continued to respond to comments on "Future Work and Challenges" section for Pulse of the Bay article on wastewater treatment. Attended BayCAN meeting.

CECs: Developed POTW microplastics talking points and discussed developing it into a Fact Sheet with BAPPG leadership. Discussed POTW sampling for ethoxylated surfactants with RMP leads and Regional Water Board staff, and recruited POTW volunteers.

TOXICITY: Communicated with other Statewide POTW representatives to plan next meeting with State Water Board staff. Participated in call with State Water Board members on proposed provisions. Reviewed updated Toxicity provisions.

BACTERIAL OBJECTIVES: Worked with member agencies to finalize enterococcus sampling locations. Coordinated with SFEI, sampling team, and analytical lab to successfully carry out Enterococcus sampling. Discussed with RWB staff how SHELL objectives may be implemented and whether additional coliform background sampling is needed.

COMMITTEE SUPPORT:

AIR – Developed contract for consultant. Worked on invoicing issues.

BABC – Attended meeting, drafted minutes, and developed PM contract to use available FY19 funds.

BAPPG – Developed contract for public education and outreach support consultant. Participated in steering committee call.

Biosolids – Worked to complete 2018 BACWA Biosolids survey data.

Collection Systems – Drafted agenda, attended meeting.

Managers Roundtable – Developed regulatory slides for meeting.

O&M Infoshare – Drafted agenda, planned and attended meeting.

Recycled Water – Assisted in drafting agenda. Attended meeting and drafted meeting notes.

Executive Board – Prepared for meeting, assembled handout and attended meeting. Drafted and posted meeting minutes, and drafted action items. Drafted agenda for and attended July18 meeting with Regional Water Board.

ADMINISTRATION/STAFF MEETING – Met with BACWA staff to plan Executive Board meeting, and discuss BACWA operations. Managed committee Google Groups. Posted agendas, packet, and minutes on website. Participated in call with EBMUD accounting to discuss closeout of fiscal year. Developed authorizations and contracts for FY20 consultant support. Worked with ED on invoicing and other accounting management. Updated FY20 Accounting Forms. Reviewed and screened proposals for AED position.

MEETINGS ATTENDED:

Call with EBMUD Accounting (7/2), Call with RWB staff on Enterococcus (7/3), Call with State Water Board member on Toxicity (7/8), BAPPG Steering Committee (7/9), Staff Meeting (7/9), NBS kickoff planning call (7/9), BayCAN (7/11), NBS kickoff (7/16), Recycled Water Comm (7/16), Joint meeting with Regional Water Board (7/18), Executive Board meeting (7/19), BABC meeting (7/23), O&M Infoshare (7/24), Collection Systems Comm (7/25), FWQC PFAS Call (7/25).

July 19, 2019

Devon Becker
Water Resources Engineer, Alameda County Water District
Representing the Bay Area IRWM Project Screening Committee

Subject: Project Screening Committee Decision Memo

Dear Coordinating Committee:

The purpose of this memo is to document the process used by the Project Screening Committee (PSC) to select projects for the San Francisco Bay Area region's 2019 Proposition 1 Grant Solicitation Proposal and to publicize the final list of recommended projects.

The PSC is a volunteer body composed of members active on the Bay Area Integration Regional Water Management (IRWM) Coordinating Committee (CC) and representing local public agencies, tribes, disadvantaged communities (DACs) and Economically Distressed Areas (EDAs), and other stakeholder organizations.

To reduce the administrative burden on the Round 1 grant proposal administrator, the PSC was tasked by the CC to select no more than 10 projects for the Proposition 1 Round 1 Grant Proposal. In addition, the PSC embraced the concept of the regional Proposal representing each Functional Area and each Subregion in the Funding Area, as defined in the 2013 Bay Area IRWM Plan, if such projects could be considered competitive, and also elevating projects that provided benefits to tribes/DACs/EDAs, either through the 10% minimum reserved for tribes/DACs/EDAs or through the General Implementation Project funding.

Project Scoring and Selection Process

The PSC convened through a series of phone calls and an in-person 'Scoring Review and Project Selection' meeting on July 15th, 2019. To ensure the scoring and selection process was fair and equitable, the PSC agreed that PSC members considered to be directly affiliated with a project proponent could not score their own project. In addition, project scores that were not submitted by the agreed-upon internal deadline were not included in the quantitative portion of the review process. Similarly, PSC members who were not present at the July 15th in-person meeting did not participate in the qualitative assessment of top-ranked projects and therefore deferred to the final decision of the convened PSC.

Quantitative Review Process:

- PSC agreed to use the Department of Water Resources (DWR) Round 1 Grant Implementation Proposal Solicitation Package (PSP) Project Level Evaluation scoring criteria to evaluate all project submittals (25 point scale).

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PSC Decision Memo

- Point totals were compiled for each project and averaged (Method 1). A second method compiled each project by rank and then averaged the rank, thus avoiding skew and outliers to provide all scorers equal voice (Method 2). Both Method 1 and Method 2 identified the same top 10 projects, just in a slightly different order.

Qualitative Review Process:

- PSC referenced the 2013 Bay Area IRWM Plan, the PSP, and the 2019 IRWM Grant Program Guidelines for guidance. The PSC removed any projects that the group agreed were not as competitive as other highly-ranked projects given the principles of the Bay Area IRWM and/or the statewide IRWM guidelines – i.e., projects that needed to better articulate claimed benefits or only provided benefits to a very limited geographical area in comparison to other projects.
- PSC reviewed the updated highest-ranked projects for Functional Area representation.
- PSC reviewed the updated highest-ranked projects for Subregion representation.
- PSC reviewed the updated highest-ranked projects for Tribal/DAC/EDA representation.

Managing Conflict of Interest

As mentioned above, to ensure the scoring and selection process was fair and equitable, PSC members representing agencies or organizations did not score their own projects. In addition, the accepted ground rules for the July 15th, 2019 in-person ‘Scoring Review and Project Selection’ meeting included an agreement by all present not to lobby the group or advocate on behalf of their project, and to only provide additional information about a project if requested. Lastly, no member of the PSC received any additional information on how to put together a competitive project application compared to other applicants: the qualitative review process mirrored DWR’s 2019 PSP scoring criteria exactly and the qualitative review process was based on IRWM principles in the 2013 Bay Area IRWM Plan, the 2019 PSP, and the 2019 IRWM Grant Program Guidelines. In addition, qualitative selection goals such as Functional Area representation, Subregion representation, and Tribal/DAC/EDA representation were discussed at public CC meetings leading up to the project application deadline.

Projects Selected for Round 1 Proposal

27 projects were submitted to the PSC for review. Through unanimous agreement, the PSC selected 8 projects to be recommended for inclusion in the regional Proposal, as shown in Table 1. The PSC agreed to fund Project 1 (a general implementation project that benefits DACs) from General Implementation funding and save the \$2.275M reserved specifically for Tribal/DAC/EDA Projects for Round 2.

Since the total grant request of the 8 selected projects was \$29,296,534, the PSC reduced the proposed award for certain projects to fall within the General Implementation funding cap for Round 1 (\$22.75M). The PSC reduced funding for projects with the highest grant requests. Project 11 was reduced by \$0.5M, Project 12 was reduced by \$1M, Project 17 was reduced by \$1M, and Project 19 was reduced by \$4,046,534. These projects were chosen by the PSC because they were considered viable despite cuts—i.e., projects were considered scalable and/or likely to go forward with agency support despite grant award reduction.

Once the proposed award was reduced to meet the General Implementation cap of \$22.75M, the San Francisco Estuary Partnership (SFEP) reminded the PSC that budget must be set aside for grant administration of the regional Proposal. Proposition 1 Round 1 grant administration costs are capped at

a maximum of 10% of the total grant request (or \$2.275M for Round 1). This 10% max includes the combined grant administrator costs for administration of the regional Proposal as well as any administration grant funding requests within the individual projects. The 8 individual selected projects have a combined administration grant request of \$541,484 already included in the total grant request. Currently, Table 1 shows a 5% placeholder value for grant administration costs for SFEP. The PSC recommends that SFEP and the CC come to an agreement on the total administration cost and how these costs will be allocated among the selected projects in time for project proponents to include these updates in the Pre-Application Submittal materials due to DWR on August 9th, 2019.

Table 2 shows the breakdown of selected projects by Functional Area and Tribal/DAC/EDA benefit. Table 3 shows the breakdown of selected projects by Subregion.

Sincerely,

Devon Becker

Table 1. Summary and Funding of Selected Projects

Project Title	Sponsor	Project Number	Subregion	Functional Area	Prop 1 Grant Request	Rank by Ave Score	Reduction	Proposed Award (Prop 1 Grant Request minus Reduction)	Placeholder 5% Grant Administration	Possible Award	% Funded
RD1 System Fish Passage Improvements	Alameda County Water District	#11	East	Watershed-Habitat	\$ 4,000,000	1	\$ 500,000	\$ 3,500,000	\$ 175,000	\$ 3,325,000	83%
Lower Walnut Creek Restoration	Contra Costa County Flood Control and Water Conservation District	#6	East	Watershed-Habitat	\$ 1,500,000	2	\$ -	\$ 1,500,000	\$ 75,000	\$ 1,425,000	95%
River Oaks Stormwater Capture Project	City of San José	#12	South	Flood Protection-Stormwater	\$ 4,350,000	3	\$1,000,000	\$ 3,350,000	\$ 167,500	\$ 3,182,500	73%
NBWRP Phase 2	North Bay Water Reuse Authority	#17	North	Wastewater-Recycled Water	\$ 5,246,931	4	\$1,000,000	\$ 4,246,931	\$ 212,347	\$ 4,034,584	77%
Calistoga Water and Habitat Project	City of Calistoga and Napa County Resource Conservation District	#1	North	Disadvantaged Communities	\$ 2,121,555	5	\$ -	\$ 2,121,555	\$ 106,078	\$ 2,015,477	95%
San Francisquito Creek Flood Protection, Ecosystem Restoration, and Recreation Project	San Francisquito Creek Joint Powers Authority	#15	West	Watershed-Habitat	\$ 3,100,000	6	\$ -	\$ 3,100,000	\$ 155,000	\$ 2,945,000	95%
Bay Area Regional Water Conservation	East Bay Municipal Utility District	#19	Multiple	Water Supply-Water Quality	\$ 8,415,400	6	\$4,046,534	\$ 4,368,866	\$ 218,443	\$ 4,150,423	49%
San Francisco Zoo Recycled Water Pipeline Project	San Francisco Public Utilities Commission	#10	West	Wastewater-Recycled Water	\$ 562,648	8	\$ -	\$ 562,648	\$ 28,132	\$ 534,516	95%
TOTALS					\$29,296,534	N/A	\$6,546,534	\$ 22,750,000	\$ 1,137,500	\$ 21,612,500	N/A

Table 2. Functional Area Representation of Selected Projects

Functional Area or DAC/EDA/Tribal Benefits	Proposed Award	% Total
Disadvantaged Communities	\$ 2,121,555	9.3%
Flood Protection-Stormwater	\$ 6,450,000	28.4%
Wastewater-Recycled Water	\$ 4,809,579	21.1%
Water Supply-Water Quality	\$ 4,368,866	19.2%
Watershed-Habitat	\$ 5,000,000	22.0%

Table 3. Subregion Representation of Selected Projects

Subregions	Proposed Award	% Sub Reg
North	\$ 6,368,486	28%
South	\$ 3,350,000	15%
East	\$ 5,000,000	22%
West	\$ 3,662,648	16%
Multiple	\$ 4,368,866	19%

PROP 1 IMPLEMENTATION SCHEDULE

[illegible]

Project Title	Sponsor	Subregion	Functional Area	Prop 1 Grant Request	Rank by Ave Score
RD1 System Fish Passage Improvements	Alameda County Water District (ACWD) Leonard Ash	East	Watershed-Habitat	\$ 4,000,000	1
Lower Walnut Creek Restoration	Contra Costa County Flood Control and Water Conservation District	East	Watershed	\$ 1,500,000	2
River Oaks Stormwater Capture Project	City of San José, Jeff Sinclair	South	Flood Protection-Stormwater	\$ 4,350,000	3
NBWRP Phase 2	North Bay Water Reuse Authority - Jake Spaulding	North	Wastewater-Recycled Water	\$ 5,246,931	4
Calistoga Water and Habitat Project	City of Calistoga and Napa County Resource Conservation District, Derek Rayner	North	Disadvantaged Communities	\$ 2,121,555	5
San Francisquito Creek Flood Protection, Ecosystem Restoration, and Recreation Project, Upstream of Highway 101	San Francisquito Creek Joint Powers Authority	West	Flood Protection-Stormwater	\$ 3,100,000	6
Bay Area Regional Water Conservation	East Bay Municipal Utility District	Multiple	Water Supply-Water Quality	\$ 8,415,400	6
San Francisco Zoo Recycled Water Pipeline Project	San Francisco Public Utilities Commission	West	Wastewater-Recycled Water	\$ 562,648	8
McCosker Creek Restoration	East Bay Regional Park District, Tiffany Margulici	East	Watershed-Habitat	\$ 910,500	9
Palo Alto Flood Basin Tide Gates Improvements	Santa Clara Valley Water District	South-West	Flood Protection-Stormwater	\$ 6,500,000	10
OLSD Sewer Pipeline Replacement Project	Oro Loma Sanitary District	South	Wastewater-Recycled Water	\$ 1,000,000	11
Sutter Urban Flood Reduction	City of San Pablo; Amanda Booth	East	Flood Protection-Stormwater	\$ 4,000,000	12
Implementing BMPs on Rural Lands	Sonoma Resource Conservation District, Valerie Quinto	North	Watershed	\$ 1,193,047	12
San Mateo Water Resources Program	San Mateo Resource Conservation District	West	Water Supply-Water Quality	\$ 2,955,000	14
BART Hayward Maintenance Complex Rainwater Catchment, Bio-Retention Basin, and Solar Thermal project	BART	East	Flood Protection-Stormwater	\$ 5,441,180	14
Bayfront/Atherton Flood Protection Project	County of San Mateo, Erika Powell	South	Flood Protection-Stormwater	\$ 3,216,484	16

Belmont Creek Watershed Restoration Project	County of San Mateo	West	Flood Protection-Stormwater	\$ 10,680,548	16
Hayward Recycled Water Project Phase-2	City of Hayward; Jan Lee	East	Wastewater-Recycled Water	\$ 3,980,000	18
Bayfront Recycled Water and SLR Protection	West Bay Sanitary District, Phil Scott, Manager	West	Wastewater-Recycled Water	\$ 15,000,000	19
Graywater Direct Installation Program for Underserved Communities	Ecology Action	Multiple	Water Supply-Water Quality	\$ 338,387	20
Athlone Terrace Pump Station Upgrade	County of San Mateo Dept of Public Works. Joe LoCoco (jlococo@smcgov.org)	West	Flood Protection-Stormwater	\$ 3,750,000	20
Walnut/Angus pump stations upgrades	San Mateo County Flood Control District. Mark Chow (mchow@smcgov.org)	West	Flood Protection-Stormwater	\$ 2,181,450	22
Aging Concrete-Lined Channels	Zone 7 Water Agency	East	Flood Protection-Stormwater	\$ 10,375,000	23
Bluff Erosion Protection Preservation Esplanade	City of Pacifica, Louis Sun	West	Flood Protection-Stormwater	\$ 1,700,000	24
Beach Boulevard South Seawall Replacement	City of Pacifica, Louis Sun	West	Flood Protection-Stormwater	\$ 9,000,000	25
Chain of Lakes Pipeline	Zone 7 Water Agency	East	Flood Protection-Stormwater	\$ 33,000,000	26
Retention Upstream Detention Improvements	Zone 7 Water Agency	East	Flood Protection-Stormwater	\$ 7,625,000	27