



# ROSS VALLEY SANITARY DISTRICT

Serving the Greater Ross Valley Area for Over 125 Years

1111 Andersen Drive, San Rafael, Ca 94901

Ph: 415.259.2949 www.rvsd.org

Directors: Michael Boorstein ~ Thomas Gaffney ~ Doug Kelly ~ Pamela Meigs ~ Mary Sylla

## REGULAR BOARD MEETING AGENDA

**February 19, 2025: Closed Session Convenes at 5:00 p.m.**

**Open Session Convenes at 5:30 p.m.**

**1111 Andersen Drive, San Rafael, 94901**

**Welcome:** *The RVSD Board of Directors welcomes members of the public at its meetings in person or remotely and encourages citizen participation and input. The Board takes seriously its responsibility to be a model of civility and to safeguard the public ability to directly address the Board by providing the appropriate Board Meetings Decorum in accordance with Resolution No. 10-1378, which is posted at every Board meeting. Thank you.*

**Open Session Meeting URL:** <https://meeting.rvsd.org/BoardMeeting>

**Webinar ID: 897 0576 2125**

**Passcode: 470251**

Any member of the public attending virtually may speak during Public Comment or may email public comments to [clerk@rvsd.org](mailto:clerk@rvsd.org). With a commitment to providing equal access to public meetings, Ross Valley Sanitary District will use best efforts to swiftly resolve requests for reasonable modifications or accommodations with individuals with disabilities, consistent with the Americans with Disabilities Act.

***The Board President will call agenda items, ask for the Staff Report, hear questions or initial concerns from Board members, open the item for public comment and return to the Board for additional comments and action. The public may speak for up to three minutes or as time allows.***

1. Call Meeting to Order
  - a) Roll Call
  - b) Pledge of Allegiance
2. Adjourn to Closed Session
3. Closed Session
  - a) Conference with Legal Counsel Pursuant to Govt. Code Section 54956.9(e)(3): Notice of Violation and Intent to File Suit Under the Federal Water Pollution Control Act (Clean Water Act), received January 6, 2025.
4. Reconvene to Open Session
5. Report on Actions Taken by the Board During Closed Session, If Any, Pursuant to California Government Code Section 54957.1
6. Approval of Agenda
7. Public Comment

*Anyone wishing to address the Board of Directors on matters within the District's jurisdiction but not on the posted agenda may do so. Each speaker is limited to three minutes. The Board may not take action on or discuss items not on the agenda but may briefly respond to statements or questions by a member of the public. The Board President may refer any matter to staff for further follow-up or elect to have the matter placed on an agenda for a future meeting.*

8. Committee and Representative Report Out

- a) Finance Committee
- b) Business Plan Committee
- c) Education & Outreach Committee
- d) Human Resources Committee
- e) Central Marin Sanitation Agency (CMSA)
- f) North Bay Watershed Association (NBWA)

9. Verbal Report by General Manager

10. Verbal Report by Board Members and Requests for Future Items

11. Consent Calendar

*Matters listed under this item are considered routine and will be enacted by one motion. The consent calendar may include resolutions; therefore, the motion, second, and vote will also be applicable to the resolutions and recorded accordingly.*

- a) Approve the Regular Meeting Minutes of January 22, 2025
- b) Accept the Mid-Year Financial Reports
- c) Authorize the General Manager to execute a Consultant Services Agreement with Van Dermeyden Makus for an amount not to exceed \$75,000
- d) Approve Prior Fiscal Years 22, 23, and 24 Complete Salary Schedules
- e) Adopt Resolution 25-1660 Directing Certain Actions In Connection with the Sale Proceeds from the District's Former Administration Building at 2960 Kerner Boulevard
- f) Approve Contract Change Order No. 1 in the amount of \$16,047.20; Adopt Resolution No. 25-1661 Approving Final Acceptance and Authorizing the General Manager to File Notice of Completion for the Woodland Capacity and Creek Crossings Project (#956), with Precision Engineering, Incorporated
- g) Adopt Resolution No. 25-1662 Approving Final Acceptance and Authorizing the General Manager to File Notice of Completion for the RVSD Headquarters Site Improvement Project (#901-B), with Coastside Concrete & Construction, Inc.

12. Consideration of Resolution 25-1663 Declaring the Property at 2000 Larkspur Landing Circle in Larkspur, CA as Exempt Surplus Land, and Authorizing the General Manager to Develop a Request for Qualifications and/or Proposals (RFQ/P) for its Sale or Lease for Consideration at a Future Board Meeting

13. Consideration of Adopting Resolution No. 25-1664 to Declare an Emergency for Rehabilitation of the Storm-Damaged Sewer Main and Lower Laterals at 125-137 Hillside Avenue in Kentfield

14. Consideration of Adopting Resolution No. 25-1665 Adopting a Mitigated Negative Declaration for FY 24/25 Gravity Sewer Improvements Project (Project # 958)

15. Consideration of Awarding and Authorizing the General Manager, Upon Review and Approval of Counsel, to Execute Construction Contract for the FY 24/25 Gravity Sewer Improvements Project (#958), with Glosage Engineering, Inc., in the Amount Not to Exceed \$6,137,410

16. Informational Items

- a) Monthly Operations and Maintenance Metrics Report – January 2025

## ***Adjourn***

**Next Meeting:** Regular Meeting on March 19, 2025, at 5:00 p.m. at 1111 Andersen Drive, San Rafael, 94901

Any person with a disability covered under the Americans with Disabilities Act (ADA) may receive a copy of the agenda or a copy of the agenda packet prepared by the District, for this meeting, upon request in an appropriate alternative format and/or request a disability-related modification or accommodation, including auxiliary aids or services, in order to participate in a public meeting. Please contact the office at 415.259.2949 at least ten (10) working days prior to the meeting and provide information on the assistance required. Requests for mailed copies of agendas or agenda packets are valid for the calendar year in which requests are made and must be renewed annually after January 1.

Copies of all staff reports and documents subject to disclosure that relate to each item of business referred to on the agenda are available for public inspection 72 hours before each regularly scheduled Board meeting at the District Office, located at 1111 Andersen Drive, San Rafael, CA. Any documents subject to disclosure that are provided to all, or a majority of all, of the members of the Board regarding any item on this agenda after the agenda has been distributed will also be made available for inspection at the District Office during regular business hours.

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## ROSS VALLEY SANITARY DISTRICT REGULAR BOARD MEETING MINUTES

Wednesday, January 22, 2025  
5:30 PM

1111 Andersen Dr., San Rafael CA 94901

Directors Present: Michael Boorstein  
Thomas Gaffney  
Doug Kelly  
Pamela Meigs  
Mary Sylla

Directors Absent: None

Staff/Consultants  
Present: Steve Moore, General Manager  
Felicia Newhouse, Assistant General Manager  
Andrea Clark, District Counsel  
Paul Bruemmer, O&M Manager  
Victor Damiani, Finance Officer  
Bryant Sparkman, Century Urban  
Riley Hurd, Ragghianti Freitas, LLP  
Joseph Camaddo, West Valley Construction  
Daniel Wilkins, West Valley Construction  
Samantha Eanes, Integral Consulting

Public Present: Elizabeth Mooney  
Cody Gunstenson  
Cameron Sardi

*Note: These minutes do not represent a transcript of the meeting and are intended to be a summary of the most important points. For a complete record, please refer to the video recording of the meeting, which will be available on the District's website at [www.rvsd.org](http://www.rvsd.org).*

### **Item #1 – Call Meeting to Order and Roll Call**

The meeting was called to order by President Sylla at 5:00 p.m. The clerk called roll. The meeting attendees recited the Pledge of Allegiance.

### **Item #2 – Approval of Agenda**

<b>Motion:</b> M/s Boorstein/Kelly to Approve the Agenda
<b>Vote:</b> Ayes: Boorstein, Gaffney, Kelly, Meigs, Sylla. Noes: None. Absent: None. Abstain: None.
The motion passed.

The Board approved the Agenda.

### **Item #3 – Public Comment**

There was no public comment or requests for future items.

### **Item #4 – Committees and Representatives Report Out**

#### **Finance Committee**

Director Gaffney reported that the District is in good financial position. He mentioned that the financial reports may be changing in the coming months. He stated that the Committee reviewed most items on the agenda.

#### **Central Marin Sanitation Agency (CMSA)**

Director Kelly reported that the CMSA Commission reviewed the Annual Metrics report and that the agency received several CWEA awards. He relayed that the plant is producing energy from biowaste solids and that CMSA anticipates this increasing in the coming years to fully sustain the plant and have excess to sell.

#### **North Bay Watershed Association (NBWA)**

Director Meigs reported on the scholarship subcommittee meeting programming.

### **Item #5 - Verbal Report by General Manager**

General Manager Moore reported that the Sewer System Management Plan(SSMP) internal audit has been conducted and will be used to inform the update of the SSMP later this year, which are requirements of the statewide permit for collection systems. He thanked O&M Manager Bruemmer and Patrick Filipelli for assisting in the efforts to complete the audit.

General Manager Moore thanked Assistant General Manager Newhouse for arranging the hosting of the Bay Area Clean Water Agencies (BACWA) manager's roundtable at RVSD headquarters and reported a strong attendance by BACWA members.

GM Moore updated the Board on the status of bond refunding, and ongoing discussions regarding the Larkspur Landing disposition process.

### **Item #6 – Verbal Report by Board Members and Requests for Future Items**

Director Kelly updated the Board regarding his investigation into resident Mooney's claims. He acknowledged the life of Joe Garbarino, a visionary in Marin, who recently passed away. Director Kelly relayed that Supervisor Rodoni will be visiting the District on Friday, January 24.

Director Boorstein reported that Supervisor Colbert visited the District on Tuesday.

Director Sylla inquired about public use of the Board room. Assistant General Manager Newhouse responded that there have been no public requests, however professional organizations have met in the space.

**Item #7 – Consent Calendar**

<b>Motion:</b> M/s Kelly/Boorstein to accept items in the Consent Calendar.
<b>Vote:</b> Ayes: Boorstein, Gaffney, Kelly, Meigs, Sylla. Noes: None. Absent: None. Abstain: None.
The motion passed.

The Board approved the Consent Calendar.

**Item #8 – Informational Presentation and Discussion and Direction Regarding the Property at 2000 Larkspur Landing Circle, Larkspur, CA**

General Manager Moore introduced this item reminding the Board that the District has worked closely with Century Urban since 2020. He recalled that there have been several meetings prior to today regarding the future of the District's property at Larkspur Landing.

Consultant Sparkman presented a recap of the work that has led up to the current conditions in which the property is able to be disposed by the District.

Land use counsel Hurd described the *Mixed Use* designation that the City of Larkspur assigned to the District's property at Larkspur Landing. He explained that the housing element that the City of Larkspur adopted includes 320 units on the property as well as the designation of *T5 Transit Village*.

District Counsel Clark reviewed the Surplus Lands Act (SLA) and how it relates to the District's disposition of the property in Larkspur.

Consultant Sparkman reviewed next steps in the process. General Manager Moore reported that staff anticipates this property is ready to declare surplus or exempt surplus in calendar year 2025. The Board discussed the presentation and asked questions regarding objective standards, possible uses of the property, and utilities.

General Manager Moore invited the Board to discuss and comment on the proposed next steps as outlined in the presentation. The Board inquired about the exempt surplus process.

**Item #9 – Consideration of Authorizing the General Manager, Upon Review and Approval of Counsel, to Approve Task Order No. 32 to the Master Services Agreement with Integral Consulting Inc. for CEQA Compliance for the Palm-Mann-Cypress Gravity Sewer Improvements Project (Project #959) in an Amount Not to Exceed \$78,590**

<b>Motion:</b> M/s Boorstein/Kelly to authorize the General Manager, upon review and approval of counsel, to approve Task Order No. 32 to the master services agreement with Integral Consulting Inc. for CEQA compliance for the Palm-Mann-Cypress Gravity Sewer Improvements Project (Project #959) in an amount not to exceed \$78,590
<b>Vote:</b> Ayes: Boorstein, Gaffney, Kelly, Meigs, Sylla. Noes: None. Absent: None. Abstain: None.
The motion passed.

General Manager Moore introduced this item reporting that this project is a new addition to the capital program for this fiscal year.

Senior Engineer Benedetti detailed the scope of the project. He reported that the District is proposing this project as a response to a paving project that is being performed by the County of Marin who has jurisdiction in this location. General Manager Moore commented that in addition to cultural resources, Integral will study the impact to the natural resources of the area including nesting birds and waterways.

**Item #10 – Consideration of Authorizing the General Manager, Upon Review and Approval of Counsel, to Execute a Consultant Services Agreement with West Valley Construction for Design and Engineering Services During Construction (ESDC) for the Palm-Mann-Cypress Gravity Sewer Improvements Project (#959) in the Amount of \$449,172**

**Motion:** M/s Kelly/Gaffney to authorize the General Manager, upon review and approval of counsel, to execute a consultant services agreement with West Valley Construction for design and engineering services during construction (ESDC) for the Palm-Mann-Cypress Gravity Sewer Improvements Project (#959) in the amount of \$449,172

**Vote:** Ayes: Boorstein, Gaffney, Kelly, Meigs, Sylla. Noes: None. Absent: None. Abstain: None.

The motion passed.

General Manager Moore introduced this item explaining that the fiscal impact of this project will mostly occur in fiscal year 2026 and that there is adequate budget in the current capital program for the design to begin. The Board and staff discussed the pavement project that the County of Marin is planning to execute, including the moratorium that will be in effect afterwards. General Manager Moore highlighted the importance of the District getting this work done now to increase capacity in the area as well as address inflow and infiltration issues that the District currently experiences there.

Senior Engineer Benedetti introduced Consultant Wilkins from West Valley Construction. Consultant Wilkins recounted his history with the District and expressed his appreciation for the partnership. The Board, staff, and consultants discussed how subcontractors are solicited.

**Item #11 – Consideration of Authorizing the General Manager, Upon Review and Approval of Counsel, to Execute a three-year Small Utility Enterprise Agreement with Esri in the Amount of \$87,900 and an annual subscription to ArcGIS Indoors for \$11,450 per year, for a total amount not to exceed \$122,250**

**Motion:** M/s Gaffney/Boorstein to authorize the General Manager, upon review and approval of counsel, to execute a three-year small utility enterprise agreement with ESRI in the amount of \$87,900 and an annual subscription to ArcGIS Indoors for \$11,450 per year, for the total amount not to exceed \$122,250

**Vote:** Ayes: Boorstein, Gaffney, Kelly, Meigs, Sylla. Noes: None. Absent: None. Abstain: None.

The motion passed.

General Manager Moore introduced this item recalling that at the last meeting there was an item to renew the District's Innovyze software support services. He reported on the change of ownership at Innovyze and the diminished customer support services. He estimated that the software is likely no longer going to be maintained by the new ownership. General Manager Moore detailed how the District currently uses ESRI and

how the Operations department is hoping to use it moving forward to supplement and replace some of the functionality currently in Innovyze.

Operations & Maintenance Manager Bruemmer described features of using this software, especially for vertical assets.

**Item #12a – Monthly Operations and Maintenance Metrics Report – December 2024**

Operations & Maintenance Manager Bruemmer reported on the work that the operations teams have performed over the last month, including Emergency Response Plan training and assisting Marin Municipal Water District. He expressed appreciation for Supervisor Zarco and his innovative idea how to incorporate resident information into the work order system. He reported that there were two spills in December.

**Item #12b – NBS Annual Reports**

Director Sylla noted that the Finance Committee reviewed this item.

**Item #12c – Community Outreach Annual Report**

General Manager Moore brought attention to a new campaign of targeted ads that the District is currently running. He described how the outreach campaign is being measured by metrics gathered by the operations department.

**Item #12d – Higher Rainfall in RVSD Drives Higher Wet Season Wastewater Flows**

General Manager Moore expressed appreciation for Senior Business Systems Analyst Filipelli for putting together the map portrayed in this item. He highlighted that the District experiences a higher level of rain than neighboring Districts.

*A member of the public asked the Board for time to make a public comment as they had a scheduling conflict at the beginning of the meeting.*

Elizabeth Mooney addressed the Board regarding her property in Fairfax.

**Adjourn:** The Board adjourned in memory of Joe Garbarino at 7:28 p.m.

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Douglas T. Kelly  
Secretary of the Board

Submitted by: \_\_\_\_\_  
Christina Winnicki  
Clerk of the Board

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# **ROSS VALLEY SANITARY DISTRICT**

## **Mid-Year Financial Report**

### **Results as of December 31, 2024**



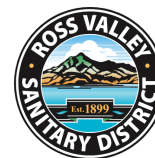
Prepared By: Victor Damiani, Finance Officer  
Reviewed By: Felicia Newhouse, Assistant General Manager

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# ROSS VALLEY SANITARY DISTRICT

## MID-YEAR FINANCIAL REPORT – DECEMBER 31, 2024

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### SPECIAL CONSIDERATIONS

- 1) *All references within this document that are either “Ross Valley Sanitary District,” “District,” or “RVSD” all relate to the financial reporting entity, the Ross Valley Sanitary District.*
- 2) *The District’s Monthly Financial reports are presented on a modified accrual basis whereas the financial reports in the District’s Annual Comprehensive Financial Report are presented on an accrual basis. The differences in the two bases of presentation are outlined on page 17 of the District’s Fiscal Year 2024-25 Adopted Budget, which may be found at <https://www.rvsd.org/169/Financial-Stewardship>.*
- 3) *The information in this report is the most accurate and up-to-date information available at the time of publication. It is intended to provide the Board, Management, and the public with an overview of the state of the District’s general fiscal condition. It should be noted that this report is not an audited financial statement, and the numbers provided herein are preliminary and subject to change as the year progresses. Financial reporting is considered final once the District has completed its annual audit and finalized its Annual Comprehensive Financial Report (ACFR).*



# ROSS VALLEY SANITARY DISTRICT

## MID-YEAR FINANCIAL REPORT – DECEMBER 31, 2024

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### PERFORMANCE OVERVIEW

The current month is the sixth month within the Fiscal Year 2025 (FY25) adopted Budget. The Budget was adopted by the District's Board of Directors in June 2024. Revenues and Expenses are allocated between the Operating and Capital Funds for internal budgetary and reporting purposes.

#### REVENUE

The District receives revenue from several sources: (1) Sewer Service Charges, (2) Property Taxes – Ad Valorem, (3) Permit & Inspection Fees, (4) Capacity Charges from new connections, (5) Investment Income, (6) Leasing Fees, (7) Proceeds from Financing Activities, and (8) Other Miscellaneous Fees. The District's total revenue for the current month is \$21,395,515. At the halfway point of the fiscal year, total revenue is trending at 58.6% of total budget. This is slightly ahead of expected results.

*Sewer Service Charges:* Sewer service charges are the District's primary revenue source. The District collects these annual fees from the residents and business owners within the service area through both coordination with the County of Marin via the property tax levy as well as direct bill of tax-exempt entities. For any levy associated with the County of Marin, the County remits 100% of the assessment to the participating government agencies following the approved Teeter Plan. The Teeter Plan specifies a remittance schedule of three installments, 55% in December, 40% in April, and the remainder in June. In addition to the County billings, the District further invoices its direct bill customers, i.e., local governmental agencies within the service area, which are not on the County property tax levy, for their usage of the collection and conveyance system. Sewer service charges collected through the county property tax levy in the current period were \$15,163,801. As expected, this represents 55% of budget and a 3% increase over the same month one year earlier.

*Property Tax – Ad Valorem:* The District receives periodic allocations from Marin County for its percentage share of the property taxes collected within its service area. Property tax collections primarily relate to the base tax levied on all secured and unsecured property as well as supplemental tax on the change in taxable basis from when property is revalued (sold or remodeled). A portion of the base property tax is remitted to the District following the Teeter Plan as described above. The District collected \$5,255,372 in the current period, which represents 52% of the annual budget. While the actual results are likely to increase on a year-over-year basis by approximately 7%, they are likely to end the year lower than budgeted by approximately 6%.

*Other Operating Income & Capacity Charges:* This category includes lease fees, investment income, permit fees, capacity charges, lateral replacement, employee computer loan program repayments, and miscellaneous income.

Revenue in this category totaled \$67,709 for the period and included \$31,375 in lease revenue, \$13,830 in permit and inspection fees and \$21,980 in special assessment revenue for the Canyon Road Assessment District. As of December 31, 2024, Other Operating Income is at 67% of budget. Outperformance versus budget is primarily due to increases in the fair value of investment holdings with the Local Agency Investment Fund (LAIF) and the District's 115 Trust which is held with CalPERS.

# ROSS VALLEY SANITARY DISTRICT

## MID-YEAR FINANCIAL REPORT – DECEMBER 31, 2024



*Other Capital Income:* This category includes investment income, and repayments made on loans the District provides to the public for private lateral replacements.

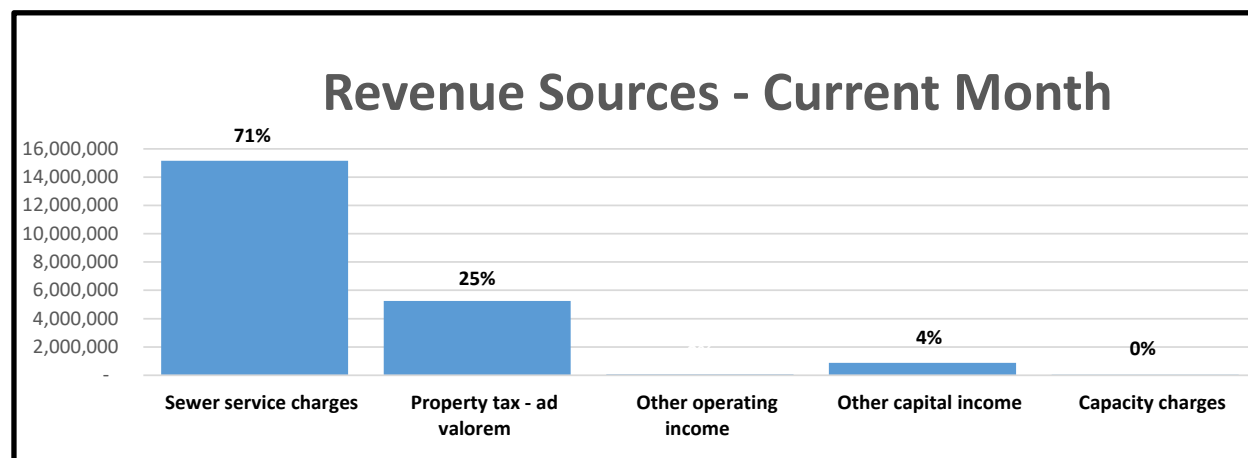
In December, the District sold its former District headquarters building on Kerner Blvd resulting in a gain of approximately \$809,538. Of the total gain, \$737,102 has been set aside as bond proceeds related to the District's 2013 revenue bond issue. These funds will be spent on qualified capital projects within two years. The remaining gain of \$72,436 is unrestricted. This revenue was not budgeted in FY2024-25.

Lateral loan repayments totaled \$74,259 for the month of December and \$80,346 through the first half of the year. This represents nearly 70% of the \$120,100 budgeted.

**Chart 1 – Revenue December 31, 2024**

Revenue Stream	Budget	Current Month	YTD	Remaining	YTD % of Budget
Sewer service charges	28,665,842	15,156,094	16,350,707	13,509,748	57.0%
Property tax - ad valorem	10,058,700	5,255,372	5,417,069	4,803,328	53.9%
Other operating income	1,551,014	67,709	1,034,600	1,483,305	66.7%
Other capital income	150,600	883,797	887,510	(733,197)	589.3%
Capacity charges	200,000	32,544	126,378	167,456	63.2%
<b>Total revenue</b>	<b>\$ 40,626,156</b>	<b>\$ 21,395,515</b>	<b>\$ 23,816,264</b>	<b>\$ 19,230,642</b>	<b>58.6%</b>

**Table 1 – Revenue December 31, 2024**





## ROSS VALLEY SANITARY DISTRICT

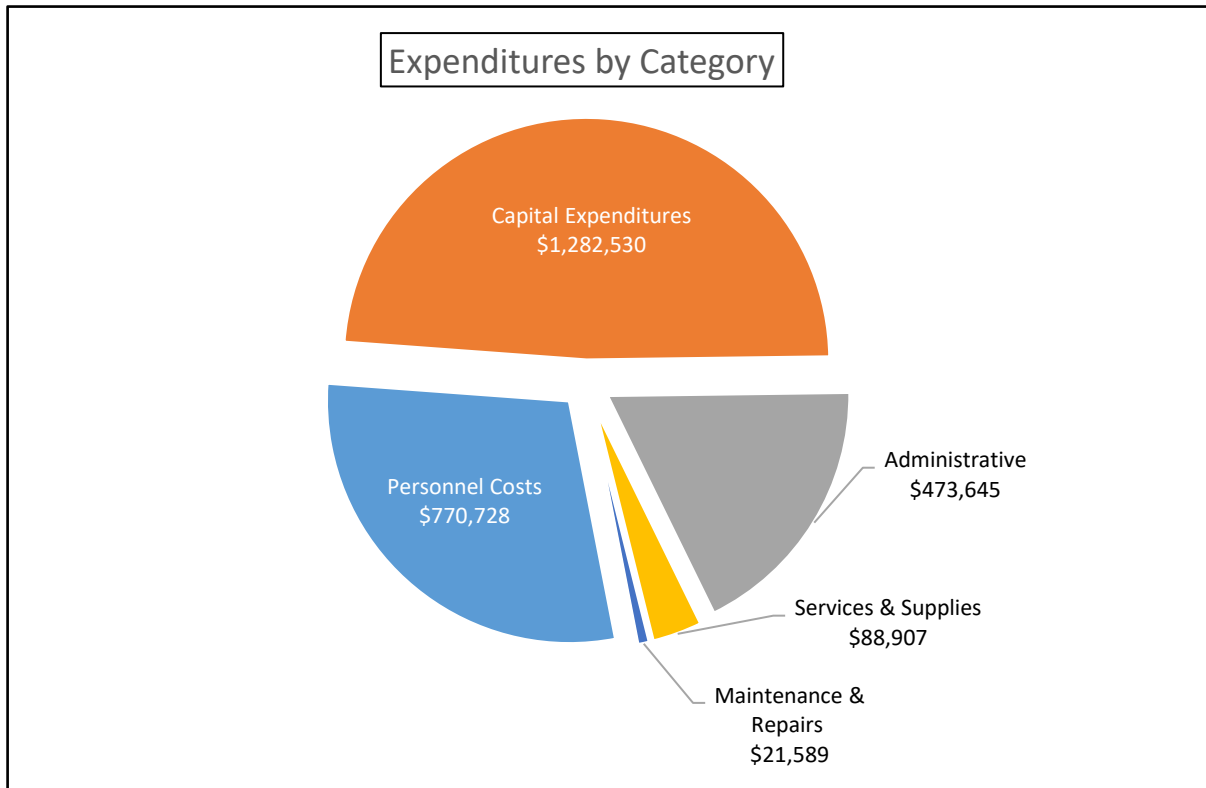
### MID-YEAR FINANCIAL REPORT – DECEMBER 31, 2024

#### EXPENSES

The District appropriates funds for the following: (1) Central Marin Sanitation Agency (CMSA), (2) Operations and Maintenance, (3) Engineering and Inspection, (4) Administrative Services, (5) Debt Service, (6) Capital Improvement Program, and (7) Canyon Road.

Expenses for the current month total \$2,637,399. Through the first six months of the fiscal year expenses are trending at 44%.

**Chart 2– Expenses by Category December 31, 2024**



**Table 2 – Expenses by Category December 31, 2024**

Expenses by Category	Budget	Current Month	YTD	Remaining	YTD % of Budget
Capital Expenditures	18,796,600	1,282,530	6,243,147	12,553,453	33.2%
Treatment Costs	9,716,700	-	5,789,764	3,926,936	59.6%
Personnel Costs	9,584,840	770,728	4,541,902	5,042,938	47.4%
Administrative	2,236,322	473,645	1,298,742	937,580	58.1%
Services & Supplies	1,766,935	88,907	542,745	1,224,190	30.7%
Maintenance & Repairs	590,000	21,589	222,309	367,691	37.7%
	<u>\$ 42,691,397</u>	<u>\$ 2,637,399</u>	<u>\$ 18,638,608</u>	<u>\$ 24,052,789</u>	<u>43.7%</u>

# ROSS VALLEY SANITARY DISTRICT

## MID-YEAR FINANCIAL REPORT – DECEMBER 31, 2024



**Capital Expenses:** The Capital Expenses category includes debt service payments, capital project costs and capital purchases. The District has several capital projects that are either in progress or expected to start in the coming months. Total expenses in the capital projects category for the current month are \$1,282,530. These incurred costs related to continued progress on capital projects and the lateral replacement program. Significant capital project costs were expended for the FY24-25 gravity sewer project in the amount of \$45,983. Costs of \$66,435 were incurred for the Andersen building generator project and \$26,730 for the Larkspur Landing Improvement project. Additionally, bond interest expense for the period was \$996,997. At mid-year, capital expenses are 33% of budget. This category is likely to pick up in the spring when construction weather conditions improve.

**Treatment Costs:** The District is a member of the Central Marin Sanitation Agency (CSMA) which operates as a Joint Powers Authority (JPA). CMSA treats wastewater collected by JPA members. The District is billed periodically for its share of CMSA operating and debt service costs. Operating costs are allocated quarterly based on a weighted 36-month average treatment flow, and debt service costs are allocated semi-annually based on equivalent dwelling units (EDU) served by CSMA. There were no treatment costs paid in the current period. YTD this category is trending at 60% of budget. The next quarterly payment will be made in January of 2025.

**Personnel Costs:** Personnel costs for December were \$770,728. This amount includes regular salary and benefits costs. The YTD amount includes a payment to CalPERS for unfunded pension liabilities in the amount of \$790,206, which was made in July. Through the first half of the year, personnel costs are trending in-line with the FY2024-25 budget at 47%.

**Table 3– Expenses by Department December 31, 2024**

Expenses by Department	Budget	Current Month	YTD	Remaining	YTD % of Budget
Non-Departmental	\$ 16,464,300	\$ 1,162,127	\$ 8,136,279	\$ 8,328,021	49.4%
Engineering	13,763,074	401,031	4,697,104	9,065,970	34.1%
Operations & Maintenance	8,354,525	598,623	3,815,969	4,538,556	45.7%
Administrative	4,109,498	475,618	1,989,254	2,120,244	48.4%
	<u>\$ 42,691,397</u>	<u>\$ 2,637,399</u>	<u>\$ 18,638,608</u>	<u>\$ 24,052,789</u>	43.7%

As may be seen in the table above, all departments are trending below 50% as of the midpoint of the fiscal year. Overall, the District has spent 43.7% of the fiscal year 2024-25 budget through December 31, 2024.

**Non-Departmental:** The “Non-departmental” department accounts for costs that are not attributable to any particular department. \$996,997 is bond interest expense (previously mentioned) and is in line with debt service schedules. Additionally, professional service costs were incurred related to the sale of the property at Kerner Avenue in the amount of \$165,004. Overall, the department is trending at 49.4% of budget.

**Canyon Road Payments (Non-departmental):** The District issued a limited obligation bond to assist residents on Canyon Road in the Town of Fairfax to connect their homes to the District’s wastewater collection and conveyance system. The District is required to collect special assessment proceeds from



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### MID-YEAR FINANCIAL REPORT – DECEMBER 31, 2024

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each of the residents to pay for both the debt service on the limited obligation bond as well as the administrative costs of maintaining the bond obligation. There were no payments made during the current month. The scheduled maturity of the bonds is September 2, 2026. The District intends to refund any bond reserve fund surplus to the residents six months in advance of the maturity date by way of a lower final assessment payment.

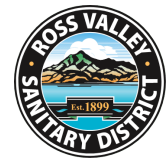
*Operations & Maintenance (O&M):* This Department performs maintenance of the District's wastewater collection and conveyance system. In the current month, total expenses were \$598,623. Personnel costs are the highest cost for the department at \$484,433. This amount includes cost of living adjustments effective in December. YTD personnel costs are \$2,994,129 and include an annual payment to CalPERS for unfunded pension liabilities in the amount of \$608,452. Other charges included worker's compensation insurance which was \$102,768 as of December 31. Facilities and utilities costs were \$63,410 and maintenance and repair costs of \$35,321 for the month of December. Overall, the department is trending at 45.7% of budget at the midpoint of the fiscal year.

*Engineering & Inspection (E&I):* This Department conducts the District's capital improvement projects, engineering studies, and wastewater system site inspections to determine compliance with District Standards and Specifications. Current monthly expenses recorded for the E&I Department are \$401,031. Personnel costs were \$111,078. This amount includes cost of living adjustments effective in December. YTD personnel costs are 584,273 and include an annual payment to CalPERS for unfunded pension liabilities in the amount of \$108,124. Other notable expenses include the previously mentioned capital project work and bond interest amounts discussed in the "capital expenses" cost category. Overall, the department is trending at 34.1% of budget at the midpoint of the fiscal year.

*Administrative Services (Admin):* This department performs all other tasks within the District, such as accounting and finance, human resources, and customer service. The Admin Department manages the professional services contracts including information technology (IT), community outreach, and legal services, as well as the District's insurance-related risk management. Current monthly expenses recorded for the Administrative Service Department are \$475,618. Personnel costs were \$175,217. This amount includes cost of living adjustments effective in December. YTD personnel costs are 963,499 and include an annual payment to CalPERS for unfunded pension liabilities in the amount of \$73,629. Other notable costs include insurance premiums of \$215,799, legal services of \$35,367 as well as \$16,000 in consulting fees to develop a supervisory training curriculum. Overall, the department is trending at 48.4% of budget at the midpoint of the fiscal year.

# ROSS VALLEY SANITARY DISTRICT

## MID-YEAR FINANCIAL REPORT – DECEMBER 31, 2024



### BUDGET TO ACTUAL COMPARISON TABLE – OPERATING FUND

Operating Fund	PY Month A	CY Month B	YTD C	Total Budget D	Budget Remain E= D-C	Actual % F= C/D	Target % G
<b>REVENUE</b>							
1 Sewer service charges	\$ 14,721,197	\$ 15,156,094	\$ 16,350,707	\$ 28,665,842	\$ 12,315,135	57.0%	55.0%
2 Other operating income	831,814	67,709	1,034,600	1,551,014	516,414	66.7%	50.0%
3 Total operating revenue	15,553,012	15,223,802	17,385,307	30,216,856	14,993,054	57.5%	54.7%
<b>EXPENDITURES</b>							
<b>Non-departmental</b>							
4 Treatment charges	-	-	3,642,752	7,295,100	3,652,348	49.9%	50.0%
5 JPA debt service	-	-	2,147,012	2,421,600	274,588	88.7%	89.0%
6 Other Non-departmental	-	165,004	165,004	-	n/a	n/a	n/a
7 Total CMSA expenditures	-	165,004	5,954,768	9,716,700	3,926,936	61.3%	59.7%
<b>Operations &amp; maintenance (O&amp;M)</b>							
8 Salaries & benefits - operations	810,688	484,433	2,994,129	6,085,900	3,091,771	49.2%	50.0%
9 Maintenance & repair	115,567	31,991	320,104	889,100	568,996	36.0%	50.0%
10 Facilities & utilities	135,347	69,361	419,281	788,724	369,443	53.2%	50.0%
11 Supplies & equipment	5,136	2,449	21,948	65,000	43,052	33.8%	50.0%
12 Other O&M	13,893	10,390	60,506	525,801	465,295	11.5%	50.0%
<b>Engineering &amp; inspections (E&amp;I)</b>							
14 Salaries & benefits - engineering	168,061	111,078	584,273	1,404,440	820,167	41.6%	50.0%
15 Engineering studies - non-CIP	308	769	4,218	155,000	150,782	2.7%	50.0%
16 Other E&I	2,340	3,652	15,797	163,634	147,837	9.7%	50.0%
17 Total E&I expenditures	170,709	115,498	604,289	1,723,074	1,118,785	35.1%	50.0%
<b>Administrative services (admin)</b>							
18 Salaries & benefits - admin	269,214	175,217	963,499	2,094,500	1,131,001	46.0%	50.0%
19 Board of director fees	12,884	7,036	33,151	69,300	36,149	47.8%	50.0%
20 Insurance	77,993	215,800	293,733	637,600	343,867	46.1%	50.0%
21 Office supplies	5,228	1,142	12,526	42,000	29,474	29.8%	50.0%
22 Professional services - legal	17,682	35,367	140,709	170,000	29,291	82.8%	50.0%
23 Professional services - other	177,107	44,245	192,128	472,750	280,622	40.6%	50.0%
25 Total admin expenditures	852,762	475,618	1,989,254	4,109,498	2,120,244	48.4%	50.0%
<b>Special assessment (CRAD)</b>							
26 Special assessment payment	-	126	31,180	40,600	9,420	76.8%	76.8%
27 Total operating expenditures	2,104,102	1,354,870	12,395,462	23,944,397	11,548,935	51.8%	53.9%
28 Operating net results	\$ 13,448,910	\$ 13,868,932	\$ 4,989,845	\$ 6,272,459	\$ 1,282,614	n/a	n/a

PY = Prior Year

CY = Current Year

YTD = Year-to-Date



# ROSS VALLEY SANITARY DISTRICT

## MID-YEAR FINANCIAL REPORT – DECEMBER 31, 2024

### BUDGET TO ACTUAL COMPARISON TABLE – CAPITAL FUND

Capital Fund	PY Month A	CY Month B	YTD C	Total Budget D	Budget Remain E= D-C	Actual % F= C/D	Target % G
<b>REVENUE</b>							
29 Property tax - ad valorem	5,008,198	5,255,372	5,417,069	10,058,700	4,641,631	53.9%	55.0%
30 Capacity charges	15,181	32,544	126,378	200,000	73,622	63.2%	50.0%
31 Proceeds from financing activity	-	-	-	-	-	n/a	0.0%
32 Other capital revenues	2,291	883,797	887,510	150,600	(736,910)	589.3%	50.0%
33 Total capital revenue	5,025,670	6,171,712	6,430,957	10,409,300	3,978,343	61.8%	54.8%
<b>EXPENDITURES</b>							
<b>Debt service (Non-departmental)</b>							
34 Interest payment		996,997	1,661,484	3,643,200	1,981,716	46%	46%
35 Principal payment			488,847	3,063,800	2,574,953	16.0%	16.0%
36 Total debt service	-	996,997	2,150,331	6,707,000	5,710,003	32.1%	32.1%
<b>Capital projects &amp; upgrades</b>							
37 Capital improvement projects	2,508,203	183,313	3,879,862	10,670,000	6,790,138	36.4%	50.0%
38 Fixed asset purchases	67	-	5,080	820,000	814,920	0.6%	50.0%
39 Engineering studies - CIP	-	29,705	70,184	-	(70,184)	n/a	50.0%
40 Lateral replacement program	31,088	72,516	137,688	550,000	412,312	25.0%	50.0%
41 Total capital project expenditures	2,539,357	285,533	4,092,815	12,040,000	7,947,185	34.0%	50.4%
42 Total capital expenditures	2,539,356	1,282,529	6,243,146	18,747,000	12,503,854	33.3%	43.8%
43 Capital net results	2,486,314	4,889,183	187,811	(8,337,700)	(8,525,511)	n/a	n/a
44 Total district net results	\$ 15,935,224	\$ 18,758,116	\$ 5,177,656	\$ (2,065,241)	\$ (7,242,897)	n/a	n/a

PY = Prior Year

CY = Current Year

YTD = Year-to-Date

Target percentages vary depending on whether a revenue source or expense is expected to be received or spent evenly throughout the year or according to another schedule. If the line item is expected to be received or expended evenly, the target percentage is simply 8.33% per month (1/12). In December, the sixth month of the fiscal year, the target percentage is 50%.

Some items, such as debt service and Central Marin Sanitation Agency have specific payment schedules, and the target percentages are calculated accordingly. Capital expenses are generally less predictable. A target percentage has been developed for capital expenses that assumes higher rates of expense during fiscal quarters one and four. These quarters are typically when construction work is most likely to occur due to weather considerations.



### FUND BALANCE & RESERVE FUNDING

Per Financial Policies Chapter 7, *Minimum and Target Reserves*, the District is to maintain or target certain dollar amounts in specific reserve funds. The goal is to provide liquidity during stress points if the District needs additional funds. Certain reserves are either restricted by external parties or committed by the District's Board for internal liquidity purposes. Restricted reserves relate to funds held for bond security and for the District's pension prefunding trust. The restricted funds held under these arrangements are only to be used for these specific purposes.

Unassigned reserves may be utilized wherever and whenever needed prior to the District using committed funds designated by the District's Board. If committed funds are utilized, the District is to replenish these committed reserves within the fiscal year to ensure internal compliance with its financial policies. For further information regarding District reserve policies and practices, please refer to the District Financial Policies at <https://www.rvsd.org/169/Financial-Stewardship>.

**Table 4 - Fund Balance as of December 31, 2024**

	December FY25	FY25 BUDGET
<b>Beginning Fund Balance</b>	\$ 9,567,856	\$ 23,447,567
Revenue	21,395,515	\$ 40,626,156
Expenditure	(2,637,399)	(42,691,397)
<b>Ending Fund Balance</b>	<u>\$ 28,325,972</u>	<u>\$ 21,382,326</u>

Due to the District's uneven pattern of revenue collection, unrestricted fund balance will fluctuate from month to month throughout the year. In December of 2024, fund balance increased \$18.8 million.

Overall, for the fiscal year, the District budgeted a decrease in fund balance of \$2.1 million. The decrease in fund balance of \$2.1 million does not represent a structural deficit but instead is considered capital "pay-as-you-go" financing and represents a one-time use of funds for one-time costs.

Results through December indicate that fiscal year 2025 is likely to progress as planned in the annual budget.



## ROSS VALLEY SANITARY DISTRICT

### MID-YEAR FINANCIAL REPORT – DECEMBER 31, 2024

**Table 5 – FY25 Reserve Balances as of December 31, 2024**

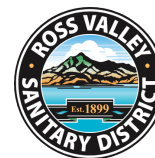
Committed	December FY 25	Board Target
Operating reserve	\$ 11,972,000	\$ 11,972,000
Capital improvement	5,118,000	5,118,000
Emergency reserve	2,394,000	2,394,000
Committed	<u>\$ 19,484,000</u>	<u>\$ 19,484,000</u>
<b>Restricted</b>		
CalPERS pension trust - restricted	\$ 8,474,737	
SRF funds - restricted	-	
Canyon Road - restricted	41,666	
Bond trustee funds - restricted	4,287	
Restricted	<u>\$ 8,520,690</u>	
<b>Unassigned</b>		
Unassigned	<u>\$ 321,282</u>	
Unassigned	<u>321,282</u>	
Total Reserves	<u>\$ 28,325,972</u>	

As with the overall fund balance, the District's reserve balances will fluctuate throughout the year due to the uneven receipt of revenues. The table below shows reserve balances through December 2024. As expected, the various reserves that were below board target amounts in November have now replenished in December.

Per District Financial Policy, the Board committed reserve target is calculated as follows:

- *Operating Reserve*: 50% of budgeted annual operating expenses.
- *Emergency Reserve*: 10% of budgeted annual operating expenses or \$2,000,000 minimum.
- *Capital Improvement Reserve*: 50% of the annual average of the latest 5- or 10-year forecasted capital program expenses.

The CalPERS pension trust stands at \$8.5 million and is restricted in use for pension costs.



### TREASURY MANAGEMENT

The District maintains several cash accounts for specific purposes. Most activity occurs within its operating account at US Bank. Some accounts function as subsidiary accounts for either meeting specific restrictions on proceeds, such as the District's bonds and pension prefunding trust, or for investment purposes following the current Investment Policy.

**Table 6 – Cash & Investment Balances**

Cash receipts and disbursements lag behind the revenue and expenses. This lag is attributable to the District's accounting accruals being posted when the transaction occurs versus when cash is recorded. For this reason, cash balances rarely if ever equal fund balances or net position. Cash receipts for the month were high due to Teeter Plan revenue receipts and disbursements were high due to capital expenses and debt service costs. Unrestricted cash balance increased for the month by \$16.3 million.

Cash Account	12/31/2024
Operating account	\$ 6,967,321
Petty Cash	293
Local Agency Investment Fund	17,946,932
<b>Total Cash</b>	<b>\$ 24,914,546</b>

Restricted Cash Account	12/31/2024
CRAD trust	\$ 41,666
Pension trust	8,474,737
BNY bond trust	4,287
<b>Total Restricted Cash</b>	<b>\$ 8,520,690</b>

<b>Combined Total - Cash</b>	<b>\$ 33,435,236</b>
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*Investment Fair Value Note:* The District adjusts its investment accounts to market value quarterly. It should be noted, however, that these adjustments represent unrealized gains (losses) and not actual cash transactions.



## ROSS VALLEY SANITARY DISTRICT

### MID-YEAR FINANCIAL REPORT – DECEMBER 31, 2024

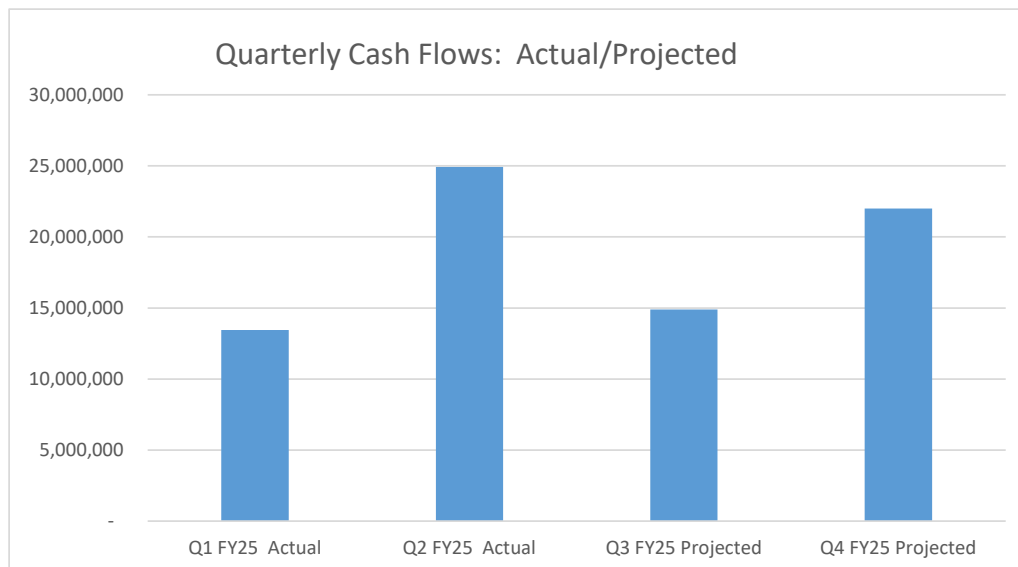
Cash disbursements for the current month are shown in the Check Register (*Appendix A*). Please note that the report is a system-generated report that alphabetizes the warrants by vendor name and details the breakdown by general ledger account code of each check payment. The general ledger account codes are included to the right of the vendor payee description.

- All general ledger account titles that state “capital outlay” are considered either capital improvement or fixed asset purchases.
- All general ledger account titles that state “LRGP” or “Lateral Replacement Loan” are disbursements for the respective Lateral Replacement Grant or Loan Programs.

*District Portion of Payroll Payments Note:* The District is responsible for its portion of the total payment to the various payroll vendors listed on the “Check Register – Board.” Its portion of the total payment for all pay periods to the IRS is \$24,069.53, Mission Square (457 Deferred Compensation Plan) is \$5,251.31, CalPERS retirement is \$43,401.22, and CalPERS health insurance is \$62,220.51. Otherwise, the District funds 100% of the benefit payments related to Delta Dental, Halcyon, Mutual of Omaha, and VSP. All remaining amounts are paid by the employees via a payroll deduction.

*Projected Cash Flow Model:* The District prepares a projected cash flow model for monitoring its operations and capital activity. The projection is summarized on a quarterly basis with month-to-month detail. The month-to-month detail is a combination of both the actual activity recorded as well as the projected activity as expressed within the District’s adopted budget. Staff have presented a simplified cash flow analysis that focuses more on the differences between the budget-to-actual results and the cash balances. As can be seen, the differences center around two accrual accounts “Accounts Receivable” and “Accounts Payable.” Please refer to *Chart 3* below, and *Table 7* on the following page for the projected cash flow model.

**Chart 3– Quarterly Cash Flows**





# ROSS VALLEY SANITARY DISTRICT

## MID-YEAR FINANCIAL REPORT – DECEMBER 31, 2024

*Table 7 – Projected Cash Flow Model*

### ROSS VALLEY SANITARY DISTRICT

#### CASH FLOW ANALYSIS; UNRESTRICTED CASH

#### FISCAL YEAR ENDING JUNE 2025

<u>Unrestricted Cash Balances</u>	Q1 FY25 Actual	10/31/2024 Actual	11/30/2024 Actual	12/31/2024 Actual	Q2 FY25 Actual	Q3 FY25 Projected	Q4 FY25 Projected	Total FY25 Projected
Beginning Cash	23,684,884	13,473,127	11,519,984	8,607,740	13,473,127	24,914,546	14,886,377	23,684,884
Change in Cash	(10,229,854)	(1,953,143)	(2,912,244)	16,306,806	11,441,420	(10,028,170)	7,102,965	(1,695,542)
Ending Cash	13,455,030	11,519,984	8,607,740	24,914,546	24,914,546	14,886,377	21,989,342	21,989,342

<u>Cash Reconciliation</u>	Q1 FY25 Actual	10/31/2024 Actual	11/30/2024 Budget	12/1/2024 Budget	Q2 FY25 Budget/Actual	Q3 FY25 Projected	Q4 FY25 Projected	Total FY25 Projected
Budget to Actual Results	(8,154,943)	(5,337,615)	(387,153)	18,758,116	13,033,347	(10,079,587)	7,051,548	1,850,366
Net Change in Receivables*	362,800	(54,796)	(1,194,011)	696,821	(551,985)	14,535	14,535	(160,115)
Net Change in Payables*	(2,437,710)	3,439,268	(1,331,080)	(3,148,131)	(1,039,942)	36,882	36,882	(3,385,793)
Cash Reconciliation	(10,229,853)	(1,953,143)	(2,912,244)	16,306,806	11,441,419	(10,028,170)	7,102,965	(1,695,542)

\* Budgeted amount from prior year 12 month average

## Report Criteria:

Vendor:Vendor number = 1493

[Report].GL Period = "12/24"

[Report].Type = {&lt;&gt;} "Adjustment"

Invoice Number	Seq	Invoice Date	GL Period	Description	GL Account	GL Account Description	Total Cost
<b>1493 Wells Fargo Bank-Credit Card (AutoDR)</b>							
NOV 2024 CC	109	11/12/2024	12/24	PB -- 1668 Moc Toe Boots > Sp Shoe Depot Inc	100-100-000-720300-100	Uniforms	246.09
NOV 2024 CC	110	11/12/2024	12/24	PB -- 1668 Hotel for CalPELRA Conference Nov 2024 > Casa Munras Hotel	100-100-000-750000-100	Travel/Airfare/Meals Reimb	1,084.26
NOV 2024 CC	111	11/12/2024	12/24	PB -- 1668 Tools for Building Maintenance > Harbour Freight Tools 386	100-100-300-720100-100	Tools-LR	31.97
NOV 2024 CC	112	11/12/2024	12/24	JH -- 1902 For Vehicle repair > Uber *trip	100-100-000-730200-100	Vehicle Fleet Repairs	44.66
NOV 2024 CC	113	11/12/2024	12/24	JH -- 1902 For Vehicle repair > Uber *trip	100-100-000-730200-100	Vehicle Fleet Repairs	73.99
NOV 2024 CC	114	11/12/2024	12/24	JH -- 1902 Credit Voucher - CWEA > California Water Environ	100-100-000-750200-100	Membership/Association/Certifi	350.00-
NOV 2024 CC	115	11/12/2024	12/24	JH -- 1902 Adhesive hooks - Lockroom+Sampling bottle > Amazon Mark* 2l7p95n93	100-100-100-720000-100	Materials & Parts-PS	68.77
NOV 2024 CC	116	11/12/2024	12/24	JH -- 1902 Water Sampling Cooler + Measuring cups - Fev Spill Response > Amazon Mark* Le8a740v3	100-100-100-720000-100	Materials & Parts-PS	60.34
NOV 2024 CC	117	11/12/2024	12/24	JH -- 1902 Measuring pitches for on call spill response > Amazon Mark* 4t2lv3ir3	100-100-100-720000-100	Materials & Parts-PS	34.94
NOV 2024 CC	118	11/12/2024	12/24	JH -- 1902 1 gallon water jugs for O&M employees > Amzn Mktp Us	100-100-000-720200-100	Safety Equipment & Gear	163.83
NOV 2024 CC	119	11/12/2024	12/24	JH -- 1902 For Vehicle repair > Uber *trip	100-100-000-730200-100	Vehicle Fleet Repairs	53.90
NOV 2024 CC	120	11/12/2024	12/24	JH -- 1902 Wall Sign holders for the Safety Committee - EAP > Amazon Mktpl	100-100-000-720200-100	Safety Equipment & Gear	27.26
NOV 2024 CC	121	11/12/2024	12/24	JH -- 1902 Toilet Seat cover holder for Lockerroom > Amazon Mktpl	100-100-000-730150-100	Fac Maint/Repair- Shared Lease	38.20
NOV 2024 CC	122	11/12/2024	12/24	JH -- 1902 For Vehicle repair > Uber *trip	100-100-000-730200-100	Vehicle Fleet Repairs	60.90
NOV 2024 CC	123	11/12/2024	12/24	JH -- 1902 Donuts for O&M Meeting per - Steve > Sunrise Donuts	100-100-000-750100-100	Conferences/Training/Meetings	22.83
NOV 2024 CC	124	11/12/2024	12/24	JH -- 1902 Rain Boots O&M > Amazon Mark* Z31gh63f0	100-100-000-720300-100	Uniforms	125.63
NOV 2024 CC	125	11/12/2024	12/24	JH -- 1902 Rain Boots O&M > Amazon Mark* Z31gh63f0	100-100-000-720300-100	Uniforms	144.00
NOV 2024 CC	126	11/12/2024	12/24	JH -- 1902 Rain Boots O&M > Amazon Mark* Z31gh63f0	100-100-000-720300-100	Uniforms	171.80
NOV 2024 CC	127	11/12/2024	12/24	JH -- 1902 For Vehicle repair > Uber *trip	100-100-000-730200-100	Vehicle Fleet Repairs	54.99
NOV 2024 CC	128	11/12/2024	12/24	MV -- 1739 Diesel > Fuel 24 7 At Woodlands	100-100-000-730300-100	Vehicle Fleet Fuel	194.90
NOV 2024 CC	129	11/12/2024	12/24	MV -- 1739 Diesel > Fuel 24 7 At Woodlands	100-100-000-730300-100	Vehicle Fleet Fuel	86.97
NOV 2024 CC	130	11/12/2024	12/24	MV -- 1739 Propane for Forklift > Peters Beacon	100-100-000-730300-100	Vehicle Fleet Fuel	38.25
NOV 2024 CC	131	11/12/2024	12/24	SM -- 8652 Monthly Board member breakfast > Garden Cafe	100-200-000-755100-100	Board Conf/Training/Meetings	90.25
NOV 2024 CC	132	11/12/2024	12/24	SM -- 8652 Breakfast meeting with Town manager > Barefoot Cafe	100-200-000-755100-100	Board Conf/Training/Meetings	68.46
NOV 2024 CC	133	11/12/2024	12/24	AP -- 4097 Annual Caselle Conference - refund for extra charges on Oct 2024 > Hyatt Reg Salt Lake City	100-200-000-750000-100	Staff Travel/Airfare/Meals	302.92-
NOV 2024 CC	134	11/12/2024	12/24	AP -- 4097 Email marketing > Amazon Web Services	100-200-000-790200-100	Annual Software Renewal Costs	147.95
NOV 2024 CC	135	11/12/2024	12/24	AP -- 4097 Cell phones > Vzwrllss*apocc Visb	100-100-000-745400-100	Telephone Utility	5,276.08
NOV 2024 CC	136	11/12/2024	12/24	AP -- 4097 Azure > Microsoft-G066358757	100-200-000-790200-100	Annual Software Renewal Costs	153.72
NOV 2024 CC	137	11/12/2024	12/24	AP -- 4097 Answering service > Gotocom*gotconnect	100-200-000-745400-100	Telephone Utility	630.38
NOV 2024 CC	138	11/12/2024	12/24	AP -- 4097 Purchase CA Newspaper Adv S > Ca Newspapers Adv S	100-200-000-780700-100	Community Outreach Services	830.00
NOV 2024 CC	139	11/12/2024	12/24	AP -- 4097 2000 Larkspur Landing > Comcast California	100-100-000-745300-100	Cable/Internet Utility	439.98
NOV 2024 CC	140	11/12/2024	12/24	AP -- 4097 Marin IJ 4-Week Digital Subscription > Marin Independent Journ	100-200-000-780700-100	Community Outreach Services	18.00
NOV 2024 CC	141	11/12/2024	12/24	AP -- 4097 1111 Andersen Dr > Comcast California	100-100-000-745300-100	Cable/Internet Utility	150.29
NOV 2024 CC	142	11/12/2024	12/24	AP -- 4097 Internet back up > Att	100-100-000-745300-100	Cable/Internet Utility	103.24
NOV 2024 CC	143	11/12/2024	12/24	AP -- 4097 Internet 2960 Kerner > Comcast California	100-100-000-745300-100	Cable/Internet Utility	245.95

Invoice Number	Seq	Invoice Date	GL Period	Description	GL Account	GL Account Description	Total Cost
NOV 2024 CC	144	11/12/2024	12/24	AP -- 4097 Annual Subscription for Quickbook Payroll > Intuit *payroll	100-200-000-790200-100	Annual Software Renewal Costs	850.00
NOV 2024 CC	145	11/12/2024	12/24	AP -- 4097 Internet 2960 Kerner > Comcast Business	100-100-000-745300-100	Cable/Internet Utility	1,192.35
NOV 2024 CC	146	11/12/2024	12/24	NS -- 1721 Phone Charge Cord Adapters > Amazon Mktp	100-100-400-720000-100	Materials & Parts-CCTV	66.05
NOV 2024 CC	147	11/12/2024	12/24	NS -- 1721 Donuts for O&M Meeting per - Steve > The Jelly Donut	100-100-000-750100-100	Conferences/Training/Meetings	44.85
NOV 2024 CC	148	11/12/2024	12/24	NS -- 1721 Donuts for O&M Meeting per Steve > The Jelly Donut	100-100-000-750100-100	Conferences/Training/Meetings	43.70
NOV 2024 CC	149	11/12/2024	12/24	CW -- 3477 Special Board Meeting Snacks > Smart And Final 526	100-200-000-755100-100	Board Conf/Training/Meetings	16.17
NOV 2024 CC	150	11/12/2024	12/24	CW -- 3477 Winnicki CSMFO Membership > CSMFO	100-200-000-750200-100	Membership/Association/Certifi	60.00
NOV 2024 CC	151	11/12/2024	12/24	CW -- 3477 Flight for Director Kelly to CASA in Jan 2025 > Alaska Air	100-200-000-755000-100	Board Travel/Airfare/Meals	246.20
NOV 2024 CC	152	11/12/2024	12/24	CW -- 3477 Senior CSW job Posting > CA Water Jobs	100-100-000-790000-100	Recruiting/Hiring Fees	335.00
NOV 2024 CC	153	11/12/2024	12/24	CW -- 3477 Flight for Director Meigs to CASA in Jan 2025 > United	100-200-000-755000-100	Board Travel/Airfare/Meals	286.95
NOV 2024 CC	154	11/12/2024	12/24	CW -- 3477 Senior CSW job Posting > Neogov	100-100-000-790000-100	Recruiting/Hiring Fees	199.00
NOV 2024 CC	155	11/12/2024	12/24	CW -- 3477 Winnicki Parking for CalPELRA Conference Nov 2024 > Casa Munras Hotel	100-200-000-750000-100	Staff Travel/Airfare/Meals	38.68
NOV 2024 CC	156	11/12/2024	12/24	CW -- 3477 Winnicki HR Training > Liebert	100-200-000-750100-100	Staff Conf/Training/Meetings	100.00
NOV 2024 CC	157	11/12/2024	12/24	CW -- 3477 Gaffney Room Deposit CASA Conference > Wholefeds Gil #10530	100-200-000-755100-100	Board Conf/Training/Meetings	159.27
NOV 2024 CC	158	11/12/2024	12/24	FN -- 9342 HR Forum Lunch at CalPELRA > Turn 12 Bar	100-200-000-750100-100	Staff Conf/Training/Meetings	106.10
NOV 2024 CC	159	11/12/2024	12/24	FN -- 9342 Hotel for CalPELRA Conference Nov 2024 > Marriott Monterey Bay	100-200-000-755000-100	Board Travel/Airfare/Meals	1,012.40
NOV 2024 CC	160	11/12/2024	12/24	RZ -- 2033 Part for JT05 JT06 sight tud > Friedmans Home Improvem	100-100-000-730200-100	Vehicle Fleet Repairs	101.02
NOV 2024 CC	161	11/12/2024	12/24	RZ -- 2033 Hydraulic Hose O ring for J305 > Vioc lh005	100-100-000-730200-100	Vehicle Fleet Repairs	54.61
NOV 2024 CC	162	11/12/2024	12/24	PB -- 3485 Icloud additional Storage recurring fee > Apple.com	100-200-000-780200-100	Information Technology Service	.99
Total 1493 Wells Fargo Bank-Credit Card (AutoDR):							15,243.20
Grand Totals:							15,243.20

## Report GL Period Summary

Vendor number hash: 0  
Vendor number hash - split: 0  
Total number of invoices: 0  
Total number of transactions: 0

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Report Criteria:

Vendor:Vendor number = 1493

[Report].GL Period = "12/24"

[Report].Type = {<>} "Adjustment"

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## Report Criteria:

Report type: Invoice detail  
Check.Type = {<>} "Adjustment"  
Check.Voided = No

Check Issue Date	Check Number	Payee	Invoice GL Account	Invoice GL Account Title	Job Number	Description	Check Amount
<b>69776</b>							
12/17/2024	69776	A&S Landscape Materials I	100-100-300-720000-100	Materials & Parts-LR		Repair crew	29.50
Total 69776:							29.50
<b>69752</b>							
12/02/2024	69752	AC Graphics	100-200-000-720400-100	Office Supplies		Foamcore Backer - Studio Frame	1,726.15
Total 69752:							1,726.15
<b>24120201</b>							
12/02/2024	24120201	Airgas USA LLC (ACH)	100-100-100-740000-100	Equipment Rent-PS		Oct 2024 Rental - Large Acetylene/Argon	130.05
Total 24120201:							130.05
<b>24121701</b>							
12/17/2024	24121701	Airgas USA LLC (ACH)	100-100-100-740000-100	Equipment Rent-PS		Nov 2024 Rental - Large Acetylene/Argon	126.69
Total 24121701:							126.69
<b>24121702</b>							
12/17/2024	24121702	Allen Matkins Leck Gamble	100-200-000-780300-100	Legal Services		Legal Services	510.00
Total 24121702:							510.00
<b>24120202</b>							
12/02/2024	24120202	Grant recipient	100-300-000-770400-200	LRGP Disbursement		25-2931 Lateral Grant 80 Frances AveLarkspur	2,500.00
Total 24120202:							2,500.00
<b>24120203</b>							
12/02/2024	24120203	Ardurra (ACH)	100-200-000-780700-100	Community Outreach Services		Communication & Outreach Services - 09/2024	5,345.25
12/02/2024	24120203	Ardurra (ACH)	100-200-000-780700-100	Community Outreach Services		Communication & Outreach Services - 10/2024	3,377.75

M = Manual Check, V = Void Check

Check Issue Date	Check Number	Payee	Invoice GL Account	Invoice GL Account Title	Job Number	Description	Check Amount
Total 24120203:							8,723.00
<b>69753</b>							
12/02/2024	69753	AT&T CalNet	100-100-000-745400-100	Telephone Utility		BAN# Pd:9391082415	59.75
12/02/2024	69753	AT&T CalNet	100-100-000-745400-100	Telephone Utility		BAN# Pd:9391032720	1,306.41
12/02/2024	69753	AT&T CalNet	100-100-000-745400-100	Telephone Utility		BAN# Pd:9391032710	222.06
Total 69753:							1,588.22
<b>69777</b>							
12/17/2024	69777	AT&T CalNet	100-100-000-745400-100	Telephone Utility		BAN# Pd:9391082415	84.75
Total 69777:							84.75
<b>69754</b>							
12/02/2024	69754	Barbier Security Group	100-100-000-730150-100	Fac Maint/Repair- Shared Lease		Nov 2024 Security Patrol 1111 andersen	565.00
Total 69754:							565.00
<b>69755</b>							
12/02/2024	69755	Battalion One Fire	100-100-000-730150-100	Fac Maint/Repair- Shared Lease		Quarterly Fire Sprinkler Inspection	720.00
Total 69755:							720.00
<b>69778</b>							
12/17/2024	69778	Bay Area Air Quality Mgmt	100-100-000-790300-100	Permit Fees		Air Permit Renewal - PS14	550.00
Total 69778:							550.00
<b>24121703</b>							
12/17/2024	24121703	Bay Area Digital Solutions	100-200-000-780700-100	Community Outreach Services		Digital Advertising	2,500.00
Total 24121703:							2,500.00
<b>24121704</b>							
12/17/2024	24121704	EE	100-100-000-705240-100	Boot Allowance		Boots Reimbursement	180.25

M = Manual Check, V = Void Check

Check Issue Date	Check Number	Payee	Invoice GL Account	Invoice GL Account Title	Job Number	Description	Check Amount
Total 24121704:							180.25
<b>24121705</b>							
12/17/2024	24121705	BNY Mellon	100-400-000-790600-200	Debt service	2014 Bond		1,479,196.88
12/17/2024	24121705	BNY Mellon	100-400-000-790600-200	Debt service	2018 Bond		1,076,750.00
12/17/2024	24121705	BNY Mellon	100-400-000-790600-200	Debt service	2019 Bond		1,482,800.00
Total 24121705:							4,038,746.88
<b>69756</b>							
12/02/2024	69756	BrightView Landscape Ser	100-100-000-730100-100	Facilities Maintenance/Repairs		Landscape Maintenance -Dec 2024,	1,174.83
12/02/2024	69756	BrightView Landscape Ser	100-100-000-730150-100	Fac Maint/Repair- Shared Lease		Landscape Maintenance -Dec 2024,	1,144.00
Total 69756:							2,318.83
<b>69757</b>							
12/02/2024	69757	BWS Distributors	100-100-000-720200-100	Safety Equipment & Gear		81-SDM3R101/RK SDM-3R CAL STATION W/1	1,440.21
12/02/2024	69757	BWS Distributors	100-100-000-720300-100	Uniforms		jackets, Pants, Rain Overalls	1,870.36
12/02/2024	69757	BWS Distributors	100-100-000-720300-100	Uniforms		Pants, Rain Jackets	278.59
Total 69757:							3,589.16
<b>69779</b>							
12/17/2024	69779	BWS Distributors	100-100-000-720300-100	Uniforms		Rain Jackets	260.01
12/17/2024	69779	BWS Distributors	100-100-400-730000-100	Equipment Repairs-CCTV		RETAINING ARM FOR+ Labour - Safety Equipment	216.86
Total 69779:							476.87
<b>69780</b>							
12/17/2024	69780	Caselle Inc.	100-200-000-790200-100	Annual Software Renewal Costs		Support and Maintenance 1/1/25-01/31/25	3,496.00
Total 69780:							3,496.00
<b>24120204</b>							
12/02/2024	24120204	Central Marin Sanitation A	100-400-000-710000-100	Treatment Charges - CMSA		Regional Service Charge	1,821,376.12
Total 24120204:							1,821,376.12

M = Manual Check, V = Void Check

Check Issue Date	Check Number	Payee	Invoice GL Account	Invoice GL Account Title	Job Number	Description	Check Amount
<b>24121706</b>							
12/17/2024	24121706	Central Marin Sanitation A	100-000-000-320100-000	Connection Fees Due to CMSA		Capacity Fees Q1 FY 24/25	85,353.96
Total 24121706:							85,353.96
<b>69758</b>							
12/02/2024	69758	Century Urban LLC	100-200-000-780800-100	Other Miscellaneous Consulting		Matter: Real Estate Consulting Services for the Larkspur Landing 10/2024	4,048.75
Total 69758:							4,048.75
<b>69781</b>							
12/17/2024	69781	Century Urban LLC	100-200-000-780800-100	Other Miscellaneous Consulting		Matter: Real Estate Consulting Services for the Larkspur Landing 11/2024	3,891.25
Total 69781:							3,891.25
<b>24120205</b>							
12/02/2024	24120205	Cintas Corporation No 2	100-100-000-720300-100	Uniforms		Uniforms	512.63
12/02/2024	24120205	Cintas Corporation No 2	100-100-000-720300-100	Uniforms		Uniforms	467.68
Total 24120205:							980.31
<b>24121707</b>							
12/17/2024	24121707	Cintas Corporation No 2	100-100-000-720300-100	Uniforms		Uniforms	450.05
12/17/2024	24121707	Cintas Corporation No 2	100-100-000-720300-100	Uniforms		Uniforms	447.47
12/17/2024	24121707	Cintas Corporation No 2	100-100-000-720300-100	Uniforms		Uniforms	447.47
Total 24121707:							1,344.99
<b>69782</b>							
12/17/2024	69782	Colantuono, Highsmith &	100-200-000-780300-100	Legal Services		legal services	5,303.94
Total 69782:							5,303.94
<b>69783</b>							
12/17/2024	69783	Corodata Record Manage	100-100-000-740200-100	Facilities Rent		64 Gallon Bin/Minimum Service Ticket	69.00
12/17/2024	69783	Corodata Record Manage	100-100-000-740200-100	Facilities Rent		Document storage 11/01-11/30/2024	147.14

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Check Issue Date	Check Number	Payee	Invoice GL Account	Invoice GL Account Title	Job Number	Description	Check Amount
Total 69783:							216.14
<b>69759</b>							
12/02/2024	69759	Cropper Accountancy	100-200-000-780100-100	External Audit Services		Second progress billing for the audit for year ended 06/30/2024	7,500.00
Total 69759:							7,500.00
<b>69760</b>							
12/02/2024	69760	CWEA- California Water E	100-100-000-750200-100	Membership/Association/Certifi		CWEA ID: 29056 EE- Membership/Certification Renewal	239.00
12/02/2024	69760	CWEA- California Water E	100-100-000-750200-100	Membership/Association/Certifi		CWEA ID: 32560EE Membership/Certification Renewal	239.00
Total 69760:							478.00
<b>69784</b>							
12/17/2024	69784	CWEA- California Water E	100-100-000-750200-100	Membership/Association/Certifi		CWEA ID: 33120 EE Membership/Certification Renewal	239.00
12/17/2024	69784	CWEA- California Water E	100-100-000-750200-100	Membership/Association/Certifi		CWEA ID: 430680 EE Membership/Certification Renewal	239.00
12/17/2024	69784	CWEA- California Water E	100-100-000-750200-100	Membership/Association/Certifi		CWEA ID: 52854 EE- Membership/Certification Renewal	360.00
12/17/2024	69784	CWEA- California Water E	100-100-000-750200-100	Membership/Association/Certifi		CWEA ID: 55172 EE Membership/Certification Renewal	239.00
Total 69784:							1,077.00
<b>24121708</b>							
12/17/2024	24121708	Grant recipient	100-300-000-770400-200	LRGP Disbursement		25-2934 Lateral Grant 15 Cherne Ln San Anselmo	2,500.00
Total 24121708:							2,500.00
<b>24120206</b>							
12/02/2024	24120206	Grant recipient	100-300-000-770400-200	LRGP Disbursement		25-2930 Lateral Grant 43 Van Winkle Dr San Anselmo	2,500.00
Total 24120206:							2,500.00
<b>24120207</b>							
12/02/2024	24120207	EE	100-100-000-750200-100	Membership/Association/Certifi		DOT Physical	100.00
Total 24120207:							100.00

M = Manual Check, V = Void Check

Check Issue Date	Check Number	Payee	Invoice GL Account	Invoice GL Account Title	Job Number	Description	Check Amount
<b>69785</b>							
12/17/2024	69785	DataAxe	100-200-000-790200-100	Annual Software Renewal Costs		Annual Software Renewal	1,595.00
Total 69785:							1,595.00
<b>24121709</b>							
12/17/2024	24121709	Dell Technologies Inc.	100-200-000-740000-100	Equipment Rent		001-9007289-004 US FMV	1,107.78
12/17/2024	24121709	Dell Technologies Inc.	100-200-000-740000-100	Equipment Rent		001-9007289-003 US FMV	1,319.79
12/17/2024	24121709	Dell Technologies Inc.	100-200-000-740000-100	Equipment Rent		001-9012980-001 US FMV	133.08
12/17/2024	24121709	Dell Technologies Inc.	100-200-000-740000-100	Equipment Rent		001-9012980-002 US FMV	791.85
12/17/2024	24121709	Dell Technologies Inc.	100-200-000-740000-100	Equipment Rent		001-9012980-003 US FMV	115.67
12/17/2024	24121709	Dell Technologies Inc.	100-200-000-740000-100	Equipment Rent		001-9007289-003 US FMV - 12/2024	1,319.79
12/17/2024	24121709	Dell Technologies Inc.	100-200-000-740000-100	Equipment Rent		001-9007289-004 US FMV - 12/2024	1,107.78
12/17/2024	24121709	Dell Technologies Inc.	100-200-000-740000-100	Equipment Rent		001-9012980-001 US FMV - 12/2024	133.08
12/17/2024	24121709	Dell Technologies Inc.	100-200-000-740000-100	Equipment Rent		001-9012980-002 US FMV - 12/2024	791.85
12/17/2024	24121709	Dell Technologies Inc.	100-200-000-740000-100	Equipment Rent		001-9012980-003 US FMV - 12/2024	115.67
Total 24121709:							6,936.34
<b>24121710</b>							
12/17/2024	24121710	Retiree	100-200-000-705310-100	OPEB Basic & ERMB Benefit Exp		Dec Health Care Reimburse	650.23
Total 24121710:							650.23
<b>69786</b>							
12/17/2024	69786	Diego Truck Repair Inc.	100-100-000-730200-100	Vehicle Fleet Repairs		Service & Repair 2012 International 4300	3,876.82
12/17/2024	69786	Diego Truck Repair Inc.	100-100-000-730200-100	Vehicle Fleet Repairs		Service & Repair 2013 Isuzu NQR	509.28
12/17/2024	69786	Diego Truck Repair Inc.	100-100-000-730200-100	Vehicle Fleet Repairs		Service & Repair 2022 Peterbilt 367	346.45
12/17/2024	69786	Diego Truck Repair Inc.	100-100-000-730200-100	Vehicle Fleet Repairs		Service & Repair 2011 International 4300	295.20
12/17/2024	69786	Diego Truck Repair Inc.	100-100-000-730200-100	Vehicle Fleet Repairs		Service & Repair 2023 Freightliner 108SD Base	295.20
12/17/2024	69786	Diego Truck Repair Inc.	100-100-000-730200-100	Vehicle Fleet Repairs		Service & Repair 2012 International 4300	1,141.56
12/17/2024	69786	Diego Truck Repair Inc.	100-100-000-730200-100	Vehicle Fleet Repairs		Service & Repair 2014 Ford S/D 550	1,869.48
Total 69786:							8,333.99
<b>24120208</b>							
12/02/2024	24120208	DirectLine, Inc	100-100-000-745400-100	Telephone Utility		Nov Service	625.00

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Check Issue Date	Check Number	Payee	Invoice GL Account	Invoice GL Account Title	Job Number	Description	Check Amount
Total 24120208:							625.00
<b>24121711</b>							
12/17/2024	24121711	DirectLine, Inc	100-100-000-745400-100	Telephone Utility		Dec Service	645.00
Total 24121711:							645.00
<b>24121712</b>							
12/17/2024	24121712	DKG Consultants LLC	100-200-000-780400-100	Human Resource Services		RVSD Pre-payment	14,400.00
Total 24121712:							14,400.00
<b>69761</b>							
12/02/2024	69761	DNG Enterprises DBA Nap	100-100-000-730200-100	Vehicle Fleet Repairs		8000 Series Lead Acid B, Core Deposit	69.55
12/02/2024	69761	DNG Enterprises DBA Nap	100-100-200-720000-100	Materials & Parts-LM		Parts : CV-2 GRS W MLY-14 OZ, LUCAS RED-TACKY GRS	55.89
12/02/2024	69761	DNG Enterprises DBA Nap	100-100-000-730200-100	Vehicle Fleet Repairs		MICRO EDGE BLADE	35.75
Total 69761:							161.19
<b>69787</b>							
12/17/2024	69787	DNG Enterprises DBA Nap	100-100-100-720000-100	Materials & Parts-PS		Generator parts	229.29
12/17/2024	69787	DNG Enterprises DBA Nap	100-100-100-720000-100	Materials & Parts-PS		Generator parts	37.46
12/17/2024	69787	DNG Enterprises DBA Nap	100-100-100-720000-100	Materials & Parts-PS		Generator parts	57.32
12/17/2024	69787	DNG Enterprises DBA Nap	100-100-100-720000-100	Materials & Parts-PS		DELO 15W40 GAL (016)	57.32
12/17/2024	69787	DNG Enterprises DBA Nap	100-100-000-730200-100	Vehicle Fleet Repairs		MICRO EDGE BLADE	35.75
12/17/2024	69787	DNG Enterprises DBA Nap	100-100-000-730200-100	Vehicle Fleet Repairs		Mlni Fuse Assortment	16.38
12/17/2024	69787	DNG Enterprises DBA Nap	100-100-000-730200-100	Vehicle Fleet Repairs		Credit received for Inv#871762 dtd. 06/14/2024	56.91-
Total 69787:							376.61
<b>24120209</b>							
12/02/2024	24120209	East Bay Tire Co.	100-100-000-730200-100	Vehicle Fleet Repairs		FLAT REPAIR/ BRASS VALVE STEM	69.93
Total 24120209:							69.93
<b>69788</b>							
12/17/2024	69788	EFFECTV (A Comcast Co	100-200-000-780700-100	Community Outreach Services		Digital TV Advertising - Cust No#49333	1,548.62

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Check Issue Date	Check Number	Payee	Invoice GL Account	Invoice GL Account Title	Job Number	Description	Check Amount
Total 69788:							1,548.62
<b>24121713</b>							
12/17/2024	24121713	Enterprise Fleet Managem	100-100-000-740100-100	Vehicle Fleet Rent		Fleet Monthly Lease	7,142.41
Total 24121713:							7,142.41
<b>69762</b>							
12/02/2024	69762	Fastenal	100-100-000-720200-100	Safety Equipment & Gear		Eyewear, AAA Procell Alk Btry	21.62
12/02/2024	69762	Fastenal	100-100-400-720000-100	Materials & Parts-CCTV		XL IvLtx HD GLV100Ct	141.68
12/02/2024	69762	Fastenal	100-100-300-720000-100	Materials & Parts-LR		LgFoamCtdNitrDotGlv	8.05
Total 69762:							171.35
<b>69789</b>							
12/17/2024	69789	Fastenal	100-100-000-720200-100	Safety Equipment & Gear		XL IvLtx HD GLV100Ct	283.35
Total 69789:							283.35
<b>24120210</b>							
12/02/2024	24120210	Fleet Solutions, LLC	100-100-000-745600-100	Vehicle GPS Utility		Vehicle GPS	784.80
Total 24120210:							784.80
<b>24121714</b>							
12/17/2024	24121714	Retiree	100-200-000-705310-100	OPEB Basic & ERMB Benefit Exp		Monthly Enhance Retiree Medical MoYr	448.42
Total 24121714:							448.42
<b>69763</b>							
12/02/2024	69763	Golden Gate Truck Center	100-100-000-730200-100	Vehicle Fleet Repairs		OIL CHANGE AND COURTESY BIT INSPECTION)	620.66
Total 69763:							620.66
<b>69790</b>							
12/17/2024	69790	Golden Gate Truck Center	100-100-000-730200-100	Vehicle Fleet Repairs		OIL CHANGE AND COURTESY BIT INSPECTION)	647.51

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Check Issue Date	Check Number	Payee	Invoice GL Account	Invoice GL Account Title	Job Number	Description	Check Amount
Total 69790:							647.51
<b>24120211</b>							
12/02/2024	24120211	Goldstreet Design	100-200-000-780700-100	Community Outreach Services		YouTube Advertising	500.00
Total 24120211:							500.00
<b>24120212</b>							
12/02/2024	24120212	Grainger (ACH)	100-100-100-720000-100	Materials & Parts-PS		FLTWSHB,18-8, FLTWSHB,18-8,SS,3/8", FLTWSHB,18-8,SS	452.51
Total 24120212:							452.51
<b>24121715</b>							
12/17/2024	24121715	Grainger (ACH)	100-100-000-720200-100	Safety Equipment & Gear		TOPICAL ANTISEPTIC,16OZ,BOTTLE	20.45
12/17/2024	24121715	Grainger (ACH)	100-100-100-720100-100	Tools-PS		D-RING EXTENDER WITH LOOP,18 IN.	109.00
12/17/2024	24121715	Grainger (ACH)	100-100-400-720000-100	Materials & Parts-CCTV		CLEANER/DEGREASER 1 Gal	70.73
Total 24121715:							200.18
<b>69791</b>							
12/17/2024	69791	Ratepayer	100-000-000-600300-100	Sewer Service Charge - Refund		Ratepayer Refund - 47 S Oak Ave, San Anselmo, CA 94960	1,146.00
Total 69791:							1,146.00
<b>24123101</b>							
12/31/2024	24123101	Home Depot Commercial A	100-100-300-720000-100	Materials & Parts-LR		Quikrete Fast-Set Concrete	440.71
Total 24123101:							440.71
<b>24121716</b>							
12/17/2024	24121716	Integral Consulting (ACH)	100-300-000-770000-200	Capital Outlay - CIP	EG-956-000-00	Monitoring and Biological Surveys 2023-2024 - Sept 2024	1,440.00
12/17/2024	24121716	Integral Consulting (ACH)	100-300-000-770300-200	Capital Outlay - Studies	EG-958-000-00	GSIP 24/25 Consulting services for CEQA compliance - Sep 2024	2,990.00
Total 24121716:							4,430.00
<b>24121717</b>							
12/17/2024	24121717	IT Hub (ACH)	100-200-000-780200-100	Information Technology Service		Managed services Nov 2024	7,640.00

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Check Issue Date	Check Number	Payee	Invoice GL Account	Invoice GL Account Title	Job Number	Description	Check Amount
Total 24121717:							7,640.00
<b>24120213</b>							
12/02/2024	24120213	Jack Doheny Company (A	100-100-400-730000-100	Equipment Repairs-CCTV	repair		1,979.53
Total 24120213:							1,979.53
<b>24121718</b>							
12/17/2024	24121718	Jack Doheny Company (A	100-100-400-720000-100	Materials & Parts-CCTV		Repair Cable defections pulley	914.20
Total 24121718:							914.20
<b>69764</b>							
12/02/2024	69764	Jackson's Hardware	100-100-100-720100-100	Tools-PS		ENGINEER TAPE	32.67
12/02/2024	69764	Jackson's Hardware	100-100-400-720000-100	Materials & Parts-CCTV		CABLETIE 14"75#BLK 100PK	32.67
12/02/2024	69764	Jackson's Hardware	100-100-300-720100-100	Tools-LR		Rotary Hammer D Handle, SDS Bit, Bosch	488.04
12/02/2024	69764	Jackson's Hardware	100-100-000-720200-100	Safety Equipment & Gear		BOLT FULL BRM HRDHAT WHT	29.49
Total 69764:							582.87
<b>69792</b>							
12/17/2024	69792	Jackson's Hardware	100-100-200-720000-100	Materials & Parts-LM		HILLMAN ASSORTED FASTNER THREADED ROD ZINC	13.26
12/17/2024	69792	Jackson's Hardware	100-100-200-720000-100	Materials & Parts-LM		HEX BOLT GRADE	1.37
12/17/2024	69792	Jackson's Hardware	100-100-200-720100-100	Tools-LM		MARVIN 12' TELESCOPING POLE	393.27
Total 69792:							407.90
<b>24120214</b>							
12/02/2024	24120214	Grant recipient	100-300-000-770400-200	LRGP Disbursement	25-2929 Lateral Grant 14 Banchero Way Fairfax		1,500.00
Total 24120214:							1,500.00
<b>24121719</b>							
12/17/2024	24121719	JNG Pipeline	100-300-000-770000-200	Capital Outlay - CIP	EG-917-000-00	Spot repair/Rocks and Concrete work	7,600.00
Total 24121719:							7,600.00

M = Manual Check, V = Void Check

Check Issue Date	Check Number	Payee	Invoice GL Account	Invoice GL Account Title	Job Number	Description	Check Amount
<b>24120215</b>							
12/02/2024	24120215	Grant recipient	100-300-000-770400-200	LRGP Disbursement		25-2928 Lateral Grant 75 Wellington Ave Ross	1,500.00
Total 24120215:							1,500.00
<b>24121720</b>							
12/17/2024	24121720	Retiree	100-200-000-705310-100	OPEB Basic & ERMB Benefit Exp		Dec Health Care Reimburse	650.23
Total 24121720:							650.23
<b>24121721</b>							
12/17/2024	24121721	Grant recipient	100-300-000-770400-200	LRGP Disbursement		25-2935 Lateral Grant 100-651 Larkspur Plaza Dr Larkspur	7,500.00
Total 24121721:							7,500.00
<b>69765</b>							
12/02/2024	69765	Liebert Cassidy Whitmore	100-200-000-780300-100	Legal Services		Legal fees matter# MA129-00021	66.00
Total 69765:							66.00
<b>69793</b>							
12/17/2024	69793	Liebert Cassidy Whitmore	100-200-000-780300-100	Legal Services		Legal fees matter# MA129-00021	2,970.00
12/17/2024	69793	Liebert Cassidy Whitmore	100-200-000-780300-100	Legal Services		Legal fees matter# MA129-00021	4,155.00
12/17/2024	69793	Liebert Cassidy Whitmore	100-200-000-780300-100	Legal Services		Legal fees matter# MA129-00021	5,436.00
Total 69793:							12,561.00
<b>69794</b>							
12/17/2024	69794	Marin County - County of	100-100-000-790300-100	Permit Fees		Annual Encroachment Permit (AEP) 2025	490.00
Total 69794:							490.00
<b>69766</b>							
12/02/2024	69766	Marin Recycling HHW	100-100-000-745200-100	Garbage Utility		Admin Fee, Flammable Liquids	105.30
Total 69766:							105.30
<b>69796</b>							
12/17/2024	69796	Marin Resource Recovery	100-100-000-745200-100	Garbage Utility		C&D MATERIAL	1,140.00

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Check Issue Date	Check Number	Payee	Invoice GL Account	Invoice GL Account Title	Job Number	Description	Check Amount
Total 69796:							1,140.00
<b>69797</b>							
12/17/2024	69797	Marin Sanitary Service	100-100-000-745200-100	Garbage Utility		Garbage service - 11/2024	892.35
Total 69797:							892.35
<b>24121722</b>							
12/17/2024	24121722	Grant recipient	100-300-000-770400-200	LRGP Disbursement		25-2933 Lateral Grant 81 Via Navarro Greenbrae	1,500.00
Total 24121722:							1,500.00
<b>24121723</b>							
12/17/2024	24121723	Grant recipient	100-300-000-770400-200	LRGP Disbursement		25-2932 Lateral Grant 83 Willow Ave Fairfax	1,500.00
Total 24121723:							1,500.00
<b>69798</b>							
12/17/2024	69798	MCC Building Maintenance	100-100-000-730100-100	Facilities Maintenance/Repairs		Janitorial and Landscaping Maintenance, December 2024	2,025.00
Total 69798:							2,025.00
<b>69799</b>							
12/17/2024	69799	McMaster-Carr	100-100-100-720000-100	Materials & Parts-PS		Vibration-&Corrosion-Resistant Gauge with Single	203.49
Total 69799:							203.49
<b>69767</b>							
12/02/2024	69767	Medical Center of Marin -	100-100-000-790000-100	Recruiting/Hiring Fees		Pre-employment physical	170.00
Total 69767:							170.00
<b>69768</b>							
12/02/2024	69768	Meyers Nave, A Profession	100-200-000-780300-100	Legal Services		Legal Services - Retainer Fee	5,000.00
Total 69768:							5,000.00

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Check Issue Date	Check Number	Payee	Invoice GL Account	Invoice GL Account Title	Job Number	Description	Check Amount
<b>69800</b>							
12/17/2024	69800	Miksis Services Inc	100-300-000-770000-200	Capital Outlay - CIP	EG-917-000-00	Video Inspection/Installed Dynaliner Thermoform PVC Pipe liner	19,470.00
Total 69800:							19,470.00
<b>24123102</b>							
12/31/2024	24123102	MMWD Marin Municipal W	100-100-000-745100-100	Water Utility	9/13/24-11/13/24		1,436.47
12/31/2024	24123102	MMWD Marin Municipal W	100-100-000-745100-100	Water Utility	9/18/24-11/18/24		158.21
Total 24123102:							1,594.68
<b>69801</b>							
12/17/2024	69801	MR Copy Inc	100-200-000-720400-100	Office Supplies		Copier use	358.38
Total 69801:							358.38
<b>24120216</b>							
12/02/2024	24120216	Municipal Maint. Equipmen	100-100-200-730000-100	Equipment Repairs-LM		Cavitation on water system	1,351.35
12/02/2024	24120216	Municipal Maint. Equipmen	100-100-300-720100-100	Tools-LR		Credit listed on 9/30/24 statement	500.73-
Total 24120216:							850.62
<b>69769</b>							
12/02/2024	69769	National Construction Rent	100-100-000-740200-100	Facilities Rent		fence rental	620.15
Total 69769:							620.15
<b>24121724</b>							
12/17/2024	24121724	Retiree	100-200-000-705310-100	OPEB Basic & ERMB Benefit Exp		Monthly Enhance Retiree Medical MnthYr	650.23
Total 24121724:							650.23
<b>24121725</b>							
12/17/2024	24121725	Nute Engineering (ACH)	100-300-000-780500-100	Engineering Consultants		EG-907-000-00 Design Engineering Services During	1,728.00
12/17/2024	24121725	Nute Engineering (ACH)	100-300-000-770000-200	Capital Outlay - CIP		Construction (ESDC) for the LS20, LS31, LS32 Lift Station	4,440.00
						Improvements Project (#907) - 11/2024	
12/17/2024	24121725	Nute Engineering (ACH)	100-300-000-770000-200	Capital Outlay - CIP	EG-954-000-00	TO#7 Engineering Services for Design of Meadow Way Bridge per	322.50

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Check Issue Date	Check Number	Payee	Invoice GL Account	Invoice GL Account Title	Job Number	Description	Check Amount
Total 24121725:							6,490.50
<b>69770</b>							
12/02/2024	69770	Pacific Infrastructure Corp.	100-000-000-320000-000	Construction Retention Payable		Retention	75,525.00
12/02/2024	69770	Pacific Infrastructure Corp.	100-000-000-320000-000	Construction Retention Payable		Retention	210,567.50
Total 69770:							286,092.50
<b>24121726</b>							
12/17/2024	24121726	Parento LLC	100-100-000-705280-100	Parental Leave Insurance		Family Leave Coverage 10/1/24 - 12/31/24	2,724.24
Total 24121726:							2,724.24
<b>69771</b>							
12/02/2024	69771	Petaluma Mechanical Inc	100-100-000-730150-100	Fac Maint/Repair- Shared Lease		Leak Inspection	2,014.26
12/02/2024	69771	Petaluma Mechanical Inc	100-100-000-730150-100	Fac Maint/Repair- Shared Lease		Replaced 3 contactors and correspond auxiliary contacts	1,385.07
Total 69771:							3,399.33
<b>69802</b>							
12/17/2024	69802	Petaluma Mechanical Inc	100-100-000-730150-100	Fac Maint/Repair- Shared Lease		Replaced the intermittent pilot control modul, Truck Charge, Gas Valve	3,434.79
Total 69802:							3,434.79
<b>69772</b>							
12/02/2024	69772	Peterson Trucks	100-100-000-730200-100	Vehicle Fleet Repairs		Repairs Intl 4300 (Engine Fan Control, Temp Gauge)	784.30
Total 69772:							784.30
<b>24123103</b>							
12/31/2024	24123103	PGE Pacific Gas & Electric	100-100-000-745000-100	Power/Energy Utility		Power SD No. 1 10/30/2024-12/01/2024	36,969.90
12/31/2024	24123103	PGE Pacific Gas & Electric	100-100-000-745050-100	Power Utility - 1111 Andersen		1111 Anderson Drive 10/30/2024-12/01/2024	8,969.40
12/31/2024	24123103	PGE Pacific Gas & Electric	100-100-000-745000-100	Power/Energy Utility		Power Usage SD No. 1 11/16/2024-12/17/2024	348.33
Total 24123103:							46,287.63
<b>24120217</b>							
12/02/2024	24120217	PSOMAS (ACH)	100-300-000-770000-200	Capital Outlay - CIP	EG-955-000-00	Professional Services from September 27, 2024 to October 24, 2024	

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Check Issue Date	Check Number	Payee	Invoice GL Account	Invoice GL Account Title	Job Number	Description	Check Amount
12/02/2024	24120217	PSOMAS (ACH)	100-300-000-770000-200	Capital Outlay - CIP	EG-907-000-00	- Reference No. EG-955-000-00 Professional Services from September 27, 2024 to October 24, 2024 - LS 20,31,32 Improvement Project - TO 9	33,688.78 20,625.11
Total 24120217:							54,313.89
<b>24121727</b>							
12/17/2024	24121727	PSOMAS (ACH)	100-300-000-770000-200	Capital Outlay - CIP	EG-907-000-00	Professional Services from October 25, 2024 to November 21, 2024	22,290.00
12/17/2024	24121727	PSOMAS (ACH)	100-300-000-770000-200	Capital Outlay - CIP	EG-955-000-00	TO #10 FY 23/24 GSIP	5,265.00
Total 24121727:							27,555.00
<b>24121728</b>							
12/17/2024	24121728	EE	100-100-000-750200-100	Membership/Association/Certifi		DMV Medical Reimbursement	100.00
Total 24121728:							100.00
<b>69803</b>							
12/17/2024	69803	Ragghianti Freitas - Riley F	100-200-000-780300-100	Legal Services		Professional Services - Nov 2024	5,860.00
Total 69803:							5,860.00
<b>69804</b>							
12/17/2024	69804	Rentokil North America Inc.	100-100-000-730150-100	Fac Maint/Repair- Shared Lease		Pest Control; 1111 Andersen	179.00
Total 69804:							179.00
<b>69773</b>							
12/02/2024	69773	San Rafael Police Dept - Al	100-100-000-730100-100	Facilities Maintenance/Repairs		False Alarm	50.00
Total 69773:							50.00
<b>24120218</b>							
12/02/2024	24120218	Schaaf & Wheeler (ACH) C	100-300-000-770000-200	Capital Outlay - CIP	EG-908-000-00	Principal Project Manager/Consultants - Client Billable	3,104.50
Total 24120218:							3,104.50
<b>69805</b>							
12/17/2024	69805	T & B Sports Inc.	100-100-000-720300-100	Uniforms		Trucker Hat with Embroidery	280.35

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Check Issue Date	Check Number	Payee	Invoice GL Account	Invoice GL Account Title	Job Number	Description	Check Amount
Total 69805:							280.35
<b>24120219</b>							
12/02/2024	24120219	The Wright Gardener	100-100-000-730100-100	Facilities Maintenance/Repairs		plants/Plant Service	493.29
Total 24120219:							493.29
<b>24121729</b>							
12/17/2024	24121729	The Wright Gardener	100-100-000-730100-100	Facilities Maintenance/Repairs		plant service	445.03
Total 24121729:							445.03
<b>69806</b>							
12/17/2024	69806	Tight Access Excavation In	100-000-000-190000-000	Lateral Replacement Loan - LT		LRLP FY25 25-242-L, 33 Evergreen Dr Kentfield CA 94904, Parcel#075-092-12	23,716.00
Total 69806:							23,716.00
<b>24121730</b>							
12/17/2024	24121730	Transbay Lock Inc (ACH)	100-100-000-730100-100	Facilities Maintenance/Repairs		keys	43.70
Total 24121730:							43.70
<b>24120220</b>							
12/02/2024	24120220	Uline (ACH)	100-100-300-720000-100	Materials & Parts-LR		CLEAR POLY SHEETING	459.90
12/02/2024	24120220	Uline (ACH)	100-100-300-720000-100	Materials & Parts-LR		CLEAR POLY SHEETING - 4 MIL, 3' X 100' 22.00 330.00	458.06
12/02/2024	24120220	Uline (ACH)	100-100-300-720000-100	Materials & Parts-LR		CREDIT MEMO for Inv#185928224	459.77-
Total 24120220:							458.19
<b>24121731</b>							
12/17/2024	24121731	Uline (ACH)	100-100-300-720000-100	Materials & Parts-LR		DUPONT™ TYVEK® ELASTIC COVERALL BULK	470.42
Total 24121731:							470.42
<b>24123106</b>							
12/31/2024	24123106	US Bank - Calcard CC (Aut	Various			Credit card payment	820.63

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Check Issue Date	Check Number	Payee	Invoice GL Account	Invoice GL Account Title	Job Number	Description	Check Amount
Total 24123106:							820.63
<b>69807</b>							
12/17/2024	69807	USA Blue Book	100-100-300-720000-100	Materials & Parts-LR		Manhole Cover Cushion Gasket Rope	202.43
Total 69807:							202.43
<b>69808</b>							
12/17/2024	69808	Valley Tree Service	100-300-000-770000-200	Capital Outlay - CIP	EG-918-000-00	Remove Trees/Haul Away woods	3,000.00
Total 69808:							3,000.00
<b>69774</b>							
12/02/2024	69774	Van Dermeyden Makus Law	100-200-000-780300-100	Legal Services		Human Resources 100324	9,475.54
Total 69774:							9,475.54
<b>69809</b>							
12/17/2024	69809	Van Dermeyden Makus Law	100-200-000-780300-100	Legal Services		Human Resources 100324	7,159.41
Total 69809:							7,159.41
<b>24120221</b>							
12/02/2024	24120221	Water Components & Bld S	100-100-300-720000-100	Materials & Parts-LR		PIPE DR18 CL235, DR17 IPS BLK/GREY PIPE	2,869.21
Total 24120221:							2,869.21
<b>24121732</b>							
12/17/2024	24121732	Water Components & Bld S	100-100-300-720000-100	Materials & Parts-LR		Safety Fence Orange, Stapler Staples	40.73
12/17/2024	24121732	Water Components & Bld S	100-100-300-720000-100	Materials & Parts-LR		Drop Bowl Receptor Clip	869.08
12/17/2024	24121732	Water Components & Bld S	100-100-300-720000-100	Materials & Parts-LR		Staples/Knife utility folding	28.45
Total 24121732:							938.26
<b>24121733</b>							
12/17/2024	24121733	Weco Industries LLC (ACH	100-100-200-720000-100	Materials & Parts-LM		Stainless Stell Plug for all size Nozzles	18.11

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Check Issue Date	Check Number	Payee	Invoice GL Account	Invoice GL Account Title	Job Number	Description	Check Amount
Total 24121733:							18.11
<b>24123104</b>							
12/31/2024	24123104	Wells Fargo Bank-Credit C	Various			Credit Card payment	15,243.20
Total 24123104:							15,243.20
<b>24121734</b>							
12/17/2024	24121734	Wells Fargo Financial Leas	100-200-000-740000-100	Equipment Rent		Kyocera Copier Lease C#450-0111771-00 11/26/24-12/25/24	308.97
Total 24121734:							308.97
<b>24121735</b>							
12/17/2024	24121735	West Valley Construction C	100-300-000-770000-200	Capital Outlay - CIP	EG-958-000-00	Consultant Services Agreement with West Valley Construction for Design and Engineering Services During Construction (ESDC) for FY 2024/25 Gravity Sewer Improvements Project (#958) in the Amount of \$517,232	7,617.50
Total 24121735:							7,617.50
<b>69775</b>							
12/02/2024	69775	Western Machine Electric	100-300-000-770000-200	Capital Outlay - CIP	EG-901-002-01	RVSD Andersen Building Genset Project (#901-C), with Western Machinery Electric, Inc., in the Amount Not to Exceed \$455,260	83,541.55
Total 69775:							83,541.55
<b>69810</b>							
12/17/2024	69810	Western Machine Electric	100-300-000-770000-200	Capital Outlay - CIP	EG-901-002-01	Retention	66,434.99
Total 69810:							66,434.99
<b>24123105</b>							
12/31/2024	24123105	WEX Fleet Universal (Auto	100-100-000-730300-100	Vehicle Fleet Fuel		Oct Fleet Fuel	8,037.81
12/31/2024	24123105	WEX Fleet Universal (Auto	100-100-000-730300-100	Vehicle Fleet Fuel		Nov Fleet Fuel	6,950.00
Total 24123105:							14,987.81
<b>24121736</b>							
12/17/2024	24121736	Willdan Financial Services	100-200-000-780000-100	Financial Consulting Services		FISCAL YEAR 2023/24 SB 1029 CDIAC REPORT PREPARATION AND FILING	750.00

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Check Issue Date	Check Number	Payee	Invoice GL Account	Invoice GL Account Title	Job Number	Description	Check Amount
Total 24121736:							750.00
<b>24120222</b>							
12/02/2024	24120222	Xerox Corporation	100-200-000-740000-100	Equipment Rent		10/26-11/25 Lease x2 Copiers/Scanners	447.99
Total 24120222:							447.99
<b>24121737</b>							
12/17/2024	24121737	Xerox Corporation	100-200-000-740000-100	Equipment Rent		11/26-12/25 Lease x2 Copiers/Scanners	447.99
Total 24121737:							447.99
Grand Totals:							6,817,859.80

## Report Criteria:

Report type: Invoice detail

Check.Type = {&lt;&gt;} "Adjustment"

Check.Voided = No

Live 4.10.2023

Check Issue Dates: 12/01/2023 - 12/31/2023

Feb 05, 2025 8:39AM

## Report Criteria:

Includes the following check types:

Transmittal

Includes unprinted checks

Check Issue Date	Check Number	Payee	GL Account	Pay Period Date	Description	Amount	Void
12/22/2023	68942	AFSCME	100000000310120000	12/10/2023	Union Dues Union Dues Pay Period: 12/10/2023	1,050.00-	
12/22/2023	68943	California State Disbursement Unit	100000000310150000	12/10/2023	Garnishment-CA Disp Pay Period: 12/10/	553.84-	
12/01/2023	12012301	American Fidelity Assurance Flex	100000000310130000	11/26/2023	Flex Account EE Deductions FSA Dependent Care Pay Period: 11/26/2023	854.96-	
12/01/2023	12012302	CalPERS Retirement	100000000310100000	11/26/2023	Retirement Contributions CALPERS -Service Crdt Purchase Pay Period: 11/26/2023	38,601.38-	
12/01/2023	12012303	Employment Development Department	100000000310300000	11/26/2023	EDD No. 93200905 State Withholding Tax Pay Period: 11/26/2023	10,424.00-	
12/01/2023	12012304	IRS	100000000310400000	11/26/2023	Fed ID# Federal Withholding Tax Pay Period: 11/26/2023	47,324.40-	
12/01/2023	12012305	Mission Square 457 Retirement Trust	100000000310110000	11/26/2023	457 Employer Contribution Pay Period: 11/26/2023	7,067.95-	
12/15/2023	12152301	American Fidelity Assurance Flex	100000000310130000	12/10/2023	Flex Account EE Deductions FSA Dependent Care Pay Period: 12/10/2023	854.96-	
12/15/2023	12152302	American Fidelity Assurance Supp Ins	100000000310160000	12/10/2023	Acct #: Supp Insurance - After-Tax Pay Period: 12/10/2023	1,683.56-	
12/15/2023	12152303	CalPERS Health Insurance	100200000705200100	12/10/2023	Monthly health insurance	70,369.88-	
12/15/2023	12152304	CalPERS Retirement	100000000310100000	12/10/2023	Retirement Contributions CALPERS -Service Crdt Purchase Pay Period: 12/10/2023	37,382.35-	
12/15/2023	12152305	Delta Dental	100000000310162000	12/10/2023	Acct #: Dental Insurance - Emp+ Family Pay Period: 12/10/2023	5,089.24-	
12/15/2023	12152306	Employment Development Department	100000000310300000	12/10/2023	EDD No. State Withholding Tax Pay Period: 12/10/2023	10,812.10-	
12/15/2023	12152307	Halcyon	100000000310170000	12/10/2023	Halcyon EAP Pay Period: 12/10/2023	138.38-	
12/15/2023	12152308	IRS	100000000310400000	12/10/2023	Fed ID# Federal Withholding Tax Pay Period: 12/10/2023	47,753.12-	
12/15/2023	12152309	Mission Square 457 Retirement Trust	100000000310110000	12/10/2023	457 Employer Contribution Pay Period: 12/10/2023	7,555.73-	
12/15/2023	12152310	Mutual of Omaha	100100000705230100	12/10/2023	EE True-up; JAN24	2,497.38-	
12/15/2023	12152311	VSP	100000000310163000	12/10/2023	Client ID#: Vision Insurance Emp+Family Pay Period: 12/10/2023	694.21-	
12/29/2023	12152312	CalPERS Retirement	100000000310100000	12/24/2023	Retirement Contributions CALPERS -Service Crdt Purchase Pay Period: 12/24/2023	38,175.50-	
12/29/2023	12152313	Employment Development Department	100000000310300000	12/24/2023	EDD No. State Withholding Tax Pay Period: 12/24/2023	10,930.00-	
12/29/2023	12152314	IRS	100000000310400000	12/24/2023	Fed ID# Federal Withholding Tax Pay Period: 12/24/2023	45,200.71-	
12/29/2023	12152315	Mission Square 457 Retirement Trust	100000000310110000	12/24/2023	457 Employer Contribution Pay Period: 12/24/2023	7,287.86-	
12/29/2023	12152316	American Fidelity Assurance Flex	100000000310130000	12/24/2023	Flex Account EE Deductions FSA Dependent Care Pay Period: 12/24/2023	854.96-	
Grand Totals:						393,156.47-	
						23	

**Ross Valley Sanitary District  
Payroll Payment Detail  
December 31, 2024**

**TOTAL DISTRICT PAYROLL**

	Pay Date	Payroll Period	Paid Amount
1	12/13/2024	Payroll period 11/25/2024 - 12/08/2024	\$ 129,715.88
2	12/27/2024	Payroll period 12/09/2024 - 12/22/2024	184,843.89
3	<b>Total payroll payments</b>		<b>\$ 314,559.77</b>

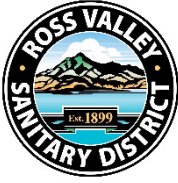
*Note: The payroll payment on line #2 includes paid amounts related to the monthly stipend payments to the District's Board of Directors. To see the respective gross payouts to each Board member for the number of meetings, please see below.*

**DISTRICT BOARD OF DIRECTOR STIPENDS**

*\*In alphabetical order by last name*

	Board Member Name	# of Meetings	Stipend
1	Michael Boorstein	2	\$ 628.00
2	Thomas Gaffney	3	942.00
3	Douglas Kelly	2	628.00
4	Pamela Meigs	3	942.00
5	Mary Sylla	3	942.00
6	<b>Total District Board of Director stipends</b>		<b>\$ 4,082.00</b>

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**ROSS VALLEY SANITARY DISTRICT**

1111 Andersen Drive  
San Rafael, CA 94901  
(415) 259-2949 ~ [rvsd.org](http://rvsd.org)

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**STAFF REPORT**

**For the Meeting of February 19, 2025**

February 6, 2025

To: Board of Directors

From: Felicia Newhouse, Assistant General Manager  
Christina Winnicki, Board Clerk/Management Analyst

Subject: **Authorize the General Manager to Execute a Standard Professional Services Agreement with Van Dermiden Makus, in an Amount Not to Exceed \$75,000**

**Summary**

This staff report is being presented to the Board to authorize the General Manager to execute a standard Professional Services Agreement with Van Dermiden Makus, in an amount not to exceed \$75,000.

**Discussion**

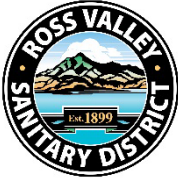
Ross Valley Sanitary District is committed to maintaining a professional and legally compliant workplace. At times, HR matters arise that require an investigation by an independent investigator. Engaging an independent investigator helps maintain objectivity and reduces potential conflicts of interest, ensuring fairness and transparency.

Under direction of the District's employment law counsel, Liebert Cassidy Whitmore, the selected investigative firm will conduct a thorough, unbiased review of any allegations, interview relevant parties, gather supporting evidence, and present its findings in the form of a written report. This report will be used as the basis for direction in HR-related decisions.

**Recommendation**

Authorize the General Manager to execute a standard Professional Services Agreement with Van Dermiden Makus, in an amount not to exceed \$75,000

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## ROSS VALLEY SANITARY DISTRICT

1111 Andersen Drive  
San Rafael, CA 94901  
(415) 259-2949 ~ [rvsd.org](http://rvsd.org)

### STAFF REPORT

**For the Meeting of February 19, 2025**

February 7, 2025

To: Board of Directors

From: Christina Winnicki, Board Clerk/Management Analyst

Subject: **Approve Fiscal Years 2022, 2023 and 2024 Complete Salary Schedules**

#### Summary

This staff report is being presented to the Board to approve the District's Complete Salary Schedules for fiscal years 2022, 2023, and 2024 in accordance with California Public Employees Retirement System (CalPERS) regulations and audit resolution action plan.

#### Discussion

In July 2024, CalPERS conducted a routine audit of the District's pay schedule records covering the period from July 1, 2021, through June 30, 2024. The audit found the District's pay schedules to be compliant in all areas except one: the publicly available pay schedule (PAPS) posted on the website had not been directly approved by the Board.

California Code of Regulations section 570.5 (CCR 570.5) sets specific requirements for CalPERS agencies regarding the administration of their pay schedules. The pay schedule requirements are:

- Approval: The employer's governing body must approve and adopt the PAPS
- Position titles: The PAPS must identify the position title for each employee
- Pay rates: The PAPS must show the pay rate for each position, which can be a single amount or a range
- Time base: The PAPS must indicate the time base, such as hourly, daily, or annually
- Accessibility: The PAPS must be posted at the employer's office or available for public review during normal business hours
- Effective date: The PAPS must indicate an effective date and the date of any revisions
- Retainment: The employer must retain the PAPS and make it available for public inspection for at least five years
- No references: The PAPS must not reference another document instead of disclosing the pay rate

The purpose of CCR 570.5 is to ensure consistency between employers and to increase the transparency of public employee compensation.

The Complete Salary Schedules for the years included in the audit (Attachments C, D, E) list salaries for all District employees according to their classifications. Salaries are determined by resolution for unrepresented employees, by the AFSCME/RVSD MOU for represented employees, and by applicable contracts for the District's executive staff.

Approval of the Complete Salary Schedule for the prior fiscal years is the final step in the audit resolution action plan, which staff developed in coordination with CalPERS to bring the District into compliance.

### **Recommendation**

Approve the Complete Salary Schedules for fiscal years 2022, 2023, and 2024.

Attachment(s):

- A) Draft Ross Valley Sanitary District Pay Schedules Review Report
- B) Audit Action Plan
- C) Complete Salary Schedule FY21/22
- D) Complete Salary Schedule FY22/23
- E) Complete Salary Schedule FY23/24

# ROSS VALLEY SANITARY DISTRICT

Objective and Scope		
CalPERS ID	Job Number	Contract Date
6650358204	3P23-017	July 1, 1945

The objective of the Office of Audit Services (OFAS) review was to determine whether public agency (employer) pay schedules and reported payrates for Classic members were in compliance with Government Code (GC) section 20636 and Title 2 of the California Code of Regulations (CCR) section 570.5.

GC section 20636 defines payrate, in part, as the normal monthly rate of pay or base pay of the member paid pursuant to publicly available pay schedules for services rendered on a full-time basis during normal working hours. In accordance with CCR section 570.5, payrate shall be limited to the amount listed on a pay schedule that meets all of the following requirements:

- Has been duly approved and adopted by the employer's governing body in accordance with requirements of applicable public meetings laws;
- Identifies the position title for every employee position;
- Shows the payrate for each identified position, which may be stated as a single amount or as multiple amounts within a range;
- Indicates the time base, including, but not limited to, whether the time base is hourly, daily, bi-weekly, monthly, bi-monthly, or annually;
- Is posted at the office of the employer or immediately accessible and available for public review from the employer during normal business hours or posted on the employer's internet website;
- Indicates an effective date and date of any revisions;
- Is retained by the employer and available for public inspection for not less than five years; and
- Does not reference another document in lieu of disclosing the payrate.

Pay schedules and reported payrates that are not in compliance may result in miscalculation of employer contributions, delays in processing member retirement benefits, inaccurate retirement estimates, incorrect payment of benefits, a reduction in benefits and increased administrative costs for employers for processing required corrections to all impacted employee accounts for the period the misreporting occurred.

OFAS' review included procedures to determine if the employer properly maintained publicly available pay schedules in accordance with CCR section 570.5 and reported payrates to CalPERS in accordance with approved pay schedules. The review was limited to the examination of a sample of active and retired employee records and pay schedules for the period of July 1, 2021 through June 30, 2024. Unless otherwise specified, OFAS did not review employer compliance with the Public Employees' Retirement Law (PERL) in regard to any areas outside the scope described herein, including, but not limited to, membership eligibility and enrollment, contribution amounts and rates, additional compensation, regular earnings, employment after retirement, retirement benefit calculations, and other requirements not specified in the scope.

# ROSS VALLEY SANITARY DISTRICT

## Results in Brief

No.	Area	Observations
1	Pay Schedules Not in Compliance	<p>The Employer's pay schedule was not in compliance with the requirements for a publicly available pay schedule for five sampled employees. Specifically, the Employer's pay schedules were not approved by their governing body or did not identify an effective date. For example, for one employee, the Employer reported an hourly payrate of \$49.98 for pay period ending July 25, 2021. However, the Employer's Ross Valley Sanitary District Salary Schedule for fiscal year 2021-22 was not approved by the Employer's governing body. As a result, the Employer's pay schedule did not meet all requirements of a publicly available pay schedule and the payrates reported for the sampled employees did not meet the definition of payrate.</p> <p>CCR section 570.5 state that payrates must be reported pursuant to a publicly available pay schedule that has been duly approved and adopted by the employer's governing body in accordance with requirements of applicable public meetings laws. In addition, pay schedules must identify the payrate and position title for every employee position, indicate the time base, effective date, and date of any revisions, is retained and available for not less than five years, and must not reference another document in lieu of disclosing the payrate. The Employer was not aware of all pay schedule requirements.</p>

## Recommendation and Criteria

The Employer should ensure pay schedules meet the requirements for publicly available pay schedules pursuant to CCR section 570.5 and reported payrates meet the definition and requirements of payrates pursuant to GC section 20636 and CCR section 570.5. The Employer should work with CalPERS Employer Account Management Division to identify all active and retired members impacted and to determine what adjustments, if any, are needed to correct pay schedules not in compliance and any improperly reported payrates. Additionally, the Employer should make adjustments, if necessary, to any impacted active and retired member accounts in accordance with GC section 20160.

GC: § 20120, § 20121, § 20122, § 20160, and § 20636  
CCR: § 570.5

# ROSS VALLEY SANITARY DISTRICT

## Conclusion

OFAS limited this review to the areas specified in the objective and scope section of this report. The review was conducted in accordance with the International Standards for the Professional Practice of Internal Auditing. Those standards require that we plan and perform the audit to obtain sufficient, appropriate evidence to provide a reasonable basis for our findings and conclusions. Sample testing procedures provide reasonable, but not absolute, assurance that the Employer complied with the specified provisions of the PERL, and the CalPERS contract subject to this review. The results outlined in this report are based on information made available or otherwise obtained at the time this report was prepared. This report does not constitute a final determination with regard to the results noted within the report. The appropriate CalPERS divisions will notify the Employer of the final determinations and provide appeal rights, if applicable, at that time.

# ROSS VALLEY SANITARY DISTRICT

## Confidential List – Observation

Employee Name	CalPERS ID	Observations
██████████ (Active)	██████████	The Employer's pay schedule was not in compliance with the requirements for a publicly available pay schedule. The Employer reported an hourly payrate of \$142.82 for pay period ending November 26, 2023. However, the Employer's Ross Valley Sanitary District Salary Schedule, effective November 1, 2023, was not approved by the Employer's governing body.
██████████ (Active)	██████████	The Employer's pay schedule was not in compliance with the requirements for a publicly available pay schedule. The Employer reported an hourly payrate of \$77.62 for pay period ending October 2, 2022. However, the Employer's Salary Ranges for Unrepresented Job Classifications for fiscal year 2022-23 did not identify an effective date.
██████████ (Active)	██████████	The Employer's pay schedule was not in compliance with the requirements for a publicly available pay schedule. The Employer reported an hourly payrate of \$49.98 for pay period ending July 25, 2021. However, the Employer's Ross Valley Sanitary District Salary Schedule for fiscal year 2021-22 was not approved by the Employer's governing body.
██████████ (Active)	██████████	The Employer's pay schedule was not in compliance with the requirements for a publicly available pay schedule. The Employer reported an hourly payrate of \$54.84 for pay period ending March 3, 2024. However, the Employer's Ross Valley Sanitary District Salary Schedule, effective November 1, 2023, was not approved by the Employer's governing body.
██████████ (Retired)	██████████	The Employer's pay schedule was not in compliance with the requirements for a publicly available pay schedule. The Employer reported an hourly payrate of \$67.68 for pay period ending August 6, 2023. However, the Employer's Ross Valley Sanitary District Salary Schedule for fiscal year 2023-24 was not approved by the Employer's governing body.



## Employer Compliance Review (ECR)

### Audit Resolution Action Plan

#### Section 1: Employer Information

Contact Name, Title

CalPERS ID

Agency Name

Job Number

Address

City, State, Zip

#### Section 2: ECR Information

ECR Final Report Date

Number of impacted members (active, retired, and separated):

Number of weeks needed to resolve payroll data:

Number of impacted members processed per week:

Will there be updates to your Memorandum of Understanding (MOU) or Publicly Available Pay Schedule (PAPS)?

☐ Yes ☐ No

Milestone Number	Milestone Description	Projected Completion Date	Actual Completion Date	Status	Comments

## Audit Resolution Action Plan Authority and Responsibility

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I understand and acknowledge that CalPERS' Audit Compliance & Resolution unit enforces the compliance and resolution of the ECR to ensure public and state agencies and schools comply with the Public Employees Retirement Law and the California Code of Regulations. I also acknowledge that unresolved ECR observations pose significant operational, financial, and contractual risks for the agency and its employees.

Based on the nature and seriousness of the observations in the ECR and the agreements contained in the action plan, I understand and acknowledge that CalPERS may impose the following actions:

- Enforce an agency-wide administrative hold on member accounts which may result in loss of benefits and/or delay members' retirement dates
- Notify impacted members and bargaining groups, informing them of the deficiency and how the deficiency may impact their retirement and/or benefits
- Enforce a reoccurring monthly administrative fee for delinquent resolution and erroneous payroll until compliance is obtained
- Escalate the ECR to the CalPERS Board of Administration's Risk & Audit Committee for further action

By way of the signature below as the agency's head designee/director/chair and/or delegated authority, the agency assumes full responsibility to comply with all terms and conditions of resolution and compliance set forth in our CalPERS contract and will resolve the ECR in accordance with the ECR Action Plan Agreement approved by CalPERS.

---

**Printed Name, Title**

**Signature**

**Date**



# ROSS VALLEY SANITARY DISTRICT

Serving the Greater Ross Valley Area for Over 125 Years

1111 Andersen Drive, San Rafael, Ca 94901

Ph: 415.259.2949 www.rvsd.org

Directors: Michael Boorstein ~ Thomas Gaffney ~ Doug Kelly ~ Pamela Meigs ~ Mary Sylla

## REGULAR BOARD MEETING AGENDA

**November 20, 2024: Closed Session Convenes at 5:00 p.m.**

**Open Session Convenes at 6:00 p.m.**

1111 Andersen Drive, San Rafael, 94901

**Welcome:** *The RVSD Board of Directors welcomes members of the public at its meetings in person or remotely and encourages citizen participation and input. The Board takes seriously its responsibility to be a model of civility and to safeguard the public ability to directly address the Board by providing the appropriate Board Meetings Decorum in accordance with Resolution No. 10-1378, which is posted at every Board meeting. Thank you.*

Open Session Meeting URL: <https://meeting.rvsd.org/BoardMeeting>

Call In Phone Number: **+1 (669) 444-9171**

Webinar ID: **870 6175 7685**

Any member of the public attending virtually may speak during Public Comment or may email public comments to [clerk@rvsd.org](mailto:clerk@rvsd.org). With a commitment to providing equal access to public meetings, Ross Valley Sanitary District will use best efforts to swiftly resolve requests for reasonable modifications or accommodations with individuals with disabilities, consistent with the Americans with Disabilities Act.

***The Board President will call agenda items, ask for the Staff Report, hear questions or initial concerns from Board members, open the item for public comment and return to the Board for additional comments and action. The public may speak for up to three minutes or as time allows.***

1. Call Meeting to Order
  - a) Roll Call
  - b) Pledge of Allegiance
2. Adjourn to Closed Session
3. Closed Session
  - a) Conference with Legal Counsel Pursuant to Govt. Code Section 54956.9(d)(2)  
Anticipated Litigation: One Potential Case
  - b) Conference with Labor Negotiators Pursuant to Govt. Code Section 54957.6  
Agency Designated Representatives: Steve Moore, Felicia Newhouse, Rick Bolanos  
Employee Organization: AFSCME Local 2167
4. Reconvene to Open Session
5. Report on Actions Taken by the Board During Closed Session, If Any, Pursuant to California Government Code Section 54957.1
6. Approval of Agenda
7. Public Comment

*Anyone wishing to address the Board of Directors on matters within the District's jurisdiction but not on the posted agenda may do so. Each speaker is limited to three minutes. The Board may not take action on or discuss items not on the agenda but may briefly respond to statements or questions by a member of the public. The Board President may refer any matter to staff for further follow-up or elect to have the matter placed on an agenda for a future meeting.*

8. Committee and Representative Report Out
  - a) Finance Committee
  - b) Central Marin Sanitation Agency (CMSA)
  - c) North Bay Watershed Association (NBWA)

9. Verbal Report by General Manager

10. Verbal Report by Board Members and Requests for Future Items

11. Consent Calendar

*Matters listed under this item are considered routine and will be enacted by one motion. The consent calendar may include resolutions; therefore, the motion, second, and vote will also be applicable to the resolutions and recorded accordingly.*

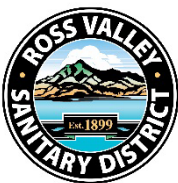
- a) [Approve the Special Meeting Minutes of October 16, 2024](#)
  - b) [Approve the Special Meeting Minutes of October 28, 2024](#)
  - c) [Approve the Special Meeting Minutes of November 1, 2024](#)
  - d) [Accept the September 2024 Monthly Financials](#)
  - e) [Approve the FY 2024/25 Complete Salary Schedule](#)
12. [Consideration of Authorizing the General Manager, Upon Review and Approval of Legal Counsel, to Approve Task Order No. 7 to the Master Services Agreement with Harris & Associates, Inc. for Design and Engineering Services During Construction \(ESDC\) for the Fairfax Capacity and Creek Crossings Project \(#957\) in the Amount of \\$535,492](#)
13. [Consideration of Accepting the Year-End Capital Report for Fiscal Year 2023/24](#)
14. [Consideration of Accepting the Year-End Metrics Report for Fiscal Year 2023/24](#)
15. Informational Items
  - a) [Monthly Operations and Maintenance Metrics Report – October 2024](#)

## **Adjourn**

**Next Meeting:** Regular Meeting on December 18, 2024, at 5:00 p.m. at 1111 Andersen Drive, San Rafael, 94901

Any person with a disability covered under the Americans with Disabilities Act (ADA) may receive a copy of the agenda or a copy of the agenda packet prepared by the District, for this meeting, upon request in an appropriate alternative format and/or request a disability-related modification or accommodation, including auxiliary aids or services, in order to participate in a public meeting. Please contact the office at 415.259.2949 at least ten (10) working days prior to the meeting and provide information on the assistance required. Requests for mailed copies of agendas or agenda packets are valid for the calendar year in which requests are made and must be renewed annually after January 1.

Copies of all staff reports and documents subject to disclosure that relate to each item of business referred to on the agenda are available for public inspection 72 hours before each regularly scheduled Board meeting at the District Office, located at 1111 Andersen Drive, San Rafael, CA. Any documents subject to disclosure that are provided to all, or a majority of all, of the members of the Board regarding any item on this agenda after the agenda has been distributed will also be made available for inspection at the District Office during regular business hours.

**ROSS VALLEY SANITARY DISTRICT**

1111 Andersen Drive  
San Rafael, CA 94901  
(415) 259-2949 ~ [rvsd.org](http://rvsd.org)

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**STAFF REPORT**

**For the Meeting of November 20, 2024**

November 12, 2024

To: Board of Directors

From: Christina Winnicki, Board Clerk/Management Analyst

Subject: **Approve Fiscal Year 2024/25 Complete Salary Schedule**

**Summary**

This staff report is being presented to the Board to approve the District's Complete Salary Schedule for fiscal year 2024/25 in accordance with California Public Employees Retirement System (CalPERS) regulations.

**Discussion**

In July 2024, CalPERS conducted a routine audit of the District's pay schedule records covering the period from July 1, 2021, through June 30, 2024. The audit found the District's pay schedules to be compliant in all areas except one: the publicly available pay schedule (PAPS) posted on the website had not been directly approved by the Board. To ensure compliance going forward, a complete pay schedule will be presented to the Board each time there is a change.

California Code of Regulations section 570.5 (CCR 570.5) sets specific requirements for CalPERS agencies regarding the administration of their pay schedules. The pay schedule requirements are:

- Approval: The employer's governing body must approve and adopt the PAPS
- Position titles: The PAPS must identify the position title for each employee
- Pay rates: The PAPS must show the pay rate for each position, which can be a single amount or a range
- Time base: The PAPS must indicate the time base, such as hourly, daily, or annually
- Accessibility: The PAPS must be posted at the employer's office or available for public review during normal business hours
- Effective date: The PAPS must indicate an effective date and the date of any revisions
- Retainment: The employer must retain the PAPS and make it available for public inspection for at least five years
- No references: The PAPS must not reference another document instead of disclosing the pay rate

The purpose of CCR 570.5 is to ensure consistency between employers and to increase the transparency of public employee compensation.

The Complete Salary Schedule (Attachment A) lists salaries for all District employees according to their classifications. Salaries are determined by resolution for unrepresented employees, by the AFSCME/RVSD MOU for represented employees, and by applicable contracts for the District's executive staff.

**Recommendation**

Approve the Complete Salary Schedule for FY 2024/25.

Attachment(s):

A) FY 2024/25 Complete Salary Schedule

## Ross Valley Sanitary District Salary Schedule

All monthly salaries represented below are effective November 1, 2024 - June 30, 2025

JOB CLASSIFICATION	RANGE	Monthly Salary					
		STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6
Administrative Coordinator I	37	\$ 6,218.35	\$ 6,529.26	\$ 6,855.73	\$ 7,198.51	\$ 7,558.44	\$ 7,936.36
Administrative Coordinator II	41	\$ 6,863.89	\$ 7,207.09	\$ 7,567.44	\$ 7,945.81	\$ 8,343.10	\$ 8,760.26
Senior Administrative Coordinator	45	\$ 7,576.45	\$ 7,955.27	\$ 8,353.04	\$ 8,770.69	\$ 9,209.22	\$ 9,669.69
Collection System Worker I	40	\$ 6,421.99	\$ 6,743.09	\$ 7,080.25	\$ 7,434.26	\$ 7,805.97	\$ 8,196.27
Collection System Worker II	46	\$ 7,447.54	\$ 7,819.92	\$ 8,210.91	\$ 8,621.46	\$ 9,052.53	\$ 9,505.16
Senior Collection System Worker	53	\$ 8,852.79	\$ 9,295.43	\$ 9,760.20	\$ 10,248.21	\$ 10,760.62	\$ 11,298.65
Management Analyst I	50	\$ 8,572.06	\$ 9,000.66	\$ 9,450.70	\$ 9,923.23	\$ 10,419.39	\$ 10,940.36
Management Analyst II	54	\$ 9,461.95	\$ 9,935.05	\$ 10,431.80	\$ 10,953.39	\$ 11,501.06	\$ 12,076.11
Accountant I	49	\$ 8,362.99	\$ 8,781.13	\$ 9,220.19	\$ 9,681.20	\$ 10,165.26	\$ 10,673.52
Accountant II	53	\$ 9,231.17	\$ 9,692.73	\$ 10,177.37	\$ 10,686.23	\$ 11,220.55	\$ 11,781.57
Senior Accountant	57	\$ 10,189.49	\$ 10,698.96	\$ 11,233.91	\$ 11,795.60	\$ 12,385.38	\$ 13,004.65
Business Systems Analyst I	54	\$ 9,461.95	\$ 9,935.05	\$ 10,431.80	\$ 10,953.39	\$ 11,501.06	\$ 12,076.11
Business Systems Analyst II	58	\$ 10,444.22	\$ 10,966.43	\$ 11,514.76	\$ 12,090.49	\$ 12,695.02	\$ 13,329.77
Senior Business Systems Analyst	62	\$ 11,528.47	\$ 12,104.89	\$ 12,710.14	\$ 13,345.64	\$ 14,012.92	\$ 14,713.57
Board Clerk/Management Analyst I	58	\$ 10,444.22	\$ 10,966.43	\$ 11,514.76	\$ 12,090.49	\$ 12,695.02	\$ 13,329.77
Board Clerk/Management Analyst II	62	\$ 11,528.47	\$ 12,104.89	\$ 12,710.14	\$ 13,345.64	\$ 14,012.92	\$ 14,713.57
Senior Board Clerk/Management Analyst	66	\$ 12,725.27	\$ 13,361.54	\$ 14,029.61	\$ 14,731.09	\$ 15,467.65	\$ 16,241.03
Inspector	56	\$ 9,533.48	\$ 10,010.16	\$ 10,510.66	\$ 11,036.20	\$ 11,588.01	\$ 12,167.41
Operations Supervisor	60	\$ 10,523.18	\$ 11,049.34	\$ 11,601.81	\$ 12,181.90	\$ 12,790.99	\$ 13,430.54
Finance Officer	70	\$ 14,046.32	\$ 14,748.63	\$ 15,486.07	\$ 16,260.37	\$ 17,073.39	\$ 17,927.06
O & M Superintendent	66	\$ 12,725.27	\$ 13,361.54	\$ 14,029.61	\$ 14,731.09	\$ 15,467.65	\$ 16,241.03
Assistant Engineer	58	\$ 10,444.22	\$ 10,966.43	\$ 11,514.76	\$ 12,090.49	\$ 12,695.02	\$ 13,329.77
Associate Engineer	64	\$ 12,112.10	\$ 12,717.70	\$ 13,353.59	\$ 14,021.27	\$ 14,722.33	\$ 15,458.45
Senior Engineer	70	\$ 14,046.32	\$ 14,748.63	\$ 15,486.07	\$ 16,260.37	\$ 17,073.39	\$ 17,927.06
O & M Manager	N/A	\$ 14,959.69	\$ 15,707.67	\$ 16,493.05	\$ 17,317.71	\$ 18,183.59	\$ 19,092.77
Admin Services Mgr/AGM	N/A	\$ 18,255.92	\$ 19,309.39	\$ 20,325.56	\$ 21,396.43	\$ 22,521.86	\$ 23,647.96
General Manager	N/A						\$ 26,967.00

Approved by the Board on: 11/20/2024

11/20/2024 Agenda

Board Packet No. 065

CCW Comment - Posted to RVSD.org on 11/21/2024

**ROSS VALLEY SANITARY DISTRICT  
REGULAR BOARD MEETING MINUTES**

Wednesday, November 20, 2024  
5:00 PM

1111 Andersen Dr., San Rafael CA 94901

Directors Present: Michael Boorstein  
Thomas Gaffney  
Doug Kelly  
Pamela Meigs  
Mary Sylla

Directors Absent: None.

Staff/Consultants Present: Steve Moore, General Manager  
Felicia Newhouse, Assistant General Manager  
Paul Bruemmer, O&M Manager  
Andrea Clark, District Counsel  
Rick Bolanos, Labor Negotiator  
Michael Colantuono, Special Counsel  
Fidel Salamanca, Harris & Associates

Public Present: Frank Gallardo  
Elizabeth Mooney

*Note: These minutes do not represent a transcript of the meeting and are intended to be a summary of the most important points. For a complete record, please refer to the video recording of the meeting, which will be available on the District's website at [www.rvsd.org](http://www.rvsd.org).*

**Item #1 – Call Meeting to Order and Roll Call**

The meeting was called to order by President Sylla at 5:00 p.m. The clerk called roll. The meeting attendees recited the Pledge of Allegiance.

**Item #2 – Adjourn to Closed Session**

The Board adjourned to Closed Session at 5:01 p.m.

**Item #3 – Closed Session**

- a) Conference with Legal Counsel Pursuant to Govt. Code Section 54956.9(d)(2)  
Anticipated Litigation: One Potential Case
- b) Conference with Labor Negotiators Pursuant to Govt. Code Section 54957.6  
Agency Designated Representatives: Steve Moore, Felicia Newhouse, Rick Bolanos  
Employee Organization: AFSCME Local 2167

**Item #4 – Reconvene to Open Session**

The Board reconvened to Open Session at 6:02 p.m.

**Item #5 - Report on Action Taken by the Board During Closed Session, If Any, Pursuant to California Government Code Section 54957.1**

The Board had no action to report.

**Item #6 – Approval of Agenda**

<b>Motion:</b> M/s Boorstein/Kelly to Approve the Agenda
<b>Vote:</b> Ayes: Boorstein, Gaffney, Kelly, Meigs, Sylla. Noes: None. Absent: None. Abstain: None.
The motion passed.

The Board approved the Agenda.

**Item #7 – Public Comment**

Frank Gallardo – Spoke about his history with the District and his property in Fairfax.

Elizabeth Mooney – Spoke about her history with the District and her property in Fairfax.

**Item #8 – Committees and Representatives Report Out****Finance Committee**

Director Gaffney reported that the District is in good financial position. He relayed that the Sperry Capital team was there to discuss the underwriting proposals they received for the upcoming bond refunding.

**Central Marin Sanitation Agency (CMSA)**

Director Kelly reported that CMSA received a favorable audit and revised the OPEB funding plan. He mentioned that the Ad-Hoc Subcommittee reviewing the San Rafael Sanitation District contract has been renamed.

**North Bay Watershed Association (NBWA)**

Director Meigs reported that the NBWA meeting was held at District headquarters and General Manager Moore led a tour of the new headquarters after the meeting. She recalled that the guest speaker spoke about the “re-oaking” project that NBWA helped fund in the North Bay.

She reported that the scholarship committee is meeting regularly to discuss how to promote and disseminate the scholarships that NBWA sponsors.

**Item #9 - Verbal Report by General Manager**

General Manager Moore reported that the disposition of the Kerner location is moving along successfully, and close of escrow is tentatively scheduled for December 10, 2024.

He relayed that the engineering team met with the contractor for the Heather Gardens project and the payment schedule irregularities discussed at the previous meeting have been addressed.

**Item #10 – Verbal Report by Board Members and Requests for Future Items**

The Board had no requests for future items.

**Item #11 – Consent Calendar**

<b>Motion:</b> M/s Kelly/Gaffney to accept items in the Consent Calendar.
<b>Vote:</b> Ayes: Boorstein, Gaffney, Kelly, Meigs, Sylla. Noes: None. Absent: None. Abstain: None.
The motion passed.

The motion as stated above was carried unanimously.

**Item #12 – Consideration of Authorizing the General Manager, Upon Review and Approval of Legal Counsel, to Approve Task Order No. 7 to the Master Services Agreement with Harris & Associates, Inc. for Design and Engineering Services During Construction (ESDC) for the Fairfax Capacity and Creek Crossings Project (#957) in the Amount of \$535,492**

<b>Motion:</b> M/s Kelly/Boorstein to authorize the General Manager, upon review and approval of legal counsel, to approve Task Order No. 7 to the master services agreement with Harris & Associates, Inc. for design and engineering services during construction (ESDC) for the Fairfax Capacity and Creek Crossings Project (#957) in the amount of \$535,492
<b>Vote:</b> Ayes: Boorstein, Gaffney, Kelly, Meigs, Sylla. Noes: None. Absent: None. Abstain: None.
The motion passed.

General Manager Moore introduced this item, relaying that Harris & Associates has worked with the District for many years and has an excellent record of completing complex design projects. He described the project areas, and the difficulties associated with working in this area of Fairfax as well as the creek crossings.

Design Consultant Salamanca described some challenges of the design that he will be working through. The Board and staff discussed how the District will work with the Town of Fairfax to coordinate the most efficient work plan possible.

**Item #13 – Consideration of Accepting the Year-End Capital Report for Fiscal Year 2023/24****Motion:** M/s Boorstein/Gaffney to accept the year-end Capital Report for fiscal year 2023/24**Vote:** Ayes: Boorstein, Gaffney, Kelly, Meigs, Sylla. Noes: None. Absent: None. Abstain: None.

The motion passed.

General Manager Moore introduced this item by describing differences in the current report from years prior. He highlighted several of the charts and metrics in the report and described how the capital program has changed with the updated Infrastructure Asset Management Plan.


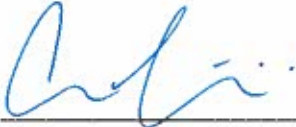
**Item #14 – Consideration of Accepting the Year-End Metrics Report for Fiscal Year 2023/24****Motion:** M/s Boorstein/Meigs to accept the year-end metrics report for fiscal-year 2023/24**Vote:** Ayes: Boorstein, Gaffney, Kelly, Meigs, Sylla. Noes: None. Absent: None. Abstain: None.

The motion passed.

General Manager Moore reviewed metrics that demonstrated the effectiveness of several District initiatives.

**Item #15a – Monthly Operations and Maintenance Metrics Report – October 2024**

Operations & Maintenance Manager Bruemmer described work that the operations staff have completed over the month including spill training and the high frequency line cleaning. He reported that there were three category four spills in October.

**Adjourn:** The Board adjourned at 7:23 p.m.  
\_\_\_\_\_  
Douglas T. Kelly  
Secretary of the Board  
Submitted by: \_\_\_\_\_  
Christina Winnicki  
Clerk of the Board



# ROSS VALLEY SANITARY DISTRICT

Serving the Greater Ross Valley Area for Over 125 Years

1111 Andersen Drive, San Rafael, Ca 94901

Ph: 415.259.2949 www.rvsd.org

Directors: Michael Boorstein ~ Thomas Gaffney ~ Doug Kelly ~ Pamela Meigs ~ Mary Sylla

## REGULAR BOARD MEETING AGENDA

**January 22, 2025: Open Session Convenes at 5:00 p.m.**

1111 Andersen Drive, San Rafael, 94901

**Welcome:** *The RVSD Board of Directors welcomes members of the public at its meetings in person or remotely and encourages citizen participation and input. The Board takes seriously its responsibility to be a model of civility and to safeguard the public ability to directly address the Board by providing the appropriate Board Meetings Decorum in accordance with Resolution No. 10-1378, which is posted at every Board meeting. Thank you.*

Open Session Meeting URL: <https://meeting.rvsd.org/BoardMeeting>

Meeting ID: **895 2107 5327**

Passcode: **569154**

Any member of the public attending virtually may speak during Public Comment or may email public comments to [clerk@rvsd.org](mailto:clerk@rvsd.org). With a commitment to providing equal access to public meetings, Ross Valley Sanitary District will use best efforts to swiftly resolve requests for reasonable modifications or accommodations with individuals with disabilities, consistent with the Americans with Disabilities Act.

***The Board President will call agenda items, ask for the Staff Report, hear questions or initial concerns from Board members, open the item for public comment and return to the Board for additional comments and action. The public may speak for up to three minutes or as time allows.***

1. Call Meeting to Order
  - a) Roll Call
  - b) Pledge of Allegiance
2. Approval of Agenda
3. Public Comment
 

*Anyone wishing to address the Board of Directors on matters within the District's jurisdiction but not on the posted agenda may do so. Each speaker is limited to three minutes. The Board may not take action on or discuss items not on the agenda but may briefly respond to statements or questions by a member of the public. The Board President may refer any matter to staff for further follow-up or elect to have the matter placed on an agenda for a future meeting.*
4. Committee and Representative Report Out
  - a) Finance Committee
  - b) Central Marin Sanitation Agency (CMSA)
  - c) North Bay Watershed Association (NBWA)
5. Verbal Report by General Manager
6. Verbal Report by Board Members and Requests for Future Items

7. Consent Calendar

*Matters listed under this item are considered routine and will be enacted by one motion. The consent calendar may include resolutions; therefore, the motion, second, and vote will also be applicable to the resolutions and recorded accordingly.*

- a) [Approve the Regular Meeting Minutes of December 18, 2024](#)
  - b) [Accept the November 2024 Monthly Financials](#)
  - c) [Adopt Ordinance No. 103, an Ordinance Adopting an Administrative Remedies Procedure for Challenges to Fees, Charges, and Assessments](#)
  - d) [Adopt a New Job Description and Salary Range for an Accounting Technician Position and Change the Title of Accountant I/II to Accountant](#)
  - e) [Approve the Revised Fiscal Year 2024/25 Complete Salary Schedule](#)
  - f) [Authorize Written Comments to Local Agency Formation Commission \(LAFCo\) on Central Marin Wastewater Study – December 2024 Public Draft](#)
8. Informational Presentation and Discussion and Direction Regarding the Property at 2000 Larkspur Landing Circle, Larkspur, CA **No Staff Report**
9. [Consideration of Authorizing the General Manager, Upon Review and Approval of Counsel, to Approve Task Order No. 32 to the Master Services Agreement with Integral Consulting Inc. for CEQA Compliance for the Palm-Mann-Cypress Gravity Sewer Improvements Project \(Project #959\) in an Amount Not to Exceed \\$78,590](#)
10. [Consideration of Authorizing the General Manager, Upon Review and Approval of Counsel, to Execute a Consultant Services Agreement with West Valley Construction for Design and Engineering Services During Construction \(ESDC\) for the Palm-Mann-Cypress Gravity Sewer Improvements Project \(#959\) in the Amount of \\$449,172](#)
11. [Consideration of Authorizing the General Manager, Upon Review and Approval of Counsel, to Execute a three-year Small Utility Enterprise Agreement with Esri in the Amount of \\$87,900 and an annual subscription to ArcGIS Indoors for \\$11,450 per year, for a total amount not to exceed \\$122,250](#)
12. Informational Items
- a) [Monthly Operations and Maintenance Metrics Report – December 2024](#)
  - b) [NBS Annual Reports](#)
  - c) [Community Outreach Annual Report](#)
  - d) [Higher Rainfall in RVSD Drives Higher Wet Season Wastewater Flows](#)

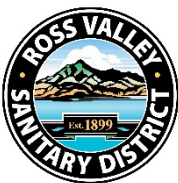
**Adjourn**

**Next Meeting:** Regular Meeting on February 19, 2025, at 5:00 p.m. at 1111 Andersen Drive, San Rafael, 94901

Any person with a disability covered under the Americans with Disabilities Act (ADA) may receive a copy of the agenda or a copy of the agenda packet prepared by the District, for this meeting, upon request in an appropriate alternative format and/or request a disability-related modification or accommodation, including auxiliary aids or services, in order to participate in a public meeting. Please contact the office at 415.259.2949 at least ten (10) working days prior to the meeting and provide information on the assistance required. Requests for mailed copies of agendas or agenda packets are valid for the calendar year in which requests are made and must be renewed annually after January 1.

Copies of all staff reports and documents subject to disclosure that relate to each item of business referred to on the agenda are available for public inspection 72 hours before each regularly scheduled Board meeting at the District Office, located at 1111 Andersen Drive, San Rafael, CA. Any documents subject to disclosure that are provided to all, or a majority of all, of the members of the Board regarding any item on this agenda after the agenda has been distributed will also be made available for inspection at the District Office during regular business hours.

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**ROSS VALLEY SANITARY DISTRICT**

1111 Andersen Drive  
San Rafael, CA 94901  
(415) 259-2949 ~ [rvsd.org](http://rvsd.org)

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**STAFF REPORT**

**For the Meeting of January 22, 2025**

January 13, 2025

To: Board of Directors

From: Christina Winnicki, Board Clerk/Management Analyst

Subject: **Approve the Revised Fiscal Year 2024/25 Complete Salary Schedule**

**Summary**

This staff report is being presented to the Board to approve the District's revised Complete Salary Schedule for fiscal year 2024/25 in accordance with California Public Employees Retirement System (CalPERS) regulations.

**Discussion**

In accordance with California Code of Regulations section 570.5 (CCR 570.5) The District is required to post a pay schedule that meets the following specific requirements:

- Approval: The employer's governing body must approve and adopt the Publicly Available Pay Schedule (PAPS)
- Position titles: The PAPS must identify the position title for each employee
- Pay rates: The PAPS must show the pay rate for each position, which can be a single amount or a range
- Time base: The PAPS must indicate the time base, such as hourly, daily, or annually
- Accessibility: The PAPS must be posted at the employer's office or available for public review during normal business hours
- Effective date: The PAPS must indicate an effective date and the date of any revisions
- Retainment: The employer must retain the PAPS and make it available for public inspection for at least five years
- No references: The PAPS must not reference another document instead of disclosing the pay rate

The purpose of CCR 570.5 is to ensure consistency between employers and to increase the transparency of public employee compensation.

With the adoption of the AFSCME/RVSD MOU, the represented employee's salary schedule was adjusted. This change is reflected in Attachment A, The Complete Salary Schedule revised January 2025. Salaries are determined by resolution for unrepresented employees, by the AFSCME/RVSD MOU for represented employees, and by applicable contracts for the District's executive staff.

The revised Complete Salary Schedule also includes the new Accounting Technician classification with salary range and the updated title for the Accountant classification.

**Recommendation**

Approve the revised FY 24/25 Complete Salary Schedule.

Attachment(s):

- A) FY 2024/25 Complete Salary Schedule revised January 2025

## Ross Valley Sanitary District Salary Schedule

All monthly salaries represented below are effective January 22, 2025 - June 30, 2025

JOB CLASSIFICATION	RANGE	Monthly Salary					
		STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6
Administrative Coordinator I	37	\$ 6,218.35	\$ 6,529.26	\$ 6,855.73	\$ 7,198.51	\$ 7,558.44	\$ 7,936.36
Administrative Coordinator II	41	\$ 6,863.89	\$ 7,207.09	\$ 7,567.44	\$ 7,945.81	\$ 8,343.10	\$ 8,760.26
Senior Administrative Coordinator	45	\$ 7,576.45	\$ 7,955.27	\$ 8,353.04	\$ 8,770.69	\$ 9,209.22	\$ 9,669.69
Collection System Worker I	40	\$ 6,696.48	\$ 7,031.30	\$ 7,382.87	\$ 7,752.01	\$ 8,139.61	\$ 8,546.59
Collection System Worker II	46	\$ 7,765.86	\$ 8,154.16	\$ 8,561.86	\$ 8,989.96	\$ 9,439.46	\$ 9,911.43
Senior Collection System Worker	53	\$ 9,231.17	\$ 9,692.73	\$ 10,177.37	\$ 10,686.23	\$ 11,220.55	\$ 11,781.57
Management Analyst I	50	\$ 8,572.06	\$ 9,000.66	\$ 9,450.70	\$ 9,923.23	\$ 10,419.39	\$ 10,940.36
Management Analyst II	54	\$ 9,461.95	\$ 9,935.05	\$ 10,431.80	\$ 10,953.39	\$ 11,501.06	\$ 12,076.11
Accounting Technician	45	\$ 7,576.45	\$ 7,955.27	\$ 8,353.04	\$ 8,770.69	\$ 9,209.22	\$ 9,669.69
Accountant	53	\$ 9,231.17	\$ 9,692.73	\$ 10,177.37	\$ 10,686.23	\$ 11,220.55	\$ 11,781.57
Senior Accountant	57	\$ 10,189.49	\$ 10,698.96	\$ 11,233.91	\$ 11,795.60	\$ 12,385.38	\$ 13,004.65
Business Systems Analyst I	54	\$ 9,461.95	\$ 9,935.05	\$ 10,431.80	\$ 10,953.39	\$ 11,501.06	\$ 12,076.11
Business Systems Analyst II	58	\$ 10,444.22	\$ 10,966.43	\$ 11,514.76	\$ 12,090.49	\$ 12,695.02	\$ 13,329.77
Senior Business Systems Analyst	62	\$ 11,528.47	\$ 12,104.89	\$ 12,710.14	\$ 13,345.64	\$ 14,012.92	\$ 14,713.57
Board Clerk/Management Analyst I	58	\$ 10,444.22	\$ 10,966.43	\$ 11,514.76	\$ 12,090.49	\$ 12,695.02	\$ 13,329.77
Board Clerk/Management Analyst II	62	\$ 11,528.47	\$ 12,104.89	\$ 12,710.14	\$ 13,345.64	\$ 14,012.92	\$ 14,713.57
Senior Board Clerk/Management Analyst	66	\$ 12,725.27	\$ 13,361.54	\$ 14,029.61	\$ 14,731.09	\$ 15,467.65	\$ 16,241.03
Inspector	56	\$ 9,940.96	\$ 10,438.01	\$ 10,959.91	\$ 11,507.91	\$ 12,083.30	\$ 12,687.47
Operations Supervisor	60	\$ 10,972.96	\$ 11,521.61	\$ 12,097.69	\$ 12,702.57	\$ 13,337.70	\$ 14,004.59
Finance Officer	70	\$ 14,046.32	\$ 14,748.63	\$ 15,486.07	\$ 16,260.37	\$ 17,073.39	\$ 17,927.06
O & M Superintendent	66	\$ 12,725.27	\$ 13,361.54	\$ 14,029.61	\$ 14,731.09	\$ 15,467.65	\$ 16,241.03
Assistant Engineer	58	\$ 10,444.22	\$ 10,966.43	\$ 11,514.76	\$ 12,090.49	\$ 12,695.02	\$ 13,329.77
Associate Engineer	64	\$ 12,112.10	\$ 12,717.70	\$ 13,353.59	\$ 14,021.27	\$ 14,722.33	\$ 15,458.45
Senior Engineer	70	\$ 14,046.32	\$ 14,748.63	\$ 15,486.07	\$ 16,260.37	\$ 17,073.39	\$ 17,927.06
O & M Manager	N/A	\$ 14,959.69	\$ 15,707.67	\$ 16,493.05	\$ 17,317.71	\$ 18,183.59	\$ 19,092.77
Admin Services Mgr/AGM	N/A	\$ 18,255.92	\$ 19,309.39	\$ 20,325.56	\$ 21,396.43	\$ 22,521.86	\$ 23,647.96
General Manager	N/A						\$ 26,967.00

Revised January 13, 2025

Approved by the Board on: January 22, 2025

### Ross Valley Sanitary District Salary Schedule

All monthly salaries represented below are effective July 1, 2021 - June 30, 2022

JOB CLASSIFICATION	RANGE	Monthly Salary					
		STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6
Administrative Coordinator I	37	\$ 5,435.56	\$ 5,707.33	\$ 5,992.70	\$ 6,292.34	\$ 6,606.95	\$ 6,937.30
Administrative Coordinator II	41	\$ 5,999.84	\$ 6,299.83	\$ 6,614.82	\$ 6,945.56	\$ 7,292.84	\$ 7,657.48
Senior Administrative Coordinator	45	\$ 6,622.70	\$ 6,953.83	\$ 7,301.52	\$ 7,666.60	\$ 8,049.93	\$ 8,452.43
Collection System Worker I	40	\$ 5,853.50	\$ 6,146.17	\$ 6,453.48	\$ 6,776.16	\$ 7,114.97	\$ 7,470.71
Collection System Worker II	46	\$ 6,788.27	\$ 7,127.68	\$ 7,484.06	\$ 7,858.27	\$ 8,251.18	\$ 8,663.74
Senior Collection System Worker	53	\$ 8,069.11	\$ 8,472.57	\$ 8,896.20	\$ 9,341.01	\$ 9,808.06	\$ 10,298.46
Crew Lead	R22	\$ 8,376.46	\$ 8,795.28	\$ 9,235.05	\$ 9,696.80	\$ 10,181.64	\$ 10,690.72
Management Analyst I	50	\$ 7,492.97	\$ 7,867.62	\$ 8,261.00	\$ 8,674.05	\$ 9,107.76	\$ 9,563.15
Management Analyst II	54	\$ 8,270.84	\$ 8,684.38	\$ 9,118.60	\$ 9,574.53	\$ 10,053.26	\$ 10,555.92
Accountant I	46	\$ 6,788.27	\$ 7,127.68	\$ 7,484.06	\$ 7,858.27	\$ 8,251.18	\$ 8,663.74
Accountant II	50	\$ 7,492.97	\$ 7,867.62	\$ 8,261.00	\$ 8,674.05	\$ 9,107.76	\$ 9,563.15
Senior Accountant	54	\$ 8,270.84	\$ 8,684.38	\$ 9,118.60	\$ 9,574.53	\$ 10,053.26	\$ 10,555.92
Business Systems Analyst I	54	\$ 8,270.84	\$ 8,684.38	\$ 9,118.60	\$ 9,574.53	\$ 10,053.26	\$ 10,555.92
Business Systems Analyst II	58	\$ 9,129.46	\$ 9,585.94	\$ 10,065.23	\$ 10,568.49	\$ 11,096.92	\$ 11,651.76
Senior Business Systems Analyst	62	\$ 10,077.22	\$ 10,581.08	\$ 11,110.13	\$ 11,665.64	\$ 12,248.92	\$ 12,861.37
Clerk of the Board I	55	\$ 8,477.61	\$ 8,901.49	\$ 9,346.57	\$ 9,813.90	\$ 10,304.59	\$ 10,819.82
Clerk of the Board II	59	\$ 9,357.70	\$ 9,825.58	\$ 10,316.86	\$ 10,832.71	\$ 11,374.34	\$ 11,943.06
Senior Clerk of the Board	63	\$ 10,329.15	\$ 10,845.61	\$ 11,387.89	\$ 11,957.28	\$ 12,555.14	\$ 13,182.90
Inspector	56	\$ 8,689.55	\$ 9,124.03	\$ 9,580.23	\$ 10,059.24	\$ 10,562.21	\$ 11,090.32
Operations Supervisor	60	\$ 9,591.64	\$ 10,071.22	\$ 10,574.78	\$ 11,103.52	\$ 11,658.70	\$ 12,241.63
Finance Supervisor	70	\$ 12,278.11	\$ 12,892.02	\$ 13,536.62	\$ 14,213.45	\$ 14,924.12	\$ 15,670.33
O & M Superintendent	66	\$ 11,123.36	\$ 11,679.53	\$ 12,263.51	\$ 12,876.68	\$ 13,520.52	\$ 14,196.54
Assistant Engineer	58	\$ 9,129.46	\$ 9,585.94	\$ 10,065.23	\$ 10,568.49	\$ 11,096.92	\$ 11,651.76
Associate Engineer	64	\$ 10,587.38	\$ 11,116.75	\$ 11,672.58	\$ 12,256.21	\$ 12,869.02	\$ 13,512.47
Senior Engineer	70	\$ 12,278.11	\$ 12,892.02	\$ 13,536.62	\$ 14,213.45	\$ 14,924.12	\$ 15,670.33
O & M Manager	N/A	\$ 12,612.22	\$ 13,276.62	\$ 13,974.84	\$ 14,710.31	\$ 15,485.24	\$ 16,299.67
Admin Services Mgr/AGM	N/A	\$ 15,921.78	\$ 16,759.89	\$ 17,641.99	\$ 18,571.47	\$ 19,548.32	\$ 20,525.74
General Manager	N/A						\$ 22,540.50

### Ross Valley Sanitary District Salary Schedule

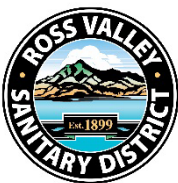
All monthly salaries represented below are effective July 1, 2022 - June 30, 2023

JOB CLASSIFICATION	RANGE	Monthly Salary					
		STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6
Administrative Coordinator I	37	\$ 5,679.50	\$ 5,963.48	\$ 6,261.65	\$ 6,574.74	\$ 6,903.47	\$ 7,248.65
Administrative Coordinator II	41	\$ 6,269.11	\$ 6,582.57	\$ 6,911.69	\$ 7,257.28	\$ 7,620.14	\$ 8,001.15
Senior Administrative Coordinator	45	\$ 6,919.92	\$ 7,265.92	\$ 7,629.22	\$ 8,010.68	\$ 8,411.21	\$ 8,831.77
Collection System Worker I	40	\$ 6,116.21	\$ 6,422.02	\$ 6,743.12	\$ 7,080.27	\$ 7,434.29	\$ 7,806.00
Collection System Worker II	46	\$ 7,092.92	\$ 7,447.57	\$ 7,819.95	\$ 8,210.94	\$ 8,621.49	\$ 9,052.57
Senior Collection System Worker	53	\$ 8,431.26	\$ 8,852.82	\$ 9,295.46	\$ 9,760.23	\$ 10,248.24	\$ 10,760.66
Crew Lead	R22	\$ 8,753.40	\$ 9,191.07	\$ 9,650.62	\$ 10,133.16	\$ 10,639.81	\$ 11,171.80
Management Analyst I	50	\$ 7,829.26	\$ 8,220.72	\$ 8,631.76	\$ 9,063.35	\$ 9,516.51	\$ 9,992.34
Management Analyst II	54	\$ 8,642.04	\$ 9,074.14	\$ 9,527.85	\$ 10,004.24	\$ 10,504.45	\$ 11,029.67
Accountant I	46	\$ 7,092.92	\$ 7,447.57	\$ 7,819.95	\$ 8,210.94	\$ 8,621.49	\$ 9,052.57
Accountant II	50	\$ 7,829.26	\$ 8,220.72	\$ 8,631.76	\$ 9,063.35	\$ 9,516.51	\$ 9,992.34
Senior Accountant	54	\$ 8,642.04	\$ 9,074.14	\$ 9,527.85	\$ 10,004.24	\$ 10,504.45	\$ 11,029.67
Business Systems Analyst I	54	\$ 8,642.04	\$ 9,074.14	\$ 9,527.85	\$ 10,004.24	\$ 10,504.45	\$ 11,029.67
Business Systems Analyst II	58	\$ 9,539.19	\$ 10,016.15	\$ 10,516.96	\$ 11,042.81	\$ 11,594.95	\$ 12,174.70
Senior Business Systems Analyst	62	\$ 10,529.48	\$ 11,055.96	\$ 11,608.76	\$ 12,189.19	\$ 12,798.65	\$ 13,438.59
Clerk of the Board I	55	\$ 8,858.09	\$ 9,300.99	\$ 9,766.04	\$ 10,254.35	\$ 10,767.06	\$ 11,305.42
Clerk of the Board II	59	\$ 9,777.67	\$ 10,266.56	\$ 10,779.88	\$ 11,318.88	\$ 11,884.82	\$ 12,479.06
Senior Clerk of the Board	63	\$ 10,792.72	\$ 11,332.36	\$ 11,898.97	\$ 12,493.92	\$ 13,118.62	\$ 13,774.55
Inspector	56	\$ 9,079.54	\$ 9,533.52	\$ 10,010.19	\$ 10,510.70	\$ 11,036.24	\$ 11,588.05
Operations Supervisor	60	\$ 10,022.11	\$ 10,523.22	\$ 11,049.38	\$ 11,601.85	\$ 12,181.94	\$ 12,791.04
Finance Supervisor	70	\$ 12,829.15	\$ 13,470.61	\$ 14,144.14	\$ 14,851.35	\$ 15,593.92	\$ 16,373.61
O & M Superintendent	66	\$ 11,622.58	\$ 12,203.71	\$ 12,813.89	\$ 13,454.59	\$ 14,127.32	\$ 14,833.68
Assistant Engineer	58	\$ 9,539.19	\$ 10,016.15	\$ 10,516.96	\$ 11,042.81	\$ 11,594.95	\$ 12,174.70
Associate Engineer	64	\$ 11,062.54	\$ 11,615.67	\$ 12,196.45	\$ 12,806.27	\$ 13,446.59	\$ 14,118.91
Senior Engineer	70	\$ 12,829.15	\$ 13,470.61	\$ 14,144.14	\$ 14,851.35	\$ 15,593.92	\$ 16,373.61
O & M Manager	N/A	\$ 13,179.77	\$ 13,873.02	\$ 14,603.71	\$ 15,372.27	\$ 16,182.08	\$ 17,033.16
Admin Services Mgr/AGM	N/A	\$ 16,558.66	\$ 17,514.09	\$ 18,435.88	\$ 19,407.19	\$ 20,427.99	\$ 21,449.40
General Manager	N/A						\$ 23,509.75

### Ross Valley Sanitary District Salary Schedule

All monthly salaries represented below are effective July 1, 2023 - June 30, 2024

JOB CLASSIFICATION	RANGE	Monthly Salary					
		STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6
Administrative Coordinator I	37	\$ 5,963.46	\$ 6,261.63	\$ 6,574.71	\$ 6,903.45	\$ 7,248.62	\$ 7,611.05
Administrative Coordinator II	41	\$ 6,582.54	\$ 6,911.67	\$ 7,257.25	\$ 7,620.11	\$ 8,001.12	\$ 8,401.18
Senior Administrative Coordinator	45	\$ 7,265.89	\$ 7,629.19	\$ 8,010.65	\$ 8,411.18	\$ 8,831.74	\$ 9,273.33
Collection System Worker I	40	\$ 6,421.99	\$ 6,743.09	\$ 7,080.25	\$ 7,434.26	\$ 7,805.97	\$ 8,196.27
Collection System Worker II	46	\$ 7,447.54	\$ 7,819.92	\$ 8,210.91	\$ 8,621.46	\$ 9,052.53	\$ 9,505.16
Senior Collection System Worker	53	\$ 8,852.79	\$ 9,295.43	\$ 9,760.20	\$ 10,248.21	\$ 10,760.62	\$ 11,298.65
Crew Lead	R22	\$ 9,191.07	\$ 9,650.62	\$ 10,133.15	\$ 10,639.81	\$ 11,171.80	\$ 11,730.39
Management Analyst I	50	\$ 8,220.69	\$ 8,631.73	\$ 9,063.31	\$ 9,516.48	\$ 9,992.30	\$ 10,491.92
Management Analyst II	54	\$ 9,074.11	\$ 9,527.81	\$ 10,004.20	\$ 10,504.41	\$ 11,029.63	\$ 11,581.11
Accountant I	46	\$ 7,447.54	\$ 7,819.92	\$ 8,210.91	\$ 8,621.46	\$ 9,052.53	\$ 9,505.16
Accountant II	50	\$ 8,220.69	\$ 8,631.73	\$ 9,063.31	\$ 9,516.48	\$ 9,992.30	\$ 10,491.92
Senior Accountant	54	\$ 9,074.11	\$ 9,527.81	\$ 10,004.20	\$ 10,504.41	\$ 11,029.63	\$ 11,581.11
Business Systems Analyst I	54	\$ 9,074.11	\$ 9,527.81	\$ 10,004.20	\$ 10,504.41	\$ 11,029.63	\$ 11,581.11
Business Systems Analyst II	58	\$ 10,016.12	\$ 10,516.92	\$ 11,042.77	\$ 11,594.91	\$ 12,174.65	\$ 12,783.38
Senior Business Systems Analyst	62	\$ 11,055.92	\$ 11,608.71	\$ 12,189.15	\$ 12,798.61	\$ 13,438.54	\$ 14,110.46
Board Clerk/Management Analyst I	55	\$ 9,300.96	\$ 9,766.01	\$ 10,254.31	\$ 10,767.02	\$ 11,305.37	\$ 11,870.64
Board Clerk/Management Analyst II	59	\$ 10,266.52	\$ 10,779.84	\$ 11,318.84	\$ 11,884.78	\$ 12,479.02	\$ 13,102.97
Senior Clerk of the Board	63	\$ 11,332.32	\$ 11,898.93	\$ 12,493.88	\$ 13,118.57	\$ 13,774.50	\$ 14,463.22
Inspector	56	\$ 9,533.48	\$ 10,010.16	\$ 10,510.66	\$ 11,036.20	\$ 11,588.01	\$ 12,167.41
Operations Supervisor	60	\$ 10,523.18	\$ 11,049.34	\$ 11,601.81	\$ 12,181.90	\$ 12,790.99	\$ 13,430.54
Finance Officer	70	\$ 13,470.56	\$ 14,144.09	\$ 14,851.29	\$ 15,593.86	\$ 16,373.55	\$ 17,192.23
O & M Superintendent	66	\$ 12,203.66	\$ 12,813.85	\$ 13,454.54	\$ 14,127.27	\$ 14,833.63	\$ 15,575.31
Assistant Engineer	58	\$ 10,016.12	\$ 10,516.92	\$ 11,042.77	\$ 11,594.91	\$ 12,174.65	\$ 12,783.38
Associate Engineer	64	\$ 11,615.62	\$ 12,196.40	\$ 12,806.22	\$ 13,446.54	\$ 14,118.86	\$ 14,824.81
Senior Engineer	70	\$ 13,470.56	\$ 14,144.09	\$ 14,851.29	\$ 15,593.86	\$ 16,373.55	\$ 17,192.23
O & M Manager	N/A	\$ 13,838.76	\$ 14,566.67	\$ 15,333.90	\$ 16,140.88	\$ 16,991.18	\$ 17,884.82
Admin Services Mgr/AGM	N/A	\$ 17,386.59	\$ 18,389.90	\$ 19,357.67	\$ 20,377.55	\$ 21,449.39	\$ 22,521.87
General Manager	N/A						\$ 24,567.69

**ROSS VALLEY SANITARY DISTRICT**

1111 Andersen Drive  
San Rafael, CA 94901  
(415) 259-2949 ~ [rvsd.org](http://rvsd.org)

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**STAFF REPORT**

**For the Meeting of February 19, 2025**

February 6, 2025

To: Board of Directors

From: Felicia Newhouse, Assistant General Manager  
Victor Damiani, Finance Officer

Subject: **Consideration of Resolution 25-1660 Directing Certain Actions In Connection with the Sale Proceeds from the District's Former Administration Building at 2960 Kerner Boulevard**

**Summary**

This report is presented to the Board for its consideration of a Resolution directing certain actions in connection with the sale proceeds from the District's former administration building at 2960 Kerner Boulevard in San Rafael and other related matters.

**Discussion**

The District's administrative headquarters was located at 2960 Kerner Boulevard in San Rafael from 2009 until the end of 2023. The property was declared surplus and sold in accordance with the Surplus Lands Act (SLA), resulting in revenue to the District.

The Ross Valley Sanitary District and Ross Valley Public Financing Authority issued revenue bonds in the amount of \$17,780,000 dated August 1, 2013. A portion of the proceeds from the 2013 bonds were used to refinance a bank loan on the Kerner property. Now that the District has sold the property, it must either pay down the bonds in the amount still owing or repurpose those funds for qualified capital projects. This action is required pursuant to Treasury Regulation §1.141-12.

After consulting with bond counsel, staff recommends the District repurpose the proceeds from the property sale rather than redeeming a portion of the outstanding bonds. The District would have two years from the date of sale (December 10, 2024) to use the proceeds for qualified capital improvements. Staff recommend that the funds be committed to a capital project in the upcoming budget cycle for fiscal year 2025-26. Specifically, the Palm-Mann-Cypress Gravity

Sewer Improvements Project which was recently approved by the Board for design in January 2025 in response to paving priorities of the County of Marin in the Kentfield area.

The sale of the Kerner Boulevard property has benefited the District by providing additional cash proceeds and therefore flexibility in programming for current capital projects and improvements.

### **Recommendation**

Approve Resolution 25-1660 directing certain actions in connection with the sale proceeds from the District's former administration building and certain other matters in connection therewith.

Attachment(s):

- A) Draft Resolution 25-1660

**RESOLUTION NO. 25-1660****RESOLUTION OF THE BOARD OF DIRECTORS OF ROSS VALLEY SANITARY DISTRICT DIRECTING CERTAIN ACTIONS IN CONNECTION WITH THE PROCEEDS FROM THE SALE OF THE DISTRICT'S FORMER ADMINISTRATION BUILDING AND CERTAIN OTHER MATTERS IN CONNECTION THEREWITH**

**WHEREAS**, California Municipal Finance Authority and Ross Valley Sanitary District (the "District") have entered into a Joint Exercise of Powers Agreement establishing the Ross Valley Public Financing Authority (the "Authority") for the purpose, among others, of authorizing the Authority to issue its bonds to finance and refinance the acquisition, construction and improvement of certain public capital improvements; and

**WHEREAS**, the Authority previously entered into that certain Installment Sale Agreement, dated as of August 1, 2013, by and between the Authority and the District, whereby the Authority agreed to sell certain acquisitions and improvements of the District's facilities to the District and the District agreed to purchase such acquisitions and improvements from the Authority in the aggregate, principal amount of \$17,780,000 (the "2013 Bonds"); and

**WHEREAS**, on December 10, 2024, the District sold its former administration building located at 2960 Kerner Boulevard, San Rafael, California (the "Former Administration Building"); and

**WHEREAS**, a portion of the proceeds from the sale of the 2013 Bonds were used to refinance a portion of the purchase price of the Former Administration Building; and

**WHEREAS**, pursuant to Treasury Regulation §1.141-12 (the "Treasury Regulation"), the District desires to take remedial action in connection with proceeds from the sale of the Former Administration Building (the "Kerner Sale Proceeds") including, but not limited to, funding certain qualifying capital improvements of the District pursuant to the Treasury Regulation; and

**WHEREAS**, the District has duly considered such matters and wishes at this time to approve certain matters relating to the Kerner Sale Proceeds in the public interest of the District;

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Directors of the Ross Valley Sanitary District hereby resolve as follows:

**Section 1. Authorization and Use of Kerner Sale Proceeds.** The Board hereby approves the use of the Kerner Sale Proceeds for remedial action pursuant to the Treasury Regulation including, but not limited to, funding certain qualifying capital improvements from the sale of the Former Administration Building, and the President of the Board, Secretary of the Board, General Manager, or the written designee of any of them (each, a "Designated Officer"), and any and all other officers of the District, are hereby authorized and directed, for and in the name of and on behalf of the District, to do any and all things and take any and all actions in connection therewith, including execution and delivery, or acknowledgement and agreement, of any and all documents, assignments, certificates, requisitions, agreements, notices, consents, instruments of conveyance, warrants and documents, which they, or any of them, may deem necessary or advisable in order take remedial action with the Kerner Sale Proceeds pursuant to the Treasury Regulation.

Section 2. Effective Date. This Resolution shall take effect from and after the date of its passage and adoption.

**PASSED, APPROVED AND ADOPTED** by the Board of Directors of the Ross Valley Sanitary District at a regular meeting held the 19th day of February, 2025, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

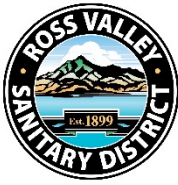
**Attest:**

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Mary Sylla  
President of the Board

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Douglas T. Kelly  
Secretary of the Board



**ROSS VALLEY SANITARY DISTRICT**

1111 Andersen Drive

San Rafael, CA 94901

(415) 259-2949 ~ [rvsd.org](http://rvsd.org)

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**STAFF REPORT**

**For the Meeting of February 19, 2025**

February 10, 2025

To: Board of Directors

From: Phil Benedetti, P.E., Senior Engineer  
Steve Moore, P.E., General Manager

Subject: **Approve Contract Change Order No. 1 in the amount of \$16,047.20; Adopt Resolution No. 25-1661 Approving Final Acceptance and Authorizing the General Manager to File Notice of Completion for the Woodland Capacity and Creek Crossings Project (#956), with Precision Engineering, Incorporated**

**Summary**

This staff report is being presented for consideration of authorizing the General Manager to execute Contract Change Order No. 1 submitted by the Construction Manager in the amount of \$16,047.20; adopt Resolution No. 25-1661 approving final acceptance and authorizing the General Manager to file the Notice of Completion for the Woodland Capacity and Creek Crossings Project (#956) with Precision Engineering, Incorporated of San Francisco.

**Discussion**

At the August 16, 2023 regular Board Meeting, the Board approved the construction contract for the Woodland Capacity and Creek Crossings Project (#956) with Precision Engineering, Incorporated in the amount of \$1,926,665. The Project included the rehabilitation or replacement of approximately 4,277 feet of sanitary sewer via pipe bursting, lower lateral replacements and manholes at various locations within Kent Woodlands, located in the unincorporated community of Kentfield, CA. The project included replacement of sewers at four locations where the sewer crossed the Tamalpais Creek waterway.

Construction on the Project began in September 2023 with Final Completion attained on December 31, 2024. Final Completion was achieved within the allotted number of contract working days.

### Proposed Contract Change Order

Proposed Contract Change Order No. 1 is a net increase of \$16,047.20, representing a 0.8 percent increase in the original contract amount. This change order represents a final “Balancing” change order to rectify additional or changed work that have accumulated throughout the project. Additional pipe footage was replaced on lower laterals and public mains that exceeded the original contract unit quantities. Contract Change Order No. 1 also includes credits totaling \$15,600. Contract Change Order No. 1 is provided as Attachment A.

A summary of contract change orders requiring Board of Director approval is presented below in Table 1.

**Table 1. Summary of Contract Change Orders**

Engineer’s Estimate	\$2,200,000.00
Awarded Contract Amount	\$ 1,926,665.00
Proposed Contract Change Order (No. 1)	\$ 16,047.20
<b>Proposed Contract Change Orders Subtotal</b>	<b>\$ 16,047.20</b>
<b>Total Contract Change Orders to Date</b>	<b>\$ 16,047.20</b>
<b>Proposed Revised Contract Amount</b>	<b>\$ 1,942,712.20</b>

Staff has reviewed the contract change orders for accuracy and found no errors. The total value of contract change orders necessary for completion of the work was \$16,047.20 and represents an approximate 0.8% increase over the original contract amount.

The project was originally bid with an Engineer’s Estimate of \$2,200,000 and Precision Engineering’s bid of \$1,926,665 left adequate budget remaining to cover the cost of the additional work. The added work consisted of increase of bid item quantity work on various bid items and credits for owner-supplied storage and CCTV work. Moreover, as the prices for the additional work were all based upon publicly-bid unit costs, the District received a high-value product from the additions to the project.

### Final Acceptance and Notice of Completion

The Woodland Capacity and Creek Crossings Project constructed by Precision Engineering, Incorporated is now complete and ready for final acceptance. Attachment B is the recommendation of acceptance from the Construction Manager.

The final contract and payment summary for this project is included in Table 2. Staff recommends acceptance and filing the Notice of Completion with the County of Marin, a draft of which is included as Attachment C.

**Table 2. Final Contract and Payment Summary**

Awarded Contract Amount	\$ 1,926,665.00
Contract Change Orders Necessary for Completion of this Project	\$ 16,047.20
<b>Proposed Revised Contract Amount</b>	<b>\$ 1,942,712.20</b>
Amount Earned by Contractor to Date	\$ 1,942,712.20
Amount Paid to Contractor to Date	\$ 1,845,576.59
<b>Total Retention to be Released</b>	<b>\$ 97,135.61</b>
Total Construction Expenditures	<b>\$ 1,942,712.20</b>

**Recommendation**

Approve Contract Change Order No. 1 in the amount of \$16,047.20 and adopt Resolution No. 25-1661 approving final acceptance and authorizing General Manager to file Notice of Completion for the Woodland Capacity and Creek Crossings Project with Precision Engineering, Incorporated, and to authorize release of the 5% retention at the end of the 35-day lien period.

Attachment(s):

- A. Contract Change Order No. 1
- B. Recommendation for Final Acceptance from Construction Manager
- C. Resolution 25-1661 and Notice of Completion

Ross Valley Sanitary District

HC-5 (Rev. 5/93)

CONTRACT CHANGE ORDER NO. 1 SUPPL. NO. ---PROJECT Woodland Capacity and Creek Crossings Project SHEET 1 OF 1 SHEETS  
PROJECT NO.: 956To Precision Engineering, Inc., Contractor

You are hereby directed to make herein described changes from the plans and specifications or do the following described work not included in the plans and specifications of the contract.

**NOTE: This change order is not effective until approved by General Manager.**

Description of work to be done, estimate of quantities, and prices to be paid. Segregated between additional work at contract price and force account. Unless otherwise stated, rates for rental equipment cover only such time as equipment is actually used and no allowance will be made for idle time.

**CHANGE REQUESTED BY THE CONSTRUCTION MANAGER**

The last percentage shown is the net accumulated increase or decrease from the original quantity in the Engineer's Estimate.

**Extra Work at AGREED LUMP SUM**

As needed and in accordance with the contract documents, perform a balancing change order to revise the final contract amount from the original base bid of \$1,926,665.00 to a grand total contract amount of \$1,942,712.20, resulting in an increase of \$16,047.20.

For this work, Contractor shall receive and accept the agreed lump sum price of \$16,047.20 as detailed in the below price breakdown. This sum constitutes full and complete compensation for providing all labor, material, equipment, tools and incidentals, including all markups by reason of this change.

1. Increase in additional bid item quantity work on various bid items + \$31,647.20
2. Decrease (Credit) for owner supplied storage yard rental 8 MO @ -\$1,600.00 / MO = -\$12,800.00
3. Decrease (Credit) for owner supplied CCTV work 1 LS @ -\$2,800.00 / LS = -\$2,800.00

Grand total of item 1 – 3 is an increase in \$16,047.20

No time is granted for this change.

Estimate of Extra Work: \$16,047.20

Estimated Cost:		<u>Decrease</u>	<u>X Increase</u>	<u>\$16,047.20</u>
By reason of this order the time of completion will be adjusted as follows: <b>No Time</b>				
Submitted by:	<u>Brian Fleck</u>	Construction Manager	Date	<u>2/11/2025</u>
Accepted by:		District Project Manager	Date	<u>2/12/2025</u>
Accepted by:		General Manager	Date	
We, the undersigned contractor, have given careful consideration to the change proposed and hereby agree, if this proposal is approved, that we will provide all equipment, furnish all materials, except as may otherwise noted above, and perform all services necessary for the work above specified, and will accept as full payment therefore the prices shown above.				
Accepted, Date	<u>2/11/25</u>	Contractor	<u>PRECISION ENGINEERING, INC.</u>	
By:	<u>[Signature]</u>	Title	<u>PRESIDENT</u>	

If the contractor does not sign acceptance of this change order, his attention is directed to the requirements of the specifications as to proceeding with the ordered work and filing a written protest within the time therein specified.



February 12, 2025

Phil Benedetti, P.E.  
Senior Engineer  
1111 Andersen Drive  
San Rafael, CA 94901

Subject: Notice of Completion for RVSD Woodland Capacity and Creek Crossings Project (#956)

Dear Mr. Benedetti:

This letter shall serve as a recommendation for final acceptance and filing of the Notice of Completion for the above referenced project. Precision Engineering, Incorporated met the required project performance for Substantial Completion as of November 30, 2024, and achieved Final Completion of all work December 31, 2024. The dates noted for Substantial and Final Completion shall be recorded for warranty and bond performance starting dates, and as needed pursuant to Contract Documents.

If there are any questions, or if any additional information is needed, please contact me on my mobile at 707-978-8308 or at [bfleck@park-eng.com](mailto:bfleck@park-eng.com).

Sincerely,

A handwritten signature in black ink that reads "Brian Fleck". The signature is written in a cursive, flowing style.

Brian Fleck, P.E.  
Resident Engineer and Project Manager

Attachment

Orinda Office  
372 Village Square  
Orinda, CA 94563  
Tel: 925-257-2508  
Fax: 925-401-7030

Emeryville Office  
3960 Adeline Street, #3  
Emeryville, CA 94608  
Tel: 925-257-2508  
Fax: 925-401-7030

**RESOLUTION NO. 25-1661****A RESOLUTION BY THE BOARD OF DIRECTORS OF  
ROSS VALLEY SANITARY DISTRICT  
ACCEPTING THE WOODLAND CAPACITY AND CREEK  
CROSSINGS PROJECT**

**WHEREAS**, the Board of Directors of Ross Valley Sanitary District and Precision Engineering, Inc. entered into a contract for the project known as the Woodland Capacity and Creek Crossings Project (“Project”) as prepared by Harris & Associates, Inc.; and

**WHEREAS**, the Project rehabilitated 4,277 linear feet of gravity sanitary sewer pipelines along Woodland Road in Kent Woodlands ranging from 4-inch to 8-inch using pipe bursting, open-cut, and horizontal directional drilling methods including at four locations where the sewer pipelines intersected the Tamalpais Creek waterway; and

**WHEREAS**, Precision Engineering, Inc. completed the work under said contract on December 31, 2024.

**THEREFORE, BE IT RESOLVED** that the Board of Directors of Ross Sanitary District of Marin County, California, does hereby authorize the acceptance of the project known as the Woodland Capacity and Creek Crossings Project.

**BE IT FURTHER RESOLVED** that the General Manager be authorized to accept this project and file a Notice of Completion for same.

AYES:

NOES:

ABSENT:

ABSTAIN:

I hereby certify that the foregoing resolution was duly and regularly passed and adopted at a Regular Meeting of the Board of Directors of Ross Valley Sanitary District held on the 19th day of February 2025.

ATTEST:

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Mary Sylla  
President of the Board

---

Douglas T. Kelly  
Secretary of the Board

*Recording requested by & return to:*

Ross Valley Sanitary District  
1111 Andersen Dr  
San Rafael, CA 94901  
(415) 259-2949

## **NOTICE OF COMPLETION**

**NOTICE IS HEREBY GIVEN** that the project known as the “Woodlands Capacity and Creek Crossings Project”, as prepared by Harris & Associates; and undertaken by Precision Engineering, Incorporated on behalf of **Ross Valley Sanitary District**, was completed on December 31, 2024.

The owner is **Ross Valley Sanitary District**, and its address is: 1111 Andersen Dr., San Rafael, CA 94901.

The work was accomplished in San Rafael, CA.

Attached Resolution No. 25-1661

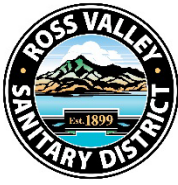
I declare under penalty of perjury that the foregoing is true and correct.

Dated this 19th day of February 2025 at San Rafael, California.

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Steven M. Moore, P.E.  
General Manager

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**ROSS VALLEY SANITARY DISTRICT**

1111 Andersen Dr  
San Rafael, CA 94901  
(415) 259-2949 ~ [rvsd.org](http://rvsd.org)

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**STAFF REPORT**

**For the Meeting of February 19, 2025**

February 10, 2025

To: Board of Directors

From: Phil Benedetti, P.E., Senior Engineer  
Steve Moore, P.E., General Manager

Subject: **Adopt Resolution No. 25-1662 Approving Final Acceptance and Authorizing the General Manager to File Notice of Completion for the RVSD Headquarters Site Improvement Project (#901-B), with Coastside Concrete & Construction, Inc.**

**Summary**

This staff report is being presented for consideration of adopting Resolution No. 25-1662 approving final acceptance and authorizing the General Manager to file the Notice of Completion for the RVSD Headquarters Site Improvement Project (901-B) with Coastside Concrete & Construction, Inc.

**Discussion**

At the July 19, 2023, Board meeting, the Board approved the construction contract for the RVSD Headquarters Site Improvement Project (Project) with Coastside Concrete & Construction, Inc. in the amount of \$1,247,500. The Project included site improvements to an existing office building at 1111 Andersen Drive in San Rafael, CA. This work was the second phase of renovations that allowed RVSD to consolidate all administrative and operational functions into one building in a location with excellent access to all District service areas. Construction on the Project began in August 2023 with Final Completion attained on January 15, 2025.

**Previously Approved Contract Change Orders**

Contract Change Order No. 1, in the total amount of \$321,151.75, was previously approved by the Board at the March 20, 2024 Board meeting and included extra work to be performed to increase the extents of pavement replacement upon the discovery of unstable sub-grade in the existing parking lot.

**Final Acceptance and Notice of Completion**

The RVSD Headquarters Consolidation Project constructed by Coastside Concrete & Construction, Inc. is now complete and ready for final acceptance. Attachment A is the recommendation of acceptance from the Construction Manager.

The final contract and payment summary for this project is included in Table 1. Staff recommend acceptance and filing the Notice of Completion with the County of Marin, a draft of which is included as Attachment B.

**Table 1. Final Contract and Payment Summary**

Awarded Contract Amount	\$ 1,247,500.00
Approved Contract Change Order (No. 1)	\$ 321,151.75
<b>Revised Contract Amount</b>	<b>\$ 1,568,651.75</b>
Amount Earned by Contractor to Date	\$ 1,568,651.75
Amount Paid to Contractor to Date	\$ 1,490,219.16
<b>Total Retention to be Released</b>	<b>\$78,432.59</b>
Total Construction Expenditures	<b>\$ 1,568,651.75</b>

### **Recommendation**

Adopt Resolution No. 25-1662 approving Final Acceptance and authorizing General Manager to file Notice of Completion for the RVSD Headquarters Site Improvement Project with Coastsides Concrete & Construction, Inc., and to authorize release of the 5% retention within the 35-day lien period.

Attachment(s):

- A) Recommendation for Final Acceptance from Construction Manager
- B) Resolution 25-1662 and Notice of Completion



February 10, 2025

Steve Moore, P.E.  
General Manager  
2960 Kerner Blvd.  
San Rafael, CA 94901

Subject: Notice of Completion for  
RVSD Headquarters Site Improvements Project  
(Project No. 901-B)

Dear Mr. Moore:

This letter shall serve as recommendation for final acceptance and filing of Notice of Completion for the above referenced project as of January 31, 2025. Coastside Concrete & Construction, Inc. met the required project performance for Substantial Completion as of December 1, 2024, and achieved Final Completion of all work January 15, 2025. The dates noted for Substantial and Final Completion shall be recorded for warranty and bond performance starting dates, and as needed pursuant to Contract Documents.

If there are any questions, or if any additional information is needed, please contact me on my mobile at (925) 818-3756 or E-mail: [jpark@park-eng.com](mailto:jpark@park-eng.com).

Sincerely,

A handwritten signature in blue ink that reads "Jaemin Park". The signature is fluid and cursive, with the first name "Jaemin" and the last name "Park" clearly distinguishable.

Jaemin Park, P.E.  
Construction Manager

Orinda Office  
372 Village Square  
Orinda, CA 94563  
Tel: 925-257-2508  
Fax: 925-401-7030

Emeryville Office  
3960 Adeline Street, #3  
Emeryville, CA 94608  
Tel: 925-257-2508  
Fax: 925-401-7030

**RESOLUTION NO. 25-1662**

**A RESOLUTION BY THE BOARD OF DIRECTORS OF  
ROSS VALLEY SANITARY DISTRICT  
ACCEPTING THE RVSD HEADQUARTERS SITE IMPROVEMENTS  
PROJECT**

**WHEREAS**, the Board of Directors of Ross Valley Sanitary District and Coastside Concrete & Construction, Inc. entered into a contract for the project known as the RVSD Headquarters Site Improvements Project (“Project”) as prepared by Pedersen Associates, Inc.; and

**WHEREAS**, the Project renovated existing landscaping, fencing and parking at 1111 Andersen Drive, San Rafael, CA to allow for the relocation of District operations to this new location; and .

**WHEREAS**, the Project included pavement replacement, parking, lighting, security, and landscaping improvements; and

**WHEREAS**, Coastside Concrete & Construction, Inc. completed the work under said contract on January 15th, 2025.

**THEREFORE, BE IT RESOLVED** that the Board of Directors of Ross Sanitary District of Marin County, California, does hereby authorize the acceptance of the project known as the RVSD Headquarters Site Improvements Project.

**BE IT FURTHER RESOLVED** that the General Manager be authorized to accept this project and file a Notice of Completion for same.

AYES:

NOES:

ABSENT:

ABSTAIN:

I hereby certify that the foregoing resolution was duly and regularly passed and adopted at a Regular Meeting of the Board of Directors of Ross Valley Sanitary District held on the 19th day of February 2025.

---

Mary Sylla  
President of the Board

ATTEST:

---

Douglas T. Kelly  
Secretary of the Board

*Recording requested by & return to:*

Ross Valley Sanitary District  
1111 Andersen Dr  
San Rafael, CA 94901  
(415) 259-2949

## **NOTICE OF COMPLETION**

**NOTICE IS HEREBY GIVEN** that the project known as the “RVSD Headquarters Site Improvements Project”, as prepared by Pedersen Associates; and undertaken by Coastsides Concrete & Construction, Incorporated on behalf of **Ross Valley Sanitary District**, was completed on January 15th, 2025.

The owner is **Ross Valley Sanitary District**, and its address is: 1111 Andersen Dr., San Rafael, CA 94901.

The work was accomplished in San Rafael, CA.

Attached Resolution No. 25-1662

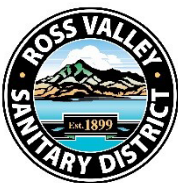
I declare under penalty of perjury that the foregoing is true and correct.

Dated this 19th day of February 2025 at San Rafael, California.

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Steven M. Moore, P.E.  
General Manager

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## ROSS VALLEY SANITARY DISTRICT

1111 Andersen Drive  
San Rafael, CA 94901  
(415) 259-2949 ~ [rvsd.org](http://rvsd.org)

### STAFF REPORT

**For the Meeting of February 19, 2025**

February 14, 2025

To: Board of Directors

From: Steve Moore, General Manager  
Felicia Newhouse, Assistant General Manager  
Andrea Clark, District Counsel

Subject: **Consideration of Resolution 25-1663 Declaring the Property at 2000 Larkspur Landing Circle in Larkspur, CA as Exempt Surplus Land, and Authorizing the General Manager to Develop a Request for Qualifications and/or Proposals (RFQ/P) for its Sale or Lease for Consideration at a Future Board Meeting**

### Summary

This report is presented to the Board for its consideration of Resolution 25-1663 declaring that the District's 10.7-acre former treatment plant site at 2000 Larkspur Landing Circle in Larkspur, CA (Property) excluding an up to 0.5 acre portion adjacent to Pump Station 10 (Larkspur Landing B) is "exempt surplus land", and authorizing the General Manager to develop a Request for Qualifications and/or Proposals (RFQ/P) for the Property to be sold or leased to qualified entities, for consideration at a future board meeting. To qualify as exempt surplus land, the draft resolution seeks to cause the development of the site in a manner that satisfies all of the exemption requirements specified by the Surplus Land Act (SLA), Section 54221(f)(1)(H) of the Government Code, known as the "H exemption".

### Background

In December 2023, the District moved and consolidated its headquarters at 1111 Andersen Drive in San Rafael, meeting a long-held goal to have a central location for the District's various functions of administration, operations, equipment storage and public meetings.

The District has used the Property at 2000 Larkspur Landing Circle since 1948 when the Larkspur Wastewater Treatment Plant was commissioned there. The plant was decommissioned in 1984, and the Property remained the District's administrative headquarters until 2007 when its buildings were demolished. The District purchased the building at 2960 Kerner Blvd. in San Rafael in 2009 to house its administrative headquarters, but maintained operations and corporation

yard activities at the Property until 2024 when the District moved most of these activities to 1111 Andersen Drive.

The Property was the subject of development proposals and land use entitlements in the 2000's, but progress was interrupted by the identification of contaminated soils subject to cleanup and oversight by the U.S. EPA. The cleanup was completed in 2020 and the U.S. EPA provided written confirmation in December 2021 that the Property was suitable for unrestricted use.

On September 4, 2024, the City of Larkspur updated its General Plan and Housing Element and changed the zoning for the Property. Back in 2005, the Property was entitled by the City of Larkspur for a 126-unit housing development, public facilities for the RVSD headquarters, and a hotel. These entitlements were superseded by the recent General Plan update. The General Plan update specifies a density of 25-35 residential units per acre and a minimum of 20% affordable housing, but its mixed use zoning allows for commercial and institutional uses as well.

#### Pump Station 10 Property Exclusion

A small corner of the Property will need to be retained by the District for sewer facilities, shown in Exhibit A of the draft resolution (Attachment A). It includes a four-room utility building which is presently used for storage of District materials and chemicals. Next to the building there is a paved driveway, paved parking, fencing, and a vehicular access gate fronting East Sir Francis Drake Boulevard. These areas are adjacent to a parcel owned by the District that houses Pump Station 10. This pump station cannot be accessed for operation, maintenance and equipment replacement without access from the Property and this existing driveway. Any future use of the Property will need to preserve these areas for District operations to ensure uninterrupted service by Pump Station 10, which conveys wastewater from the area east of Highway 101. A one-way drive-through access easement through to Larkspur Landing Circle will be necessary so that the District's large vehicles do not have to back out onto East Sir Francis Drake Boulevard in order to exit the area. The draft resolution defines "Revised Property" to exclude this critical area that may be as large as 0.5 acres.

#### **Discussion**

The Surplus Land Act (SLA) aims to promote the development of affordable housing in the state by prioritizing housing sponsors and certain public agencies and imposing procedural requirements whenever a local public agency wishes to dispose of surplus land. Before an agency can dispose of land no longer need for the agency's use, it must first declare the land surplus or exempt surplus, through adoption of a document such as Attachment A.

The SLA is regulated by the State of California Housing and Community Development Department (HCD). In January RVSD staff provided a draft resolution to HCD staff using their technical assistance web portal, and HCD staff have indicated that the draft resolution in Attachment A is acceptable.

#### "Surplus" and "Exempt Surplus"

Under the SLA a public agency can declare land "surplus" or "exempt surplus". Declaring land "surplus" triggers a series of requirements that the District has experience implementing. The

District declared the 2960 Kerner Blvd. property “surplus” in June 2024, issued a Notice of Availability (NOA), and oversaw a 60-day period for eligible public agencies and affordable housing developers to respond. Had any of these entities responded, the District would then have had to negotiate in good faith with each entity for 90 days, with priority going to entities that maximize affordable housing. Importantly, there is no requirement for a public agency to dispose of land at under fair market value (FMV).

Since no entities came forward during the 60-day period for 2960 Kerner Blvd., and therefore no agreement was made on price and terms, the surplus land could be disposed on the open market with affordability restrictions for any housing. In the case of 2960 Kerner Blvd., although housing was not proposed, a deed restriction was recorded regarding affordable housing, and the surplus land was disposed on the open market by December 2024.

Declaring the Revised Property “exempt surplus” requires that several conditions be met as specified in SLA Section 54221(f)(1)(H) of the Government Code, known as the “H exemption”. Staff and District Counsel review of these conditions and the updated City of Larkspur Housing Element has determined that the Revised Property can qualify as “exempt surplus” and conform with the City’s requirements. The draft resolution in Attachment A describes seven (7) conditions (a-g) that must be met in a future development of the Revised Property, and four characteristics that must not apply (A-D), in order for the “exempt surplus” determination to apply. The main tenets of the H exemption are that the land is over 10 acres, and that it will contain at least 300 residential units, 25% of which are affordable housing.

When a public agency declares land “exempt surplus” it may initiate a solicitation process for the property on the open market, in lieu of the NOA process described above for “surplus”. Staff recommends that the Board declare the Revised Property “exempt surplus” under the H exemption in order to avoid lengthy negotiations with a potentially large number of respondents.

In August 2020 the Board authorized the General Manager to contract with Century Urban for real estate services for the disposition of the Revised Property. Staff recommends working with Century Urban to develop a Request of Qualifications and/or Request for Proposals (RFQ/P) for the Board’s consideration at a future Board meeting.

## **Recommendation**

Adopt Resolution 25-1663 Declaring the Property at 2000 Larkspur Landing Circle in Larkspur, CA (excluding an up to 0.5 acre portion needed for District’s ongoing use) as Exempt Surplus Land, and Authorize the General Manager to Develop a Request for Qualifications and/or Proposals for its Sale or Lease for Consideration at a Future Board Meeting.

Attachment(s):

- A) Draft Resolution 25-1663

**ROSS VALLEY SANITARY DISTRICT  
RESOLUTION NO. 25-1663**

**A RESOLUTION OF THE BOARD OF DIRECTORS  
DECLARING THE PROPERTY AT 2000 LARKSPUR LANDING CIRCLE IN LARKSPUR, CA  
(EXCLUDING AN UP TO 0.5 ACRE PORTION NEEDED FOR DISTRICT'S ONGOING USE)  
AS EXEMPT SURPLUS LAND**

**WHEREAS**, the Ross Valley Sanitary District ("District"), formerly known as Sanitary District No. 1 of Marin County, is the owner in fee simple of the two parcels at 2000 Larkspur Landing Circle in Larkspur, CA, Assessor Parcel Numbers (APN) 018-260-02 and 018-260-03 ("Property"), totaling 10.7 acres, where it maintained its treatment facilities until 1984 and various administrative and corporation yard activities until recently; and

**WHEREAS**, the District owns, operates and maintains Pump Station 10 (Larkspur Landing B) on land located directly adjacent to the Property, which pump station collects and conveys wastewater from properties in the District east of Highway 101; and

**WHEREAS**, a small portion of the Property consisting of up to 0.5 acres, including the 4-room utility building located thereon and the associated accessways, paved parking areas and vehicular access gate, is needed for Pump Station 10's ongoing operation and maintenance, and to provide drive-through ingress/egress from East Sir Francis Drake Boulevard through the Property to Larkspur Landing Circle; and

**WHEREAS**, the land that is subject to this declaration of exempt surplus land consists of the Property minus up to 0.5 acres needed by District to retain access to, and support the operations of, Pump Station 10 as shown in Exhibit A ("Revised Property"); and

**WHEREAS**, in December 2023 the District consolidated its headquarters at 1111 Andersen Drive in San Rafael, CA and has no further use of the Revised Property for its purposes; and

**WHEREAS**, the Surplus Land Act (Government Code Section 54220 *et seq.*) ("Act") establishes a specific process local agencies must follow prior to disposing of surplus land; and

**WHEREAS**, in August 2024 the final Surplus Land Act Guidelines were published by the California Housing and Community Development Department (HCD) with additional Act guidance; and

**WHEREAS**, the Act requires local agencies to declare land as "surplus land" or "exempt surplus land" prior to disposing of property owned by the local agency; and

**WHEREAS**, the Board of Directors seeks to cause the development of the Revised Property in a manner that satisfies all of the exemption requirements specified by 54221(f)(1)(H) of the Government Code as follows:

- a) The Revised Property is more than ten (10) acres in size.
- b) The Revised Property consists of two or more adjacent parcels combined for disposition to a single buyer pursuant to a plan to be adopted by the Board of Directors.

- c) The disposition and development of the Revised Property will be subject to an open, competitive RFQ or RFP solicitation process, and all entities identified in Government Code Section 54222(a) will be invited to participate in that process for a housing or mixed use development.
- d) In the aggregate, the number of residential units developed on the Revised Property will exceed the greater of (i) three hundred (300) residential units and (ii) ten (10) times the number of acres comprising the site or ten thousand (10,000) residential units, whichever is less.
- e) At least twenty-five percent (25%) of the residential units developed on the Revised Property will be restricted to lower income households, as defined in Section 50079.5 of the Health and Safety Code, with an affordable sales price or an affordable rent pursuant to Section 50052. 5 and 50053 of the Health and Safety Code, for a minimum of 55 years for rental housing, and land use for ownership housing.
- f) To the extent nonresidential development is included in the development of the Revised Property, at least twenty-five percent (25%) of the total planned units affordable to lower income households will be made available for lease or sale and permitted for use and occupancy before or at the same time with every twenty-five percent (25%) of nonresidential development made available for lease or sale and permitted for use and occupancy.
- g) The Revised Property will be disposed of pursuant to a disposition and development agreement that includes an indemnification clause that provides that if an action occurs after disposition that violates Government Code Section 54221(f)(1)(H), the person or entity that acquired the property shall be liable for the penalties described in Government Code Section 54230.5 which are in addition to any remedy a court may order for a violation of Government Code Section 54221(f)(1)(H); and

**WHEREAS**, the following characteristics pursuant to Government Code Section 54221(f)(2) do not apply to the Revised Property:

- (A) Within a coastal zone.
- (B) Adjacent to a historical unit of the State Parks System.
- (C) Listed on, or determined by the State Office of Historic Preservation to be eligible for, the National Register of Historic Places.
- (D) Within the Lake Tahoe region as defined in Section 66905.5; and

**WHEREAS**, the Board of Directors desires to declare that the Revised Property is exempt surplus land, is not necessary for the District's use, and may be disposed of in accordance with the Act and other applicable requirements in the form of a sale or lease.

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Directors of the Ross Valley Sanitary District hereby resolve as follows:

1. The foregoing recitals are hereby incorporated and adopted as the findings of the Board of Directors.
2. The Revised Property at 2000 Larkspur Landing Circle in Larkspur, CA, shown in Exhibit A, which incorporates the exclusion of up to 0.5 acres to ensure access to Pump Station 10, exceeds 10 acres in area and is no longer needed for District purposes.

3. The Revised Property at 2000 Larkspur Landing Circle in Larkspur, CA, shown in Exhibit A is **exempt surplus land** pursuant to Section 54221f(1)(H) of the Act because of the District's requirement that the Revised Property be developed with a minimum of 300 housing units, 25% of which shall be affordable to lower income households. This requirement, along with the specific requirements in Section 54221(f)(1)(H) of the Act, will be recorded against the Revised Property in a covenant and restriction at the time of sale.
4. District staff are authorized to do all things necessary or proper to effectuate the purposes of this Resolution.

**PASSED, APPROVED, AND ADOPTED** by the Board of Directors of the Ross Valley Sanitary District at a meeting thereof on the 19th day of February 2025, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

**Attest:**

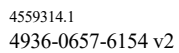
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Mary Sylla  
President of the Board

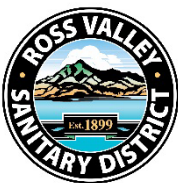
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Douglas T. Kelly  
Secretary of the Board

**2000 LARKSPUR LANDING CIRCLE, LARKSPUR, CA  
PROPERTY SITE MAP DEPICTING REVISED PROPERTY  
AND PUMP STATION 10 ACCESS AREA**



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**ROSS VALLEY SANITARY DISTRICT**

1111 Andersen Drive  
San Rafael, CA 94901  
(415) 259-2949 ~ [rvsd.org](http://rvsd.org)

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**STAFF REPORT**

**For the Meeting of February 19, 2025**

February 11, 2025

To: Board of Directors

From: Steve Moore, P.E., General Manager  
Phil Benedetti, P.E., Senior Engineer

Subject: **Consideration of Adopting Resolution No. 25-1664 to Declare an Emergency for Rehabilitation of the Storm-Damaged Sewer Main and Lower Laterals at 125-137 Hillside Avenue in Kentfield**

**Summary**

This staff report is being presented to the Board for adoption of Resolution No. 25-1664, declaring the need for an emergency rehabilitation of the storm-damaged sewer main and lower laterals at 125-137 Hillside Avenue in Kentfield.

**Discussion**

Staff is recommending the Board adopt a resolution declaring an emergency to restore sewer service to two residences in Kentfield after a tree fell during the February 4, 2025 storm and its uprooting demolished the sewer main, rodhole, and two attached private sewer laterals. Regular sewer service was interrupted at residences 237 Hillside Ave. and 230 Hillside Ave., and temporary service established. One other residence is affected by this damaged sewer main at 125 Hillside Ave., where part of the sewer main easement and a private lateral connection are located. Other utilities were also impacted by the incident, including a high-pressure gas main, as shown in Attachment A.

The sewer main and rodhole have been inspected and staff have determined based on their dislodgement and poor condition that they must be replaced. This sewer main is 181 feet long (about half the average pipe length), and begins at rodhole no. R532.090, which was dislodged by the fallen tree (see Attachment A). This line is a high frequency cleaning (HFC) line and therefore a priority candidate for replacement to conserve Operations & Maintenance personnel resources. It is recommended to be replaced in its same horizontal alignment in an easement on

125 and 137 Hillside Ave., including re-connecting the private lateral from 125 Hillside Ave., terminating at the shallow manhole no. R532.030 on Hillside Avenue.

Due to the complexity of the problem and the lack of necessary equipment, staff determined the repair could not be performed by District crews. District staff have developed a rehabilitation plan shown in Attachment B. Staff contacted and secured a contractor to perform the permanent repair who has the necessary expertise and equipment to perform the work and can mobilize and complete the rehabilitation of the sewer and lower laterals on private property. The construction cost to complete the rehabilitation is estimated to be \$56,000, to be funded by Project No. 917, Capitalized Repairs.

The proposed work to replace the sewer main and damaged lower laterals is recommended pursuant to Public Contract Code sections 20806 and 22050(b)1 and District Financial Policies sections 11.27 through 11.31, "Emergency Procurement – Authority to Award".

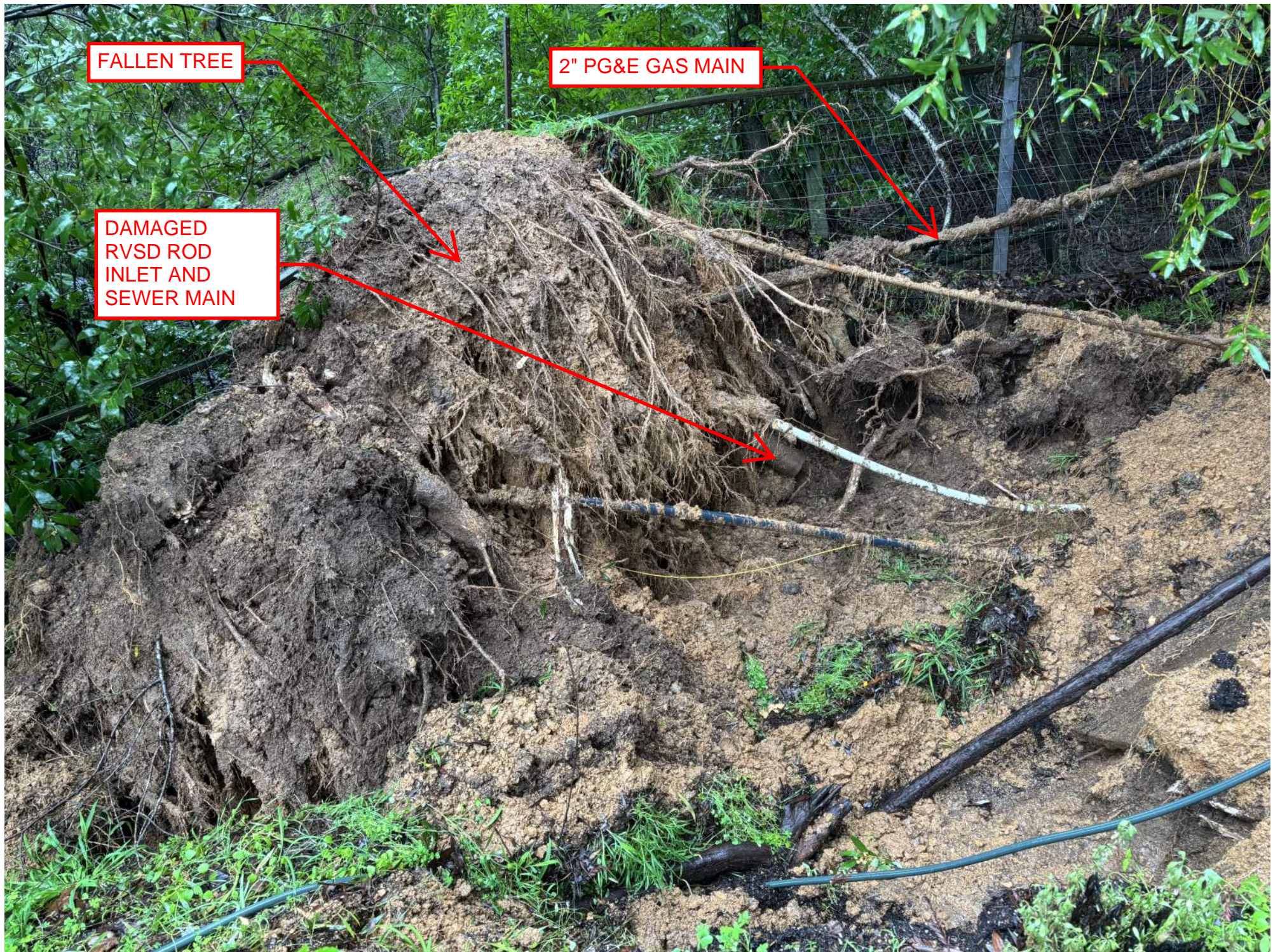
Section 11.29 of Financial Policies states that "In the event of an emergency, the District, upon the adoption by the Board of a four-fifths vote of a Resolution declaring an emergency pursuant to District policies and Public Contract Code, Section 20806, may take any directly related and immediate action required by the emergency and procure the necessary equipment, services, and supplies for those purposes without giving notice for bids to let contracts." The Board will review the action at its next regular meeting and every regular meeting thereafter until the action is terminated. Attachment C is the draft resolution for the Board's consideration.

### **Recommendation**

Adopt Resolution 25-1664 to declare an emergency for rehabilitation of the storm-damaged sewer main and lower laterals at 125 Hillside Avenue in Kentfield.

Attachment(s):

- A) Pictures of Fallen Tree and Exposed Utilities
- B) Site Map and Rehabilitation Plan
- C) Draft Resolution 25-1664



## 125 - 137 HILLSIDE AVE EMERGENCY REPAIR SKETCH



**ROSS VALLEY SANITARY DISTRICT  
RESOLUTION NO. 25-1664**

**A RESOLUTION OF THE BOARD OF DIRECTORS TO PERFORM AN  
EMERGENCY REHABILITATION OF THE STORM-DAMAGED SEWER MAIN,  
ACCESS NODE AND TWO LOWER LATERALS AT  
125-137 HILLSIDE AVENUE IN KENTFIELD**

**WHEREAS**, pursuant to Public Contract Code sections 20806 and 22050(b)(1), the Ross Valley Sanitary District Board of Directors may, by a four-fifths vote, declare that the public interest and necessity demand the immediate expenditure of funds to safeguard life, health or property, and may take any directly related and immediate action required by an emergency without completing the competitive bidding process set forth in Public Contract Code Section 20803; and

**WHEREAS**, the District owns and operates the 5-inch diameter VCP gravity sewer pipe of approximately 160 feet in length (“sewer main”) and attached access node (“rodhole”) located in an easement on 125 Hillside Avenue and 137 Hillside Avenue in the unincorporated community of Kentfield; and

**WHEREAS**, two private sewer laterals from the residences located at 230 Hillside Avenue and 237 Hillside Avenue connect to the District’s rodhole; and

**WHEREAS**, the Legislature of this State enacted section 53091(d) of the Government Code providing that building ordinances of a county or city shall not apply to the location or construction of facilities for the transmission of wastewater by a local agency and, when applied, that statute precludes application of the ordinances of Marin County to the construction and repair of the sewer main and rodhole, a wastewater transmission facility; and

**WHEREAS**, an emergency exists in the District and it is necessary to complete work to safeguard life, health or property. The nature of the emergency justifying this action (“Emergency Repair”) is that the sewer main, access node (rodhole) and two private lower laterals were dislodged and severed by a fallen tree in saturated soil conditions during a major storm on February 4, 2025, with its uprooting causing the demolition of these infrastructure assets; and

**WHEREAS**, the emergency will not permit a delay resulting from a competitive solicitation for bids, and the Emergency Repair is necessary to respond to the emergency; and

**WHEREAS**, the Emergency Repair is exempt from the requirements of the California Environmental Quality Act (“CEQA”) as an emergency repair to a publicly-owned service facility necessary to maintain service essential to the public health, safety or welfare, pursuant to Section 15269(b) of the State CEQA Guidelines.

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Directors of Ross Valley Sanitary District that:

1. The District General Manager is hereby delegated authority to carry out the Emergency Repair and to order other actions necessary to respond to the emergency without complying with the competitive bidding process; and
2. This Board shall review the Emergency Repair action at its regularly scheduled meeting on March 19, 2025, and at every regularly scheduled meeting thereafter until the action is terminated, to determine, by a four-fifths vote, whether there is a need to continue the action; and
3. The Emergency Repair is a project that is exempt from CEQA pursuant to CEQA Guidelines Section 15269(b).

**PASSED, APPROVED, AND ADOPTED** by the Board of directors of Ross Valley Sanitary District at a regular meeting thereof on the 19th day of February, 2025, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

**Attest:**

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Mary Sylla,  
President of the Board

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Douglas T. Kelly,  
Secretary of the Board



**ROSS VALLEY SANITARY DISTRICT**  
1111 Anderson Drive  
San Rafael, CA 94901  
(415) 259-2949 ~ [rvsd.org](http://rvsd.org)

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## STAFF REPORT

**For the Meeting of February 19, 2025**

February 10, 2025

To: Board of Directors

From: Phil Benedetti, P.E., Senior Engineer

Subject: **Consideration of Adopting Resolution No. 25-1665 Adopting a Mitigated Negative Declaration for FY 24/25 Gravity Sewer Improvements Project (Project # 958)**

### Summary

This staff report is being presented to the Board to adopt Resolution No. 25-1665 adopting a Mitigated Negative Declaration for the FY 24/25 Gravity Sewer Improvements Project

### Discussion

The Ross Valley Sanitary District (RVSD) FY 2024/2025 Gravity Sewer Improvements Project (#958) (Project) entails the construction and rehabilitation, within the existing alignment, of sanitary sewer mains, manholes, and related appurtenances within the town of Fairfax, unincorporated town of Kentfield, and town of San Anselmo, all of which are within the County of Marin (Attachment B, Figures). The primary goal of this project is to replace aging RVSD infrastructure and reduce inflow and infiltration into the system.

The Project would rehabilitate approximately 14,042 linear feet (LF) of sanitary sewers and install 862 LF of new sanitary sewer with high-density polyethylene (HDPE) pipe ranging in size from 6 to 8 inches. Sewers would be replaced by open-cut removal and replacement (3,994 LF), pipe bursting (8,912 LF), and pipe reaming (1,136 LF) methods. Lower laterals and property-line cleanouts would also be replaced at all locations. Depths of the excavation would vary between 3 and 10 feet.

Work would also include the construction of 33 sanitary sewer manholes to replace existing manholes or construct new manholes. Manhole locations would require excavation and backfill of an area of approximately 8 × 8 feet, with varying depths projected to range from approximately 5 to 10 feet. The rehabilitation of all sanitary sewer mains would occur within the existing alignment. Most pipelines either fall within public rights-of-way or designated easements running

through private property. For work in backyard easements, portable equipment would be used to accommodate space restrictions and minimize impacts.

Construction is expected to begin in March 2025 and is anticipated to be completed by January 2026. Work hours would generally be 8:00 a.m. to 5:00 p.m.; however, hours would be dependent on location-specific constraints. It is anticipated that the Project would require less than 360 consecutive calendar days (265 working days) for construction. Work within McAllister Avenue in Kentfield would take place outside the nesting season (i.e., between September 1 and January 31).

#### California Environmental Quality Act (CEQA)

Pursuant to CEQA Guidelines sections 15072 and 15105, the District provided a public review period for the draft Initial Study and proposed Mitigated Negative Declaration (Draft IS/MND) that ran from January 10, 2025, through February 10, 2025, as well as a review period for state agencies through the State Clearinghouse. The District received two comments on the Project in response to the public and agency review both from the California Department of Fish and Wildlife. Based on the record before it, the District is finding that there is no substantial evidence that the Project, as mitigated, will have a significant effect on the environment and the Final IS/MND reflects the District's independent judgment and analysis.

Based on the record before it, the District finds that (1) there is no substantial evidence that the Project, as mitigated, will have a significant effect on the environment and (2) the Final IS/MND reflects the District's independent judgment and analysis. Copies of the IS/MND have been distributed to the District Board Members and have been made available to the public on the District's website at [rvsd.org/DocumentCenter/View/4768/Final-ISMND-24-25-GSIP](https://rvsd.org/DocumentCenter/View/4768/Final-ISMND-24-25-GSIP)

#### **Recommendation**

Adopt Resolution No. 25-1665 Adopting a Mitigated Negative Declaration for the FY 24/25 Gravity Sewer Improvements Project.

Attachment(s):

- A) Resolution No. 25-1665
- B) Final IS/MND, including Mitigation Monitoring and Reporting Plan:  
[rvsd.org/DocumentCenter/View/4768/Final-ISMND-24-25-GSIP](https://rvsd.org/DocumentCenter/View/4768/Final-ISMND-24-25-GSIP)

**RESOLUTION NO. 25-1665****RESOLUTION BY THE BOARD OF DIRECTORS OF  
ROSS VALLEY SANITARY DISTRICT  
ADOPTING THE FY 2024/2025 GRAVITY SEWER IMPROVEMENTS  
PROJECT MITIGATED NEGATIVE DECLARATION AND  
MITIGATION MONITORING AND REPORTING PLAN**

**WHEREAS**, Ross Valley Sanitary District (“District”) proposes the FY 24/25 Gravity Sewer Improvements Project (#958) (“Project”) to replace existing aging wastewater collection system infrastructure; and

**WHEREAS**, District is serving as the lead agency for the Project because it is the public agency that will carry out the Project; and

**WHEREAS**, pursuant to CEQA and CEQA Guidelines Section 15063, District, as the lead agency for the Project, conducted an initial evaluation of the potential effects of the Project on the environment (the “Initial Study”); and

**WHEREAS**, based on the Initial Study District has determined that the Project would have potentially significant or significant impacts on cultural resources; however, mitigation measures are proposed to reduce these effects to less-than-significant levels; and

**WHEREAS**, pursuant to CEQA Guidelines Section 15097, District has prepared a Mitigation Monitoring and Reporting Plan (MMRP) for the Project; and

**WHEREAS**, based on the Initial Study, District determined that there is no substantial evidence, in light of the whole record before the agency, that the Project, as mitigated, may have a significant effect on the environment; and

**WHEREAS**, pursuant to CEQA Guidelines Sections 15072 and 15105, District provided a public review period for the Initial Study and proposed Mitigated Negative Declaration (IS/MND) that ran from January 10, 2025, to February 10, 2025, as well as a review period for state agencies through the State Clearinghouse; and

**WHEREAS**, District received no comments on the Project in response to the public and agency review; and

**WHEREAS**, pursuant to CEQA Guidelines Section 15074, District has considered the Final IS/MND, and finds on the basis of the record before it that there is no substantial evidence that the Project, as mitigated, will have a significant effect on the environment and the Final IS/MND reflects District’s independent judgment and analysis.

**THEREFORE, BE IT RESOLVED** that the Board of Directors of the Ross Valley Sanitary District hereby approves the Project, and approves the Final Mitigated Negative Declaration and Mitigation Monitoring and Reporting Plan prepared for the Project.

**BE IT FURTHER RESOLVED** that District's General Manager is hereby instructed to execute a Notice of Determination and is directed to file it promptly, in accordance with applicable law. The General Manager is also hereby authorized to obtain any permits or other permission necessary to carry out the Project.

The documents which constitute the record of proceedings upon which District's decision is based are located at District's main office at 1111 Andersen Dr, San Rafael, CA 94901, and District's General Manager is the custodian of such documents.

**PASSED, APPROVED, AND ADOPTED** by the Board of Directors of the Ross Valley Sanitary District at a meeting thereof on the 19th day of February 2025, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

**Attest:**

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Mary Sylla  
President of the Board

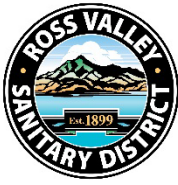
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Douglas T. Kelly  
Secretary of the Board

Final IS/MND, including Mitigation  
Monitoring and Reporting Plan can be  
found at:

[rvsd.org/DocumentCenter/View/4768/  
Final-ISMND-24-25-GSIP](https://rvsd.org/DocumentCenter/View/4768/Final-ISMND-24-25-GSIP)

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## ROSS VALLEY SANITARY DISTRICT

1111 Andersen Dr  
San Rafael, CA 94901  
(415) 259-2949 ~ [rvsd.org](http://rvsd.org)

### STAFF REPORT

**For the Meeting of February 19, 2025**

February 10, 2025

To: Board of Directors

From: Phil Benedetti, P.E., Senior Engineer  
Steve Moore, P.E., General Manager

Subject: **Consideration of Awarding and Authorizing the General Manager, Upon Review and Approval of Counsel, to Execute Construction Contract for the FY 24/25 Gravity Sewer Improvements Project (#958), with Glosage Engineering, Inc., in the Amount Not to Exceed \$6,137,410**

### Summary

This staff report is being presented to the Board for consideration of awarding and authorizing the General Manager, upon review and approval of Counsel, to execute the construction contract for the FY 24/25 Gravity Sewer Improvements Project (#958) (Project). Staff recommend awarding the construction contract to the lowest responsive and responsible bidder, Glosage Engineering, Inc (Glosage) in an amount not to exceed \$6,137,410.

### Discussion

The purpose of this project is to replace 2.8 miles of existing aged gravity sanitary sewer pipelines in the towns of San Anselmo, Fairfax and Kentfield located in the County of Marin. This project will rehabilitate approximately 14,042 linear feet (LF) of sanitary sewers ranging in size from 4-inch to 10-inch and install 862 LF of new sanitary sewer with new high-density polyethylene (HDPE) pipe. Sewers will be replaced by open-cut removal and replacement (~3,994 LF), pipe bursting (~8,912 LF), and pipe reaming (~1,136 LF). The Project includes removing and replacing or installing 33 sanitary sewer manholes. Lower laterals and property line cleanouts will also be replaced at all locations. (see Attachment A for locations).

In the 2021 update of the Infrastructure Asset Management Plan (2021 IAMP), District staff utilized a risk-based model to identify potential projects that demonstrate a high likelihood and consequence of failure of various District assets. The higher the likelihood and consequence of failure, the higher the respective project score assigned to that asset. This project is going to address several gravity sewer mains that have been assigned the highest project scores. Engineering staff have also received feedback from Repair, Line Maintenance, and Condition Assessment crews that have identified several areas where rehabilitation is needed. This project addresses an issue on Stadium Way and McAllister Ave in Kentfield, where laterals are

connected to a 30" trunk sewer. These laterals will be disconnected from the existing trunk and connected to a new, parallel 8" HDPE sewer main, known as a fly line, that will be constructed as part of this project.

Bids were publicly noticed starting December 19, 2024, and sealed bids were opened on January 30, 2025. The Contract Documents (design plans and construction contract specifications) were available for public view on the Blueprint Express (BPXpress) public bidding website. The Notice Inviting Bids was published in the Marin IJ (the newspaper of local circulation), posted on BPXpress, and sent to Builders' Exchanges and Plan Rooms.

Five (5) sealed bids were received on January 30, 2025. The bids were reviewed per the Contract Documents and the California Public Contract Code. A Bid Review Memo from the Design Engineering Firm for the project, West Valley Construction, is provided in Attachment B, and a Bid Tabulation is provided in Exhibit 1 of this attachment. The lowest responsive and responsible bid, from Glosage Engineering, Inc., was 26% below the Engineer's construction cost estimate of \$8.3 million. Each of the bidders and the amounts bid are shown in Table 1:

**Table 1. Bid Results for Bids Opened on January 30, 2025.**

<b>Name of Bidder</b>	<b>Amount Bid</b>	<b>% Above/Below Estimate</b>
Glosage Engineering, Inc.	\$ 6,137,410	-26%
KJ Woods Construction, Inc.	\$ 6,886,000	-17%
Precision Engineering, Inc.	\$7,412,690	-11%
Devaney Engineering, Inc.	\$8,399,330	1%
Ranger Pipelines, Inc.	\$13,891,718	67.3%

The draft construction agreement is included as Attachment C.

#### Fiscal Impact

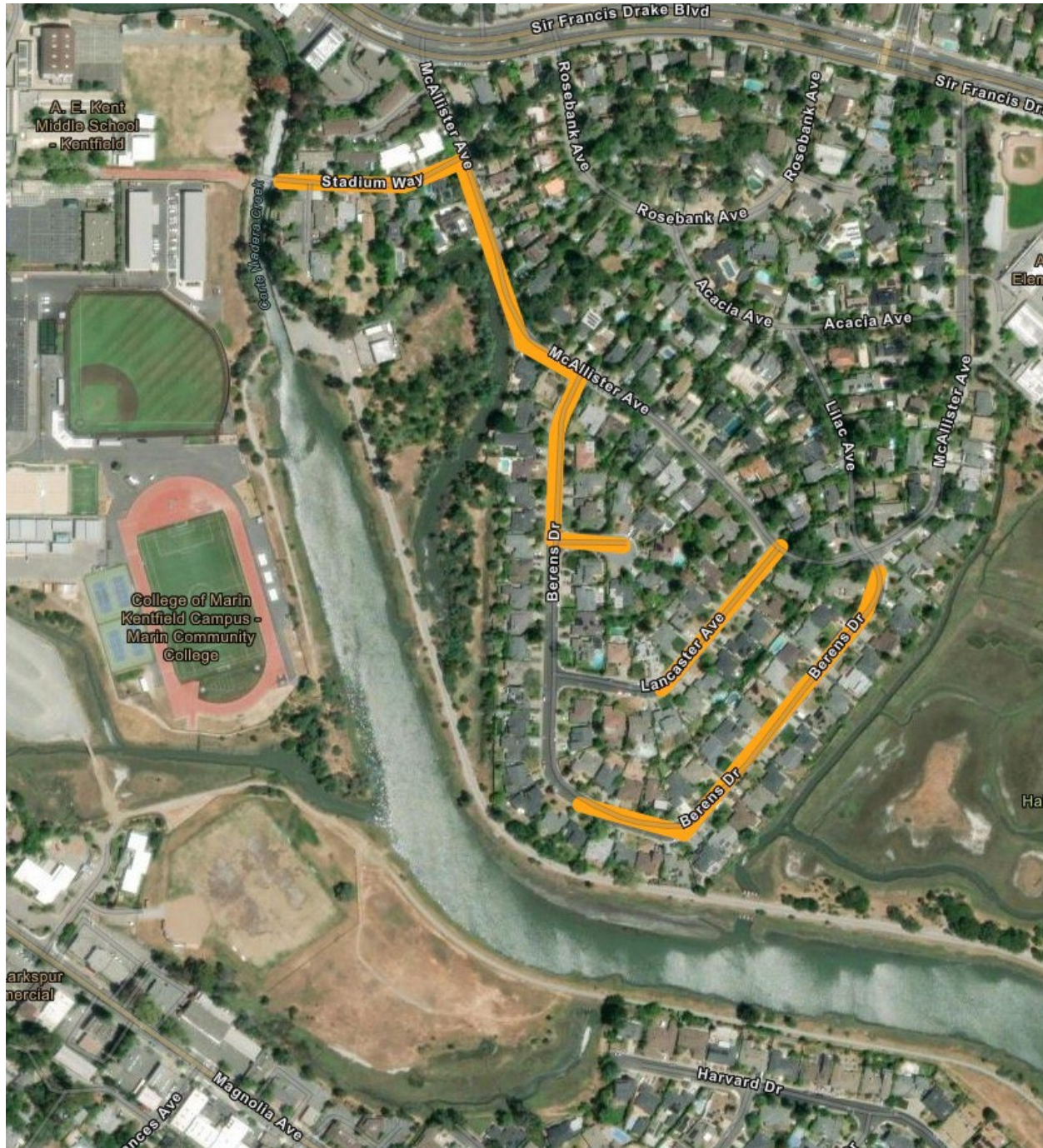
There is sufficient funding to start construction of the Project in FY 24/25. The lowest responsive and responsible bid is well below the budgeted amount of \$6,600,000 for the project. This budget will allow for other anticipated costs such as construction management and engineering services during construction (ESDC). The lowest responsive and responsible bid is 26% below the engineer's estimate which was higher than the original project budget.

#### **Recommendation**

Award and authorize the General Manager, upon review and approval of Counsel, to execute the construction contract for the FY 24/25 Gravity Sewer Improvements Project to the lowest responsive and responsible bidder, Glosage Engineering, Inc, in an amount not to exceed \$6,137,410.

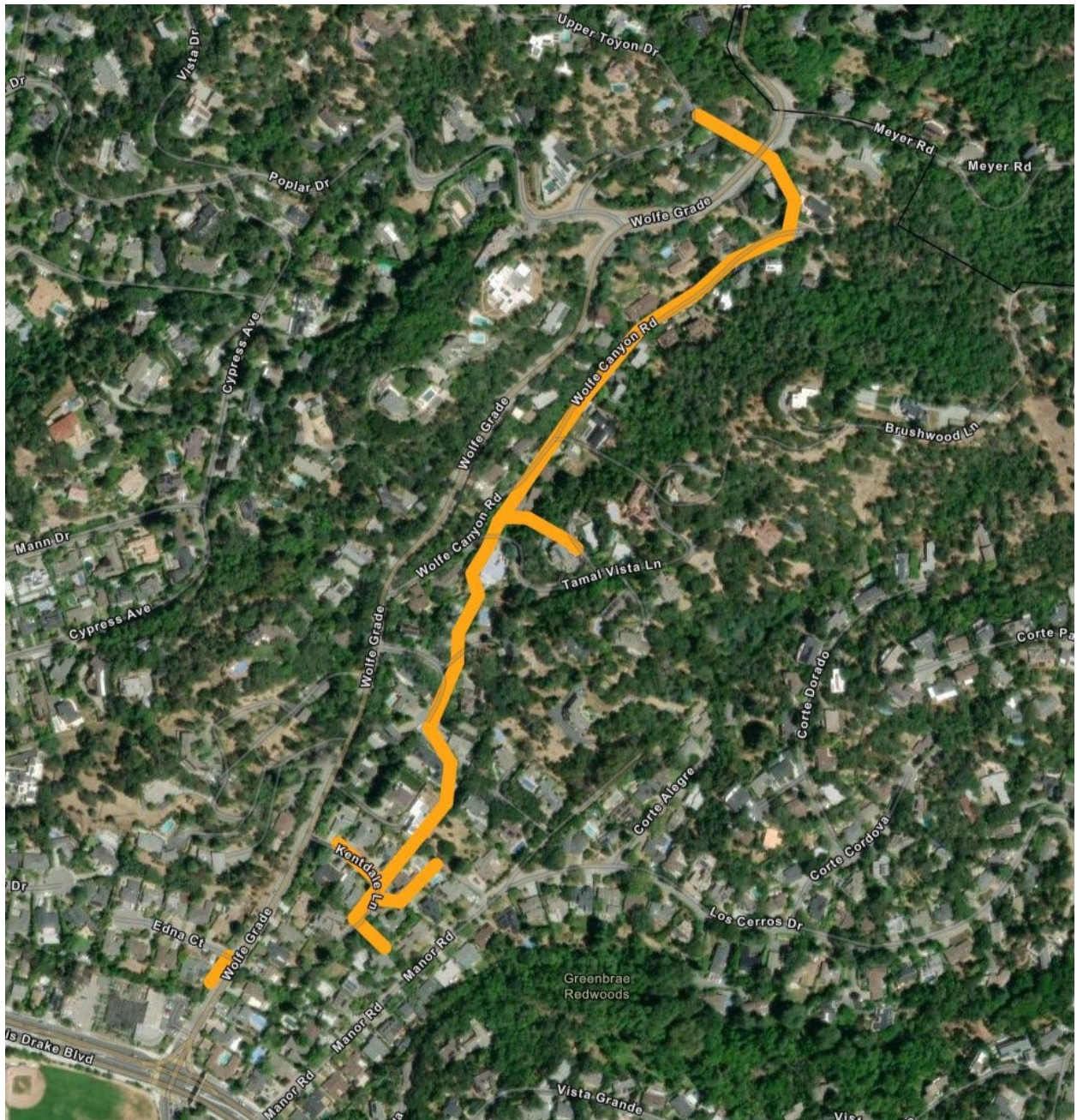
Attachment(s):

- A) Location Maps
- B) Bid Review Memo w/Bid Tabulation
- C) Draft Section 00500 Construction Agreement

**LOCATION MAPS****MCALLISTER AVE****FY 24/25 Gravity Sewer Improvements Project (#958)**

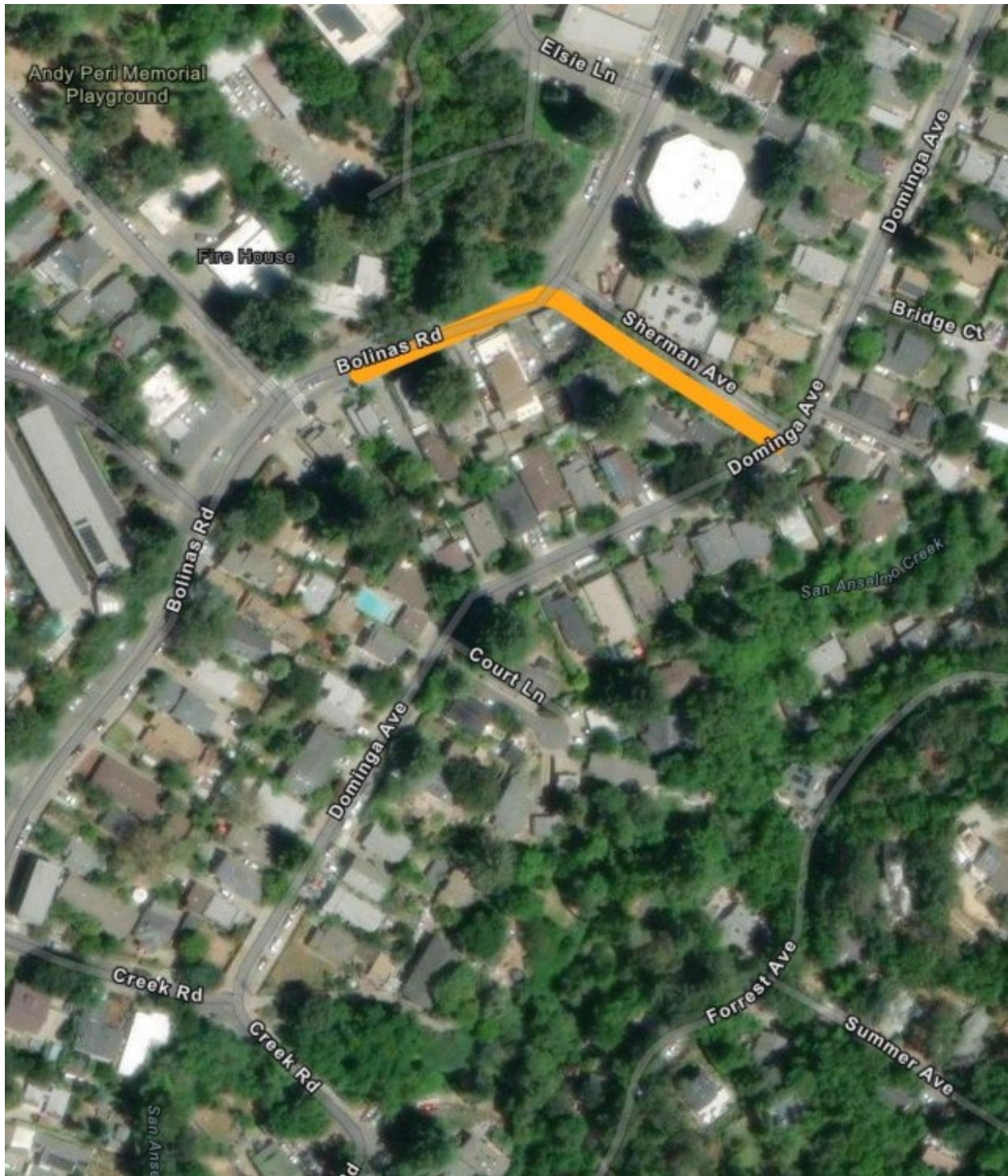
## WOLFE CANYON RD

### FY 24/25 Gravity Sewer Improvements Project (#958)

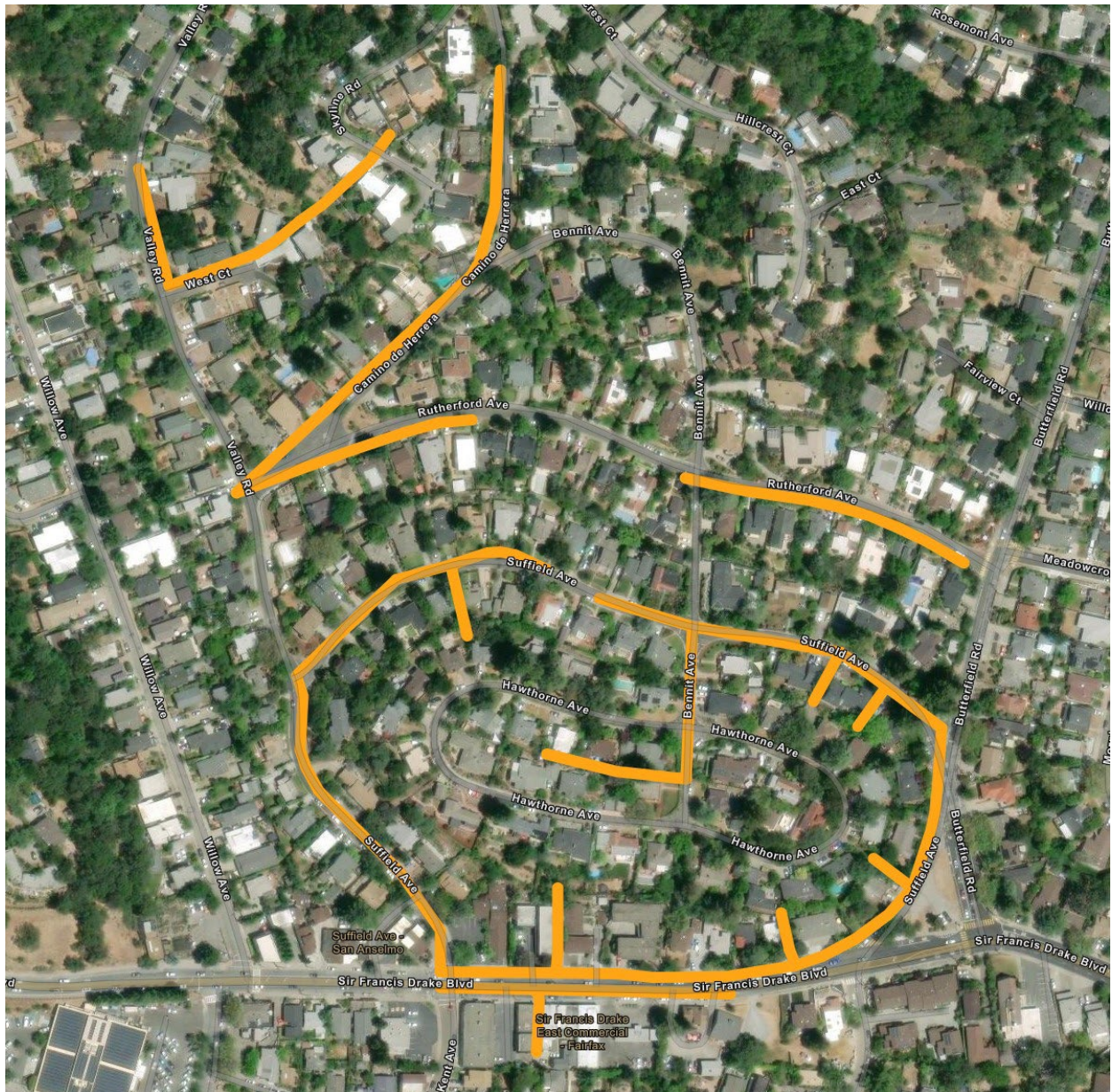


## BOLINAS RD & SHERMAN AVE

### FY 24/25 Gravity Sewer Improvements Project (#958)



**SIR FRANCIS DRAKE BLVD., SAN ANSELMO**  
**FY 24/25 Gravity Sewer Improvements Project (#958)**



## MEMORANDUM

February 12, 2025

To: File

From: Daniel Wilkins, P.E.  
Project Manager, West Valley Construction

**SUBJECT: FY2024/25 GRAVITY SEWER IMPROVEMENTS PROJECT -  
REVIEW OF BID DOCUMENTS FROM JANUARY 30, 2025**

General Background of the Project

This project is part of the annual sewer improvements program. Existing sewers to be replaced are located in the Towns of San Anselmo and Fairfax as well as Kentfield in the County of Marin. The primary goal of this project is to replace aging Ross Valley Sanitary District infrastructure and reduce inflow and infiltration into the system.

Approximately 14,000 linear feet of existing sanitary sewers ranging in size from 4-inch to 10-inch will be replaced new polyvinyl chloride (PVC) or high-density polyethylene (HDPE) pipe by means of open trench, pipe bursting and pipe reaming. Existing manholes will be either replaced or rehabilitated based on their condition. In addition, lower laterals will be replaced, and new sanitary sewer cleanouts will be installed at all locations.

West Valley Construction has reviewed the bids submitted for this project and have found the lowest bid by Glosage Engineering, Inc. in the amount of \$6,137,410, to be responsive.

The Distinction Between Whether a Bid is Responsive and Whether a Bidder is Responsible

The determination of responsiveness generally looks solely at the bid itself, while a determination of responsibility is focused on the bidder or factors beyond the face of the bid.

A "responsive" bid is one that is in strict and full accordance with all material terms of the bid package. Any variations will place the bidder at risk of being rejected by the District as non-responsive.

A "responsible" bidder is one who is able to perform the contract if awarded. To be considered responsible, the bidder must demonstrate the attributes of trustworthiness, quality, fitness, capacity, and experience to satisfactorily perform the public works contract.

Basis of Bid

For this project, the determination of the lowest bid is based upon Base Bid plus Additive Bid.

Review of Bid Documents

The District received five (5) bids for the above-referenced project ranging from \$6,137,801 to \$13,892,043. A Bid tabulation is provided in Attachment 1. The following is a summary of the results of the two lowest bids from the lowest bidder to the highest:

- **Glosage Engineering, Inc.**

Glosage Engineering, Inc. (Glosage) submitted a complete bid with a Total Base Bid and Additive Bid of \$6,137,410. Glosage submitted the lowest apparent, responsive Base Bid and Additive Bid. District staff has verified that all of the bid forms were complete. Design Engineer, West Valley Construction, also finds the bid package is complete and recommends award to Glosage.

- **K.J. Woods Construction, Inc.**

K.J. Woods Construction, Inc. (KJW) submitted a complete bid with a Total Base Bid and Additive Bid of \$6,886,000. KJW was not the apparent low bidder. Design Engineer, West Valley Construction, finds that KJW did not submit a complete bid.

- **Precision Engineering, Inc.**

Precision Engineering, Inc. (PEI) submitted a complete bid with a Total Base Bid and Additive Bid of \$7,412,690. Because PEI was not the apparent low bid, District staff has not undertaken a review to determine bid responsiveness or whether the bidder is responsible.

- **Devaney Engineering, Inc.**

Devaney Engineering, Inc. (DEI) submitted a complete bid with a Total Base Bid and Additive Bid of \$8,399,330. Because DEI was not the apparent low bid, District staff has not undertaken a review to determine bid responsiveness or whether the bidder is responsible.

- **Ranger Pipelines, Inc.**

Ranger Pipelines, Inc. (Ranger) submitted a complete bid with a Total Base Bid and Additive Bid of \$13,891,718. Because Ranger was not the apparent low bid, District staff has not undertaken a review to determine bid responsiveness or whether the bidder is responsible.

#### Bid Protests

The specifications provide for bid protests, as described in Section 00100, INSTRUCTIONS TO BIDDERS, ARTICLE 13 – BID PROTEST. The Specifications require bid protests to be received by 4:00 p.m. of the 5<sup>th</sup> business day following Bid opening. No bid protests were received on this project.

#### **Recommendation:**

It is recommended that the District find Glosage Engineering, Inc.'s bid responsive and find that it is a responsible bidder and award the contract to Glosage Engineering, Inc.

#### Exhibit(s):

1. Bid tabulation

ITEM NO	ITEM DESCRIPTION	Unit	QTY	UNIT COST	ITEM COST															
Award based upon Base Bid + Additive Bid						Glosage Engineering, Inc.			KJ Woods Construction, Inc.			Precision Engineering, Inc.			Devaney Engineering, Inc.			Ranger Pipelines, Inc.		
						Unit Cost	Item Cost	% Above/Below EE	Unit Cost	Item Cost	% Above/Below EE	Unit Cost	Item Cost	% Above/Below EE	Unit Cost	Item Cost	% Above/Below EE	Unit Cost	Item Cost	% Above/Below EE
BASE BID ITEMS																				
Miscellaneous																				
1	Mobilization and Demobilization	LS	1	\$207,100	\$207,100	\$206,341.00	\$206,341.00	-0.4%	\$240,000.00	\$240,000.00	15.9%	\$500,000.00	\$500,000.00	141.4%	\$200,000.00	\$200,000.00	-3.4%	\$200,000.00	\$200,000.00	-3.4%
2	Traffic Control	LS	1	\$124,300	\$124,300	\$108,000.00	\$108,000.00	-13.1%	\$88,944.00	\$88,944.00	-28.4%	\$491,000.00	\$491,000.00	295.0%	\$100,000.00	\$100,000.00	-19.5%	\$50,000.00	\$50,000.00	-59.8%
3	Trench Sheetting, Shoring and Bracing	LS	1	\$124,300	\$124,300	\$128,675.00	\$128,675.00	3.5%	\$150,000.00	\$150,000.00	20.7%	\$491,000.00	\$491,000.00	295.0%	\$150,000.00	\$150,000.00	20.7%	\$200,000.00	\$200,000.00	60.9%
4	Overexcavation and Special Pipe Foundation (Revocable if not used)	CY	10	\$174	\$1,744	\$50.00	\$500.00	-71.3%	\$250.00	\$2,500.00	43.3%	\$50.00	\$500.00	-71.3%	\$50.00	\$500.00	-71.3%	\$100.00	\$1,000.00	-42.7%
5	Sag Repair for HDPE SS (Revocable if not used)	LF	100	\$243	\$24,310	\$372.00	\$37,200.00	53.0%	\$250.00	\$25,000.00	2.8%	\$200.00	\$20,000.00	-17.7%	\$500.00	\$50,000.00	105.7%	\$613.00	\$61,300.00	152.2%
6	AC Surface Upheaval Repair (Revocable if not used)	SF	300	\$5	\$1,620	\$1.00	\$300.00	-81.5%	\$25.00	\$7,500.00	363.0%	\$20.00	\$6,000.00	270.4%	\$10.00	\$3,000.00	85.2%	\$11.00	\$3,300.00	103.7%
7	PCC Surface/Slab Excavation (Revocable if not used)	SF	100	\$61	\$6,110	\$10.00	\$1,000.00	-83.6%	\$50.00	\$5,000.00	-18.2%	\$5.00	\$500.00	-91.8%	\$20.00	\$2,000.00	-67.3%	\$7.00	\$700.00	-88.5%
8	Rock Excavation (Revocable if not used)	CY	15	\$305	\$4,578	\$100.00	\$1,500.00	-67.2%	\$500.00	\$7,500.00	63.8%	\$500.00	\$7,500.00	63.8%	\$100.00	\$1,500.00	-67.2%	\$350.00	\$5,250.00	14.7%
9	HMA Surface Restoration	TON	440	\$882	\$388,036	\$457.50	\$201,300.00	-48.1%	\$500.00	\$220,000.00	-43.3%	\$450.00	\$198,000.00	-49.0%	\$350.00	\$154,000.00	-60.3%	\$380.00	\$167,200.00	-56.9%
10	Bid Allowance for District Use	LS	1	\$200,000	\$200,000	\$200,000.00	\$200,000.00	0.0%	\$200,000.00	\$200,000.00	0.0%	\$200,000.00	\$200,000.00	0.0%	\$200,000.00	\$200,000.00	0.0%	\$200,000.00	\$200,000.00	0.0%
Subtotal: Misc.					\$1,082,098		\$884,816.00	-18.2%		\$946,444.00	-12.5%		\$1,914,500.00	76.9%		\$861,000.00	-20.4%		\$888,750.00	-17.9%
11. Sanitary Sewer Improvements: PP-01 to PP-02 Sherman Ave/Bolinas Rd																				
11a	Pipe Burst Existing SS with New 8" SS	LF	255	\$225	\$57,273	\$233.00	\$59,415.00	3.7%	\$220.00	\$56,100.00	-2.0%	\$200.00	\$51,000.00	-11.0%	\$180.00	\$45,900.00	-19.9%	\$669.00	\$170,595.00	197.9%
11b	Construct New 8" SS by Open Trench	LF	222	\$421	\$93,418	\$233.00	\$51,726.00	-44.6%	\$350.00	\$77,700.00	-16.8%	\$300.00	\$66,600.00	-28.7%	\$350.00	\$77,700.00	-16.8%	\$785.00	\$174,270.00	86.5%
11c	Disconnect/Reconnect Sewer Lateral To Main for Pipe Bursting/Reaming	EA	4	\$1,090	\$4,360	\$3,250.00	\$13,000.00	198.2%	\$200.00	\$800.00	-81.7%	\$250.00	\$1,000.00	-77.1%	\$2,000.00	\$8,000.00	83.5%	\$1,200.00	\$4,800.00	10.1%
11d	Remove and Replace Ex SSCO with New SSMH	EA	1	\$8,938	\$8,938	\$10,200.00	\$10,200.00	14.1%	\$8,000.00	\$8,000.00	-10.5%	\$8,500.00	\$8,500.00	-4.9%	\$10,000.00	\$10,000.00	11.9%	\$8,000.00	\$8,000.00	-10.5%
11e	Construct New SSMH	EA	1	\$8,720	\$8,720	\$10,200.00	\$10,200.00	17.0%	\$8,000.00	\$8,000.00	-8.3%	\$8,500.00	\$8,500.00	-2.5%	\$10,000.00	\$10,000.00	14.7%	\$8,000.00	\$8,000.00	-8.3%
11f	Rehabilitate Existing SSMH	EA	1	\$4,752	\$4,752	\$5,200.00	\$5,200.00	9.4%	\$5,000.00	\$5,000.00	5.2%	\$6,000.00	\$6,000.00	26.3%	\$5,000.00	\$5,000.00	5.2%	\$3,000.00	\$3,000.00	-36.9%
11g	Pipe Burst, Remove and Replace, or Construct New Sewer Lateral with New 4" SS (Length 0'-	EA	4	\$1,199	\$4,796	\$170.00	\$680.00	-85.8%	\$2,000.00	\$8,000.00	66.8%	\$1,750.00	\$7,000.00	46.0%	\$3,000.00	\$12,000.00	150.2%	\$3,000.00	\$12,000.00	150.2%
11h	Pipe Burst, Remove and Replace, or Construct New Sewer Lateral with New 4" SS (Length 5'-	EA	1	\$1,526	\$1,526	\$300.00	\$300.00	-80.3%	\$2,700.00	\$2,700.00	76.9%	\$2,250.00	\$2,250.00	47.4%	\$4,000.00	\$4,000.00	162.1%	\$4,000.00	\$4,000.00	162.1%
11i	Pipe Burst, Remove and Replace, or Construct New Sewer Lateral with New 4" SS (Length 10'-	EA	5	\$1,908	\$9,538	\$100.00	\$500.00	-94.8%	\$3,700.00	\$18,500.00	94.0%	\$3,000.00	\$15,000.00	57.3%	\$5,000.00	\$25,000.00	162.1%	\$4,500.00	\$22,500.00	135.9%
11j	Pipe Burst, Remove and Replace, or Construct New Sewer Lateral with New 4" SS (Length 15'-	EA	2	\$2,463	\$4,927	\$100.00	\$200.00	-95.9%	\$4,500.00	\$9,000.00	82.7%	\$3,500.00	\$7,000.00	42.1%	\$6,000.00	\$12,000.00	143.6%	\$5,000.00	\$10,000.00	103.0%
11k	Pipe Burst, Remove and Replace, or Construct New Sewer Lateral with New 4" SS (Length >	EA	2	\$3,052	\$6,104	\$100.00	\$200.00	-96.7%	\$8,000.00	\$16,000.00	162.1%	\$4,500.00	\$9,000.00	47.4%	\$7,000.00	\$14,000.00	129.4%	\$5,500.00	\$11,000.00	80.2%
11l	Remove and Replace or Construct New SSCO at Property Line	EA	14	\$828	\$11,598	\$400.00	\$5,600.00	-51.7%	\$720.00	\$10,080.00	-13.1%	\$500.00	\$7,000.00	-39.6%	\$2,000.00	\$28,000.00	141.4%	\$1,500.00	\$21,000.00	81.1%
11m	Remove Ex SSCO/SSLH	EA	2	\$414	\$828	\$750.00	\$1,500.00	81.1%	\$500.00	\$1,000.00	20.7%	\$1,500.00	\$3,000.00	262.1%	\$2,500.00	\$5,000.00	503.6%	\$500.00	\$1,000.00	20.7%
11n	Abandon Ex 6" S By Filling Pipe	LF	201	\$74	\$14,914	\$7.00	\$1,407.00	-90.6%	\$11.00	\$2,211.00	-85.2%	\$10.00	\$2,010.00	-86.5%	\$15.00	\$3,015.00	-79.8%	\$5.00	\$1,005.00	-93.3%
Subtotal: Sherman Ave/Bolinas Rd					\$231,692		\$160,128.00	-30.9%		\$223,091.00	-3.7%		\$193,860.00	-16.3%		\$259,615.00	12.1%		\$451,170.00	94.7%
12. Sanitary Sewer Improvements: PP-09 to PP-10 Rutherford Ave																				
12a	Pipe Burst Existing SS with New 8" SS	LF	494	\$225	\$110,952	\$232.00	\$114,608.00	3.3%	\$220.00	\$108,680.00	-2.0%	\$200.00	\$98,800.00	-11.0%	\$180.00	\$88,920.00	-19.9%	\$669.00	\$330,486.00	197.9%
12b	Rehabilitate Existing SSMH	EA	2	\$4,752	\$9,505	\$3,200.00	\$6,400.00	-32.7%	\$5,000.00	\$10,000.00	5.2%	\$6,000.00	\$12,000.00	26.3%	\$5,000.00	\$10,000.00	5.2%	\$3,000.00	\$6,000.00	-36.9%
12c	Disconnect/Reconnect Sewer Lateral To Main for Pipe Bursting/Reaming	EA	22	\$1,090	\$23,980	\$2,870.00	\$63,140.00	163.3%	\$200.00	\$4,400.00	-81.7%	\$500.00	\$11,000.00	-54.1%	\$2,000.00	\$44,000.00	83.5%	\$1,200.00	\$26,400.00	10.1%
12d	Pipe Burst, Remove and Replace, or Construct New Sewer Lateral with New 4" SS (Length 0'-	EA	7	\$1,199	\$8,393	\$100.00	\$700.00	-91.7%	\$2,000.00	\$14,000.00	66.8%	\$1,750.00	\$12,250.00	46.0%	\$3,000.00	\$21,000.00	150.2%	\$3,000.00	\$21,000.00	150.2%
12e	Pipe Burst, Remove and Replace, or Construct New Sewer Lateral with New 4" SS (Length 5'-	EA	3	\$1,526	\$4,578	\$100.00	\$300.00	-93.4%	\$2,700.00	\$8,100.00	76.9%	\$2,250.00	\$6,750.00	47.4%	\$4,000.00	\$12,000.00	162.1%	\$4,000.00	\$12,000.00	162.1%
12f	Pipe Burst, Remove and Replace, or Construct New Sewer Lateral with New 4" SS (Length >	EA	12	\$3,052	\$36,624	\$100.00	\$1,200.00	-96.7%	\$8,000.00	\$96,000.00	162.1%	\$4,500.00	\$54,000.00	47.4%	\$7,000.00	\$84,000.00	129.4%	\$6,000.00	\$72,000.00	96.6%
12g	Remove and Replace or Construct New SSCO at Property Line	EA	22	\$828	\$18,225	\$450.00	\$9,900.00	-45.7%	\$720.00	\$15,840.00	-13.1%	\$500.00	\$11,000.00	-39.6%	\$2,000.00	\$44,000.00	141.4%	\$1,500.00	\$33,000.00	81.1%
12h	Remove and Reset Fire Hydrant	EA	1	\$5,000	\$5,000	\$50.00	\$50.00	-99.0%	\$8,500.00	\$8,500.00	70.0%	\$2,500.00	\$2,500.00	-50.0%	\$10,000.00	\$10,000.00	100.0%	\$10,000.00	\$10,000.00	100.0%
Subtotal: Rutherford Ave					\$217,257		\$196,298.00	-9.6%		\$265,520.00	22.2%		\$208,300.00	-4.1%		\$313,920.00	44.5%		\$510,886.00	135.2%

ITEM NO	ITEM DESCRIPTION	Unit	QTY	UNIT COST	ITEM COST															
Award based upon Base Bid + Additive Bid						Glosage Engineering, Inc.			KJ Woods Construction, Inc.			Precision Engineering, Inc.			Devaney Engineering, Inc.			Ranger Pipelines, Inc.		
						Unit Cost	Item Cost	% Above/Below EE	Unit Cost	Item Cost	% Above/Below EE	Unit Cost	Item Cost	% Above/Below EE	Unit Cost	Item Cost	% Above/Below EE	Unit Cost	Item Cost	% Above/Below EE
13. Sanitary Sewer Improvements: PP-11 to PP-13 Suffield Ave																				
13a	Construct New 8" SS by Open Trench	LF	654	\$421	\$275,203	\$270.00	\$176,580.00	-35.8%	\$350.00	\$228,900.00	-16.8%	\$300.00	\$196,200.00	-28.7%	\$350.00	\$228,900.00	-16.8%	\$785.00	\$513,390.00	86.5%
13b	Remove and Replace Ex SS with New 8" SS by Open Trench	LF	400	\$421	\$168,320	\$270.00	\$108,000.00	-35.8%	\$350.00	\$140,000.00	-16.8%	\$300.00	\$120,000.00	-28.7%	\$350.00	\$140,000.00	-16.8%	\$785.00	\$314,000.00	86.5%
13c	Pipe Burst Existing SS with New 8" SS	LF	51	\$225	\$11,455	\$270.00	\$13,770.00	20.2%	\$220.00	\$11,220.00	-2.0%	\$200.00	\$10,200.00	-11.0%	\$180.00	\$9,180.00	-19.9%	\$669.00	\$34,119.00	197.9%
13d	Construct New SSMH	EA	1	\$8,720	\$8,720	\$9,800.00	\$9,800.00	12.4%	\$8,000.00	\$8,000.00	-8.3%	\$8,500.00	\$8,500.00	-2.5%	\$12,000.00	\$12,000.00	37.6%	\$8,000.00	\$8,000.00	-8.3%
13e	Remove and Replace Ex SSCO with New SSMH	EA	1	\$8,938	\$8,938	\$9,800.00	\$9,800.00	9.6%	\$8,000.00	\$8,000.00	-10.5%	\$8,500.00	\$8,500.00	-4.9%	\$12,000.00	\$12,000.00	34.3%	\$8,000.00	\$8,000.00	-10.5%
13f	Rehabilitate Existing SSMH	EA	4	\$4,752	\$19,010	\$3,200.00	\$12,800.00	-32.7%	\$5,000.00	\$20,000.00	5.2%	\$6,000.00	\$24,000.00	26.3%	\$6,500.00	\$26,000.00	36.8%	\$3,000.00	\$12,000.00	-36.9%
13g	Disconnect/Reconnect Sewer Lateral To Main for Pipe Bursting/Reaming	EA	1	\$1,090	\$1,090	\$3,800.00	\$3,800.00	248.6%	\$200.00	\$200.00	-81.7%	\$500.00	\$500.00	-54.1%	\$2,000.00	\$2,000.00	83.5%	\$1,200.00	\$1,200.00	10.1%
13h	Pipe Burst, Remove and Replace, or Construct New Sewer Lateral with New 4" SS (Length 5'-10')	EA	1	\$1,526	\$1,526	\$1,200.00	\$1,200.00	-21.4%	\$2,700.00	\$2,700.00	76.9%	\$2,250.00	\$2,250.00	47.4%	\$3,000.00	\$3,000.00	96.6%	\$4,000.00	\$4,000.00	162.1%
13i	Pipe Burst, Remove and Replace, or Construct New Sewer Lateral with New 4" SS (Length 10'-15')	EA	18	\$1,908	\$34,335	\$200.00	\$3,600.00	-89.5%	\$3,700.00	\$66,600.00	94.0%	\$3,000.00	\$54,000.00	57.3%	\$4,000.00	\$72,000.00	109.7%	\$4,500.00	\$81,000.00	135.9%
13j	Pipe Burst, Remove and Replace, or Construct New Sewer Lateral with New 4" SS (Length 15'-20')	EA	8	\$2,463	\$19,707	\$200.00	\$1,600.00	-91.9%	\$4,500.00	\$36,000.00	82.7%	\$3,500.00	\$28,000.00	42.1%	\$5,000.00	\$40,000.00	103.0%	\$5,000.00	\$40,000.00	103.0%
13k	Pipe Burst, Remove and Replace, or Construct New Sewer Lateral with New 4" SS (Length 20'-25')	EA	3	\$2,725	\$8,175	\$200.00	\$600.00	-92.7%	\$5,500.00	\$16,500.00	101.8%	\$4,000.00	\$12,000.00	46.8%	\$6,000.00	\$18,000.00	120.2%	\$5,500.00	\$16,500.00	101.8%
13l	Remove and Replace or Construct New SSCO at Property Line	EA	30	\$828	\$24,852	\$3,850.00	\$115,500.00	364.8%	\$720.00	\$21,600.00	-13.1%	\$500.00	\$15,000.00	-39.6%	\$2,000.00	\$60,000.00	141.4%	\$1,200.00	\$36,000.00	44.9%
13m	Abandon Ex SSLH/SSCO	EA	1	\$414	\$414	\$800.00	\$800.00	93.1%	\$500.00	\$500.00	20.7%	\$1,500.00	\$1,500.00	262.1%	\$2,500.00	\$2,500.00	503.6%	\$500.00	\$500.00	20.7%
13n	Abandon Ex 6" S By Filling Pipe	LF	332	\$74	\$24,634	\$7.00	\$2,324.00	-90.6%	\$11.00	\$3,652.00	-85.2%	\$10.00	\$3,320.00	-86.5%	\$15.00	\$4,980.00	-79.8%	\$5.00	\$1,660.00	-93.3%
13o	Abandon Ex 8" S By Filling Pipe	LF	233	\$87	\$20,318	\$10.00	\$2,330.00	-88.5%	\$11.00	\$2,563.00	-87.4%	\$10.00	\$2,330.00	-88.5%	\$15.00	\$3,495.00	-82.8%	\$6.00	\$1,398.00	-93.1%
Subtotal: Suffield Ave					\$626,697		\$462,504.00	-26.2%		\$566,435.00	-9.6%		\$486,300.00	-22.4%		\$634,055.00	1.2%		\$1,071,767.00	71.0%
14. Sanitary Sewer Improvements: PP-14 79 Suffield Ave Easement																				
14a	Pipe Burst Existing SS with New 8" SS	LF	125	\$225	\$28,075	\$210.00	\$26,250.00	-6.5%	\$200.00	\$25,000.00	-11.0%	\$200.00	\$25,000.00	-11.0%	\$180.00	\$22,500.00	-19.9%	\$669.00	\$83,625.00	197.9%
14b	Remove and Replace Ex SSCO with new HDPE SSMH	EA	1	\$4,905	\$4,905	\$6,800.00	\$6,800.00	38.6%	\$6,000.00	\$6,000.00	22.3%	\$8,500.00	\$8,500.00	73.3%	\$10,000.00	\$10,000.00	103.9%	\$10,000.00	\$10,000.00	103.9%
14c	Construct PCC Top Block at SSMH	EA	1	\$2,529	\$2,529	\$4,200.00	\$4,200.00	66.1%	\$1,000.00	\$1,000.00	-60.5%	\$1,000.00	\$1,000.00	-60.5%	\$2,000.00	\$2,000.00	-20.9%	\$2,500.00	\$2,500.00	-1.1%
14d	Disconnect/Reconnect Sewer Lateral To Main for Pipe Bursting/Reaming	EA	7	\$1,090	\$7,630	\$2,100.00	\$14,700.00	92.7%	\$200.00	\$1,400.00	-81.7%	\$500.00	\$3,500.00	-54.1%	\$2,000.00	\$14,000.00	83.5%	\$1,200.00	\$8,400.00	10.1%
14e	Pipe Burst, Remove and Replace, or Construct New Sewer Lateral with New 4" SS (Length 0'-10')	EA	7	\$1,199	\$8,393	\$250.00	\$1,750.00	-79.1%	\$1,700.00	\$11,900.00	41.8%	\$1,750.00	\$12,250.00	46.0%	\$3,000.00	\$21,000.00	150.2%	\$3,000.00	\$21,000.00	150.2%
14f	Remove and Replace or Construct New SSCO at Property Line	EA	7	\$828	\$5,799	\$400.00	\$2,800.00	-51.7%	\$720.00	\$5,040.00	-13.1%	\$500.00	\$3,500.00	-39.6%	\$2,000.00	\$14,000.00	141.4%	\$1,500.00	\$10,500.00	81.1%
Subtotal: 79 Suffield Ave Easement					\$57,331		\$56,500.00	-1.4%		\$50,340.00	-12.2%		\$53,750.00	-6.2%		\$83,500.00	45.6%		\$136,025.00	137.3%
15. Sanitary Sewer Improvements: PP-15 to PP-16 Sir Francis Drake Blvd South																				
15a	Pipe Burst Existing SS with New 8" SS	LF	431	\$225	\$96,803	\$247.00	\$106,457.00	10.0%	\$220.00	\$94,820.00	-2.0%	\$200.00	\$86,200.00	-11.0%	\$180.00	\$77,580.00	-19.9%	\$669.00	\$288,339.00	197.9%
15b	Remove and Replace Ex SS with New 10" SS by Open Trench	LF	14	\$436	\$6,104	\$680.00	\$9,520.00	56.0%	\$350.00	\$4,900.00	-19.7%	\$400.00	\$5,600.00	-8.3%	\$360.00	\$5,040.00	-17.4%	\$785.00	\$10,990.00	80.0%
15c	Construct New 8" SS by Open Trench	LF	57	\$421	\$23,986	\$415.00	\$23,655.00	-1.4%	\$350.00	\$19,950.00	-16.8%	\$300.00	\$17,100.00	-28.7%	\$350.00	\$19,950.00	-16.8%	\$785.00	\$44,745.00	86.5%
15d	Construct New SSMH	EA	1	\$8,720	\$8,720	\$13,200.00	\$13,200.00	51.4%	\$8,000.00	\$8,000.00	-8.3%	\$8,500.00	\$8,500.00	-2.5%	\$10,000.00	\$10,000.00	14.7%	\$8,000.00	\$8,000.00	-8.3%
15e	Remove and Replace/Relocate Ex SSCO with New SSMH	EA	1	\$8,938	\$8,938	\$12,200.00	\$12,200.00	36.5%	\$8,000.00	\$8,000.00	-10.5%	\$8,500.00	\$8,500.00	-4.9%	\$10,000.00	\$10,000.00	11.9%	\$8,000.00	\$8,000.00	-10.5%
15f	Rehabilitate Existing SSMH	EA	1	\$4,752	\$4,752	\$100.00	\$100.00	-97.9%	\$5,000.00	\$5,000.00	5.2%	\$6,000.00	\$6,000.00	26.3%	\$5,000.00	\$5,000.00	5.2%	\$3,000.00	\$3,000.00	-36.9%
15g	Disconnect/Reconnect Sewer Lateral To Main for Pipe Bursting/Reaming	EA	6	\$1,090	\$6,540	\$2,500.00	\$15,000.00	129.4%	\$200.00	\$1,200.00	-81.7%	\$500.00	\$3,000.00	-54.1%	\$2,000.00	\$12,000.00	83.5%	\$1,200.00	\$7,200.00	10.1%
15h	Pipe Burst, Remove and Replace, or Construct New Sewer Lateral with New 4" SS (Length 10'-15')	EA	1	\$1,908	\$1,908	\$2,100.00	\$2,100.00	10.1%	\$3,700.00	\$3,700.00	94.0%	\$3,000.00	\$3,000.00	57.3%	\$5,000.00	\$5,000.00	162.1%	\$4,500.00	\$4,500.00	135.9%
15i	Pipe Burst, Remove and Replace, or Construct New Sewer Lateral with New 4" SS (Length 15'-20')	EA	5	\$2,463	\$12,317	\$50.00	\$250.00	-98.0%	\$4,500.00	\$22,500.00	82.7%	\$3,500.00	\$17,500.00	42.1%	\$6,000.00	\$30,000.00	143.6%	\$5,000.00	\$25,000.00	103.0%
15j	Pipe Burst, Remove and Replace, or Construct New Sewer Lateral with New 4" SS (Length 20'-25')	EA	1	\$2,725	\$2,725	\$100.00	\$100.00	-96.3%	\$5,500.00	\$5,500.00	101.8%	\$4,000.00	\$4,000.00	46.8%	\$7,000.00	\$7,000.00	156.9%	\$5,500.00	\$5,500.00	101.8%
15k	Remove and Replace or Construct New SSCO at Property Line	EA	7	\$828	\$5,799	\$800.00	\$5,600.00	-3.4%	\$720.00	\$5,040.00	-13.1%	\$500.00	\$3,500.00	-39.6%	\$2,000.00	\$14,000.00	141.4%	\$1,500.00	\$10,500.00	81.1%
15l	Abandon Ex 6" S By Filling Pipe	LF	30	\$74	\$2,226	\$20.00	\$600.00	-73.0%	\$11.00	\$330.00	-85.2%	\$10.00	\$300.00	-86.5%	\$15.00	\$450.00	-79.8%	\$5.00	\$150.00	-93.3%
15m	Remove Ex SSMH	EA	1	\$1,110	\$1,110	\$1,000.00	\$1,000.00	-9.9%	\$1,000.00	\$1,000.00	-9.9%	\$1,500.00	\$1,500.00	35.1%	\$4,000.00	\$4,000.00	260.4%	\$1,000.00	\$1,000.00	-9.9%
Subtotal: Sir Francis Drake Blvd South					\$181,927		\$189,782.00	4.3%		\$179,940.00	-1.1%		\$164,700.00	-9.5%		\$200,020.00	9.9%		\$416,924.00	129.2%

ITEM NO	ITEM DESCRIPTION	Unit	QTY	UNIT COST	ITEM COST															
Award based upon Base Bid + Additive Bid						Glosage Engineering, Inc.			KJ Woods Construction, Inc.			Precision Engineering, Inc.			Devaney Engineering, Inc.			Ranger Pipelines, Inc.		
						Unit Cost	Item Cost	% Above/Below EE	Unit Cost	Item Cost	% Above/Below EE	Unit Cost	Item Cost	% Above/Below EE	Unit Cost	Item Cost	% Above/Below EE	Unit Cost	Item Cost	% Above/Below EE
16. Sanitary Sewer Improvements: PP-17 1593 Sir Francis Drake Blvd Easement																				
16a	Pipe Burst Existing SS with New 8" SS	LF	109	\$225	\$24,481	\$195.00	\$21,255.00	-13.2%	\$200.00	\$21,800.00	-11.0%	\$200.00	\$21,800.00	-11.0%	\$180.00	\$19,620.00	-19.9%	\$669.00	\$72,921.00	197.9%
16b	Remove and Replace/Relocate Ex SSCO with New HDPE SSMH	EA	1	\$4,905	\$4,905	\$7,700.00	\$7,700.00	57.0%	\$5,000.00	\$5,000.00	1.9%	\$10,000.00	\$10,000.00	103.9%	\$10,000.00	\$10,000.00	103.9%	\$8,000.00	\$8,000.00	63.1%
16c	Disconnect/Reconnect Sewer Lateral To Main for Pipe Bursting/Reaming	EA	2	\$1,090	\$2,180	\$2,500.00	\$5,000.00	129.4%	\$200.00	\$400.00	-81.7%	\$500.00	\$1,000.00	-54.1%	\$2,000.00	\$4,000.00	83.5%	\$1,200.00	\$2,400.00	10.1%
16d	Pipe Burst, Remove and Replace, or Construct New Sewer Lateral with New 4" SS (Length 0'-	EA	2	\$1,199	\$2,398	\$100.00	\$200.00	-91.7%	\$1,700.00	\$3,400.00	41.8%	\$1,750.00	\$3,500.00	46.0%	\$3,000.00	\$6,000.00	150.2%	\$3,000.00	\$6,000.00	150.2%
16e	Remove and Replace or Construct New SSCO at Property Line	EA	2	\$828	\$1,657	\$350.00	\$700.00	-57.7%	\$720.00	\$1,440.00	-13.1%	\$500.00	\$1,000.00	-39.6%	\$2,000.00	\$4,000.00	141.4%	\$1,500.00	\$3,000.00	81.1%
16f	Remove and Replace Electrical Pullbox	EA	1	\$4,213	\$4,213	\$250.00	\$250.00	-94.1%	\$2,000.00	\$2,000.00	-52.5%	\$750.00	\$750.00	-82.2%	\$2,000.00	\$2,000.00	-52.5%	\$3,000.00	\$3,000.00	-28.8%
Subtotal: 1593 Sir Francis Drake Blvd Easement					\$39,834		\$35,105.00	-11.9%		\$34,040.00	-14.5%		\$38,050.00	-4.5%		\$45,620.00	14.5%		\$95,321.00	139.3%
17. Sanitary Sewer Improvements: PP-18 to PP-22 Sir Francis Drake Blvd North																				
17a	Pipe Ream Existing SS with New 8" SS	LF	602	\$356	\$214,312	\$228.00	\$137,256.00	-36.0%	\$300.00	\$180,600.00	-15.7%	\$350.00	\$210,700.00	-1.7%	\$250.00	\$150,500.00	-29.8%	\$672.00	\$404,544.00	88.8%
17b	Pipe Burst Existing SS with New 8" SS	LF	520	\$225	\$116,792	\$278.00	\$144,560.00	23.8%	\$220.00	\$114,400.00	-2.0%	\$200.00	\$104,000.00	-11.0%	\$180.00	\$93,600.00	-19.9%	\$669.00	\$347,880.00	197.9%
17c	Construct New 8" SS by Open Trench	LF	515	\$421	\$216,712	\$278.00	\$143,170.00	-33.9%	\$350.00	\$180,250.00	-16.8%	\$300.00	\$154,500.00	-28.7%	\$350.00	\$180,250.00	-16.8%	\$785.00	\$404,275.00	86.5%
17d	Remove and Replace Ex SS with New 8" SS by Open Trench	LF	113	\$421	\$47,550	\$278.00	\$31,414.00	-33.9%	\$350.00	\$39,550.00	-16.8%	\$300.00	\$33,900.00	-28.7%	\$350.00	\$39,550.00	-16.8%	\$785.00	\$88,705.00	86.5%
17e	Remove and Replace/Relocate Ex SSMH	EA	2	\$8,938	\$17,876	\$9,700.00	\$19,400.00	8.5%	\$8,000.00	\$16,000.00	-10.5%	\$8,500.00	\$17,000.00	-4.9%	\$10,000.00	\$20,000.00	11.9%	\$8,000.00	\$16,000.00	-10.5%
17f	Remove and Replace/Relocate Ex SSCO with New SSMH	EA	1	\$8,938	\$8,938	\$9,700.00	\$9,700.00	8.5%	\$8,000.00	\$8,000.00	-10.5%	\$8,500.00	\$8,500.00	-4.9%	\$10,000.00	\$10,000.00	11.9%	\$8,000.00	\$8,000.00	-10.5%
17g	Rehabilitate Existing SSMH	EA	6	\$4,752	\$28,514	\$2,800.00	\$16,800.00	-41.1%	\$5,000.00	\$30,000.00	5.2%	\$6,000.00	\$36,000.00	26.3%	\$5,000.00	\$30,000.00	5.2%	\$3,000.00	\$18,000.00	-36.9%
17h	Disconnect/Reconnect Sewer Lateral To Main for Pipe Bursting/Reaming	EA	11	\$1,090	\$11,990	\$3,100.00	\$34,100.00	184.4%	\$200.00	\$2,200.00	-81.7%	\$500.00	\$5,500.00	-54.1%	\$2,000.00	\$22,000.00	83.5%	\$1,200.00	\$13,200.00	10.1%
17i	Pipe Burst, Remove and Replace, or Construct New Sewer Lateral with New 4" SS (Length 10'-	EA	10	\$1,908	\$19,075	\$150.00	\$1,500.00	-92.1%	\$3,700.00	\$37,000.00	94.0%	\$3,000.00	\$30,000.00	57.3%	\$5,000.00	\$50,000.00	162.1%	\$4,500.00	\$45,000.00	135.9%
17j	Pipe Burst, Remove and Replace, or Construct New Sewer Lateral with New 4" SS (Length 15'-	EA	13	\$2,463	\$32,024	\$150.00	\$1,950.00	-93.9%	\$4,500.00	\$58,500.00	82.7%	\$3,500.00	\$45,500.00	42.1%	\$6,000.00	\$78,000.00	143.6%	\$5,000.00	\$65,000.00	103.0%
17k	Pipe Burst, Remove and Replace, or Construct New Sewer Lateral with New 4" SS (Length 20'-	EA	2	\$2,725	\$5,450	\$150.00	\$300.00	-94.5%	\$2,200.00	\$4,400.00	-19.3%	\$4,000.00	\$8,000.00	46.8%	\$7,000.00	\$14,000.00	156.9%	\$5,500.00	\$11,000.00	101.8%
17l	Pipe Burst, Remove and Replace, or Construct New Sewer Lateral with New 4" SS (Length >	EA	1	\$3,052	\$3,052	\$150.00	\$150.00	-95.1%	\$8,000.00	\$8,000.00	162.1%	\$4,500.00	\$4,500.00	47.4%	\$8,000.00	\$8,000.00	162.1%	\$5,500.00	\$5,500.00	80.2%
17m	Remove and Replace or Construct New SSCO at Property Line	EA	26	\$828	\$21,538	\$750.00	\$19,500.00	-9.5%	\$720.00	\$18,720.00	-13.1%	\$500.00	\$13,000.00	-39.6%	\$2,000.00	\$52,000.00	141.4%	\$1,500.00	\$39,000.00	81.1%
17n	Remove Ex SSMH	EA	1	\$1,110	\$1,110	\$1,000.00	\$1,000.00	-9.9%	\$1,000.00	\$1,000.00	-9.9%	\$1,500.00	\$1,500.00	35.1%	\$4,500.00	\$4,500.00	305.4%	\$500.00	\$500.00	-55.0%
17o	Abandon Ex 6" S By Filling Pipe	LF	500	\$74	\$37,100	\$7.00	\$3,500.00	-90.6%	\$11.00	\$5,500.00	-85.2%	\$10.00	\$5,000.00	-86.5%	\$15.00	\$7,500.00	-79.8%	\$5.00	\$2,500.00	-93.3%
Subtotal: Sir Francis Drake Blvd North					\$782,034		\$564,300.00	-27.8%		\$704,120.00	-10.0%		\$677,600.00	-13.4%		\$759,900.00	-2.8%		\$1,469,104.00	87.9%
18. Sanitary Sewer Improvements: PP-23 1590/1562 Sir Francis Drake Blvd Easement																				
18a	Pipe Burst Existing SS with New 8" SS	LF	236	\$225	\$53,006	\$198.00	\$46,728.00	-11.8%	\$200.00	\$47,200.00	-11.0%	\$200.00	\$47,200.00	-11.0%	\$180.00	\$42,480.00	-19.9%	\$669.00	\$157,884.00	197.9%
18b	Remove and Replace Ex SSCO with new HDPE SSMH	EA	2	\$4,905	\$9,810	\$8,900.00	\$17,800.00	81.4%	\$5,000.00	\$10,000.00	1.9%	\$10,000.00	\$20,000.00	103.9%	\$10,000.00	\$20,000.00	103.9%	\$10,000.00	\$20,000.00	103.9%
18c	Disconnect/Reconnect Sewer Lateral To Main for Pipe Bursting/Reaming	EA	7	\$1,090	\$7,630	\$3,100.00	\$21,700.00	184.4%	\$200.00	\$1,400.00	-81.7%	\$500.00	\$3,500.00	-54.1%	\$2,000.00	\$14,000.00	83.5%	\$1,200.00	\$8,400.00	10.1%
18d	Pipe Burst, Remove and Replace, or Construct New Sewer Lateral with New 4" SS (Length 0'-	EA	7	\$1,199	\$8,393	\$10.00	\$70.00	-99.2%	\$2,200.00	\$15,400.00	83.5%	\$1,750.00	\$12,250.00	46.0%	\$3,000.00	\$21,000.00	150.2%	\$3,000.00	\$21,000.00	150.2%
18e	Remove and Replace or Construct New SSCO at Property Line	EA	7	\$828	\$5,799	\$100.00	\$700.00	-87.9%	\$720.00	\$5,040.00	-13.1%	\$500.00	\$3,500.00	-39.6%	\$2,000.00	\$14,000.00	141.4%	\$1,500.00	\$10,500.00	81.1%
18f	Remove Ex SSMH	EA	1	\$1,110	\$1,110	\$1,500.00	\$1,500.00	35.1%	\$1,000.00	\$1,000.00	-9.9%	\$1,500.00	\$1,500.00	35.1%	\$3,000.00	\$3,000.00	170.3%	\$500.00	\$500.00	-55.0%
Subtotal: 1590/1562 Sir Francis Drake Blvd Easement					\$85,747		\$88,498.00	3.2%		\$80,040.00	-6.7%		\$87,950.00	2.6%		\$114,480.00	33.5%		\$218,284.00	154.6%
19. Sanitary Sewer Improvements: PP-24 5/25 Suffield Ave Easement																				
19a	Pipe Burst Existing SS with New 8" SS	LF	166	\$225	\$37,284	\$195.00	\$32,370.00	-13.2%	\$200.00	\$33,200.00	-11.0%	\$200.00	\$33,200.00	-11.0%	\$180.00	\$29,880.00	-19.9%	\$669.00	\$111,054.00	197.9%
19b	Remove and Replace Ex SSCO with new HDPE SSMH	EA	2	\$4,905	\$9,810	\$8,000.00	\$16,000.00	63.1%	\$5,000.00	\$10,000.00	1.9%	\$10,000.00	\$20,000.00	103.9%	\$10,000.00	\$20,000.00	103.9%	\$10,000.00	\$20,000.00	103.9%
19c	Construct PCC Top Block at SSMH	EA	1	\$2,529	\$2,529	\$2,500.00	\$2,500.00	-1.1%	\$1,000.00	\$1,000.00	-60.5%	\$1,000.00	\$1,000.00	-60.5%	\$1,500.00	\$1,500.00	-40.7%	\$2,500.00	\$2,500.00	-1.1%
19d	Disconnect/Reconnect Sewer Lateral To Main for Pipe Bursting/Reaming	EA	5	\$1,090	\$5,450	\$3,100.00	\$15,500.00	184.4%	\$200.00	\$1,000.00	-81.7%	\$500.00	\$2,500.00	-54.1%	\$2,000.00	\$10,000.00	83.5%	\$12,000.00	\$60,000.00	1000.9%
19e	Pipe Burst, Remove and Replace, or Construct New Sewer Lateral with New 4" SS (Length 0'-	EA	8	\$1,199	\$9,592	\$10.00	\$80.00	-99.2%	\$1,700.00	\$13,600.00	41.8%	\$1,750.00	\$14,000.00	46.0%	\$3,000.00	\$24,000.00	150.2%	\$3,000.00	\$24,000.00	150.2%
19f	Remove and Replace or Construct New SSCO at Property Line	EA	8	\$828	\$6,627	\$100.00	\$800.00	-87.9%	\$720.00	\$5,760.00	-13.1%	\$500.00	\$4,000.00	-39.6%	\$2,000.00	\$16,000.00	141.4%	\$1,500.00	\$12,000.00	81.1%
Subtotal: 5/25 Suffield Ave Easement					\$71,292		\$67,250.00	-5.7%		\$64,560.00	-9.4%		\$74,700.00	4.8%		\$101,380.00	42.2%		\$229,554.00	222.0%

ITEM NO	ITEM DESCRIPTION	Unit	QTY	UNIT COST	ITEM COST															
Award based upon Base Bid + Additive Bid						Glosage Engineering, Inc.			KJ Woods Construction, Inc.			Precision Engineering, Inc.			Devaney Engineering, Inc.			Ranger Pipelines, Inc.		
						Unit Cost	Item Cost	% Above/Below EE	Unit Cost	Item Cost	% Above/Below EE	Unit Cost	Item Cost	% Above/Below EE	Unit Cost	Item Cost	% Above/Below EE	Unit Cost	Item Cost	% Above/Below EE
20. Sanitary Sewer Improvements: PP-25 35 Suffield Ave Easement																				
20a	Pipe Burst Existing SS with New 8" SS	LF	95	\$225	\$21,337	\$195.00	\$18,525.00	-13.2%	\$200.00	\$19,000.00	-11.0%	\$200.00	\$19,000.00	-11.0%	\$180.00	\$17,100.00	-19.9%	\$669.00	\$63,555.00	197.9%
20b	Remove and Replace Ex SSCO with new HDPE SSMH	EA	1	\$4,905	\$4,905	\$8,000.00	\$8,000.00	63.1%	\$6,000.00	\$6,000.00	22.3%	\$10,000.00	\$10,000.00	103.9%	\$10,000.00	\$10,000.00	103.9%	\$10,000.00	\$10,000.00	103.9%
20c	Disconnect/Reconnect Sewer Lateral To Main for Pipe Bursting/Reaming	EA	3	\$1,090	\$3,270	\$3,000.00	\$9,000.00	175.2%	\$200.00	\$600.00	-81.7%	\$500.00	\$1,500.00	-54.1%	\$2,000.00	\$6,000.00	83.5%	\$1,200.00	\$3,600.00	10.1%
20d	Pipe Burst, Remove and Replace, or Construct New Sewer Lateral with New 4" SS (Length 0'-	EA	3	\$1,199	\$3,597	\$10.00	\$30.00	-99.2%	\$1,700.00	\$5,100.00	41.8%	\$1,750.00	\$5,250.00	46.0%	\$3,000.00	\$9,000.00	150.2%	\$3,000.00	\$9,000.00	150.2%
20e	Pipe Burst, Remove and Replace, or Construct New Sewer Lateral with New 4" SS (Length >	EA	1	\$3,052	\$3,052	\$100.00	\$100.00	-96.7%	\$2,500.00	\$2,500.00	-18.1%	\$4,500.00	\$4,500.00	47.4%	\$7,000.00	\$7,000.00	129.4%	\$5,500.00	\$5,500.00	80.2%
20f	Remove and Replace or Construct New SSCO at Property Line	EA	4	\$828	\$3,314	\$175.00	\$700.00	-78.9%	\$720.00	\$2,880.00	-13.1%	\$500.00	\$2,000.00	-39.6%	\$2,000.00	\$8,000.00	141.4%	\$1,500.00	\$6,000.00	81.1%
Subtotal: 35 Suffield Ave Easement					\$39,475		\$36,355.00	-7.9%		\$36,080.00	-8.6%		\$42,250.00	7.0%		\$57,100.00	44.6%		\$97,655.00	147.4%
21. Sanitary Sewer Improvements: PP-26 to PP-27 Bennit Ave/Easement																				
21a	Pipe Burst Existing SS with New 8" SS	LF	489	\$225	\$109,829	\$198.00	\$96,822.00	-11.8%	\$200.00	\$97,800.00	-11.0%	\$200.00	\$97,800.00	-11.0%	\$180.00	\$88,020.00	-19.9%	\$669.00	\$327,141.00	197.9%
21b	Construct New HDPE SSMH	EA	1	\$4,905	\$4,905	\$8,700.00	\$8,700.00	77.4%	\$8,000.00	\$8,000.00	63.1%	\$10,000.00	\$10,000.00	103.9%	\$12,000.00	\$12,000.00	144.6%	\$10,000.00	\$10,000.00	103.9%
21c	Rehabilitate Existing SSMH	EA	1	\$4,752	\$4,752	\$1,800.00	\$1,800.00	-62.1%	\$5,000.00	\$5,000.00	5.2%	\$6,000.00	\$6,000.00	26.3%	\$5,000.00	\$5,000.00	5.2%	\$3,000.00	\$3,000.00	-36.9%
21d	Construct PCC Top Block at SSMH	EA	1	\$2,529	\$2,529	\$3,600.00	\$3,600.00	42.4%	\$1,000.00	\$1,000.00	-60.5%	\$1,000.00	\$1,000.00	-60.5%	\$1,500.00	\$1,500.00	-40.7%	\$2,500.00	\$2,500.00	-1.1%
21e	Disconnect/Reconnect Sewer Lateral To Main for Pipe Bursting/Reaming	EA	10	\$1,090	\$10,900	\$2,800.00	\$28,000.00	156.9%	\$200.00	\$2,000.00	-81.7%	\$500.00	\$5,000.00	-54.1%	\$2,000.00	\$20,000.00	83.5%	\$1,200.00	\$12,000.00	10.1%
21f	Pipe Burst, Remove and Replace, or Construct New Sewer Lateral with New 4" SS (Length 0'-	EA	9	\$1,199	\$10,791	\$100.00	\$900.00	-91.7%	\$1,700.00	\$15,300.00	41.8%	\$1,750.00	\$15,750.00	46.0%	\$3,000.00	\$27,000.00	150.2%	\$3,000.00	\$27,000.00	150.2%
21g	Pipe Burst, Remove and Replace, or Construct New Sewer Lateral with New 4" SS (Length 10'-	EA	3	\$1,908	\$5,723	\$100.00	\$300.00	-94.8%	\$1,200.00	\$3,600.00	-37.1%	\$3,000.00	\$9,000.00	57.3%	\$5,000.00	\$15,000.00	162.1%	\$4,500.00	\$13,500.00	135.9%
21h	Remove and Replace or Construct New SSCO at Property Line	EA	12	\$828	\$9,941	\$400.00	\$4,800.00	-51.7%	\$720.00	\$8,640.00	-13.1%	\$500.00	\$6,000.00	-39.6%	\$2,000.00	\$24,000.00	141.4%	\$1,500.00	\$18,000.00	81.1%
21i	Abandon Ex SSLH/SSCO	EA	1	\$414	\$414	\$500.00	\$500.00	20.7%	\$500.00	\$500.00	20.7%	\$1,500.00	\$1,500.00	262.1%	\$500.00	\$500.00	20.7%	\$500.00	\$500.00	20.7%
Subtotal: Bennit Ave/Easement					\$159,784		\$145,422.00	-9.0%		\$141,840.00	-11.2%		\$152,050.00	-4.8%		\$193,020.00	20.8%		\$413,641.00	158.9%
22. Sanitary Sewer Improvements: PP-28 to PP-29 McAllister Ave																				
22a	Construct New 8" SS by Open Trench	LF	482	\$421	\$202,826	\$407.00	\$196,174.00	-3.3%	\$350.00	\$168,700.00	-16.8%	\$300.00	\$144,600.00	-28.7%	\$350.00	\$168,700.00	-16.8%	\$785.00	\$378,370.00	86.5%
22b	Rehabilitate Existing SSMH	EA	2	\$4,752	\$9,505	\$4,800.00	\$9,600.00	1.0%	\$6,000.00	\$12,000.00	26.3%	\$6,000.00	\$12,000.00	26.3%	\$5,000.00	\$10,000.00	5.2%	\$3,000.00	\$6,000.00	-36.9%
22c	Pipe Burst, Remove and Replace, or Construct New Sewer Lateral with New 4" SS (Length 0'-	EA	1	\$1,199	\$1,199	\$1,000.00	\$1,000.00	-16.6%	\$2,000.00	\$2,000.00	66.8%	\$1,750.00	\$1,750.00	46.0%	\$2,000.00	\$2,000.00	66.8%	\$3,000.00	\$3,000.00	150.2%
22d	Pipe Burst, Remove and Replace, or Construct New Sewer Lateral with New 4" SS (Length 10'-	EA	3	\$1,908	\$5,723	\$1,500.00	\$4,500.00	-21.4%	\$3,700.00	\$11,100.00	94.0%	\$3,000.00	\$9,000.00	57.3%	\$3,000.00	\$9,000.00	57.3%	\$4,500.00	\$13,500.00	135.9%
22e	Pipe Burst, Remove and Replace, or Construct New Sewer Lateral with New 4" SS (Length 15'-	EA	2	\$2,463	\$4,927	\$1,500.00	\$3,000.00	-39.1%	\$1,800.00	\$3,600.00	-26.9%	\$3,500.00	\$7,000.00	42.1%	\$4,000.00	\$8,000.00	62.4%	\$5,000.00	\$10,000.00	103.0%
22f	Pipe Burst, Remove and Replace, or Construct New Sewer Lateral with New 4" SS (Length 20'-	EA	3	\$2,725	\$8,175	\$1,500.00	\$4,500.00	-45.0%	\$2,200.00	\$6,600.00	-19.3%	\$4,000.00	\$12,000.00	46.8%	\$5,000.00	\$15,000.00	83.5%	\$5,500.00	\$16,500.00	101.8%
22g	Pipe Burst, Remove and Replace, or Construct New Sewer Lateral with New 4" SS (Length >	EA	2	\$3,052	\$6,104	\$1,500.00	\$3,000.00	-50.9%	\$3,000.00	\$6,000.00	-1.7%	\$4,500.00	\$9,000.00	47.4%	\$6,000.00	\$12,000.00	96.6%	\$5,500.00	\$11,000.00	80.2%
22h	Remove and Replace or Construct New SSCO at Property Line	EA	11	\$828	\$9,112	\$1,500.00	\$16,500.00	81.1%	\$720.00	\$7,920.00	-13.1%	\$500.00	\$5,500.00	-39.6%	\$2,000.00	\$22,000.00	141.4%	\$1,500.00	\$16,500.00	81.1%
22i	Abandon Ex Lateral Connection at SS Main with Full Circle Steel Repair Clamp	EA	11	\$7,000	\$77,000	\$2,800.00	\$30,800.00	-60.0%	\$7,400.00	\$81,400.00	5.7%	\$4,000.00	\$44,000.00	-42.9%	\$8,000.00	\$88,000.00	14.3%	\$2,000.00	\$22,000.00	-71.4%
Subtotal: McAllister Ave					\$324,570		\$269,074.00	-17.1%		\$299,320.00	-7.8%		\$244,850.00	-24.6%		\$334,700.00	3.1%		\$476,870.00	46.9%
23. Sanitary Sewer Improvements: PP-30 Stadium Way																				
23a	Construct New 8" SS by Open Trench	LF	382	\$421	\$160,746	\$405.00	\$154,710.00	-3.8%	\$350.00	\$133,700.00	-16.8%	\$300.00	\$114,600.00	-28.7%	\$350.00	\$133,700.00	-16.8%	\$785.00	\$299,870.00	86.5%
23b	Remove and Replace Ex SSMH	EA	1	\$8,720	\$8,720	\$4,800.00	\$4,800.00	-45.0%	\$8,000.00	\$8,000.00	-8.3%	\$8,500.00	\$8,500.00	-2.5%	\$12,000.00	\$12,000.00	37.6%	\$8,000.00	\$8,000.00	-8.3%
23c	Construct New SSMH	EA	1	\$8,720	\$8,720	\$12,400.00	\$12,400.00	42.2%	\$8,000.00	\$8,000.00	-8.3%	\$8,500.00	\$8,500.00	-2.5%	\$12,000.00	\$12,000.00	37.6%	\$8,000.00	\$8,000.00	-8.3%
23d	Pipe Burst, Remove and Replace, or Construct New Sewer Lateral with New 4" SS (Length 0'-	EA	2	\$1,199	\$2,398	\$1,000.00	\$2,000.00	-16.6%	\$2,000.00	\$4,000.00	66.8%	\$1,750.00	\$3,500.00	46.0%	\$2,000.00	\$4,000.00	66.8%	\$3,000.00	\$6,000.00	150.2%
23e	Pipe Burst, Remove and Replace, or Construct New Sewer Lateral with New 4" SS (Length 5'-	EA	1	\$1,526	\$1,526	\$1,000.00	\$1,000.00	-34.5%	\$2,700.00	\$2,700.00	76.9%	\$2,250.00	\$2,250.00	47.4%	\$3,000.00	\$3,000.00	96.6%	\$4,000.00	\$4,000.00	162.1%
23f	Pipe Burst, Remove and Replace, or Construct New Sewer Lateral with New 4" SS (Length 20'-	EA	6	\$2,725	\$16,350	\$1,000.00	\$6,000.00	-63.3%	\$2,200.00	\$13,200.00	-19.3%	\$4,000.00	\$24,000.00	46.8%	\$6,000.00	\$36,000.00	120.2%	\$5,500.00	\$33,000.00	101.8%
23g	Remove and Replace or Construct New SSCO at Property Line	EA	9	\$828	\$7,456	\$1,800.00	\$16,200.00	117.3%	\$720.00	\$6,480.00	-13.1%	\$500.00	\$4,500.00	-39.6%	\$2,000.00	\$18,000.00	141.4%	\$1,500.00	\$13,500.00	81.1%
23h	Abandon Ex Lateral Connection at SS Main with Full Circle Steel Repair Clamp	EA	9	\$7,000	\$63,000	\$2,800.00	\$25,200.00	-60.0%	\$7,400.00	\$66,600.00	5.7%	\$4,000.00	\$36,000.00	-42.9%	\$8,000.00	\$72,000.00	14.3%	\$2,000.00	\$18,000.00	-71.4%
Subtotal: Stadium Way					\$268,915		\$222,310.00	-17.3%		\$242,680.00	-9.8%		\$201,850.00	-24.9%		\$290,700.00	8.1%		\$390,370.00	45.2%

ITEM NO	ITEM DESCRIPTION	Unit	QTY	UNIT COST	ITEM COST															
Award based upon Base Bid + Additive Bid						Glosage Engineering, Inc.			KJ Woods Construction, Inc.			Precision Engineering, Inc.			Devaney Engineering, Inc.			Ranger Pipelines, Inc.		
						Unit Cost	Item Cost	% Above/Below EE	Unit Cost	Item Cost	% Above/Below EE	Unit Cost	Item Cost	% Above/Below EE	Unit Cost	Item Cost	% Above/Below EE	Unit Cost	Item Cost	% Above/Below EE
24. Sanitary Sewer Improvements: PP-31 to PP-32 Berens Dr/Sherwood Ct																				
24a	Pipe Burst Existing SS with New 8" SS	LF	569	\$225	\$127,797	\$202.00	\$114,938.00	-10.1%	\$220.00	\$125,180.00	-2.0%	\$200.00	\$113,800.00	-11.0%	\$180.00	\$102,420.00	-19.9%	\$669.00	\$380,661.00	197.9%
24b	Rehabilitate Existing SSMH	EA	3	\$4,752	\$14,257	\$4,300.00	\$12,900.00	-9.5%	\$5,000.00	\$15,000.00	5.2%	\$6,000.00	\$18,000.00	26.3%	\$5,000.00	\$15,000.00	5.2%	\$3,000.00	\$9,000.00	-36.9%
24c	Disconnect/Reconnect Sewer Lateral To Main for Pipe Bursting/Reaming	EA	10	\$1,090	\$10,900	\$2,800.00	\$28,000.00	156.9%	\$200.00	\$2,000.00	-81.7%	\$500.00	\$5,000.00	-54.1%	\$2,000.00	\$20,000.00	83.5%	\$1,200.00	\$12,000.00	10.1%
24d	Pipe Burst, Remove and Replace, or Construct New Sewer Lateral with New 4" SS (Length 10'-	EA	1	\$1,908	\$1,908	\$1,000.00	\$1,000.00	-47.6%	\$3,700.00	\$3,700.00	94.0%	\$3,000.00	\$3,000.00	57.3%	\$3,000.00	\$3,000.00	57.3%	\$4,500.00	\$4,500.00	135.9%
24e	Pipe Burst, Remove and Replace, or Construct New Sewer Lateral with New 4" SS (Length 15'-	EA	1	\$2,463	\$2,463	\$1,000.00	\$1,000.00	-59.4%	\$1,800.00	\$1,800.00	-26.9%	\$3,500.00	\$3,500.00	42.1%	\$4,000.00	\$4,000.00	62.4%	\$5,000.00	\$5,000.00	103.0%
24f	Pipe Burst, Remove and Replace, or Construct New Sewer Lateral with New 4" SS (Length 20'-	EA	6	\$2,725	\$16,350	\$750.00	\$4,500.00	-72.5%	\$2,200.00	\$13,200.00	-19.3%	\$4,000.00	\$24,000.00	46.8%	\$5,000.00	\$30,000.00	83.5%	\$5,500.00	\$33,000.00	101.8%
24g	Pipe Burst, Remove and Replace, or Construct New Sewer Lateral with New 4" SS (Length >	EA	7	\$3,052	\$21,364	\$750.00	\$5,250.00	-75.4%	\$3,000.00	\$21,000.00	-1.7%	\$4,500.00	\$31,500.00	47.4%	\$6,000.00	\$42,000.00	96.6%	\$5,500.00	\$38,500.00	80.2%
24h	Remove and Replace or Construct New SSCO at Property Line	EA	15	\$828	\$12,426	\$750.00	\$11,250.00	-9.5%	\$720.00	\$10,800.00	-13.1%	\$500.00	\$7,500.00	-39.6%	\$2,000.00	\$30,000.00	141.4%	\$1,500.00	\$22,500.00	81.1%
Subtotal:Berens Dr/Sherwood Ct					\$207,466		\$178,838.00	-13.8%		\$192,680.00	-7.1%		\$206,300.00	-0.6%		\$246,420.00	18.8%		\$505,161.00	143.5%
25. Sanitary Sewer Improvements: PP-37 Wolfe Grade																				
25a	Pipe Burst Existing SS with New 8" SS	LF	87	\$225	\$19,540	\$210.00	\$18,270.00	-6.5%	\$220.00	\$19,140.00	-2.0%	\$200.00	\$17,400.00	-11.0%	\$180.00	\$15,660.00	-19.9%	\$669.00	\$58,203.00	197.9%
25b	Rehabilitate Existing SSMH	EA	2	\$4,752	\$9,505	\$3,000.00	\$6,000.00	-36.9%	\$5,000.00	\$10,000.00	5.2%	\$6,000.00	\$12,000.00	26.3%	\$5,000.00	\$10,000.00	5.2%	\$3,000.00	\$6,000.00	-36.9%
Subtotal: Wolfe Grade					\$29,045		\$24,270.00	-16.4%		\$29,140.00	0.3%		\$29,400.00	1.2%		\$25,660.00	-11.7%		\$64,203.00	121.0%
26. Sanitary Sewer Improvements: PP-38 to PP-42 Kentdale Ln/Wolfe Glen Wy/Wolfe Canyon Rd																				
26a	Pipe Burst Existing SS with New 8" SS	LF	1,665	\$225	\$373,959	\$215.00	\$357,975.00	-4.3%	\$220.00	\$366,300.00	-2.0%	\$200.00	\$333,000.00	-11.0%	\$180.00	\$299,700.00	-19.9%	\$669.00	\$1,113,885.00	197.9%
26b	Construct New SSMH	EA	1	\$8,720	\$8,720	\$11,000.00	\$11,000.00	26.1%	\$8,000.00	\$8,000.00	-8.3%	\$8,500.00	\$8,500.00	-2.5%	\$12,000.00	\$12,000.00	37.6%	\$8,000.00	\$8,000.00	-8.3%
26c	Rehabilitate Existing SSMH	EA	9	\$4,752	\$42,772	\$3,250.00	\$29,250.00	-31.6%	\$5,000.00	\$45,000.00	5.2%	\$6,000.00	\$54,000.00	26.3%	\$5,000.00	\$45,000.00	5.2%	\$3,000.00	\$27,000.00	-36.9%
26d	Construct PCC Top Block at SSMH	EA	1	\$2,529	\$2,529	\$3,400.00	\$3,400.00	34.5%	\$1,000.00	\$1,000.00	-60.5%	\$1,000.00	\$1,000.00	-60.5%	\$1,500.00	\$1,500.00	-40.7%	\$2,500.00	\$2,500.00	-1.1%
26e	Disconnect/Reconnect Sewer Lateral To Main for Pipe Bursting/Reaming	EA	29	\$1,090	\$31,610	\$2,800.00	\$81,200.00	156.9%	\$200.00	\$5,800.00	-81.7%	\$500.00	\$14,500.00	-54.1%	\$2,000.00	\$58,000.00	83.5%	\$1,200.00	\$34,800.00	10.1%
26f	Pipe Burst, Remove and Replace, or Construct New Sewer Lateral with New 4" SS (Length 0'-	EA	13	\$1,199	\$15,587	\$50.00	\$650.00	-95.8%	\$2,000.00	\$26,000.00	66.8%	\$1,750.00	\$22,750.00	46.0%	\$2,000.00	\$26,000.00	66.8%	\$3,000.00	\$39,000.00	150.2%
26g	Pipe Burst, Remove and Replace, or Construct New Sewer Lateral with New 4" SS (Length 5'-	EA	3	\$1,526	\$4,578	\$50.00	\$150.00	-96.7%	\$2,700.00	\$8,100.00	76.9%	\$2,250.00	\$6,750.00	47.4%	\$3,000.00	\$9,000.00	96.6%	\$4,000.00	\$12,000.00	162.1%
26h	Pipe Burst, Remove and Replace, or Construct New Sewer Lateral with New 4" SS (Length 10'-	EA	4	\$1,908	\$7,630	\$50.00	\$200.00	-97.4%	\$3,700.00	\$14,800.00	94.0%	\$3,000.00	\$12,000.00	57.3%	\$4,000.00	\$16,000.00	109.7%	\$4,500.00	\$18,000.00	135.9%
26i	Pipe Burst, Remove and Replace, or Construct New Sewer Lateral with New 4" SS (Length 15'-	EA	5	\$2,463	\$12,317	\$50.00	\$250.00	-98.0%	\$1,800.00	\$9,000.00	-26.9%	\$3,500.00	\$17,500.00	42.1%	\$5,000.00	\$25,000.00	103.0%	\$5,000.00	\$25,000.00	103.0%
26j	Pipe Burst, Remove and Replace, or Construct New Sewer Lateral with New 4" SS (Length 20'-	EA	2	\$2,725	\$5,450	\$50.00	\$100.00	-98.2%	\$2,200.00	\$4,400.00	-19.3%	\$4,000.00	\$8,000.00	46.8%	\$6,000.00	\$12,000.00	120.2%	\$5,500.00	\$11,000.00	101.8%
26k	Pipe Burst, Remove and Replace, or Construct New Sewer Lateral with New 4" SS (Length >	EA	2	\$3,052	\$6,104	\$50.00	\$100.00	-98.4%	\$2,500.00	\$5,000.00	-18.1%	\$4,500.00	\$9,000.00	47.4%	\$7,000.00	\$14,000.00	129.4%	\$5,500.00	\$11,000.00	80.2%
26l	Remove and Replace or Construct New SSCO at Property Line	EA	29	\$828	\$24,024	\$380.00	\$11,020.00	-54.1%	\$720.00	\$20,880.00	-13.1%	\$500.00	\$14,500.00	-39.6%	\$2,000.00	\$58,000.00	141.4%	\$1,500.00	\$43,500.00	81.1%
26m	Abandon Ex SSMH	EA	1	\$709	\$709	\$1,100.00	\$1,100.00	55.3%	\$1,000.00	\$1,000.00	41.1%	\$1,500.00	\$1,500.00	111.7%	\$3,500.00	\$3,500.00	394.0%	\$1,000.00	\$1,000.00	41.1%
Subtotal: Kentdale Ln/Wolfe Glen Wy/Wolfe Canyon Rd					\$535,988		\$496,395.00	-7.4%		\$515,280.00	-3.9%		\$503,000.00	-6.2%		\$579,700.00	8.2%		\$1,346,685.00	151.3%
27. Sanitary Sewer Improvements: PP-46 11 Kentdale Ln Easement																				
27a	Pipe Burst Existing SS with New 8" SS	LF	118	\$225	\$26,503	\$195.00	\$23,010.00	-13.2%	\$220.00	\$25,960.00	-2.0%	\$200.00	\$23,600.00	-11.0%	\$180.00	\$21,240.00	-19.9%	\$669.00	\$78,942.00	197.9%
27b	Remove and Replace Ex SSCO with new HDPE SSMH	EA	1	\$4,905	\$4,905	\$8,000.00	\$8,000.00	63.1%	\$8,000.00	\$8,000.00	63.1%	\$10,000.00	\$10,000.00	103.9%	\$12,000.00	\$12,000.00	144.6%	\$10,000.00	\$10,000.00	103.9%
27c	Disconnect/Reconnect Sewer Lateral To Main for Pipe Bursting/Reaming	EA	1	\$1,090	\$1,090	\$2,900.00	\$2,900.00	166.1%	\$200.00	\$200.00	-81.7%	\$500.00	\$500.00	-54.1%	\$2,000.00	\$2,000.00	83.5%	\$1,200.00	\$1,200.00	10.1%
27d	Construct PCC Top Block at SSMH	EA	1	\$2,529	\$2,529	\$2,300.00	\$2,300.00	-9.0%	\$1,000.00	\$1,000.00	-60.5%	\$1,000.00	\$1,000.00	-60.5%	\$1,500.00	\$1,500.00	-40.7%	\$2,500.00	\$2,500.00	-1.1%
27e	Pipe Burst, Remove and Replace, or Construct New Sewer Lateral with New 4" SS (Length 0'-	EA	2	\$1,199	\$2,398	\$50.00	\$100.00	-95.8%	\$1,700.00	\$3,400.00	41.8%	\$1,750.00	\$3,500.00	46.0%	\$2,000.00	\$4,000.00	66.8%	\$3,000.00	\$6,000.00	150.2%
27f	Remove and Replace or Construct New SSCO at Property Line	EA	2	\$828	\$1,657	\$300.00	\$600.00	-63.8%	\$720.00	\$1,440.00	-13.1%	\$500.00	\$1,000.00	-39.6%	\$2,000.00	\$4,000.00	141.4%	\$1,500.00	\$3,000.00	81.1%
Subtotal: 11 Kentdale Ln Easement					\$39,081		\$36,910.00	-5.6%		\$40,000.00	2.4%		\$39,600.00	1.3%		\$44,740.00	14.5%		\$101,642.00	160.1%

ITEM NO	ITEM DESCRIPTION	Unit	QTY	UNIT COST	ITEM COST															
Award based upon Base Bid + Additive Bid						Glosage Engineering, Inc.			KJ Woods Construction, Inc.			Precision Engineering, Inc.			Devaney Engineering, Inc.			Ranger Pipelines, Inc.		
						Unit Cost	Item Cost	% Above/Below EE	Unit Cost	Item Cost	% Above/Below EE	Unit Cost	Item Cost	% Above/Below EE	Unit Cost	Item Cost	% Above/Below EE	Unit Cost	Item Cost	% Above/Below EE
28. Sanitary Sewer Improvements: PP-47 9 Kentdale Ln Easement																				
28a	Pipe Burst Existing SS with 6" SS	LF	163	\$204	\$33,236	\$193.00	\$31,459.00	-5.3%	\$220.00	\$35,860.00	7.9%	\$200.00	\$32,600.00	-1.9%	\$180.00	\$29,340.00	-11.7%	\$669.00	\$109,047.00	228.1%
28b	Construct New SSMH	EA	1	\$8,720	\$8,720	\$8,200.00	\$8,200.00	-6.0%	\$8,000.00	\$8,000.00	-8.3%	\$8,500.00	\$8,500.00	-2.5%	\$12,000.00	\$12,000.00	37.6%	\$8,000.00	\$8,000.00	-8.3%
28c	Disconnect/Reconnect Sewer Lateral To Main for Pipe Bursting/Reaming	EA	3	\$1,090	\$3,270	\$2,800.00	\$8,400.00	156.9%	\$200.00	\$600.00	-81.7%	\$500.00	\$1,500.00	-54.1%	\$2,000.00	\$6,000.00	83.5%	\$1,200.00	\$3,600.00	10.1%
28d	Pipe Burst, Remove and Replace, or Construct New Sewer Lateral with New 4" SS (Length 0'-	EA	3	\$1,199	\$3,597	\$50.00	\$150.00	-95.8%	\$1,700.00	\$5,100.00	41.8%	\$1,750.00	\$5,250.00	46.0%	\$2,000.00	\$6,000.00	66.8%	\$3,000.00	\$9,000.00	150.2%
28e	Remove and Replace or Construct New SSCO at Property Line	EA	3	\$828	\$2,485	\$350.00	\$1,050.00	-57.7%	\$720.00	\$2,160.00	-13.1%	\$500.00	\$1,500.00	-39.6%	\$2,000.00	\$6,000.00	141.4%	\$1,500.00	\$4,500.00	81.1%
28f	Abandon Ex SSLH/SSCO	EA	1	\$414	\$414	\$100.00	\$100.00	-75.9%	\$500.00	\$500.00	20.7%	\$1,500.00	\$1,500.00	262.1%	\$2,500.00	\$2,500.00	503.6%	\$500.00	\$500.00	20.7%
28g	Remove Ex SSCO/SSLH	EA	1	\$414	\$414	\$100.00	\$100.00	-75.9%	\$500.00	\$500.00	20.7%	\$1,500.00	\$1,500.00	262.1%	\$2,500.00	\$2,500.00	503.6%	\$1,000.00	\$1,000.00	141.4%
Subtotal: 9 Kentdale Ln Easement					\$52,136		\$49,459.00	-5.1%		\$52,720.00	1.1%		\$52,350.00	0.4%		\$64,340.00	23.4%		\$135,647.00	160.2%
29. Sanitary Sewer Improvements: PP-48 Kentdale Ln																				
29a	Pipe Burst Existing SS with New 8" SS	LF	164	\$225	\$36,834	\$195.00	\$31,980.00	-13.2%	\$250.00	\$41,000.00	11.3%	\$200.00	\$32,800.00	-11.0%	\$180.00	\$29,520.00	-19.9%	\$669.00	\$109,716.00	197.9%
29b	Remove and Replace/Relocate Ex SSCO with New SSMH	EA	1	\$8,938	\$8,938	\$7,200.00	\$7,200.00	-19.4%	\$8,000.00	\$8,000.00	-10.5%	\$8,500.00	\$8,500.00	-4.9%	\$12,000.00	\$12,000.00	34.3%	\$8,000.00	\$8,000.00	-10.5%
29c	Disconnect/Reconnect Sewer Lateral To Main for Pipe Bursting/Reaming	EA	4	\$1,090	\$4,360	\$2,600.00	\$10,400.00	138.5%	\$200.00	\$800.00	-81.7%	\$500.00	\$2,000.00	-54.1%	\$2,000.00	\$8,000.00	83.5%	\$1,200.00	\$4,800.00	10.1%
29d	Pipe Burst, Remove and Replace, or Construct New Sewer Lateral with New 4" SS (Length 5'-	EA	1	\$1,526	\$1,526	\$100.00	\$100.00	-93.4%	\$2,700.00	\$2,700.00	76.9%	\$2,250.00	\$2,250.00	47.4%	\$3,000.00	\$3,000.00	96.6%	\$4,000.00	\$4,000.00	162.1%
29e	Pipe Burst, Remove and Replace, or Construct New Sewer Lateral with New 4" SS (Length 20'-	EA	3	\$2,725	\$8,175	\$50.00	\$150.00	-98.2%	\$3,000.00	\$9,000.00	10.1%	\$4,000.00	\$12,000.00	46.8%	\$5,000.00	\$15,000.00	83.5%	\$5,500.00	\$16,500.00	101.8%
29f	Remove and Replace or Construct New SSCO at Property Line	EA	4	\$828	\$3,314	\$450.00	\$1,800.00	-45.7%	\$720.00	\$2,880.00	-13.1%	\$500.00	\$2,000.00	-39.6%	\$2,000.00	\$8,000.00	141.4%	\$1,500.00	\$6,000.00	81.1%
Subtotal: Kentdale Ln					\$63,147		\$51,630.00	-18.2%		\$64,380.00	2.0%		\$59,550.00	-5.7%		\$75,520.00	19.6%		\$149,016.00	136.0%
30. Sanitary Sewer Improvements: PP-49 Tamal Vista Ln																				
30a	Construct New 6" SS by Open Trench	LF	94	\$382	\$35,861	\$345.00	\$32,430.00	-9.6%	\$350.00	\$32,900.00	-8.3%	\$300.00	\$28,200.00	-21.4%	\$340.00	\$31,960.00	-10.9%	\$785.00	\$73,790.00	105.8%
30b	Construct New 8" SS by Open Trench	LF	51	\$421	\$21,461	\$340.00	\$17,340.00	-19.2%	\$350.00	\$17,850.00	-16.8%	\$300.00	\$15,300.00	-28.7%	\$350.00	\$17,850.00	-16.8%	\$785.00	\$40,035.00	86.5%
30c	Pipe Burst Existing SS with 6" SS	LF	132	\$204	\$26,915	\$195.00	\$25,740.00	-4.4%	\$220.00	\$29,040.00	7.9%	\$200.00	\$26,400.00	-1.9%	\$180.00	\$23,760.00	-11.7%	\$669.00	\$88,308.00	228.1%
30d	Remove and Replace/Relocate Ex SSCO with New SSMH	EA	1	\$8,938	\$8,938	\$8,800.00	\$8,800.00	-1.5%	\$7,000.00	\$7,000.00	-21.7%	\$8,500.00	\$8,500.00	-4.9%	\$12,000.00	\$12,000.00	34.3%	\$8,000.00	\$8,000.00	-10.5%
30e	Construct New SSMH	EA	1	\$8,720	\$8,720	\$8,800.00	\$8,800.00	0.9%	\$8,000.00	\$8,000.00	-8.3%	\$8,500.00	\$8,500.00	-2.5%	\$12,000.00	\$12,000.00	37.6%	\$8,000.00	\$8,000.00	-8.3%
30f	Construct New HDPE SSMH	EA	1	\$4,905	\$4,905	\$9,700.00	\$9,700.00	97.8%	\$5,000.00	\$5,000.00	1.9%	\$10,000.00	\$10,000.00	103.9%	\$12,000.00	\$12,000.00	144.6%	\$10,000.00	\$10,000.00	103.9%
30g	Construct PCC Top Block at SSMH	EA	1	\$2,529	\$2,529	\$3,200.00	\$3,200.00	26.5%	\$1,000.00	\$1,000.00	-60.5%	\$1,000.00	\$1,000.00	-60.5%	\$1,500.00	\$1,500.00	-40.7%	\$2,500.00	\$2,500.00	-1.1%
30h	Disconnect/Reconnect Sewer Lateral To Main for Pipe Bursting/Reaming	EA	3	\$1,090	\$3,270	\$2,550.00	\$7,650.00	133.9%	\$200.00	\$600.00	-81.7%	\$500.00	\$1,500.00	-54.1%	\$2,000.00	\$6,000.00	83.5%	\$1,200.00	\$3,600.00	10.1%
30i	Pipe Burst, Remove and Replace, or Construct New Sewer Lateral with New 4" SS (Length 0'-	EA	2	\$1,199	\$2,398	\$100.00	\$200.00	-91.7%	\$2,000.00	\$4,000.00	66.8%	\$1,750.00	\$3,500.00	46.0%	\$2,000.00	\$4,000.00	66.8%	\$3,000.00	\$6,000.00	150.2%
30j	Pipe Burst, Remove and Replace, or Construct New Sewer Lateral with New 4" SS (Length 5'-	EA	1	\$1,526	\$1,526	\$100.00	\$100.00	-93.4%	\$2,700.00	\$2,700.00	76.9%	\$2,250.00	\$2,250.00	47.4%	\$3,000.00	\$3,000.00	96.6%	\$4,000.00	\$4,000.00	162.1%
30k	Remove and Replace or Construct New SSCO at Property Line	EA	3	\$828	\$2,485	\$350.00	\$1,050.00	-57.7%	\$720.00	\$2,160.00	-13.1%	\$500.00	\$1,500.00	-39.6%	\$2,000.00	\$6,000.00	141.4%	\$1,500.00	\$4,500.00	81.1%
30l	Abandon Ex 6" S By Filling Pipe	LF	100	\$74	\$7,420	\$18.00	\$1,800.00	-75.7%	\$11.00	\$1,100.00	-85.2%	\$10.00	\$1,000.00	-86.5%	\$15.00	\$1,500.00	-79.8%	\$5.00	\$500.00	-93.3%
30m	Abandon Ex SSLH/SSCO	EA	1	\$414	\$414	\$500.00	\$500.00	20.7%	\$1,000.00	\$1,000.00	141.4%	\$1,500.00	\$1,500.00	262.1%	\$1,500.00	\$1,500.00	262.1%	\$500.00	\$500.00	20.7%
Subtotal: Tamal Vista Ln					\$126,842		\$117,310.00	-7.5%		\$112,350.00	-11.4%		\$109,150.00	-13.9%		\$133,070.00	4.9%		\$249,733.00	96.9%
			SUBTOTAL =		\$5,222,357															
CONTINGENCY PERCENTAGE				10%	\$522,236															
TOTAL BASE BID =					\$5,744,592		\$4,187,732.00	-27.1%		#####	-18.2%		\$5,388,010.00	-6.2%		\$5,225,440.00	-9.0%		\$9,004,767.00	56.8%

ITEM NO	ITEM DESCRIPTION	Unit	QTY	UNIT COST	ITEM COST															
Award based upon Base Bid + Additive Bid						Glosage Engineering, Inc.			KJ Woods Construction, Inc.			Precision Engineering, Inc.			Devaney Engineering, Inc.			Ranger Pipelines, Inc.		
						Unit Cost	Item Cost	% Above/Below EE	Unit Cost	Item Cost	% Above/Below EE	Unit Cost	Item Cost	% Above/Below EE	Unit Cost	Item Cost	% Above/Below EE	Unit Cost	Item Cost	% Above/Below EE
ADDITIVE BID ITEMS																				
Miscellaneous																				
A1	Additional Mobilization and Demobilization	LS	1	\$98,000	\$98,000	\$85,917.00	\$85,917.00	-12.3%	\$98,000.00	\$98,000.00	0.0%	\$5,000.00	\$5,000.00	-94.9%	\$200,000.00	\$200,000.00	104.1%	\$100,000.00	\$100,000.00	2.0%
A2	Additional Traffic Control	LS	1	\$58,800	\$58,800	\$39,000.00	\$39,000.00	-33.7%	\$59,742.00	\$59,742.00	1.6%	\$15,000.00	\$15,000.00	-74.5%	\$100,000.00	\$100,000.00	70.1%	\$25,000.00	\$25,000.00	-57.5%
A3	Additional Trench Sheet piling, Shoring and Bracing	LS	1	\$58,800	\$58,800	\$54,175.00	\$54,175.00	-7.9%	\$50,000.00	\$50,000.00	-15.0%	\$20,000.00	\$20,000.00	-66.0%	\$150,000.00	\$150,000.00	155.1%	\$100,000.00	\$100,000.00	70.1%
A4	Additional HMA Surface Restoration Including 2" Mill per Detail 1/D-01	TON	172.0	\$882	\$151,687	\$457.50	\$78,690.00	-48.1%	\$500.00	\$86,000.00	-43.3%	\$500.00	\$86,000.00	-43.3%	\$350.00	\$60,200.00	-60.3%	\$380.00	\$65,360.00	-56.9%
Subtotal: Tamal Vista Ln				\$367,287			\$257,782.00			\$293,742.00			\$126,000.00	-65.7%		\$510,200.00	38.9%		\$290,360.00	-20.9%
A5. Sanitary Sewer Improvements: PP-03 Valley Rd																				
A5a	Construct New 8" SS by Open Trench	LF	229	\$421	\$96,363	\$325.00	\$74,425.00	-22.8%	\$350.00	\$80,150.00	-16.8%	\$300.00	\$68,700.00	-28.7%	\$400.00	\$91,600.00	-4.9%	\$785.00	\$179,765.00	86.5%
A5b	Construct New SSMH	EA	1	\$8,720	\$8,720	\$10,200.00	\$10,200.00	17.0%	\$8,000.00	\$8,000.00	-8.3%	\$8,500.00	\$8,500.00	-2.5%	\$12,000.00	\$12,000.00	37.6%	\$8,000.00	\$8,000.00	-8.3%
A5c	Rehabilitate Existing SSMH	EA	1	\$4,752	\$4,752	\$3,200.00	\$3,200.00	-32.7%	\$5,000.00	\$5,000.00	5.2%	\$6,000.00	\$6,000.00	26.3%	\$6,500.00	\$6,500.00	36.8%	\$3,000.00	\$3,000.00	-36.9%
A5d	Pipe Burst, Remove and Replace, or Construct New Sewer Lateral with New 4" SS (Length 10'-15')	EA	5	\$1,908	\$9,538	\$200.00	\$1,000.00	-89.5%	\$3,700.00	\$18,500.00	94.0%	\$3,000.00	\$15,000.00	57.3%	\$200.00	\$1,000.00	-89.5%	\$4,500.00	\$22,500.00	135.9%
A5e	Pipe Burst, Remove and Replace, or Construct New Sewer Lateral with New 4" SS (Length 15'-20')	EA	1	\$2,463	\$2,463	\$200.00	\$200.00	-91.9%	\$4,500.00	\$4,500.00	82.7%	\$3,500.00	\$3,500.00	42.1%	\$3,000.00	\$3,000.00	21.8%	\$5,000.00	\$5,000.00	103.0%
A5f	Remove and Replace or Construct New SSCO at Property Line	EA	6	\$828	\$4,970	\$800.00	\$4,800.00	-3.4%	\$720.00	\$4,320.00	-13.1%	\$500.00	\$3,000.00	-39.6%	\$2,000.00	\$12,000.00	141.4%	\$1,500.00	\$9,000.00	81.1%
A5g	Abandon Ex 6" S By Filling Pipe	LF	220	\$74	\$16,324	\$15.00	\$3,300.00	-79.8%	\$11.00	\$2,420.00	-85.2%	\$10.00	\$2,200.00	-86.5%	\$15.00	\$3,300.00	-79.8%	\$5.00	\$1,100.00	-93.3%
A5h	Abandon Ex SSMH	EA	1	\$709	\$709	\$1,000.00	\$1,000.00	41.1%	\$1,000.00	\$1,000.00	41.1%	\$1,500.00	\$1,500.00	111.7%	\$2,500.00	\$2,500.00	252.9%	\$1,000.00	\$1,000.00	41.1%
Subtotal: Valley Rd				\$143,839			\$98,125.00	-31.8%		\$123,890.00	-13.9%		\$108,400.00	-24.6%		\$131,900.00	-8.3%		\$229,365.00	59.5%
A6. Sanitary Sewer Improvements: PP-04 to PP-05 West Ct/Easement																				
A6a	Construct New 8" SS by Open Trench	LF	177	\$421	\$74,482	\$375.00	\$66,375.00	-10.9%	\$350.00	\$61,950.00	-16.8%	\$300.00	\$53,100.00	-28.7%	\$400.00	\$70,800.00	-4.9%	\$785.00	\$138,945.00	86.5%
A6b	Pipe Burst Existing SS with New 8" SS	LF	304	\$225	\$68,278	\$210.00	\$63,840.00	-6.5%	\$220.00	\$66,880.00	-2.0%	\$200.00	\$60,800.00	-11.0%	\$200.00	\$60,800.00	-11.0%	\$669.00	\$203,376.00	197.9%
A6c	Remove and Replace Existing Mini-SSMH with New SSMH	EA	1	\$4,995	\$4,995	\$7,500.00	\$7,500.00	50.2%	\$8,000.00	\$8,000.00	60.2%	\$8,500.00	\$8,500.00	70.2%	\$12,000.00	\$12,000.00	140.2%	\$8,000.00	\$8,000.00	60.2%
A6d	Remove and Replace Ex SSCO with New SSMH	EA	1	\$8,938	\$8,938	\$7,500.00	\$7,500.00	-16.1%	\$8,000.00	\$8,000.00	-10.5%	\$8,500.00	\$8,500.00	-4.9%	\$12,000.00	\$12,000.00	34.3%	\$8,000.00	\$8,000.00	-10.5%
A6e	Construct PCC Top Block at SSMH	EA	1	\$2,529	\$2,529	\$2,700.00	\$2,700.00	6.8%	\$1,000.00	\$1,000.00	-60.5%	\$1,000.00	\$1,000.00	-60.5%	\$2,000.00	\$2,000.00	-20.9%	\$2,500.00	\$2,500.00	-1.1%
A6f	Pipe Burst, Remove and Replace, or Construct New Sewer Lateral with New 4" SS (Length 0'-15')	EA	10	\$1,199	\$11,990	\$100.00	\$1,000.00	-91.7%	\$1,700.00	\$17,000.00	41.8%	\$1,750.00	\$17,500.00	46.0%	\$2,000.00	\$20,000.00	66.8%	\$3,000.00	\$30,000.00	150.2%
A6g	Pipe Burst, Remove and Replace, or Construct New Sewer Lateral with New 4" SS (Length 5'-15')	EA	2	\$1,526	\$3,052	\$200.00	\$400.00	-86.9%	\$2,700.00	\$5,400.00	76.9%	\$2,250.00	\$4,500.00	47.4%	\$3,000.00	\$6,000.00	96.6%	\$4,000.00	\$8,000.00	162.1%
A6h	Pipe Burst, Remove and Replace, or Construct New Sewer Lateral with New 4" SS (Length 10'-15')	EA	1	\$1,908	\$1,908	\$500.00	\$500.00	-73.8%	\$3,700.00	\$3,700.00	94.0%	\$3,000.00	\$3,000.00	57.3%	\$4,000.00	\$4,000.00	109.7%	\$4,500.00	\$4,500.00	135.9%
A6i	Pipe Burst, Remove and Replace, or Construct New Sewer Lateral with New 4" SS (Length 20'-25')	EA	2	\$2,725	\$5,450	\$100.00	\$200.00	-96.3%	\$2,200.00	\$4,400.00	-19.3%	\$4,000.00	\$8,000.00	46.8%	\$6,000.00	\$12,000.00	120.2%	\$5,500.00	\$11,000.00	101.8%
A6j	Pipe Burst, Remove and Replace, or Construct New Sewer Lateral with New 4" SS (Length > 25')	EA	3	\$3,052	\$9,156	\$100.00	\$300.00	-96.7%	\$3,000.00	\$9,000.00	-1.7%	\$4,500.00	\$13,500.00	47.4%	\$7,000.00	\$21,000.00	129.4%	\$5,500.00	\$16,500.00	80.2%
A6k	Remove and Replace or Construct New SSCO at Property Line	EA	18	\$828	\$14,911	\$450.00	\$8,100.00	-45.7%	\$720.00	\$12,960.00	-13.1%	\$500.00	\$9,000.00	-39.6%	\$2,000.00	\$36,000.00	141.4%	\$1,500.00	\$27,000.00	81.1%
A6l	Disconnect/Reconnect Sewer Lateral To Main for Pipe Bursting/Reaming	EA	9	\$1,090	\$9,810	\$2,800.00	\$25,200.00	156.9%	\$200.00	\$1,800.00	-81.7%	\$500.00	\$4,500.00	-54.1%	\$2,000.00	\$18,000.00	83.5%	\$1,200.00	\$10,800.00	10.1%
A6m	Abandon Ex 6" S By Filling Pipe	LF	153	\$74	\$11,353	\$14.00	\$2,142.00	-81.1%	\$11.00	\$1,683.00	-85.2%	\$10.00	\$1,530.00	-86.5%	\$15.00	\$2,295.00	-79.8%	\$5.00	\$765.00	-93.3%
A6n	Remove Ex Wood Fence and Install Wood Gate	LF	6	\$111	\$666	\$100.00	\$600.00	-9.9%	\$370.00	\$2,220.00	233.3%	\$500.00	\$3,000.00	350.5%	\$1,000.00	\$6,000.00	800.9%	\$2,000.00	\$12,000.00	1701.8%
Subtotal: West Ct/Easement				\$227,517			\$186,357.00	-18.1%		\$203,993.00	-10.3%		\$196,430.00	-13.7%		\$282,895.00	24.3%		\$481,386.00	111.6%
A7. Sanitary Sewer Improvements: PP-06 to PP-07 Camino de Herrera																				
A7a	Pipe Ream Existing SS with New 8" SS	LF	534	\$356	\$190,104	\$215.00	\$114,810.00	-39.6%	\$300.00	\$160,200.00	-15.7%	\$350.00	\$186,900.00	-1.7%	\$350.00	\$186,900.00	-1.7%	\$672.00	\$358,848.00	88.8%
A7b	Construct New 8" SS by Open Trench	LF	116	\$421	\$48,813	\$230.00	\$26,680.00	-45.3%	\$350.00	\$40,600.00	-16.8%	\$300.00	\$34,800.00	-28.7%	\$400.00	\$46,400.00	-4.9%	\$785.00	\$91,060.00	86.5%
A7c	Pipe Burst Existing SS with New 8" SS	LF	183	\$225	\$41,102	\$215.00	\$39,345.00	-4.3%	\$220.00	\$40,260.00	-2.0%	\$200.00	\$36,600.00	-11.0%	\$250.00	\$45,750.00	11.3%	\$669.00	\$122,427.00	197.9%
A7d	Construct New SSMH	EA	1	\$8,720	\$8,720	\$8,000.00	\$8,000.00	-8.3%	\$8,000.00	\$8,000.00	-8.3%	\$8,500.00	\$8,500.00	-2.5%	\$12,000.00	\$12,000.00	37.6%	\$8,000.00	\$8,000.00	-8.3%
A7e	Rehabilitate Existing SSMH	EA	1	\$4,752	\$4,752	\$3,200.00	\$3,200.00	-32.7%	\$5,000.00	\$5,000.00	5.2%	\$6,000.00	\$6,000.00	26.3%	\$5,000.00	\$5,000.00	5.2%	\$3,000.00	\$3,000.00	-36.9%
A7f	Disconnect/Reconnect Sewer Lateral To Main for Pipe Bursting/Reaming	EA	14	\$1,090	\$15,260	\$2,900.00	\$40,600.00	166.1%	\$200.00	\$2,800.00	-81.7%	\$500.00	\$7,000.00	-54.1%	\$2,000.00	\$28,000.00	83.5%	\$1,200.00	\$16,800.00	10.1%
A7g	Pipe Burst, Remove and Replace, or Construct New Sewer Lateral with New 4" SS (Length 0'-5')	EA	5	\$1,199	\$5,995	\$100.00	\$500.00	-91.7%	\$2,000.00	\$10,000.00	66.8%	\$1,750.00	\$8,750.00	46.0%	\$2,000.00	\$10,000.00	66.8%	\$3,000.00	\$15,000.00	150.2%
A7h	Pipe Burst, Remove and Replace, or Construct New Sewer Lateral with New 4" SS (Length 5'-10')	EA	8	\$1,526	\$12,208	\$100.00	\$800.00	-93.4%	\$2,700.00	\$21,600.00	76.9%	\$2,250.00	\$18,000.00	47.4%	\$3,000.00	\$24,000.00	96.6%	\$4,000.00	\$32,000.00	162.1%
A7i	Pipe Burst, Remove and Replace, or Construct New Sewer Lateral with New 4" SS (Length 10'-15')	EA	2	\$1,908	\$3,815	\$100.00	\$200.00	-94.8%	\$3,700.00	\$7,400.00	94.0%	\$3,000.00	\$6,000.00	57.3%	\$4,000.00	\$8,000.00	109.7%	\$4,500.00	\$9,000.00	135.9%
A7j	Pipe Burst, Remove and Replace, or Construct New Sewer Lateral with New 4" SS (Length > 25')	EA	1	\$3,052	\$3,052	\$100.00	\$100.00	-96.7%	\$3,000.00	\$3,000.00	-1.7%	\$4,500.00	\$4,500.00	47.4%	\$8,000.00	\$8,000.00	162.1%	\$5,500.00	\$5,500.00	80.2%
A7k	Remove and Replace or Construct New SSCO at Property Line	EA	16	\$828	\$13,254	\$500.00	\$8,000.00	-39.6%	\$720.00	\$11,520.00	-13.1%	\$500.00	\$8,000.00	-39.6%	\$2,000.00	\$32,000.00	141.4%	\$1,500.00	\$24,000.00	81.1%
A7l	Remove Ex SSCO/SSLH	EA	1	\$414	\$414	\$800.00	\$800.00	93.1%	\$500.00	\$500.00	20.7%	\$1,500.00	\$1,500.00	262.1%	\$2,500.00	\$2,500.00	503.6%	\$500.00	\$500.00	20.7%
A7m	Abandon Ex 6" S By Filling Pipe	LF	85	\$74	\$6,307	\$7.00	\$595.00	-90.6%	\$11.00	\$935.00	-85.2%	\$10.00	\$850.00	-86.5%	\$15.00	\$1,275.00	-79.8%	\$5.00	\$425.00	-93.3%
Subtotal: Camino De Herrera				\$353,797			\$243,630.00	-31.1%		\$311,815.00	-11.9%		\$327,400.00	-7.5%		\$409,825.00	15.8%		\$686,560.00	94.1%

ITEM NO	ITEM DESCRIPTION	Unit	QTY	UNIT COST	ITEM COST															
Award based upon Base Bid + Additive Bid						Glosage Engineering, Inc.			KJ Woods Construction, Inc.			Precision Engineering, Inc.			Devaney Engineering, Inc.			Ranger Pipelines, Inc.		
						Unit Cost	Item Cost	% Above/Below EE	Unit Cost	Item Cost	% Above/Below EE	Unit Cost	Item Cost	% Above/Below EE	Unit Cost	Item Cost	% Above/Below EE	Unit Cost	Item Cost	% Above/Below EE
A8. Sanitary Sewer Improvements: PP-08 Rutherford Ave																				
A8a	Construct New 8" SS by Open Trench	LF	422	\$421	\$177,578	\$405.00	\$170,910.00	-3.8%	\$350.00	\$147,700.00	-16.8%	\$300.00	\$126,600.00	-28.7%	\$400.00	\$168,800.00	-4.9%	\$785.00	\$331,270.00	86.5%
A8b	Construct New SSMH	EA	1	\$8,720	\$8,720	\$10,300.00	\$10,300.00	18.1%	\$8,000.00	\$8,000.00	-8.3%	\$8,500.00	\$8,500.00	-2.5%	\$12,000.00	\$12,000.00	37.6%	\$8,000.00	\$8,000.00	-8.3%
A8c	Pipe Burst, Remove and Replace, or Construct New Sewer Lateral w/ New 4" SS (Length 5'-10')	EA	2	\$1,526	\$3,052	\$500.00	\$1,000.00	-67.2%	\$2,000.00	\$4,000.00	31.1%	\$2,250.00	\$4,500.00	47.4%	\$3,000.00	\$6,000.00	96.6%	\$4,000.00	\$8,000.00	162.1%
A8d	Pipe Burst, Remove and Replace, or Construct New Sewer Lateral with New 4" SS (Length 15'-20')	EA	7	\$2,463	\$17,244	\$500.00	\$3,500.00	-79.7%	\$4,500.00	\$31,500.00	82.7%	\$3,500.00	\$24,500.00	42.1%	\$4,000.00	\$28,000.00	62.4%	\$4,500.00	\$31,500.00	82.7%
A8e	Pipe Burst, Remove and Replace, or Construct New Sewer Lateral with New 4" SS (Length 20'-25')	EA	1	\$2,725	\$2,725	\$500.00	\$500.00	-81.7%	\$2,200.00	\$2,200.00	-19.3%	\$4,000.00	\$4,000.00	46.8%	\$5,000.00	\$5,000.00	83.5%	\$5,000.00	\$5,000.00	83.5%
A8f	Remove and Replace or Construct New SSCO at Property Line	EA	10	\$828	\$8,284	\$1,700.00	\$17,000.00	105.2%	\$720.00	\$7,200.00	-13.1%	\$500.00	\$5,000.00	-39.6%	\$2,000.00	\$20,000.00	141.4%	\$1,500.00	\$15,000.00	81.1%
A8g	Abandon Ex 6" S By Filling Pipe	LF	412	\$74	\$30,570	\$14.00	\$5,768.00	-81.1%	\$11.00	\$4,532.00	-85.2%	\$10.00	\$4,120.00	-86.5%	\$15.00	\$6,180.00	-79.8%	\$5.00	\$2,060.00	-93.3%
A8h	Abandon Ex SSLH/SSCO	EA	1	\$414	\$414	\$800.00	\$800.00	93.1%	\$500.00	\$500.00	20.7%	\$1,500.00	\$1,500.00	262.1%	\$2,500.00	\$2,500.00	503.6%	\$500.00	\$500.00	20.7%
Subtotal: Rutherford Ave				\$248,587			\$209,778.00	-15.6%		\$205,632.00	-17.3%		\$178,720.00	-28.1%		\$248,480.00	0.0%		\$401,330.00	61.4%
A9. Sanitary Sewer Improvements: PP-33 Lancaster Ave																				
A9a	Pipe Burst Existing SS with New 8" SS	LF	439	\$225	\$98,599	\$198.00	\$86,922.00	-11.8%	\$220.00	\$96,580.00	-2.0%	\$200.00	\$87,800.00	-11.0%	\$250.00	\$109,750.00	11.3%	\$669.00	\$293,691.00	197.9%
A9b	Rehabilitate Existing SSMH	EA	2	\$4,752	\$9,505	\$4,300.00	\$8,600.00	-9.5%	\$5,000.00	\$10,000.00	5.2%	\$6,000.00	\$12,000.00	26.3%	\$6,000.00	\$12,000.00	26.3%	\$3,000.00	\$6,000.00	-36.9%
A9c	Disconnect/Reconnect Sewer Lateral To Main for Pipe Bursting/Reaming	EA	12	\$1,090	\$13,080	\$2,500.00	\$30,000.00	129.4%	\$200.00	\$2,400.00	-81.7%	\$500.00	\$6,000.00	-54.1%	\$2,000.00	\$24,000.00	83.5%	\$1,200.00	\$14,400.00	10.1%
A9d	Pipe Burst, Remove and Replace, or Construct New Sewer Lateral with New 4" SS (Length 10'-15')	EA	1	\$1,908	\$1,908	\$200.00	\$200.00	-89.5%	\$3,700.00	\$3,700.00	94.0%	\$3,000.00	\$3,000.00	57.3%	\$4,000.00	\$4,000.00	109.7%	\$4,500.00	\$4,500.00	135.9%
A9e	Pipe Burst, Remove and Replace, or Construct New Sewer Lateral with New 4" SS (Length 15'-20')	EA	2	\$2,463	\$4,927	\$100.00	\$200.00	-95.9%	\$1,500.00	\$3,000.00	-39.1%	\$3,500.00	\$7,000.00	42.1%	\$5,000.00	\$10,000.00	103.0%	\$5,000.00	\$10,000.00	103.0%
A9f	Pipe Burst, Remove and Replace, or Construct New Sewer Lateral with New 4" SS (Length 20'-25')	EA	7	\$2,725	\$19,075	\$100.00	\$700.00	-96.3%	\$2,200.00	\$15,400.00	-19.3%	\$4,000.00	\$28,000.00	46.8%	\$6,000.00	\$42,000.00	120.2%	\$5,500.00	\$38,500.00	101.8%
A9g	Pipe Burst, Remove and Replace, or Construct New Sewer Lateral with New 4" SS (Length > 25')	EA	4	\$3,052	\$12,208	\$100.00	\$400.00	-96.7%	\$3,000.00	\$12,000.00	-1.7%	\$4,500.00	\$18,000.00	47.4%	\$7,000.00	\$28,000.00	129.4%	\$5,500.00	\$22,000.00	80.2%
A9h	Remove and Replace or Construct New SSCO at Property Line	EA	14	\$828	\$11,598	\$450.00	\$6,300.00	-45.7%	\$720.00	\$10,080.00	-13.1%	\$500.00	\$7,000.00	-39.6%	\$2,000.00	\$28,000.00	141.4%	\$1,500.00	\$21,000.00	81.1%
Subtotal: Lancaster Ave				\$170,899			\$133,322.00	-22.0%		\$153,160.00	-10.4%		\$168,800.00	-1.2%		\$257,750.00	50.8%		\$410,091.00	140.0%
A10. Sanitary Sewer Improvements: PP-34 to PP-36 Berens Dr																				
A10a	Pipe Burst Existing SS with New 8" SS	LF	1,033	\$225	\$232,012	\$198.00	\$204,534.00	-11.8%	\$220.00	\$227,260.00	-2.0%	\$200.00	\$206,600.00	-11.0%	\$250.00	\$258,250.00	11.3%	\$669.00	\$691,077.00	197.9%
A10b	Remove and Replace/Relocate Ex SSCO w/ New	EA	1	\$8,938	\$8,938	\$7,800.00	\$7,800.00	-12.7%	\$8,000.00	\$8,000.00	-10.5%	\$8,500.00	\$8,500.00	-4.9%	\$2,500.00	\$2,500.00	-72.0%	\$8,000.00	\$8,000.00	-10.5%
A10c	Rehabilitate Existing SSMH	EA	4	\$4,752	\$19,010	\$4,100.00	\$16,400.00	-13.7%	\$5,000.00	\$20,000.00	5.2%	\$6,000.00	\$24,000.00	26.3%	\$6,500.00	\$26,000.00	36.8%	\$3,000.00	\$12,000.00	-36.9%
A10d	Disconnect/Reconnect Sewer Lateral To Main for Pipe Bursting/Reaming	EA	31	\$1,090	\$33,790	\$2,500.00	\$77,500.00	129.4%	\$200.00	\$6,200.00	-81.7%	\$500.00	\$15,500.00	-54.1%	\$2,000.00	\$62,000.00	83.5%	\$1,200.00	\$37,200.00	10.1%
A10e	Pipe Burst, Remove and Replace, or Construct New Sewer Lateral with New 4" SS (lgth 15'-20')	EA	5	\$2,463	\$12,317	\$100.00	\$500.00	-95.9%	\$1,800.00	\$9,000.00	-26.9%	\$3,500.00	\$17,500.00	42.1%	\$5,000.00	\$25,000.00	103.0%	\$5,000.00	\$25,000.00	103.0%
A10f	Pipe Burst, Remove and Replace, or Construct New Sewer Lateral with New 4" SS (lgth 20'-25')	EA	20	\$2,725	\$54,500	\$100.00	\$2,000.00	-96.3%	\$2,200.00	\$44,000.00	-19.3%	\$4,000.00	\$80,000.00	46.8%	\$6,000.00	\$120,000.00	120.2%	\$5,500.00	\$110,000.00	101.8%
A10g	Pipe Burst, Remove and Replace, or Construct New Sewer Lateral with New 4" SS (lgth > 25')	EA	9	\$3,052	\$27,468	\$100.00	\$900.00	-96.7%	\$3,000.00	\$27,000.00	-1.7%	\$4,500.00	\$40,500.00	47.4%	\$7,000.00	\$63,000.00	129.4%	\$5,500.00	\$49,500.00	80.2%
A10h	Remove and Replace or Construct New SSCO at Property Line	EA	34	\$828	\$28,166	\$500.00	\$17,000.00	-39.6%	\$720.00	\$24,480.00	-13.1%	\$500.00	\$17,000.00	-39.6%	\$2,000.00	\$68,000.00	141.4%	\$1,500.00	\$51,000.00	81.1%
Subtotal: Berens Dr				\$416,200			\$326,634.00	-21.5%		\$365,940.00	-12.1%		\$409,600.00	-1.6%		\$624,750.00	50.1%		\$983,777.00	136.4%
A11. Sanitary Sewer Improvements: PP-42 to PP-45 Kentdale Ln/Wolfe Glen Wy/W																				
A11a	Pipe Burst Existing SS with New 8" SS	LF	1,134	\$225	\$254,696	\$210.00	\$238,140.00	-6.5%	\$220.00	\$249,480.00	-2.0%	\$200.00	\$226,800.00	-11.0%	\$250.00	\$283,500.00	11.3%	\$669.00	\$758,646.00	197.9%
A11b	Construct New 8" SS by Open Trench	LF	73	\$421	\$30,718	\$210.00	\$15,330.00	-50.1%	\$350.00	\$25,550.00	-16.8%	\$300.00	\$21,900.00	-28.7%	\$400.00	\$29,200.00	-4.9%	\$785.00	\$57,305.00	86.5%
A11c	Remove and Replace Ex SSMH	EA	1	\$8,720	\$8,720	\$9,500.00	\$9,500.00	8.9%	\$8,000.00	\$8,000.00	-8.3%	\$8,500.00	\$8,500.00	-2.5%	\$12,000.00	\$12,000.00	37.6%	\$8,000.00	\$8,000.00	-8.3%
A11d	Rehabilitate Existing SSMH	EA	3	\$4,752	\$14,257	\$3,000.00	\$9,000.00	-36.9%	\$5,000.00	\$15,000.00	5.2%	\$6,000.00	\$18,000.00	26.3%	\$6,500.00	\$19,500.00	36.8%	\$3,000.00	\$9,000.00	-36.9%
A11e	Construct PCC Top Block at SSMH	EA	2	\$2,529	\$5,058	\$3,200.00	\$6,400.00	26.5%	\$1,000.00	\$2,000.00	-60.5%	\$1,000.00	\$2,000.00	-60.5%	\$1,500.00	\$3,000.00	-40.7%	\$2,500.00	\$5,000.00	-1.1%
A11f	Disconnect/Reconnect Sewer Lateral To Main for Pipe Bursting/Reaming	EA	21	\$1,090	\$22,890	\$2,900.00	\$60,900.00	166.1%	\$200.00	\$4,200.00	-81.7%	\$500.00	\$10,500.00	-54.1%	\$2,000.00	\$42,000.00	83.5%	\$1,200.00	\$25,200.00	10.1%
A11g	Pipe Burst, Remove and Replace, or Construct New Sewer Lateral with New 4" SS (Length 0'-5')	EA	5	\$1,199	\$5,995	\$100.00	\$500.00	-91.7%	\$2,000.00	\$10,000.00	66.8%	\$1,750.00	\$8,750.00	46.0%	\$2,000.00	\$10,000.00	66.8%	\$3,000.00	\$15,000.00	150.2%
A11h	Pipe Burst, Remove and Replace, or Construct New Sewer Lateral with New 4" SS (Length 5'-10')	EA	11	\$1,526	\$16,786	\$50.00	\$550.00	-96.7%	\$2,700.00	\$29,700.00	76.9%	\$2,250.00	\$24,750.00	47.4%	\$3,000.00	\$33,000.00	96.6%	\$4,000.00	\$44,000.00	162.1%
A11i	Pipe Burst, Remove and Replace, or Construct New Sewer Lateral with New 4" SS (Length 10'-15')	EA	6	\$1,908	\$11,445	\$50.00	\$300.00	-97.4%	\$3,700.00	\$22,200.00	94.0%	\$3,000.00	\$18,000.00	57.3%	\$4,000.00	\$24,000.00	109.7%	\$4,500.00	\$27,000.00	135.9%
A11j	Pipe Burst, Remove and Replace, or Construct New Sewer Lateral with New 4" SS (Length > 25')	EA	1	\$3,052	\$3,052	\$50.00	\$50.00	-98.4%	\$2,500.00	\$2,500.00	-18.1%	\$4,500.00	\$4,500.00	47.4%	\$7,000.00	\$7,000.00	129.4%	\$5,500.00	\$5,500.00	80.2%
A11k	Remove and Replace or Construct New SSCO at Property Line	EA	23	\$828	\$19,053	\$300.00	\$6,900.00	-63.8%	\$720.00	\$16,560.00	-13.1%	\$500.00	\$11,500.00	-39.6%	\$2,000.00	\$46,000.00	141.4%	\$1,500.00	\$34,500.00	81.1%
A11l	Abandon Ex 6" S By Filling Pipe	LF	58	\$74	\$4,304	\$1.00	\$58.00	-98.7%	\$11.00	\$638.00	-85.2%	\$10.00	\$580.00	-86.5%	\$15.00	\$870.00	-79.8%	\$5.00	\$290.00	-93.3%
A11m	Remove Ex SSMH	EA	1	\$1,110	\$1,110	\$1,000.00	\$1,000.00	-9.9%	\$1,000.00	\$1,000.00	-9.9%	\$1,500.00	\$1,500.00	35.1%	\$5,000.00	\$5,000.00	350.5%	\$1,000.00	\$1,000.00	-9.9%
Subtotal: Kentdale Ln/Wolfe Glen Wy/Wolfe Canyon Rd				\$398,084			\$348,628.00	-12.4%		\$386,828.00	-2.8%		\$357,280.00	-10.3%		\$515,070.00	29.4%		\$990,441.00	148.8%
		SUBTOTAL =			\$2,326,210															
CONTINGENCY PERCENTAGE				10%	\$232,621															
TOTAL ADDITIVE BID ITEMS=					\$2,558,831															
TOTAL BASE+ ADDITIVE BID ITEMS=					\$8,303,424		\$6,137,410.00	-26.1%		#####	-17.1%		\$7,412,690.00	-10.7%		\$8,399,330.00	1.2%		\$13,891,718.00	67.3%

**SECTION 00500**  
**AGREEMENT FOR THE CONSTRUCTION OF**

**FY 24/25 Gravity Sewer Improvements Project (#958)**

THIS AGREEMENT, made and executed, in triplicate, this 19th day of February, 2025, between the ROSS VALLEY SANITARY DISTRICT ("District"), San Rafael, California, and GLOSAGE ENGINEERING, INC. ("Contractor").

The District and Contractor, in consideration of the mutual covenants hereinafter set forth, agree as follows:

**W I T N E S S E T H:**

1. That for and in consideration of the payments and agreements hereinafter mentioned, to be made and performed by and under the conditions expressed in the two bonds, bearing even date with these presents, and hereunto annexed, shall do all the work and furnish all the materials necessary to construct and complete in good workmanlike and substantial manner the project entitled: **FY 24/25 Gravity Sewer Improvements Project** in strict conformity with the Contract Documents prepared therefore, which said Contract Documents are hereby specially referred to and by said reference made a part hereof.
2. In consideration of the mutual covenants and agreements of the parties herein contained and to be performed, the Contractor hereby agrees to complete the Work in accordance with the terms and conditions stipulated in the Contract Documents for the sum of Six Million One Hundred Thirty-Seven Thousand Four Hundred Ten Dollars (\$6,137,410) computed in accordance with Contractor's accepted proposal dated January 30th, 2025, which accepted proposal is incorporated herein by reference thereto as if herein fully set forth. Compensation shall be based upon any lump sum bid items plus the unit prices stated in the Bid Schedule times the actual quantities or units of work and materials performed or furnished. The further terms, conditions, and covenants of this Agreement are set forth in the Contract Documents, each of which is by this reference made a part hereof. Payments are to be made to the Contractor in accordance with the provisions of the Contract Documents and the Technical Specifications in legally executed and regularly issued warrants of the District, drawn on the appropriate fund or funds as required by law and order of the District thereof.
3. Contractor shall provide the materials and perform the Work according to the terms and conditions herein contained and referred to, for the prices aforesaid, and District shall pay the same at the time, in the manner and upon the conditions above set forth; and the said parties for themselves, their heirs, executors, administrators, successors and assigns, do hereby agree to the full performance of the covenants herein contained.

4. The Contractor and any subcontractor performing or contracting any work shall comply with all applicable provisions of the California Labor Code for all workers, laborers and mechanics of all crafts, classifications or types, including, but necessarily limited to the following:
- (a) The Contractor shall comply with all applicable provisions of Section 1810 to 1815, inclusive, of the California Labor Code relating to working hours. The Contractor shall, as a penalty to the District, forfeit the sum of twenty-five dollars (\$25) for each worker employed in the execution of the Contract by the Contractor or by any subcontractor for each calendar day during which such worker is required or permitted to work more than eight (8) hours in any one (1) calendar day and forty (40) hours in any one calendar week, unless such worker receives compensation for all hours worked in excess of eight (8) hours at not less than 1-1/2 times the basic rate of pay.
  - (b) The Contractor and any subcontractor under him shall pay not less than the higher of the prevailing rate of per diem wages as determined by the Director of the California Department of Industrial Relations or the Secretary of Labor (Davis Bacon). The Contractor is hereby advised that copies of the general State and Federal prevailing rates of per diem wages and the general prevailing rate for holidays, Saturdays and Sundays and overtime work in the locality in which the work is to be performed for each craft, classification, or type of worker required to execute the Contract, are on file in the office of the District, which copies shall be made available to any interested party on request. The Contractor shall post a copy of both State and Federal prevailing rates of per diem wages at each job site.
  - (c) As required by Section 1773.1 of the California Labor Code, the Contractor shall pay travel and subsistence payments to each worker needed to execute the Work, as such travel and subsistence payments are defined in the applicable collective bargaining agreements filed in accordance with this Section.
  - (d) To establish such travel and subsistence payments, the representative of any craft, classification, or type of workman needed to execute the contracts shall file with the Department of Industrial Relations fully executed copies of collective bargaining agreements for the particular craft, classification or type of work involved. Such agreements shall be filed within ten (10) days after their execution and thereafter shall establish such travel and subsistence payments whenever filed thirty (30) days prior to the call for bids.
  - (e) The Contractor shall comply with the provisions of Section 1775 of the California Labor Code and shall, as a penalty to the District, forfeit up to fifty dollars (\$50) for each calendar day, or portion thereof, for each worker paid less than the prevailing rate of per diem wages for each craft, classification, or type of worker needed to execute the contract. The Contractor shall pay each worker an amount equal to the difference between the prevailing wage rates and the amount paid worker for each calendar day or portion thereof for which a worker was paid less than the prevailing wage rate. Contractor is required to pay all applicable penalties and back wages in

the event of violation of prevailing wage law, and Contractor and any subcontractor shall fully comply with California Labor Code Section 1775, which is incorporated by this reference as though fully set forth herein.

- (f) As required under the provisions of Section 1776 of the California Labor Code, Contractor and each subcontractor shall keep an accurate payroll record, showing the name, address, social security number, work classification, and straight time and overtime hours worked each day and week, and the actual per diem wages paid to each journeyman, apprentice, worker, or other employee employed by him or her in connection with the public work. Said payroll shall be certified and shall be available for inspection at all reasonable hours at the principal office of the Contractor on the following basis:
- (1) A certified copy of an employee's payroll record shall be made available for inspection or furnished to the employee or his or her authorized representative on request.
  - (2) A certified copy of all payroll records enumerated in Paragraph 4(f), herein, shall be made available for inspection or furnished upon request to the District, the Division of Labor Standards Enforcement, and the Division of Apprenticeship Standards of the Department of Industrial Relations.
  - (3) A certified copy of all payroll records enumerated in Paragraph 4(f), herein, shall be made available upon request by the public for inspection or for copies thereof; provided, however, that a request by the public shall be made through the District, the Division of Apprenticeship Standards, or the Division of Labor Standards Enforcement. If the requested payroll records have not been provided pursuant to Paragraph 4(f) herein, the requesting party shall, prior to being provided the records, reimburse the costs of preparation by the Contractor, subcontractors, and the entity through which the request was made. The public shall not be given access to the records at the principal offices of the Contractor.

The certified payroll records shall be on forms provided by the Division of Labor Standards Enforcement or shall contain the same information as the forms provided by the division.

Each Contractor shall file a certified copy of the records, enumerated in Paragraph 4(f) with the entity that requested the records within ten (10) days after receipt of a written request. Any copy of records made available for inspection as copies and furnished upon request to the public or any public agency by the District, the Division of Apprenticeship Standards, or the Division of Labor Standards Enforcement shall be marked or obliterated in such a manner as to prevent disclosure of an individual's name, address, and social security number. The name and address of the Contractor awarded the contract or performing the contract shall not be marked or redacted. The Contractor shall inform the District of the location of the records enumerated under Paragraph 4(f) including the street address, city and county, and shall, within five (5) working days, provide a notice of change of location and address. The Contractor shall have ten (10) days in which to comply subsequent to receipt of

written notice specifying in what respects the Contractor must comply with this Paragraph 4(f). In the event that the Contractor fails to comply within the 10-day period, he or she shall, as a penalty to the state or the District, forfeit \$25.00 dollars for each calendar day, or portion thereof, for each worker, until strict compliance is effectuated. Upon the request of the Division of Apprenticeship Standards or the Division of Labor Standards Enforcement, these penalties shall be withheld from progress payments then due. Responsibility for compliance with Paragraph 4(f) lies with the Contractor.

- (g) The Contractor and any subcontractors shall, when they employ any person in any apprenticeable craft or trade, apply to the joint apprenticeship committee administering the apprenticeship standards of the craft or trade in the area of the construction site for a certificate approving the Contractor or subcontractor under the apprenticeship standards for the employment and training of apprentices in the area or industry affected; and shall comply with all other requirements of Section 1777.5 of the California Labor Code. The responsibility of compliance with California Labor Code Section 1777.5 during the performance of this contract rests with the Contractor. Pursuant to California Labor Code Section 1777.7, in the event the Contractor willfully fails to comply with the provisions of California Labor Code Section 1777.5, the Contractor shall be denied the right to bid on any public works contract for up to three (3) years from the date noncompliance is determined and be assessed civil penalties.
- (h) In accordance with the provisions of Article 5, Chapter 1, Part 7, Division 2 (commencing with Section 1860), and Chapter 4, Part 1, Division 4 (commencing with Section 3700) of the California Labor Code, the Contractor is required to secure the payment of compensation to its employees and for that purpose obtain and keep in effect adequate Workers' Compensation Insurance. If the Contractor, in the sole discretion of the District satisfies the District of the responsibility and capacity under the applicable Workers' Compensation Laws, if any, to act as self-insurer, the Contractor may so act, and in such case, the insurance required by this paragraph need not be provided.

The Contractor is advised of the provisions of Section 3700 of the California Labor Code, which requires every employer to be insured against liability for Workers' Compensation or to undertake self-insurance in accordance with the provisions of that Code and shall comply with such provisions and have Employer's Liability limits of \$1,000,000 per accident before commencing the performance of the work of this Contract.

The Notice to Proceed with the Work under this Contract will not be issued, and the Contractor shall not commence work, until the Contractor submits written evidence that it has obtained full Workers' Compensation Insurance coverage for all persons whom it employs or may employ in carrying out the work under this Contract. This insurance shall be in accordance with the requirements of the most current and applicable state Workers' Compensation Insurance Laws. In accordance with the provisions of Section 1861 of the California Labor Code, the Contractor in signing this agreement certifies to the District as true the following statement: "I am aware of

the provisions of Section 3700 of the Labor Code which requires every employer to be insured against liability for Workers' Compensation or to undertake self-insurance in accordance with the provisions of that Code, and I will comply with such provisions before commencing the performance of the work of this Contract."

A subcontractor is not allowed to commence work on the project until verification of Workers' Compensation Insurance coverage has been obtained and verified by the Contractor and submitted to the District for the District's review and records.

- (i) In accordance with the provisions of Section 1727 of the California Labor Code, the District, before making payment to the Contractor of money due under a contract for public works, shall withhold and retain therefrom all wages and penalties which have been forfeited pursuant to any stipulation in the contract, and the terms of Chapter 1, Part 7, Division 2 of the California Labor Code (commencing with Section 1720). But no sum shall be withheld, retained or forfeited, except from the final payment, without a full investigation by either the Division of Labor Standards Enforcement or by the District.
5. It is further expressly agreed by and between the parties hereto that should there be any conflict between the terms of the instrument and the bid proposal of said Contractor, then this instrument shall control, and nothing herein contained shall be considered as an acceptance of the said terms of said proposal conflicting herewith.
6. The Contractor agrees to provide and maintain insurance coverage, and to indemnify and save harmless the parties named and in the manner set forth in Section 00800-Article 2, **INDEMNITY AND INSURANCE**.

The duty of Contractor to indemnify and save harmless, as set forth herein, shall include a duty to defend as set forth in Section 2778 of the California Civil Code; provided, however, that nothing herein shall be construed to require Contractor to indemnify against any responsibility or liability in contravention of Section 2782 of the California Civil Code.

7. The Contractor shall diligently prosecute the work so that it shall be substantially completed within the time specified in Section 00800-1.01, **TIME ALLOWED FOR COMPLETION**.
8. Except as otherwise may be provided herein, Contractor hereby expressly guarantees for one (1) full year from the date of the Substantial Completion of the work under this Agreement and acceptance thereof by the District, to repair or replace any part of the work performed hereunder which constitutes a defect resulting from the use of inferior or defective materials, equipment or workmanship. If, within said period, any repairs or replacements in connection with the work are, in the opinion of the District, rendered necessary as the result of the use of inferior or defective materials, equipment or workmanship, Contractor agrees, upon receipt of notice from District, and without expense to District, to promptly repair or replace such material or workmanship and/or correct any and all defects therein. If Contractor, after such notice, fails to proceed promptly to comply with the terms of this guarantee, District may perform the work necessary to effectuate such correction and recover the cost thereof from the Contractor or its sureties.

In special circumstances where a particular item of work or equipment is placed in continuous service before substantial completion of the Work, the correction period for that item may start to run from an earlier date. This date shall be agreed upon by the Contractor and District on or before the date the item is placed in continuous service.

Any and all other special guarantees which may be applicable to definite parts of the work under this Agreement shall be considered as an additional guarantee and shall not reduce or limit the guarantee as provided by Contractor pursuant to this paragraph during the first year of the life of such guarantee.

9. The Contractor shall provide, on the execution of this Agreement, a good and sufficient corporate surety bond in the penal sum of one hundred percent (100%) of amount bid, which bond shall be on the form provided by the District in Section 00610, **BOND OF FAITHFUL PERFORMANCE**, and be conditioned upon the faithful performance of all Work required to be performed by the Contractor under this Agreement. Said bond shall be liable for any and all penalties and obligations which may be incurred by Contractor under this Agreement. The corporate surety bond shall be issued by a corporate surety approved by the District's counsel. The corporate surety shall be authorized to conduct business in California. At its discretion, the District may request that a certified copy of the certificate of authority of the insurer issued by the Insurance Commissioner of the State of California be submitted by the surety to the District. At its discretion, the District may also require the insurer to provide copies of its most recent annual statement and quarterly statement filed with the Department of Insurance pursuant to Article 10 (commencing with Section 900) of Chapter 1 of Part 2 of Division 1 of the Insurance Code.
10. In addition to the bond required under Paragraph 9, hereof, Contractor shall furnish a good and sufficient corporate surety bond in the penal sum of one hundred percent (100%) of amount of bid, which bond shall be on the form provided by the District in Section 00620, **PAYMENT BOND**, and conform strictly with the provisions of Chapter 7, Title 15, Part 4, Division 3, of the Civil Code of the State of California, and all amendments thereto. The corporate surety bond shall be issued by a corporate surety approved by the District's counsel. The corporate surety shall be authorized to conduct business in California. At its discretion, the District may request that a certified copy of the certificate of authority of the insurer issued by the Insurance Commissioner of the State of California be submitted by the surety to the District. At its discretion, the District may also require the insurer to provide copies of its most recent annual statement and quarterly statement filed with the Department of Insurance pursuant to Article 10 (commencing with Section 900) of Chapter 1 of Part 2 of Division 1 of the Insurance Code.
11. The Contractor may substitute securities for the amounts retained by the District to ensure performance of the Work in accordance with the provisions of Section 22300 of the Public Contract Code.
12. The Contractor shall be provided the time period specified in Section 01300-1.03, **MATERIAL AND EQUIPMENT SUBSTITUTIONS**, for submission of data substantiating a request for a substitution of an "or equal" item.

13. As required by Section 6705 of the California Labor Code and in addition thereto, whenever work under the Contract involves the excavation of any trench or trenches five feet or more in depth, the Contractor shall submit in advance of excavations, a detailed plan showing the design of shoring, bracing, sloping, or other provisions to be made for worker protection from the hazard of caving ground during the excavation of such trench or trenches. If such plan varies from the shoring system standards established by the Construction Safety Orders of the Division of Industrial Safety in Title 8, Subchapter 4, Article 6, California Code of Regulations, the plan shall be prepared by a registered civil or structural engineer employed by the Contractor, and all costs therefore shall be included in the price named in the Contract for completion of the work as set forth in the Contract Documents. Nothing in this Section shall be deemed to allow the use of a shoring, sloping, or other protective system less effective than that required by the Construction Safety Orders. Nothing in this Section shall be construed to impose tort liability on the District and the Design Consultant nor any of their agents, consultants, or employees. The District's review of the Contractor's excavation plan is only for general conformance to the California Construction Safety Orders.

Prior to commencing any excavation, the Contractor shall designate in writing to the District the competent person(s) with the authority and responsibilities designated in the Construction Safety Orders.

14. In accordance with Section 7104 of the Public Contract Code, whenever any work involves digging trenches or other excavations that extend deeper than four feet below the surface, the provisions of Section 00700-7.02, **DIFFERING SITE CONDITIONS**, shall apply.
15. In accordance with Section 7103.5 of the Public Contract Code, the Contractor and subcontractors shall conform to the following requirements. In entering into a public works contract or a subcontract to supply goods, services, or materials pursuant to a public works contract, the Contractor or subcontractor offers and agrees to assign to the District all rights, title, and interest in and to all causes of action it may have under Section 4 of the Clayton Act (15 U.S.C. Section 15) or under the Cartwright Act [Chapter 2 (commencing with Section 16700) of Part 2 of Division 7 of the Business and Professions Code], arising from purchases of goods, materials or services pursuant to this Contract or the subcontract. Such assignment shall be made and become effective at the time the District tenders final payment to the Contractor, without further acknowledgment by the parties.
16. In accordance with Section 4552 of the Government Code, the Contractor shall conform to the following requirements. In submitting a Bid to the District, the Contractor offers and agrees that if the Bid is accepted, it will assign to the District all rights, title, and interest in and to all causes of action it may have under Section 4 of the Clayton Act (15 U.S.C. Section 15) or under the Cartwright Act [Chapter 2 (commencing with Section 16700) of Part 2 of Division 7 of the Business and Professions Code], arising from purchase of goods, materials, or services by the Contractor for sale to the District pursuant to the Bid. Such assignment shall be made and become effective at the time the District tenders final payment to the Contractor.

17. Pursuant to Public Contract Code Section 7100, the acceptance by the Contractor of an undisputed payment made under the terms of the Contract shall operate as, and shall be, a release to the District, and their duly authorized agents, from all claim of and/or liability to the Contractor arising by virtue of the Contract related to those amounts. Disputed contract claims in stated amounts may be specifically excluded by the Contractor from the operation of the release.
18. In accordance with California Business and Professions Code Section 7030, the Contractor is required by law to be licensed and regulated by the Contractors' State License Board which has jurisdiction to investigate complaints against contractors if a complaint regarding a patent act or omission is filed within four (4) years of the date of the alleged violation. A complaint regarding a latent act or omission pertaining to structural defects must be filed within ten (10) years of the date of the alleged violation. Any questions concerning the Contractor may be referred to the Registrar, Contractors' State License Board, P.O. Box 26000, Sacramento, California 95826.
19. The acceptance of each payment made to Contractor under this Agreement shall constitute a warranty that all subcontractors, laborers and material suppliers on the Project have been paid for all work, material, labor provisions, provender, equipment, or other supplies and efforts made toward the construction of improvements.
20. **INDEMNIFICATION.** Contractor shall indemnify, defend with counsel acceptable to District, and hold harmless to the fullest extent permitted by law, the District and its officers, officials, employees, agents and volunteers, Design Consultant, Construction Manager, and its consultants for the Work and their respective agents and employees and each of their respective agents and employees (collectively "the Indemnified Parties") in accordance with the requirements of Section 00800-2.01E, **Indemnification**.
21. **SEVERABILITY.** If any term or portion of this Agreement is held to be invalid, illegal, or otherwise unenforceable by a court of competent jurisdiction, the remaining provisions of this Agreement shall continue in full force and effect.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement this 19<sup>th</sup> day of February, 2025.

CONTRACTOR

By: \_\_\_\_\_

Title: \_\_\_\_\_

ROSS VALLEY SANITARY DISTRICT

By: \_\_\_\_\_

Steve Moore, General Manager

ATTEST:

By: \_\_\_\_\_

Andrea P. Clark, District Counsel

**\*\*\* END OF SECTION \*\***

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# PERFORMANCE METRICS MONTHLY REPORT

## OPERATIONS & MAINTENANCE – JANUARY 2025

**Prepared by:** Patrick Filipelli  
Senior Business Systems Analyst

**Date:** February 2025

**Reviewed by:** Steve Moore                      Paul Bruemmer  
General Manager                      Operations and Maintenance Manager

### DISTRICT MISSION

*We provide our customers with high quality wastewater collection service, through a system that has no avoidable sanitary sewer spills, at the lowest sustainable cost, in order to protect public health and the environment.*

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## INTRODUCTION

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### Purpose

The purpose of this performance metrics report is to present and discuss the management and performance of the collection system. Reports will be prepared on a monthly and annual basis.

### Definitions

Performance metrics provide information on the collection system management and performance. A list of acronyms, abbreviations, terms, and definitions related to the District's collection systems, O&M, and performance metrics is provided at the end of this document.

### Items of Note in Current Reporting Period

The following items of note were in this performance metrics reporting period:

#### Operations

- Staff received EAP (Emergency Action Plan) training utilizing the District's web-based safety training platform (Target Solutions). The EAP training is specific training for District Staff responding to emergencies including, but not limited to fires, explosions, natural disasters, plane crashes, hazardous material releases, or acts of violence. The training also covers shelter in place and evacuation plans of District facilities.

#### Pump Crew

- Staff prepared the standby generator equipment for a planned PG&E electrical service outage at LS34 and LS35 (Riviera Circle). Staff utilized the District's portable generator to power the Lift Stations maintaining services while PG&E performed the scheduled work. The stations performed as designed and were returned to normal operation after the planned power outage.
- Staff performing critical inventory checks took time to operate and service a critical 42-inch plug valve stored in inventory at the Larkspur Landing site. This valve is a critical spare for large force main isolation and is critical to maintain proper operating order in the case of a force main valve failure. The valve operated as designed and is ready for use if the occasion was to arise.
- Staff performed preventive maintenance on all seven large force main ARVs (air release valves). The ARVs allow the escape of air and gases from the force mains and reduce pressure build-up. Staff isolated the ARVs by closing adjacent valves and removed debris such as grease and grit which can affect the units' performance. Staff tested and returned all the units to service.

### **Line Maintenance Crew**

- Staff discovered a metal stake driven through a District sewer main G251.020 - G251.010 (180 Los Cerros Dr. Greenbrae). Staff utilized a push camera to identify and locate the issue. Due to this stake and the main line being located on an easement, staff had to approach the cleaning of the main with a different approach, and this made the cleaning of the pipe more complex than usual. The repair supervisor was informed of the issue, and plans have been made to repair the pipe.
- Staff encountered heavy grease loading inside node G100.050 behind the Bon Air shopping center. Recognizing the risk of a spill, staff cleaned the upper section of the system and CMSA staff were contacted concerning the grease issue and promptly did a field site meet with line maintenance supervisor. Upon inspection of the system, it found that large amounts of paper towels and toilet paper collected at the mouth of pipe which held back the grease creating large grease clogs. CMSA staff are planning to do outreach in the area regarding this issue and District staff will monitor the system routinely for continued issues.
- Staff located and reestablished access to three lost nodes (manholes or rod holes) in the month of January. Finding lost and missing nodes has been a District priority in the last year, and field staff have excelled at this objective, locating about 2/3 of these assets so far. Knowing where nodes are located, especially in easements on private property, ensures system access for all District tasks including emergency response situations such as spills. The nodes found are as follows: G271.020 - 1 Via La Paz GB. ,G270.010 -290 Via Barranca.- between G108.020 and G106.050. This unmapped node will be investigated and added to the mapping system for evaluation and maintenance.

### **Repair Crew**

- Staff performed twelve (12) manhole rehabilitations within the District's service area. Rehabilitation work ensures a free-flowing system, as rough, misaligned channels, failing bases or rim-and-covers can allow debris and infiltration to enter the collection system and block the conveyance of the sanitary sewer, possibly causing spills. New manhole installations improve access for maintenance to difficult infrastructure. The number of repairs conducted included locations as follows: Greenbrae-3, Larkspur-4, Fairfax-2, San Anselmo-2, Kentfield-1.
- Staff installed nineteen (19) point repairs utilizing the internal pipe patch repair system. Much of this work is to repair the most defective "Grade 5" defects, specifically categorized as "visible void," within the RVSD collection system. The number of repairs conducted included locations as follows: Larkspur-1, Greenbrae-3, Sleepy Hollow-6 Bon Air-3, San Anselmo-1, Fairfax-5.

**Condition Assessment Crew**

- As part of the District's commitment to the Smart Cover system and the invaluable information it provides to the District, staff routinely perform tests and preventive maintenance of the Smart Cover system. During the month of January, staff assessed thirteen (13) Smart Cover units to ensure their reliability. These routine assessments include testing antennas, changing batteries, and cleaning and calibrating the sensors at each of the Smart Cover locations.
- While performing routine CCTV assignments, staff have also been identifying failing lateral connections. Upon discovery of voids or failed connections, staff contact residents to dye test laterals for parcel owner confirmation and repair notifications. In January, staff dye-tested nine (9) residential lines and identified two (2) lateral connections in need of repair and one (1) cross connection of a possible pool drain. This cross connection will be confirmed through smoke testing activities as soon as possible. Property owners are sent notice of their defective lateral and encouraged to contact the District for information and assistance.

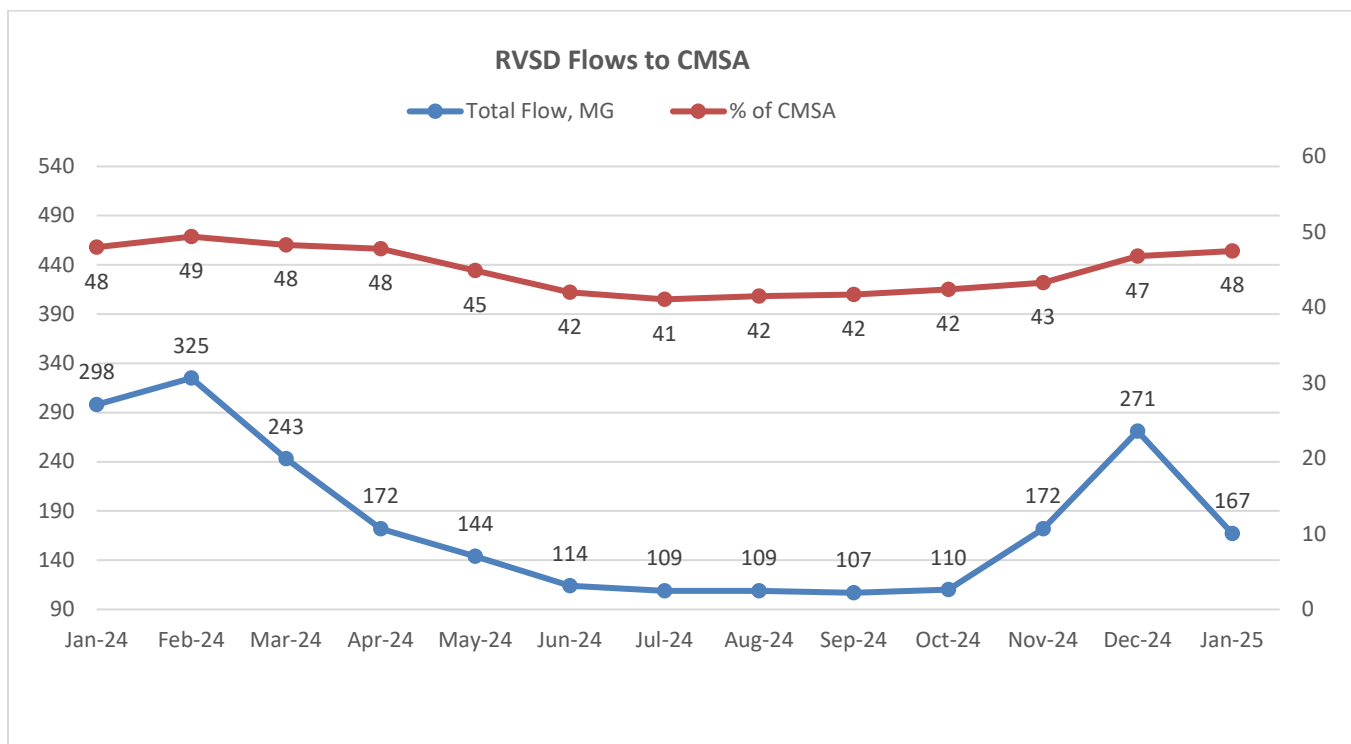
## PUMP STATIONS

Pump stations convey wastewater collected by gravity through force mains to points downstream in the system or to the WWTP. Maintenance and monitoring of the pump stations and related assets is critical in managing the collection system. The metrics categories in this report for Pump Stations are Flow, Maintenance, and Energy.

### Flow

All of RVSD's flow is conveyed in the force main network to CMSA, through one of seven pump stations: PS 15 Kentfield, PS 24 630 S Eliseo, PS 25 1350 S Eliseo, PS 14 Larkspur, PS 12 Bon Air, PS 13 Greenbrae, or PS 10 Larkspur Landing B. Pump stations are the primary location where flow data is collected. Maintenance and energy needs directly relate to flow conditions in the system.

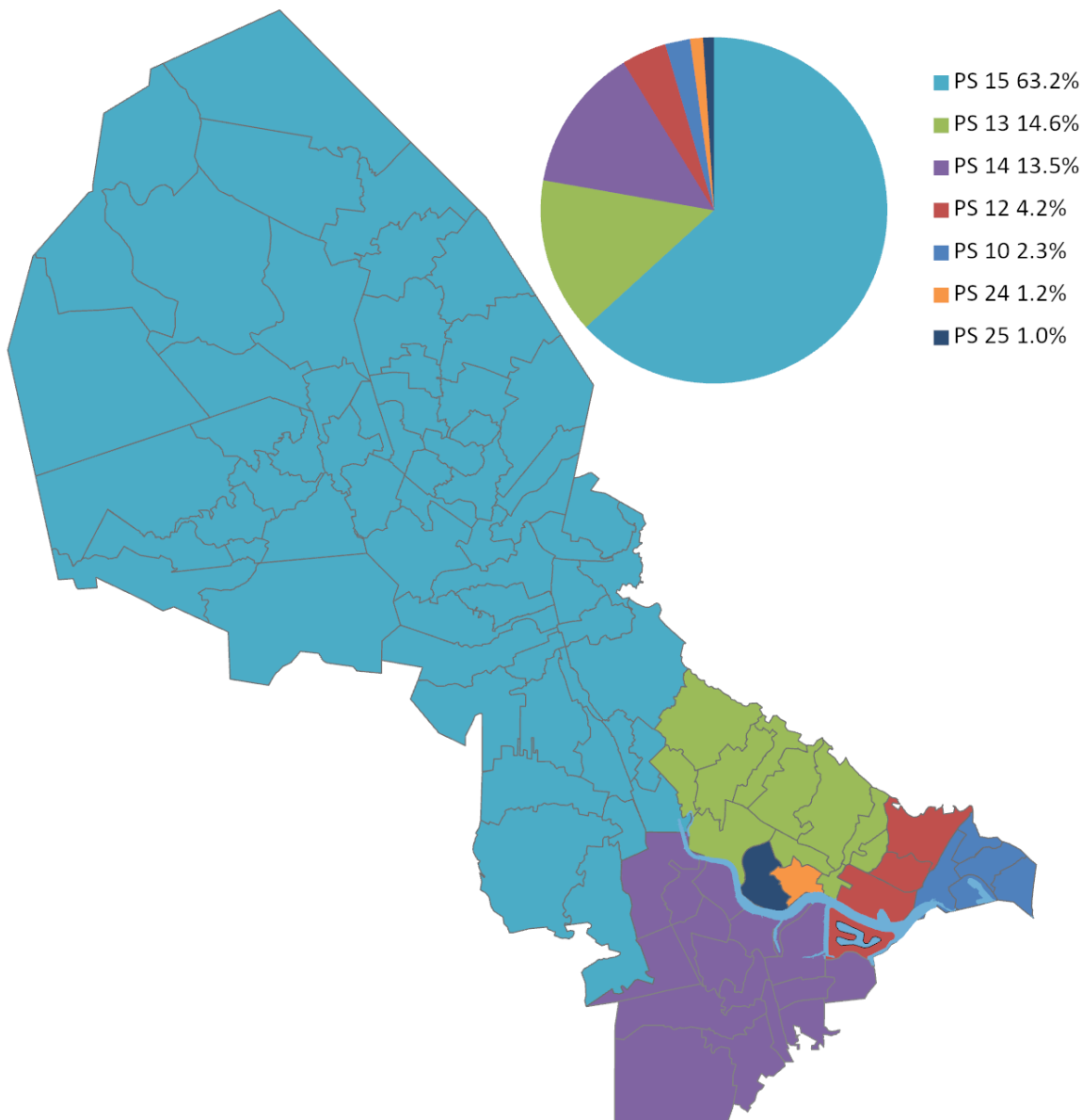
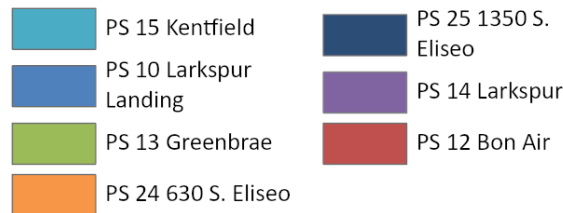
Flow	
Total Flow Volume	167 MG
ADWF	4.6 MGD
Total Flow Volume versus Calculated ADWF Volume	1.17
PWWF	18.4 MGD
Wet Weather Peaking Factor (PWWF/ADWF)	4



## Pump Station Flow

RVSD has installed Supervisory Control and Data Acquisition (SCADA) software at all the major pump stations. SCADA allows the District to track pump station flows in real time and identify critical maintenance issues. Relative flows pumped by the pump stations to the CMSA treatment plant this month are shown in the graph below. In the wet season PS15 increases to above 2/3 of the total flow.

Total Flow By Pump Station



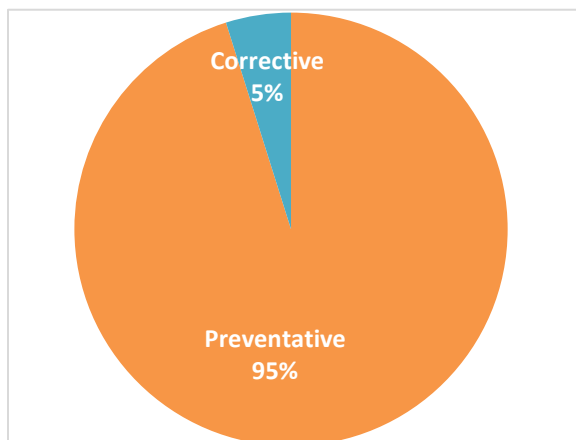
## Pump Station Maintenance

Maintenance at pump stations is essential for operational reliability and efficiency. The many electrical, mechanical, and structural components at pump stations require regular preventative maintenance, which reduces overall costs, protecting or extending service life and improving reliability.

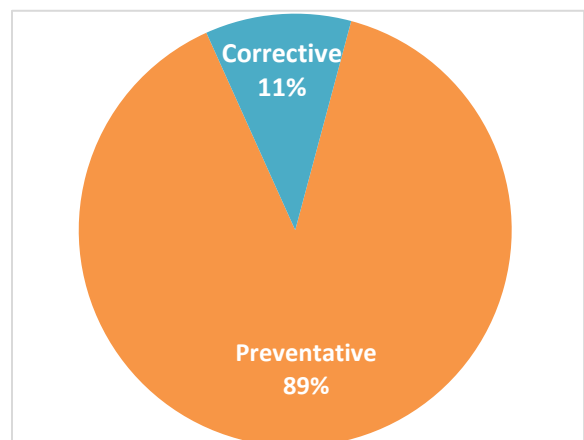
Maintenance Type Performed		
Maintenance Type	Current Month	FYTD
Mechanical Preventative	82	538
Mechanical Corrective	3	62
Electrical Preventative	16	116
Electrical Corrective	2	18
<b>TOTAL</b>	<b>103</b>	<b>734</b>

## Distribution of Pump Station Maintenance

Understanding the distribution of preventative versus corrective maintenance aids in the effective planning of future O&M and capital improvement activities.



Maintenance Type Current Month



Maintenance Type FYTD

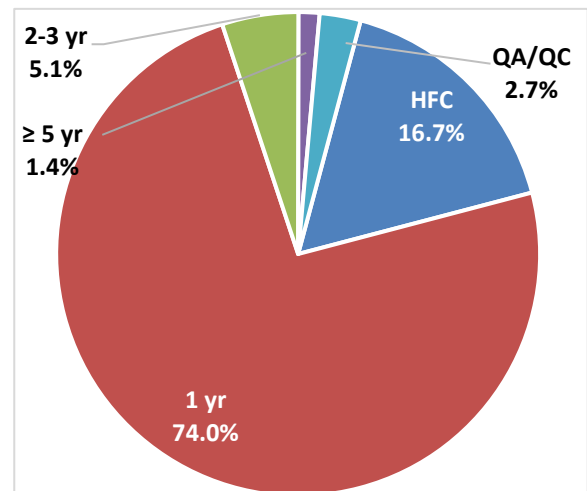
## GRAVITY SEWER LINES

Gravity sewer lines collect and convey wastewater downstream. Maintenance, assessments, and repairs can prevent avoidable wastewater spills, protect public health and the environment, reduce odors, and minimize costs. The metrics categories in this report for Gravity Sewer Lines are Pipe Cleaning, Condition Assessment, and Repair.

### Pipe Cleaning

Pipe cleaning is the fundamental preventative maintenance activity for gravity sewer pipelines and can prevent wastewater spills, reduce service calls, and extend the life of the assets. The District has implemented a quality assurance program to provide a higher level of service using CCTV cameras.

Pipe Cleaning Footage		
Cleaning Schedule	Current Month	FYTD
HFC	3,164	82,173
1 yr	55,843	363,228
2-3 yr	2,453	25,099
≥ 5 yr	0	6,847
CCTV QA/QC	2,960	13,453
<b>TOTAL</b>	<b>64,420</b>	<b>490,800</b>

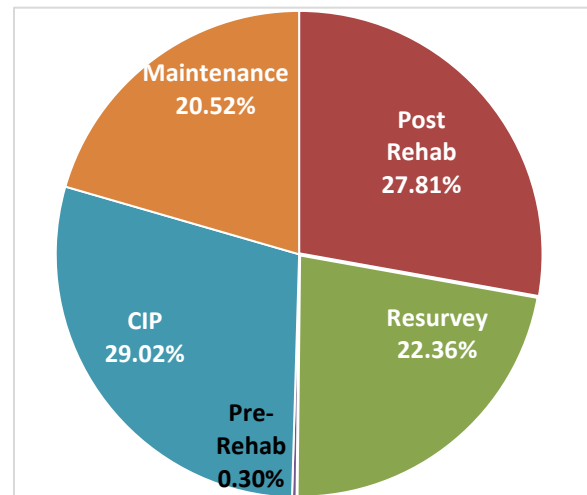


Cleaning and QA/QC Completed by Schedule

### Condition Assessment

Condition assessment is used to understand and monitor the condition of infrastructure assets.

CCTV Inspection Footage by Purpose		
CCTV Purpose	Current Month	FYTD
CIP Assessment	889	21,887
Maintenance Related	432	15,278
Routine Assessment	0	122
Resurvey	0	16,178
Post Rehab	5,905	26,032
Pre-Rehab	0	216
I/I Investigation	0	0
<b>TOTAL</b>	<b>7,226</b>	<b>79,713</b>



CCTV Completed by Purpose

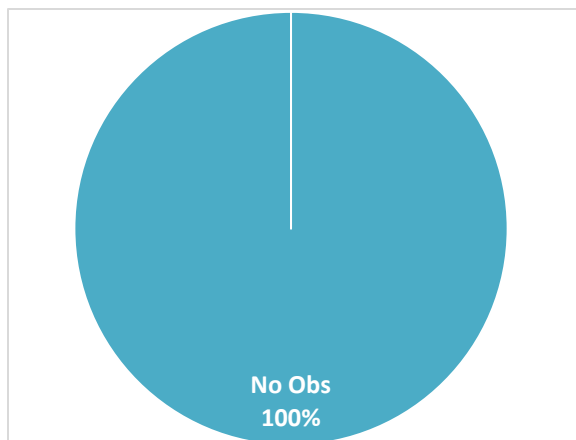
## Manhole Observations

To ensure that there isn't root intrusion or other blockages forming in District assets, a manhole observation program was created at the end of FY 2022/23. All pipes that have not been cleaned in the last two years have their manholes observed and maintenance issues documented.

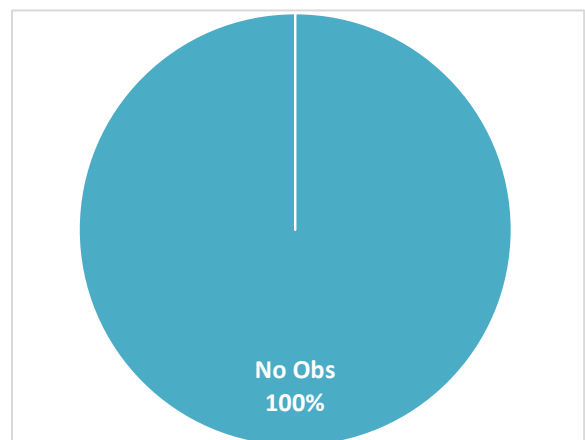
Manhole Observations		
Finding	Current Month	FYTD
No issue	0	0
Cleaning Needed	0	0
Maint. Needed	0	0
Risk of Blockage	0	0
<b>TOTAL</b>	<b>0</b>	<b>0</b>

## Distribution of Observations

The distribution of observations allows more effective planning of future O&M improvement activities and informs the pipe cleaning schedule.



Observations Current Month



Observations FYTD

## District Water Use

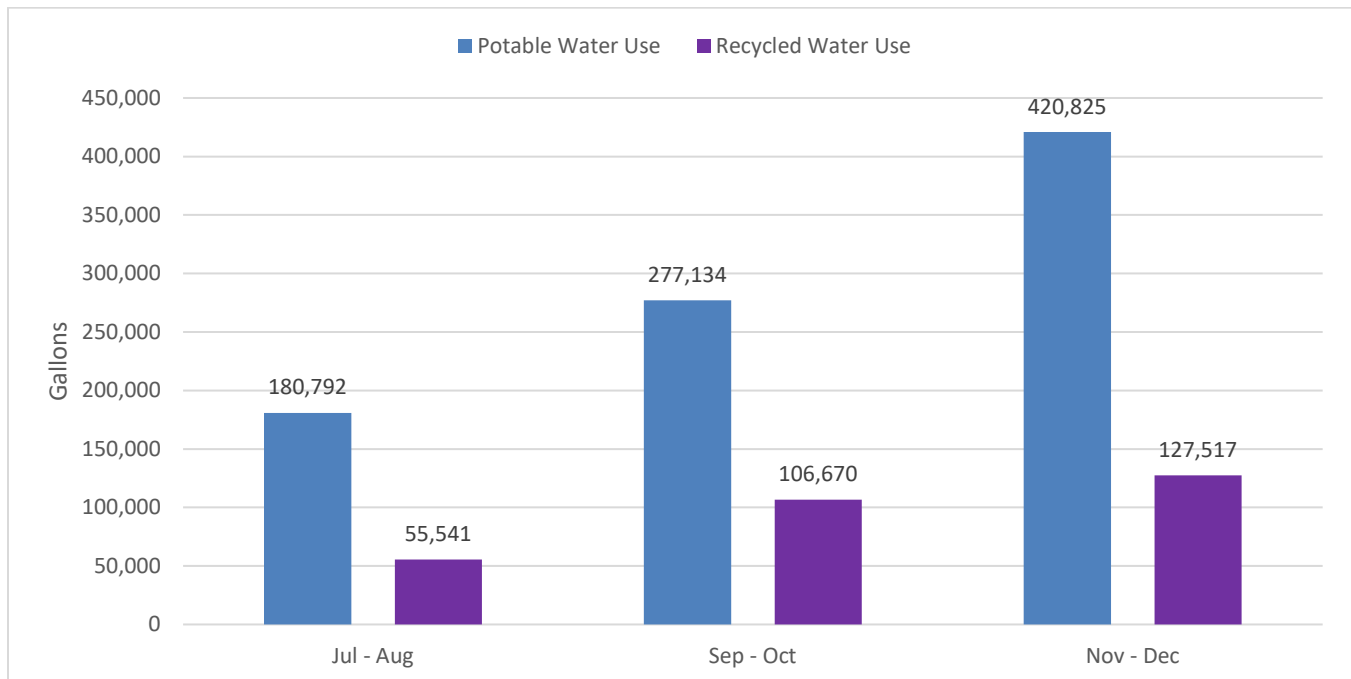
The District uses recycled water for sewer cleaning, using disinfected-23 MPN quality water from the CMSA truck fill station. Below is the total recycled water usage for the current month and fiscal year.

Recycled Water Use by Purpose (in gals)		
Purpose	Current Month	FYTD
Sewer Cleaning	29,715	157,232
<b>TOTAL</b>	<b>29,715</b>	<b>157,232</b>

## Distribution of Water Use

Using recycled water for various operational activities is environmentally responsible and sustainable in the long term. The volume of recycled water use equals the volume of potable water conserved. Conserving potable water makes more available for human uses of water for health and safety, and environmental uses of water for fish and wildlife habitat in the Lagunitas Creek and Russian River watersheds. The Cumulative Potable and Recycled Water Use graph below is updated every other month when potable water use data is made available.

**FY 2024/2025 Cumulative Potable and Recycled Water Use**



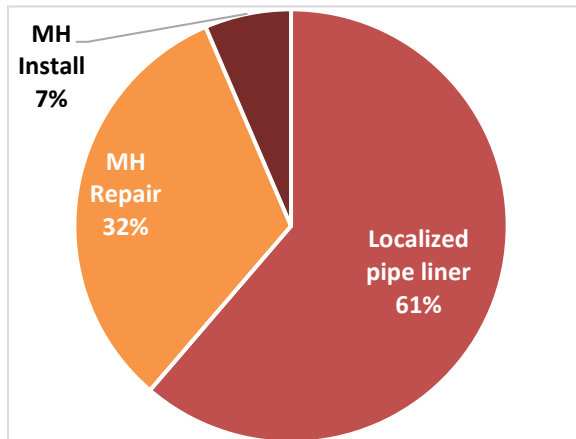
## Repair

The Repair division allows the District to perform cost effective and vital work without the need to hire additional contractors.

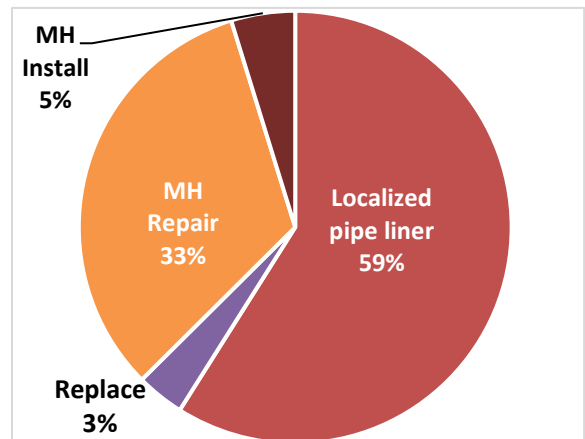
Repair Activity by Type		
Repair Type	Current Month	FYTD
Localized pipe liner	19	148
Replacement Repair	0	9
Manhole repair	10	82
Manhole Install	2	12
<b>TOTAL</b>	<b>31</b>	<b>251</b>

## Distribution of Repair Work

Understanding the distribution of repair work allows more effective planning of future O&M and capital improvement activities.



Repair Type Current Month



Repair Type FYTD

## Fats, Oils and Grease (FOG) Program

The District's Fats, Oils and Grease (FOG) Program is administered by CMSA through a program agreement. Currently, there are 83 Food Service Establishments (FSEs) within the District that require an annual inspection and 21 that are required to be inspected three times per year. This list will change over time as FSEs open or shut down. To have a highly effective FOG program it is essential that all FSEs are inspected at least annually or based on their permitted schedule. Below is the total number of inspections performed for the current month and fiscal year.

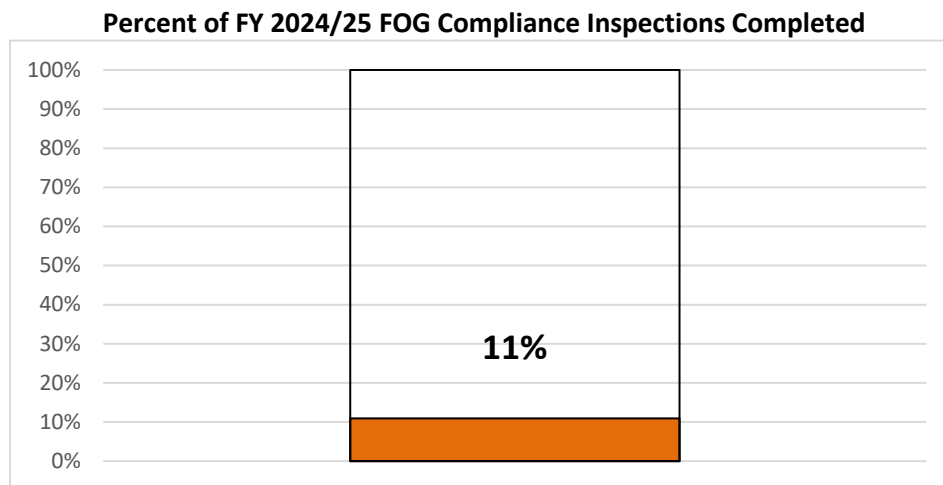
Inspections Performed			
Purpose	Current Month	FYTD	Total Planned INSP
Compliance	10	16	146
<b>TOTAL</b>	<b>10</b>	<b>16</b>	<b>146</b>

## FOG Compliance Inspections

Staff utilizing the newly instated supervisor review function within Info Asset, have been notifying supervisory staff and CMSA inspectors of heavy grease within the collection system. Staff have reported that this coordination is making a positive impact within the system.

## FOG Compliance Annual Progress

Compliance inspections completed are expected to average 8.3% (1/12) per month. Due to CMSA administering other FOG programs throughout the county, there will be some months that no compliance inspections take place within the Ross Valley service area.



## LATERAL INSPECTIONS

District inspectors conduct inspections and provide technical customer support and enforcement over private sewer lateral repair and replacements.

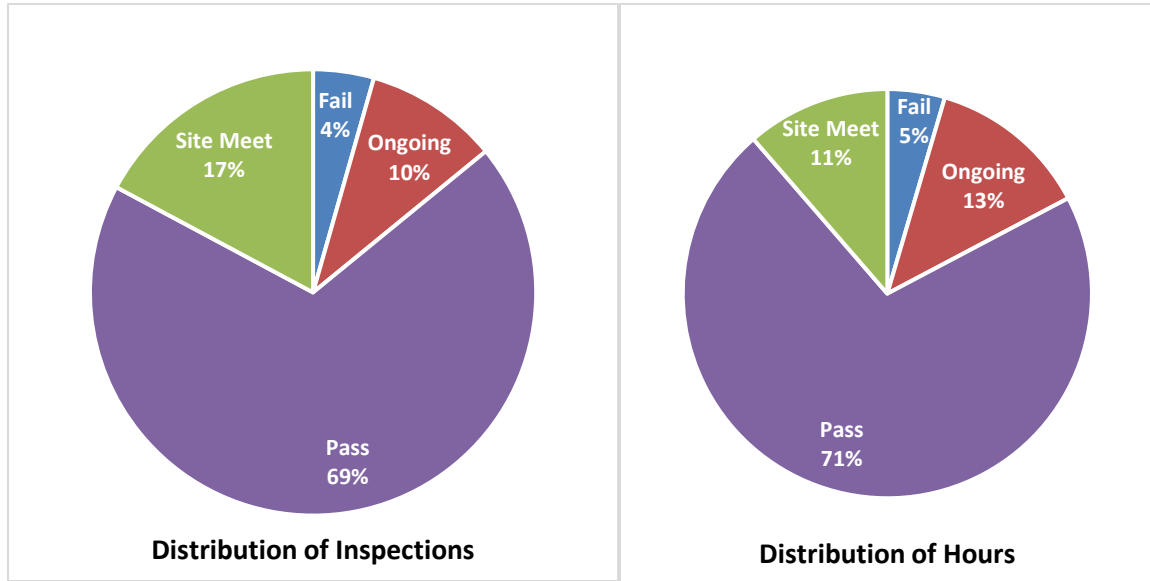
### Number of Inspections and Footage Replaced

Lateral inspections have increased over the years due to increased lateral replacement activity driven by the District's lateral programs. Inspections staff complete more lateral inspection work orders than the number of laterals that are replaced, due to additional field meets and investigations as well as re-inspections when the lateral does not pass inspection the first time.

Lateral Inspections				
Type	INSP Current	INSP FYTD	Hours Current	Hours FYTD
Fail	0	10	0	10
Ongoing	9	22	11	28
Pass	26	156	26	157
Site Meet	14	39	14	39
<b>TOTAL</b>	<b>49</b>	<b>227</b>	<b>51</b>	<b>234</b>

Lateral Replacements				
Type	INSP Current	INSP FYTD	Footage Current	Footage FYTD
Repaired	0	9	0	305
Replaced	26	147	2,286	11,714
<b>TOTAL</b>	<b>26</b>	<b>156</b>	<b>2,286</b>	<b>12,019</b>

## Distribution by Inspection Type



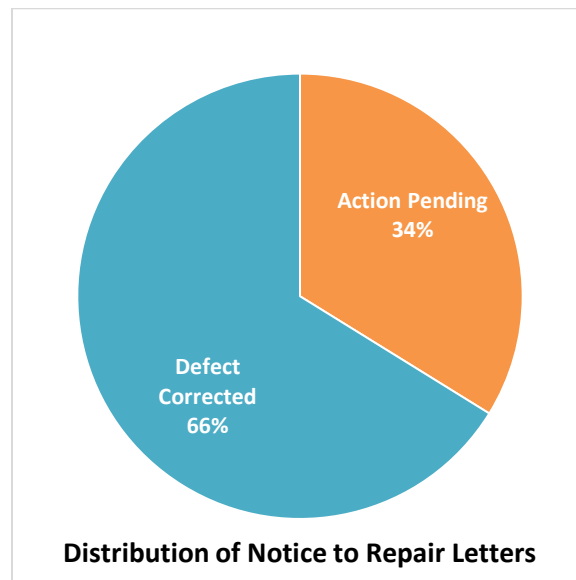
## Dye Testing

When Condition Assessment staff come across a defective lateral during routine assessment, a dye test is performed to confirm ownership.

Dye Tests				
Type	Current	FYTD	Hours Current	Hours FYTD
Dye Test	9	21	19	41
<b>TOTAL</b>	<b>9</b>	<b>21</b>	<b>19</b>	<b>41</b>

## Notice to Repair

The dye test information is used to generate “Notice to Repair” letters and the homeowner is notified of their responsibility to fix the defective connection. Below is the distribution of pending actions versus corrected defects since the inception of the program.



## SERVICE CALLS

Service calls are by nature unplanned activities and can be a measure of the quality of wastewater collection service. A high number of service calls reduces the availability of O&M resources to complete preventative maintenance and scheduled repairs. The metrics categories in this report for Service Calls are the Number of Calls and Staff Hours and Distribution by Cause.

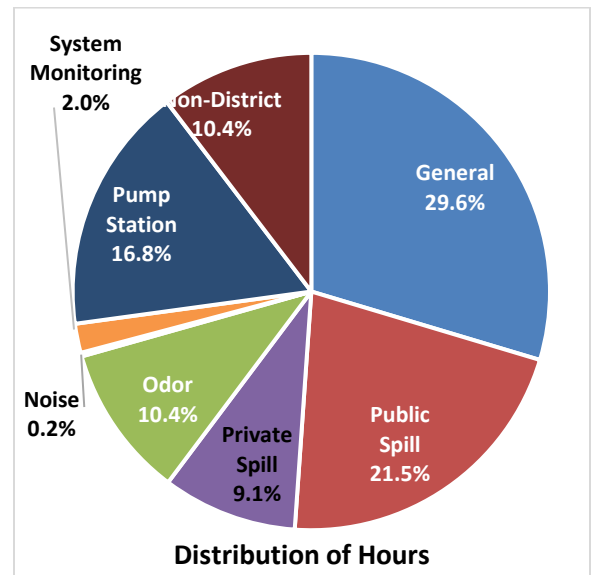
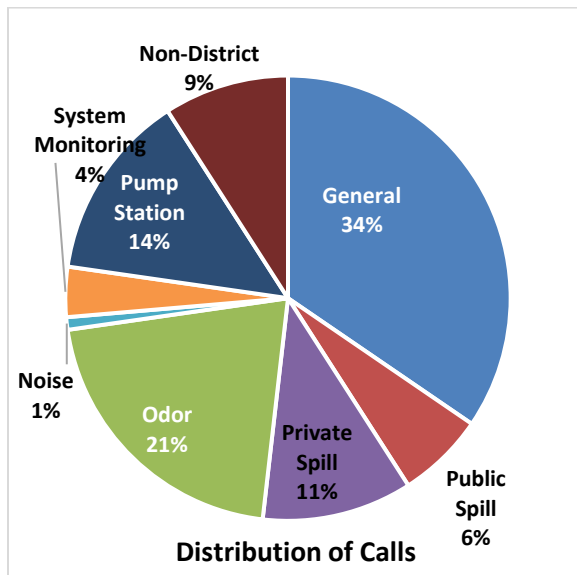
### Number of Calls and Staff Hours

Service calls both during normal hours and after hours take up a considerable amount of staff resources. To provide a high level of service to customers, the District is committed to comprehensive management of all calls.

Calls and Hours by Cause of Service Call				
Cause	# Calls	Calls FYTD	Staff Hours	Hours FYTD
General	8	38	26	120
Public Spill	0	7	0	87
Private Spill	5	12	16	37
Odor complaints	2	23	1	42
Noise complaints	0	1	0	1
System Monitoring	0	4	0	8
Pump Station Alarms	2	15	10	68
Non-District incidents	1	10	1	42
<b>TOTAL</b>	<b>18</b>	<b>110</b>	<b>54</b>	<b>405</b>

### Distribution by Cause

Understanding service call distribution by cause allows more effective planning of future O&M activities.



## SANITARY SEWER SPILLS

Wastewater spills affect public health and the environment. Preventing spills is fundamental to the proper operation of the collection system. The metrics categories in this report for Sanitary Sewer Spills are the Public Spills by Category, Public Spills by Cause, Distribution of Spills by Cause, and Spill Volume versus Conveyance to WWTP.

### Spill Categories

**Category 1:** Discharge of untreated or partially treated wastewater of any volume resulting from a sanitary sewer system failure or flow condition that either:

- Reaches surface water and/or drainage channel tributary to a surface water; or
- Reached a Municipal Separate Storm Sewer System (MS4) and was not fully captured and returned to the sanitary sewer system or otherwise captured and disposed of properly.

**Category 2:** Discharge of untreated or partially treated wastewater greater than or equal to 1,000 gallons resulting from a sanitary sewer system failure or flow condition that either:

- Does not reach surface water, a drainage channel, or an MS4, or
- The entire Spill discharged to the storm drain system was fully recovered and disposed of properly.

**Category 3:** A Category 3 spill is a spill of equal to or greater than 50 gallons and less than 1,000 gallons, from or caused by a sanitary sewer system that does not discharge to a surface water.

**Category 4:** A spill of less than 50 gallons, from or caused by a sanitary sewer system that does not discharge to a surface water.

### Public Spills by Category

Public Spills are categorized for regulatory purpose by the State of California and reported through CIWQS to the RWQCB.

Spills by CIWQS Category				
Category	# Spills	Spills FYTD	Volume, gal	Volume FYTD
1	0	1	0	1,020
2	0	0	0	0
3	0	3	0	865
4	0	3	0	51
<b>TOTAL</b>	<b>0</b>	<b>7</b>	<b>0</b>	<b>1,936</b>

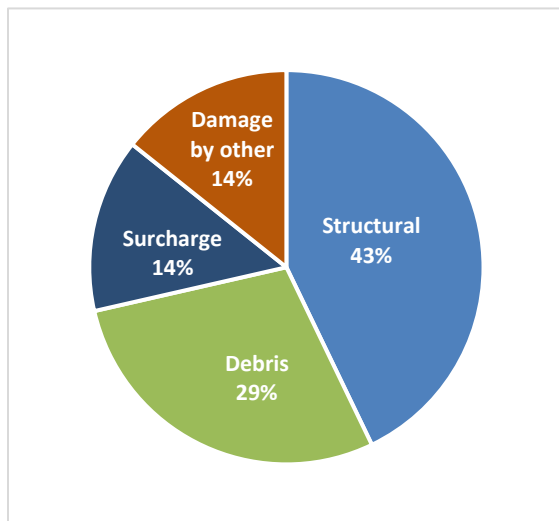
## Public Spills by Cause

Tracking the cause of Spills is a regulatory requirement for CIWQS Spill reporting. The data is used in planning, O&M, capital improvement, and enforcement activities.

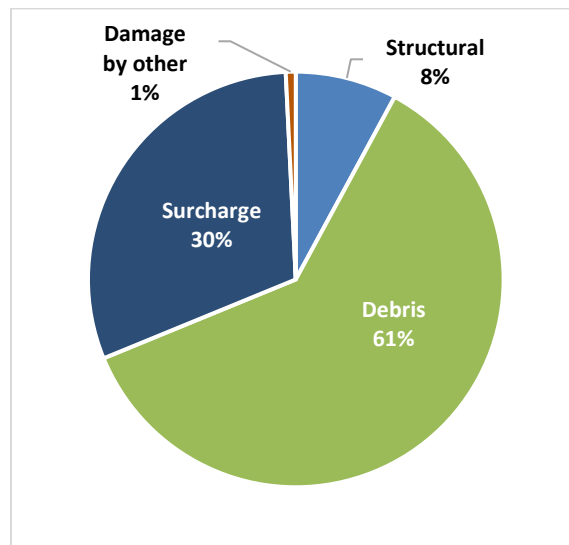
Spills by Cause				
Category	# Spills	Spills FYTD	Volume, gal	Volume FYTD
Structural	0	3	0	153
Roots	0	0	0	0
Debris	0	2	0	1,179
FOG	0	0	0	0
Construction	0	0	0	0
Surcharge	0	1	0	589
Operator Error	0	0	0	0
PS Power Failure	0	0	0	0
CS Maint. Caused	0	0	0	0
Damage by other	0	1	0	15

## Distribution of Spills by Cause

Understanding how Spills are distributed by cause allows more effective planning of future O&M, capital improvement, and enforcement activities. The District had zero (0) spills in the month of January.



Distribution of Spills



Distribution of Spill Volume

## Spill Volume versus Conveyance to WWTP

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Spills are wastewater that could not be conveyed by the collection system.

Spill Volume versus WWTP Influent			
Month	Spill, gal	WWTP, gal	%
January	0	167,000,000	0%

## ACRONYMS, ABBREVIATIONS, TERMS, AND DEFINITIONS

ADWF	Average Dry Weather Flow
CCTV	closed circuit television
CDO	Cease and Desist Order
CIP	Capital Improvement Plan or Program
CIWQS	California Integrated Water Quality System
CMMS	Computerized Maintenance Management System
CMSA	Central Marin Sanitation Agency
COF	Consequence of Failure
District	Ross Valley Sanitary District
F <sub>c</sub>	Consequence of Failure
F <sub>L</sub>	Likelihood of Failure
FM	force main
FOG	Fats, Oil, and Grease
ft	feet
FY	Fiscal Year
gal	gallons
GIS	Geographic Information Systems
GPS	Global Positioning System for satellite-based location information
HFC	High Frequency Cleaning, <1 year
hr	hour
IAMP	Infrastructure Asset Management Plan
I/I	infiltration/inflow
in	inches
InfoAsset	District's CMMS software
kWh	kilowatt-hour; unit of energy
LF	linear feet
LOF	Likelihood of Failure
LOS	Level of Service
LS	Lift Station
MACP	Manhole Assessment and Certification Program ©
MG	million gallons; measure of flow volume.
mgd	million gallons per day; measure of flow rate
mi	miles
O&M	Operations and Maintenance
PACP	Pipeline Assessment and Certification Program ©
PS	Pump Station
PWWF	Peak Wet Weather Flow
QA/QC	quality assurance and quality control
RDI/I	rainfall-dependent infiltration/inflow
RVSD	Ross Valley Sanitary District
RWQCB	Regional Water Quality Control Board
SCADA	supervisory control and data acquisition
SOP	Standard Operating Procedure
SSMP	Sewer System Management Plan
SSS	Sanitary Sewer Spill
yr	year