

**CUPERTINO SANITARY DISTRICT
SANITARY BOARD MEETING
WEDNESDAY, DECEMBER 21, 2022**

AGENDA

The meeting will be held at 7:00 p.m. via teleconference [call 1 (866) 899 - 4679 Conference Access Code: 251566821] and anyone interested may also call in. The District Office at 20863 Stevens Creek Blvd, Suite 100, Cupertino is closed.

1. ROLL CALL

2. AB 361

The Board of Directors makes the following findings required by AB 361 in order to continue holding meetings by teleconferencing electronically: (1) the March 4, 2020 Governor's Proclamation of a State of Emergency is still in effect, (2) the California Department of Public Health and the County Health Officer continue to encourage social distancing and strongly recommend that all people wear masks in all indoor public spaces, and (3) due to room capacity limitations, meeting in person would present imminent risks to the health or safety of attendees.

3. PUBLIC COMMENTS

This portion of the meeting is reserved for persons desiring to address the board on any matter not on the agenda. Speakers are limited to three (3) minutes.

All statements requiring a response will be referred to staff for further action. In most cases, state law will prohibit the board from making any decisions with respect to a matter not listed on the agenda.

4. CLOSED SESSION

- A. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION
in accordance with government code section Paragraph (1) of Subdivision (d) of Section 54956.9, existing litigation. Name of Case: County Sanitation District 2-3, West Valley Sanitation District, Cupertino Sanitary District, Burbank Sanitary District and the City of Milpitas v. The City of San Jose, The City of Santa Clara and Does 1 through 50 inclusive.

5. MINUTES & BILLS

- A. APPROVAL OF THE REVISED MINUTES OF DECEMBER 7, 2022
- B. APPROVED AMENDED MINUTES OF NOVEMBER 16, 2022
- C. PAYMENT OF BILLS AND APPROVAL OF FINANCIAL STATEMENTS
- D. DIRECTOR'S MONTHLY TIMESHEETS

**CUPERTINO SANITARY DISTRICT
SANITARY BOARD MEETING
WEDNESDAY, DECEMBER 21, 2022**

6. CORRESPONDENCE

- A. CITY OF SAN JOSE REVISED FY 2021-22 OPERATING & MAINTENANCE COST SHARING
- B. CITY OF SAN JOSE TIMETABLE FOR COMPLETION OF 2023-2024 REVENUE PROGRAM

7. MEETINGS

- A. TELECONFERENCE MEETING OF THE SAN JOSE/SANTA CLARA TREATMENT PLANT TECHNICAL ADVISORY COMMITTEE (TAC) TO BE HELD ON MONDAY, JANUARY 9, 2023
- B. CASA COLLECTION SYSTEM WORK GROUP TO BE HELD JANAUAY 11, 2023
- C. TELECONFERENCE MEETING OF THE SAN JOSE/SANTA CLARA TREATMENT PLANT ADVISORY COMMITTEE (TPAC) TO BE HELD ON THURSDAY, JANUARY 12, 2023

8. REPORTS

- A. TELECONFERENCE MEETING OF THE SAN JOSE/SANTA CLARA TREATMENT PLANT ADVISORY COMMITTEE (TPAC) HELD ON THURSDAY, DECEMBER 8, 2022

9. UNFINISHED BUSINESS

- A. COVID-19 UPDATES
- B. PURCHASE OF ONE NEW 20 KW MULTIQUIP TRAILER-MOUNTED GENERATOR AND REHABILITATION OF COUNTRY CLUB PUMP STATION

10. NEW BUSINESS

- A. ELECTION OF OFFICERS
- B. LUCITY ENHANCEMENT

11. STAFF REPORT

- A. FUTURE DEVELOPMENT PROJECTS
- B. CASA CONFERENCE UPDATES
- C. MAINTENANCE SUMMARY REPORT

**CUPERTINO SANITARY DISTRICT
SANITARY BOARD MEETING
WEDNESDAY, DECEMBER 21, 2022**

12. CALENDAR ITEMS

- A. NEXT REGULAR DISTRICT BOARD MEETING IS TO BE HELD ON
WEDNESDAY, JANUARY 4, 2023

13. ADJOURNMENT

CUPERTINO SANITARY DISTRICT BOARD MEETING
WEDNESDAY, DECEMBER 7, 2022

The Sanitary Board of the Cupertino Sanitary District convened this date at 7:00 p.m. This meeting was conducted via teleconferencing in accordance with AB 361. The District office at 20863 Stevens Creek Blvd, Suite 100, Cupertino was closed.

1. ROLL CALL:

President Bosworth called the meeting to order, and the following proceedings were had to wit: Roll call was taken, with the following members in attendance:

Directors present: William A. Bosworth, Angela S. Chen, Taghi S. Saadati, David A. Doyle, and Patrick S. Kwok.

Staff present: District Manager Benjamin Porter, Deputy District Manager Robert Woodhouse, and Counsel Marc Hynes. District Administrative Clerk/Notary Public, Frankie Martinez joined the meeting at 8:09pm.

District Consultant: Richard K. Tanaka

Public: Sayareh Farsio, Setareh Farsio and Ali Mozaffari

2. AB 361:

The Board of Directors makes the following findings required by AB 361 in order to continue holding meetings by teleconferencing electronically: (1) the March 4, 2020 Governor’s Proclamation of a State of Emergency is still in effect, (2) the County of Santa Clara Health Officer announced on May 10, 2022 that COVID-19 cases are rising again to higher levels than last summer's surge and there is a rise in hospitalizations; she continues to encourage social distancing and advises people wear masks indoors, and (3) due to room capacity limitations, meeting in person would present imminent risks to the health or safety of attendees.

On a motion by President Bosworth, seconded by Director Saadati, by a vote of 5-0-0, the Board approved.

On a motion by Director Kwok, seconded by Director Saadati, by a vote of 5-0-0, the Board moved agenda Item 10.A - “Alan Row Installers Agreement” up in the agenda to follow Agenda Item 2.

10. NEW BUSINESS:

A. After review and discussion, on a motion by Director Kwok, seconded by Director Saadati, by a vote of 5-0-0, the Board approved Alan Row Installer’s Agreement.

3. PUBLIC COMMENTS:

There were none.

CUPERTINO SANITARY DISTRICT BOARD MEETING
WEDNESDAY, DECEMBER 7, 2022

4. CLOSED SESSION:

President Bosworth adjourned the regular meeting session and opened the closed session at 7:07 p.m. Manager Porter, and Deputy Manager Woodhouse were excused from the closed session. Public guests left the meeting.

- A. Conference with legal counsel – Existing Litigation in accordance with government code section Paragraph (1) of Subdivision (d) of Section 54956.9, existing litigation. Name of Case: County Sanitation District 2-3, West Valley Sanitation District, Cupertino Sanitary District, Burbank Sanitary District, and the City of Milpitas v. The City of San Jose, The City of Santa Clara, and Does 1 through 50 inclusive.

Board action: There was no reportable action.

President Bosworth adjourned the closed session at 8:09 p.m. and the regular meeting was called to order. District Manager Porter, and Deputy Manager Woodhouse rejoined the regular meeting. District Administrative Clerk, Martinez joined the meeting.

5. MINUTES:

- A. On a motion by Director Saadati, seconded by Director Doyle, by a vote of 5-0-0, the minutes of the regular meeting held on Wednesday, November 16, 2022, were approved with amendments.
- B. By consensus, the Minutes of Wednesday, October 19, 2022, are to be Noted & Filed.

6. CORRESPONDENCE:

- A. The Board received letters from Santa Clara County Clerk of the Board for Appointment of Patrick Kwok, David Doyle, and Taghi Saadati. District Manager Porter administered the Oath of office to all three candidates, and District Administrative Clerk/Notary Public, Martinez witnessed the swearing of oaths.

District Administrative Clerk/Notary Public, Martinez left the meeting at 8:18 p.m.

- B. The Board received an emailed letter from County of Santa Clara Office of County Assessor for Lucky Road Annexation No. 1. It is to be Noted & Filed.

7. MEETINGS:

- A. Director Kwok plans to attend the teleconference meeting of the San Jose/Santa Clara Treatment Plant Advisory Committee (TPAC) scheduled to be held on Thursday, December 8, 2022.

CUPERTINO SANITARY DISTRICT BOARD MEETING
WEDNESDAY, DECEMBER 7, 2022

8. REPORTS:

- A. Deputy Manager Woodhouse reported on the teleconference meeting of the San Jose/Santa Clara Treatment Plant Technical Advisory Committee (TAC) held on Monday, December 5, 2022.
- B. Director Bosworth reported on the Santa Clara County Special Districts Association regular teleconference meeting held on December 5, 2022.
- C. Deputy Manager Woodhouse reported on the California Alliance for Sewer System Excellence (CASSE) teleconference meeting held December 7, 2022.

9. UNFINISHED BUSINESS:

- A. District Manager Porter reported on the Covid-19 updates.

10. NEW BUSINESS:

- B. After discussion by the Board, the memo on Purchase of One New 20 kw Multiquip Trailer-Mounted Generator and Rehabilitation of Country Club Pump Station was deferred to the next regular meeting.

11. STAFF REPORTS:

- A. Manager Porter reported on Future Development Projects.

12. CALENDAR ITEMS:

- A. The next regular District Board meeting is scheduled to be held on Wednesday, December 21, 2022.

13. ADJOURNMENT:

On a motion properly made and seconded, at 8: 56 p.m. the meeting was adjourned.

Secretary of the Sanitary Board

President of the Sanitary Board

CUPERTINO SANITARY DISTRICT BOARD MEETING
WEDNESDAY, NOVEMBER 16, 2022
AMENDED

The Sanitary Board of the Cupertino Sanitary District convened this date at 7:00 p.m. This meeting was conducted via teleconferencing in accordance with AB 361. The District office at 20863 Stevens Creek Blvd, Suite 100, Cupertino was closed.

1. ROLL CALL:

President Bosworth called the meeting to order, and the following proceedings were had to wit: Roll call was taken, with the following members in attendance:

Directors present: Angela S. Chen, Taghi S. Saadati, David A. Doyle, William A. Bosworth and Patrick S. Kwok.

Staff present: District Manager Benjamin Porter, Deputy District Manager Robert Woodhouse, and Counsel Marc Hynes.

District Consultant: Richard K. Tanaka

Public: None

2. AB 361:

The Board of Directors makes the following findings required by AB 361 in order to continue holding meetings by teleconferencing electronically: (1) the March 4, 2020 Governor's Proclamation of a State of Emergency is still in effect, (2) the County of Santa Clara Health Officer announced on May 10, 2022 that COVID-19 cases are rising again to higher levels than last summer's surge and there is a rise in hospitalizations; she continues to encourage social distancing and advises people wear masks indoors, and (3) due to room capacity limitations, meeting in person would present imminent risks to the health or safety of attendees.

On a motion by President Bosworth, seconded by Director Chen, by a vote of 5-0-0, the Board approved.

3. PUBLIC COMMENTS:

There were none.

4. CLOSED SESSION:

President Bosworth adjourned the regular meeting session and opened the closed session at 7:02 p.m. Manager Porter, and Deputy Manager Woodhouse were excused from the closed session.

- A. Conference with legal counsel – Existing Litigation in accordance with government code section Paragraph (1) of Subdivision (d) of Section 54956.9, existing litigation. Name of Case: County Sanitation District 2-3, West Valley Sanitation District, Cupertino Sanitary District, Burbank Sanitary District, and the City of Milpitas v. The City of San Jose, The City of Santa Clara, and Does 1 through 50 inclusive.

Board action: There was no reportable action.

CUPERTINO SANITARY DISTRICT BOARD MEETING
WEDNESDAY, NOVEMBER 16, 2022
AMENDED

President Bosworth adjourned the closed session at 7:10 p.m. and the regular meeting was called to order. District Manager Porter, and Deputy Manager Woodhouse rejoined the regular meeting.

5. MINUTES & BILLS:

- A. On a motion by Director Chen, seconded by Director Doyle, by a vote of 3-0-0, the minutes of the regular meeting held Wednesday, October 19, 2022, were approved. President Bosworth and Director Kwok abstained, as they were absent from the October 19th meeting.
- B. By consensus, the Minutes of Wednesday, October 5, 2022, are to be Noted & Filed.
- C. The Board reviewed October payable warrants and financial statements. On a motion by Director Saadati, seconded by Director Chen, by a vote of 5-0-0, the financial statements and payment of bills for October were approved as written.
- D. Board members submitted their November timesheets to Manager Porter.

6. CORRESPONDENCE:

There was none.

7. MEETINGS:

A. Manager Porter and ~~President Bosworth~~ Deputy Manager Woodhouse both plan to attend the teleconference meeting of the San Jose/Santa Clara Treatment Plant Technical Committee (TAC) to be held on Monday, December 5, 2022.

~~A.B.~~ President Bosworth plans to attend the Santa Clara County Special Districts Association regular teleconference meeting to be held on December 5, 2022.

~~B.C.~~ Director Kwok plans to attend the teleconference meeting of the San Jose/Santa Clara Treatment Plant Advisory Committee (TPAC) to be held on Thursday, December 8, 2022.

8. REPORTS:

- A. Manager Porter reported on the teleconference meeting of the San Jose/Santa Clara Treatment Plant Technical Committee (TAC) held on Monday, November 7, 2022.
- B. Director Kwok reported on the teleconference meeting of the San Jose/Santa Clara Treatment Plant Advisory Committee (TPAC) held on Thursday, November 10, 2022.
- C. Deputy Manager Woodhouse reported on the CASA Collection Systems Workgroup held November 1, 9, and 16, 2022.

CUPERTINO SANITARY DISTRICT BOARD MEETING
WEDNESDAY, NOVEMBER 16, 2022
AMENDED

9. UNFINISHED BUSINESS:

- A. District Manager Porter reported on the Covid-19 updates.
- B. The Board reviewed the draft annual report. On a motion by Director Saadati, seconded by Director Kwok, by a vote of 5-0-0, the Board approved the annual report.
- C. The Board discussed renewal of the Special District Leadership Foundations Transparency Certificate of Excellence. On a motion by Director Doyle, seconded by Director Saadati, by a vote of 5-0-0, the Board directed Staff to submit application for renewal.

Senior Engineer Vani Kathula joined the meeting for Agenda Items 10A and 10D.

10. NEW BUSINESS:

- A. The Board reviewed the memo titled Significant Defect Repair Project – Phase I Bid Opening Results. On a motion by Director Saadati, seconded by President Bosworth, by a vote of 5-0-0, the Board approved contract for the low bid amount of \$127,800 and a contingency amount of 10%.
- B. The Board reviewed the memo titled Purchase of Uniform T-Shirts. On a motion by Director Kwok, seconded by Director Chen, by a vote of 5-0-0, the Board approved the purchase of uniform t-shirts.
- C. The Board discussed upcoming CASA Winter Conference to be held January 25-27, 2023 in Palm Springs, CA. The entire Board, District Counsel, and two Staff members plan to attend the conference.
- D. The Board reviewed the memo titled Cupertino and Saratoga Overlay Emergency Spot Repairs - Project Closeout and Final Acceptance. On a motion by Director Saadati, seconded by Director Doyle, by a vote of 5-0-0, the Board accepted the project and authorized payment in the amount of \$54,058.43 to C2R Engineering, Inc, as first and final payment.

11. STAFF REPORTS:

- A. Manager Porter reported on Future Development Projects.
- B. Manager Porter reported on the Monthly Maintenance Summary.

12. CALENDAR ITEMS:

- A. The next regular Board meeting is to be held on Wednesday, December 7, 2022.

13. ADJOURNMENT:

On a motion properly made and seconded, at 8:57 p.m. the meeting was adjourned.

Secretary of the Sanitary Board

President of the Sanitary Board

Item 5.C.

CUPERTINO SANITARY DISTRICT WARRANTS PAYABLE - December 21, 2022

<u>WARRANT NUMBER</u>	<u>FUND</u>	<u>AMOUNT</u>	<u>PAYEE</u>	<u>DESCRIPTION</u>	
19559	M&O	\$ 600,687.50	Zions Bank (CalBank)	Loan Payment	
N/A	M&O	\$ 1,382.04	ADP	Directors' Salary	
19560	M&O	\$ 1,181.91	Dooley Insurance Services	Insurance - Group Life & Dental	
19561	M&O	\$ 18,000.00	CASA	Memberships	
N/A	M&O	\$ 432.27	CalBank Credit Card Processing Fees	Operating Exp. - Credit Card Processing Fees	
19562	M&O	\$ 380,005.64	Mark Thomas	Office Rent	400.00
				Management Services	30,545.51
				SSMP Cert Update and Implementation	4,822.02
				Engineering Services	88,184.10
				Peak Flow Reduction	921.90
				Plan Checking & Inspection	14,656.58
				Repairs	10,272.64
				Maintenance	168,470.06
				Travel & Meetings (Staff)	229.19
				Travel & Meetings (BOD)	1,216.13
				Utilities	1,052.70
				Emergency Funds	9,910.85
				District Sewer Capital & Support	49,323.96
19563	M&O	\$ 10,100.00	Richard K. Tanaka	Legal - Consultant Services	
19564	M&O	\$ 4,806.00	Armento & Hynes	Legal - District Counsel	
19565	M&O	\$ 510,046.72	Hunton Andrews Kurth	Legal - Common Interest Group (Advance Pay)	397,836.44
				Legal - Common Interest Group (CuSD Share)	112,210.28
19566	M&O	\$ 5,505.00	City of Cupertino	Repairs	
19567	M&O	\$ 558.44	St. Francis Electric	Repairs	
19568	M&O	\$ 642.35	Home Depot	Maintenance	
19569	M&O	\$ 3,000.00	Huerta's Tree Service	Maintenance	
19570	M&O	\$ 2,600.00	James Mendoza	Maintenance	
19571	M&O	\$ 1,167.00	Mission Communications	Maintenance	
19572	M&O	\$ 18,512.00	SWRCB	Maintenance	
19573	M&O	\$ 275.00	Vivax-Metrotech	Maintenance	
19574	M&O	\$ 8,648.64	RotoRooter	Maintenance	
19575	M&O	\$ 60,057.50	AB/JDD Plumbing Heating & AC	Maintenance	56,527.50
				Emergency	3,530.00
19576	M&O	\$ 37,387.35	Able Underground Construction	Maintenance	36,674.55
				Emergency	712.80
19577	M&O	\$ 66.38	City of Santa Clara Utilities	Utilities	
19578	M&O	\$ 4,430.57	PG&E	Utilities	
19579	M&O	\$ 103.07	San Jose Water Co.	Utilities	
19580	M&O	\$ 4,117.05	Bennett Trenchless	District Sewer Capital & Support	
19581	M&O	\$ 8,841.56	Shape Inc.	District Equipment	
TOTAL WARRANTS		\$ 1,682,553.99			

<u>Pk Flow Red. Total:</u>	\$	921.90	Mark Thomas
<u>Maintenance Total:</u>	\$	296,517.10	Mark Thomas, Home Depot, SWRCB, Roto Rooter, ABLE, AB/JDD, Mission, Huerta's, J. Mendoza
<u>Utilities Total:</u>	\$	5,652.72	Mark Thomas, Santa Clara Utilities, PG&E, San Jose Water
<u>Emergency Total:</u>	\$	14,153.65	Mark Thomas, AB/JDD, Able

EMERGENCY DETAILS:

Roto-Rooter - No emergencies this month
Able - One emergency this month
AB/JDD Plumbing - Three emergencies this month

CUPERTINO SANITARY DISTRICT
MONTHLY FINANCIAL REPORT THROUGH NOVEMBER 2022
5th Month of Operations - 42% into FY Operations)
FISCAL YEAR: July 1, 2022 to June 30, 2023

EXPENSE SUMMARY REPORT

Account Name	Account Number	BUDGET	Prior Expenses	Amount Payable	Total To Date Expenses	Remaining Balance	% Expended To Date	Comments
NOV SERVICES								
OPERATING EXPENSES								
Loan Payments	41000	\$1,200,063	\$0.00	\$600,687.50	\$600,687.50	\$599,375.50	50.1%	CalBank Loan Payment No. 6 - due 1/15/23
Directors Fees	41030	\$38,000	\$11,080.19	\$1,382.04	\$12,462.23	\$25,537.77	32.8%	On Target
Gasoline, Oil & Fuel	41060	\$4,000	\$0.00	\$0.00	\$0.00	\$4,000.00	0.0%	None to date
Insurance	41060	\$170,000	\$12,693.21	\$1,181.91	\$13,875.12	\$156,124.88	8.2%	Dooley Insurance (Group Life and Dental - January Coverage)
Memberships	41080	\$57,000	\$19,300.23	\$18,000.00	\$37,300.23	\$19,699.77	65.4%	CASA Membership Renewal through December 31, 2023
Office Rent	41090	\$4,800	\$1,600.00	\$400.00	\$2,000.00	\$2,800.00	41.7%	On Target
Operating Expenses - General	41100	\$3,000	\$1,745.66	\$0.00	\$1,745.66	\$1,254.34	58.2%	None this month
Operating Expenses - Credit Card Transaction Fees	41100-1	\$6,000	\$1,601.33	\$432.27	\$2,033.60	\$3,966.40	33.9%	Credit Card Processing Fees - November
Contractual Services:								
Outfall Maintenance	41113	\$71,000	\$176,187.69	\$0.00	\$176,187.69	-\$105,187.69	248.2%	None this month
T.P. Operations & Maintenance	41114	\$6,902,554	\$3,451,278.00	\$0.00	\$3,451,278.00	\$3,451,276.00	50.0%	None this month
Professional Services:								
Management Services	41121	\$575,000	\$139,163.41	\$30,545.51	\$169,708.92	\$405,291.08	29.5%	On Target
SSMP Certification and Implementation	41121	\$100,000	\$0.00	\$4,822.02	\$4,822.02	\$95,177.98	4.8%	New Waste Discharge Requirements (WDR) Implementation
Engineering Services	41122	\$1,365,000	\$457,592.65	\$88,184.10	\$545,776.75	\$819,223.25	40.0%	On Target
Inflow/Infiltration Reduction	41122	\$500,000	\$14,983.90	\$921.90	\$15,905.80	\$484,094.20	3.2%	Flow model calibration
Plan Checking & Inspection	41123	\$300,000	\$79,418.64	\$14,656.58	\$94,075.22	\$205,924.78	31.4%	On Target
Legal - Consultant Services	41124	\$36,000	\$9,400.00	\$10,100.00	\$19,500.00	\$16,500.00	54.2%	Richard Tanaka - Consulting Services for November 2022
Legal - District Counsel	41124	\$60,000	\$9,006.00	\$4,806.00	\$13,812.00	\$46,188.00	23.0%	District Counsel - Legal Services for November 2022
Legal - Common Interest Group (CuSD Advance Pay)	41124	\$1,404,000	\$868,179.94	\$397,836.44	\$1,266,016.38	\$137,983.62	90.2%	Hunton Andrews Kurth (Legal Services for October)
Legal - Common Interest Group (CuSD Share)	41124	\$396,000	\$244,871.26	\$112,210.28	\$357,081.54	\$38,918.46	90.2%	Hunton Andrews Kurth (Legal Services for October)
Audit	41125	\$12,600	\$0.00	\$0.00	\$0.00	\$12,600.00	0.0%	None to date
Printing & Publications	41130	\$28,000	\$3,376.40	\$0.00	\$3,376.40	\$24,623.60	12.1%	None this month
Repairs and Maintenance								
Repairs	41150	\$300,000	\$38,511.54	\$16,336.08	\$54,847.62	\$245,152.38	18.3%	On Target
Maintenance	41151	\$3,725,000	\$1,345,163.88	\$296,517.10	\$1,641,680.98	\$2,083,319.02	44.1%	On Target
Travel & Meetings Staff	41170	\$15,000	\$2,094.98	\$229.19	\$2,324.17	\$12,675.83	15.5%	Lodging Deposit for Winter CASA
Travel & Meetings BOD	41170	\$18,000	\$2,955.50	\$1,216.13	\$4,171.63	\$13,828.37	23.2%	Lodging Deposit for Winter CASA
Utilities	41190	\$70,000	\$20,810.62	\$5,652.72	\$26,463.34	\$43,536.66	37.8%	On target
Refunds & Reimbursements:								
Miscellaneous	41201	\$50,000	\$0.00	\$0.00	\$0.00	\$50,000.00	0.0%	None to date
Connection Fees	41202	\$2,000	\$0.00	\$0.00	\$0.00	\$2,000.00	0.0%	None to date
Checking & Inspection	41203	\$3,000	\$0.00	\$0.00	\$0.00	\$3,000.00	0.0%	None to date
Emergency Funds	48000	\$250,000	\$40,156.14	\$14,153.65	\$54,309.79	\$195,690.21	21.7%	AB/JDD (3); Able (1); Mark Thomas - Stoppage Response
Consolidated Election	48001	\$150,000	\$0.00	\$0.00	\$0.00	\$150,000.00	0.0%	None this Fiscal Year
TOTAL OPERATING EXPENSES		\$17,816,017	\$6,951,171.17	\$1,620,271.42	\$8,571,442.59	\$9,244,574.41	48.1%	
CAPITAL EXPENSES								
District Sewer Capital & Support	46041	\$2,500,000	\$286,625.91	\$53,441.01	\$340,066.92	2,159,933.08	13.6%	Wolfe Road Sewer Relocation: Bennett Trenchless and District Staff; Significant Defect Repair Project
Treatment Plant Capital	46042	\$3,789,547	\$810,805.00	\$0.00	\$810,805.00	2,978,742.00	21.4%	None this month
Outfall Capital	46042	\$95,000	\$280,533.83	\$0.00	\$280,533.83	\$(185,533.83)	295.3%	None this month
District Equipment	46043	\$150,000	\$6,325.49	\$8,841.56	\$15,167.05	\$134,832.95	10.1%	Shape Inc. - Rebuild pump for Salem Pump Station and Homestead 2 Pump Station
Replacement Fund	46044	\$300,000	\$0.00	\$0.00	\$0.00	\$300,000.00	0.0%	
TOTAL CAPITAL EXPENSES		\$6,834,547	\$1,384,290.23	\$62,282.57	\$1,446,572.80	\$5,387,974.20	21.2%	
TOTAL EXPENSES		\$24,650,564	\$8,335,461.40	\$1,682,553.99	\$10,018,015.39	\$14,632,548.61	40.6%	

CUPERTINO SANITARY DISTRICT
MONTHLY FINANCIAL REPORT THROUGH NOVEMBER 2022
5th Month of Operations - 42% into FY Operations)
 FISCAL YEAR: July 1, 2022 to June 30, 2023
REVENUE SUMMARY REPORT

Account Name	Account Number	BUDGET	Prior Receipts	Current Month Receipts Nov Receipts	Total Amount Received	Remaining Balance to Collect	% Earned To Date	Comments
OPERATING REVENUES								
Service Charges								
Handbilling	31010	\$618,711.00	\$0.00	\$0.00	\$0.00	\$618,711.00	0.0%	None to date
Tax Roll	31010	\$20,395,721.00	\$0.00	\$0.00	\$0.00	\$20,395,721.00	0.0%	None to date
Permit Fees	31020	\$75,000.00	\$31,075.97	\$4,043.15	\$35,119.12	\$39,880.88	46.8%	Thirteen payments received this month; Ninety-two payments received to date
Connection Fees	31031	\$600,000.00	\$0.00	\$0.00	\$0.00	\$600,000.00	0.0%	None to date
Capacity Fees	31032	\$450,000.00	\$0.00	\$0.00	\$0.00	\$450,000.00	0.0%	None to date
Pump Zone Fees	31033	\$20,000.00	\$0.00	\$0.00	\$0.00	\$20,000.00	0.0%	None to date
Checking & Inspection Fees	31040	\$300,000.00	\$35,800.00	\$6,400.00	\$42,200.00	\$257,800.00	14.1%	Sixteen payments received this month; One hundred eight payments received to date
Annexation	32010	\$2,500.00	\$0.00	\$0.00	\$0.00	\$2,500.00	0.0%	None to date
Interest	32050	\$100,000.00	\$33,811.63	\$61,956.74	\$95,768.37	\$4,231.63	95.8%	FY2022-2023 Q1
City of San Jose Credit(s)	32091	\$500,000.00	\$0.00	\$0.00	\$0.00	\$500,000.00	0.0%	None to date
Legal - Common Interest Group (Tributaries)	32092.1	\$1,404,000.00	\$827,740.31	\$435,475.83	\$1,263,216.14	\$140,783.86	90.0%	Payments from Milpitas, WVSD, CSD2-3, and BSD (for September 2022 billing)
Legal - Common Interest Group (2% Admin Fees)	32902.2	\$36,000.00	\$16,737.90	\$8,628.48	\$25,366.38	\$10,633.62	70.5%	Payments from Milpitas, WVSD, CSD2-3, and BSD (for September 2022 billing)
Refunds/Reimbursements - Misc.	32091	\$10,000.00	\$3,019.23	\$353,718.17	\$356,737.40	(\$346,737.40)	3567.4%	VTA Payments for I280/Wolfe Rd. Project; Reimbursements for Grease and Spill clean-up
Lateral Construction	32093	\$15,000.00	\$0.00	\$0.00	\$0.00	\$15,000.00	0.0%	None to date
TOTAL OPERATING REVENUE		\$24,526,932.00	\$948,185.04	\$870,222.37	\$1,818,407.41	\$22,708,524.59	7.41%	
		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	Reserve Account
TOTAL OPERATING REVENUE		\$24,526,932.00	\$948,185.04	\$870,222.37	\$1,818,407.41	\$22,708,524.59	7.41%	

CASH ACCOUNT SUMMARY

Date	Operating Fund	Replacement Fund	Comingled Fund	Cal Bank Trust Acct	Loan Balance with interest *	Net Cash
June 30, 2022	\$18,765,721.45	\$3,000,000.00	\$15,765,721.45	\$762,082.82	\$1,058,859.55	\$20,586,663.82
July 31, 2022	\$18,057,733.71	\$3,000,000.00	\$15,057,733.71	\$770,283.34	\$1,058,923.08	\$19,886,940.13
August 31, 2022	\$15,040,721.91	\$3,000,000.00	\$12,040,721.91	\$787,005.74	\$1,059,066.69	\$16,886,794.34
September 30, 2022	\$13,928,089.09	\$3,000,000.00	\$10,928,089.09	\$801,832.83	\$1,059,197.27	\$15,789,119.19
October 31, 2022	\$11,161,210.40	\$3,000,000.00	\$8,161,210.40	\$816,828.46	\$1,059,332.22	\$13,037,371.08
November 30, 2022	\$11,034,278.54	\$3,000,000.00	\$8,034,278.54	\$771,056.11	\$1,059,462.83	\$12,864,797.48

FOR CAL BANK SUMMARY, SEE ATTACHED DETAIL.

CALIFORNIA BANK AND TRUST ACCOUNT SUMMARY AS OF 11/30/2022

Cal Bank Activities				Total Interest Earned or Refund Received from CSJ	Interest or Refund Prorated to Loan Balance	Loan Balance w/Interest	Interest or Refund Prorated to \$600K District Savings	District Portion of Savings Balance	Total Savings balance	Checking Acct Balance (Credit Card Payments Received)	TOTAL AT CAL BANK	
No.	Payee	Date	Check Amount			\$10,000,000.00			\$10,000,000.00		\$10,000,000.00	
1001	San Jose	10/16/19	\$2,180,309.00			\$7,819,691.00			\$7,819,691.00		\$7,819,691.00	
1002	San Jose	10/16/19	\$29,515.44			\$7,790,175.56			\$7,790,175.56		\$7,790,175.56	
1003	Tesco	11/20/19	\$17,707.00			\$7,772,468.56			\$7,772,468.56		\$7,772,468.56	
1004	Shape	11/20/19	\$108,814.78			\$7,663,653.78			\$7,663,653.78		\$7,663,653.78	
1005	Tesco	12/18/19	\$169,018.00			\$7,494,635.78			\$7,494,635.78		\$7,494,635.78	
1006	Con Quest	12/18/19	\$385,242.58	\$30,683.35	\$30,683.35	\$7,140,076.55			\$7,140,076.55		\$7,140,076.55	
1007	San Jose	01/15/20	\$6,966,355.00			\$173,721.55			\$173,721.55		\$173,721.55	
Interest through 3/31/20				\$6,823.36	\$6,823.36	\$180,544.91			\$180,544.91		\$180,544.91	
Deposit						\$180,544.91		\$600,000.00	\$780,544.91	\$2,996.28	\$783,541.19	
Balance as of 5/30/2020				\$179.37	\$41.50	\$180,586.41	\$137.87	\$600,137.87	\$780,724.28	\$5,744.81	\$786,469.09	
Balance as of 6/30/2020				\$197.98	\$45.80	\$180,632.21	\$152.18	\$600,290.05	\$780,922.26	\$31,953.57	\$812,875.83	
Balance as of 7/31/2020				\$191.84	\$44.37	\$180,676.58	\$147.47	\$600,437.52	\$781,114.10	\$37,732.75	\$818,846.85	
Balance as of 8/31/2020				\$154.53	\$35.74	\$180,712.33	\$118.79	\$600,556.30	\$781,268.63	\$48,220.05	\$829,488.68	
Balance as of 9/30/2020				\$25.62	\$5.93	\$180,718.25	\$19.69	\$600,576.00	\$781,294.25	\$56,059.22	\$837,353.47	
Balance as of 10/31/2020				\$25.62	\$5.93	\$180,724.18	\$19.69	\$600,595.69	\$781,319.87	\$67,713.45	\$849,033.32	
Balance as of 11/30/2020				\$26.47	\$6.12	\$180,730.30	\$20.35	\$600,616.04	\$781,346.34	\$80,097.89	\$861,444.23	
Balance as of 12/31/2020				\$26.47	\$6.12	\$180,736.42	\$20.35	\$600,636.39	\$781,372.81	\$89,436.48	\$870,809.29	
Balance as of 1/31/2021				\$24.83	\$5.74	\$180,742.17	\$19.09	\$600,655.47	\$781,397.64	\$99,672.14	\$881,069.78	
Balance as of 2/28/2021				\$23.98	\$5.55	\$180,747.71	\$18.43	\$600,673.91	\$781,421.62	\$108,211.86	\$889,633.48	
Balance as of 3/31/2021				\$28.26	\$6.54	\$180,754.25	\$21.72	\$600,695.63	\$781,449.88	\$121,953.35	\$903,403.23	
Balance as of 4/30/2021				\$22.27	\$5.15	\$180,759.40	\$17.12	\$600,712.75	\$781,472.15	\$135,672.77	\$917,144.92	
Balance as of 5/31/2021				\$11.99	\$2.77	\$180,762.18	\$9.22	\$600,721.96	\$781,484.14	\$153,926.10	\$935,410.24	
Deposit - CSJ Refund				\$1,415,647.00	\$926,889.61	\$1,107,651.79	\$488,757.39	\$1,089,479.35	\$2,197,131.14			
Balance as of 6/30/2021				\$20.34	\$10.25	\$1,107,662.04	\$10.09	\$1,089,489.44	\$2,197,151.48	\$168,561.21	\$2,365,712.69	
1008 Voided - CSJ												
Balance as of 7/31/2021				\$36.12	\$18.21	\$1,107,680.25	\$17.91	\$1,089,507.35	\$2,197,187.60	\$190,143.43	\$2,387,331.03	
Balance as of 8/31/2021				\$38.53	\$19.42	\$1,107,699.67	\$19.11	\$1,089,526.46	\$2,197,226.13	\$200,919.93	\$2,398,146.06	
Balance as of 9/30/2021				\$36.12	\$18.21	\$1,107,717.88	\$17.91	\$1,089,544.37	\$2,197,262.25	\$215,257.91	\$2,412,520.16	
1009 Co-Mingled Fund				\$690,453.00			(\$480,000.00)	(\$480,000.00)		(\$210,453.00)		
1010 C2R Engineering				\$49,030.00		(\$49,030.00)						
Balance as of 10/20/2021						\$1,058,687.88		\$609,544.37	\$1,668,232.25	\$4,804.91	\$1,673,037.16	
Balance as of 10/31/2021				\$31.44	\$19.95	\$1,058,707.83	\$11.49	\$609,555.86	\$1,668,263.69	\$25,242.07	\$1,693,505.76	
Balance as of 11/30/2021				\$29.25	\$18.56	\$1,058,726.40	\$10.69	\$609,566.54	\$1,668,292.94	\$38,319.76	\$1,706,612.70	
Balance as of 12/31/2021				\$28.34	\$17.99	\$1,058,744.38	\$10.35	\$609,576.90	\$1,668,321.28	\$55,958.38	\$1,724,279.66	
Balance as of 1/31/2022				\$28.34	\$17.99	\$1,058,762.37	\$10.35	\$609,587.25	\$1,668,349.62	\$65,691.28	\$1,734,040.90	
Balance as of 2/28/2022				\$25.60	\$16.25	\$1,058,778.61	\$9.35	\$609,596.61	\$1,668,375.22	\$85,965.01	\$1,754,340.23	
Balance as of 3/31/2022				\$28.34	\$17.99	\$1,058,796.60	\$10.35	\$609,606.96	\$1,668,403.56	\$106,346.21	\$1,774,749.77	
Balance as of 4/30/2022				\$26.51	\$16.82	\$1,058,813.42	\$9.69	\$609,616.65	\$1,668,430.07	\$119,004.80	\$1,787,434.87	
Balance as of 5/31/2022				\$29.25	\$18.56	\$1,058,831.98	\$10.69	\$609,627.34	\$1,668,459.32	\$132,240.88	\$1,800,700.20	
Balance as of 6/30/2022				\$43.43	\$27.56	\$1,058,859.55	\$15.87	\$609,643.20	\$1,668,502.75	\$152,439.62	\$1,820,942.37	
Balance as of 7/31/2022				\$100.11	\$63.53	\$1,058,923.08	\$36.58	\$609,679.78	\$1,668,602.86	\$160,603.56	\$1,829,206.42	
Balance as of 8/31/2022				\$226.30	\$143.61	\$1,059,066.69	\$82.69	\$609,762.47	\$1,668,829.16	\$177,243.27	\$1,846,072.43	
Balance as of 9/30/2022				\$205.76	\$130.58	\$1,059,197.27	\$75.18	\$609,837.65	\$1,669,034.92	\$191,995.18	\$1,861,030.10	
Balance as of 10/31/2022				\$212.64	\$134.94	\$1,059,332.22	\$77.70	\$609,915.34	\$1,669,247.56	\$206,913.12	\$1,876,160.68	
1011 C2R Engineering, Ir										-\$54,058.43		
Balance as of 11/30/2022				\$205.81	\$130.61	\$1,059,462.83	\$75.20	\$609,990.54	\$1,669,453.37	\$161,065.57	\$1,830,518.94	
TOTAL OR BALANCE AMOUNT				\$10,596,444.80	\$1,455,445.17	\$965,454.63	\$1,059,462.83	\$9,990.54	\$609,990.54	\$1,669,453.37	\$161,065.57	\$1,830,518.94

November 11, 2022

TO: Tributary Agencies

SUBJECT: Revised FY 2021-22 Operating & Maintenance Cost Sharing

The Master Agreements require that each agency's total discharge to the Plant for the preceding fiscal year be reviewed in terms of treatment parameters. The Master Agreements also require that any adjustments to the agencies' shares of Operating and Maintenance (O & M) costs resulting from this review be made no later than the third quarter billing of the current fiscal year.

The attached report has been prepared to show each agency's actual O & M cost allocation for fiscal year 2021-22, as determined by the quantity and quality of the agency's sewage discharged. The actual O & M cost allocations that are shown on Table I of the report will be used to develop the prior year adjustments that are prepared for the third quarter billing.

Please review the attached report and call me at 975-2599 or Lillian Nguyen at 975-2567 if you have any questions or if clarification is needed.

Sincerely,



LAURA BURKE
Principal Accountant
Business Services Division
Environmental Services Department

**CITY OF SAN JOSE
ENVIRONMENTAL SERVICES DEPARTMENT**

SAN JOSE - SANTA CLARA REGIONAL WASTEWATER FACILITY (RWF)

**AGENCIES' OPERATING AND MAINTENANCE
COST ALLOCATION
FOR FISCAL YEAR 2021-22**

The adopted 2021-22 Operating and Maintenance (O/M) Budget for the San Jose - Santa Clara Regional Wastewater Facility was allocated to the tributary agencies proportionally, based on the agencies' estimated flows and loadings reported in their fiscal year (FY) 2021-22 Revenue Programs. This allocation was the basis for the quarterly billings of FY 2021-22.

The attached tables show the final flows and loadings for FY 2021-22 and the revised cost distribution. Any necessary adjustments to the agencies resulting from this allocation will be shown in the third quarter billings of the current fiscal year.

Table 1 compares the allocation of the FY 2021-22 budget, which was the basis for the quarterly billings of FY 2021-22, with the final actual cost allocations developed using the percentages contained in Table 2.

Table 2 contains the agencies' revised O/M cost allocation percentages computed using the discharge data shown in Table 3.

Table 3 contains the agencies' final Revenue Program discharge data for FY 2021-22.

TABLE 1

CITY OF SAN JOSE ENVIRONMENTAL SERVICES DEPARTMENT SAN JOSE - SANTA CLARA REGIONAL WASTEWATER FACILITY COMPARISON OF 2021-22 BUDGETED AND ACTUAL O/M COST ALLOCATION				
A G E N C Y	FY 2021-22 BUDGET		FY 2021-22 ACTUAL	
	COST	% SHARE	COST	% SHARE
San Jose (1)	\$78,669,987	63.451%	\$71,527,968	63.179%
Santa Clara (1)	\$19,009,444	15.332%	\$17,289,030	15.271%
Subtotal	\$97,679,431	78.783%	\$88,816,997	78.450%
West Valley S.D.	11,396,740	9.192%	\$10,412,364	9.197%
Cupertino S.D.	6,675,375	5.384%	\$6,304,931	5.569%
Milpitas	6,767,124	5.458%	\$6,320,781	5.583%
C.S.D. No. 2-3	1,182,821	.954%	\$1,095,919	.968%
Burbank S.D.	283,927	.229%	\$263,790	.233%
Total	\$123,985,417	100.000%	\$113,214,783	100.000%
	(2)	(2)	(3)	(4)
<p>(1) The Cities of San Jose and Santa Clara share O/M cost based on current assessed valuation ratios. The ratios for FY 2021-22 are 80.534% and 19.466% for San Jose and Santa Clara, respectively.</p> <p>(2) SOURCE: 2021-22 Annual Budget for Regional Wastewater Facility.</p> <p>(3) SOURCE: Financial reports and records maintained by the City of San Jose.</p> <p>(4) SOURCE: Table 2.</p>				

TABLE 2

<p style="text-align: center;">CITY OF SAN JOSE ENVIRONMENTAL SERVICES DEPARTMENT SAN JOSE - SANTA CLARA REGIONAL WASTEWATER FACILITY (RWF) AGENCIES' O&M COST ALLOCATION PERCENTAGES FOR FISCAL YEAR 2021-22</p>								
A G E N C Y	FLOW %	BOD %	SS %	NH3 %	% OF TOTAL SEWAGE TREATED	ALLOCATED COST	TOTAL O & M	PERCENTAGE SHARE OF TOTAL O&M
San Jose	21.632	13.600	13.846	14.101	63.179	\$71,527,968	\$71,527,968	63.179%
Santa Clara	5.229	3.287	3.347	3.408	15.271	\$17,289,030	\$17,289,030	15.271%
Subtotal	26.861	16.887	17.193	17.509	78.450	\$88,816,997	\$88,816,997	78.450%
West Valley S.D.	3.096	2.055	2.057	1.989	9.197	\$10,412,364	\$10,412,364	9.197%
Cupertino S.D.	1.784	1.425	1.281	1.079	5.569	\$6,304,931	\$6,304,931	5.569%
Milpitas	1.862	1.382	1.197	1.142	5.583	\$6,320,781	\$6,320,781	5.583%
C.S. No. 2-3	0.320	0.203	0.219	0.226	0.968	\$1,095,919	\$1,095,919	.968%
Burbank S.D.	0.077	0.048	0.053	0.055	0.233	\$263,790	\$263,790	.233%
Total	34.000	22.000	22.000	22.000	100.000	\$113,214,783	\$113,214,783	100.000%
	(1)	(1)	(1)	(1)				
<p>(1) SOURCE: State Water Resources Control Board's Revenue Program Guidelines for Wastewater Agencies.</p>								

TABLE 3

10/22

**CITY OF SAN JOSE
ENVIRONMENTAL SERVICES DEPARTMENT**

**SAN JOSE - SANTA CLARA REGIONAL WASTEWATER FACILITY (RWF)
SUMMARY OF AGENCIES' REVENUE PROGRAM DISCHARGE DATA
FOR FISCAL YEAR 2021-22**

AGENCY		FLOW		BOD		SS		AMMONIA	
		MG	%	KLBS	%	KLBS	%	KLBS	%
San Jose	(1)	23,930.345	63.622%	49,143.454	61.814%	44,997.380	62.937%	6,201.406	64.096%
Santa Clara	(1)	5,784.242	15.378%	11,878.542	14.941%	10,876.388	15.213%	1,498.952	15.493%
Subtotal (2)		29,714.587	79.000%	61,021.996	76.755%	55,873.768	78.150%	7,700.358	79.589%
West Valley	(3)	3,425.514	9.107%	7,427.505	9.343%	6,685.316	9.351%	874.939	9.043%
Cupertino	(5)	1,974.032	5.248%	5,148.420	6.476%	4,162.014	5.821%	474.419	4.903%
Milpitas	(4)	2,059.970	5.477%	4,994.240	6.282%	3,889.850	5.441%	502.250	5.191%
C.S. No. 2-3	(5)	353.792	0.941%	734.579	0.924%	712.285	0.996%	99.276	1.026%
Burbank	(5)	85.256	0.227%	175.073	0.220%	172.301	0.241%	23.975	0.248%
Total		37,613.150	100.000%	79,501.813	100.000%	71,495.535	100.000%	9,675.216	100.000%

(1) The Master Agreement requires that San Jose and Santa Clara, as joint owners of the RWF, share O/M cost based on relative assessed valuation ratios. Accordingly, the discharges of the two cities were combined and redistributed to them based on the FY 2021-22 assessment valuation ratios of 80.534% and 19.466% for San Jose and Santa Clara, respectively.

(2) SOURCE: San Jose: 2022-23 Revenue Program, revised for Monitored Industries based on actual data used in 2021-22 billings.

Santa Clara: 2022-23 Revenue Program Report.

(3) SOURCE: Average loading for FY 2021-22 submitted by the district, dated 7/29/22.

(4) SOURCE: 2022-23 Revenue Program Reports.

(5) SOURCE: 2022-23 Revenue Program Reports.

December 9, 2022

TO: Tributary Agencies

SJ: Timetable for Completion of 2023-2024 Revenue Program

Enclosed is a timetable for completion of the 2023-2024 Revenue Program. Please note that mass emission data (Revenue Program forms 1, 2 and 3) for computing the Agencies' estimated shares of 2023-2024 San Jose - Santa Clara Regional Wastewater Facility operating and maintenance costs is due on February 13, 2023.

Please call Lillian Nguyen at 408-975-2567 if clarification of additional information is required.

Thank you,

LAURA BURKE



Principal Accountant
Administration Division
Environmental Services Department

CITY OF SAN JOSE
ENVIRONMENTAL SERVICES DEPARTMENT
SAN JOSE - SANTA CLARA REGIONAL WASTEWATER FACILITY (RWF)

2023-2024 REVENUE PROGRAM TIMETABLE

DATE	RESPONSIBLE AGENCY	ACTION REQUIRED
2/13/2023	AGENCIES	2023-2024 MASS EMISSION: Submit mass emission data for the 2023-2024 Revenue Program (forms #1 - 3) to the RWF Revenue Program Section.
3/1/2023	SJ/SC WPCP	2023-2024 CAPITAL PROJECT COSTS: Transmit to each tributary agency a distribution of estimated 2023-2024 Capital Project costs.
3/16/2023	SJ/SC WPCP	2023-2024 REVENUE PROGRAM FORMS: Transmit to each tributary agency a distribution of estimated 2023-2024 budgeted operations and maintenance costs, contained in the following forms: <ul style="list-style-type: none"> ● Form 9 - Summary of Capacity Allocation. ● Form 10 - Distribution of Capital Costs. ● Form 11 - Summary of Annual Loadings. ● Form 12 - Distribution of O & M and Replacement Allowance Costs.
8/1/2023	AGENCIES	2023-2024 ADOPTED REVENUE PROGRAM: Submit the final Revenue Program (Forms #1 - 6) and ordinance or resolution adopting the 2023-2024 rate structure to the RWF Revenue Program Section.



Memo

Item 9B

To: Board of Directors
From: Benjamin Porter, District Manager-Engineer
Date: December 21, 2022
Re: Purchase of one New 20 kW MultiQuip Trailer-Mounted Generator and Rehabilitation of Country Club Pump Station

Background:

Currently, the District has four 20 kW (25 kVA) stand-by generators stored at the District's corporate yard. Nine District pump stations are not equipped with on-site generators for emergency response, in the event of a power failure/outage. In recent months, PG&E had numerous power outages that impacted several District pump stations at the same time. In these instances, it required a lot of effort and manpower to monitor these pump stations and prevent overflows throughout the District. Staff had to haul backup generators stored at District's corporate yard to the stations that had power outages, switch power sources from the main control cabinet (PG&E source) to the backup standby generator and test to make sure all pumps were functioning correctly. This was done by performing several cycles of test runs after letting sewage fill up a portion of the wet well.

At the Country Club Pump Station in Saratoga, power outages occur often. Staff decide to reach out to the management team of the Country Club to see if they would support rehabilitation of the pump station and allow District to construct a concrete pad and install a new permanent generator with a green slate chain link fence enclosure around the generator; and replace the existing asphalt concrete pad around the wet well and the control cabinet due to broken asphalt. This would provide a safe walkway for District staff to perform routine maintenance and prevent rainwater ponds that create muddy areas and make it difficult for maintenance crews to traverse. (See image)



On Friday August 19, 2022, staff met with Diana Moffett (General Manager of Saratoga Country Club). Staff shared the scope of work for the proposed project. Diana requested a drawing with details of the location for the new generator so that she can discuss with her staff to make sure the project is feasible and will not conflict with other agencies.

On Wednesday August 31, 2022, staff submitted a CADD drawing of the proposed concrete pad location for the new generator to Diana for review and comment.

On Tuesday, September 13, 2022, staff received an email confirmation from the Country Club allowing the District to move forward with the project.

On Tuesday November 22, 2022, staff conducted a job walk with contractors to see the condition of the project site. At the meeting, staff addressed all concerns and requested contractors to provide a cost proposal to perform the work.

On Tuesday, November 29, 2022, the District opened bids. Two bids were received, one from Able with a cost proposal of \$41,105.00 and Golden Bay Construction cost proposal of \$42,272.00.

C&D Power offered a quote for the MultiQuip DCA25SSIU4F Trailer Mounted Generator and an alternative proposal for an Airman SDG25 Trailer Mounted Generator. The quote and the alternative proposal are summarized below.

Trailer Mounted Generator	Price	Lead Time
MultiQuip DCA25SSIU4F	\$39,248.25	Late 2023
Airman SDG25	\$34,630.00	2-3 weeks

The MultiQuip product is 13% more expensive and has a much longer lead time than the Airman product. The District staff have used the MultiQuip generators for the past eight years, are very familiar with their operation, and are happy with the reliability of this product. Staff have not used Airman products before and have not seen them being used by contractors. District staff further investigated the compatibility and reliability of the Airman product and found the specifications of the Airman to be similar to that of the MultiQuip. Staff also contacted a industry representative expert in operation of generators and learned that the Airman product is trying to gain market share in the United States but is not being used by many contractors. Staff feels more comfortable with MultiQuip product operation and reliability and are comfortable with maintaining the current practice of operating the pump station during outages until the new MultiQuip product arrives.

The District would benefit from having a new 20-kW MultiQuip trailer mounted standby generator installed permanently at the site as it will provide additional flexibility and reliability, minimize the potential of sewer overflows and lessen manpower efforts due to power failures and outages.

In addition, District will require St. Francis Electric to perform the electrical work to resplice the generator cable and connect the electrical component from the stand-by generator to the main control cabinet.

Recommendation:

Staff recommends Board approve:

- The purchase of one new 20 kW MultiQuip trailer mounted generator and labor cost to perform electrical work. The total estimate for generator and labor is \$39,248.25.
- Awarding construction to Able Septic Tank at a total cost of \$41,105.00, to be charged to the Major Repair and Maintenance account.

- Approve St-Francis Electric labor estimated at \$6,500, based on time and materials (T&M).

Attachments:

1. C&D Power Quote
2. Able Septic Tank Bid Proposal
3. Golden Bay Construction Bid Proposal



November 30, 2022

QUOTE # QMARKT113022JK-DCA25

Cupertino Sanitary District
Attn : Rick Almondia, Lead Inspector
Phone:(408)253-7863 Office, 408-483-0497 Mobile
Email : ralmondia@markthomas.com

RE: Trailer Mounted 25kVA Generator

Thank you for the opportunity to provide pricing for the generator set and system accessories on the above referenced project. We are pleased to quote as follows:

ITEM 1: Equipment

One(1) MultiQuip DCA25SSIU4F Trailer Mounted Generator

- o ISUSU 4LE2T Diesel Engine
o EPA Tier4 Final, Certified
o Water Cooled, 1800 RPM
o 22Kw, Standby Rating, 20kw Prime Rating
o Multi Voltage, 139/240V 3ph, 277/480V 3ph, 120/240V 1 ph, 60 Hz
o ECU750 Controller
o Block Heater, 500W
o Battery Charger, 3A
o Sub-base Fuel Tank, 41.7 gal, 26 hr run @full load
o Sound Attenuated Enclosure, 65 dba @23 ft
o Main Line Circuit Breaker 60Amp
o Single Axle Trailer, 3500lb GAWR
o Tongue Mounted Swivel Jack, rated 2000lb
o Coupler Options available, can be selected later
* Test and Training 30 minutes at delivery
* Fuel 20 gal for test and demonstration

Total Price, Deliver to Cupertino ----- \$39,248.25(tax included)

Lead time : Late 2023

Alternative Proposal

One(1) Airman SDG25, 25kVA Trailer mounted Generator, compatible with MQ

Price, Deliver to Cupertino, CA ----- \$34,630.00(tax included)

**Lead Time : 2 - 3 weeks

Quotation Notes:

- o Delivery time is an estimate and subject to change
o Any other work except stated above not included

Corporate Headquarters:

150 Nardi Lane
Martinez, California 94553
Phone 925.229.2700
Fax 925.229.2702
Contractor License #757162

Sacramento Branch:

4372 Pinell Street
Sacramento, California 95838
Phone 916.564.2622
Fax 916.564.1083

Clarifications:

1. Upon review, additional charges may be required and thus requoted, if engineering or city inspectors require changes to the initial design we've proposed.
2. Air quality permit fees and compliance are excluded. Local air quality authorities may require a health risk study or environmental quality assessment. The cost for a health risk study is excluded.
3. OSHPD paperwork and certification are excluded. This is the responsibility of the customer.
4. **All permits must be obtained prior to installation of the equipment.**
5. For Diesel Engine Generators. **Do not fuel until pressurized Tank Testing is complete** and signed off by local Hazmat authority.
6. "Engines located on or near school grounds: New Stationary emergency standby diesel-fueled engines (>50 bhp) located on school grounds or 100m or less from a school which exists at the date the application for Permit to Construct or Permit to Operate is deemed complete, whichever is earlier shall emit diesel PM at a rate less than or equal to 0.01 g/bhp-hr" which means that a PM Filter will be necessary. If the generator is within 100 meters of a Kindergarden-12th grade school and there is not a price for a PM Filter on this quote please contact us immediately.

Possible Adder:

-
- Pricing: Valid 30-Days from date on quote. Pricing may be adjusted after submittals and air quality acceptance. Any material pricing increase of 10% or more from date of quote will result in charge order for additional material cost.
- Restocking: A restocking fee of 15% will apply for cancellation after receipt of purchase order and up to 60 days prior to scheduled order shipment date. Cancellation 60 days or less before scheduled shipment date will result in full PO charges.
- Storage: CD & Power will not be held responsible for damage, burglary or vandalism that may occur while equipment is stored at our facility. Storage for more than one month will result in a \$100.00/week storage fee. A secondary shipping and/or crane charge to jobsite may also apply.
- Supply chain: Delays due to supply chain issues can be expected and any associated cost with delays in supply chain are not included in the quoted price. Material cost increases incurred during contract period of more than 3% will be added to the cost of the project.

Please do not hesitate to give us a call with questions or concerns.

Sincerely,

James Kim
925-229-2700 X128

CONDITIONS OF SALE

The Terms and Conditions of Sale below constitute an Agreement between CD & Power and Customer. The provisions of this agreement supersede all prior agreements, negotiations, representations and warranties whether written, oral or otherwise, and no waiver, alteration, or modification of this agreement shall be binding unless agreed to in writing and signed by both CD & Power and customer.

QUOTATIONS are valid for thirty (30) days from the date of quotation unless agreed to in writing by CD & Power. Any material pricing increase of 10% or more from date of quote will result in charge order for additional material cost. A Quotation is not a valid acceptance of an offer to sell unless (1), a Purchase Order signed by an authorized representative of the Customer is received by CD & Power or (2), approved by CD & Power Credit Department. Equipment in stock is subject to prior sale.

A recent California Air Resources Board rule requires that a particulate trap be added to generators for jobs located at or within 100 meters of a school grades K through 12 or day care centers. If your jobsite is within these requirements we will be glad to provide you price adders for the installation of a particulate filter.

SPECIAL ORDERS - A nonrefundable deposit is required for all special order equipment and accessories. The deposit will be applied against the balance of the equipment invoice and cancellation charges, if any.

CHANGES AND MODIFICATIONS - Customer agrees to pay for any changes in scope, design or work plan from that ordered. CD & Power shall have the right to subcontract any or all work covered by the sale. Sale is non-assignable by the Customer without prior written approval of CD & Power.

TERMS - All billings are net fifteen (15) days from the date of invoice upon credit approval. Retention is not acceptable. Customers not adhering to payment terms agree to pay delinquency charges of 1.5% per month or the maximum allowable by law, whichever is greater, on the unpaid balance. If CD & Power commences an action to collect amount due the Customer agrees to reimburse CD & Power all collection costs, attorney fees and court costs.

FINAL ACCEPTANCE - Final acceptance shall occur at time of delivery. Offloading is the Customer's responsibility unless otherwise provided for. Storage and interest charges will result when equipment and accessories ready for shipment to the Customer are held in CD & Power inventory due to Customer's inability to accept delivery.

WARRANTY - All implied warranties including without limitation merchantability and fitness for a particular purpose are excluded from this Agreement. CD & Power disclaims all liability for special, incidental, and consequential damages. The only warranty for equipment sold to the Customer shall be the Manufacturer's warranty. CD & Power obligation is limited to rework or replacement of materials necessary to correct any condition of the equipment resulting from defects in material.

On stationary units, Manufacturer's warranty is not effective until Start Test is performed by CD & Power. Start and Test must be paid in advance.

RETURNED MERCHANDISE - Equipment, accessories and parts cannot be returned without CD & Power written approval. Equipment, accessories and parts must be in salable condition. Customer must pay transportation costs and restocking charge of twenty-five percent (25%) of invoice amount.

SECURITY INTEREST - CD & Power retains and Customer hereby grants CD & Power a Security Interest in equipment sold, including all accessions to and replacements of the equipment, until the Customer has made payment in full in accordance with the provisions herein. Customer shall cooperate fully with CD & Power in executing such documents as CD & Power may deem necessary for the protection of such Security Interest.

TAXES, LICENSES, PERMITS AND INSURANCE - Customer shall pay to CD & Power the amount of any sales, use, excise, duty or similar tax attributable to the sale covered hereby, whether or not included in the purchase or quotation price. CD & Power will assume no responsibility for obtaining permits or licenses other than those specifically provided for. Customer shall reimburse CD & Power for the cost of providing any insurance related rights or waivers associated with CD & Power existing insurance policies. Where taxes do not apply upon sale or resale, Customer shall provide CD & Power with appropriate exemption certificates.

Customer acknowledges that he has not relied on CD & Power skill or judgment in the selection of equipment and that any technical advice or specifications solicited regarding the equipment shall be used at Customer's own risk. Any noncertified drawings provided are descriptive in nature and not warranties of performance.

Except as expressly provided herein, the Agreement shall be governed, construed, and interpreted by the laws of the State of California. The United Nations Convention on Contracts for the International Sales of Goods (CISG) shall not apply. CD & Power elects to opt out of the CISG. Waiver by CD & Power of any breach of the Terms and Conditions of Sale included herein or on any attachment shall not be construed as a waiver of any other breach. Waiver by CD & Power of any breach must be in writing.

CUSTOMER'S REMEDIES - CD & Power shall not be in default and shall not be liable for delays by equipment manufacturers or suppliers or any other circumstances beyond CD & Power **reasonable control**. **Customer's exclusive** and sole remedy on account or in respect of any breach, or to any express or implied warranty, shall be to secure replacement. Correction of any nonconformity shall constitute complete fulfillment of all liabilities of CD & Power. CD & Power aggregate liability in any customer claim shall not, under any circumstances, exceed the payment received by CD & Power for the equipment and services furnished. CD & Power liability shall be limited to those claims arising solely from the acts of the CD & Power. CD & Power shall not be liable whether in contract or in tort or under any other legal theory for loss of revenue, use, or profit or for the cost of any labor expended. Customer agrees to indemnify, save and hold CD & Power harmless for any special, direct, indirect, incidental, accidental or consequential damages to anyone by reason of any breach of contract or of any express or implied warranty.

Payment Intervals upon Acceptance of Proposal:
50% - Mobilization/Equipment Ordered
50% - Upon Pick up or Delivery at Site

The authorized purchaser identified below accepts this proposal and agrees, upon acceptance by CD & Power, to purchase and pay for this equipment, accessories and service in accordance with the CD & Power Conditions of Sale and Standard Terms & Conditions.

Company Name: _____

Contact Name: _____

Purchaser Authorized Signature: _____

Contact Title: _____

Date: _____

Purchase Order: _____



DCA25SSIU4F

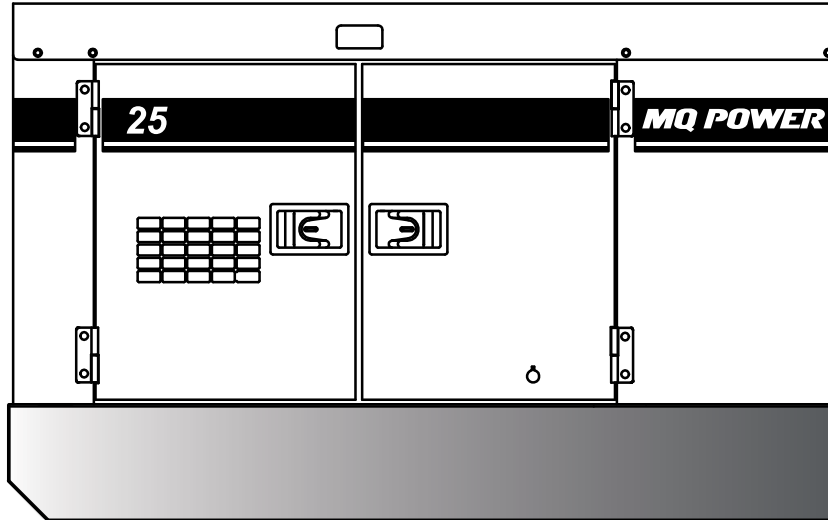
Generator

WhisperWatt™

Prime Rating — 20 kW (25 kVA)

Standby Rating — 22 kW (27.5 kVA)

Three-Phase, 60 Hertz, 0.8 PF



STANDARD FEATURES

- Heavy duty, 4-cycle, direct injection, heated crankcase vent, turbocharged diesel engine provides maximum reliability.
- EPA emissions certified - Tier 4 final emissions compliant.
- Microprocessor engine control system maintains frequency to $\pm 0.25\%$.
- Full load acceptance of standby nameplate rating in a single step.
- Fuel/water separator removes condensation from fuel for extended engine life. Panel mounted alarm light included.
- Sound attenuated, weather resistant, steel housing provides operation at 65 dB(A) at 23 feet. Fully lockable enclosure allows safe unattended operation.
- E-coat and powder coat paint provides durability and weather protection.
- Internal fuel tank with direct reading of fuel gauge.
- Spill containment — Bunded design protects environment by capturing up to 124% of engine fluids.
- Brushless alternator reduces service and maintenance requirements and meets temperature rise standards for Class F insulation systems.
 - Open delta excitation design provides virtually unlimited excitation for maximum motor starting capability.
 - Automatic voltage regulator (AVR) provides precise regulation.
- Fully covered power panel. Three-phase terminals and single phase receptacles allow fast and convenient hookup for most applications including temporary power boxes, tools and lighting equipment. All are NEMA standard.
- ECU754 microprocessor-based digital generator controller.
 - Remote 2-wire start/stop control.
 - Operational temperature range of -40° to 85° C.
- Digital engine gauges including oil pressure, water temperature, battery volts, engine speed and fuel level.
- Analog generator instrumentation including AC ammeter, AC voltmeter, frequency meter, ammeter phase selector switch, voltmeter phase selector switch, and voltage regulator adjustment potentiometer.
- Automatic safety shutdown system monitors the water temperature, engine oil pressure, overspeed and overcrank. Warning lights indicate abnormal conditions.
- Voltage selector switch allows easy to change voltages as your applications require.



DCA25SSIU4F Generator

SPECIFICATIONS

Generator Specifications		
Design	Revolving field, self-ventilated Drip-proof, single bearing	
Armature Connection	Star with Neutral	Zig Zag
Phase	3	Single
Standby Output	22 KW (27.5 KVA)	15.8 KW
Prime Output	20 KW (25 KVA)	14.4 KW
3Ø Voltage (L-L/L-N) Voltage Selector Switch at 3Ø 240/139	208Y/120, 220Y/127, 240Y/139	N/A
3Ø Voltage (L-L/L-N) Voltage Selector Switch at 3Ø 480/277	416Y/240, 440Y/254, 480Y/277	N/A
1Ø Voltage (L-L/L-N) (Voltage Selector Switch at 1Ø 240/120)	N/A	240/120
Power Factor	0.8	1.0
Voltage Regulation (No load to full load)	±0.5%	
Generator RPM	1800	
Frequency	60 Hz	
Winding Pitch	5/6	
No. of Poles	4	
Excitation	Brushless with AVR	
Frequency Regulation: No Load to Full Load	Isochronous under varying loads from no load to 100% rated load	
Frequency Regulation: Steady State	±0.25% of mean value for constant loads from no load to full load.	
Insulation	Class F	
Sound Level dB(A) Full load at 23 feet	65	

Engine Specifications	
Make / Model	Isuzu / 4LE2T
Emissions	EPA Tier 4 Final Certified
Starting System	Electric
Design	4-cycle, water cooled, direct injection, turbocharged, EGR
Displacement	133.0 in ³ (2179 cc)
No. cylinders	4
Bore x Stroke (mm)	85 x 96
Rated Engine Power Output	33.5 hp (25 kW)
BMEP	133 psi (918 kPa)
Piston Speed	1133.9 ft./min. (5.76 m/s)
Compression Ratio	17.6:1
Engine Speed	1800 rpm
Overspeed Limit	2070 rpm
Oil Capacity	2.8 gallons (10.5 liters)
Battery	12V 53Ah x 1

Fuel System		
Recommended Fuel	ASTM-D975-No.1 & No.2-D*	
Maximum Fuel Flow (per hour)	2.3 gallons (8.8 liters)	
Maximum Inlet Restriction (Hg)	6.8 in. (173 mm)	
Fuel Tank Capacity	41.7 gallons (158 liters)	
Fuel Consumption	gph	lph
At full load	1.62	6.12
At 3/4 load	1.26	4.77
At 1/2 load	0.94	3.57
At 1/4 load	0.67	2.52

* - Use ultra-low sulfur diesel fuel.

Cooling System	
Fan Load	0.67 hp (0.5 kW)
Coolant Capacity (with radiator)	2.3 gallons (8.8 liters)
Coolant Flow Rate (per minute)	20.1 gallons (76.0 liters)
Heat Rejection to Coolant (per minute)	1479 Btu (1.56 MJ)
Maximum Coolant Friction Head	14.5 psi (100 kPa)
Maximum Coolant Static Head	3.35 feet (1.04 meters)
Ambient Temperature Rating	104°F (40°C)

Air	
Combustion Air	109 cfm (3.10 m ³ /min)
Maximum Air Cleaner Restriction	25 in. H ₂ O (6.23 kPa)
Alternator Cooling Air	388 cfm (11.0 m ³ /min)
Radiator Cooling Air	1420 cfm (40.2 m ³ /min)
Minimum Air Opening to Room	2.6 ft ² (0.24 m ²)
Minimum Discharge Opening	0.84 ft ² (0.08 m ²)

Exhaust System	
Gas Flow (full load)	148 cfm (4.2 m ³ /min)
Gas Temperature	847°F (453°C)
Maximum Back Pressure	30.1 in. H ₂ O (7.5 kPa)

Amperage	
Rated Voltage	Maximum Amps
1Ø 120 Volt	60 Amps x 2 (Zigzag)
1Ø 240 Volt	60 Amps (Zigzag)
3Ø 208 Volt	60 Amps
3Ø 240 Volt	60 Amps
3Ø 480 Volt	30 Amps
Main Line Circuit Breaker Rating	60 Amps
Over Current Relay Trip Set Point	30 Amps

WARRANTY*

Isuzu Engine**

12 months from date of purchase with unlimited hours or 36 months from date of purchase with 3,000 hours (whichever occurs first).

Generator

24 months from date of purchase or 2,000 hours (whichever occurs first).

Trailer

12 months excluding normal wear items.

*Refer to the express written, one-year limited warranty sheet for additional information.

**Refer to Isuzu Diesel Engine Limited Warranty for details.

NOTICE

Specifications sheet is subject to change and is not intended for use in installation design.



DCA25SSIU4F

Generator

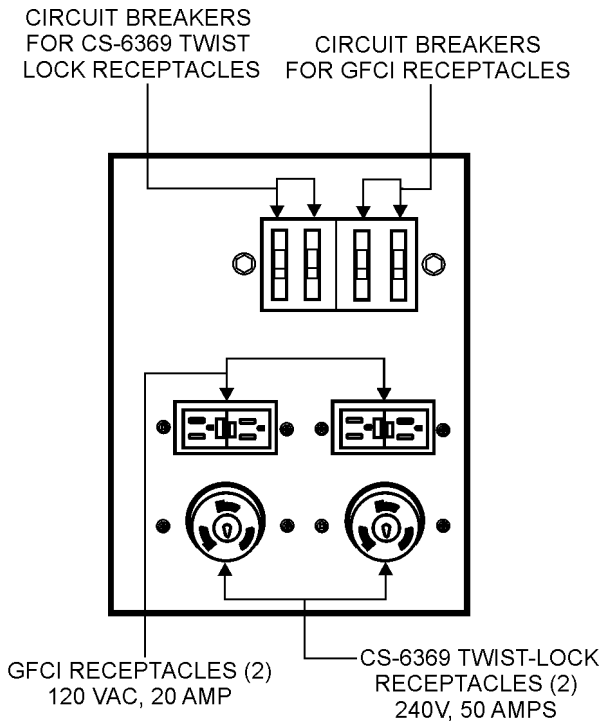
MQ POWER DECIBEL LEVELS

Our soundproof housing allows substantially lower operating noise levels than competitive design. WhisperWatts™ are at home on construction sites, in residential neighborhoods, and at hospitals — just about anywhere.

- 90 — Subway / truck traffic
- 80 — Average city traffic
- 70 — Inside car at 60 mph
— WhisperWatt™ at 23 feet
- 60 — Air conditioner at 20 feet
- 50 — Normal conversation



GENERATOR OUTPUT PANEL



OPTIONAL GENERATOR FEATURES

- **Battery Charger** — provides fully automatic and self-adjusting charging to the generator's battery system.
- **Jacket Water Heater** — for easy starting in cold weather climates.
- **Low Coolant Level Shutdown** — provides protection from critically low coolant levels. Includes control panel warning light.
- **Trailer Mounted Package** — meets National Highway Traffic Safety Administration (NHTSA) regulations. Trailer is equipped with electronic or surge brakes with single or tandem axle configuration.

OPTIONAL CONTROL FEATURES

- **Emergency Stop Switch** — when manually activated shuts down generator in the event of an emergency.
- **Audible Alarm** — alerts operator of abnormal conditions.

OPTIONAL FUEL CELL FEATURES

- **Sub-base Fuel Cells (double wall)** — additional fuel cell for extended runtime operation. Contains a leak sensor, low fuel level switch, and a secondary containment tank. UL142 listed.
- 12 hours of minimum run time.
- 24 hours of minimum run time.

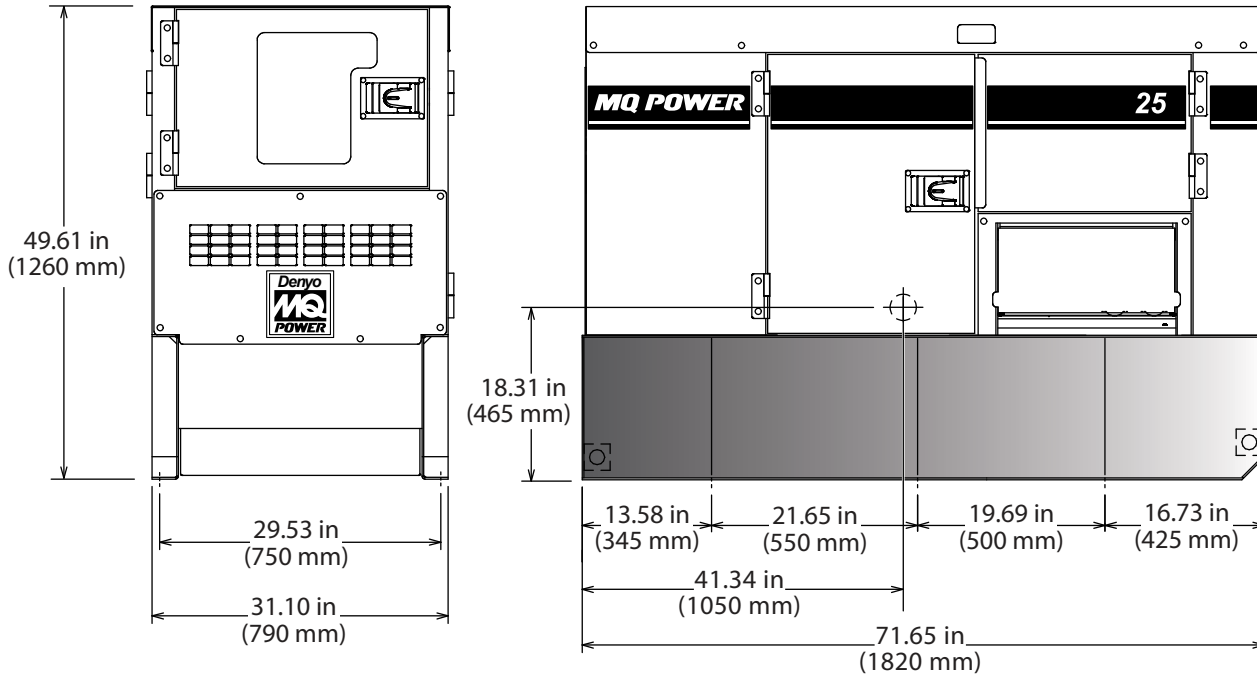
OPTIONAL OUTPUT CONNECTIONS

- **Cam-Lok Connectors** — provides quick disconnect alternative to bolt-on connectors.
- **Pin and Sleeve Connectors** — provides industry standard connectors for all voltage requirements.
- **Output Cable** — available in any custom length and size configuration.

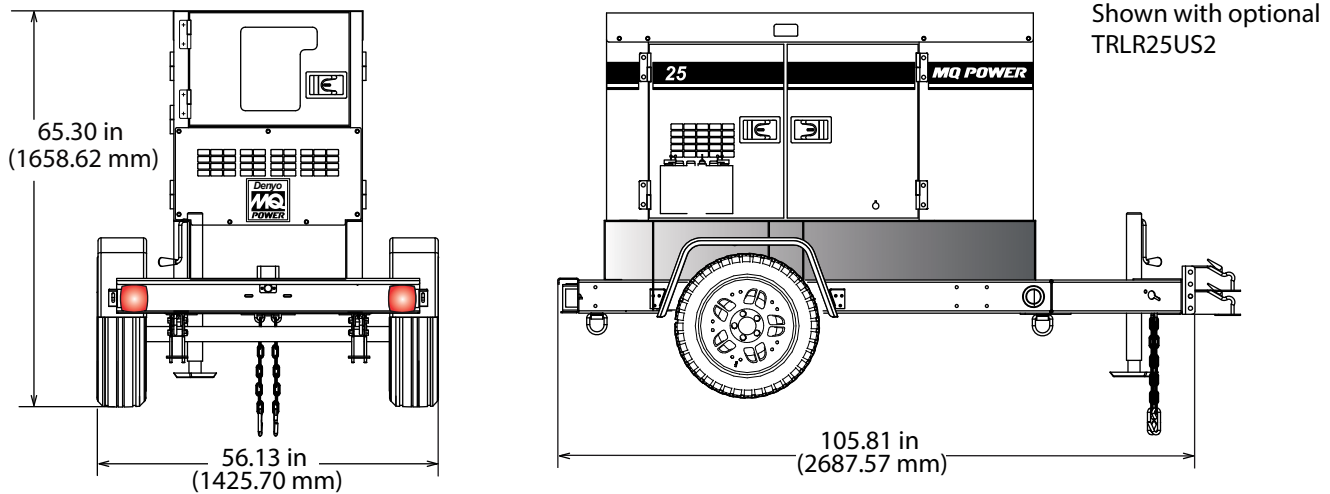


DCA25SSIU4F Generator

SKID-MOUNT DIMENSIONS



TRAILER-MOUNT DIMENSIONS



DCA25SSIU4F Weights*

Dry Weight	1,795 lbs. (814 kg)
Wet Weight	2,137 lbs. (969 kg)
Max. Lifting Point Capacity	5,150 lbs. (2,335 kg)

* Weights do not include options.

DCA25SSIU4F and TRLR25US2 Weights*

Dry Weight (with TRLR25US2)	2,239 lbs. (1,016 kg)
Wet Weight (with TRLR25US2)	2,581 lbs. (1,171 kg)

Generator can be placed on MQ Trailer Models TRLR25US and TRLR75XF2.

NOTICE

Features and Specifications are subject to change without notice.

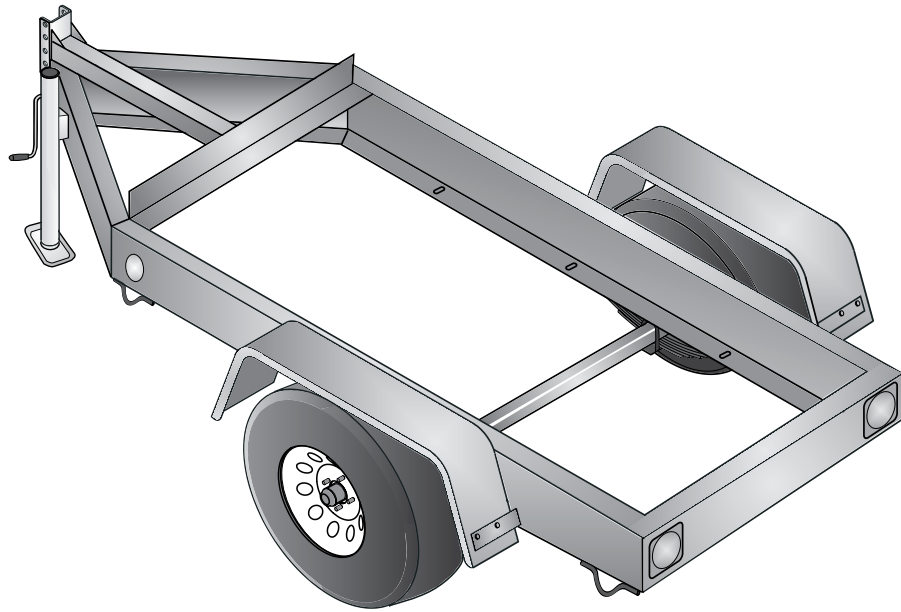


MULTIQUIP
6141 Katella Avenue Suite 200
Cypress, CA 90630
310-537-3700
E-MAIL: mq@multiquip.com
WEBSITE: www.multiquip.com



TRLR25US

MQ POWER Single Axle Trailer



TRLR25US Technical Data

Gross Vehicle Weight Rating (GVWR) — 2,720 lbs. (1,234 kg)	Tire Size — ST175/80D13 LR-C
Gross Axle Weight Rating (GAWR) — 3,500 lbs. (1,588 kg)	Wheel Bolt Pattern — 5 Lug
Coupler Rating — See coupler options on back page.	Tire Load Rating — 1,360 lbs/617 kg (ea.)

STANDARD TRAILER EQUIPMENT

- Fits MQ Power Generator Model DCA25USI, DCA25SSIU4F
- Single-axle Design with Leaf Spring Suspension
- H.D. Welded Steel Frame Construction
- Formed Channel for Generator Mounting and Support
- 4-hole Channel Allows 3-position, Adjustable Coupler Height; 4-inches O/A
- Tongue Mounted Swivel Jack (rated 2,000 lbs./907 kg lift)
- Replaceable, Bolt-on Steel Fenders
- Powder Coat Paint Process including: Frame, Channel, Actuator and Fenders
- D.O.T. Approved Tail Lamps, Stop Lamps, Turn Signal Lamps, Side Marker Lamps






TRLR25US

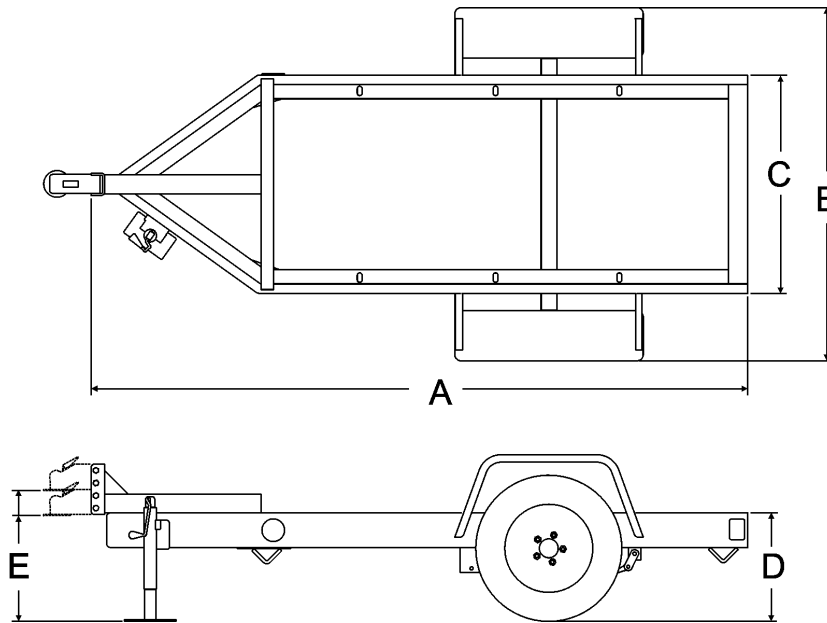
MQ POWER Single Axle Trailer

OPTIONAL TRAILER EQUIPMENT

- Pintle Eye 3-inch
- Adjustable 2-inch Ball Coupler
- Adjustable 2 5/16-inch Ball Coupler
- Rear Stabilizer Stands
- Spare Tire with Locking Mount
- Anti-Theft Wheel Lock

Coupler Options

3" Pintle Eye 20,000 lbs. (9,072 kg) #EE36264	
2" Ball Coupler 6,000 lbs. (2,722 kg) #29228	
10,000 lbs. (4,536 kg) #EE43254	
2-5/16" Ball Coupler 14,000 lbs. (6,350 kg) #EE43253	



Trailer Dimensions					
A	B	C	D	E	
				MIN	MAX
104.5 in (2,654 mm)	56 in (1,422 mm)	35 in (889 mm)	17 in (432 mm)	17 in (432 mm)	21 in (533 mm)
Trailer Weight					
406 lbs. (184 kg)*					

*Weight is approximate

Your Multiquip dealer is:



MULTIQIP
POST OFFICE BOX 6254
CARSON, CA 90749
310-537-3700 • 800-883-2551
FAX: 310-604-3831
E-MAIL: sales@multiquip.com
WEBSITE: www.multiquip.com



INVITATION TO BID AND BID FORM

Project: **Country Club Pump Station Generator**

District: **CUPERTINO SANITARY DISTRICT**
20863 STEVENS CREEK BLVD, STE 100
CUPERTINO, CA 95014

Date: November 17, 2022

CONTRACTOR	ADDRESS	PHONE	EMAIL	CONTACT
ABLE Underground	P.O Box 24819 San Jose, CA 95154	(408) 377-9990	glen@ableseptic.com	Glen Gilbert
Nor-Cal Pipeline Services	1875 South Rive Road West Sacramento, CA 95691	(510) 305-4847	bbonney@norcalpipe.com	Bill Bonney
Roto Rooter	356 Mathew Street Santa Clara, CA 95050	(408) 769-9205	rrsc78@rrsc.com	Jason Knieb
Cratus Inc	945 Taraval Street #302 San Francisco, CA 94116	(415) 559-1325	Michael@cratusinc.com	Michael Kirwan
C2R Engineering Inc.	100 Mountain View Ave. Los Altos, CA 94024	(415) 559-2841	trevor@c2rengineering.com	Trevor Connolly
Con-Quest Contractor Inc.	290 Toland Street San Francisco, CA 94124	(415) 206-0524	Alexb@cqccontractors.com	Alex Baranoff
Centinela General Engineering, Inc.	20033 Audrey Lane Salina CA 93907	(831) 240-7529	Jaimecge1@gmail.com	Jaime Vidal
Murgreen Environmental Company	1110 Andreas Lane Tracy, CA 95376	(209) 207-3917	Murgreen.environmental@gmail.com	Felix Oviawe

This request for bids is in compliance with District Ordinance 100, "Informal Bid Process" adopted pursuant to the authority of Article 3 of Chapter 2, Part 3, Division 2 (commencing with Section 22000) of the California Public Contract Code and constitutes an "informal bidding ordinance" as described in Section 22034 of said Code.

Your firm is invited to submit a Bid under seal at the office of the Engineer to the attention of the CUPERTINO SANITARY DISTRICT ("District").

The Contractor's registration with the Cupertino Sanitary District must be current. The District has the right to disqualify contractors who fail to renew their registration. If your firm is not currently registered, please contact the District for information.

The District will receive Bids until 3:00 PM local standard time on November 29, 2022

This project is a public works contract within the meaning of Part 7 (commencing with Section 1720) of Division 2 of the Labor Code of the State of California and the requirements of prevailing rate of wages apply to this contract. Pursuant to Section 1773 of the Labor Code, the general prevailing rate of wages in the county in which the work is to be done has been determined by the Director of the Department of Industrial Relations.

Submit your Bid on the Bid Form provided.



BID FORM

To: CUPERTINO SANITARY DISTRICT
MARK THOMAS & COMPANY, INC.
20863 STEVENS CREEK BLVD., SUITE 100
CUPERTINO, CA 95014

Project Name: Country Club Pump Station Generator

Project Description: The WORK includes providing all labor, materials, tools, and equipment necessary for completing list below.

- Furnishing and installing approximately ninety lineal feet (80') of 1 1/2-inch conduits Schedule 80, installation of risers and 90 degrees bend core into existing electrical panel and through concrete slab.
- Install forty-eight lineal feet (48'-0") of six feet (6'-0") tall chain link fence with green colored slats including ten feet (10'-0") wide chain link gate.
- Clearing and grubbing the site, and install SWPPP along the embankment. Install ten by fourteen (10' x14') concrete pad, removing and replacing asphalt concrete with four (4) inch hot mix asphalt concrete around the existing wetwell and electrical panel concrete pedestal.
- Install new work light pole

Contractor must provide Traffic Control Plan to the governing City/County where the repair is located and required TC plan. All Traffic Control Work for construction shall conform to the California Manual on Uniform Traffic Control Devices (CA MUTCD Latest Edition), Caltrans Specifications and Standard Plans, Dated 2018. The Traffic Control Plan must be approved and meet the requirements to pull an Encroachment Permit for the awarded repair. Contractor must always provide safe and continuous passage for all golf players and maintenance vehicle traffic for the Golf Course. This WORK includes replacing any damaged landscaping, or onsite properties to its original condition at the Contractor's expense. Contractor shall complete said work in accordance with these bid form, District Standard, District Specifications and as directed by the Engineer. Contractor shall coordinate with the District to perform all the work above. All the WORK shall be completed to the satisfaction of District. District will make the final inspection. If District determines that the WORK has completed, in accordance with the Bid Documents, District will recommend that the WORK be accepted. Contractor will be relieved of the responsibility imposed on the date of Acceptance.

Additional details can be found in the plan sheet includes with the bid package

Job walk is held on: Tuesday, November 22nd at 10am

Bid Date & Time: Tuesday, November 29th at 2pm

Submitted by:

Able Septic Tank
Full Contractor Name

1020 Ruff Dr SS CA 95110
Full Address City State ZIP

408.377.9990 mark@ableseptic.com
Phone No. E-mail Contact

1. OFFER

Having examined the Place of the Work and all matters referred to in the Instructions to Bidders, Bid Forms, Plans prepared by the Engineer for the above-mentioned project, we, the undersigned, hereby agree to perform the Work for the Unit Prices listed in this bid form, complete in place and as directed by the Engineer.

2. ACCEPTANCE

This offer shall be open to acceptance and is irrevocable for fifteen (15) days from the bid opening date. If this bid is accepted by the District within the time period stated above, District Manager will issue Notice to Proceed.

3. CONTRACT TIME

Complete the Work in **thirteen (13) working days** from date Notice to Proceed.

4. UNIT PRICES

The following are Unit Prices for Bid Items for the Work as listed.

Item No.	Item	Unit of Measure	Estimated Quantity	Unit Price (In Figures)	Item Total (In Figures)
1	SITE PREPARATION (Includes but not limited to mobilization, clearing & grubbing, excavation, SWPPP Storm Water Pollution Prevention Plan, and grading)	LS	1		2,903. ⁰⁰
2	MINOR CONCRETE (includes formwork, reinforcement, Class 2 AB, removal of formwork, and backfilling around the pad). Concrete shall be cured for 14 days prior to placing generator	CY	3		4,390. ⁰⁰
3	INSTALL 1 1/2" CONDUITS (includes but not limited to trenching, backfill and AC, coring, conduits/riser and connecting conduits)	LF	80		7,290. ⁰⁰
4	6'-0" CHAIN LINK FENCE with green colored slats (includes but not limited to installation of slats, posts, swing gates and concrete backfill for post)	LF	48		9,597. ⁰⁰
5	INSTALLING GENERATOR (Work includes getting the Generator from District's Corp Yard (Florence Pump Station), power cable box mounted behind trailer, lifting in place, and securing the Generator, Generator ground rod.	LS	1		1,170. ⁰⁰
6	ASPHALT CONCRETE REPAIR (includes removal of ex. AC pavement and replacement with new Hot Mix AC as shown on the plans)	TONS	8		10,080. ⁰⁰
7	INSTALL NEW WORK LIGHT POLE (includes but not limited to install of post, conduit, junction box, light bulb halogen with motion sensor capability and wires).	EA	1		5,675. ⁰⁰

TOTAL BID: 41,105.⁰⁰

5. **BID FORM SIGNATURES**

The Corporate Seal of:

Abu Sepkie Tank
(Bidder - Print the Full Name of your Firm)

was hereunto affixed in the presence of:

MG / GM
(Authorized signing Officer Title)

(Seal)

MG / GM
(Authorized signing Officer Title)

(Seal)



BID FORM

To: **CUPERTINO SANITARY DISTRICT**
MARK THOMAS & COMPANY, INC.
 20863 STEVENS CREEK BLVD., SUITE 100
 CUPERTINO, CA 95014

Project Name: Country Club Pump Station Generator

Project Description: The WORK includes providing all labor, materials, tools, and equipment necessary for completing list below.

- Furnishing and installing approximately ninety lineal feet (80') of 1 1/2-inch conduits Schedule 80, installation of risers and 90 degrees bend core into existing electrical panel and through concrete slab.
- Install forty-eight lineal feet (48'-0") of six feet (6'-0") tall chain link fence with green colored slats including ten feet (10'-0") wide chain link gate.
- Clearing and grubbing the site, and install SWPPP along the embankment. Install ten by fourteen (10' x14') concrete pad, removing and replacing asphalt concrete with four (4) inch hot mix asphalt concrete around the existing wetwell and electrical panel concrete pedestal.
- Install new work light pole

Contractor must provide Traffic Control Plan to the governing City/County where the repair is located and required TC plan. All Traffic Control Work for construction shall conform to the California Manual on Uniform Traffic Control Devices (CA MUTCD Latest Edition), Caltrans Specifications and Standard Plans, Dated 2018. The Traffic Control Plan must be approved and meet the requirements to pull an Encroachment Permit for the awarded repair. Contractor must always provide safe and continuous passage for all golf players and maintenance vehicle traffic for the Golf Course. This WORK includes replacing any damaged landscaping, or onsite properties to its original condition at the Contractor's expense. Contractor shall complete said work in accordance with these bid form, District Standard, District Specifications and as directed by the Engineer. Contractor shall coordinate with the District to perform all the work above. All the WORK shall be completed to the satisfaction of District. District will make the final inspection. If District determines that the WORK has completed, in accordance with the Bid Documents, District will recommend that the WORK be accepted. Contractor will be relieved of the responsibility imposed on the date of Acceptance.

Additional details can be found in the plan sheet includes with the bid package

Job walk is held on: Tuesday, November 22nd at 10am

Bid Date & Time: Tuesday, November 29th at 2pm

Submitted by: Golden Bay Construction, Inc.
 Full Contractor Name
3826 Depot Rd, Hayward, CA 94545
 Full Address City State ZIP
510-783-2960 johnny@gbayinc.com
 Phone No. E-mail Contact

1. OFFER

Having examined the Place of the Work and all matters referred to in the Instructions to Bidders, Bid Forms, Plans prepared by the Engineer for the above-mentioned project, we, the undersigned, hereby agree to perform the Work for the Unit Prices listed in this bid form, complete in place and as directed by the Engineer.

2. ACCEPTANCE

This offer shall be open to acceptance and is irrevocable for fifteen (15) days from the bid opening date. If this bid is accepted by the District within the time period stated above, District Manager will issue Notice to Proceed.

3. CONTRACT TIME

Complete the Work in **thirteen (13) working days** from date Notice to Proceed.

4. UNIT PRICES

The following are Unit Prices for Bid Items for the Work as listed.

Item No.	Item	Unit of Measure	Estimated Quantity	Unit Price (In Figures)	Item Total (In Figures)
1	SITE PREPARATION (Includes but not limited to mobilization, clearing & grubbing, excavation, SWPPP Storm Water Pollution Prevention Plan, and grading)	LS	1	15,872.00	15,872.00
2	MINOR CONCRETE (includes formwork, reinforcement, Class 2 AB, removal of formwork, and backfilling around the pad). Concrete shall be cured for 14 days prior to placing generator	CY	3	1,800.00	5,400.00
3	INSTALL 1 ½" CONDUITS (includes but not limited to trenching, backfill and AC, coring, conduits/riser and connecting conduits)	LF	80	55.00	4,400.00
4	6'-0" CHAIN LINK FENCE with green colored slats (includes but not limited to installation of slats, posts, swing gates and concrete backfill for post)	LF	48	119.00	5,712.00
5	INSTALLING GENERATOR (Work includes getting the Generator from District's Corp Yard (Florence Pump Station), power cable box mounted behind trailer, lifting in place, and securing the Generator, Generator ground rod.	LS	1	1,160.00	1,160.00
6	ASPHALT CONCRETE REPAIR (includes removal of ex. AC pavement and replacement with new Hot Mix AC as shown on the plans)	TONS	8	857.00	6,856.00
7	INSTALL NEW WORK LIGHT POLE (includes but not limited to install of post, conduit, junction box, light bulb halogen with motion sensor capability and wires).	EA	1	2,872.00	2,872.00

TOTAL BID: 42,272.00

5. BID FORM SIGNATURES

The Corporate Seal of:

Golden Bay Construction, Inc.
(Bidder - Print the Full Name of your Firm)

was hereunto affixed in the presence of:


.....
(Authorized signing Officer Title)

(Seal)

President
(Authorized signing Officer Title)

(Seal)

Cupertino Sanitary District
2022 District Officers & Representatives
Amended - Effective January 17, 2022

President	William (Bill) A. Bosworth
Secretary	Patrick S. Kwok
Secretary Pro-Tem	Angela S. Chen
Director	Taghi S. Saadati
District Manager	Benjamin T. Porter
Deputy District Manager	Bob Woodhouse
District Advisor	Richard A. Tanaka

2022 DISTRICT REPRESENTATIVES

TPAC	Patrick Kwok
Alternate	Angela Chen
Special Districts Association	William (Bill) Bosworth
Alternate	Angela Chen
CASA	William (Bill) Bosworth
Alternate	
CSRMA	Angela Chen
Alternate	William (Bill) Bosworth

FINANCE COMMITTEE

Director Patrick Kwok (Director in Position 3)
Director Angela Chen (Director in Position 4)

TAC

Manager Porter, Deputy Manager Woodhouse, and Staff Member Kathuli



Memo

Item 10B

To: Board of Directors
From: Benjamin T. Porter, District Manager-Engineer
Date: December 21, 2022
Re: Lucy Enhancement

Background:

CuSD uses Lucy, Computerized Maintenance Management Software (CMMS) to track mainline and lateral pipes, manholes, pump station inventory information, plan work, initiate work orders, and document completed work. The District needs Lucy professional services support to assist with continued configuration needs in addition to the software maintenance support we receive as part of the annual service fee.

District staff is having issues with the management and transfer of data, which is affecting the overall staff efficiency in understanding and extracting the data from Lucy. District staff has requested a proposal for additional professional service support for Lucy to assist with configuration of the software that will make data analysis and data transfer efficient and increase the data accuracy.

Additional Lucy professional services support includes:

- Evaluate the current software usage and identify bottlenecks
- Provide technical services to re-configure existing Enterprise Asset Management (EAM) forms, views, data-drills, and dashboards as requested
- Training as needed to individuals
- Consult on report development and/or assist in developing custom reports
- Assist in the development of EAM Import/Update scripts for integration to other systems like GraniteNet (CCTV data collection software) and GIS maps
- Assist Sewer module with importing CCTV data into the EAM
- Assist in configuration of GIS maps

The total cost for one-time professional service is \$4,992.00. This service fee includes 24 hours of professional service hours (\$208/hour). Any unused hours are valid for one year.

Recommendation:

Staff recommends Board to approve professional software service support in an amount not to exceed \$4,992.00 to provide professional services related to Central Square's Lucy Asset Management and Work Order system.

Attachment:

1. Quote No. Q-100929

Quote prepared on:

August 18, 2022

Quote prepared by:

Jakea Simons

jakea.simons@centralsquare.com

Quote #: Q-100929

Primary Quoted Solution: Enterprise Asset Mgmt

Quote expires on: September 12, 2022

Quote prepared for:

Vani Kathula

Cupertino Sanitary District

20863 Stevens Creek Blvd #100

Cupertino, CA 95014

(408) 477-7300

Thank you for your interest in CentralSquare. CentralSquare provides software that powers over 8,000 communities. More about our products can be found at www.centralsquare.com.

WHAT SERVICES ARE INCLUDED?

DESCRIPTION	TOTAL
1. PA Professional Services Bundle	4,992.00
Services Total	4,992.00 USD

QUOTE SUMMARY

Services Subtotal	4,992.00 USD
Quote Subtotal	4,992.00 USD

Quote Total	4,992.00 USD
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WHAT ARE THE RECURRING FEES?

TYPE	AMOUNT
FIRST YEAR MAINTENANCE TOTAL	0.00
FIRST YEAR SUBSCRIPTION TOTAL	0.00

The amount totals for Maintenance and/or Subscription on this quote include only the first year of software use and maintenance. Renewal invoices will include this total plus any applicable uplift amount as outlined in the relevant purchase agreement.

BILLING INFORMATION

Fees will be payable within 30 days of invoicing.

Please note that the Unit Price shown above has been rounded to the nearest two decimal places for display purposes only. The actual price may include as many as five decimal places. For example, an actual price of \$21.37656 will be shown as a Unit Price of \$21.38. The Total for this quote has been calculated using the actual prices for the product and/or service, rather than the Unit Price displayed above.

Prices shown do not include any taxes that may apply. Any such taxes are the responsibility of Customer. This is not an invoice.

For customers based in the United States or Canada, any applicable taxes will be determined based on the laws and regulations of the taxing authority(ies) governing the "Ship To" location provided by Customer on the Quote Form.

PAYMENT TERMS

License Fees & Annual Subscriptions

- 100% Due Upon Contract Execution

Contract Startup

- 100% Due Upon Contract Execution

Hardware & Third-Party Software

- 100% Due Upon Contract Execution

Services

- Fixed Fee: 100% Due Upon Completion
- Time & Material: Due as Incurred
- Services Bundle: Fixed Fee, 100% Due Contract Execution

Third-Party Services

- Fixed Fee: 50% Due Upon Contract Execution; 50% Due Upon Completion

Travel & Living Expenses

- Due as Incurred

PURCHASE ORDER INFORMATION

Is a Purchase Order (PO) required for the purchase or payment of the products on this Quote Form? (Customer to complete)

Yes [] No []

Customer's purchase order terms will be governed by the parties' existing mutually executed agreement, or in the absence of such, are void and will have no legal effect.

PO Number: _____

Initials: _____

Cupertino Sanitary District

Signature: _____

Name: _____

Date: _____

Title: _____

Cupertino Sanitary District - Monthly Maintenance Summary - November 2022

Item 11.C.

SSOs

Start Date	Location	Cause of SSO	Cat	Main/Lat	Spill Volume (Gal)	Spill Recovered (Gal)	Volume of Wash Water Used (Gal)
11/21/2022	20554 Carniel Ave, Saratoga	Heavy Grease	3	Lat	15	0	Unknown
11/22/2022	10195 Viceroy Ct, Cupertino	Heavy Roots	3	Lat	7.5	24	Unknown
11/27/2022	1487 Jamestown Dr, Cupertino	Heavy Wipes	3	Lat	8	6	Unknown

PLSDs (Private Lateral Sewage Discharge)

Start Date	Location	Cause of PLSD	Main/Lat	Spill Volume (Gal)	Spill Recovered (Gal)	Volume of Wash Water Used (Gal)
11/27/2022	13991 Vista Regina, Sar	Offset	Lat	1417	0	300

Emergency Calls - Causes

Call Rec'd Business Hours	# of Calls	Call Rec'd After Hours	# of Calls	Call Rec'd Weekend	# of Calls
Root Intrusion	3	Root Intrusion	3	Root Intrusion	2
Onsite	4	Onsite	1	Onsite	1
Grease	0	Grease	0	Offset	1
Offset	1	Offset	0	Debris	1
Borken pipe	1	Others	0	Others	2
Debris	1	Pump Station	0	Pump Station	1
Total:	10	Total:	4	Total:	8

Repairs

Address	Main/Lat	Description of Work
Salem PS	PS	Rebuilt pump
Homestead 2 PS	PS	Rebuilt pump 3

Mainline Maintenance

Size of Pipe	4"	6"	8"	10"	12"	14"	15"	16"	18"	> 20"	Total	FY2022-23 YTD	FY2022-23 Annual Schedule	% Complete (YTD/Annual Schedule)
Mainline Cleaning (ft)	0	34,124	64,067	8,666	777	0	0	0	0	0	107,634	671,666	1,673,032	40%
Easement Cleaning (ft)	0	3,831	7,066	486	0	0	0	0	0	0	11,383	90,203	217,684	41%
CCTV (ft)	0	5,439	10,431	0	0	0	0	0	0	0	15,870	100,696	207,880	48%

Lateral Maintenance

Activity	# of Laterals	FY2022-23 YTD	FY2022-23 Annual schedule	% Complete (YTD/Annual schedule)
Cleaning	368	2,563	6,436	40%
CCTV	10	62		
Inspection	19	147		

FOG Inspection - Limited due to Restaurant closures (COVID -19)

	# of Inspections	YTD FY2022-23	FY2022-23 Annual Schedule	% Complete (YTD/Annual schedule)
Performed	17	124		
Completed	16	109	265	41%
Follow up Needed	1			

**CUPERTINO SANITARY DISTRICT
MEETING/EVENT SCHEDULE**

Item 12.A.

DECEMBER 2022

12/05: TAC
 12/05: SCCSDA
 12/07: CASSE
 12/07: 1st Regular Meeting
 12/08: TPAC
 12/21: 2nd Regular Meeting

DECEMBER 2022						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
				1	2	3
4	5 TAC SCCSDA	6	7 CASSE 1 st Regular Meeting	8 TPAC	9	10
11	12	13	14	15	16	17
18	19	20	21 2 nd Regular Meeting	22	23	24
25	26 HOLIDAY	27	28	29	30	31

JANUARY 2023

01/04: 1st Regular Meeting
 01/09: TAC
 01/11: CASA CSWG
 01/12: TPAC
 01/18: 2nd Regular Meeting
 01/25-27: CASA Winter Conference

JANUARY 2023						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1	2 HOLIDAY	3	4 1 st Regular Meeting	5	6	7
8	9 TAC	10	11 CASA CSWG	12 TPAC	13	14
15	16	17	18 2 nd Regular Meeting	19	20	21
22	23	24	25 CASA CONFERENCE	26	27	28
29	30	31				

FEBRUARY 2023

02/01: 1st Regular Meeting
 02/06: TAC
 02/09: TPAC
 02/15: 2nd Regular Meeting

FEBRUARY 2023						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
			1 1 st Regular Meeting	2	3	4
5	6 TAC	7	8	9 TPAC	10	11
12	13	14	15 2 nd Regular Meeting	16	17	18
19	20	21	22	23	24	25
26	27	28				