

**CUPERTINO SANITARY DISTRICT  
SANITARY BOARD MEETING  
WEDNESDAY, APRIL 21, 2021**

**A\_G\_E\_N\_D\_A**

**In accordance with Executive Order N-33-20, meeting to 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. 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.

**3. 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.

**4. MINUTES & BILLS**

- A. APPROVAL OF THE MINUTES OF APRIL 7, 2021
- B. APPROVED MINUTES OF MARCH 17, 2020
- C. PAYMENT OF BILLS AND APPROVAL OF FINANCIAL STATEMENT
- D. DIRECTOR'S MONTHLY TIMESHEETS

**5. CORRESPONDENCE**

- A. CASA ANNUAL SUMMER CONFERENCE SURVEY

**CUPERTINO SANITARY DISTRICT  
SANITARY BOARD MEETING  
WEDNESDAY, APRIL 21, 2021**

**6. MEETINGS**

NONE

**7. REPORTS**

- A. TELECONFERENCE MEETING OF THE SAN JOSE/SANTA CLARA TREATMENT PLANT ADVISORY COMMITTEE (TPAC) HELD ON APRIL 8, 2021

**8. UNFINISHED BUSINESS**

- A. DRAFT SEWER SYSTEM MANAGEMENT PLAN
- B. BUDGET WORKSHOP
- C. COVID-19 UPDATES

**9. NEW BUSINESS**

- A. D&B LEGACY INSTALLER'S AGREEMENT CLOSEOUT
- B. PROPOSAL FOR HYDRAULIC MODELING CONSULTING SERVICES
- C. OAK CREST AND FORUM 2 PUMP STATION REPAIRS

**10. STAFF REPORT**

- A. FUTURE DEVELOPMENT PROJECTS
- B. MONTHLY MAINTENANCE REPORT

**11. CALENDAR ITEMS**

- A. NEXT REGULAR DISTRICT BOARD MEETING IS SCHEDULED TO BE HELD ON WEDNESDAY, MAY 5, 2021

**12. ADJOURNMENT**

# CUPERTINO SANITARY DISTRICT MEETING/EVENT SCHEDULE

## APRIL 2021

- 04/05: TAC
- 04/07: 1<sup>st</sup> Regular Meeting
- 04/08: TPAC
- 04/21: 2<sup>nd</sup> Regular Meeting

APRIL 2021						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
				1	2	3
4	5 <b>TAC</b>	6	7 1 <sup>st</sup> Regular Meeting	8 <b>TPAC</b>	9	10
11	12	13	14	15	16	17
18	19	20	21 2 <sup>nd</sup> Regular Meeting	22	23	24
25	26	27	28	29	30	

## MAY 2021

- 05/05: 1<sup>st</sup> Regular Meeting
- 05/11: TAC
- 05/13: TPAC
- 05/19: 2<sup>nd</sup> Regular Meeting

MAY 2021						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
						1
2	3	4	5 1 <sup>st</sup> Regular Meeting	6	7	8
9	10	11 <b>TAC</b>	12	13 <b>TPAC</b>	14	15
16	17	18	19 2 <sup>nd</sup> Regular Meeting	20	21	22
23	24	25	26	27	28	29
30	31 MEMORIAL DAY					

## JUNE 2021

- 06/02: 1<sup>st</sup> Regular Meeting
- 06/07: SCCSDA
- 06/08: TAC
- 06/10: TPAC
- 06/16: 2<sup>nd</sup> Regular Meeting

JUNE 2021						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
		1	2 1 <sup>st</sup> Regular Meeting	3	4	5
6	7 <b>SCCSDA</b>	8 <b>TAC</b>	9	10 <b>TPAC</b>	11	12
13	14	15	16 2 <sup>nd</sup> Regular Meeting	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

CUPERTINO SANITARY DISTRICT BOARD MEETING  
WEDNESDAY, APRIL 07, 2021

The Sanitary Board of the Cupertino Sanitary District convened this date at 7:00 p.m. This meeting was conducted in accordance with the Executive Order N-33-20 via teleconferencing. The District office at 20863 Stevens Creek Blvd, Suite 100, Cupertino was closed.

1. ROLL CALL:

President Saadati 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, John M. Gatto, William A. Bosworth, and Patrick S. Kwok.

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

District Advisor: Richard Tanaka

Public: None

2. PUBLIC COMMENTS:

There were none.

3. CLOSED SESSION:

President Saadati 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.

Closed session was adjourned at 7:24 p.m. and the regular meeting was called to order. District Manager Porter and Deputy District Manager Woodhouse rejoined the regular meeting. There was no reportable action.

4. MINUTES:

- A. On a motion by Director Gatto, seconded by Director Bosworth, by a vote of 5-0-0 the minutes of Wednesday, March 17, 2021 were approved.

- B. By consensus, the Minutes of Wednesday, March 3, 2021 are to be Noted & Filed.

5. CORRESPONDENCE:

There was none.

CUPERTINO SANITARY DISTRICT BOARD MEETING  
WEDNESDAY, APRIL 07, 2021

6. MEETINGS:

- A. Director Gatto plans to attend the teleconference meeting of The San Jose/Santa Clara Treatment Plant Advisory Committee (TPAC) scheduled to be held on April 8, 2021.

7. REPORTS:

- A. Manager Porter reported on the teleconference meeting of The San Jose/Santa Clara Treatment Plant Technical Advisory Committee (TAC) held on April 5, 2021. Costs for the digester project have escalated significantly (50 %).

8. UNFINISHED BUSINESS:

- A. Manager Porter reported on COVID-19 updates. Some of the inspectors have been vaccinated, others are holding off for now. Other staff have begun to get vaccinated as well.
- B. Deputy Manager Woodhouse reported on the Sewer System Management Plan update and presented slides that described the risk-based prioritization has been used to develop the updated version of the CuSD SSMP that will need to be certified in May 2021.

9. NEW BUSINESS:

- A. The Board reviewed the CCTV Software Annual Subscription – Request for Partial Reimbursement Board Memo. On a motion by Director Kwok, seconded by Director Chen, by a vote of 5-0-0 the Board approved reimbursement in the amount of \$1,612.50 to Mark Thomas.
- B. The Board reviewed the Metering Station Exhaust Fan Replacement Board Memo. On a motion by Director Gatto, seconded by Director Kwok, by a vote of 5-0-0 the Board approved Staff's recommendation to proceed with replacement of the exhaust fan at the Flume Metering station with a budgeted repair cost of \$21,400.

10. STAFF REPORTS:

- A. Manager Porter reported on the Planning for Future Development Projects and presented slides that described the multi-pronged approach that staff is taking to accommodate planned development in the District.

11. CALENDAR ITEMS:

- A. The next regular District Board meeting is scheduled to be held on Wednesday, April 21, 2021.

CUPERTINO SANITARY DISTRICT BOARD MEETING  
WEDNESDAY, APRIL 07, 2021

12. ADJOURNMENT:

On a motion properly made and seconded, at 8:50 p.m. the meeting was adjourned.

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Secretary of the Sanitary Board

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President of the Sanitary Board

CUPERTINO SANITARY DISTRICT BOARD MEETING  
WEDNESDAY, MARCH 17, 2021

The Sanitary Board of the Cupertino Sanitary District convened this date at 7:00 p.m. This meeting was conducted in accordance with the Executive Order N-33-20 via teleconferencing. The District office at 20863 Stevens Creek Blvd, Suite 100, Cupertino was closed.

1. ROLL CALL:

President Saadati 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, John M. Gatto, 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 Tanaka

Public: None

2. PUBLIC COMMENTS:

There were none.

3. CLOSED SESSION:

President Saadati adjourned the regular meeting session and opened the closed session at 7:03 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.

Closed session was adjourned at 7:28 p.m. and the regular meeting was called to order. District Manager Porter and Deputy District Manager Woodhouse rejoined the regular meeting. There was no reportable action.

4. MINUTES & BILLS:

- A. On a motion by Director Gatto, seconded by Director Bosworth, by a vote of 5-0-0 the minutes of Wednesday, March 3, 2021 were approved as written.
- B. By consensus, the Minutes of Wednesday, February 17, 2021 is to be Noted & Filed.
- C. The Board reviewed February payable warrants and financial statements. On a motion by Director Kwok, seconded by Director Gatto, by a vote of 5-0-0, the financial statement and payment of bills were approved as written.

CUPERTINO SANITARY DISTRICT BOARD MEETING  
WEDNESDAY, MARCH 17, 2021

D. Board members will submit their March timesheets to Manager Porter.

5. CORRESPONDENCE:

- A. The Board reviewed City of San Jose – FY21-22 Regional Wastewater Facility Capital Cost Allocation. It is to be Noted & Filed.
- B. The Board reviewed City of San Jose – FY21-22 Revenue Program (O&M Cost). It is to be Noted & Filed.
- C. The Board reviewed LAFCO of Santa Clara County - Notice for the April 7, 2021 LAFCO Public Hearing on its Proposed FY 2022 Budget. It is to be Noted & Filed.

6. MEETINGS:

There are none.

7. REPORTS:

- A. Manager Porter reported on the teleconference meeting of the San Jose/Santa Clara Treatment Plant Technical Advisory Committee (TAC) held on March 9, 2021.
- B. Director Gatto reported on the teleconference meeting of the San Jose/Santa Clara Treatment Plant Advisory Committee (TPAC) held on March 11, 2021.

8. UNFINISHED BUSINESS:

- A. Manager Porter reported on COVID-19 updates.
- B. Manager Porter presented on the Budget Discussion. Manager Porter discussed how management and engineering costs have been higher this year as a result of costs incurred by District staff for work on the SSMP update, the development of the Systemwide I/I Program, correspondence/agreements with other agencies, and the revised rate study methodology.
  - The SSMP update has called for more effort by staff this past year due to new requirements proposed for the new WDR to be published in late 2021.
  - The I/I Program development and planning is crucial as a means to mitigate the impacts of future development on the CuSD sewer system and prevent the future wet weather flows from exceeding the limit required by the District's agreement with the City of Santa Clara. The I/I Program will account the planned developments in the City by 2040.

The Board suggested that Manager Porter separate these one-time costs and show them as separate line items in the budget. Manager Porter will separate the costs for the SSMP Update and the Systemwide I/I Program on future versions of the budget.

9. NEW BUSINESS:

- A. The Board discussed setting a time and place for a public hearing to consider a rate increase.



CUPERTINO SANITARY DISTRICT BOARD MEETING  
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The Board requested District Staff to revise the Resolution No. 1327 to indicate that the maximum rate increase for affected customers will not exceed the attached rate schedule shown on Exhibit “A” that includes the proposed revised rates for each user type. On a motion by Director Gatto, seconded by Director Chen, by a vote of 5-0-0, Resolution No. 1327 was approved, setting a public hearing for May 19, 2021 via teleconference.

10. STAFF REPORTS:

- A. Manager Porter reported on Vallco.
  - 1. Director Saadati reported that he received a call from a representative of Vallco Development Group. Director Saadati invited the representative to either discuss with staff or attend a Board meeting to address the Board together.
  - 2. Manager Porter reported that discussions are continuing with Vallco, and District staff will continue to update the Board on any progress in those discussions. The cost of District staff for administration, engineering, and management support of the Vallco project has exceeded the funds provided by the development group and an additional deposit was requested in a letter dated March 4, 2021, which is being discussed.
- B. Manager Porter reported on Future Development Projects. Manager Porter presented a table that listed proposed developments in the City of Cupertino between now and 2040, and the District’s flow projections from those developments.
- C. Deputy Manager Woodhouse reported on I/I Reduction Follow Up. Deputy Manager Woodhouse presented on a Systemwide I/I Program that is designed to reduce wet weather flows in the system by an amount equal to or greater than the peak dry weather flows from new developments planned for Cupertino.
- D. Deputy Manager Woodhouse reported on the Sewer System Management Plan Update. He presented on the SSMP update work that has been completed by District staff. The SSMP update has called for more enhanced use of the District’s ArcGIS, the XPSWMM hydraulic model, and the Lucy maintenance management software to develop a risk-based approach to capital improvement planning that will be required for future updates to the SSMP.

Deputy Manager Woodhouse will present a risk prioritization matrix and ArcGIS maps that show high priority pipes and pump stations in the system at the April 7, 2021 Board meeting. The high-risk assets will be used to prioritize improvements in a revised District 10-year Capital Improvement Plan later this spring.

Deputy Manager Woodhouse presented an update on the proposed new Waste Discharge Requirements to be discussed and approved later this year by the State Water Resources Control Board. A draft compliance strategy was presented for the District’s SSMP update.

- E. Manager Porter reported on the Monthly Maintenance Report.

CUPERTINO SANITARY DISTRICT BOARD MEETING  
WEDNESDAY, MARCH 17, 2021

11. CALENDAR ITEMS:

The next regular District Board meeting is scheduled to be held on Wednesday, April 7, 2021.

12. ADJOURNMENT:

On a motion properly made and seconded, at 9:43 p.m. the meeting was adjourned.

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Secretary of the Sanitary Board

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President of the Sanitary Board

**CUPERTINO SANITARY DISTRICT  
WARRANTS PAYABLE - April 21, 2021**

<u>WARRANT NUMBER</u>	<u>FUND</u>	<u>AMOUNT</u>	<u>PAYEE</u>	<u>DESCRIPTION</u>	
N/A	M&O	\$ 257.76	CalBank Credit Card Processing Fees	Operating Exp. - Credit Card Processing Fees	
N/A	M&O	\$ 2,884.02	ADP	Directors' Salary	
19111	M&O	\$ 438,547.31	Mark Thomas	Office Rent	400.00
				Utilities	1,052.70
				Plan Checking & Inspection	50,361.62
				Management Services	95,643.78
				Engineering Services	70,782.32
				District Sewer Capital & Support	12,678.10
				Repairs	44,270.23
				Maintenance	158,151.64
				Emergency Funds	4,908.52
				Memberships	59.00
				Operating Expenses - General	239.40
19112	M&O	\$ 159,300.15	Hunton Andrews Kurth	Legal - CIG/Tribs (CuSD Advance Pay)	124,254.12
				Legal - CIG/Tribs (CuSD Share)	35,046.03
19113	M&O	\$ 3,379.20	County Sanitation District 2-3	Legal - CIG/Tribs (CuSD Advance Pay)	2,635.78
				Legal - CIG/Tribs (CuSD Share)	743.42
19114	M&O	\$ 6,111.00	Armento & Hynes, LLP	Legal - District Counsel (March Services)	
19115	M&O	\$ 2,700.00	Richard K. Tanaka	Legal - Consultant Services	
19116	M&O	\$ 992.08	Dooley Insurance Services	Insurance - Group Life & Dental	
19117	M&O	\$ 384.00	CWEA	Memberships	
19118	M&O	\$ 3,870.94	PG&E	Utilities	
19119	M&O	\$ 10,210.18	DB Incorporated	Printing & Publications	
19120	M&O	\$ 2,372,654.00	City of San Jose	Treatment Plant O&M	1,606,535.00
				Treatment Plant Capital	766,119.00
19121	M&O	\$ 1,563.20	CA Surveying & Drafting Supply	Repair	
19122	M&O	\$ 7,248.26	Pan-Pacific Supply Co.	Repair	
19123	M&O	\$ 1,010.52	St. Francis Electric	Repair	
19124	M&O	\$ 6,526.00	Tesco Controls, Inc.	Repair	
19125	M&O	\$ 135.00	Jose Silva Gardening	Maintenance	
19126	M&O	\$ 238.39	Home Depot	Maintenance	
19127	M&O	\$ 250.00	Signa Mechanical	Maintenance	
19128	M&O	\$ 971.00	Telstar	Maintenance	
19129	M&O	\$ 12,972.96	RotoRooter	Maintenance	
19130	M&O	\$ 57,480.00	AB/JDD Plumbing Heating & AC	Maintenance	56,110.00
				Emergency	1,370.00
19131	M&O	\$ 58,603.30	Able Underground Construction	Maintenance	56,426.04
				Emergency	2,177.26
<b>TOTAL WARRANTS</b>		<b>\$ 3,148,289.27</b>			

**EMERGENCY DETAILS:**

**AB/JDD Plumbing** - three emergencies this month

**Able** - three emergencies this month

**Roto-Rooter** - no emergencies this month

**CUPERTINO SANITARY DISTRICT**  
**MONTHLY FINANCIAL REPORT THROUGH MARCH 2021**  
**(9th Month of Operations - 75% into FY Operations)**  
**FISCAL YEAR: July 1, 2020 to June 30, 2021**

**EXPENSE SUMMARY REPORT - ADJUSTED BUDGET**

Account Name	Account Number	BUDGET	Prior Expenses	Amount Payable	Total To Date Expenses	Remaining Balance	(#H{shqgh# Gdwh	Comments
<b>MAR SERVICES</b>								
<b>OPERATING EXPENSES</b>								
Loan Payments	41000	\$1,200,542	\$600,639.58	\$0.00	\$600,639.58	\$599,902.42	50.0%	None this month
Directors Fees	41030	\$35,000	\$26,597.58	\$2,884.02	\$29,481.60	\$8,402.42	84.2%	On Target; slightly ahead of schedule
Gasoline, Oil & Fuel	41060	\$3,000	\$1,040.25	\$0.00	\$1,040.25	\$1,959.75	34.7%	None this month
Insurance	41070	\$135,000	\$125,474.08	\$992.08	\$126,466.16	\$9,525.92	93.7%	Dooley Insurance - May 2021 Coverage
Memberships	41080	\$57,000	\$27,181.59	\$443.00	\$27,624.59	\$29,818.41	48.5%	CWEA Memberships; Notary Association Annual Membership
Office Rent	41090	\$6,000	\$3,200.00	\$400.00	\$3,600.00	\$2,800.00	60.0%	On Target
Operating Expenses - General	41100	\$3,000	\$49.90	\$239.40	\$289.30	\$2,950.10	9.6%	Monthly Web Hosting Fee
Operating Expenses - Credit Card Processing Fees	41100-1	\$3,700	3,334.81	\$257.76	\$3,592.57	\$365.19	97.1%	March Credit Card Processing Fees; ahead of schedule for Fiscal Year
<b>Contractual Services:</b>								
Outfall Maintenance	41113	\$71,000	\$46,535.89	\$0.00	\$46,535.89	\$24,464.11	65.5%	None this month
T.P. Oper. & Maint.	41114	\$8,630,553	\$4,819,605.00	\$1,606,535.00	\$6,426,140.00	\$3,810,948.00	74.5%	Q4 FY2020-2021; 100% paid this fiscal year (O&M reduced because of Legacy Lagoon delay)
<b>Professional Services:</b>								
Management Services	41121	\$515,000	\$480,684.89	\$95,643.78	\$576,328.67	-\$61,328.67	111.9%	Ahead of schedule; will be on schedule once SSMP Recertification is separated out
Engineering Services	41122	\$1,200,000	\$911,102.24	\$70,782.32	\$981,884.56	\$288,897.76	81.8%	On Target; slightly ahead of schedule
Plan Checking & Inspection	41123	\$200,000	\$129,628.83	\$50,361.62	\$179,990.45	\$70,371.17	90.0%	On Target; slightly ahead of schedule due to increased inspection and Valco effort
Legal - Consultant Services	41124	\$25,000	\$8,900.00	\$2,700.00	\$11,600.00	\$13,400.00	46.4%	Richard Tanaka - Consulting Services for March 2021
Legal - District Counsel	41124	\$60,000	\$38,090.50	\$6,111.00	\$44,201.50	\$21,909.50	73.7%	Marc Hynes - March Services
Legal - Common Interest Group (CuSD Advance Pay)	41124	\$980,000	\$874,136.58	\$126,889.90	\$1,001,026.47	\$105,863.42	102.1%	Hunton Andrews Kurth - January and February Legal Services; CSD2-3 Q2 FY20-21
Legal - Common Interest Group (CuSD Share)	41124	\$222,000	\$246,551.34	\$35,789.45	\$282,340.80	-\$24,551.34	127.2%	Hunton Andrews Kurth - January and February Legal Services; CSD2-3 Q2 FY20-21
Audit	41125	\$11,500	\$11,600.00	\$0.00	\$11,600.00	-\$100.00	100.9%	FY19-20 Audit - paid in full
Printing & Publications	41130	\$28,000	\$8,190.26	\$10,210.18	\$18,400.44	\$19,809.74	65.7%	Public Hearing Notices for FY2021-2022 Rate Increase
Repairs	41150	\$800,000	\$132,703.46	\$60,618.21	\$193,321.67	\$667,296.54	24.2%	Increased repairs this month but still below target; suggest reallocation of budget to SSMP, I/I reduction efforts
Maintenance	41151	\$3,200,000	\$2,266,141.05	\$285,255.03	\$2,551,396.08	\$933,858.95	79.7%	On Target
Travel & Meetings Staff	41170	\$15,000	\$580.00	\$0.00	\$580.00	\$14,420.00	3.9%	None this month
Travel & Meetings BOD	41170	\$18,000	\$1,450.00	\$0.00	\$1,450.00	\$16,550.00	8.1%	None this month
Utilities	41190	\$65,000	\$45,665.03	\$4,923.64	\$50,588.67	\$19,334.97	77.8%	On Target
<b>Refunds &amp; Reimbursements:</b>								
Miscellaneous	41201	\$50,000	\$27,388.14	\$0.00	\$27,388.14	\$22,611.86	54.8%	None this month
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	\$75,314.40	\$8,455.78	\$83,770.18	\$174,685.60	33.5%	Six Emergencies this month
Consolidated Election	48001	\$150,000	\$105,859.00	\$0.00	\$105,859.00	\$44,141.00	70.6%	None this month
<b>TOTAL OPERATING EXPENSES</b>		<b>\$17,939,295</b>	<b>\$11,017,644.40</b>	<b>\$2,369,492.17</b>	<b>\$13,387,136.57</b>	<b>\$6,823,306.82</b>	<b>74.6%</b>	
<b>CAPITAL EXPENSES</b>								
District Sewer Capital & Support	46041	\$560,000	\$177,182.57	\$12,678.10	\$189,860.67	\$351,449.06	33.9%	Engineering Expenses for CIP Master Plan
Treatment Plant Capital	46042	\$6,392,192	\$1,941,268.00	\$766,119.00	\$2,707,387.00	\$4,450,924.00	42.4%	Q4 FY2020-2021; 100% paid this fiscal year (projects delayed, specifically dewatering)
Outfall Capital	46042	\$3,012,000	\$3,004,853.54	\$0.00	\$3,004,853.54	7,146.46	99.8%	None this month
District Equipment	46043	\$150,000	\$4,033.00	\$0.00	\$4,033.00	\$145,967.00	2.7%	None this month
Replacement Fund	46044	\$300,000	\$0.00	\$0.00	\$0.00	\$300,000.00	0.0%	None to date
<b>TOTAL CAPITAL EXPENSES</b>		<b>\$10,414,192</b>	<b>\$5,127,337.11</b>	<b>\$778,797.10</b>	<b>\$5,906,134.21</b>	<b>\$5,255,486.52</b>	<b>56.7%</b>	
<b>TOTAL EXPENSES</b>		<b>\$28,353,487</b>	<b>\$16,144,981.51</b>	<b>\$3,148,289.27</b>	<b>\$19,293,270.78</b>	<b>\$12,078,793.34</b>	<b>68.0%</b>	

**CUPERTINO SANITARY DISTRICT**  
**MONTHLY FINANCIAL REPORT THROUGH MARCH 2021**  
**(9th Month of Operations - 75% into FY Operations)**  
 FISCAL YEAR: July 1, 2020 to June 30, 2021

**REVENUE SUMMARY REPORT**

Account Name	Account Number	BUDGET	Prior Receipts	Current Month Receipts MAR	Total Amount Received	Remaining Balance to Collect	% Earned To Date	Comments
<b>OPERATING REVENUES</b>								
Service Charges								
Handbilling	31010	\$553,700.00	\$3,201.49	\$0.00	\$3,201.49	\$550,498.51	0.6%	None this month
Tax Roll	31010	\$19,220,000.00	\$10,409,025.60	\$0.00	\$10,409,025.60	\$8,810,974.40	54.2%	None this month
Permit Fees	31020	\$130,000.00	\$39,713.76	\$7,999.25	\$47,713.01	\$82,286.99	36.7%	Twenty-one payments received this month; 128 payments to-date
Connection Fees	31031	\$600,000.00	\$150,036.82	\$0.00	\$150,036.82	\$449,963.18	25.0%	None this month
Capacity Fees	31032	\$600,000.00	\$240,137.36	\$0.00	\$240,137.36	\$359,862.64	40.0%	None this month
Pump Zone Fees	31033	\$80,000.00	\$0.00	\$0.00	\$0.00	\$80,000.00	0.0%	None to date
Checking & Inspection Fees	31040	\$160,000.00	\$55,840.97	\$8,500.00	\$64,340.97	\$95,659.03	40.2%	Twenty-two payments received this month; 156 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	\$220,000.00	\$143,605.28	\$0.00	\$143,605.28	\$76,394.72	65.3%	None this month
City of San Jose Credit(s)	32091	\$500,000.00	\$2,778,585.00	\$0.00	\$2,778,585.00	(\$2,278,585.00)	555.7%	Credits received for this Fiscal Year in February
Legal - Common Interest Group (Tributaries)	32092.1	\$700,000.00	\$181,483.71	\$275,979.74	\$457,463.45	\$242,536.55	65.4%	Received from West Valley Sanitation District for FY20-21 Q1 & Q2 billings
Legal - Common Interest Group (2% Admin Fees)	32902.2	\$14,000.00	\$3,703.75	\$553.08	\$4,256.83	\$9,743.17	30.4%	Received from West Valley Sanitation District for FY20-21 Q1 & Q2 billings
Refunds/Reimbursements - Misc.	32091	\$10,000.00	\$46,835.96	\$0.00	\$46,835.96	(\$36,835.96)	468.4%	None this month
Lateral Construction	32093	\$15,000.00	\$0.00	\$0.00	\$0.00	\$15,000.00	0.0%	None to date
<b>TOTAL OPERATING REVENUE</b>		<b>\$22,805,200.00</b>	<b>\$14,052,169.70</b>	<b>\$293,032.07</b>	<b>\$14,345,201.77</b>	<b>\$8,459,998.23</b>	<b>62.90%</b>	
		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	Reserve Account
<b>TOTAL OPERATING REVENUE</b>		<b>\$22,805,200.00</b>	<b>\$14,052,169.70</b>	<b>\$293,032.07</b>	<b>\$14,345,201.77</b>	<b>\$8,459,998.23</b>	<b>62.90%</b>	

FDVK#DFFRXQW#VXPPDT

Date	Operating Fund	Replacement Fund	Comingled Fund	Cal Bank Trust Acct	Loan Balance with interest *	Net Cash
FY 2019-20 Balance	\$18,718,534.78	\$2,700,000.00	\$16,018,534.78	\$632,243.62	\$180,632.21	\$19,350,778.40
July 31, 2020	\$15,091,707.04	\$3,000,000.00	\$12,091,707.04	\$638,170.27	\$180,676.58	\$15,910,553.89
August 31, 2020	\$14,180,940.69	\$3,000,000.00	\$11,180,940.69	\$648,776.35	\$180,712.33	\$15,010,429.37
September 30, 2020	\$13,711,877.70	\$3,000,000.00	\$10,711,877.70	\$656,635.22	\$180,718.25	\$14,549,231.17
October 31, 2020	\$10,142,271.46	\$3,000,000.00	\$7,142,271.46	\$668,309.14	\$180,724.18	\$10,991,304.78
November 30, 2020	\$7,788,382.95	\$3,000,000.00	\$4,788,382.95	\$680,713.93	\$180,730.30	\$8,649,827.18
December 31, 2020	\$7,255,228.33	\$3,000,000.00	\$4,255,228.33	\$690,072.87	\$180,736.42	\$8,126,037.62
January 31, 2021	\$14,311,021.11	\$3,000,000.00	\$11,311,021.11	\$700,327.61	\$180,742.17	\$15,192,090.89
February 28, 2021	\$16,337,258.61	\$3,000,000.00	\$13,337,258.61	\$708,885.77	\$180,747.71	\$17,226,892.09
March 31, 2021	\$15,955,172.05	\$3,000,000.00	\$12,955,172.05	\$722,648.98	\$180,754.25	\$16,858,575.28

FOR CAL BANK SUMMARY, SEE ATTACHED DETAIL.

## CALIFORNIA BANK AND TRUST ACCOUNT SUMMARY AS OF 3/31/2021

Cal Bank Activities				Total Interest	Interest prorated to Loan Balance	Loan Balance w/Interest	Interest prorated to \$600K District Saving	District portion of saving balance	Total Savings balance	Checking Acct Balance	TOTAL AT CAL BANK	
<u>No.</u>	<u>Payee</u>	<u>Date</u>	<u>Check Amount</u>			\$10,000,000.00			\$10,000,000.00		\$10,000,000.00	
101	San Jose	10/16/2019	\$2,180,309.00			\$7,819,691.00			\$7,819,691.00		\$7,819,691.00	
102	San Jose	10/16/2019	\$29,515.44			\$7,790,175.56			\$7,790,175.56		\$7,790,175.56	
103	Tesco	11/20/2019	\$17,707.00			\$7,772,468.56			\$7,772,468.56		\$7,772,468.56	
104	Shape	11/20/2019	\$108,814.78			\$7,663,653.78			\$7,663,653.78		\$7,663,653.78	
105	Tesco	12/18/2019	\$169,018.00			\$7,494,635.78			\$7,494,635.78		\$7,494,635.78	
106	Con Quest	12/18/2019	\$385,242.58	\$30,683.35	\$30,683.35	\$7,140,076.55			\$7,140,076.55		\$7,140,076.55	
107	San Jose	1/15/2020	\$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 4/16/2020						\$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	
<b>TOTAL OR BALANCE AMOUNT</b>				<b>\$9,856,961.80</b>	<b>\$38,411.68</b>	<b>\$37,716.05</b>	<b>\$180,754.25</b>	<b>\$695.63</b>	<b>\$600,695.63</b>	<b>\$781,449.88</b>	<b>\$121,953.35</b>	<b>\$903,403.23</b>

**From:** CASA <cmackelvie@casaweb.org>  
**Sent:** Monday, April 12, 2021 4:01 PM  
**To:** [REDACTED]  
**Subject:** CASA Conference Comfortability Survey



Looking ahead to CASA’s 2021 Annual Conference, currently scheduled for August 11-13 in San Diego, staff have been actively monitoring the status of California’s COVID-19 cases, vaccinations, and the removal of in-person gathering restrictions. As news on these fronts seems to be trending in a favorable direction, we are cautiously optimistic that CASA could host our first in-person event in more than a year this August!

In order to better inform our decision, we would first like to get our members’ perspectives on the conference, and specifically your comfort level and availability to attend an in-person event. CASA has developed a brief survey that will help assess the conference format, and will help determine how and whether we host an event later this year!

Please take a few minutes to fill out this [survey](#). Your valuable feedback will help us to determine best steps moving forward.

*We ask that you please fill out this survey as soon as possible, before **Friday, May 7th.***

If you have any questions or issues with the survey, please contact Cheryl MacKelvie at [cmackelvie@casaweb.org](mailto:cmackelvie@casaweb.org). Thank you!



CASA represents more than 125 local public agencies engaged in the collection, treatment and recycling of Wastewater and biosolids to protect public health and the environment. Our mission is to provide trusted information and advocacy on behalf of California clean water agencies, and to be a leader in sustainability and utilization of renewable resources.



# Membership In-Person Events Survey

## 1. Respondent Information

Name

Agency

Title

Email Address

Phone Number

## 2. Prior to the COVID-19 outbreak, how likely were you to attend a CASA Annual Conference in August or Winter Conference in January?

- Very likely
- Somewhat likely
- Unlikely
- Very unlikely

## 3. Assuming travel is feasible, San Diego is open to travelers, and there are no government restrictions on large gatherings, would you attend the CASA 2021 Annual Conference scheduled for August 11-13 at the Hilton San Diego Bayfront?

- Yes
- No

## 4. At this point in time, how likely are you to attend the 2021 CASA Annual Conference? (10 being Very Likely, 1 being Very Unlikely)

- 1    2    3    4    5    6    7    8    9    10

## 5. What barriers are in place from your agency/organization that might keep you from attending the 2021 CASA August Annual Conference?



**6. If you are not comfortable attending an in-person event in August, is it due to:**

- COVID related concerns associated with attending an in-person event
- COVID related concerns relating to travel
- Agency budget issues or travel restrictions
- Prefer a virtual event
- Other (please specify)

**7. What health and safety measures would you like to see that might make you more comfortable to attend an in-person event such as the CASA Annual Conference?**

**8. If given the option of participating in the Annual Conference as an in-person event or participating virtually (if a hybrid event were to be offered), which would you prefer?**

- In-person event
- Virtual event

**9. Open Comments: Please provide any additional information that would help us determine the format, structure and approach for the CASA Annual Conference in August and future in-person CASA events.**

DONE

CUPERTINO SANITARY DISTRICT

BUDGET WORKSHEET FOR FY 2021-22

Expenses

Account Name	Account Number	FY 19 - 20 Actual	FY 2020-21 Budget	Expended Through March	FY 2020-21 Projected Expenditure	Projected % of Budget	FY 2021-22 Preliminary Budget	REMARKS
<b>OPERATING EXPENSES</b>								
Loan Payments	41000	\$634,917	\$1,200,542	\$600,640	\$1,200,542	100.0%	\$1,200,542	Two annual loan payments
Directors Fees	41030	\$31,785	\$35,000	\$29,482	\$38,134	109.0%	\$37,000	Increase by 5% to budget for a full slate of meetings
Gasoline, Oil & Fuel	41060	\$1,432	\$3,000	\$1,040	\$1,560	52.0%	\$3,000	Keep same as last year
Insurance	41070	\$137,568	\$135,000	\$126,466	\$126,466	93.7%	\$165,000	Increase to account for expected insurance premium increase
Memberships	41080	\$56,522	\$57,000	\$27,625	\$31,125	54.6%	\$57,000	Keep same as last year
Office Rent	41090	\$4,800	\$6,000	\$3,600	\$5,200	86.7%	\$4,800	Reduce to reflect actual costs
Operating Expenses	41100	\$3,953	\$3,000	\$289	\$314	10.5%	\$3,000	Keep same as last year
Operating Expenses - Credit Card Transaction Fees		\$0	\$3,700	\$3,593	\$5,260	142.2%	\$6,000	Increase budget to account for expected volume of credit card transactions
<b>Contractual Services:</b>								
Outfall Maintenance	41113	\$46,536	\$71,000	\$46,536	\$70,536	99.3%	\$71,000	Annually \$46.5K to SJ and \$24K to Santa Clara; keep same as last year
T.P. Oper. & Maint.	41114	\$6,138,028	\$8,630,553	\$6,426,140	6,426,140	74.5%	\$6,789,100	Reflects removal of Legacy Lagoons rehabilitation from O&M costs
<b>Professional Services:</b>								
Management Services	41121	\$545,410	\$515,000	\$420,985	\$540,985	105.0%	\$550,000	Increase budget slightly to reflect cost of labor increases and increases in management requirements (e.g. coordination with Santa Clara/Sunnyvale/San Jose, taxroll)
SSMP Certification and Implementation	41121	\$0	\$200,000	\$155,343	\$197,445	98.7%	\$100,000	Budget revision to separate costs for development of SSMP Update for Certification out of Management Services. SSMP Revision is required once every five years and was completed considering the upcoming more stringent Waste Discharge Requirements. Future (2021/2022) costs will support implementation of the updated Plan.
Engineering Services	41122	\$1,255,220	\$1,200,000	\$969,710	\$1,209,710	100.8%	\$1,300,000	Increase budget slightly to reflect cost of labor increases and support of Sunnyvale Project
Inflow/Infiltration Reduction		\$0	\$100,000	\$6,163	\$92,440	92.4%	\$500,000	Budget revision to separate costs for development of Inflow and Infiltration Reduction and Peak Wet Weather Flow Reduction from Engineering Services and Plan Checking & Inspection. Future (2021/2022) costs will support implementation of the Program and will be funded by Installer's Agreements
Plan Ckg. & Insp.	41123	\$117,910	\$200,000	\$179,990	\$224,990	112.5%	\$300,000	Increase budget based on expectation of development Installer's Agreements and Vallco (includes Vallco \$75k)
Legal - Consultant Services		\$0	\$25,000	\$11,600	\$20,600	82.4%	\$36,000	Increase to reflect a full year (12 months) of Consultant services
Legal - District Counsel	41124	\$47,583	\$60,000	\$44,202	\$59,202	98.7%	\$60,000	Keep same as last year
Legal - Common Interest Group (CuSD Advance Pay)	41124	\$750,890	\$980,000	\$1,001,026	\$1,352,026	138.0%	\$1,014,000	CUSD is lead agency for the Common Interest Group. Advance pay, but will be 100% reimbursed from other tributary agencies.
Legal - Common Interest Group (CuSD Share)	41124	\$211,790	\$222,000	\$282,341	\$381,341	171.8%	\$286,000	CUSD's Allocation of \$1.3 Million total legal expenses in 2021-2022
Audit	41125	\$11,300	\$11,500	\$11,600	\$11,600	100.9%	\$12,000	Increase by 3.4% to account for projected increase in audit cost
Printing & Publications	41130	\$28,038	\$28,000	\$18,400	\$22,400	80.0%	\$28,000	Keep same as last year
<b>Repair and Maintenance</b>		<b>\$3,538,166</b>	<b>\$3,700,000</b>		<b>\$4,012,788</b>		<b>\$3,850,000</b>	Increase combined budget for Repair and maintenance by approximately 2-4% per year
Repairs	41150	\$352,554	\$500,000	\$193,322	\$328,322	65.7%	\$400,000	Revise for 2020/2021 to offset added line items for SSMP and I/I - PWWF; keep consistent for 2021/2022 to be more in line with observed expenses in 2019 through 2021.
Maintenance	41151	\$3,185,612	\$3,200,000	\$2,551,396	\$3,684,467	115.1%	\$3,450,000	Increase budget to reflect increased contractor cost, increased maintenance including root control and chemical addition, and increased cost of labor
Travel & Meetings Staff	41170	\$8,211	\$15,000	\$580	\$580	3.9%	\$15,000	Keep same as last year with the expectation that travel & meetings will resume
Travel & Meetings BOD	41170	\$13,993	\$18,000	\$1,450	\$1,450	8.1%	\$18,000	Keep same as last year with the expectation that travel & meetings will resume
Utilities	41190	\$66,011	\$65,000	\$50,589	\$73,421	113.0%	\$70,000	Increase to reflect 2020-21 and increasing rates for utilities overall
<b>Refunds &amp; Reimbursements:</b>								
Miscellaneous	41201	\$13,617	\$50,000	\$27,388	\$46,951	93.9%	\$50,000	Keep same as last year
Connection Fees	41202	\$233,178	\$2,000	\$0	\$1,000	50.0%	\$2,000	Keep same as last year
Checking & Inspection	41203	\$0	\$3,000	\$0	\$1,000	33.3%	\$3,000	Keep same as last year
Emergency Funds	48000	\$108,002	\$250,000	\$83,770	\$128,895	51.6%	\$250,000	Keep same as last year
Consolidated Election	48001	\$0	\$150,000	\$105,859	\$105,859	70.6%	\$0	No election this year
<b>TOTAL OPERATING EXPENSES</b>		<b>\$14,004,859</b>	<b>\$17,939,295</b>	<b>\$13,381,124</b>	<b>\$16,389,960</b>	<b>91.4%</b>	<b>\$16,780,442</b>	
<b>CAPITAL EXPENSES</b>								
District Sewer Capital & Support	46041	\$2,412,717	\$560,000	\$195,873	\$322,122	57.5%	\$1,000,000	Improvement Project in 2021/2022; 2019/20 costs were largely for Prospect Pump Station Rehabilitation.
Treatment Plant Capital	46042	\$14,014,863	\$6,392,192	\$2,707,387	\$3,473,506	54.3%	\$4,733,600	Estimated on 3/1/2021 based on dewatering deferral and preliminary budget from CSJ
Outfall Capital	46042	\$1,607,581	\$3,012,000	\$3,004,854	\$3,004,854	99.8%	\$1,095,045	Estimated from projections given by SJ/SC staff
District Equipment	46043	\$168,750	\$150,000	\$4,033	8,033.00	5.4%	\$150,000	Keep same as year year
Replacement Fund	46044	\$300,000	\$300,000	\$0	\$300,000	100.0%	\$300,000	Annual reserve setaside
<b>TOTAL CAPITAL EXPENSES</b>		<b>\$18,503,911</b>	<b>\$10,414,192</b>	<b>\$5,912,146</b>	<b>\$7,108,514</b>	<b>68.3%</b>	<b>\$7,278,645</b>	
<b>TOTAL EXPENSES</b>		<b>\$32,508,770</b>	<b>\$28,353,487</b>	<b>\$19,293,271</b>	<b>\$23,498,474</b>	<b>82.9%</b>	<b>\$24,059,087</b>	

**CUPERTINO SANITARY DISTRICT**  
**BUDGET WORKSHEET FOR FY 2021-22**  
**Revenue**

Account Name	Account Number	FY 19-20 Actual	Budget FY 2020-21	Revenue Through March 2021	FY 2020-21 Projected Revenue	Projected % of Budget	Budget FY 2021-22 Preliminary	REMARKS
<b>OPERATING</b>								
Service Charges	31010							
Handbilling		\$487,256	\$552,035	\$3,201	\$552,001	100.0%	\$503,000	Based on 5% Increase
Tax Roll		\$17,294,126	\$18,364,000	\$10,409,026	\$18,409,026	100.2%	\$19,329,450	Based on 5% Increase to corrected 2020/2021 Budget
Permit Fees	31020	\$97,466	\$130,000	\$47,713	\$73,401	56.5%	\$75,000	Reduce based on observed trends
Connection Fees	31031	\$25,030	\$600,000	\$150,037	\$257,206	42.9%	\$300,000	Reduce based on observed trends
Capacity Fees	31032	\$32,997	\$600,000	\$240,137	\$411,664	68.6%	\$450,000	Reduce based on observed trends
Pump Zone Fees	31033	\$0	\$80,000	\$0	\$0	0.0%	\$20,000	Reduce based on observed trends
Checking & Inspection Fees	31040	\$86,005	\$200,000	\$64,341	\$139,341	69.7%	\$300,000	Match expense side for 19/20 (add \$40k) and 20/21
Annexation	32010	\$0	\$2,500	\$0	\$0	0.0%	\$2,500	Keep same as last year
Interest	32050	\$334,920	\$220,000	\$143,605	\$226,733	103.1%	\$200,000	Reduce based on lower cash balance
City of San Jose Credit(s)	32091	\$2,753,384	\$500,000	\$2,778,585	\$2,778,585	555.7%	\$500,000	Keep same as last year
Legal - Common Interest Group (Tributaries)	32092.1	\$391,799	\$980,000	\$457,463	\$857,463	87.5%	\$1,014,000	Payments from Other Tributary Agencies - match Expense side - Add \$280k
Legal - Common Interest Group (2% Admin Fees)	32902.2	\$7,996	\$14,000	\$4,257	\$14,257	101.8%	\$14,000	Common Interest Group Lead Agency Management
Refunds/Reimbursements - Misc.	32091	\$26,433	\$10,000	\$46,836	\$58,565	585.7%	\$10,000	Keep same as last year
Lateral Construction	32093	\$0	\$15,000	\$0	\$0	0.0%	\$15,000	Keep same as last year
<b>TOTAL OPERATING REVENUE</b>		\$21,537,411	\$22,267,535	\$14,345,202	\$23,778,243	106.8%	\$22,732,950	
Revenue Transfer				\$11,206,053				
<b>TOTAL REVENUE</b>								
Total Expenses			\$28,353,487		\$23,498,474		\$24,059,087	
Credit to Account					\$279,769			
Debit from Account			\$6,085,952				\$1,326,137	
<b>Net Operating Revenue</b>			\$22,267,535		\$23,778,243		\$24,059,087	



# Memo

Item 9A

**To: Board of Directors**  
**From: Benjamin Porter, District Manager-Engineer**  
**Date: April 21, 2021**  
**Re: Installer Agreement Closeout for D&B Legacy, LLC**

***Project Summary:***

D&B Legacy, LLC entered into an Installer’s Agreement with the District on April 21, 2017. The scope of the work for the project included construction of new sanitary sewer facilities to serve the parcel located at 10310 North Foothill Boulevard (APN 326-15-096). The work has been completed. On January 13, 2021 CCTV inspection of the facilities was performed, and the facilities were found to be acceptable. The Installer applied for an Occupancy Permit in March 2021 and would like to proceed with closing out the Installer’s Agreement with the District.

The Installer is requesting the Board to review and consider accepting the improvements for the development, as shown in Resolution No. 1328. The construction consists of the following sanitary sewer improvements:

- a. Install 1 sanitary sewer 6” PVC SDR26 lateral
- b. Install 1 sanitary sewer 6” property line cleanout
- c. Connect to existing District sewer main through a sanitary sewer manhole

***Development and Administrative Fees:***

Staff have evaluated the Development Fees and Administrative Fees from April 21, 2017 to April 2, 2021. The estimated Administrative Fee from the Installer’s Agreement was \$3,822.00 and the actual expenses incurred were \$3,715.99, or \$106.01 less than the estimate. The fees are detailed below.

	<b>Development Fees</b>	<b>On IA</b>	<b>Revised</b>	<b>Difference</b>
1	Connection Fee (15 units)	\$1,115.00	\$1,115.00	\$0.00
2	Frontage Fee	\$9,718.75	\$9,718.75	\$0.00
3	Acreage Fee	\$1,284.12	\$1,284.12	\$0.00
4	ADU	\$6,696.00	\$6,696.00	\$0.00
5	*District Administrative Fee	\$3,822.00	\$3,715.99	-\$106.01
		\$22,635.87	\$22,529.86	-\$106.01

The Installer has provided payment for the Development and Administrative Fees.

***Recommendation:***

- 1) To approve Resolution No. 1328 to accept the improvements of D&B Legacy, LLC
- 2) To approve Installer's Agreement Closeout
- 3) To release performance bond check and the original deposit check.

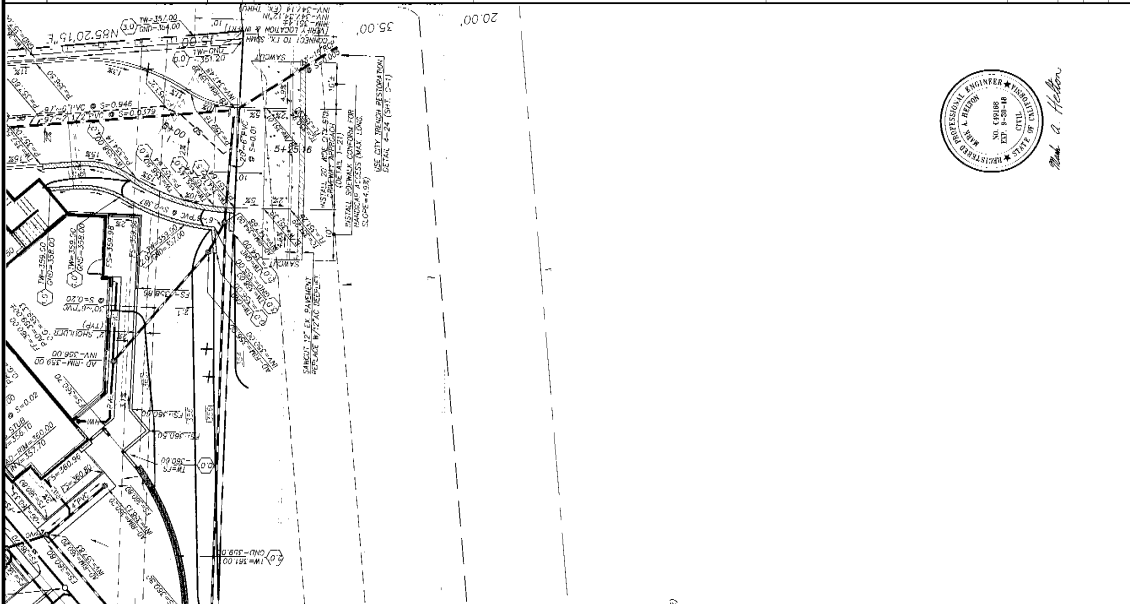
***Attachment:***

- 1) Cover Page and Improvements Plan
- 2) Installer's Agreement and performance bond and deposit checks
- 3) Resolution No. 1328 Accepting Improvements





DATE: 11-19-11	PROJECT: STREET IMPROVEMENTS	CITY: CUPERTINO, CALIFORNIA
DRAWN BY: E.L.T.	SHEET: C-5	PROJECT: N. FOOTHILL BLVD.
CHECKED BY: M.H.	NO. OF SHEETS: 12	
DATE: 10/16/15	DATE: 12/16/15	



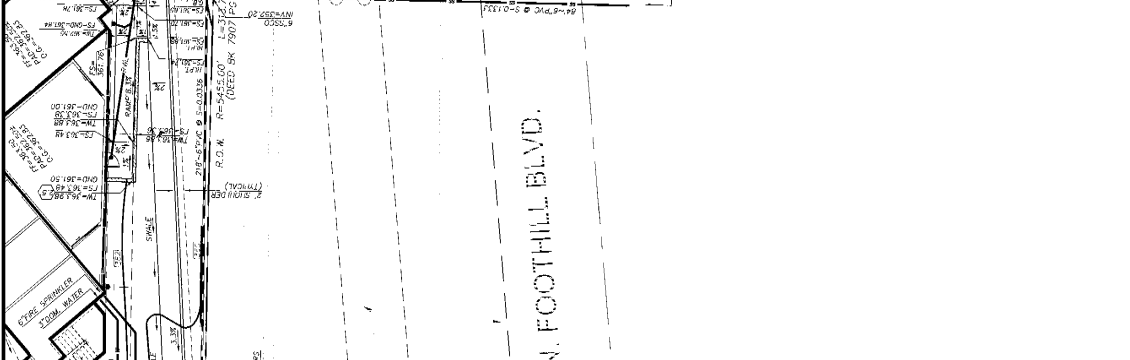
CONFORMS TO ALL CITY, STATE, AND FEDERAL REQUIREMENTS AND STANDARDS. ALL UTILITIES SHOWN ARE BASED ON RECORD DRAWINGS AND FIELD SURVEY. THE CONTRACTOR SHALL VERIFY THE LOCATION AND DEPTH OF ALL UTILITIES PRIOR TO CONSTRUCTION.

INSTALL CURB & GUTTER TO MATCH EXISTING AND TO PROVIDE PROPER DRAINAGE TO MAIN FOR THE PROTECTION OF THE MAIN.

INSTALL SIDEWALK WITH CURB TO MATCH EXISTING AND TO PROVIDE PROPER DRAINAGE TO MAIN FOR THE PROTECTION OF THE MAIN.

INSTALL SIGNAGE TO MATCH EXISTING AND TO PROVIDE PROPER DRAINAGE TO MAIN FOR THE PROTECTION OF THE MAIN.

INSTALL STREET LIGHTS TO MATCH EXISTING AND TO PROVIDE PROPER DRAINAGE TO MAIN FOR THE PROTECTION OF THE MAIN.



**N. FOOTHILL BLVD.**

<p><b>GK</b> Giuliani &amp; Kull, Inc.          CIVIL ENGINEERS &amp; SURVEYORS          4885 SERRA DRIVE, SUITE 200, SAN JOSE, CA 95128          (408) 615 4000 Fax (408) 615 4004          AUBURN • SAN JOSE • OROVILLE</p>	<p>CUPERTINO, CALIFORNIA</p>	<p>STREET IMPROVEMENTS          PLAN</p>	<p>C-5          SHEET          12</p>	<p>DATE: 10/16/15          DATE: 12/16/15</p>
---	------------------------------	--	---	---

INSTALLER'S

A\_G\_R\_E\_E\_M\_E\_N\_T

WITHOUT REIMBURSEMENT

THIS AGREEMENT, made this 21<sup>ST</sup> day of April, 2017, between the CUPERTINO SANITARY DISTRICT of Santa Clara County, California, a public corporation duly organized and existing under Part I Division 6 of the Health and Safety Code of the State of California, hereinafter called "District," and D&B Legacy, LLC, A California Limited Liability Company, hereinafter called "Installer";

W\_I\_T\_N\_E\_S\_S\_E\_T\_H

WHEREAS, Installer is the owner of that certain real property located 10310 N. Foothill Blvd, Cupertino, CA (APN 326-15-096) designated as "Parcel" and by reference incorporated herein;

WHEREAS, District is the owner and operator of a certain sanitary sewer system and facilities of which are located on N. Foothill Blvd, within public right of way;

WHEREAS, Installer desires to construct certain sanitary sewer facilities to serve said Parcel and to connect to said existing main sewer of District and has presented to the Sanitary Board of the District, plans, profiles and specifications therefore, which said plans, profiles and specifications have been approved by the District Manager and by the Sanitary Board of the District;

NOW, THEREFORE, IT IS AGREED, as follows:

1. SEWER LINE CONSTRUCTION: Installer shall install, or cause to be installed; said sanitary sewer facilities necessary to serve said Parcel in strict accordance with the plans, profiles and specifications approved by District along the route or routes delineated on said Exhibit "A."

2. INSPECTION: Installer hereby agrees to provide and assure said District and its employees and any person or persons designated by it the right to inspect said sanitary sewer facilities and the plans, materials and work thereof at any reasonable time or times before, during or after such are installed.

3. LANDS, EASEMENTS OR RIGHTS OF WAY: In the event that any lands or easements are required for the extension of the public sewer, the construction of any improvements, or the making of connections, installer shall, at its sole cost and expense and at no cost or expense to District, procure, or cause to be procured, and have accepted by District a proper deed, easement or grant of land or right of way sufficient in law to allow the construction and maintenance of such improvements, extension or connection.

Installer further warrants that previous to the time of the execution of such conveyance to District, whether by deed, easement or grant of land or right of way, the Grantor has not conveyed the same estate or interest, or any right, title or interest therein, to any person other than District; and that such estate or interest is, at the time of the execution of such conveyance, free from encumbrances done, made or suffered by the Grantor or any person claiming under Grantor or Installer.

4. PAYMENT BY INSTALLER: Installer further hereby agrees to pay any and all costs in connection with the construction of said sanitary sewer facilities, including, but not limited to, materials, work, inspection, supervision, legal, engineering, recording and all incidental expenses therefore, and all other rates and charges established by District before acceptance thereof by District. Installer further agrees that District may, without further recourse to Installer, pay any of the above-listed expenses, or make payments applying on said expenses from the deposit made pursuant to Section 8 hereof.



5. SECURITY FOR PERFORMANCE OF WORK:

(a) Performance and Payment Bonds. As security for performance of all work necessary for construction of the Sanitary Sewer Facilities and for payment of all labor and material costs pertaining thereto, Installer or its contractor shall furnish to District performance and payment bonds, on forms provided by District and each in an amount equal to the estimated cost to construct all improvements contemplated by this Agreement, as determined by the District Manager. The performance and payment bonds shall be issued by a surety company admitted to transact business in the State of California, as approved by the District Manager, and shall remain in full force an effect at all times during the performance of the work.

(b) Certificate of Deposit As Security. As an alternative to the delivery of performance any payment bonds pursuant to Paragraph (a) above, Installer may elect to deliver to District a Certificate of Deposit payable to District and issued by a bank acceptable to District, in an amount equal to the estimated cost to construct all improvements contemplated by this Agreement, as determined by the District Engineer. In the event of any default hereunder, District shall be entitled to withdraw any portion or all of the amount deposited irrespective of any interest or penalty that may be charged by the bank for early withdrawal, and District may utilize the funds to complete any unfinished work, or to correct any defective work, or to compensate District for any damage suffered or costs incurred as a result of Installer's default.

6. CONNECTION FEES: Installer shall pay to District, prior to execution of this agreement by District, the Sewer Connections Fees identified in Exhibit A as defined in District Operations Code. The District Manager shall calculate and notify Installer of the amount of the connection fees applicable to the subject property.

7. DEPOSIT: Installer hereby agrees to deposit, in cash, with District, prior to execution of this agreement by District, a sum to be determined in Exhibit A as the District Administration Plan Checking/Inspection Fee. Said deposit is to be used by District to pay for District's costs for examination of plans, checking of specifications, inspection and other similar engineering charges, together with all costs of administration, supervision, legal, recording and other incidental expenses in connection therewith. Any balance of said sum remaining on deposit after payment of all such charges and costs shall be refunded to Installer. No interest shall be paid by District on the money so refunded. If such deposit is insufficient to pay all such charges and costs, Installer hereby agrees to pay all such charges and costs in excess of the sum so deposited prior to the acceptance of said sanitary sewer improvements by District.

8. COMPLIANCE WITH ORDINANCES, RULES AND REGULATIONS: Installer shall comply with all District ordinances, rules and regulations, as now or hereafter amended. Installer must also comply with all State, County, City, and other agency regulations, rules and ordinances affecting, in any manner, the construction of sanitary sewer facilities, and shall obtain any and all necessary permits and shall pay all fees and charges relating thereto or required therefore.

9. TRANSFER OF TITLE: Upon completion of the construction of said sanitary sewer facilities by Installer and final approval thereof by District, title to said sanitary sewer facilities shall be transferred and conveyed to District. Installer waives any and all rights or claim he may have to or for any other consideration from District for said transfer of title, except as is otherwise provided by this agreement.

10. INDEMNIFICATION: Installer shall defend, indemnify and hold District, the District Engineer, Mark Thomas & Co. Inc., the County of Santa Clara and the City in which the referred to real property is situated, their officers, agents and employees, free and harmless from any liability or claim of liability for costs and expenses incurred, directly, or indirectly, by Installer in the construction of the sanitary sewer facilities which are the subject of this agreement. Installer further agrees to require his contractor to maintain full insurance coverage of not less than standard limits, and to defend, indemnify and hold District, the District Manager, Mark Thomas & Co. Inc., the County of Santa Clara and the City

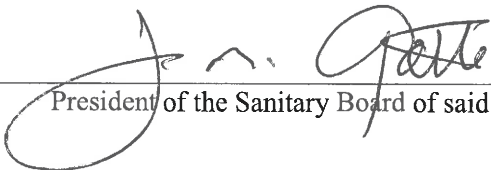
in which the referred to real property is situate, their officers, agents and employees, free and harmless from any damage or claim of damage for injury to person or property arising from the activities of Installer and his contractor in the performance of this agreement.

11. COSTS OF SUIT. In the event legal action is necessary in order to enforce or interpret this Agreement, the prevailing party shall be entitled to recover all costs and expenses that may be incurred in connection therewith, including reasonable attorneys fees.

12. SCOPE OF AGREEMENT: This writing constitutes the entire agreement between the parties, and no modification or waiver of all or any part thereof shall be valid unless in writing and signed by both parties hereto. Waiver by either party of any breach of this agreement shall not be deemed waiver of any subsequent breach of the same or of any other provision of this agreement. If any part of this agreement is held to be indefinite or uncertain or unenforceable, such determination shall not invalidate any other part of this agreement. This agreement shall bind and inure to the benefit of the heirs, administrators, successors, and assigns of the parties hereto.


IN WITNESS WHEREOF, the undersigned have executed this agreement the day and year first above written.

“DISTRICT”  
CUPERTINO SANITARY DISTRICT  
Santa Clara County, California

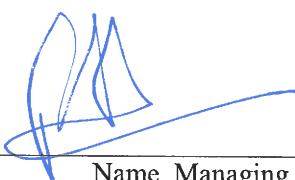
By:   
\_\_\_\_\_  
President of the Sanitary Board of said District

(SEAL)

ATTEST:

  
\_\_\_\_\_  
Secretary of said District

“INSTALLER”  
D&B LEGACY, LLC  
A California Limited Liability Company

By:   
\_\_\_\_\_  
Name, Managing Partner

**EXHIBIT A - DEVELOPMENT FEES**

	<b>Description</b>	<b>Quantity</b>	<b>Unit</b>	<b>Unit Price</b>	<b>Amount</b>
1	Connection Fee - Housing (Multiple), over 4 units (O.C. 7101)*	4	EA	\$100.00	\$400.00
		11	EA	\$65.00	\$715.00
2	Frontage Fee (O.C. 7201)*	312.5	LF	\$31.10	\$9,718.75
3	Acreage Fee (O.C. 7200)*	0.783	AC	\$1,640.00	\$1,284.12
4	Additional Dwelling Unit Fee (O.C. 7202)*	12	EA	\$558.00	\$6,696.00
5	District Administration Fee**	1	LS	\$3,822.00	\$3,822.00
				<b>Total</b>	<b>\$22,635.87</b>

\* Fees (\$18,813.87) listed above 1 through 4 are development fees.

\*\* District Administration fee is an estimated deposit fee. In the event, additional funds are required, developer shall deposit amount within 10 working days from the notice that additional fees are required to complete the project. Any unused fee will be refunded at the completion of the project.

**ESTIMATED CONSTRUCTION COST**

<b>Description</b>	<b>Quantity</b>	<b>Unit</b>	<b>Unit Price</b>	<b>Amount</b>
6" PVC Pipe	84	LF	\$110.00	\$9,240.00
Connect/Modify Manhole	1	LS	\$4,000	\$4,000
			<b>Total</b>	<b>\$13,240</b>

**PERFORMANCE BOND AMOUNT \$14,000**

D & B LEGACY, LLC  
10164 CARMEN ROAD  
CUPERTINO, CA 95014  
(408) 438-4413

WELLS FARGO BANK, N.A.  
www.wellsfargo.com  
11-4288/1210

1595

4-21-17

PAY TO THE  
ORDER OF

CUPERTINO SANITARY DISTRICT

\$ 14,000.<sup>00</sup>

FOURTEEN THOUSAND

<sup>00</sup>/<sub>100</sub>

DOLLARS

MEMO

PERFORMANCE BOND # 15060159



AUTHORIZED SIGNATURE

⑈001595⑈ ⑆121042882⑆ 1001125428⑈

D & B LEGACY, LLC  
10164 CARMEN ROAD  
CUPERTINO, CA 95014  
(408) 438-4413

WELLS FARGO BANK, N.A.  
www.wellsfargo.com  
11-4288/1210

1594

4-21-17

PAY TO THE  
ORDER OF

CUPERTINO SANITARY DISTRICT

\$ 22,635.<sup>87</sup>

TWENTY-TWO THOUSAND SIX-HUNDRED AND THIRTY-FIVE

<sup>87</sup>/<sub>100</sub>

DOLLARS

MEMO

DEVELOPMENT FEES - # 15060159



AUTHORIZED SIGNATURE

⑈001594⑈ ⑆121042882⑆ 1001125428⑈

**RESOLUTION NO. 1328**

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE CUPERTINO  
SANITARY DISTRICT ACCEPTING THE SANITARY SEWER  
IMPROVEMENTS INSTALLED IN CONJUNCTION WITH PARCEL MAP 326  
PAGE 15, PARCEL 096, “10310 NORTH FOOTHILL”, CUPERTINO,  
CALIFORNIA**

**WHEREAS**, D&B Legacy, LLC, the owner for 10310 North Foothill Boulevard, has completed construction of the sanitary sewer improvements in accordance with their Installer’s Agreement dated January 13, 2021; and

**WHEREAS**, the improvements have been inspected by the District Staff and have been deemed complete and ready for acceptance as part of this construction project; and

**WHEREAS**, Staff recommends the Board of Directors accept the sanitary sewer improvements and authorize Staff to release the Performance Bond check; and

**WHEREAS**, the sanitary sewer improvements for 10310 North Foothill Boulevard provided the following improvements per plans:

- Installed 1 sanitary sewer 6” PVC SDR26 lateral
- Installed 1 sanitary sewer 6” property line cleanout
- Made connection to existing District sewer main through a sanitary sewer manhole

**NOW, THEREFORE, BE IT RESOLVED**, the Board of Directors of the Cupertino Sanitary District accepts the sanitary sewer improvements installed in conjunction with 10310 North Foothill Boulevard and authorizes Staff to release the security for the Faithful Performance and Materials in accordance with the Cupertino Sanitary District Operations Code.

\* \* \*

I hereby certify that the foregoing is a full, true and correct copy of a resolution which was duly and regularly passed and adopted by the Sanitary Board of the Cupertino Sanitary District, at a meeting thereof held on the 21<sup>st</sup> day of April, 2021, by the following vote of the members thereof:

AYES: and in favor thereof, Members:

NOES: Members:

ABSENT: Members:

ABSTAIN: Members:

---

Secretary, Cupertino Sanitary District

(SEAL)

APPROVED:

---

President, Cupertino Sanitary District

APPROVED AS TO FORM:

---

Board Counsel



# Memo

Item 9B

**To: Board of Directors**  
**From: Benjamin Porter, District Manager-Engineer**  
**Date: April 21, 2021**  
**Re: Proposal for Hydraulic Modeling Consulting Services**

***Background:***

The Cupertino Sanitary District (CuSD) uses XPSWMM hydraulic modeling software by Innovyze to simulate dry and wet weather flow conditions in its sanitary sewer system. The model has been used successfully to evaluate the capacity of individual pipes in the system and to evaluate the impact of development in the CuSD system. There has been a recent uptick in the volume of pending or proposed new large developments such as the following:

- Vallco Development of 2402 residential units, 2,154,947 square feet of retail/office space, and 84,000 square feet of restaurant space.
- State of California requirement for cities to accommodate their fair share of housing or Regional Housing Needs Allocation (RHNA). The RHNA determines the number of new housing units that Cupertino (as well as other Cities, including Saratoga) is mandated to accommodate in its General Plan and zone. Cupertino's allocation of new housing units, per the latest draft report dated January 21, 2021, is an additional 4,588 units.
- Additional development to build out available areas in the City based upon the general plan for the City of Cupertino.

Given this large amount of potential new development, District staff has developed a plan to address new development that has the following options:

- Inflow and Infiltration Reduction Program
- Pursue wet-weather emergency overflow to Sunnyvale
- Consider potential to construct new sewer(s) to bypass Santa Clara
  - Complete bypass
  - Partial bypass
- New agreement with Santa Clara
  - Greater capacity
  - Work with Santa Clara to understand where their system needs improvements

- Consider storage to attenuate peak wet weather flows
- Refinement of Hydraulic Model

Most of these options will require accurate hydraulic modeling of the sewer system for both existing flows and future flows when the development is completed. Wet weather scenarios for a design flow condition (10-year 24-hour storm) will be used to determine the peak wet weather flow and will be used to measure the effectiveness of I/I Reduction or other peak flow attenuation options. Therefore, it is very important for the District to have an outside consultant perform a quality assurance/quality control review of the District's XPSWMM model. District staff contacted Tony Akel of Akel Engineering and asked them to provide a proposal to complete this work.

***Required Work:***

In support of an upcoming development within the CuSD service area, Akel Engineering was asked to review the XPSWMM model for accuracy and consistency with general modeling practices. This review will include the following items:

- Review the land use assumptions and data sources used in the development of the hydraulic model.
- Review the model development process, including the incorporation of existing collection system GIS data, verification of GIS data, CuSD data, and the preparation of other modeling components.
- Review the dry and wet weather model calibration process including data sources, flow monitoring results, and calibration methodology.
- Review the development and allocation of dry weather flows, including data sources, flow unit factors, peaking factors, and the load allocation process.
- Review the development of wet weather flows including data sources, inflow and infiltration (I/I) estimation, and peaking factors.
- Prepare a technical memorandum documenting the results of the model review.

***Recommendation:***

District staff recommends proceeding with the review of the district's XPSWMM model for the amount of \$ \$32,288.





# Memo

Item 9C

**To:** Board of Directors  
**From:** Benjamin Porter, District Manager-Engineer  
**Date:** April 21, 2021  
**Re:** Oak Crest and Forum 2 Pump Station Repairs

***Background:***

While performing routine maintenance at Oak Crest and Forum 2 pump stations, inspectors performed a power wash and discovered severe corrosion at Oak Crest Pump Station and corrosion of the quick connector adaptor required to exercise the force main and gate valve at Forum 2 Pump Station.

Most of the damage is at Oak Crest Pump Station, where many components inside the wet well have severely deteriorated and corroded, making it difficult to exercise valves and hook up the generator if a power outage should occur at the station.

To exercise the generator, confined space entry is required since the electrical plug for the generator is located inside the wet well. Relocating this electrical plug outside of the wet well would allow for easy access, which will eliminate the need for confined space entry and manpower.

Corrosion of the platform grate and force main pipe is causing metal to fall off into the bottom of the wet well, which will damage the pump impeller if ignored. Replacing these components will prevent further deterioration and pump station failure.

***Images of Oak Crest PS:***



Forum 2 Pump Station requires replacement of the quick connector adaptor hook up hose to exercise force main and gate valve.

*Image of Forum 2 PS:*



Staff received two bids, one from Able Underground and one from C2R Engineering. C2R Engineering was the low bidder.

**Bid Results:**

C2R Engineering: \$28,550.00

ABLE Underground: \$49,776.00

***Recommendation:***

Staff recommends Board approval of the construction and awarding the bid to C2R Engineering at a total cost of \$28,550.00. In addition to the C2R Engineering cost, labor cost will be required for St-Francis Electric to perform the electric work to resplice the generator cable and connect the electrical component. St-Francis Electric labor cost estimate based on time and material (T&M) is \$5,000. The total estimate for the work is \$36,905 (including 10% contingency). This expense will not have an adverse impact on the budget for Pump Station Repair.

***Attachment:***

1. Able Underground Bid Quote
2. C2R Engineering Bid Quote





## INVITATION TO BID AND BID FORM

# Item 9C Attachment 1.

**Project:** Oakcrest Pump Station Wet Well Rehabilitation

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

**Date:** March 23rd, 2021

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	1459 Market Street Yuba City, CA 95992	(530) 673-7870	badyal@norcalpipe.com	Manny Badyal Chris Jaeger
Pan Pacific Supply	2045 Arnold Industrial Wy, Concord, CA, 94520	(831) 419-0046	tsmith@panpacificsupply.com	Todd Smith
Pacific Plumbing & Underground Construction	329 Sango Court Milpitas, CA 95035	(408) 894-9120	marleine@pacificplumbinginc.com	Joseph Bechwati Marleine Bechwati
Mello Pipeline	260 E. Mcglinicy Ln Campbell, CA, 95008	(408) 377-6103	Mellopipe@scbglobal.net	Jeff Mello
Cratus Inc	945 Taraval Street #302 San Francisco, CA 94116	(415) 559-1325	Michael@cratusinc.com	Michael Kirwan
C2R Engineering	664 Willowgate St, Mountain View, CA, 94043	(415) 559-2841	trevor@c2reengineering.com	Trevor Connolly

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 April 5th, 2021.**

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**  
c/o MARK THOMAS & COMPANY, INC.  
20863 STEVENS CREEK BLVD., SUITE 100  
CUPERTINO, CA 95014

Project Name: **Oakcrest Pump Station Wet Well Rehabilitation**  
Located at 22646 Oakcrest Ct in City of Cupertino

**Forum # 2 Pump Station Quick Connector Modification**  
Located at Inside the Forum approximately 170' Northwest from Capilla Way

Project Description: The WORK includes provide and furnish any and all labor, materials, methods or processes, equipment, implements, tools, machinery, and all utility, transportation, and other services required to construct, install, and put in complete order for use in good and workmanlike manner all of the work covered by this agreement in connection with the construction of improvements of sanitary sewer facilities, in strict accordance with the details attached and District Standard Specification therefore entitled, OAKSCREST PUMP STATION REHABILITATION PROJECT.

Additional details can be found in attachment includes with the package.

Contractor must provide Traffic Control Plan to the governing City/County where the repair is located. The Traffic Control Plan must be approved and meet the requirements in order to pull an Encroachment Permit for the awarded repair. 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.

**Bid Date & Time: Thursday April 1st, 2021 at 2:00 p.m.**

Submitted by: Able Underground Construction  
Full Contractor Name

1020 Ruff Dr  
Full Address

SS CA 95110  
City State ZIP

(408) 377-9990  
Phone No.

Mark@ableseptic.com  
- 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 **nine (9) working days** from date Notice to Proceed.

4. UNIT PRICES

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

No.	Item	Unit of Measure	Estimated Quantity	Unit Price (In Figures)	Item Total (In Figures)
1	Remove and Replace 3" C.I Pipe with 3"~ PVC	LF	3		
2	Remove and Replace 3" C.I 900 elbows	EA	4		
3	Remove and Replace 3" Check Valve	EA	2		
4	Remove and Replace 3" Eccentric Valve	EA	2		
5	Remove and Replace 3" C.I Tee	EA	1		
6	Remove and Replace 4"x3" Reducer	EA	1		
7	Remove and Replace 4" Gate Valve include extension key	EA	1		
8	Remove and Replace 4" Flange Coupling Adaptor	EA	1		
9	Install 8" PVC extension raiser over the 4" gate vane	LF	6		
10	Install Christy Box/ plastic lid blend with artificial grass scheme	EA	1		
11	Remove exist ladder, floor grate and MH step inside the wet well (See attached section A-A details). Predrill and install new brackets to resecure an existing 3" PVC pipe to the wall	LS	1		26,454.-
12	Install 3-1 1/2" diameter conduit schedule 80 (See attached layout for details). Required to pre-drill hole thru an exist barrel	LF	150		14,617.-
13	Install 1.5' x 2.5' Electrical Box (See attached layout for details)	EA	1		240.-
14	Remove and relocate explosion proof junction box outside the wet well. (See attached photo)	LS	1		1,465.-
15	Install 3'x5' ~ 4" Thick Concrete Pad with #4-8" Dowels @ 12" o.c	SQFT	15		1,800.-
16	Vac Truck ~ (In case need to vacuum out the sewage in the wet well).	LS	1		2,400.-
17	Install 4" Flange Quick Connector, Male fitting & 4" Female Cap at Forum 2 Pump Station, adjust existing box to grade	LS	1		2,800.-

TOTAL BID \$49,776.00

5. BID FORM SIGNATURES

The Corporate Seal of

Able Underground Construction  
(Bidder - print the full name of your firm)

was hereunto affixed in the presence of:

Magg General Manager  
(Authorized signing officer Title)

(Seal)

.....  
(Authorized signing officer Title)

(Seal)



**BID FORM**

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

Project Name: **Oakcrest Pump Station Wet Well Rehabilitation**  
Located at 22646 Oakcrest Ct in City of Cupertino

**Forum # 2 Pump Station Quick Connector Modification**  
Located at Inside the Forum approximately 170' Northwest from Capilla Way

Project Description: The WORK includes provide and furnish any and all labor, materials, methods or processes, equipment, implements, tools, machinery, and all utility, transportation, and other services required to construct, install, and put in complete order for use in good and workmanlike manner all of the work covered by this agreement in connection with the construction of improvements of sanitary sewer facilities, in strict accordance with the details attached and District Standard Specification therefore entitled, OAKSCREST PUMP STATION REHABILITATION PROJECT.

Additional details can be found in attachment includes with the package.

Contractor must provide Traffic Control Plan to the governing City/County where the repair is located. The Traffic Control Plan must be approved and meet the requirements in order to pull an Encroachment Permit for the awarded repair. 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.

**Bid Date & Time: Thursday April 1st, 2021 at 2:00 p.m.**

Submitted by: C2R ENGINEERING, INC.  
Full Contractor Name

100 MOUNTAIN VIEW AVE.  
Full Address

<u>LOS ALTOS</u>	<u>CA</u>	<u>94024</u>
City	State	ZIP

415 559 2841  
Phone No.

TREVOR@C2REENGINEERING.COM  
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 **nine (9) working days** from date Notice to Proceed.

4. UNIT PRICES

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

No.	Item	Unit of Measure	Estimated Quantity	Unit Price (In Figures)	Item Total (In Figures)
1	Remove and Replace 3" C.I Pipe with 3"~ PVC	LF	3	\$100	\$300
2	Remove and Replace 3" C.I 900 elbows	EA	4	\$50	\$200
3	Remove and Replace 3" Check Valve	EA	2	\$75	\$150
4	Remove and Replace 3" Eccentric Valve	EA	2	\$150	\$300
5	Remove and Replace 3" C.I Tee	EA	1	\$200	\$200
6	Remove and Replace 4"x3" Reducer	EA	1	\$100	\$100
7	Remove and Replace 4" Gate Valve include extension key	EA	1	\$1500	\$1500
8	Remove and Replace 4" Flange Coupling Adaptor	EA	1	\$800	\$800
9	Install 8" PVC extension raiser over the 4" gate vane	LF	6	\$100	\$600
10	Install Christy Box/ plastic lid blend with artificial grass scheme	EA	1	\$250	\$250
11	Remove exist ladder, floor grate and MH step inside the wet well (See attached section A-A details). Predrill and install new brackets to resecure an existing 3" PVC pipe to the wall	LS	1	\$5500	\$5500
12	Install 3-1 1/2" diameter conduit schedule 80 (See attached layout for details). Required to pre-drill hole thru an exist barrel	LF	150	\$100	\$15000
13	Install 1.5' x 2.5' Electrical Box (See attached layout for details)	EA	1	\$800	\$800
14	Remove and relocate explosion proof junction box outside the wet well. (See attached photo)	LS	1	\$1200	\$1200
15	Install 3'x5' ~ 4" Thick Concrete Pad with #4-8" Dowels @ 12" o.c	SQFT	15	\$40	\$600
16	Vac Truck ~ (In case need to vacuum out the sewage in the wet well).	LS	1	\$1000	\$1000
17	Install 4" Flange Quick Connector, Male fitting & 4" Female Cap at Forum 2 Pump Station, adjust existing box to grade	LS	1	\$50	\$50

TOTAL BID \$28,550



5. BID FORM SIGNATURES

The Corporate Seal of  
C2R ENGINEERING, INC.



.....  
(Bidder - print the full name of your firm)

was hereunto affixed in the presence of:

*Trevor Connolly* .

.....  
TREVOR CONNOLLY, PRESIDENT

.....  
(Authorized signing officer Title)

(Seal)

.....  
(Authorized signing officer Title)

(Seal)

**SSOs**

Start Date	Location	Cause of SSO	Cat	Main/Lat	Spill Volume (Gal)	Spill Recovered (Gal)	Volume of Wash Water Used (Gal)
None							

**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)
3/6/2021	20071 Northwood Dr, Cup	Roots	Lat	4.5	4.5	60
3/16/2021	10869 Wolfe Rd, Cup	Grease	Lat	Unknown	Unknown	800
3/27/2021	10629 Larry Wy, Cup	Roots	Lat	15	8	Unkonwn

**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	6	Root Intrusion	1	Root Intrusion	3
Onsite	1	Onsite	2	Onsite	1
Grease	1	Offset	0	Offset	1
Debris	0	Debris	0	Grease	0
Others	0	Others	0	Others	1
Pump Station	0	Pump Station	0	Pump Station	0
<b>Total:</b>	<b>8</b>	<b>Total:</b>	<b>3</b>	<b>Total:</b>	<b>6</b>

**Repairs**

Address	Main/Lat	Description of Work
Homestead 1 PS	PS	Repaired pump 3 impeller
Homestead 1 PS	PS	Repaired exhaust fan for generator
Homestead 1 PS	PS	Installed new suction plate for pump 3

**Mainline Maintenance**

Size of Pipe	4"	6"	8"	10"	12"	14"	15"	16"	18"	> 20"	Total	FY2020-21 YTD	FY2020-21 Annual Schedule	% Complete (YTD/Annual Schedule)
Mainline Cleaning (ft)	0	29,251	76,158	4,732	9,473	0	6,763	253	3,375	971	130,976	1,098,864	987,432	111%
Easement Cleaning (ft)	0	1,037	14,248	0	366	0	1,561	253	2,064	227	19,756	157,294	159,062	99%
CCTV (ft)	0	3,506	5,225	0	0	0	0	0	0	0	8,731	117,371	207,880	56%

**Lateral Maintenance**

Activity	# of Laterals	FY2020-21 YTD	FY2020-21 Annual schedule	% Complete (YTD/Annual schedule)
Cleaning	464	3,633	4,247	86%
CCTV	11	81		
Inspection	33	151		

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

	# of Inspections	YTD FY2020-21	FY2020-21 Annual Schedule	% Complete (YTD/Annual schedule)
Performed	31	226		
Completed	23	168	283	59%
Follow up Needed	3			