

**CUPERTINO SANITARY DISTRICT
SANITARY BOARD MEETING
WEDNESDAY, NOVEMBER 16, 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 REGULAR MEETING MINUTES OF OCTOBER 19, 2022
- B. APPROVED MINUTES OF OCTOBER 5, 2022
- C. PAYMENT OF BILLS AND APPROVAL OF FINANCIAL STATEMENTS
- D. DIRECTOR'S MONTHLY TIMESHEETS

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

6. CORRESPONDENCE

NONE

7. MEETINGS

- A. CASA COLLECTION SYSTEMS WORKGROUP TO BE HELD NOVEMBER 16, 2022
- B. TELECONFERENCE MEETING OF THE SAN JOSE/SANTA CLARA TREATMENT PLANT TECHNICAL ADVISORY COMMITTEE (TAC) HELD ON MONDAY, DECEMBER 5, 2022
- C. TELECONFERENCE MEETING OF THE SAN JOSE/SANTA CLARA TREATMENT PLANT ADVISORY COMMITTEE (TPAC) HELD ON THURSDAY, DECEMBER 8, 2022

8. REPORTS

- A. TELECONFERENCE MEETING OF THE SAN JOSE/SANTA CLARA TREATMENT PLANT TECHNICAL ADVISORY COMMITTEE (TAC) HELD ON MONDAY, NOVEMBER 7, 2022
- B. TELECONFERENCE MEETING OF THE SAN JOSE/SANTA CLARA TREATMENT PLANT ADVISORY COMMITTEE (TPAC) HELD ON THURSDAY, NOVEMBER 10, 2022
- C. CASA COLLECTION SYSTEMS WORKGROUP HELD NOVEMBER 1, 9 & 16, 2022

9. UNFINISHED BUSINESS

- A. COVID-19 UPDATES
- B. DRAFT ANNUAL REPORT
- C. SPECIAL DISTRICT LEADERSHIP FOUNDATIONS TRANSPARENCY CERTIFICATE OF EXCELLENCE

10. NEW BUSINESS

- A. SIGNIFICANT DEFECT REPAIR PROJECT – PHASE I BID OPENING RESULTS
- B. PURCHASE OF UNIFORM T-SHIRTS
- C. CASA WINTER CONFERENCE TO BE HELD JANUARY 25-27, 2023 IN PALM SPRINGS, CA

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

11. STAFF REPORT

- A. FUTURE DEVELOPMENT PROJECTS
- B. MAINTENANCE SUMMARY

12. CALENDAR ITEMS

- A. NEXT REGULAR DISTRICT BOARD MEETING IS TO BE HELD ON
WEDNESDAY, DECEMBER 7, 2022

13. ADJOURNMENT

CUPERTINO SANITARY DISTRICT BOARD MEETING
WEDNESDAY, OCTOBER 19, 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:

Acting President Chen 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, and David A. Doyle. William A. Bosworth and Patrick S. Kwok were both on excused absence.

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 Director Saadati, seconded by Director Doyle, by a vote of 3-0-0, the Board approved.

3. PUBLIC COMMENTS:

There were none.

4. CLOSED SESSION:

Acting President Chen 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, OCTOBER 19, 2022

Acting President Chen adjourned the closed session at 7:11 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 Saadati, seconded by Director Doyle, by a vote of 3-0-0, the minutes of the regular meeting held Wednesday, October 5, 2022, were approved.
- B. By consensus, the Minutes of Wednesday, September 21, 2022, are to be Noted & Filed.
- C. The Board reviewed September payable warrants and financial statements. Able invoice shows all transactions are on the same date (9/30/2022). Board directed staff to double check the printer cartridge costs and consider transfer of funds from the credit card account to the interest-bearing account. Board On a motion by Acting President Chen, seconded by Director Saadati, by a vote of 3-0-0, the financial statements and payment of bills for September were approved as written.
- D. Board members submitted their October timesheets to Manager Porter.

6. CORRESPONDENCE:

- A. The Board reviewed an email from Local Agency Formation Commission of Santa Clara County (LAFCO) titled LAFCO Certificate of Completion – Cambrian No. 37. It is to be Noted & Filed.

7. MEETINGS:

- A. Manager Porter and Sr. Engineer Kathula both plan to attend the teleconference meeting of The San Jose/Santa Clara Treatment Plant Technical Committee (TAC) to be held on Monday, November 7, 2022.
- B. Director Kwok and/or Director Chen plan to attend the teleconference meeting of The San Jose/Santa Clara Treatment Plant Advisory Committee (TPAC) to be held on Thursday, November 10, 2022.
- C. Deputy Manager Woodhouse plans to attend the CASA Collection Systems Workgroup to be held November 1, 9, and 16, 2022.

8. REPORTS:

- A. Deputy Manager Woodhouse reported on the California Alliance for Sewer System Excellence (CASSE) in-person general meeting hosted by Sacramento Area Sewer District held on October 6, 2022, in Sacramento, CA.

9. UNFINISHED BUSINESS:

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

10. NEW BUSINESS:

CUPERTINO SANITARY DISTRICT BOARD MEETING
WEDNESDAY, OCTOBER 19, 2022

- A. The Board agreed to table discussion of the Special District Leadership Foundations Transparency Certificate of Excellence at the next regular Board meeting.
- B. The Board reviewed the Draft Annual Report. Board commented they may want to add in the benefits to the homeowner provided by the District.

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 regular Board meeting of November 2, 2022, is cancelled due to three Board members scheduled to be away.
- B. The next regular Board meeting is to be held on Wednesday, November 16, 2022.

13. ADJOURNMENT:

On a motion properly made and seconded, at 8:21 p.m. the meeting was adjourned.

Secretary Pro-Tem of the Sanitary Board

Acting President of the Sanitary Board

CUPERTINO SANITARY DISTRICT BOARD MEETING
WEDNESDAY, OCTOBER 5, 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 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 Kwok, 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, OCTOBER 5, 2022

President Bosworth adjourned the closed session at 7:13 p.m. and the regular meeting was called to order. District Manager Porter, and Deputy Manager Woodhouse rejoined the regular meeting.

5. MINUTES:

- A. On a motion by Director Saadati, seconded by Director Chen, by a vote of 5-0-0, the minutes of the regular meeting held Wednesday, September 21, 2022, were approved.
- B. By consensus, the Minutes of Wednesday, August 17, 2022, are to be Noted & Filed.

6. CORRESPONDENCE:

There was none.

7. MEETINGS:

- A. The teleconference meeting of The San Jose/Santa Clara Treatment Plant Technical Committee (TAC) scheduled to be held on Monday, October 10, 2022 is canceled.
- B. The teleconference meeting of The San Jose/Santa Clara Treatment Plant Advisory Committee (TPAC) scheduled to be held on Thursday, October 13, 2022 is canceled.
- C. Deputy Manager Woodhouse plans to attend the California Alliance for Sewer System Excellence (CASSE) in-person general meeting hosted by Sacramento Area Sewer District to be held October 6, 2022 in Sacramento, CA.

8. REPORTS:

There were none.

9. UNFINISHED BUSINESS:

- A. District Manager Porter reported on the Vallco Installer's Agreement. Vallco has initiated contact and would like to restart discussions on the Installer's Agreement. Staff will meet with appropriate staff for the developers.
- B. Water Loss Calculation Discussion. Manager Porter and the Board discussed water loss calculations for District customers.
- C. District Manager Porter reported on the Covid-19 updates.

10. NEW BUSINESS:

- A. The Board discussed Significant Defect Repair Project – Authorization to Bid. On a motion by Director Saadati, seconded by President Bosworth, by a vote of 5-0-0, the approved authorization to bid.

CUPERTINO SANITARY DISTRICT BOARD MEETING
WEDNESDAY, OCTOBER 5, 2022

11. STAFF REPORTS:

- A. Manager Porter reported on Future Development Projects.
- B. Manager Porter reported on the Fall Fun Festival held in Cupertino on September 24, 2022.

12. CALENDAR ITEMS:

- A. The next regular District Board meeting is scheduled to be held on Wednesday, October 19, 2022.
 - a) The regular Board meeting of November 2, 2022 is canceled.

13. ADJOURNMENT:

On a motion properly made and seconded, at 7: 50 p.m. the meeting was adjourned.

Secretary of the Sanitary Board

President of the Sanitary Board

**CUPERTINO SANITARY DISTRICT
WARRANTS PAYABLE - November 16, 2022**

<u>WARRANT NUMBER</u>	<u>FUND</u>	<u>AMOUNT</u>	<u>PAYEE</u>	<u>DESCRIPTION</u>	
N/A	M&O	\$ 2,139.12	ADP	Directors' Salary	
19546	M&O	\$ 1,181.91	Dooley Insurance Services	Insurance - Group Life & Dental	
19547	M&O	\$ 202.00	CWEA	Memberships	
N/A	M&O	\$ 348.78	CalBank Credit Card Processing Fees	Operating Exp. - Credit Card Processing Fees	
19548	M&O	\$ 416,127.08	Mark Thomas	Office Rent	400.00
				Operating Expenses - General	82.05
				Management Services	29,046.71
				Engineering Services	113,846.76
				Peak Flow Reduction	901.66
				Plan Checking & Inspection	14,379.80
				Repairs	16,343.60
				Maintenance	185,983.64
				Travel & Meetings Staff	1,651.23
				Utilities	1,052.70
				Emergency Funds	5,330.62
				District Sewer Capital & Support	47,108.31
19549	M&O	\$ 3,100.00	Richard K. Tanaka	Legal - Consultant Services	
19550	M&O	\$ 3,645.00	Armento & Hynes LLP	Legal - District Counsel	
19551	M&O	\$ 404,806.77	Hunton Andrews Kurth	Legal - Common Interest Group (Advance Pay)	315,749.28
				Legal - Common Interest Group (CuSD Share)	89,057.49
19552	M&O	\$ 74.75	Home Depot	Maintenance	
19553	M&O	\$ 19,459.44	RotoRooter	Maintenance	
19554	M&O	\$ 58,730.00	AB/JDD Plumbing Heating & AC	Maintenance	55,652.50
				Emergency	3,077.50
19555	M&O	\$ 64,579.04	Able Underground Construction	Maintenance	53,266.95
				Emergency	445.50
				District Sewer Capital & Support	10,866.59
19556	M&O	\$ 60.13	City of Santa Clara Utilities	Utilities	
19557	M&O	\$ 3,852.06	PG&E	Utilities	
19558	M&O	\$ 10,205.00	Bennett Trenchless	District Sewer Capital & Support	
1111	M&O	\$ 54,058.43	C2R Engineering, Inc.	District Sewer Capital & Support	
TOTAL WARRANTS		\$ 1,042,569.51			

<u>Pk Flow Red. Total:</u>	\$	901.66	Mark Thomas
<u>Maintenance Total:</u>	\$	314,437.28	Mark Thomas, Home Depot, , Roto Rooter, ABLE, AB/JDD
<u>Emergency Total:</u>	\$	8,853.62	Mark Thomas, AB/JDD, Able

EMERGENCY DETAILS:

Roto-Rooter - No emergencies this month

Able - One emergency this month

AB/JDD Plumbing - Four emergencies this month

CUPERTINO SANITARY DISTRICT
MONTHLY FINANCIAL REPORT THROUGH OCTOBER 2022
(4th Month of Operations - 33% 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
OCT SERVICES								
OPERATING EXPENSES								
Loan Payments	41000	\$1,200,063	\$0.00	\$0.00	\$0.00	\$1,200,063.00	0.0%	None to date
Directors Fees	41030	\$38,000	\$8,941.07	\$2,139.12	\$11,080.19	\$26,919.81	29.2%	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	\$11,511.30	\$1,181.91	\$12,693.21	\$157,306.79	7.5%	Dooley Insurance (Group Life and Dental - December Coverage)
Memberships	41080	\$57,000	\$19,098.23	\$202.00	\$19,300.23	\$37,699.77	33.9%	CWEA - Membership Renewal for Frank Quach
Office Rent	41090	\$4,800	\$1,200.00	\$400.00	\$1,600.00	\$3,200.00	33.3%	On Target
Operating Expenses - General	41100	\$3,000	\$1,663.61	\$82.05	\$1,745.66	\$1,254.34	58.2%	Office Supplies for Engineering Staff (drafting/drawing tools)
Operating Expenses - Credit Card Transaction Fees	41100-1	\$6,000	\$1,252.55	\$348.78	\$1,601.33	\$4,398.67	26.7%	Credit Card Processing Fees - October
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	\$110,116.70	\$29,046.71	\$139,163.41	\$435,836.59	24.2%	On Target
SSMP Certification and Implementation	41121	\$100,000	\$0.00	\$0.00	\$0.00	\$100,000.00	0.0%	None to date
Engineering Services	41122	\$1,365,000	\$343,745.89	\$113,846.76	\$457,592.65	\$907,407.35	33.5%	On Target
Inflow/Infiltration Reduction	41122	\$500,000	\$14,082.24	\$901.66	\$14,983.90	\$485,016.10	3.0%	Mark Thomas October Billing
Plan Checking & Inspection	41123	\$300,000	\$65,038.84	\$14,379.80	\$79,418.64	\$220,581.36	26.5%	On Target
Legal - Consultant Services	41124	\$36,000	\$6,300.00	\$3,100.00	\$9,400.00	\$26,600.00	26.1%	Richard Tanaka - Consulting Services for October 2022
Legal - District Counsel	41124	\$60,000	\$5,361.00	\$3,645.00	\$9,006.00	\$50,994.00	15.0%	District Counsel - Legal Services for October 2022
Legal - Common Interest Group (CuSD Advance Pay)	41124	\$1,404,000	\$552,430.66	\$315,749.28	\$868,179.94	\$535,820.06	61.8%	Hunton Andrews Kurth (Legal Services for September)
Legal - Common Interest Group (CuSD Share)	41124	\$396,000	\$155,813.77	\$89,057.49	\$244,871.26	\$151,128.74	61.8%	Hunton Andrews Kurth (Legal Services for September)
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	\$22,167.94	\$16,343.60	\$38,511.54	\$261,488.46	12.8%	On Target
Maintenance	41151	\$3,725,000	\$1,030,726.60	\$314,437.28	\$1,345,163.88	\$2,379,836.12	36.1%	On Target
Travel & Meetings Staff	41170	\$15,000	\$443.75	\$1,651.23	\$2,094.98	\$12,905.02	14.0%	CASA Conference Aug. 2022 - Lodging for B. Porter and R. Woodhouse; Meals/Parking for M. Hynes
Travel & Meetings BOD	41170	\$18,000	\$2,955.50	\$0.00	\$2,955.50	\$15,044.50	16.4%	None this month
Utilities	41190	\$70,000	\$15,845.73	\$4,964.89	\$20,810.62	\$49,189.38	29.7%	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	\$31,302.52	\$8,853.62	\$40,156.14	\$209,843.86	16.1%	AB/JDD (4); 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	\$6,030,839.99	\$920,331.18	\$6,951,171.17	\$10,864,845.83	39.0%	
CAPITAL EXPENSES								
District Sewer Capital & Support	46041	\$2,500,000	\$164,387.58	\$122,238.33	\$286,625.91	2,213,374.09	11.5%	Mark Thomas - Wolfe Road; Significant Defect Project; Bennett Trenchless-VTA; C2R Engineering
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	\$0.00	\$6,325.49	143,674.51	4.2%	None this month
Replacement Fund	46044	\$300,000	\$0.00	\$0.00	\$0.00	\$300,000.00	0.0%	
TOTAL CAPITAL EXPENSES		\$6,834,547	\$1,262,051.90	\$122,238.33	\$1,384,290.23	\$5,450,256.77	20.3%	
TOTAL EXPENSES		\$24,650,564	\$7,292,891.89	\$1,042,569.51	\$8,335,461.40	\$16,315,102.60	33.8%	

CUPERTINO SANITARY DISTRICT
MONTHLY FINANCIAL REPORT THROUGH OCTOBER 2022
(4th Month of Operations - 33% 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 Oct 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	\$21,809.25	\$9,266.72	\$31,075.97	\$43,924.03	41.4%	Nineteen payments received this month; Seventy-nine 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	\$28,500.00	\$7,300.00	\$35,800.00	\$264,200.00	11.9%	Eighteen payments received this month; Ninety-two 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	\$0.00	\$33,811.63	\$66,188.37	33.8%	None this month
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	\$702,720.59	\$125,019.72	\$827,740.31	\$576,259.69	59.0%	Payments from WVSD, CSD2-3, and BSD (for August 2022 billing)
Legal - Common Interest Group (2% Admin Fees)	32902.2	\$36,000.00	\$14,237.51	\$2,500.39	\$16,737.90	\$19,262.10	46.5%	Payments from WVSD, CSD2-3, and BSD (for August 2022 Billing)
Refunds/Reimbursements - Misc.	32091	\$10,000.00	\$2,877.18	\$142.05	\$3,019.23	\$6,980.77	30.2%	District Lateral Loan Program (850 E. Estates Drive - Payment No.11 of 20)
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	\$803,956.16	\$144,228.88	\$948,185.04	\$23,578,746.96	3.87%	
		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	Reserve Account
TOTAL OPERATING REVENUE		\$24,526,932.00	\$803,956.16	\$144,228.88	\$948,185.04	\$23,578,746.96	3.87%	

FDVK#DFFRXQW#VXPPDU

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

FOR CAL BANK SUMMARY, SEE ATTACHED DETAIL.

CALIFORNIA BANK AND TRUST ACCOUNT SUMMARY AS OF 10/31/2022

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	\$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	\$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	\$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	\$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	\$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	\$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	\$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	\$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	\$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	\$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	\$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	\$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	\$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	\$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	\$180,762.18	\$9.22	\$600,721.96	\$781,484.14	\$153,926.10	\$935,410.24	
Deposit - CSJ Refund			06/22/21	\$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	\$1,107,662.04	\$10.09	\$1,089,489.44	\$2,197,151.48	\$168,561.21	\$2,365,712.69	
1008 Voided - CSJ			07/15/21								
Balance as of 7/31/2021				\$36.12	\$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	\$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	\$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			10/20/21	\$690,453.00			(\$480,000.00)		(\$210,453.00)		
1010 C2R Engineering			10/20/21	\$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	\$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	\$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	\$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	\$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	\$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	\$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	\$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	\$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	\$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	\$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	\$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	\$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	\$1,059,332.22	\$77.70	\$609,915.34	\$1,669,247.56	\$206,913.12	\$1,876,160.68	
TOTAL OR BALANCE AMOUNT			\$10,596,444.80	\$1,455,239.36	\$965,324.02	\$1,059,332.22	\$9,915.34	\$609,915.34	\$1,669,247.56	\$206,913.12	\$1,876,160.68

OUR MISSION

- To protect the public health and environment.
- To provide for safe and cost-efficient collection of sewage waste.
- To provide for effective conveyance to the Treatment Plant.



20863 Stevens Creek Boulevard
Suite 100
Cupertino, CA 95014

MAINTAINING A HEALTHY SEWER SYSTEM

As the COVID-19 pandemic continues, an increase in the flushing of toilet paper, paper towels, rags, and disposable wipes has also continued. Toilet paper readily breaks down in the system and does not cause issues. However, other paper products do not break down as easily and can create blockage problems in your private lateral and the public sewer.

Help us keep our sewers healthy. Remember to never flush wipes, paper towels or tissues because they clog our pump stations and our pipes! The District has 17 pump stations and it has become a major maintenance issue, resulting in additional costs to maintain the sewer system.

For more information, go to www.cupertinosanitarydistrict.org where you will find additional information and links to recent media coverage, or contact us at (408) 253-7071.



KEEP YOUR SEWER PIPES FLOWING!

Do NOT flush...

- “Flushable” Wipes
- Baby Wipes
- Facial Wipes
- House Cleaning Wipes
- Feminine Sanitary Wipes
- Dental Floss
- Dental Picks
- Cotton Balls
- Cotton Swabs
- Medications Vitamins
- Supplements



Cupertino residents – take your unwanted or expired medication to:
[West Valley Patrol Station \(Sheriff's Office\)](#)
1601 S. De Anza Blvd • Cupertino • 408.868.6600

FOG... Fats, Oil, Grease

Stop the Clog! DON'T flush FOG down your toilet or sink...

- Cooking Oil, Butter, Gravy
- Melted Meat Fat
- Salad Dressing
- Solid Foods

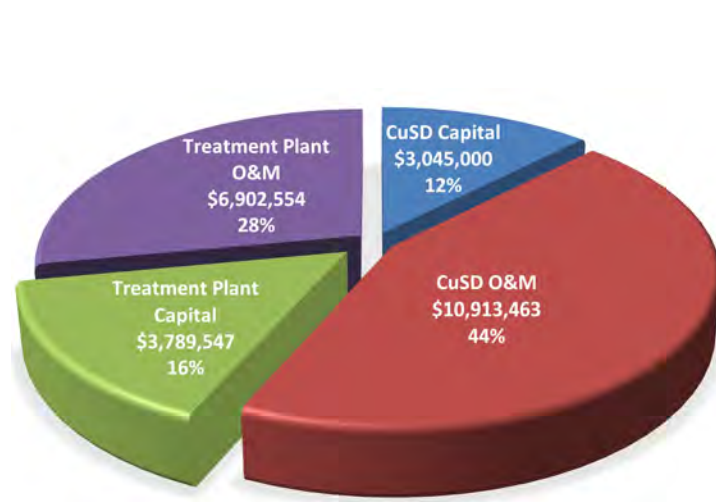


Wipe it, can it, cool it, toss it.

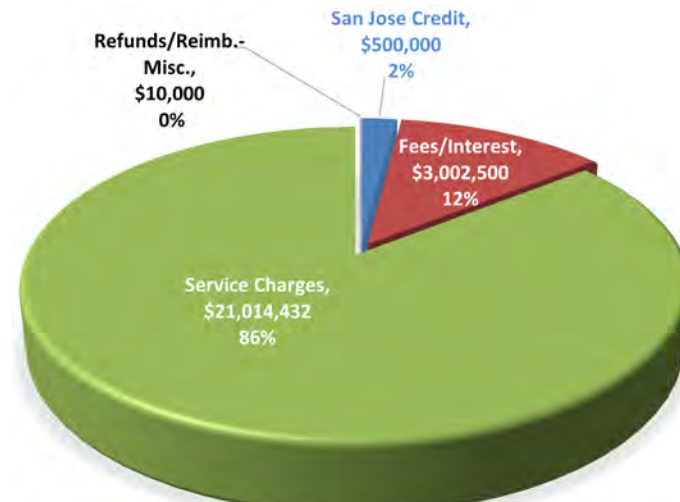
1. Wipe FOG from plates and pans using a scraper or paper towel.
2. Pour FOG into a sealed container.
3. Allow FOG to cool and solidify.
4. Dispose of FOG in your trash can.

FACTS & FIGURES

EXPENSES FY 2022-23



REVENUE FY 2022-23



NOTABLE ACCOMPLISHMENTS

- The District completed rehabilitation of the Oakcrest Pump Station wet well. This wet well was severely deteriorated and corroded. Rehabilitation included relocating electrical components and replacing corroded grates and pipes.
- The District has responded to COVID-19 by continuing its operations and maintenance without interruption. Please do your share to help us keep our sewer system running smoothly.

WHAT DOES CUPERTINO SANITARY DISTRICT DO FOR YOU?

Cupertino Sanitary District services over 23,000 customers within the communities of Cupertino, portions of Saratoga, Sunnyvale, Los Altos and unincorporated areas within Santa Clara County.

CuSD covers approximately 15 square miles, serving a population of over 50,000 people with more than 23,000 residential and business units. The District owns and manages over one million lineal feet of sewer mains, half million lineal feet of sewer laterals, 17 pump stations, 4000 manholes and flushing inlets, and one equipment storage facility. CuSD conveys nearly 5 million gallons of waste-water daily from our customers for treatment at the San Jose/Santa Clara Regional Wastewater Facility.

Customers within the District receive:

- ◆ 24/7 Sewer Emergency Response
- ◆ Annual Sewer Maintenance of Sewer Lower Laterals and Street Mains
- ◆ Continuous Sewer System Repairs and Improvements to Maintain a Healthy Sewer System
- ◆ Customer Support and Transparency

UPDATES

Cupertino Sanitary District continues to identify and reduce Inflow and Infiltration (I/I) in the District's sewer system. Inflow is stormwater that enters the system through illicit connections to the sanitary sewer system and Infiltration is stormwater and groundwater that enter through cracks in laterals, mains, and manholes. These flows can significantly limit the ability of the sewer system to convey sewer flows. Cupertino Sanitary District estimates that I/I can make up as much as 50 percent of peak flow in the sewer system during wet weather – and that much of this I/I originates on private property through illicit connections. The purpose of the program is to reduce the amount of peak flow entering and exiting the District's sewer system. Reduction of I/I in the system has the potential to lower the risk of sanitary sewer overflows and decrease the costs of conveying and treating wastewater. The District is implementing I/I reduction feasibility studies and analysis in peak flow project areas to assess the cost-effectiveness of I/I reduction. The program is on a scale large enough to potentially offset the need for larger conveyance or storage facilities. The program is implemented in four phases:

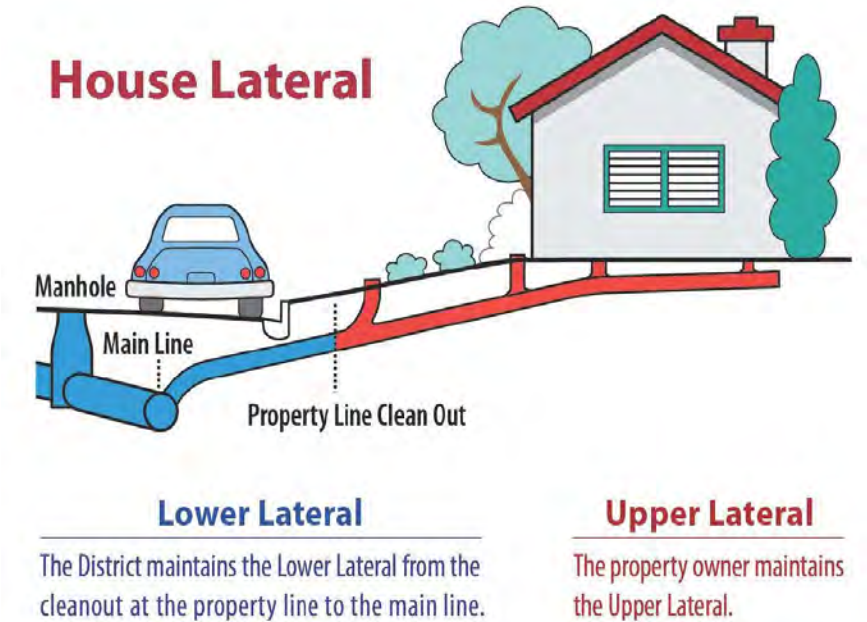
- Phase 1: Find Sources of I/I
- Phase 2: Fix Sources of I/I
- Phase 3: Measure Sewer Flows During Rainfall Events
- Phase 4: Model Peak Flows and Consider Storage

WHO'S RESPONSIBLE FOR WHAT?

HOMEOWNER'S RESPONSIBILITY:

The owner is responsible for the "Upper Lateral" portion of the House Lateral. If a blockage occurs within the property line, then the homeowner must take responsibility to hire a plumber to remove the blockage.

A Property Line Clean Out is required by the District to service Lower Laterals. It is the owner's responsibility to have one installed, properly maintained, and accessible at all times.



DISTRICT'S RESPONSIBILITY:

The District is responsible for the maintenance and service of the lower portion of the lateral and the main sewer line. If a property line cleanout does not exist, the District will not be able to access our portion of the lateral. It is the responsibility of the homeowner to have a cleanout installed at the property line.



SHOWCASE YOUR DISTRICT'S COMMITMENT TO TRANSPARENCY

District Transparency Certificate of Excellence

Purpose

To promote transparency in the operations and governance of special districts to the public/constituents and provide special districts with an opportunity to showcase their efforts in transparency.

Duration

3 Years

Application Cost

FREE

Electronic filing is preferable.

info@sdlf.org

District Receives

- Certificate for display (covering 3 years)
- Press release template
- Recognition on the SDLF website
- Letter to legislators within the district's boundaries announcing the achievement
- Recognition in social media, and the CSDA eNews
- Window cling

Basic Requirements

Current Ethics Training for All Board Members *(Government Code Section 53235)*

- Provide names of board members and copies of training certificates along with date completed

Compliance with the Ralph M. Brown Act *(Government Code Section 54950 et. al)*

- Provide copy of current policy related to Brown Act compliance
- Provide copy of a current meeting agenda (including opportunity for public comment)

Adoption of Policy Related to Handling Public Records Act Requests

- Provide copy of current policy

Adoption of Reimbursement Policy, If District Provides Any Reimbursement of Actual and Necessary Expenses

(Government Code Section 53232.2 (b))

- Provide copy of current policy

Annual disclosure of board member or employee reimbursements for individual charges over \$100 for services or products. This information is to be made available for public inspection. "Individual charge" includes, but is not limited to: one meal, lodging for one day, or transportation. *(Government Code Section 53065.5)*

- Provide copy of the most recent document and how it is accessible.

Timely Filing of State Controller's Special Districts Financial Transactions Report -

Includes Compensation Disclosure. *(Government Code Section 53891)*

- Provide copy of most recent filing.

SDLF staff will verify that district is not listed on the State Controller's 'non-compliance list'

Conduct Audits As Required By Law *(Government Code Section 26909 and 12410.6)*

- Provide copy of most recent audit, management letter, and a description of how/where documents were made available to the public

Other Policies – Have Current Policies Addressing the Following Areas

Provide copies of each:

- Conflict of Interest
- Provide copies of Form 700 cover sheet for board members and general manager
- Code of Ethics/Values/Norms or Board Conduct
- Financial Reserves Policy

Website Requirements

Maintain a district website with the following items Required. (provide direct website links for each item) - Required items available to the public:

- Names of board members and their full terms of office to include start and end date
- Name of general manager and key staff along with contact information
- Election/appointment procedure and deadlines
- Board meeting schedule
(Regular meeting agendas must be posted 72 hours in advance pursuant to *Government Code Section 54954.2 (a)(1)* and *Government Code Section 54956 (a)*)
- District's mission statement
- Description of district's services/functions and service area
- Authorizing statute/Enabling Act (Principle Act or Special Act)
- Current District budget
- Most recent financial audit
- Archive of Board meeting minutes for at least the last 6 months
- Link to State Controller's webpages for district's reported board member and staff compensation (*Government Code Section 53908*)
- Link to State Controller's webpages for district's reported Financial Transaction Report (*Government Code Section 53891 (a)*)
- Reimbursement and Compensation Policy
- Home page link to agendas/board packets (*Government Code Section 54957.5*)
- SB 272 compliance-enterprise catalogs (*Government Code Section 6270.5*)
- Machine readable/searchable agendas

Additional items – website also must include at least 4 of the following items:

- Post board member ethics training certificates
- Picture, biography and e-mail address of board members
- Last (3) years of audits
- Financial Reserves Policy
- Online/downloadable public records act request form
- Audio or video recordings of board meetings
- Map of district boundaries/service area
- Link to California Special Districts Association mapping program
- Most recent Municipal Service Review (MSR) and Sphere of Influence (SOI) studies (full document or link to document on another site)
- Link to www.districtsmakethedifference.org site or a general description of what a special district is
- Link most recently filed to FPPC forms

Outreach/Best Practices Requirements - (Must complete at least 2 of the following items)

Regular district newsletter or communication (printed and/or electronic) that keeps the public, constituents and elected officials up-to-date on district activities (at least twice annually)

- Provide copy of most recent communication and short description on the frequency of the communication, how it's distributed and to whom.

Community notification through press release to local media outlet announcing upcoming filing deadline for election or Appointment and process for seeking a position on the district board, prior to that election (or prior to the most recent deadline for consideration of new appointments for those districts with board members appointed to fixed-terms).

- Provide copy of the press release (and the printed article if available)

Complete salary comparison/benchmarking for district staff positions using a reputable salary survey (at least every 5 years)

- Provide brief description of the survey and process used as well as the general results

Special Community Engagement Project

Designed and completed a special project promoting community engagement with the district (potential projects may be broad in nature or focus on specific issues such as rate-setting, recycled water, identifying community needs, etc.)

- Submit an overview of the community engagement project reviewing the process undertaken and results achieved

Hold annual informational public budget hearings that engage the public (outreach, workshops, etc.) Prior to adopting the budget

- Provide copy of most recent public budget hearing notice and agenda.

Community Transparency Review

The district would be required to obtain a completed overview checklist from at least 2 of the following individuals (the district may choose to conduct the overview with these individuals simultaneously or separately):

- Chair of the County Civil Grand Jury
- Editor of a reputable local print newspaper (only one may count toward requirement)
- LAFCO Executive Officer
- County Auditor-Controller
- Local Legislator (only one may count toward requirement)
- Executive Director or President of local Chamber of Commerce
- General Manager of a peer agency (special district, city, county, neighborhood association, community organization or county administrative officer)

- Provide proof of completion signed by individuals completing Community Transparency Review



SHOWCASE YOUR DISTRICT'S COMMITMENT TO TRANSPARENCY

District Transparency Certificate of Excellence

Submit Application

Submit this application along with all required documentation to:

Special District Leadership Foundation
1112 I Street, Suite 200
Sacramento, CA 95814
Phone: 916-231-2909 • Fax: 916-442-7889

Electronic filing is preferable.

info@sdlf.org

District:		
Mailing Address:		
City:	State:	Zip:
Contact Name:		
Contact Title:		
Phone:	Fax:	
Email:	Website:	
Assembly Member(s)*:		
Senator*:		
Local Newspaper(s):		
I certify that the information submitted is accurate and complete to the best of my knowledge.	Signature:	

**include all state legislators representing the district's area of operation*



Memo

Item 10A

To: Board of Directors

From: Benjamin Porter, District Manager-Engineer

Date: November 16, 2022

Re: Significant Defect Repair Project – Phase 1 Bid Opening Results

Background: Board reviewed the engineering estimate for “Significant Defect Repair Project – Phase 1” during October 05, 2022 Board meeting and approved the scope of work.

Bids for “Significant Defect Repair Project – Phase 1” was opened on November 11, 2022. There were four bidders: Golden Bay Construction, Inc., C2R Engineering, Pacific Construction, and Able Septic Tank Service.

The following table provides the summary of Bids received. The lowest bid was \$127,800 as compared to the Engineers’ Estimate of \$132,000.00.

Name of the Contractor	Bid Amount (\$)	Delta Compared to Engineer’s Estimate	Comments
Golden Bay Construction, Inc.	\$189,690.00	\$57,690.00	
Pacific Underground Construction, Inc.	\$261,994.00	\$129,994.00	
C2R Engineering, Inc.	\$127,800.00	(\$4,200.00)	Lowest Bid
Able Septic Tank Service	\$139,384.00	\$7,384.00	

In addition to the project cost, the encroachment permit fee for both City of Cupertino and City of Saratoga will be approximately \$19,200 based on the assumption of 15% of the total project cost.

Recommendation:

Since C2R is the lowest Bid, staff had reviewed the Bid invitation documents and the Bid price came within 3% lower than the Engineering Estimate. Staff recommends The Board to approve the contract and award to C2R Engineering, Inc.

Attached:

- 1) Golden Bay Construction, Inc. – Bid Submission
- 2) Pacific Underground Construction, Inc. – Bid Submission
- 3) C2R Engineering, Inc. – Bid Submission
- 4) Able Septic Tank Service – Bid Submission

Cupertino Sanitary District
Significant Defect Repair Project – Phase 1

DOCUMENT 00412 – BID FORM-UNIT PRICE

To: Cupertino Sanitary District
20863 STEVENS CREEK BLVD., SUITE 100
CUPERTINO, CA 95014

Project: **SIGNIFICANT DEFECT REPAIR PROJECT – PHASE 1**

Date: 11/11/22

Submitted by: Golden Bay Construction, Inc.

Full Contractor Name

3826 Depot Rd

Full Address

Hayward, CA 94545

City

State

ZIP

510-783-2960

510-783-2971

Area Code Phone No.

Area Code

FAX

1. OFFER

Having examined the Place of the Work and all matters referred to in the Instructions to Bidders and the Contract Documents and/or prepared by the Engineer for the above-mentioned project; we, the undersigned, hereby offer to enter into a Contract to perform the Work for the Unit Prices listed in this bid form in lawful money of the United States of America.

We have included:

- The security Bid Bond as required by the Instruction to Bidders.
- All applicable Federal, State and Local taxes are included in the Unit Prices.
- All Cash and Contingency Allowances described herein - Price and Payment Procedures are included in the Bid Prices.

2. ACCEPTANCE

This offer shall be open to acceptance and is irrevocable for **fifteen (15) days** from the bid closing date of **Friday, November 11, 2022**.

If the District accepts this bid within the time stated above, we will

- Execute the Agreement within seven (7) days of receipt of acceptance of this bid.
- Furnish the required bonds within seven (7) days of receipt of acceptance of this bid in the form described in Supplementary Conditions once the contractor is given the First Charge Day.
- Commence work within fifteen (15) working days after written Notice to Proceed.

If this bid is accepted within the time stated, and we fail to commence the Work or we fail to provide the required bonds, the security deposit shall be forfeited as damages to the District by reason of our failure, limited in amount to the lesser of the face value of the security deposit or the difference between this bid and the bid upon which a Contract is signed.

In the event our bid is not accepted within the time stated above, the required Bid Bond will be returned to the undersigned, in accordance with the provisions of the Instructions to Bidders; unless a mutually satisfactory arrangement is made for its retention and validity for an extended of time.

The District has the right to dictate contractor to implement alternate bid method.

3. CONTRACT TIME

If this Bid is accepted, we will:

- Complete the Work in **thirty (30) working days for the Bid Items**, from Notice to Proceed.

4. UNIT PRICES

The following are Unit Prices for the Bid Items for the Significant Defect Repair Project – Phase 1 Work as listed in Table 1.

Table 1:

BASE BID SCHEDULE					
#	Description	Unit	Quantity	Unit Cost (\$)	Total Cost (\$)
1	Mobilization	LS	1	\$17,500. ⁰⁰	\$17,500. ⁰⁰
2	Water Pollution Control	LS	1	\$1,600. ⁰⁰	\$1,600. ⁰⁰
3	Site Clearing	LS		\$1,500. ⁰⁰	\$1,500. ⁰⁰
4	Traffic Control	LS	1	\$5,600. ⁰⁰	\$5,600. ⁰⁰
5	Location 1 – Remove and Replace 11 LF of 6" VCP with 11 LF of 6" PVC SDR 26. Reconnect PVC pipe into MH T-73 with Concrete Collar.	LS	1	\$13,900. ⁰⁰	\$13,900. ⁰⁰

BASE BID SCHEDULE					
#	Description	Unit	Quantity	Unit Cost (\$)	Total Cost (\$)
6	Location 2: Remove and Replace 18 LF of 6" VCP with 18 LF of 6" PVC SDR 26.	LF	18	\$915.00	\$16,470.00
	Location 2: Remove and Replace existing Wye with 4"x6" PVC SDR26 Wye	EA	1	\$1,200.00	\$1,200.00
	Location 2: Remove and Replace 24 LF of 6" VCP with 24 LF of 6" PVC SDR 26.	LF	24	\$905.00	\$21,720.00
	Location 2: Remove and Replace 6 LF of 6" VCP with 6 LF of 6" PVC SDR 26.	LF	6	\$1,250.00	\$7,500.00
	Location 2: Remove and Replace existing Wye with 4"x6" PVC SDR26 Wye	EA	1	\$1,200.00	\$1,200.00
	Location 2: Remove and Replace FI L2-FF. Reconnect 6" PVC into New FI L2-FF	EA	1	\$2,800.00	\$2,800.00
7	Location 3: Remove and Replace 10 LF of 6" VCP with 10 LF of 6" PVC SDR 26.	LF	10	\$1,150.00	\$11,500.00
	Location 3: Remove and Replace two existing wye with two new 4"x6" PVC SDR26 Wyes.	EA	2	\$1,200.00	\$2,400.00
	Location 3: Remove and Replace 6 LF of 6" VCP with 6 LF of 6" PVC SDR 26.	LF	6	\$1,250	\$7,500.00
	Location 3: Repair Concrete Curb and Gutter per City of Cupertino standard detail. Cut and Replace from nearest joint to joint	LF	10	\$175.00	\$1,750.00
8	Location 4: Remove and Replace 11 LF of 8" VCP with 11 LF of 8" PVC SDR 26.	LF	11	\$1,150.00	\$12,650.00
	Location 4: Remove and Replace existing wye with new 4"x8" PVC SDR 26 Wye. Reconnect 8" PVC pipe to MH T-85 with Concrete Collar.	LS	1	\$1,200.00	\$1,200.00
9	Location 8: Remove and Replace 16 LF of 8" Cast Iron with 16 LF of 8" PVC SDR 26.	LF	16	\$795.00	\$12,080.00
	Location 8: Install a New 8-inch Flushing Inlet	EA	1	\$3,100.00	\$3,100.00
	Location 8: Abandon in place Existing 153 LF of 8" VCP Mainline. Abandon Existing FI 4828-1F	LS	1	\$2,200.00	\$2,200.00
10	Location 11: Remove and Replace 6 LF of 8" VCP with 6 LF of 8" PVC SDR26.	LF	6	\$975.00	\$5,850.00
11	Location 12: Remove and Replace 16 LF of 6" PVC with 16 LF of 6" PVC SDR26	LF	16	\$955.00	\$15,280.00
12	Location 13: Remove and Replace 12 LF of 8" VCP with 12 LF of 8" PVC SDR26.	LF	12	\$978.00	\$11,736.00
	Location 13: Remove and Replace 6 LF of 8" VCP with 6 LF of 8" PVC SDR26.	LF	6	\$959.00	\$5,754.00
13	Location 14: Remove and Replace 6 LF of 8" VCP with 6 LF of 8" PVC SDR26	LF	6	\$950.00	\$5,700.00

TOTAL BID – BASIS OF AWARD 189,690.00

5. TOTAL BID – BASIS OF AWARD

- A. The contract will be awarded to the bidder with the lowest pricing based solely on the Bid.
- B. Contract Prices shall include, Bidder's overhead, permitting, profit, providing temporary sewer bypass as required, traffic controls, job safety, sweeping, cleanup, all necessary tools, labor, equipment, materials, appurtenances and where open cut method for spot repairs are required: saw-cutting, excavation, backfill, fog seal coat over the trench, crushed rock, class 2 aggregate base, developing water supply, safety devices, equipment necessary for the work, shoring, dewatering, compaction, temporary patching, temporary pavement markings, disposal of excess materials, dump fees, import of select materials, and sheeting and shoring.
- C. In the event of any delays due to actions of the District or Engineer, time adjustments will be granted accordingly for the total Contract Time. In the event of delays due to weather, utility conflicts or unavailability of materials to be incorporated in the Contract Work, time adjustments will be granted in accordance with Caltrans Standard Specifications 2018, Section 9. However, no additional payments for costs due to delays of any nature will be granted.
- D. In the event of any delays beyond the total Contract Time **thirty (30)** working days other than those specified above, the Bidder shall be responsible for paying the District a penalty in the amount of five hundred dollars (\$500.00) per each additional day.
- E. Additional working days will not be granted to the Contractor if there are any days not worked by the Contractor for reasons other than those specified above. All time extension will be mutually agreed upon by District, Engineer, and Contractor.
- F. Contractor is responsible for obtaining all applicable permits and payment of all associated fees and taxes.

6. ADDENDA

The following Addenda have been received. The modifications to the Bid Documents noted below have been considered and all costs are included in the Bid Price.

Addendum # Dated

Addendum # Dated

7. APPENDICES

Submit the following Appendices included in Document 00430 - Bid Form Supplements concurrent with Bid submission:

Appendix A - List of Subcontractors.

Appendix B - Fees for Changes in the Work. Include the overhead and profit fees on Bidder's own Work and Work by Subcontractors, applicable for Changes in the Work, whether additions to or deductions from the Work on which the Bid Price is based.

8. 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:

.....	President	
(Authorized signing officer)	(Title)	(Seal)
.....		
(Authorized signing officer)	(Title)	(Seal)

If the Bid is a joint venture or partnership, add additional forms of execution for each member of the joint venture in the appropriate form or forms as above.

END OF DOCUMENT 00412

Cupertino Sanitary District
 Significant Defect Repair Project – Phase 1

DOCUMENT 00412 – BID FORM-UNIT PRICE

To: Cupertino Sanitary District
 20863 STEVENS CREEK BLVD., SUITE 100
 CUPERTINO, CA 95014

Project: **SIGNIFICANT DEFECT REPAIR PROJECT – PHASE 1**

Date: November 11, 2022

Submitted by: Pacific Underground Construction, Inc.

Full Contractor Name

1817 Stone Avenue

Full Address

San Jose, CA 95125

City

State

ZIP

(408) 977-1655

Area Code Phone No.

(408) 977-1659

Area Code

FAX

1. OFFER

Having examined the Place of the Work and all matters referred to in the Instructions to Bidders and the Contract Documents and/or prepared by the Engineer for the above-mentioned project; we, the undersigned, hereby offer to enter into a Contract to perform the Work for the Unit Prices listed in this bid form in lawful money of the United States of America.

We have included:

- The security Bid Bond as required by the Instruction to Bidders.
- All applicable Federal, State and Local taxes are included in the Unit Prices.
- All Cash and Contingency Allowances described herein - Price and Payment Procedures are included in the Bid Prices.

2. ACCEPTANCE

This offer shall be open to acceptance and is irrevocable for **fifteen (15) days** from the bid closing date of **Friday, November 11, 2022**.

If the District accepts this bid within the time stated above, we will

- Execute the Agreement within seven (7) days of receipt of acceptance of this bid.
- Furnish the required bonds within seven (7) days of receipt of acceptance of this bid in the form described in Supplementary Conditions once the contractor is given the First Charge Day.
- Commence work within fifteen (15) working days after written Notice to Proceed.

If this bid is accepted within the time stated, and we fail to commence the Work or we fail to provide the required bonds, the security deposit shall be forfeited as damages to the District by reason of our failure, limited in amount to the lesser of the face value of the security deposit or the difference between this bid and the bid upon which a Contract is signed.

In the event our bid is not accepted within the time stated above, the required Bid Bond will be returned to the undersigned, in accordance with the provisions of the Instructions to Bidders; unless a mutually satisfactory arrangement is made for its retention and validity for an extended of time.

The District has the right to dictate contractor to implement alternate bid method.

3. CONTRACT TIME

If this Bid is accepted, we will:

- Complete the Work in **thirty (30) working days for the Bid Items**, from Notice to Proceed.

4. UNIT PRICES

The following are Unit Prices for the Bid Items for the Significant Defect Repair Project – Phase 1 Work as listed in Table 1.

Table 1:

BASE BID SCHEDULE					
#	Description	Unit	Quantity	Unit Cost (\$)	Total Cost (\$)
1	Mobilization	LS	1	\$ 17,300.00	\$17,300.00
2	Water Pollution Control	LS	1	\$ 5,000.00	\$ 5,000.00
3	Site Clearing	LS		\$ 16,800.00	\$16,800.00
4	Traffic Control	LS	1	\$ 2,000.00	\$ 2,000.00
5	Location 1 – Remove and Replace 11 LF of 6" VCP with 11 LF of 6" PVC SDR 26. Reconnect PVC pipe into MH T-73 with Concrete Collar.	LS	1	\$ 14,170.00	\$ 14,170.00

BASE BID SCHEDULE					
#	Description	Unit	Quantity	Unit Cost (\$)	Total Cost (\$)
6	Location 2: Remove and Replace 18 LF of 6" VCP with 18 LF of 6" PVC SDR 26.	LF	18	\$ 843.00	\$ 15,174.00
	Location 2: Remove and Replace existing Wye with 4"x6" PVC SDR26 Wye	EA	1	\$ 321.00	\$ 321.00
	Location 2: Remove and Replace 24 LF of 6" VCP with 24 LF of 6" PVC SDR 26.	LF	24	\$ 843.00	\$ 20,232.00
	Location 2: Remove and Replace 6 LF of 6" VCP with 6 LF of 6" PVC SDR 26.	LF	6	\$ 843.00	\$ 5,058.00
	Location 2: Remove and Replace existing Wye with 4"x6" PVC SDR26 Wye	EA	1	\$ 321.00	\$ 321.00
	Location 2: Remove and Replace FI L2-FF. Reconnect 6" PVC into New FI L2-FF	EA	1	\$ 2,210.00	\$ 2,210.00
7	Location 3: Remove and Replace 10 LF of 6" VCP with 10 LF of 6" PVC SDR 26.	LF	10	\$ 890.00	\$ 8,900.00
	Location 3: Remove and Replace two existing wye with two new 4"x6" PVC SDR26 Wyes.	EA	2	\$ 321.00	\$ 642.00
	Location 3: Remove and Replace 6 LF of 6" VCP with 6 LF of 6" PVC SDR 26.	LF	6	\$ 890.00	\$ 5,340.00
	Location 3: Repair Concrete Curb and Gutter per City of Cupertino standard detail. Cut and Replace from nearest joint to joint	LF	10	\$ 1,000.00	\$ 10,000.00
8	Location 4: Remove and Replace 11 LF of 8" VCP with 11 LF of 8" PVC SDR 26.	LF	11	\$ 1,184.00	\$ 13,024.00
	Location 4: Remove and Replace existing wye with new 4"x8" PVC SDR 26 Wye. Reconnect 8" PVC pipe to MH T-85 with Concrete Collar.	LS	1	\$ 386.00	\$ 386.00
9	Location 8: Remove and Replace 16 LF of 8" Cast Iron with 16 LF of 8" PVC SDR 26.	LF	16	\$ 2,270.00	\$ 36,320.00
	Location 8: Install a New 8-inch Flushing Inlet	EA	1	\$ 2,210.00	\$ 2,210.00
	Location 8: Abandon in place Existing 153 LF of 8" VCP Mainline. Abandon Existing FI 4828-1F	LS	1	\$ 9,450.00	\$ 9,450.00
10	Location 11: Remove and Replace 6 LF of 8" VCP with 6 LF of 8" PVC SDR26.	LF	6	\$ 2,269.00	\$ 13,614.00
11	Location 12: Remove and Replace 16 LF of 6" PVC with 16 LF of 6" PVC SDR26	LF	16	\$ 1,824.00	\$ 29,184.00
12	Location 13: Remove and Replace 12 LF of 8" VCP with 12 LF of 8" PVC SDR26.	LF	12	\$ 1,044.00	\$ 12,528.00
	Location 13: Remove and Replace 6 LF of 8" VCP with 6 LF of 8" PVC SDR26.	LF	6	\$ 1,093.00	\$ 6,558.00
13	Location 14: Remove and Replace 6 LF of 8" VCP with 6 LF of 8" PVC SDR26	LF	6	\$ 2,542.00	\$ 15,252.00

TOTAL BID – BASIS OF AWARD \$ 261,994.00

5. TOTAL BID – BASIS OF AWARD

- A. The contract will be awarded to the bidder with the lowest pricing based solely on the Bid.
- B. Contract Prices shall include, Bidder's overhead, permitting, profit, providing temporary sewer bypass as required, traffic controls, job safety, sweeping, cleanup, all necessary tools, labor, equipment, materials, appurtenances and where open cut method for spot repairs are required: saw-cutting, excavation, backfill, fog seal coat over the trench, crushed rock, class 2 aggregate base, developing water supply, safety devices, equipment necessary for the work, shoring, dewatering, compaction, temporary patching, temporary pavement markings, disposal of excess materials, dump fees, import of select materials, and sheeting and shoring.
- C. In the event of any delays due to actions of the District or Engineer, time adjustments will be granted accordingly for the total Contract Time. In the event of delays due to weather, utility conflicts or unavailability of materials to be incorporated in the Contract Work, time adjustments will be granted in accordance with Caltrans Standard Specifications 2018, Section 9. However, no additional payments for costs due to delays of any nature will be granted.
- D. In the event of any delays beyond the total Contract Time **thirty (30)** working days other than those specified above, the Bidder shall be responsible for paying the District a penalty in the amount of five hundred dollars (\$500.00) per each additional day.
- E. Additional working days will not be granted to the Contractor if there are any days not worked by the Contractor for reasons other than those specified above. All time extension will be mutually agreed upon by District, Engineer, and Contractor.
- F. Contractor is responsible for obtaining all applicable permits and payment of all associated fees and taxes.

6. ADDENDA

The following Addenda have been received. The modifications to the Bid Documents noted below have been considered and all costs are included in the Bid Price.

Addendum # Dated

Addendum # Dated

7. APPENDICES

Submit the following Appendices included in Document 00430 - Bid Form Supplements concurrent with Bid submission:

Appendix A - List of Subcontractors.

Appendix B - Fees for Changes in the Work. Include the overhead and profit fees on Bidder's own Work and Work by Subcontractors, applicable for Changes in the Work, whether additions to or deductions from the Work on which the Bid Price is based.

8. BID FORM SIGNATURES

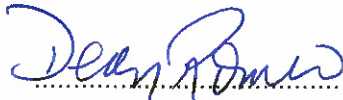
The Corporate Seal of

Pacific Underground Construction, Inc.

(Bidder - print the full name of your firm)

was hereunto affixed in the presence of:


..... Thad Michael Corbett, Vice President
(Authorized signing officer) (Title) (Seal)


..... Dean Romeo, Treasurer/CFO
(Authorized signing officer) (Title) (Seal)

If the Bid is a joint venture or partnership, add additional forms of execution for each member of the joint venture in the appropriate form or forms as above.

END OF DOCUMENT 00412

Cupertino Sanitary District
Significant Defect Repair Project – Phase 1

DOCUMENT 00412 – BID FORM-UNIT PRICE

To: Cupertino Sanitary District
20863 STEVENS CREEK BLVD., SUITE 100
CUPERTINO, CA 95014

Project: **SIGNIFICANT DEFECT REPAIR PROJECT – PHASE 1**

Date: 11/11/2022

Submitted by: C2R ENGINEERING, INC.

Full Contractor Name

100 MOUNTAIN VIEW AVE.

Full Address

LOS ALTOS CA 94024

City State ZIP

415 559 2841

Area Code Phone No. Area Code FAX

1. OFFER

Having examined the Place of the Work and all matters referred to in the Instructions to Bidders and the Contract Documents and/or prepared by the Engineer for the above-mentioned project; we, the undersigned, hereby offer to enter into a Contract to perform the Work for the Unit Prices listed in this bid form in lawful money of the United States of America.

We have included:

- The security Bid Bond as required by the Instruction to Bidders.
- All applicable Federal, State and Local taxes are included in the Unit Prices.
- All Cash and Contingency Allowances described herein - Price and Payment Procedures are included in the Bid Prices.

2. ACCEPTANCE

This offer shall be open to acceptance and is irrevocable for **fifteen (15) days** from the bid closing date of **Friday, November 11, 2022**.

If the District accepts this bid within the time stated above, we will

- Execute the Agreement within seven (7) days of receipt of acceptance of this bid.
- Furnish the required bonds within seven (7) days of receipt of acceptance of this bid in the form described in Supplementary Conditions once the contractor is given the First Charge Day.
- Commence work within fifteen (15) working days after written Notice to Proceed.

If this bid is accepted within the time stated, and we fail to commence the Work or we fail to provide the required bonds, the security deposit shall be forfeited as damages to the District by reason of our failure, limited in amount to the lesser of the face value of the security deposit or the difference between this bid and the bid upon which a Contract is signed.

In the event our bid is not accepted within the time stated above, the required Bid Bond will be returned to the undersigned, in accordance with the provisions of the Instructions to Bidders; unless a mutually satisfactory arrangement is made for its retention and validity for an extended of time.

The District has the right to dictate contractor to implement alternate bid method.

3. CONTRACT TIME

If this Bid is accepted, we will:

- Complete the Work in **thirty (30) working days for the Bid Items**, from Notice to Proceed.

4. UNIT PRICES

The following are Unit Prices for the Bid Items for the Significant Defect Repair Project – Phase 1 Work as listed in Table 1.

Table 1:

BASE BID SCHEDULE					
#	Description	Unit	Quantity	Unit Cost (\$)	Total Cost (\$)
1	Mobilization	LS	1	\$ 9,000	\$ 9,000
2	Water Pollution Control	LS	1	\$ 2,000	\$ 2,000
3	Site Clearing	LS		\$ 3,500	\$ 3,500
4	Traffic Control	LS	1	\$ 9,500	\$ 9,500
5	Location 1 – Remove and Replace 11 LF of 6" VCP with 11 LF of 6" PVC SDR 26. Reconnect PVC pipe into MH T-73 with Concrete Collar.	LS	1	\$ 6,000	\$ 6,000

BASE BID SCHEDULE					
#	Description	Unit	Quantity	Unit Cost (\$)	Total Cost (\$)
6	Location 2: Remove and Replace 18 LF of 6" VCP with 18 LF of 6" PVC SDR 26.	LF	18	\$ 500	\$ 9,000
	Location 2: Remove and Replace existing Wye with 4"x6" PVC SDR26 Wye	EA	1	\$ 850	\$ 850
	Location 2: Remove and Replace 24 LF of 6" VCP with 24 LF of 6" PVC SDR 26.	LF	24	\$ 500	\$12,000
	Location 2: Remove and Replace 6 LF of 6" VCP with 6 LF of 6" PVC SDR 26.	LF	6	\$ 600	\$ 3,600
	Location 2: Remove and Replace existing Wye with 4"x6" PVC SDR26 Wye	EA	1	\$ 850	\$ 850
	Location 2: Remove and Replace FI L2-FF. Reconnect 6" PVC into New FI L2-FF	EA	1	\$3,500	\$ 3,500
7	Location 3: Remove and Replace 10 LF of 6" VCP with 10 LF of 6" PVC SDR 26.	LF	10	\$ 600	\$6,000
	Location 3: Remove and Replace two existing wye with two new 4"x6" PVC SDR26 Wyes.	EA	2	\$ 700	\$ 1,400
	Location 3: Remove and Replace 6 LF of 6" VCP with 6 LF of 6" PVC SDR 26.	LF	6	\$ 700	\$ 4,200
	Location 3: Repair Concrete Curb and Gutter per City of Cupertino standard detail. Cut and Replace from nearest joint to joint	LF	10	\$120	\$ 1,200
8	Location 4: Remove and Replace 11 LF of 8" VCP with 11 LF of 8" PVC SDR 26.	LF	11	\$700	\$7,700
	Location 4: Remove and Replace existing wye with new 4"x8" PVC SDR 26 Wye. Reconnect 8" PVC pipe to MH T-85 with Concrete Collar.	LS	1	\$ 1,500	\$ 1,500
9	Location 8: Remove and Replace 16 LF of 8" Cast Iron with 16 LF of 8" PVC SDR 26.	LF	16	\$ 600	\$ 9,600
	Location 8: Install a New 8-inch Flushing Inlet	EA	1	\$ 3,500	\$ 3,500
	Location 8: Abandon in place Existing 153 LF of 8" VCP Mainline. Abandon Existing FI 4828-1F	LS	1	\$ 2,300	\$ 2,300
10	Location 11: Remove and Replace 6 LF of 8" VCP with 6 LF of 8" PVC SDR26.	LF	6	\$ 700	\$ 4,200
11	Location 12: Remove and Replace 16 LF of 6" PVC with 16 LF of 6" PVC SDR26	LF	16	\$ 600	\$ 9,600
12	Location 13: Remove and Replace 12 LF of 8" VCP with 12 LF of 8" PVC SDR26.	LF	12	\$ 600	\$ 7,200
	Location 13: Remove and Replace 6 LF of 8" VCP with 6 LF of 8" PVC SDR26.	LF	6	\$ 800	\$ 4,800
13	Location 14: Remove and Replace 6 LF of 8" VCP with 6 LF of 8" PVC SDR26	LF	6	\$ 800	\$ 4,800

TOTAL BID – BASIS OF AWARD \$ 127,800.00

5. TOTAL BID – BASIS OF AWARD

- A. The contract will be awarded to the bidder with the lowest pricing based solely on the Bid.
- B. Contract Prices shall include, Bidder's overhead, permitting, profit, providing temporary sewer bypass as required, traffic controls, job safety, sweeping, cleanup, all necessary tools, labor, equipment, materials, appurtenances and where open cut method for spot repairs are required: saw-cutting, excavation, backfill, fog seal coat over the trench, crushed rock, class 2 aggregate base, developing water supply, safety devices, equipment necessary for the work, shoring, dewatering, compaction, temporary patching, temporary pavement markings, disposal of excess materials, dump fees, import of select materials, and sheeting and shoring.
- C. In the event of any delays due to actions of the District or Engineer, time adjustments will be granted accordingly for the total Contract Time. In the event of delays due to weather, utility conflicts or unavailability of materials to be incorporated in the Contract Work, time adjustments will be granted in accordance with Caltrans Standard Specifications 2018, Section 9. However, no additional payments for costs due to delays of any nature will be granted.
- D. In the event of any delays beyond the total Contract Time **thirty (30)** working days other than those specified above, the Bidder shall be responsible for paying the District a penalty in the amount of five hundred dollars (\$500.00) per each additional day.
- E. Additional working days will not be granted to the Contractor if there are any days not worked by the Contractor for reasons other than those specified above. All time extension will be mutually agreed upon by District, Engineer, and Contractor.
- F. Contractor is responsible for obtaining all applicable permits and payment of all associated fees and taxes.

6. ADDENDA

The following Addenda have been received. The modifications to the Bid Documents noted below have been considered and all costs are included in the Bid Price.

Addendum # ^{NONE} Dated

Addendum # Dated

7. APPENDICES

Submit the following Appendices included in Document 00430 - Bid Form Supplements concurrent with Bid submission:

Appendix A - List of Subcontractors.

Appendix B - Fees for Changes in the Work. Include the overhead and profit fees on Bidder's own Work and Work by Subcontractors, applicable for Changes in the Work, whether additions to or deductions from the Work on which the Bid Price is based.

8. 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:



.....
(Authorized signing officer)

PRESIDENT

.....
(Title)

(Seal)



.....
(Authorized signing officer)

SECRETARY

.....
(Title)

(Seal)

If the Bid is a joint venture or partnership, add additional forms of execution for each member of the joint venture in the appropriate form or forms as above.

END OF DOCUMENT 00412

Cupertino Sanitary District
Significant Defect Repair Project – Phase 1

DOCUMENT 00412 – BID FORM-UNIT PRICE

To: Cupertino Sanitary District
20863 STEVENS CREEK BLVD., SUITE 100
CUPERTINO, CA 95014

Project: **SIGNIFICANT DEFECT REPAIR PROJECT – PHASE 1**

Date: 11/11/2022

Submitted by: Able Septic Tank Service
Full Contractor Name

1020 Puff Drive
Full Address

San Jose CA 95110
City State ZIP

(408) 377-9990
Area Code Phone No. Area Code FAX

1. OFFER

Having examined the Place of the Work and all matters referred to in the Instructions to Bidders and the Contract Documents and/or prepared by the Engineer for the above-mentioned project; we, the undersigned, hereby offer to enter into a Contract to perform the Work for the Unit Prices listed in this bid form in lawful money of the United States of America.

We have included:

- The security Bid Bond as required by the Instruction to Bidders.
- All applicable Federal, State and Local taxes are included in the Unit Prices.
- All Cash and Contingency Allowances described herein - Price and Payment Procedures are included in the Bid Prices.

2. ACCEPTANCE

This offer shall be open to acceptance and is irrevocable for **fifteen (15) days** from the bid closing date of **Friday, November 11, 2022**.

If the District accepts this bid within the time stated above, we will

- Execute the Agreement within seven (7) days of receipt of acceptance of this bid.
- Furnish the required bonds within seven (7) days of receipt of acceptance of this bid in the form described in Supplementary Conditions once the contractor is given the First Charge Day.
- Commence work within fifteen (15) working days after written Notice to Proceed.

If this bid is accepted within the time stated, and we fail to commence the Work or we fail to provide the required bonds, the security deposit shall be forfeited as damages to the District by reason of our failure, limited in amount to the lesser of the face value of the security deposit or the difference between this bid and the bid upon which a Contract is signed.

In the event our bid is not accepted within the time stated above, the required Bid Bond will be returned to the undersigned, in accordance with the provisions of the Instructions to Bidders; unless a mutually satisfactory arrangement is made for its retention and validity for an extended of time.

The District has the right to dictate contractor to implement alternate bid method.

3. CONTRACT TIME

If this Bid is accepted, we will:

- Complete the Work in **thirty (30) working days for the Bid Items**, from Notice to Proceed.

4. UNIT PRICES

The following are Unit Prices for the Bid Items for the Significant Defect Repair Project – Phase 1 Work as listed in Table 1.

Table 1:

BASE BID SCHEDULE					
#	Description	Unit	Quantity	Unit Cost (\$)	Total Cost (\$)
1	Mobilization	LS	1	\$	\$ 0
2	Water Pollution Control	LS	1	\$	\$ 0
3	Site Clearing	LS		\$	\$ 0
4	Traffic Control	LS	1	\$	\$ 8,100. ⁰⁰
5	Location 1 – Remove and Replace 11 LF of 6" VCP with 11 LF of 6" PVC SDR 26. Reconnect PVC pipe into MH T-73 with Concrete Collar.	LS	1	\$	\$ 9,100. ⁰⁰

Cupertino Sanitary District
 Significant Defect Repair Project – Phase 1

BASE BID SCHEDULE					
#	Description	Unit	Quantity	Unit Cost (\$)	Total Cost (\$)
6	Location 2: Remove and Replace 18 LF of 6" VCP with 18 LF of 6" PVC SDR 26.	LF	18	\$	\$13,107.02
	Location 2: Remove and Replace existing Wye with 4"x6" PVC SDR26 Wye	EA	1	\$	\$1,990.02
	Location 2: Remove and Replace 24 LF of 6" VCP with 24 LF of 6" PVC SDR 26.	LF	24	\$	\$15,920.02
	Location 2: Remove and Replace 6 LF of 6" VCP with 6 LF of 6" PVC SDR 26.	LF	6	\$	\$5,130.02
	Location 2: Remove and Replace existing Wye with 4"x6" PVC SDR26 Wye	EA	1	\$	\$1,990.02
	Location 2: Remove and Replace FI L2-FF. Reconnect 6" PVC into New FI L2-FF	EA	1	\$	\$1,000.02
7	Location 3: Remove and Replace 10 LF of 6" VCP with 10 LF of 6" PVC SDR 26.	LF	10	\$	\$6,000.02
	Location 3: Remove and Replace two existing wye with two new 4"x6" PVC SDR26 Wyes.	EA	2	\$	\$1,900.02
	Location 3: Remove and Replace 6 LF of 6" VCP with 6 LF of 6" PVC SDR 26.	LF	6	\$	\$6,000.02
	Location 3: Repair Concrete Curb and Gutter per City of Cupertino standard detail. Cut and Replace from nearest joint to joint	LF	10	\$	\$950.02
8	Location 4: Remove and Replace 11 LF of 8" VCP with 11 LF of 8" PVC SDR 26.	LF	11	\$	\$5,985.02
	Location 4: Remove and Replace existing wye with new 4"x8" PVC SDR 26 Wye. Reconnect 8" PVC pipe to MH T-85 with Concrete Collar.	LS	1	\$	\$1,400.02
9	Location 8: Remove and Replace 16 LF of 8" Cast Iron with 16 LF of 8" PVC SDR 26.	LF	16	\$	\$13,107.02
	Location 8: Install a New 8-inch Flushing Inlet	EA	1	\$	\$4,200.02
	Location 8: Abandon in place Existing 153 LF of 8" VCP Mainline. Abandon Existing FI 4828-1F	LS	1	\$	\$100.02
10	Location 11: Remove and Replace 6 LF of 8" VCP with 6 LF of 8" PVC SDR26.	LF	6	\$	\$5,900.02
11	Location 12: Remove and Replace 16 LF of 6" PVC with 16 LF of 6" PVC SDR26	LF	16	\$	\$9,800.00
12	Location 13: Remove and Replace 12 LF of 8" VCP with 12 LF of 8" PVC SDR26.	LF	12	\$	\$12,090.02
	Location 13: Remove and Replace 6 LF of 8" VCP with 6 LF of 8" PVC SDR26.	LF	6	\$	\$6,900.02
13	Location 14: Remove and Replace 6 LF of 8" VCP with 6 LF of 8" PVC SDR26	LF	6	\$	\$6,800.02

TOTAL BID – BASIS OF AWARD \$139,384.00



Memo

Item 10B

To: Board of Directors

From: Benjamin Porter, District Manager-Engineer

Date: November 16, 2022

Re: CUPERTINO SANITARY DISTRICT UNIFORMS

Summary:

In April 2016, the Board of Directors adopted a standard uniform policy for the field staff that is similar to other neighboring agencies. This includes field staff wearing shirts and coats displaying the District logo. This benefits the District because it makes field staff more visible in the community as they perform the public services. It also creates a unified image of the District. The uniform adds a safety layer for our staff by making field personnel easily identifiable when interacting with the public.

In September 2021, the Board authorized staff to purchase shirts for field staff to replace worn-out ones. These shirts are now in need of replacement. Staff suggests 5 shirts with the District logo on the right chest for each of the field personnel. The total estimated cost for 70 shirts is \$3,132.35. Attached is the cost estimate and image of a sample shirt. These uniforms will need to be replaced on a regular basis, approximately once every one to two years.

Recommendation:

To authorize staff to purchase these shirts to maintain public recognition of the Cupertino Sanitary District.

Attachment:

- Image of sample shirt
- Cost estimate

OSBERTO SANITARY DISTRICT
ESTABLISHED 1958





INVOICE and Work Order

673 El Camino Real
 Redwood City, CA 94063
 Ph: 650-520-1537
info@newwavegraphics.com
www.newwavegraphics.com

Invoice # 102922-338
 PO: _____

Customer Info:

Name: Lead Field Inspector
 Company: MARK THOMAS - Cupertino Sanitary
 Address: _____

Phone Number: 408-483-0497
 Email Address: ralmondia@markthomas.com
 Date: 10/29/2022

Front Artwork Location	Print Colors	Back Artwork Location	Print Colors
Front		Back	

Notes	Setup Charges	Qty	Notes	Price Ea.	Total
This Quote and Order is based on 2 weeks turnaround unless RUSH is paid TURNAROUND BEGINS AFTER PAYMENT OR DEPOSIT IS MADE	Setup Charges	5		\$25.00	\$125.00
	Color wash				\$0.00
	RUSH SERVICE (less than 2 weeks)				\$0.00
	DISCOUNT				\$0.00
	Embroidery Digitizing				\$0.00
	Artwork				\$0.00

Description	Color	XS	S	M	L	XL	2XL	3XL	4XL	5x	Total	Price Ea.	Total
Short Sleeve Core 365 w pocket	Carbon				13	16					29	\$34.86	\$1,010.94
Short Sleeve Core 365 w pocket	Carbon						21				21	\$37.86	\$795.06
Short Sleeve Core 365 w pocket	Carbon								5		5	\$39.86	\$199.30
Long Sleeve Core 365 w pocket	Carbon				7	4					11	\$41.70	\$458.70
Long Sleeve Core 365 w pocket	Carbon						4				4	\$44.70	\$178.80
											0		\$0.00
											0		\$0.00
											0		\$0.00
											0		\$0.00
											0		\$0.00
											0		\$0.00
Total Garments											70		

Customer Approval and Order Terms:		Totals	\$2,767.80
This order is strictly for the screen printing and or embroidery or production of T shirts, sweaters or other garments. The client is encouraged to use garments/shirts provided by us. If client supplies the garments/shirts the client agrees that due to product qualities prints may not come out as planned. In this case the client agrees to include extra garments/shirts in case of errors. Not all garments can be printed on so not all work is guaranteed to come out as planned. Towels are a perfect example. In addition different items have different reactions to our screen printing and heat process services and may shrink, burn, warp, melt or discolor during these processes. For these reasons the client agrees that we are not responsible for reimbursement of any shirts/jackets/garments or any additional items that the client supplies us with. So be aware that your garment may be lost. There are absolutely no changes allowed to any order after the order has been placed. Should a last minute change be allowed by us before production, additional fees may apply. All sales are final and there are no returns and no re-prints once order is approved, so IT IS IMPORTANT FOR THE CLIENT TO REVIEW ARTWORK METICULOUSLY BEFORE APPROVAL. Client has already approved artwork requirements. Also, please note, all prices are based on CASH/CHECK DISCOUNT PRICE, if not paying by cash or check, the 3% Cash/Check Discount will be lost and added to your order. Check orders must clear before pickup. By signing below the client agrees to the above terms, that the above order information is correct, and agrees to pay the total amount of this order in full.		Tax	\$273.32
		Cash/check 3% discount Lost	\$91.23
		Misc. Discounts	
		Totals	\$3,132.35
		Deposit	
	Due	\$3,132.35	

Unless you have paid for Rush, please allow 2 Weeks for completion of your order. All orders are turned in end of day after 6pm

Cupertino Sanitary District - Monthly Maintenance Summary - October 2022

Item 11B

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)
10/7/2022	10954 Northseal Sq, Cup	Offset	Lat	5	5	Unknown
10/17/2022	20917 Fargo Dr, Cup	Offset	Lat	168.6	168.6	Unknown

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	0	Root Intrusion	1	Root Intrusion	3
Onsite	1	Onsite	1	Onsite	4
Grease	0	Grease	0	Offset	0
Offset	0	Offset	1	Grease	0
Other	4	Others	0	Others	0
Debris	0	Pump Station	0	Pump Station	1
Total:	5	Total:	3	Total:	8

Repairs

Address	Main/Lat	Description of Work
Saratoga-Sunnyvale Rd, Sar	Mian	Repalced sec#4157-1A - 4157-1 8' of 6" VCP w/new PVC from 278' - 286' MH4157-1A
Via Roncole, Sar	Main	Replaced sec#4345-2 - 4345-1 4' of 8" VCP w/new PVC from 215' - 219' from MH4345-2
Florence PS	PS	Repaired Fence & resealed asphalt for Florence Pump Station
21050 Rainbow Dr, Cup	Lat	Repaired 4' of 4" VCP w/new SDR-26 10' from PLCO + removed large offset
7759 Orion Ln, Cup	Lat	Repaired 4' of 4" VCP w/new SDR-26 12' from PLCO
7765 Orion Ln, Cup	Lat	Repaired 4' of 4" VCP w/new SDR-26 12' from PLCO
21439 Continental Cir, Cup	Lat	Replaced new 4x6 PVC wye from sec#6528-17 - 6528-15 for connection of 21439 Contientental Cir
948 Hyde Ave, Cup	Lat	Repaired 4' of 4" VCP w/new SDR-26 3.4' from PLCO + removed large offset

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	48,835	57,423	8,967	9	587	3,095	0	0	0	118,916	564,032	1,673,032	34%
Easement Cleaning (ft)	0	3,115	8,503	1,648	0	0	0	0	0	0	13,266	78,820	217,684	36%
CCTV (ft)	0	3,845	11,217	2,881	0	0	0	0	0	0	17,943	84,826	207,880	41%

Lateral Maintenance

Activity	# of Laterals	FY2022-23 YTD	FY2022-23 Annual schedule	% Complete (YTD/Annual schedule)
Cleaning	526	2,195	6,436	34%
CCTV	16	52		
Inspection	22	126		

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

	# of Inspections	YTD FY2022-23	FY2022-23 Annual Schedule	% Complete (YTD/Annual schedule)
Performed	31	107		
Completed	29	93	265	35%
Follow up Needed	0			