

**SANITARY DISTRICT NO. 5 OF MARIN COUNTY  
2001 Paradise Drive  
Tiburon, California 94920**

**AGENDA**

**Capital Improvement Program Committee TEST Meeting  
Tuesday, November 10<sup>th</sup>, 2020, 11:00 a.m.**

**CORONA VIRUS (COVID-19) ADVISORY NOTICE**

Consistent with Executive Orders No. N-25-20 and No. N-29-20 from the Executive Department of the State of California, the Meeting will not be physically open to the public and all Board Members and Staff will be teleconferencing into the meeting.

**How to Submit Public Comments:**

Comments submitted prior to the commencement of the meeting will be presented to the Committee and included in the public record for the meeting.

**Public Comments are to be submitted via email to [rdohrmann@sani5.org](mailto:rdohrmann@sani5.org).**

In addition, members of the public who are calling-in will have the opportunity to provide public comments by following the steps below:

**How to Participate in the Meeting:**

**Join Zoom Meeting by clicking on the following link:**

**<https://us02web.zoom.us/j/6230620778>**

**Meeting ID: 623 062 0778**

**or join by phone:**

**Call in number: (669) 900-9128**

**Participant Code: 623 062 0778**

**I. Roll Call**

**II. Public Comments**

**III. New Business**

**1. Verbal update on 2020 Cove Rd Force Main Project**

**2. Review & discuss HDR proposal for renewable energy study**

**IV. Adjournment**

*This Committee may be attended by Board Members who do not serve on this committee. In the event that a quorum of the entire Board is present, this Committee shall act as a Committee of the Whole. In either case, any item acted upon by the Committee or the Committee of the Whole will require consideration and action by the full Board of Directors as a prerequisite to its legal enactment.*

**Accessible public meetings:** Any member of the public who needs accommodations should email the Office Manager, at [rdohrmann@sani5.org](mailto:rdohrmann@sani5.org), who will use her best efforts to provide as much accessibility as possible while also maintaining public safety.



October 14, 2020

Mr. Tony Rubio, District Manager  
Sanitary District 5 of Marin County  
2001 Paradise Drive  
Tiburon, CA 94920

Submitted via email: [trubio@sani5.org](mailto:trubio@sani5.org)

**RE: Proposal for a Renewable Energy Study**

Dear Mr. Rubio:

Sanitary District 5 of Marin County (SD5) is interested in assessing the feasibility of installing a source of renewable energy (i.e., solar) to offset petroleum-based sources of fuel currently used at SD5's wastewater treatment plant. HDR, Inc. (HDR) has prepared the following scope of work, including fee estimate, to perform a renewable energy study.

**SCOPE OF WORK**

HDR will perform a Renewable Energy Feasibility Study for SD5 in Tiburon and Belvedere and will begin with a virtual Project Kickoff.

HDR will review existing energy performance data for all SD5 facilities to determine the amount of energy currently used on an annual basis and will then use this information to provide recommendations for potential renewable energy systems types and the locations at each facility where renewable energy is determined to be feasible. As part of this work, HDR will virtually review potential locations with SD5 representatives and identify the preferred locations for renewable energy at the SD5 facilities.

HDR will coordinate the amount of renewable energy systems with local suppliers to determine preferred ownership models and identify the areas that would be attractive for bidders. As part of this effort, HDR will determine potential first costs and simple payback duration for system types. Note: costs will either be based on information provided by manufacturers or on systems costs for other PV systems in the San Francisco Bay Area.

HDR will summarize the findings of its work in a brief feasibility study report (10 to 15 pages) outlining recommendations, the anticipated renewable energy to be generated and conceptual images (marked up aerial photos) indicating the location and size of the potential renewable energy systems. The report will include an appendix with the calculations that identify the amount of renewable energy. HDR will virtually meet with representatives from SD5 for review of the draft report and finalize the report incorporating SD5 comments.

### Estimated Fee

HDR proposes to perform the scope of work on a time and materials basis, for an estimated twenty one thousand nine hundred and ninety five dollars (\$20,995). A breakdown of estimated labor hours and cost by task follows.

Task No.	Task Name	Estimated Labor Hours	Estimated Cost
1	Project Management	13	\$2,042
2	Client Meetings (Kickoff, Draft Report, and Final)	6	\$1,192
3	Review Existing Energy Performance Data	12	\$2,385
4	Provide Recommendations for Renewable Energy Systems and Preferred Locations	16	\$3,388
5	Model Renewable Energy and Conceptual Images	15	\$3,137
6	Survey Suppliers and Provide Net Lifecycle Costs	15	\$3,137
7	Feasibility Study Report (Draft and Final)	26	\$5,713
<b>Total:</b>		<b>103</b>	<b>\$20,995</b>

We appreciate the opportunity to work with SD5 on this project. Please contact Mary Martis at (415) 741-7025 or [Mary.Martis@hdrinc.com](mailto:Mary.Martis@hdrinc.com) if you have any questions or concerns.

Sincerely,  
HDR ENGINEERING, INC.



Holly L.L. Kennedy  
Senior Vice President



Mary Martis, PE  
Project Manager

**DECISION/ACTION ITEM LOG**  
**CIP Committee: November 10, 2020**  
Sanitary District No. 5 of Marin County  
**ACTIVE ITEMS SHEET**

No.	Item	Submission Date	Responsible Party	DECISION ONLY		ACTION REQUIRED		Comment/Reference Document
				Due	Completed	Due	Completed	
29	Cove Rd. Force Main Replacement Project	3.12.19	Nute/TR/CIP					Nute Preparing Bid Docs, as of 3.12.19; Waiting for CalTrans response re horizontal drilling, as of 5.14.19; Still working w/ CalTrans, waiting for approval, as of 11.12.19; Design Review from Nute, 12.10.19, 1.14.19, 2.11.20; Received Caltrans Permit, 3.9.2020; Notice for Sealed Bid @ Marin IJ on 4.28.2020 w/ Bids due 5.19.2020; Posted RFP at SD5 Wesbite, ( <a href="http://www.sani5.org/about/contracts-proposals-bidding">http://www.sani5.org/about/contracts-proposals-bidding</a> ), 5.5.2020; Project granted to Maggiora & Ghilotti, Inc.; Work to begin on 7.27.2020; Job well underway and progressing smoothly, as of 10.13.2020; <b>Job is 70% complete, as of 11.10.2020</b>
31	FY2020-2021 Sewer Rehab Project		CIP/TR					<b>Small project for Paradise Cove; Enginnering to begin in Dec 2020, as of 7.14.2020</b>
32	SD5 Collection Sytsem Master Plan		CIP/TR					Posted RFP at SD5 Wesbite, ( <a href="http://www.sani5.org/about/contracts-proposals-bidding">http://www.sani5.org/about/contracts-proposals-bidding</a> ), 5.5.2020; Revised RFP from HDR, as of 7.14.2020; <b>Underway, as of 11.10.2020</b>