

**NOTICE AND AGENDA
Regular Board Meeting
at Sanitary District No. 5 of Marin County
Thursday, November 16th, 2023**

5:00 P.M. REGULAR BOARD MEETING

Teleconference Location:
Director Richard Snyder
10 Pomander Walk
Belvedere CA 94920

PURSUANT TO THE RALPH M. BROWN ACT, ALL VOTES SHALL BE BY ROLL CALL DUE TO DIRECTOR SNYDER TELECONFERENCE FROM 10 Pomander Walk Belvedere CA 94920

ROLL CALL:

PUBLIC COMMENTS: The public is invited to address the Board on items that do not appear on the agenda and are within the subject matter jurisdiction of the Board. The Brown Act does not allow the Board to take action on any public comment. Please limit public comments to no more than three minutes.

DIRECTORS' COMMENTS AND/OR AGENDA REQUESTS:

CONSENT CALENDAR:

1. Approval of October 19th, 2023 Regular Board Meeting Minutes
2. Review and receive all electronic fund transfers (EFTs) and approve warrants from October 13th, 2023, through November 9th, 2023, (JP Morgan Chase Bank, check no. 10105 through check no. 10192, all transactions totaling \$312,516.52) and receive October 2023 payroll, in the sum of \$139,508.12 (Rubio)
3. Receipt of Financial Reports for October 2023 (Rubio)

MANAGEMENT REPORTS:

4. District Manager Summary Report (Rubio)

NEW BUSINESS:

5. Review of quotes for the replacement of 2 HVAC units for the Main Plant and provide District Manager authorization to proceed with the replacement of the 2 units that are out of service (Rubio) - Action
6. Review of quotes for the replacement of the Chevy Boom Truck and provide District Manager authorization to proceed with the order of the replacement truck (Rubio) – Action
7. Review and discussion of draft Investment Policy and possible consideration to bring back to next months meeting with a Resolution for adoption. (Rubio) Discussion and possible Action

NEW BUSINESS CONTINUED:

8. Review and accept HDR Final Technical Report regarding CIP and Occupancy Optimization Assessment. (Rubio)- Action

UNFINISHED BUSINESS:

COMMITTEE REPORTS:

7. Capital Improvement Program Committee (Carapiet/Arias-Montez)
8. Finance & Fiscal Oversight Committee (Arias-Montez/Snyder)
9. Governance Committee (Snyder/Benediktsson)
10. Personnel Committee (Snyder/Carapiet)
11. Ad Hoc Committee – Paradise Drive (Carapiet/Benediktsson)

OTHER BUSINESS:

ENVIRONMENTAL:

CORRESPONDENCE:

INFORMATIONAL ITEMS:

CLOSED SESSION:

12. Convene to Closed Session (The public may provide comments regarding the closed session item(s) just prior to the Board beginning the Closed Session. Closed sessions are not open to the public.)

- a) Closed Session pursuant to Section 54957(b) (1) – Employee Performance Evaluation
Employee – District Manager

13. Report out of Closed Session

RECONVENE TO OPEN SESSION:

14. Review and approve amendment to District Manager’s Employment Contract and Consider award of a one-time payment to District Manager – Stock - (Action)

ADJOURNMENT:

The Board will be asked to adjourn the meeting to a Special Board Meeting on December 14, 2023, at 5:00 P.M. (The regular meeting of December 21, 2023 has been cancelled.)

At its discretion, the Board of Directors may consider the above-agenda items out of the order in which they appear currently. Accessible public meetings: Upon request, the District will provide written agenda materials in appropriate alternate formats, or disability-related modification or accommodation, including auxiliary aids or services to enable individual with disabilities to participate in public meetings. Please submit written requests to the District at P.O. Box 227, Tiburon, CA 94920 or rdohrmann@sani5.org at least two days prior to the meeting.

**NOTICE AND AGENDA
Regular Board Meeting
at Sanitary District No. 5 of Marin County
Thursday, October 19th, 2023**

5:00 P.M. REGULAR BOARD MEETING Call to order 5:00pm

Teleconference Location:
Director Richard Snyder
10 Pomander Walk
Belvedere CA 94920

PURSUANT TO THE RALPH M. BROWN ACT, ALL VOTES SHALL BE BY ROLL CALL DUE TO DIRECTOR SNYDER TELECONFERENCE FROM 10 Pomander Walk Belvedere CA 94920

ROLL CALL: Tod Moody, Richard Snyder, Catherine Benediktsson, Omar Arias, John Carapiet

PUBLIC COMMENTS: The public is invited to address the Board on items that do not appear on the agenda and are within the subject matter jurisdiction of the Board. The Brown Act does not allow the Board to take action on any public comment. Please limit public comments to no more than three minutes. -None- Consultant Present: Wulff Hansen & CO

DIRECTORS' COMMENTS AND/OR AGENDA REQUESTS:

Director Carapiet requested a CalPERS UAL(unfunded accrued liability) payoff amount for Employee Pension Obligations
Director Benediktsson requested to keep eye out on scanning project for information regarding Army Corp Of Engineers for Paradise Access Road- Rip Rap

Director Snyder requested that LAIF be contacted for possible presentation at a future meeting on current state of LAIF investments and future outlook.

CONSENT CALENDAR:

1. Approval of September 21st, 2023 Regular Board Meeting Minutes
2. Review and receive all electronic fund transfers (EFTs) and approve warrants from September 15th, 2023, through October 12th, 2023, (JP Morgan Chase Bank, check no. 10038 through check no. 10099, all transactions totaling \$1,295,106.23) and receive July 2023 payroll, in the sum of \$158,735.28 (Dohrmann)
3. Receipt of Financial Reports for September 2023 (Dohrmann)

Motion to accept and approve consent calendar (Snyder, Arias) – Passed (5-0-0-0)

MANAGEMENT REPORTS:

4. District Manager Summary Report (Rubio)

NEW BUSINESS:

5. Presentation from Wulff, Hansen & Co. regarding possibility of investing in short term U.S. Treasury Securities. (Rubio) - Discussion only- Wull Hansen & Co presented power point information on treasuries and possible options- answered questions from the board– no action taken
6. Consideration to reschedule the December Regular board meeting to December 14, 2023 @ 5pm. (Rubio) – Action Motion to approve consent calendar (Arias, Snyder) – Passed (5-0-0-0)

UNFINISHED BUSINESS: None

COMMITTEE REPORTS:

7. Capital Improvement Program Committee (Carapiet/Arias-Montez) Covered in Managers report
8. Finance & Fiscal Oversight Committee (Arias-Montez/Snyder) Consent Calendar and new business item No.5 above
9. Governance Committee (Snyder/Benediktsson) None
10. Personnel Committee (Snyder/Carapiet) None
11. Ad Hoc Committee – Paradise Drive (Carapiet/Benediktsson) None

OTHER BUSINESS: None

ENVIRONMENTAL: None

CORRESPONDENCE: None

INFORMATIONAL ITEMS: None

CLOSED SESSION: Enter into closed session at 6:24pm and out of at 6:34pm

12. Convene to Closed Session (The public may provide comments regarding the closed session item(s) just prior to the Board beginning the Closed Session. Closed sessions are not open to the public.)

- a) Closed Session pursuant to Section 54957(b) (1) – Employee Performance Evaluation
Employee – District Manager – No Action Taken

ADJOURNMENT: Adjourned at 6:35pm

The Board will be asked to adjourn the meeting to a Regular Board Meeting on November 16, 2023, at 5:00 P.M.

Sanitary Distr. No.5 of Marin Co.
Warrant List Summary
 October 13 through November 9, 2023

11/13/23

Num	Date	Name	Memo	Amount
JP Morgan Chase - Primary 7399				
EFT	11/09/23	CalPERS (Health Premium)	EFT Health Premium, Cust #4163206459 - November 2023	-20,879.41
EFT	10/25/23	SWRCB-DWOCP	Pierce OIT Application, expedited	-125.00
EFT	11/09/23	CalPERS (457 Def Comp)	SD5 EE + ER 457 Contributions - 10.31.2023	-5,447.96
EFT	11/09/23	PERS	EFT PERS Pension - Oct 2023	-24,971.95
10105	11/09/23	PLATT Electric Supply	Cust #02241 8759, SD5 - MP, Lansdcaping + Electrical supplies - October 2023	-227.81
10106	11/09/23	Home Depot Credit Services	#6035322005164334: M.P. Supplies - October 2023	-506.35
10107	11/09/23	Cintas Corporation #626	Acct #626-00821, PPE/Safetywear - October 2023	-1,403.68
10108	11/09/23	Code Publishing, Inc.	Acct#: MA4743 - October 2023	-1,016.50
10109	11/09/23	Marin Water	Water: August - October 2023	-2,674.00
10110	11/09/23	Alameda Electrical Distributors, Inc.	Acct #56156: Electrical parts & supplies - October 2023	-1,217.82
10111	11/09/23	Aquatic Informatics, Inc.	HACH WIMS Support - August 2023	-2,168.00
10112	11/09/23	Roy's Sewer Service, Inc.	P&L - October 2023	-16,091.25
10113	11/09/23	Central Marin Sanitation Agency	Pollution Prevention Pub Ed Costs - October 2023	-339.74
10114	11/09/23	Goodman Building Supply Co.	Acct #20070, TPS #5 - October 2023	-482.07
10115	11/09/23	Mike Testa Plumbing, Inc.	Acct #454, M.P. Supplies - October 2023	-1,135.23
10116	11/09/23	Nute Engineering Corp.	Consulting & Engr. Srvcs - September 2023	-1,954.00
10117	11/09/23	Verizon Wireless	Acct #0342125502-00001: iPhones & BPS Comm - September - October 2023	-578.02
10118	11/09/23	Balf, Abigail	EE Incentive Program - September 2023	-1,001.80
10119	11/09/23	Alvarez, Joel	Reimb for (3) EE Incentives - October 2023	-471.96
10120	11/09/23	D&K Auto Service	SD5 Vehicle Maint. - October 2023	-1,510.49
10121	11/09/23	Linscott Engineering Contractors Inc.	manhole work (2) - Oct 2023	-7,759.65
10122	11/09/23	Weco Industries, LLC	Acct #:MARINC, - September 2023	-22,517.26
10123	11/09/23	Alliant Insurance Services	Acct #SANIDIS-03, Auto Ins. Policy Renewal FY23-24 - July 2023	-338.00
10124	11/09/23	AT&T	Acct #960732-76375559 - Oct-Nov 2023	-509.18
10125	11/09/23	Brelje and Race Laboratories, Inc.	M.P./P.C. Plant Samples - Sept 2023	-1,708.00
10126	11/09/23	California Motor Controls Corp.	new motor starters for Belv & Tiburon - Oct 2023	-4,069.95
10127	11/09/23	East Bay Muni Utility District	Cust #SADI3002, FY24 BACWA Membership and Special Program Fees	-4,644.00
10128	11/09/23	GovInvest, Inc.	Annual Subscription Fee-OPEB & Pension Modules	-8,115.96
10129	11/09/23	Larry Walker Associates, Inc.	ROWD & Permit Renewal, services thru 9/30/23	-355.25
10130	11/09/23	MISCOWater	Parts - Oct 2023	-1,509.83
10131	11/09/23	Rosser, John	Reimb mileage - Oct 2023	-57.36
10132	11/09/23	Salazar, Ignacio	reimb: work pants & smart watch - Nov 2023	-686.70
10133	11/09/23	Spiral Water Technologies Inc	model 850 filter housing - Sept 2023	-2,382.03
10134	11/09/23	ULINE	Cust ID#:24834323, pallet truck - Oct 2023	-726.88
10135	11/09/23	Home Depot Credit Services	VOID: #6035322005164334: M.P. Supplies - October 2023	0.00
10136	11/09/23	Cintas Corporation #626	VOID: Acct #626-00821, PPE/Safetywear - October 2023	0.00
10137	11/09/23	Code Publishing, Inc.	VOID: Acct#: MA4743 - October 2023	0.00
10138	11/09/23	Marin Water	VOID: Water: August - October 2023	0.00
10139	11/09/23	Alameda Electrical Distributors, Inc.	VOID: Acct #56156: Electrical parts & supplies - October 2023	0.00
10140	11/09/23	Aquatic Informatics, Inc.	VOID: HACH WIMS Support - August 2023	0.00
10141	11/09/23	Roy's Sewer Service, Inc.	VOID: P&L - October 2023	0.00

11/13/23

Sanitary Distr. No.5 of Marin Co.
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Num	Date	Name	Memo	Amount
10142	11/09/23	Central Marin Sanitation Agency	VOID: Pollution Prevention Pub Ed Costs - October 2023	0.00
10143	11/09/23	Goodman Building Supply Co.	VOID: Acct #20070, TPS #5 - October 2023	0.00
10144	11/09/23	Mike Testa Plumbing, Inc.	VOID: Acct #454, M.P. Supplies - October 2023	0.00
10145	11/09/23	Nute Engineering Corp.	VOID: Consulting & Engr. Svcs - September 2023	0.00
10146	11/09/23	Verizon Wireless	VOID: Acct #0342125502-00001: iPhones & BPS Comm - September - October 2023	0.00
10147	11/09/23	Balf, Abigail	VOID: EE Incentive Program - September 2023	0.00
10148	11/09/23	Alvarez, Joel	VOID: Reimb for (3) EE Incentives - October 2022	0.00
10149	11/09/23	D&K Auto Service	VOID: SD5 Vehicle Maint. - October 2023	0.00
10150	11/09/23	Linscott Engineering Contractors Inc.	VOID: manhole work (2) - Oct 2023	0.00
10151	11/09/23	Weco Industries, LLC	VOID: Acct #:MARINC, - September 2023	0.00
10152	11/09/23	Alliant Insurance Services	VOID: Acct #SANIDIS-03, Auto Ins. Policy Renewal FY23-24 - July 2023	0.00
10153	11/09/23	AT&T	VOID: Acct #960732-76375559 - Oct-Nov 2023	0.00
10154	11/09/23	Brelje and Race Laboratories, Inc.	VOID: M.P./P.C. Plant Samples - Sept 2023	0.00
10155	11/09/23	California Motor Controls Corp.	VOID: new motor starters for Belv & Tiburon - Oct 2023	0.00
10156	11/09/23	East Bay Muni Utility District	VOID: Cust #SADI3002, FY24 BACWA Membership and Special Program Fees	0.00
10157	11/09/23	GovInvest, Inc.	VOID: Annual Subscription Fee-OPEB & Pension Modules	0.00
10158	11/09/23	Larry Walker Associates, Inc.	VOID: ROWD & Permit Renewal, services thru 9/30/23	0.00
10159	11/09/23	MISCOWater	VOID: Parts - Oct 2023	0.00
10160	11/09/23	Rosser, John	VOID: Reimb mileage - Oct 2023	0.00
10161	11/09/23	Salazar, Ignacio	VOID: reimb: work pants & smart watch - Nov 2023	0.00
10162	11/09/23	Spiral Water Technologies Inc	VOID: model 850 filter housing - Sept 2023	0.00
10163	11/09/23	ULINE	VOID: Cust ID#:24834323, pallet truck - Oct 2023	0.00
10164	11/09/23	DKF Solutions Group, LLC	Aug - Nov 2023 invoices	-4,198.75
10165	11/09/23	USABlueBook	Cust #933682, M.P. Lab Supplies + Chemicals - October 2023	-731.78
10166	11/09/23	PAYCHEX	Acct#: Y4002116 - October 2023	-600.00
10167	11/09/23	HF&H Consultants, LLC	Consulting - September 2023	-1,822.50
10168	11/09/23	Access Answering Service	Acct #4080C, Answering Service - Oct & Nov 2023	-151.80
10169	11/09/23	BAAQMD	SD5 Permit Fees - October 2023	-978.00
10170	11/09/23	Caltest Analytical Laboratory	Acct: Tiburon5: M.P./P.C. Lab Sampling - Oct 2023	-1,847.75
10171	11/09/23	California Special Districts Assoc.	ID#294, Membership Renewal, November 2023 (AJE FY24-25)	-9,000.00
10172	11/09/23	Marin Resource Recovery Center	Cust #02-1527 0, M.P. Disposal - October 2023	-48.00
10173	11/09/23	Mill Valley Refuse Service, Inc.	Acct #032945, Garbage Service + 1 yd rental - Oct 2023	-270.53
10174	11/09/23	Sewer Tech, Inc.	M.P. Renovations - September 2023	-61,100.00
10175	11/09/23	Collodi, Peter	Standby Mileage Reimb. - July - September 2023	-302.61
10176	11/09/23	Rubio, Antonio	Health & Wellness - October 2023	-600.00
10177	11/09/23	Comcast Business (VOIP)	Acct# 963 425 517, VOIP Service - October - November 2023	-382.63
10178	11/09/23	Jackson's Hardware, Inc.	Acct #7601, Supplies - October 2023	-43.57
10179	11/09/23	Solenis, LLC	Pyr #: 441488, M.P. Chemicals - November 2023	-9,990.46
10180	11/09/23	Waste Management of Redwood Landfill	Acct #3-78482-75002, Sludge Disposal - October 2023	-496.63
10181	11/09/23	AquaFix, Inc.	Proactive Microanalysis Program (4 lab tests)	-1,400.00
10182	11/09/23	Banshee Networks, Inc.	Acct #400M14, IT Support, Sept-Oct 2023	-1,337.82
10183	11/09/23	Caltronics Business Systems, Inc.	Acct #SD13, Multi-purpose Copier Contract - Oct 2023	-279.61

11/13/23

Sanitary Distr. No.5 of Marin Co.
Warrant List Summary
October 13 through November 9, 2023

Num	Date	Name	Memo	Amount
10184	11/09/23	Cottrell, Rulon	reimb: CWEA renewa & safety boots - Oct 2023	-385.95
10185	11/09/23	Fastenal Company	CAPET0959, M.P. Supplies - Oct 2023	-525.25
10186	11/09/23	JM Integration, LLC	Site visits, programming, instrumentation - July-Sept 2023	-15,017.50
10187	11/09/23	Mill Valley Refuse Service, Inc.	Acct #063092, sludge, rock delivery and delivery - Oct 2023	-3,175.00
10188	11/09/23	Pacific Gas & Electric	Acct #2908031411-4, Utilities - Sept-Oct 2023	-25,945.87
10189	11/09/23	Royal Wholesale	Acct#: 50-93968: M.P. Supplies - Aug 2023	-587.85
10190	11/09/23	Shape Incorporated	Acct #400M14, parts - Oct 2023	-11,722.80
10191	11/09/23	Town of Tiburon	Fuel - July-Sept 2023	-7,380.88
10192	11/09/23	US Bank	Acct#:4246 0445 5565 3611, Sept-Oct 2023	-12,609.89
Total JP Morgan Chase - Primary 7399				-312,516.52
TOTAL				-312,516.52

Sanitary Distr. No.5 of Marin Co.

11/13/23

Warrant List Detail

October 13 through November 9, 2023

Num	Date	Name	Memo	Account	Class	Paid Amount
EFT	11/09/23	CalPERS (Health Premium)	EFT Health Premium, Cust #4163206459 - November 2023	JP Morgan Chase - Primary 7399		
			Active Employee Health - November 2023	8020.05 - Employee Health	SD5	-20,793.76
			Retiree Health - November 2023	8022.05 - Retiree Health	SD5	-85.65
TOTAL						-20,879.41
EFT	10/25/23	SWRCB-DWOC	Pierce OIT Application, expedited	JP Morgan Chase - Primary 7399		
			Pierce OIT Application, expedited	6025 - Dues & Subscriptions	SD5	-125.00
TOTAL						-125.00
EFT	11/09/23	CalPERS (457 Def Comp)	SD5 EE + ER 457 Contributions - 10.31.2023	JP Morgan Chase - Primary 7399		
			CalPERS 457 Deferred Comp.	8008 - Deferred Comp 457	SD5	-200.00
			SD5 Match / 2022 MOU for (SD5)	8008 - Deferred Comp 457	SD5	-200.00
			CalPERS 457 Deferred Comp.	8008 - Deferred Comp 457	SD5	-208.34
			SD5 Match / 2022 MOU for (SD5)	8008 - Deferred Comp 457	SD5	-208.34
			CalPERS 457 Deferred Comp.	8008 - Deferred Comp 457	SD5	-200.00
			SD5 Match / 2022 MOU for (SD5)	8008 - Deferred Comp 457	SD5	-200.00
			CalPERS 457 Deferred Comp.	8008 - Deferred Comp 457	SD5	-210.00
			SD5 Match / 2022 MOU for (SD5)	8008 - Deferred Comp 457	SD5	-210.00
			CalPERS 457 ROTH Deferred Comp.	8008 - Deferred Comp 457	SD5	-250.00
			SD5 Match / 2022 MOU for (SD5)	8008 - Deferred Comp 457	SD5	-250.00
			CalPERS 457 Deferred Comp.	8008 - Deferred Comp 457	SD5	-375.64
			SD5 Match / 2022 MOU for (SD5)	8008 - Deferred Comp 457	SD5	-375.64
			CalPERS 457 Deferred Comp.	8008 - Deferred Comp 457	SD5	-200.00
			SD5 Match / 2022 MOU for (SD5)	8008 - Deferred Comp 457	SD5	-200.00
			CalPERS 457 ROTH Deferred Comp.	8008 - Deferred Comp 457	SD5	-250.00
			SD5 Match / 2022 MOU for (SD5)	8008 - Deferred Comp 457	SD5	-250.00
			CalPERS 457 TRDL Deferred Comp.	8008 - Deferred Comp 457	SD5	-555.00
			SD5 Match / 2022 MOU for (SD5)	8008 - Deferred Comp 457	SD5	-555.00
			CalPERS 457 Deferred Comp.	8008 - Deferred Comp 457	SD5	-100.00
			SD5 Match / 2022 MOU for (SD5)	8008 - Deferred Comp 457	SD5	-100.00
			CalPERS 457 Deferred Comp.	8008 - Deferred Comp 457	SD5	-350.00
TOTAL						-5,447.96
EFT	11/09/23	PERS	EFT PERS Pension - Oct 2023	JP Morgan Chase - Primary 7399		
			Retirement Oct 2023 (Classic 1600 Rate): ER @ 15.95%; EE @ 8.0%	8019.05 - PERS Retirement	SD5	-14,264.76
			Retirement Oct 2023 (PEPRA Rate): ER @ 7.68%; EE @ 7.75%	8019.05 - PERS Retirement	SD5	-10,707.19
TOTAL						-24,971.95
10105	11/09/23	PLATT Electric Supply	Cust #02241 8759, SD5 - MP, Lanscaping + Electrical supplies - October 2023	JP Morgan Chase - Primary 7399		
			Inv #4M59804 (PO#JT652200), M.P. Electrical Supplies - October 2023	7027 - Electrical & Instrument	SD5	-15.56
			Inv 4M67130 (PO)	7027 - Electrical & Instrument	SD5	-212.25
TOTAL						-227.81
10106	11/09/23	Home Depot Credit Services	#6035322005164334: M.P. Supplies - October 2023	JP Morgan Chase - Primary 7399		
			Inv #005864/4641580, M.P. Supplies + Tools - October 2023	7022 - Plant Maint. Parts & Service	SD5	-47.71
			Stmt Date 10/29/23	7022 - Plant Maint. Parts & Service	SD5	-255.61
			Stmt Date 10/29/23, late fee	7022 - Plant Maint. Parts & Service	SD5	-40.00
			Stmt Date 10/29/23, finance charge	7022 - Plant Maint. Parts & Service	SD5	-4.32
			Stmt Date 10/29/23, finance charge reversed	7022 - Plant Maint. Parts & Service	SD5	3.19
			Stmt Date 10/29/23, previous balance not paid	7022 - Plant Maint. Parts & Service	SD5	-161.90
TOTAL						-506.35
10107	11/09/23	Cintas Corporation #626	Acct #626-00821, PPE/Safetywear - October 2023	JP Morgan Chase - Primary 7399		
			Inv #410006397, Inv #4170697636, #4171420462, #4172130583 - October 2023	8520 - Personal Protection/Safety Wear	SD5	-140.00
			Inv 1904323597 (PO 754195, Ops Spec. Order) - Oct 2023	8515 - Safety	SD5	-541.07
			Special Orders: Inv #1904323501 - October 2023	8520 - Personal Protection/Safety Wear	SD5	-722.61
TOTAL						-1,403.68
10108	11/09/23	Code Publishing, Inc.	Acct#: MA4743 - October 2023	JP Morgan Chase - Primary 7399		
			Inv #GC00118639, Inv #GC00123002	6017 - Consulting Fees	SD5	-1,016.50
TOTAL						-1,016.50
10109	11/09/23	Marin Water	Water: August - October 2023	JP Morgan Chase - Primary 7399		
			Cust #:424793, Golden Gate BPS: August - October 2023	8541 - Water	SD5	-79.54
			Cust #:424791, Cove Rd. BPS: August - October 2023	8541 - Water	SD5	-97.60
			Cust #:558095, San Rafael Ave. BPS: August - October 2023	8541 - Water	SD5	-83.45
			Cust #138856, Mar West TPS: August - October 2023	8541 - Water	SD5	-422.33
			Cust #100098, M.P.: August - October 2023	8541 - Water	SD5	-1,991.08
TOTAL						-2,674.00
10110	11/09/23	Alameda Electrical Distributors, Inc.	Acct #56156: Electrical parts & supplies - October 2023	JP Morgan Chase - Primary 7399		
			Inv #S5679022.002 (PO#MP753069), parts & supplies - October 2023	7021 - Plant Maintenance Supplies	SD5	-925.35
			Inv S5689505.001 (PO MP753069) parts - Oct 2023	7027 - Electrical & Instrument	SD5	-292.47
TOTAL						-1,217.82
10111	11/09/23	Aquatic Informatics, Inc.	HACH WIMS Support - August 2023	JP Morgan Chase - Primary 7399		
			Inv #105680 - M.P. Hach WIMS Equipment Support - August 2023	8510 - Data/Alarms/IT Supp & Licensing	SD5	-2,168.00
TOTAL						-2,168.00

Sanitary Distr. No.5 of Marin Co.

11/13/23

Warrant List Detail

October 13 through November 9, 2023

Num	Date	Name	Memo	Account	Class	Paid Amount
10112	11/09/23	Roy's Sewer Service, Inc.	P&L - October 2023	JP Morgan Chase - Primary 7399		
			Inv #223672, Cleaned Digester at M.P. - Oct 2023	7011 · Pumps & Lines Maintenance	SD5	-1,025.00
			Inv 223854, cleared lines - Oct 2023	7011 · Pumps & Lines Maintenance	SD5	-461.25
			Inv 223931, headworks & grit box cleaning - Oct 2023	7022 · Plant Maint. Parts & Service	SD5	-14,400.00
			Inv 223668, cleared lines - Oct 2023	7011 · Pumps & Lines Maintenance	SD5	-205.00
TOTAL						-16,091.25
10113	11/09/23	Central Marin Sanitation Agency	Pollution Prevention Pub Ed Costs - October 2023	JP Morgan Chase - Primary 7399		
			Inv #INV01242, Countwide Ed Program (SD5 share) - November 2023	6059 · Pollution Prevention/Public Edu	SD5	-339.74
TOTAL						-339.74
10114	11/09/23	Goodman Building Supply Co.	Acct #20070, TPS #5 - October 2023	JP Morgan Chase - Primary 7399		
			Inv #879906, Inv #879781 (PO#JT848601), M.P. Supplies - October 2023	7011 · Pumps & Lines Maintenance	SD5	-416.11
			Inv 879577 (PO 953086) - Oct 2023	7011 · Pumps & Lines Maintenance	SD5	-21.63
			Inv 880098 (PO PC952182) - Oct 2023	7021 · Plant Maintenance Supplies	SD5	-6.48
			Inv 880335 (PO AH655655) - Oct 2023	7021 · Plant Maintenance Supplies	SD5	-24.88
			Inv 880445 (PO DL749458) - Oct 2023	7022 · Plant Maint. Parts & Service	SD5	-12.97
TOTAL						-482.07
10115	11/09/23	Mike Testa Plumbing, Inc.	Acct #454, M.P. Supplies - October 2023	JP Morgan Chase - Primary 7399		
			Inv #WO-61526 (PO#749457), 5 Backflow tests - October 2023	7011 · Pumps & Lines Maintenance	SD5	-1,135.23
TOTAL						-1,135.23
10116	11/09/23	Nute Engineering Corp.	Consulting & Engr. Svcs - September 2023	JP Morgan Chase - Primary 7399		
			Inv #26865 (Job #: 8999 - Survey @ Cove Rd. Pump Station) - September 2023	6017 · Consulting Fees	SD5	-1,954.00
TOTAL						-1,954.00
10117	11/09/23	Verizon Wireless	Acct #0342125502-00001: iPhones & BPS Comm - September - October 2023	JP Morgan Chase - Primary 7399		
			Inv #9946309716: Monthly SD5 EE Cell phone Charges - September - October 2023	8531 · Main Plant Telephones	SD5	-452.00
			Inv #9946309716: Monthly Charges for BPS + P.C. Telephone lines - September - October 2023	8532 · Paradise Cove Telephones	SD5	-126.02
TOTAL						-578.02
10118	11/09/23	Balf, Abigail	EE Incentive Program - September 2023	JP Morgan Chase - Primary 7399		
			Exam review class in Elk Grove, CA - 9.17.2023 - 9.19.2023	6018.1 · Meetings & Travel	SD5	-561.02
			Meals/Diem: 9.18.2023 - 9.20.2023	6018.1 · Meetings & Travel	SD5	-135.00
			Exam review class in Elk Grove, CA - 9.17.2023 - 9.19.2023	6018 · Travel & Meetings	SD5	-116.59
			Standby Call-out, 9.22.2023	6018.2 · Standby Mileage Expense Reimb	SD5	-43.23
			Covered shift, 9.24.2023	6018.2 · Standby Mileage Expense Reimb	SD5	-43.23
			Personal Protection/Safety Wear, 10.16.2023	8520 · Personal Protection/Safety Wear	SD5	-102.73
TOTAL						-1,001.80
10119	11/09/23	Alvarez, Joel	Reimb for (3) EE Incentives - October 2023	JP Morgan Chase - Primary 7399		
			Reimbursement for purchase of Personal Protection/Safety Wear - October 2023	8520 · Personal Protection/Safety Wear	SD5	-471.96
TOTAL						-471.96
10120	11/09/23	D&K Auto Service	SD5 Vehicle Maint. - October 2023	JP Morgan Chase - Primary 7399		
			Inv #76025 (PO#749456) 2012 Chevy Silverado 2500 - October 2023	7072 · Maintenance	SD5	-1,510.49
TOTAL						-1,510.49
10121	11/09/23	Linscott Engineering Contractors Inc.	manhole work (2) - Oct 2023	JP Morgan Chase - Primary 7399		
			Inv #4191, Raise/secure manhole cover @ Tiburon Blvd + Owlwood Ln - October 2023	9313 · Manholes/Rodholes	SD5	-7,759.65
TOTAL						-7,759.65
10122	11/09/23	Weco Industries, LLC	Acct #:MARINC, - September 2023	JP Morgan Chase - Primary 7399		
			Inv #0052352-IN - 24 Composite 24" lids + (1) Manhole 36" lids w/ SD5 Logo - September 2023	9313 · Manholes/Rodholes	SD5	-19,718.42
			Inv 0052266-IN - Aug 2023	7011 · Pumps & Lines Maintenance	SD5	-2,798.84
TOTAL						-22,517.26
10123	11/09/23	Alliant Insurance Services	Acct #SANIDIS-03, Auto Ins. Policy Renewal FY23-24 - July 2023	JP Morgan Chase - Primary 7399		
			Inv #2472656, FY23-24 Auto/Public Entity Physical Damage Policy first quarterly endorsement	6033.3 · Insurance - SD5 Auto	SD5	-338.00
TOTAL						-338.00
10124	11/09/23	AT&T	Acct #960732-76375559 - Oct-Nov 2023	JP Morgan Chase - Primary 7399		
			Stmt Date 10/28/23, need to classify	8532 · Paradise Cove Telephones	SD5	-509.18
TOTAL						-509.18
10125	11/09/23	Breije and Race Laboratories, Inc.	M.P./P.C. Plant Samples - Sept 2023	JP Morgan Chase - Primary 7399		
			Inv #151968, M.P. Samples - Sept 2023	7051 · Main Plant Lab Monitoring	SD5	-1,708.00
TOTAL						-1,708.00

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Num	Date	Name	Memo	Account	Class	Paid Amount
10126	11/09/23	California Motor Controls Corp.	new motor starters for Belv & Tiburon - Oct 2023	JP Morgan Chase - Primary 7399		
			Inv #I23-3775 - new motor starters for Belv & Tiburon - Oct 2023	7011 - Pumps & Lines Maintenance	SD5	-4,069.95
TOTAL						-4,069.95
10127	11/09/23	East Bay Muni Utility District	Cust #SADI3002, FY24 BACWA Membership and Special Program Fees	JP Morgan Chase - Primary 7399		
			Inv #9006042, FY24 BACWA Membership and Special Program Fees	7062 - Permits/Fees - General	SD5	-4,644.00
TOTAL						-4,644.00
10128	11/09/23	GovInvest, Inc.	Annual Subscription Fee-OPEB & Pension Modules	JP Morgan Chase - Primary 7399		
			Inv #2023-4856, FY24 GASB 75 Roll Forward Valuation	6008 - Audit & Accounting	SD5	-4,670.92
			Inv #2023-4856, FY23 GASB 68 Accounting Valuation	6008 - Audit & Accounting	SD5	-3,445.04
TOTAL						-8,115.96
10129	11/09/23	Larry Walker Associates, Inc.	ROWD & Permit Renewal, services thru 9/30/23	JP Morgan Chase - Primary 7399		
			Inv #00113.11-7, services thru 9/30/23	7061 - Main Plant NPDES Renewal	SD5	-355.25
TOTAL						-355.25
10130	11/09/23	MISCOwater	Parts - Oct 2023	JP Morgan Chase - Primary 7399		
			Inv #202950PABR (PO #953697), (4) NPT, (NSF), not for Qdos 30 - Oct 2023	7022 - Plant Maint. Parts & Service	SD5	-1,146.32
			Inv #20280PABR (PO #953697), (13) NPT, (NSF) not for Qdos 30 - Oct 2023	7022 - Plant Maint. Parts & Service	SD5	-363.51
TOTAL						-1,509.83
10131	11/09/23	Rosser, John	Reimb mileage - Oct 2023	JP Morgan Chase - Primary 7399		
			Reimb mileage - Oct 2023	6018.2 - Standby Mileage Expense Reimb	SD5	-57.36
TOTAL						-57.36
10132	11/09/23	Salazar, Ignacio	reimb: work pants & smart watch - Nov 2023	JP Morgan Chase - Primary 7399		
			reimb: work pants - Nov 2023	8520 - Personal Protection/Safety Wear	SD5	-86.71
			reimb: smart watch - Nov 2023	8020.05 - Employee Health	SD5	-599.99
TOTAL						-686.70
10133	11/09/23	Spiral Water Technologies Inc	model 850 filter housing - Sept 2023	JP Morgan Chase - Primary 7399		
			Inv 100356 (PO DL954048), model 850 filter housing - Sept 2023	7022 - Plant Maint. Parts & Service	SD5	-2,382.03
TOTAL						-2,382.03
10134	11/09/23	ULINE	Cust ID#:24834323, pallet truck - Oct 2023	JP Morgan Chase - Primary 7399		
			Inv #169885411 (PO#CB953700), pallet truck Oct 2023	9217 - SD5 Shop Rplcmnt /Ops Control	SD5	-726.88
TOTAL						-726.88
10135	11/09/23	Home Depot Credit Services	VOID: #6035322005164334: M.P. Supplies - October 2023	JP Morgan Chase - Primary 7399		0.00
TOTAL						0.00
10136	11/09/23	Cintas Corporation #626	VOID: Acct #626-00821, PPE/Safetywear - October 2023	JP Morgan Chase - Primary 7399		0.00
TOTAL						0.00
10137	11/09/23	Code Publishing, Inc.	VOID: Acct#: MA4743 - October 2023	JP Morgan Chase - Primary 7399		0.00
TOTAL						0.00
10138	11/09/23	Marin Water	VOID: Water: August - October 2023	JP Morgan Chase - Primary 7399		0.00
TOTAL						0.00
10139	11/09/23	Alameda Electrical Distributors, Inc.	VOID: Acct #56156: Electrical parts & supplies - October 2023	JP Morgan Chase - Primary 7399		0.00
TOTAL						0.00
10140	11/09/23	Aquatic Informatics, Inc.	VOID: HACH WIMS Support - August 2023	JP Morgan Chase - Primary 7399		0.00
TOTAL						0.00
10141	11/09/23	Roy's Sewer Service, Inc.	VOID: P&L - October 2023	JP Morgan Chase - Primary 7399		0.00
TOTAL						0.00
10142	11/09/23	Central Marin Sanitation Agency	VOID: Pollution Prevention Pub Ed Costs - October 2023	JP Morgan Chase - Primary 7399		0.00
TOTAL						0.00
10143	11/09/23	Goodman Building Supply Co.	VOID: Acct #20070, TPS #5 - October 2023	JP Morgan Chase - Primary 7399		0.00
TOTAL						0.00

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Num	Date	Name	Memo	Account	Class	Paid Amount
10144	11/09/23	Mike Testa Plumbing, Inc.	VOID: Acct #454, M.P. Supplies - October 2023	JP Morgan Chase - Primary 7399		
TOTAL						0.00
10145	11/09/23	Nute Engineering Corp.	VOID: Consulting & Engr. Srvc - September 2023	JP Morgan Chase - Primary 7399		
TOTAL						0.00
10146	11/09/23	Verizon Wireless	VOID: Acct #0342125502-00001: iPhones & BPS Comm - September - October 2023	JP Morgan Chase - Primary 7399		
TOTAL						0.00
10147	11/09/23	Balf, Abigail	VOID: EE Incentive Program - September 2023	JP Morgan Chase - Primary 7399		
TOTAL						0.00
10148	11/09/23	Alvarez, Joel	VOID: Reimb for (3) EE Incentives - October 2022	JP Morgan Chase - Primary 7399		
TOTAL						0.00
10149	11/09/23	D&K Auto Service	VOID: SD5 Vehicle Maint. - October 2023	JP Morgan Chase - Primary 7399		
TOTAL						0.00
10150	11/09/23	Linscott Engineering Contractors Inc.	VOID: manhole work (2) - Oct 2023	JP Morgan Chase - Primary 7399		
TOTAL						0.00
10151	11/09/23	Weco Industries, LLC	VOID: Acct #:MARINC, - September 2023	JP Morgan Chase - Primary 7399		
TOTAL						0.00
10152	11/09/23	Alliant Insurance Services	VOID: Acct #SANIDIS-03, Auto Ins. Policy Renewal FY23-24 - July 2023	JP Morgan Chase - Primary 7399		
TOTAL						0.00
10153	11/09/23	AT&T	VOID: Acct #960732-76375559 - Oct-Nov 2023	JP Morgan Chase - Primary 7399		
TOTAL						0.00
10154	11/09/23	Brelje and Race Laboratories, Inc.	VOID: M.P./P.C. Plant Samples - Sept 2023	JP Morgan Chase - Primary 7399		
TOTAL						0.00
10155	11/09/23	California Motor Controls Corp.	VOID: new motor starters for Belv & Tiburon - Oct 2023	JP Morgan Chase - Primary 7399		
TOTAL						0.00
10156	11/09/23	East Bay Muni Utility District	VOID: Cust #SADI3002, FY24 BACWA Membership and Special Program Fees	JP Morgan Chase - Primary 7399		
TOTAL						0.00
10157	11/09/23	GovInvest, Inc.	VOID: Annual Subscription Fee-OPEB & Pension Modules	JP Morgan Chase - Primary 7399		
TOTAL						0.00
10158	11/09/23	Larry Walker Associates, Inc.	VOID: ROWD & Permit Renewal, services thru 9/30/23	JP Morgan Chase - Primary 7399		
TOTAL						0.00
10159	11/09/23	MISCOWater	VOID: Parts - Oct 2023	JP Morgan Chase - Primary 7399		
TOTAL						0.00
10160	11/09/23	Rosser, John	VOID: Reimb mileage - Oct 2023	JP Morgan Chase - Primary 7399		
TOTAL						0.00
10161	11/09/23	Salazar, Ignacio	VOID: reimb: work pants & smart watch - Nov 2023	JP Morgan Chase - Primary 7399		
TOTAL						0.00
10162	11/09/23	Spiral Water Technologies Inc	VOID: model 850 filter housing - Sept 2023	JP Morgan Chase - Primary 7399		
TOTAL						0.00
10163	11/09/23	ULINE	VOID: Cust ID#:24834323, pallet truck - Oct 2023	JP Morgan Chase - Primary 7399		
TOTAL						0.00
10164	11/09/23	DKF Solutions Group, LLC	Aug - Nov 2023 invoices	JP Morgan Chase - Primary 7399		
			Inv 21587 - Aug 2023	8515 - Safety	SD5	-1,225.00
			Inv 21583 - Aug 2023	8515 - Safety	SD5	-1,012.50
			Inv 21654 - Sept 2023	8515 - Safety	SD5	-350.00
			Inv 21691 - Sept 2023	8515 - Safety	SD5	-708.75
			Inv 21736 - Oct 2023	8515 - Safety	SD5	-350.00
			Inv 21765 - Oct 2023	8515 - Safety	SD5	-202.50
			Inv 21790 - Nov 2023	8515 - Safety	SD5	-350.00
TOTAL						-4,198.75

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Num	Date	Name	Memo	Account	Class	Paid Amount
10165	11/09/23	USABlueBook	Cust #933682, M.P. Lab Supplies + Chemicals - October 2023	JP Morgan Chase - Primary 7399		
			Inv #00154464 (PO#AB849104), Ricca pH Buffer - October 2023	7025 · Lab Supplies & Chemicals	SD5	-146.52
			Inv #00154421 (PO#AB849104) Wash bottles, disposable wipes, Ricca pH buffer - October 2023	7025 · Lab Supplies & Chemicals	SD5	-262.71
			Inv #00158652 (PO#AB849104), Ricca pH Buffer - October 2023	7025 · Lab Supplies & Chemicals	SD5	-109.90
			Inv 00170750 (PO#AB849113), HR Sample Cells - Oct 2023	7025 · Lab Supplies & Chemicals	SD5	-212.65
TOTAL						-731.78
10166	11/09/23	PAYCHEX	Acct#: Y4002116 - October 2023	JP Morgan Chase - Primary 7399		
			Inv #4200861, Paychex Time & Attendance re EE payroll + Time set-up Fee	PayChex Errors	SD5	-600.00
TOTAL						-600.00
10167	11/09/23	HF&H Consultants, LLC	Consulting - September 2023	JP Morgan Chase - Primary 7399		
			Inv #9720596 Project #W3829, SD5 Sewer Rate Study - September 2023	6017 · Consulting Fees	SD5	-1,822.50
TOTAL						-1,822.50
10168	11/09/23	Access Answering Service	Acct #4080C, Answering Service - Oct & Nov 2023	JP Morgan Chase - Primary 7399		
			Inv #30481, Answering Service re SSO & Alarm Notifications - October 2023	8510 · Data/Alarms/IT Supp & Licensing	SD5	-75.90
			Inv 30482, Answering Serv re: SSO & Alarm Notifications - Nov 2023	8510 · Data/Alarms/IT Supp & Licensing	SD5	-75.90
TOTAL						-151.80
10169	11/09/23	BAAQMD	SD5 Permit Fees - October 2023	JP Morgan Chase - Primary 7399		
			Cust#: B151884F23998, Inv #T160059, Renewal #685722, Facility ID#:23998, Cove Rd.	7062 · Permits/Fees - General	SD5	-489.00
			Cust#: B151885F23999, Inv#: T160060, Renewal #: 685723, Facility ID#: 23999, P.C.	7063 · Paradise Cove Permits/Fees	SD5	-489.00
TOTAL						-978.00
10170	11/09/23	Caltest Analytical Laboratory	Acct: Tiburon5: M.P./P.C. Lab Sampling - Oct 2023	JP Morgan Chase - Primary 7399		
			Inv #701298, #701395, #712934 - October 2023	7051 · Main Plant Lab Monitoring	SD5	-1,847.75
TOTAL						-1,847.75
10171	11/09/23	California Special Districts Assoc.	ID#294, Membership Renewal, November 2023 (AJE FY24-25)	JP Morgan Chase - Primary 7399		
			CSDA Member ID#294, Membership Renewal - 1.1.24 - 6.30.24	6025 · Dues & Subscriptions	SD5	-4,500.00
			CSDA Member ID#294, Membership Renewal - 7.1.24 - 12.31.24 (AJE FY24-25)	6025 · Dues & Subscriptions	SD5	-4,500.00
TOTAL						-9,000.00
10172	11/09/23	Marin Resource Recovery Center	Cust #02-1527 0, M.P. Disposal - October 2023	JP Morgan Chase - Primary 7399		
			Inv #1396904, Tx#: 1988281, PO #JT848602, M.P. Disposal - October 2023	7023 · Janitorial Supplies & Service	SD5	-48.00
TOTAL						-48.00
10173	11/09/23	Mill Valley Refuse Service, Inc.	Acct #032945, Garbage Service + 1 yd rental - Oct 2023	JP Morgan Chase - Primary 7399		
			Garbage Service, Including 1 yd trash + 1 yd cardboard rental - Oct 2023	7023 · Janitorial Supplies & Service	SD5	-270.53
TOTAL						-270.53
10174	11/09/23	Sewer Tech, Inc.	M.P. Renovations - September 2023	JP Morgan Chase - Primary 7399		
			Inv #2020/1089 Install lower section re main line (100') - October 2023	7011 · Pumps & Lines Maintenance	SD5	-15,000.00
			Inv #2020/1086, M.P. Shop rplcmnt project - October 2023	9217.1 · FY23-24 Shop Rehab	SD5	-46,100.00
TOTAL						-61,100.00
10175	11/09/23	Collodi, Peter	Standby Mileage Reimb. - July - September 2023	JP Morgan Chase - Primary 7399		
			Standby Mileage Reimbursement, July - September 2023	6018.2 · Standby Mileage Expense Reimb	SD5	-302.61
TOTAL						-302.61
10176	11/09/23	Rubio, Antonio	Health & Wellness - October 2023	JP Morgan Chase - Primary 7399		
			FY22-23 Health & Wellness Reimbursement - October 2023	8021.05 · EE Health & Wellness	SD5	-600.00
TOTAL						-600.00
10177	11/09/23	Comcast Business (VOIP)	Acct# 963 425 517, VOIP Service - October - November 2023	JP Morgan Chase - Primary 7399		
			Inv #186734201, VOIP Phone Service (14) Land Line Phones - November 2023	8531 · Main Plant Telephones	SD5	-377.01
			Inv #186734201, VOIP Phone Service (14) Land Line Phones - November 2023, late charge	8531 · Main Plant Telephones	SD5	-5.62
TOTAL						-382.63
10178	11/09/23	Jackson's Hardware, Inc.	Acct #7601, Supplies - October 2023	JP Morgan Chase - Primary 7399		
			Inv #140691 (PO#PC952183), Supplies - October 2023	7021 · Plant Maintenance Supplies	SD5	-10.82
			Inv 141428 (PO#), flashlight - Oct 2023	7021 · Plant Maintenance Supplies	SD5	-32.75
TOTAL						-43.57
10179	11/09/23	Solenis, LLC	Pyr #: 441488, M.P. Chemicals - November 2023	JP Morgan Chase - Primary 7399		
			Inv #132469097 MP S Press Polymer - October 2023	7024 · Main Plant Chemicals	SD5	-4,631.86
			Inv #132469098, MP K290 FLX Polymer - October 2023	7024 · Main Plant Chemicals	SD5	-5,358.60
TOTAL						-9,990.46

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Num	Date	Name	Memo	Account	Class	Paid Amount
10180	11/09/23	Waste Management of Redwood Lan...	Acct #3-78482-75002, Sludge Disposal - October 2023	JP Morgan Chase - Primary 7399		
			Inv #0109255-1507-3, Sludge Disposal - 6 pickups, 28.11 tons, Oct 2023	7029 · Main Plant Sludge Disposal	SD5	-1,619.81
			Inv #0109255-1507-3 previous stmt balance to be classified	7029 · Main Plant Sludge Disposal	SD5	1,123.18
TOTAL						-496.63
10181	11/09/23	AquaFix, Inc.	Proactive Microanalysis Program (4 lab tests)	JP Morgan Chase - Primary 7399		
			Inv #IN010046 (PO#AB849117), Proactive Microanalysis Program (4 lab tests)	7025 · Lab Supplies & Chemicals	SD5	-1,400.00
TOTAL						-1,400.00
10182	11/09/23	Banshee Networks, Inc.	Acct #400M14, IT Support, Sept-Oct 2023	JP Morgan Chase - Primary 7399		
			Acct #400M14, IT Support, Sept-Oct 2023	8510 · Data/Alarms/IT Supp & Licensing	SD5	-1,337.82
TOTAL						-1,337.82
10183	11/09/23	Caltronics Business Systems, Inc.	Acct #SD15, Multi-purpose Copier Contract - Oct 2023	JP Morgan Chase - Primary 7399		
			Inv #3920689, Konica Multi-purpose copier (C308) contract - Oct 2023	6047 · Office Supplies	SD5	-279.61
TOTAL						-279.61
10184	11/09/23	Cottrell, Ruion	reimb: CWEA renewa & safety boots - Oct 2023	JP Morgan Chase - Primary 7399		
			CWEA Renewal - Oct 2023	6025 · Dues & Subscriptions	SD5	-201.00
			reimb: safety boots - Oct 2023	8520 · Personal Protection/Safety Wear	SD5	-184.95
TOTAL						-385.95
10185	11/09/23	Fastenal Company	CAPET0959, M.P. Supplies - Oct 2023	JP Morgan Chase - Primary 7399		
			Inv #CAPET67417 (PO#) - Oct 2023	7022 · Plant Maint. Parts & Service	SD5	-187.80
			Inv #CAPET67478 (PO#652199) - Oct 2023	7022 · Plant Maint. Parts & Service	SD5	-337.45
TOTAL						-525.25
10186	11/09/23	JM Integration, LLC	Site visits, programming, instrumentation - July-Sept 2023	JP Morgan Chase - Primary 7399		
			Inv 23294, Site visit, project reference 220408	7022 · Plant Maint. Parts & Service	SD5	-1,680.50
			Inv 23294, Site visit, project reference 220408	7011 · Pumps & Lines Maintenance	SD5	-1,680.50
			Inv 23294, Site Visit, project reference 220408	7041 · Paradise Parts & Service	SD5	-1,680.50
			Inv 23295, Programming, project reference 23295	8510 · Data/Alarms/IT Supp & Licensing	SD5	-3,936.00
			Inv 23296, Instrumentation, project reference 230402	7022 · Plant Maint. Parts & Service	SD5	-6,040.00
TOTAL						-15,017.50
10187	11/09/23	Mill Valley Refuse Service, Inc.	Acct #063092, sludge, rock delivery and delivery - Oct 2023	JP Morgan Chase - Primary 7399		
			Inv dated 11/1/23, sludge and sludge to Lystek - Oct 2023	7029 · Main Plant Sludge Disposal	SD5	-2,520.00
			Inv dated 11/1/23, rock delivery & delivery - Oct 2023	7028 · Grounds Maintenance	SD5	-655.00
TOTAL						-3,175.00
10188	11/09/23	Pacific Gas & Electric	Acct #2908031411-4, Utilities - Sept-Oct 2023	JP Morgan Chase - Primary 7399		
			Acct #2908031411-4, SD5 Utilities - Sept-Oct 2023	8542 · Main Plant Utilities	SD5	-19,975.05
			Acct #2908031411-4, P.C. Plant Utilities - Sept-Oct 2023	8543 · Paradise Cove Utilities	SD5	-1,976.11
			Acct #2908031411-4, SD5 Pump St Utilities - Sept-Oct 2023	8544 · Pump Station Utilities	SD5	-3,994.71
TOTAL						-25,945.87
10189	11/09/23	Royal Wholesale	Acct#: 50-93968: M.P. Supplies - Aug 2023	JP Morgan Chase - Primary 7399		
			Inv #7914-1062969 (PO1#), M.P. Parts - Aug 2023	7022 · Plant Maint. Parts & Service	SD5	-587.85
TOTAL						-587.85
10190	11/09/23	Shape Incorporated	Acct #400M14, parts - Oct 2023	JP Morgan Chase - Primary 7399		
			Inv #27155B16707 (PO#DL74955), parts - Oct 2023	9306 · PS Pump & Valve Replacements	SD5	-11,722.80
TOTAL						-11,722.80
10191	11/09/23	Town of Tiburon	Fuel - July-Sept 2023	JP Morgan Chase - Primary 7399		
			Fuel - July 2023	7071 · Fuel	SD5	-2,868.08
			Fuel - Aug 2023	7071 · Fuel	SD5	-2,175.18
			Fuel - Sept 2023	7071 · Fuel	SD5	-2,337.62
TOTAL						-7,380.88
10192	11/09/23	US Bank	Acct#:4246 0445 5565 3611, Sept-Oct 2023	JP Morgan Chase - Primary 7399		
			Stmt Date 10/25/23, need to classify	7022 · Plant Maint. Parts & Service	SD5	-12,609.89
TOTAL						-12,609.89

CASH REQUIREMENTS

CASH REQUIRED FOR NEGOTIABLE CHECKS &/OR ELECTRONIC FUNDS TRANSFERS (EFT) FOR CHECK DATE 10/13/23: \$70,623.15

IMPORTANT COVID-19 INFORMATION: If you filed IRS Form 7200, please notify your Paychex representative to avoid owing a balance at the end of the quarter and ensure your Form 941 is accurate.

TRANSACTION SUMMARY

SUMMARY BY TRANSACTION TYPE -	TOTAL ELECTRONIC FUNDS TRANSFER (EFT)	70,623.15
	CASH REQUIRED FOR NEGOTIABLE CHECKS &/OR EFT	70,623.15
	TOTAL REMAINING DEDUCTIONS / WITHHOLDINGS / LIABILITIES	7,555.29
	CASH REQUIRED FOR CHECK DATE 10/13/23	78,178.44

TRANSACTION DETAIL

ELECTRONIC FUNDS TRANSFER - *Your financial institution will initiate transfer to Paychex at or after 12:01 A.M. on transaction date.*

<u>TRANS. DATE</u>	<u>BANK NAME</u>	<u>ACCOUNT NUMBER</u>	<u>PRODUCT</u>	<u>DESCRIPTION</u>	<u>BANK DRAFT AMOUNTS & OTHER TOTALS</u>
10/13/23	JPMORGAN CHASE BANK,	xxxxxxxxxxxxx506	Direct Deposit	Net Pay Allocations	46,245.93
					EFT FOR 10/13/23
					46,245.93
10/16/23	JPMORGAN CHASE BANK,	xxxxxxxxxxxxx506	Taxpay@	Employee Withholdings	
				Social Security	3,246.80
				Medicare	1,143.07
				Fed Income Tax	11,072.77
				CA Income Tax	4,601.40
				Total Withholdings	20,064.04
				Employer Liabilities	
				Social Security	3,246.77
				Medicare	1,066.41
				Total Liabilities	4,313.18
					EFT FOR 10/16/23
					24,377.22
					TOTAL EFT
					70,623.15

REMAINING DEDUCTIONS / WITHHOLDINGS / LIABILITIES - *Paychex does not remit these funds. You must ensure accurate and timely payment of applicable items.*

<u>TRANS. DATE</u>	<u>BANK NAME</u>	<u>ACCOUNT NUMBER</u>	<u>PRODUCT</u>	<u>DESCRIPTION</u>	<u>TOTAL</u>
10/13/23	Refer to your records for account	Information	Payroll	Employee Deductions	
				401A Member Contribu	4,334.70
				Calpers 457B Roth	700.00
				Calpers 457B TRDL	2,198.98
				Med 125	194.61

CASH REQUIREMENTS

CASH REQUIRED FOR NEGOTIABLE CHECKS &/OR ELECTRONIC FUNDS TRANSFERS (EFT) FOR CHECK DATE 10/13/23: \$70,623.15

REMAINING DEDUCTIONS / WITHHOLDINGS / LIABILITIES (cont.) - *Paychex does not remit these funds. You must ensure accurate and timely payment of applicable items.*

<u>TRANS. DATE</u>	<u>BANK NAME</u>	<u>ACCOUNT NUMBER</u>	<u>PRODUCT</u>	<u>DESCRIPTION</u>	<u>TOTAL</u>
10/13/23	Refer to your records for account	Information	Payroll	Employee Deductions (cont.)	
				Med FSA EE Pretax	127.00
				Total Deductions	7,555.29
TOTAL REMAINING DEDUCTIONS / WITHHOLDINGS / LIABILITIES					7,555.29

PAYCHEX WILL MAKE THESE TAX DEPOSIT(S) ON YOUR BEHALF - *This information serves as a record of payment.*

<u>DUE DATE</u>	<u>PRODUCT</u>	<u>DESCRIPTION</u>	
10/18/23	Taxpay®	FED IT PMT Group	19,775.82
10/18/23	Taxpay®	CA IT PMT Group	4,601.40

CASH REQUIREMENTS

CASH REQUIRED FOR NEGOTIABLE CHECKS &/OR ELECTRONIC FUNDS TRANSFERS (EFT) FOR CHECK DATE 10/31/23: \$68,884.97

IMPORTANT COVID-19 INFORMATION: If you filed IRS Form 7200, please notify your Paychex representative to avoid owing a balance at the end of the quarter and ensure your Form 941 is accurate.

TRANSACTION SUMMARY

SUMMARY BY TRANSACTION TYPE -	TOTAL ELECTRONIC FUNDS TRANSFER (EFT)	68,884.97
	CASH REQUIRED FOR NEGOTIABLE CHECKS &/OR EFT	68,884.97
	TOTAL REMAINING DEDUCTIONS / WITHHOLDINGS / LIABILITIES	7,555.29
	CASH REQUIRED FOR CHECK DATE 10/31/23	76,440.26

TRANSACTION DETAIL

ELECTRONIC FUNDS TRANSFER - *Your financial institution will initiate transfer to Paychex at or after 12:01 A.M. on transaction date.*

<u>TRANS. DATE</u>	<u>BANK NAME</u>	<u>ACCOUNT NUMBER</u>	<u>PRODUCT</u>	<u>DESCRIPTION</u>		BANK DRAFT AMOUNTS & OTHER TOTALS
10/30/23	JPMORGAN CHASE BANK,	xxxxxxxxxxxxx506	Direct Deposit	Net Pay Allocations	45,049.37	45,049.37
10/30/23	JPMORGAN CHASE BANK,	xxxxxxxxxxxxx506	Taxpay@	Employee Withholdings		
				Social Security	3,255.89	
				Medicare	1,206.18	
				Fed Income Tax	10,604.45	
				CA Income Tax	4,471.76	
				Total Withholdings	19,538.28	
				Employer Liabilities		
				Social Security	3,255.90	
				Medicare	1,041.42	
				Total Liabilities	4,297.32	23,835.60
				EFT FOR 10/30/23		68,884.97
				TOTAL EFT		68,884.97

REMAINING DEDUCTIONS / WITHHOLDINGS / LIABILITIES - *Paychex does not remit these funds. You must ensure accurate and timely payment of applicable items.*

<u>TRANS. DATE</u>	<u>BANK NAME</u>	<u>ACCOUNT NUMBER</u>	<u>PRODUCT</u>	<u>DESCRIPTION</u>		<u>TOTAL</u>
10/31/23	Refer to your records for account Information		Payroll	Employee Deductions		
				401A Member Contribu	4,334.70	
				Calpers 457B Roth	700.00	
				Calpers 457B TRDL	2,198.98	
				Med 125	194.61	
				Med FSA EE Pretax	127.00	
				Total Deductions	7,555.29	
				TOTAL REMAINING DEDUCTIONS / WITHHOLDINGS / LIABILITIES		7,555.29

CASH REQUIREMENTS

CASH REQUIRED FOR NEGOTIABLE CHECKS &/OR ELECTRONIC FUNDS TRANSFERS (EFT) FOR CHECK DATE 10/31/23: \$68,884.97

PAYCHEX WILL MAKE THESE TAX DEPOSIT(S) ON YOUR BEHALF - *This information serves as a record of payment.*

<u>DUE DATE</u>	<u>PRODUCT</u>	<u>DESCRIPTION</u>	
11/03/23	Taxpay®	FED IT PMT Group	19,363.84
11/03/23	Taxpay®	CA IT PMT Group	4,471.76

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11/13/23

Accrual Basis

Sanitary Distr. No.5 of Marin Co.

Monthly O.T. Report

October 2023

Type	Date	Num	Name	Memo	Amount	Balance
Alvarez, Joel						
Check	10/18/23	EFT 458	Alvarez, Joel	24.00 Hrs. O.T. @ 1.5x	1,770.84	1,770.84
Total Alvarez, Joel					1,770.84	1,770.84
Balf, Abigail						
Check	10/13/23		Balf, Abigail	19.00 Hrs. O.T. @ 1.5x	1,210.97	1,210.97
Total Balf, Abigail					1,210.97	1,210.97
Bilsborough, Chad						
Check	10/13/23		Bilsborough, Chad	04.00 Hrs O.T. @ 1.5x	325.38	325.38
Total Bilsborough, Chad					325.38	325.38
Collodi, Peter						
Check	10/13/23		Collodi, Peter	01.00 Hrs. O.T. @ 1.5x	63.74	63.74
Total Collodi, Peter					63.74	63.74
Cottrell, Rulon						
Check	10/13/23		Cottrell, Rulon	34.00 Hrs. O.T. @ 1.5x	3,891.81	3,891.81
Check	10/13/23		Cottrell, Rulon	02.00 Hrs. O.T. @ 2.0x	305.24	4,197.05
Total Cottrell, Rulon					4,197.05	4,197.05
Dohrmann, Robin						
Check	10/13/23		Dohrmann, Robin	04.00 Hrs. O.T. @ 1.5x	395.52	395.52
Total Dohrmann, Robin					395.52	395.52
La Torre, Daniel P.						
Check	10/13/23		La Torre, Daniel P.	12.00 Hrs. O.T. @ 1.5x	1,245.96	1,245.96
Total La Torre, Daniel P.					1,245.96	1,245.96
Triola, Joseph						
Check	10/13/23		Triola, Joseph	02.00 Hrs. O.T. @ 1.5x	179.37	179.37
Total Triola, Joseph					179.37	179.37
TOTAL					9,388.83	9,388.83

1:03 PM

11/13/23

Sanitary Distr. No.5 of Marin Co.
Annual Budget vs Actual Expenses
 July 1 through November 9, 2023

Ordinary Income/Expense	Jul 1 - Nov 9, 23	Budget	\$ Over Budget	% of Budget
Income				
5000 · Property Taxes / AD VALOREM				
5001.2 · TEETER	0.00	905,000.00	-905,000.00	0.0%
5002 · UNSEC	0.00	15,000.00	-15,000.00	0.0%
5003 · PUNS / PRIOR UNSECURED	0.00	1,500.00	-1,500.00	0.0%
5004 · REDEMPTION / RDMPT	459.57	0.00	459.57	100.0%
5006 · SPLU	0.00	0.00	0.00	0.0%
5041 · SUPSEC	1,428.58	20,000.00	-18,571.42	7.1%
5043 · SECU	0.00	0.00	0.00	0.0%
5046 · Excess ERAF	0.00	255,314.00	-255,314.00	0.0%
5280 · HOPTR	0.00	3,000.00	-3,000.00	0.0%
5483 · Other tax	0.00	7,000.00	-7,000.00	0.0%
Total 5000 · Property Taxes / AD VALOREM	1,888.15	1,206,814.00	-1,204,925.85	0.2%
5007 · Sewer Service Charge				
5007.1 · Sewer Service - Tiburon Ops	0.00	4,861,118.00	-4,861,118.00	0.0%
5007.2 · Sewer Service-Belv Ops	0.00	0.00	0.00	0.0%
5007.3 · Sewer Service-Belv Cap	0.00	0.00	0.00	0.0%
5007.4 · Other User Fees	0.00	38,700.00	-38,700.00	0.0%
5007.5 · Sewer Service - Tiburon Cap	0.00	246,296.00	-246,296.00	0.0%
Total 5007 · Sewer Service Charge	0.00	5,146,114.00	-5,146,114.00	0.0%
5201 · INTEREST				
5201.1 · Interest County of Marin	565.07	0.00	565.07	100.0%
5201.2 · Interest LAIF	0.00	100,000.00	-100,000.00	0.0%
Total 5201 · INTEREST	565.07	100,000.00	-99,434.93	0.6%
5900.10 · Paradise Sewer Line Ext. Fees				
5900.10 · Paradise Sewer Line Ext. Fees	0.00	15,479.10	-15,479.10	0.0%
5900.3 · Connection Fees				
5900.30 · Connection Permit Fees	22,702.00	16,250.00	6,452.00	139.7%
5900.31 · Collection	76,270.00	200,000.00	-123,730.00	38.1%
5900.34 · Treatment	120,564.00	200,000.00	-79,436.00	60.3%
Total 5900.3 · Connection Fees	219,536.00	416,250.00	-196,714.00	52.7%
5900.4 · Inspection Permit Fees	2,400.00	16,250.00	-13,850.00	14.8%
5900.5 · SASM Expense Reimb.	18,609.38	75,000.00	-56,390.62	24.8%
5900.9 · Other Income	0.00	100.00	-100.00	0.0%
Total Income	242,998.60	6,976,007.10	-6,733,008.50	3.5%
Gross Profit	242,998.60	6,976,007.10	-6,733,008.50	3.5%
Expense				
6000 · Administrative Expenses				
6001 · Advertising	0.00	2,000.00	-2,000.00	0.0%
6002 · Outreach & Newsletter	0.00	0.00	0.00	0.0%
6008 · Audit & Accounting	13,474.10	40,000.00	-26,525.90	33.7%
6017 · Consulting Fees	30,652.30	100,000.00	-69,347.70	30.7%
6018 · Travel & Meetings				
6018.1 · Meetings & Travel	10,457.61	15,000.00	-4,542.39	69.7%
6018.2 · Standby Mileage Expense Reimb	959.11	8,000.00	-7,040.89	12.0%
Total 6018 · Travel & Meetings	11,416.72	23,000.00	-11,583.28	49.6%
6020 · Continuing Education	2,866.18	10,000.00	-7,133.82	28.7%
6021 · County Fees	3,356.05	16,590.00	-13,233.95	20.2%
6024 · Director Fees	489.32	9,000.00	-8,510.68	5.4%
6025 · Dues & Subscriptions	22,464.90	33,000.00	-10,535.10	68.1%
6026 · Elections	0.00	0.00	0.00	0.0%
6033 · Insurance				
6033.1 · Insurance - SD5 Property	63,641.62	100,000.00	-36,358.38	63.6%
6033.2 · Insurance - SD5 Liability	19,585.50	60,000.00	-40,414.50	32.6%
6033.3 · Insurance - SD5 Auto	6,672.87	10,000.00	-3,327.13	66.7%
Total 6033 · Insurance	89,899.99	170,000.00	-80,100.01	52.9%

Sanitary Distr. No.5 of Marin Co.
Annual Budget vs Actual Expenses
 July 1 through November 9, 2023

	Jul 1 - Nov 9, 23	Budget	\$ Over Budget	% of Budget
6039 · Legal	5,018.00	50,000.00	-44,982.00	10.0%
6047 · Office Supplies	2,877.79	11,000.00	-8,122.21	26.2%
6056 · Postage	224.00	1,300.00	-1,076.00	17.2%
6059 · Pollution Prevention/Public Edu	501.18	5,500.00	-4,998.82	9.1%
6065 · Miscellaneous Expense	142.79	0.00	142.79	100.0%
Total 6000 · Administrative Expenses	183,383.32	471,390.00	-288,006.68	38.9%
7000 · Ops & Maintenance Expenses				
7010 · Pumps & Lines Maintenance				
7011 · Pumps & Lines Maintenance	37,750.94	200,000.00	-162,249.06	18.9%
7013 · Emergency Line Repair	20,550.00	100,000.00	-79,450.00	20.6%
Total 7010 · Pumps & Lines Maintenance	58,300.94	300,000.00	-241,699.06	19.4%
7020 · Main Plant Maintenance				
7021 · Plant Maintenance Supplies	8,186.67	80,000.00	-71,813.33	10.2%
7022 · Plant Maint. Parts & Service	69,279.36	300,000.00	-230,720.64	23.1%
7023 · Janitorial Supplies & Service	1,888.46	10,000.00	-8,111.54	18.9%
7024 · Main Plant Chemicals	52,086.71	165,000.00	-112,913.29	31.6%
7025 · Lab Supplies & Chemicals	18,714.29	25,000.00	-6,285.71	74.9%
7027 · Electrical & Instrument	-2,118.82	30,000.00	-32,118.82	-7.1%
7028 · Grounds Maintenance	3,979.29	8,000.00	-4,020.71	49.7%
7029 · Main Plant Sludge Disposal	21,340.34	55,000.00	-33,659.66	38.8%
Total 7020 · Main Plant Maintenance	173,356.30	673,000.00	-499,643.70	25.8%
7040 · Paradise Cove Plant Maint				
7041 · Paradise Parts & Service	11,105.55	20,000.00	-8,894.45	55.5%
7042 · Paradise Supplies & Chemicals	4,049.52	6,500.00	-2,450.48	62.3%
7043 · Paradise Sludge Disposal	0.00	3,000.00	-3,000.00	0.0%
Total 7040 · Paradise Cove Plant Maint	15,155.07	29,500.00	-14,344.93	51.4%
7050 · Monitoring				
7051 · Main Plant Lab Monitoring	12,678.75	50,000.00	-37,321.25	25.4%
7052 · Paradise Cove Monitoring	640.00	10,000.00	-9,360.00	6.4%
7053 · Chronic Toxicity	1,112.50	15,000.00	-13,887.50	7.4%
Total 7050 · Monitoring	14,431.25	75,000.00	-60,568.75	19.2%
7060 · Permits/Fees				
7061 · Main Plant NPDES Renewal	14,030.50	0.00	14,030.50	100.0%
7062 · Permits/Fees - General	37,144.73	50,000.00	-12,855.27	74.3%
7063 · Paradise Cove Permits/Fees	1,003.75	9,000.00	-7,996.25	11.2%
7064 · Paradise Cove NPDES Renewal	0.00	0.00	0.00	0.0%
Total 7060 · Permits/Fees	52,178.98	59,000.00	-6,821.02	88.4%
7070 · Truck Maintenance				
7071 · Fuel	11,156.68	20,000.00	-8,843.32	55.8%
7072 · Maintenance	13,803.95	30,000.00	-16,196.05	46.0%
Total 7070 · Truck Maintenance	24,960.63	50,000.00	-25,039.37	49.9%
Total 7000 · Ops & Maintenance Expenses	338,383.17	1,186,500.00	-848,116.83	28.5%
8000 · Salaries and Benefits Expenses				
8001 · Salaries	454,703.02	1,598,548.00	-1,143,844.98	28.4%
8003 · Overtime	36,873.24	100,000.00	-63,126.76	36.9%
8004 · Standby Pay	21,812.35	80,000.00	-58,187.65	27.3%
8005 · Employee Incentives	9,000.00	60,000.00	-51,000.00	15.0%
8006 · Vacation Buyout	28,100.08	80,000.00	-51,899.92	35.1%
8013 · Payroll Taxes	36,365.94	110,000.00	-73,634.06	33.1%
8015 · Payroll/Bank Fees	2,783.97	7,000.00	-4,216.03	39.8%
8016 · Car Allowance	6,000.00	6,000.00	0.00	100.0%

Sanitary Distr. No.5 of Marin Co. Annual Budget vs Actual Expenses July 1 through November 9, 2023

	Jul 1 - Nov 9, 23	Budget	\$ Over Budget	% of Budget
8019 · PERS Retirement				
8019.05 · PERS Retirement	43,370.60	272,332.00	-228,961.40	15.9%
8019.06 · PERS Retirement - RBP	0.00	0.00	0.00	0.0%
8019.08 · PERS Retirement - CalPERS UAL	0.00	0.00	0.00	0.0%
Total 8019 · PERS Retirement	43,370.60	272,332.00	-228,961.40	15.9%
8020 · Employee Health				
8020.05 · Employee Health	116,744.49	290,000.00	-173,255.51	40.3%
8021 · Employee Health Deductions	-1,370.57	0.00	-1,370.57	100.0%
8020 · Employee Health - Other	0.00	0.00	0.00	0.0%
Total 8020 · Employee Health	115,373.92	290,000.00	-174,626.08	39.8%
8022 · Retiree Health				
8022.05 · Retiree Health	38,983.69	80,144.00	-41,160.31	48.6%
8022.10 · CERBT/OPEB Annual Arc Contribtn	0.00	140,000.00	-140,000.00	0.0%
8022 · Retiree Health - Other	15,017.94	0.00	15,017.94	100.0%
Total 8022 · Retiree Health	54,001.63	220,144.00	-166,142.37	24.5%
8023 · Workers Comp Insurance	48,373.00	58,000.00	-9,627.00	83.4%
Total 8000 · Salaries and Benefits Expenses	856,757.75	2,882,024.00	-2,025,266.25	29.7%
8500 · Other Operating Expenses				
8510 · Data/Alarms/IT Supp & Licensing	55,025.64	100,000.00	-44,974.36	55.0%
8515 · Safety	45,545.60	60,000.00	-14,454.40	75.9%
8520 · Personal Protection/Safety Wear	3,358.63	15,000.00	-11,641.37	22.4%
8530 · Telephone				
8531 · Main Plant Telephones	4,954.10	11,000.00	-6,045.90	45.0%
8532 · Paradise Cove Telephones	1,648.48	500.00	1,148.48	329.7%
8533 · Pumps & Lines Telephones	1,685.30	7,000.00	-5,314.70	24.1%
Total 8530 · Telephone	8,287.88	18,500.00	-10,212.12	44.8%
8540 · Utilities				
8541 · Water	3,376.67	9,000.00	-5,623.33	37.5%
8542 · Main Plant Utilities	86,462.69	230,000.00	-143,537.31	37.6%
8543 · Paradise Cove Utilities	8,529.41	22,000.00	-13,470.59	38.8%
8544 · Pump Station Utilities	16,593.93	48,000.00	-31,406.07	34.6%
Total 8540 · Utilities	114,962.70	309,000.00	-194,037.30	37.2%
Total 8500 · Other Operating Expenses	227,180.45	502,500.00	-275,319.55	45.2%
Total Expense	1,605,704.69	5,042,414.00	-3,436,709.31	31.8%
Net Ordinary Income	-1,362,706.09	1,933,593.10	-3,296,299.19	-70.5%
Other Income/Expense				
Other Expense				
9100 · Capital Expenditures				
9200 · Main Plant Equipment Capital				
9201 · LED Lighting Upgrades	0.00	0.00	0.00	0.0%
9201.1 · M.P. Roll-Up Doors	59,081.00	75,000.00	-15,919.00	78.8%
9201.2 · M.P. Corrosion Protection	0.00	150,000.00	-150,000.00	0.0%
9202 · M.P. Drainage	0.00	0.00	0.00	0.0%
9206 · Infl Dry Weather Pump Rplcmnt				
9206.1 · Dry Weather Primary Cover	0.00	0.00	0.00	0.0%
Total 9206 · Infl Dry Weather Pump Rplcmnt	0.00	0.00	0.00	0.0%
9208 · M.P. Chem Feed Trx Pump Rplcmnt	0.00	0.00	0.00	0.0%
9212 · M.P. Headworks				
9212.2 · M.P. Switchgear Upgrade/Imprvmt	0.00	0.00	0.00	0.0%
Total 9212 · M.P. Headworks	0.00	0.00	0.00	0.0%

Sanitary Distr. No.5 of Marin Co.
Annual Budget vs Actual Expenses
 July 1 through November 9, 2023

	Jul 1 - Nov 9, 23	Budget	\$ Over Budget	% of Budget
9213 · M.P. Digester				
9213.1 · Digester Rehab	35,021.80	600,000.00	-564,978.20	5.8%
Total 9213 · M.P. Digester	35,021.80	600,000.00	-564,978.20	5.8%
9216 · M.P. Secondary Clarifier				
9216.1 · Scum Removal Project FY22-23	0.00	300,000.00	-300,000.00	0.0%
9216 · M.P. Secondary Clarifier - Other	0.00	0.00	0.00	0.0%
Total 9216 · M.P. Secondary Clarifier	0.00	300,000.00	-300,000.00	0.0%
9217 · SD5 Shop Rplcmnt /Ops Control				
9217.1 · FY23-24 Shop Rehab	103,729.17	100,000.00	3,729.17	103.7%
Total 9217 · SD5 Shop Rplcmnt /Ops Control	103,729.17	100,000.00	3,729.17	103.7%
9229.8 · Vehicle Replacement	58,971.50	0.00	58,971.50	100.0%
9200 · Main Plant Equipment Capital - Other	0.00	0.00	0.00	0.0%
Total 9200 · Main Plant Equipment Capital	256,803.47	1,225,000.00	-968,196.53	21.0%
9300 · Pumps & Lines Capital				
9301 · Tiburon Sewer Line Rehab Prog	136,628.57	0.00	136,628.57	100.0%
9303 · CCTV Sewer Project	0.00	250,000.00	-250,000.00	0.0%
9304 · Belvedere Sewer Line Rehab Prog	91,085.72	0.00	91,085.72	100.0%
9305 · Valve/Wet Well Replacements				
9305.2 · Tiburon Wet Well Rehab	0.00	50,000.00	-50,000.00	0.0%
Total 9305 · Valve/Wet Well Replacements	0.00	50,000.00	-50,000.00	0.0%
9306 · PS Pump & Valve Replacements	11,722.80	100,000.00	-88,277.20	11.7%
9309 · BPS #1 Generator Replcmnt	0.00	600,000.00	-600,000.00	0.0%
9313 · Manholes/Rodholes	27,478.07	75,000.00	-47,521.93	36.6%
9314.01 · SR Ave Diverter Project	0.00	0.00	0.00	0.0%
9300 · Pumps & Lines Capital - Other	0.00	0.00	0.00	0.0%
Total 9300 · Pumps & Lines Capital	266,915.16	1,075,000.00	-808,084.84	24.8%
9400 · Paradise Cove Capital				
9406 · P.C. Plant Grit Removal	0.00	0.00	0.00	0.0%
9407 · P.C. Pump Replacement	0.00	25,000.00	-25,000.00	0.0%
9408 · P.C. Access Rd Imprvmnts	0.00	100,000.00	-100,000.00	0.0%
9400 · Paradise Cove Capital - Other	0.00	0.00	0.00	0.0%
Total 9400 · Paradise Cove Capital	0.00	125,000.00	-125,000.00	0.0%
9500 · Undesignated Capital				
9510 · Undesignated Cap - M.P.	14,112.53	50,000.00	-35,887.47	28.2%
9520 · Undesignated Cap - P.C. Plant	0.00	25,000.00	-25,000.00	0.0%
9530 · Undesignated Cap - P & L	0.00	50,000.00	-50,000.00	0.0%
Total 9500 · Undesignated Capital	14,112.53	125,000.00	-110,887.47	11.3%
9100 · Capital Expenditures - Other	0.00	0.00	0.00	0.0%
Total 9100 · Capital Expenditures	537,831.16	2,550,000.00	-2,012,168.84	21.1%
9700 · Debt Service				
9701 · Zion Bank Loan- Principal	0.00	0.00	0.00	0.0%
9702 · Zion Bank Loan - Interest	0.00	0.00	0.00	0.0%

Sanitary Distr. No.5 of Marin Co.
Annual Budget vs Actual Expenses
 July 1 through November 9, 2023

	<u>Jul 1 - Nov 9, 23</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
9730 · Debt Service - MPR Project				
9730.01 · Zion Loan - Principal	610,000.00	610,000.00	0.00	100.0%
9730.02 · Zion Loan - Interest	75,205.99	142,848.00	-67,642.01	52.6%
9731 · Debt Service MPR Bond Principal	0.00	0.00	0.00	0.0%
9732 · Debt Service MPR Bond Interest	0.00	0.00	0.00	0.0%
9734 · MPR Refi - Principal	0.00	0.00	0.00	0.0%
9735 · MPR Refi - Interest	0.00	0.00	0.00	0.0%
Total 9730 · Debt Service - MPR Project	<u>685,205.99</u>	<u>752,848.00</u>	<u>-67,642.01</u>	<u>91.0%</u>
Total 9700 · Debt Service	<u>685,205.99</u>	<u>752,848.00</u>	<u>-67,642.01</u>	<u>91.0%</u>
Total Other Expense	<u>1,223,037.15</u>	<u>3,302,848.00</u>	<u>-2,079,810.85</u>	<u>37.0%</u>
Net Other Income	<u>-1,223,037.15</u>	<u>-3,302,848.00</u>	<u>2,079,810.85</u>	<u>37.0%</u>
Net Income	<u>-2,585,743.24</u>	<u>-1,369,254.90</u>	<u>-1,216,488.34</u>	<u>188.8%</u>

Sanitary District No. 5 of Marin County



District Management Report October 2023

Contents:

- Transmittal Memo
- Financial/Budgetary
- HR & Personnel
- Business Administration
- Collection System Performance
- Treatment Plant Performance – Paradise Cove
- Treatment Plant Performance – Main Plant
- Pollution Prevention Activities
- Continuing Education & Safety Training
- Capital Improvement Projects

Transmittal Memo

Date: November 16, 2023
To: Board of Directors
From: Tony Rubio, District Manager
Subject: Management Report for October 2023

Fiscal Status

Period Covered: July 1, 2023 –October 19, 2023
Percent of Fiscal Year: 33%
Percent of Budgeted Income to Date: 4.6%
Percent of Budgeted Expenditures to Date: 31.8% (operating only)

Personnel

Separations: None
New Hires: 1
Promotions: None
Recruitment Activities: None

Regulatory Compliance

MP Collection System WDR Compliance: Full Compliance with all regulations
PC Collection System WDR Compliance: Full Compliance with all regulations
MP NPDES Permit Compliance: Full Compliance with all regulations
PC NPDES Permit Compliance: Full Compliance with all regulations
BAAQMD Compliance: Full Compliance with all regulations
Significant Comments: None

Summary of Operational Highlights are on the following pages.

Significant Events for the Month of October 2023 Include:

Financial/Budgetary/Business Administration

- Bookkeeper Jill Kalehua from DMMS (Daily Money Management Services) into assist with AR/AP (accounts receivable/accounts payable) for month
- Business Server file clean up ongoing along with office filing cabinet organization to match business server.
- Continue working with paychex to streamline payroll reporting- online with multiple manager time off and overtime approvals.
- Quickbooks Clean Up and 1 zone implementation ongoing as well as multiple user set up and resetting of passwords
- Connection Fee update work has begun with HF&H
- Financial Policies and Procedures manual in 2nd review- more edits will be recommended as result of recent DM oversight and operations of finance functions.
- 50 boxes of historical files sent to be scanned - 25 boxes currently in the process of being scanned/filed and disposed of if records retention policy allows.

HR and Personnel

- Please welcome our newest employee, Pierce Lightning-Hawk Schreechfield-Labblue started on 11/7/2023 as an OIT.
- Anticipating going live with online time cards November 16-31 through Paychex flex

Continuing Education and Safety Training

- Work with DKF solutions on District safety program updates on-going
- Hearing Tests re-scheduled for middle of December
- Forklift, Transite Pipe Handling and LOTO policies currently under review
-

Collection System Performance

Main Plant Tiburon/Belvedere:

- Submitted no spill report for the month of September to RWQCB on CIWQS
- Rodder and Vactor work continues being performed by staff
- 0 Odor complaints for reporting period

Paradise Cove:

- Submitted No Spill report for month of September to RWQCB on CIWQS.

Treatment Plant Performance

Paradise Cove:

- Submitted 3rd Q SMR and DMR to the RWQCB

Main Plant:

- Submitted September 2023 Monthly SMR and DMR to the RWQCB on CIWQS.
- Waiting on proposal from Glass and Sash for office partitioning for improved operations and office efficiencies.

Pollution Prevention Activities

- P2 group meeting

Capital Improvement Projects

- 2022 Sewer Rehab - Project complete- awaiting final progress payment from contractor
- Cove Road MCC and Generator replacement project design underway Site layout plans under review and revisions – to be designed above flood plain – Electrical Engineer to begin design work in December
- Digester Rehab Project meeting conducted October 23 to review final items before finalizing plan specifications. Anticipating around 2 more months to get 100% design complete and project ready for bid.
- HVAC and Service Truck Replacements- on Agenda for consideration.

Glossary of Terms

- **B.O.D. (Biochemical Oxygen Demand):** Measurement of the effluent's capacity to consume dissolved oxygen to stabilize all remaining organic matter. The permit limits for our effluent for discharge into San Francisco bay require that we remove 85% influent B.O.D. and meet a weekly average of less than 45mg/l and a monthly average of less than 30 mg/l B.O.D.
- **TSS (Total Suspended Solids):** Measurement of suspended solids in the effluent. Our permit requires that we remove at least 85% of the influent TSS and that the effluent limit is less than 45 mg/l as a weekly average and less than 30 mg/l as a monthly average.
- **Chlorine Residual:** The plant effluent is disinfected with hypochlorite (chlorine "bleach") and then the residual chlorine is neutralized with sodium bisulfite to protect the bay. The effluent chlorine residual limit is 0.0 mg/l which we monitor continuously.
- **pH:** pH is a measurement of acidity with pH 7.0 being neutral and higher pH values being basic and lower pH values being acidic. Our permit effluent pH must stay within the range of 6.0-9.0, which we monitor continuously.
- **Coliform:** Coliform bacteria are the indicator organism for determination of the efficiency of the disinfection process. The lab culture samples of our effluent and the presence of coliform is an indication that pathogenic organisms may be present. This is reported as MPN/100 (number of coliform bacteria in 100 milliliters sample).
- **Flow Through Bioassay:** A 96 hour test in which we test the toxicity of our effluent to tiny fish (sticklebacks) in a flow through tank to determine the survivability under continuous exposure to our effluent. Our permit requires that we maintain a 90th percentile survival of at least 70% and an 11 sample median survival of at least 90%. In layman's terms, this means that out of the last 11 samples only one bioassay may fall below 70% survival and the middle value when all 11 samples are placed in numerical order must be at least 90%.
- **Metals Analysis:** Our permit requires that we analyze our effluent for many different metals on a monthly basis. We have permit limits for some metals. The metals are stated as a daily max and a monthly average limit. The daily max limit is the number we cannot exceed on any sample and the monthly average applies to all samples collected in any month (although usually we are only required to take one).
- **F.O.G. (Fats, oils and grease):** Quarterly we are required to monitor our effluent for Fats, Oils and Grease.

Glossary of terms continued...

- **Headworks:** The point where all raw wastewater enters the treatment plant. In this building wastewater goes through 3 grinders to grind up all large objects that could possibly damage our influent and sludge pumps further down the treatment process.
- **Primary Sedimentation:** The next treatment process is a physical treatment process where solids that settle or float are removed and sent to the digesters for further processing.
- **Activated Sludge:** Next is the activate sludge process. This process is a biological wastewater treatment process that uses microorganisms to speed up the decomposition of wastes. When activated sludge is added to wastewater, the microorganisms feed and grow on waste particles in the wastewater. As the organisms grow and reproduce, more and more waste is removed, leaving the wastewater partially cleaned. To function efficiently, the mass of organisms needs a steady balance of food and oxygen. These tasks are closely monitored by the operations staff.
- **Secondary Clarification:** Next is secondary clarification, like primary sedimentation/clarification, this also is a physical treatment process where solids that settle or float are removed and sent to the next treatment process. The difference between Secondary Clarification and primary sedimentation is that the solids removed from the secondary clarifiers goes to 2 places. Some goes to waste to the DAFT and some goes back to the activated sludge process for further treatment. (*Microorganisms must be returned to the activated sludge process to keep an equal balance of food and microorganisms*).
- **DAFT (dissolved air floatation thickener):** Next is the DAFT. The dissolved air floatation thickening process uses air bubbles to thicken WAS(waste active sludge) solids removed from the secondary clarifier, by floating solids to the tank surface, where they are removed and sent to the digesters for final processing.
- **Sludge Digestion:** In the anaerobic digestion process, all the organic material removed from the primary sedimentation tanks and DAFT's are digested by anaerobic bacteria. The end products are methane, carbon dioxide, water and neutralized organic matter.
- **Solids Handling:** This is the process where all the neutralized sludge from the digester is finally treated. Sludge from the digester is pumped to the screw press where it is conditioned with a polymer (chemical that reacts with the sludge to remove the water from the sludge and bind the sludge particles together) in order to dewater the sludge and produce a dry cake for final disposal to the Redwood landfill.

Glossary of terms continued...

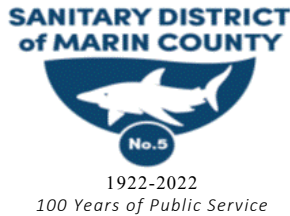
- **Disinfection:** This is the end point for the wastewater- at this point wastewater flows through the chlorine contact tank. This contact tank allows for enough contact time for chlorine solution to disinfect the wastewater. Sodium bisulfite is introduced at the end of the tank to neutralize any residual chlorine to protect the bay.
- **MLSS (mixed liquor suspended solids):** Suspended solids in the mixed liquor of an aeration tank measured in mg/l
- **MCRT (mean cell resident time):** An expression of the average time that a microorganism will spend in the activated sludge process.
- **SVI (sludge volume index):** This is a calculation used to indicate the settling ability of activated sludge in the secondary clarifier.
- **RAS (return activated sludge):** The purpose of returning activated sludge, is to maintain a sufficient concentration of activated sludge in the aeration tank.
- **WAS (waste activated sludge):** To maintain a stable process, the amount of solids added each day to the activated sludge process are removed as WAS. We track this by our MCRT which averages 3 days
- **TWAS (thickened waste activated sludge):** The WAS is thickened in the DAFT and the thickened sludge is then pumped to the digester.
- **MPN (most probable number):** Concentrations of total coliform bacteria are reported as the most probable number. The MPN is not the absolute count of the bacteria but a statistical estimate of their concentration.
- **Bio-solids:** Anaerobic digested sludge is pumped to a screw press where excess water is removed to reduce the volume (and weight) thus producing an end result called bio-solids.
- **Polymer:** Organic polymers are added to digested sludge to bring out the formation of larger particles by bridging to improve processing.

Wastewater Acronyms

ACWA	Assoc of California Water Agencies	APWA	American Public Works Association
AWWA	American Water Works Association	BAAQMD	Bay Area Air Quality Management District
BACWA	Bay Area Clean Water Agencies	BAPPG:	Bay Area Pollution Prevention Group
CASA	California Association of Sanitation Agencies	CSDA	California Special Districts Association
CSRMA:	California Sanitation Risk Management Authority	CAAQS	California Ambient Air Quality Standard
CaIARP	California Accidental Release Prevention Program	CARB	California Air Resources Board
CDO	Cease and Desist Order	CECs	Constituents of Emerging Concern
CEQA	California Environmental Quality Act	CIWQS	California Integrated Water Quality System
CFR	Code of Federal Regulations	CMOM	Capacity, Management, Operation and Maintenance
CIWMB	California Integrated Waste Management Board	CPUC	California Public Utilities Commission
CIWQS	California Integrated Water Quality System	CTR	California Toxics Rule
CSO	Combined Sewer Overflow	CWAP	Clean Water Action Plan
CWA	Clean Water Act	CWEA	California Water Environment Association
CWARA	Clean Water Authority Restoration Act	DTSC	Dept. of Toxic Substances Control
DHS	Dept. of Health Services	EDW	Effluent Dominated Water body
EBEP	Enclosed Bays and Estuaries Plan	EPA	Environmental Protection Agency
EIS/EIR	Environmental Impact Statement/Report	ESMP	Electronic Self-Monitoring Report
ERAF	Educational Reserve Augmentation Fund	GASB	Government Accounting Standards Board
FOG	Fats, Oils and Grease	JPA	Joint Powers Authority
ISWP	Inland Surface Waters Plan	LOCC	League of California Cities
LAFCO	Local Agency Formation Commission	MCL	Maximum Contaminant Level
MACT	Maximum Achievable Control Technology (air controls)	MOU	Memorandum of Understanding
MMP	Mandatory Minimum Penalty	NACWA	National Association of Clean Water Agencies
MUN	Municipal Drinking Water Use	NOX	Nitrogen Oxides
NGOs	Non-Governmental Organizations	NRDC	Natural Resources Defense Council
NPDES	Nat'l Pollutant Discharge Elimination System	OWP:	Office of Water Programs
NTR	National Toxics Rule	PCBs	Poly Chlorinated Biphenyls
OSHA:	Occupational Safety and Health Administration	PPCPs	Pharmaceutical and personal Care Products
POTWs	Publicly Owned Treatment Works	Region	IX Western Region of EPA (CA, AZ, NV & HI)
QA/QC	Quality Assurance / Quality Control	RMP	Risk Management Program
RFP	Request For Proposals	RWQCB	Regional Water Quality Control Board
RFQ	Request For Qualifications	SIP	State Implementation Policy (CTR/NTR criteria)
SEP	Supplementary Environmental Projects	SRF	State Revolving Fund
SFEI:	San Francisco Estuary Institute	SSMP	Sewer System Management Plan
SSO	Sanitary Sewer Overflow	TMDL	Total Maximum Daily Load
SWRCB	State Water Resources Control Board	WEF	Water Environment Federation
WDR	Waste Discharge Requirements	WET	Whole Effluent Toxicity or Waste Extraction Test
WERF	Water Environment Research Foundation	WRFP	Water Recycling Funding Program
WMI	Watershed Management Initiative	WWTP	Wastewater Treatment Plant
WRDA	Water Resource Development Act	WWWIFA	Water & Wastewater Infrastructure Financing Agency
WQBEL	Water Quality Based Effluent Limitation		

Management

Tony Rubio District Manager
 Robin Dohrmann Office Manger
 2001 Paradise Drive
 Tiburon CA 9420
 415-435-1501 Tel
 415-435-0221 fax
www.sani5.org

Board of Directors

Tod Moody	President
Omar Arias Montez	Vice President
John Carapiet	Secretary
Catherine Benediktsson	Director
Richard Snyder	Director

Date: November 16, 2023

To: Board of Directors – Regular Board Meeting

From: District Manager – Tony Rubio

Subject: Review of quotes for the replacement of 2 HVAC units for the Main Plant and provide District Manager authorization to proceed with the replacement of the 2 units that are out of service

STAFF REPORT:

The district has 3 HVAC units that are used for maintaining temperatures cool in 2 of the main MCC (Motor Control Center) rooms. These units were installed in 2013 during the Main Plant Rehabilitation Project as a result of the installation of the new MCC's, PLC's (Programmable Logic Controllers) VFD's (variable frequency drives) and other miscellaneous controls.

A few months ago 2 of the units went out of service and we have had 3 different contractors come in to assess the units and provide repair/replacement quotes for the 2 units that are out of service.

The general consensus from all 3 vendors is that they would not recommend trying to repair the units due to the age and severe corrosion noted on critical parts on these units, thus all 3 vendors supplied replacement quotes for the procurement and installation of new 4-ton split units.

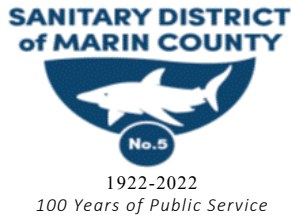
Two of the vendors provided quotes for carrier replacement and one of the vendors provided a quotes for a Mitsubishi replacement. The quotes are for identical 4ton split units.

The lowest quote was from TechAir (out of Novato CA) for a price per unit and install of \$17,439. This quote comes with additional corrosion protection and a 12 year manufacturers warranty and labor warranty of 2 years. The other vendors provided a 1 year manufacturer 1 warranty and 1 year labor and the other provided a 5 year parts and 5 year labor warranty. Tech Air most recently replaced the Break Room HVAC unit and staff was satisfied with their performance and communication.

These HVAC units are critical in ensuring the protection and long life of the above mentioned electrical components that are vital for the plants continued safe and efficient operation.

Management

Tony Rubio District Manager
Robin Dohrmann Office Manger
2001 Paradise Drive
Tiburon CA 9420
415-435-1501 Tel
415-435-0221 fax
www.sani5.org



Board of Directors

Tod Moody	President
Omar Arias Montez	Vice President
John Carapiet	Secretary
Catherine Benediktsson	Director
Richard Snyder	Director

FISCAL IMPACT:

\$17,439 per unit. Total of \$34,878 of unbudgeted funds for the main plant.

CEQA (California Environmental Quality Act)

Exempt

Recommendation:

To accept the proposal from TECH air and authorize the District Manager to proceed with order and installation of the 2 new HVAC units and perform a budget amendment for the \$34,878

ATTACHMENTS:

HVAC Quotes



130 Kaden Dr.
Novato, Ca. 94947

Lic #1046257
Phone #(415)758-0396

Submitted to: Dan LaTorre

Proposal: MCS864

Email: dlatorre@sani5.org

Phone: 415-435-1501 ext 107

Site Address: 2001 Paradise Dr Tiburon ca 94920

Equipment Included:

- Mitsubishi Ceiling Suspended 4 Way Indoor Unit / Model #PLFYEP48NEMUR1
 - Mitsubishi 48,000 BTU Variable Speed Smart Multi / MXZSM48NAMU1
-

Scope of work:

- Recover Refrigerant if Any / Dispose Safely & Environmentally Friendly
 - Remove Indoor Outdoor Units / Dispose & Recycle
 - Set Outdoor Condensing Units / Bolt to Cement Pad
 - Install Indoor Units / Suspend with Allthread
 - Seismic Wire / Connect to Indoor Units
 - Reconnect 220-Volts / Indoor & Outdoor
 - New Copper Line Set / Indoor-Outdoor
 - New Communication Wire / Indoor-Outdoor TB5
 - Install New Thermostat / Communication Wire TB15
 - Address Equipment / Program System
 - Pressure Test Copper Line Set / 500 PSI
 - Pull Vacuum / 500 Microns
 - Start Up & Test
-

Limited warranty:

- Any Equipment Is Covered by Extended 12 Year Manufacturer Warranty
- All Labor Is Covered by Tech Air for A Period No Greater Than 2 Years

All work and equipment will be furnished at the cost of:

- \$16,589.00 Price Per 1 Unit Installed
- \$ 850.00 Price Per 1 Unit Gorilla Coated

Total Cost For 1 Unit Installed with Gorilla Coating:

- \$17,439.00

Total Cost For 3 Unit Installed 3% Discount:

- \$50,747.00

Payment schedule:

- \$1,000.00 due at signing
- \$5,800.00 due at completion

Customer agrees to all terms, conditions, exclusions and pricing stated by signing below

- Print _____ Sign _____ Date _____
- One Unit Initial Here _____
- Three Units Initial Here _____

ADDITIONAL TERMS AND CONDITIONS

Delays. Contractor agrees to start and diligently pursue work through to completion, but shall not be responsible for delays for any of the following reasons: failure of the issuance of all necessary building permits within a reasonable length of time, funding of loans, disbursement of funds into control or escrow, acts of neglect or omission of Owner or Owner's employees or Owner's agent, acts of God, stormy or inclement weather, strikes, lockouts, boycotts or other labor union activities, extra work ordered by Owner, acts of public enemy, riots or civil commotion, inability to secure material through regular recognized channels, imposition of Government priority or allocation of materials, failure of Owner to make payments when due, or delays caused by inspection or changes ordered by the inspectors of authorized Governmental bodies, or for acts of independent Contractors, or other causes beyond Contractor's reasonable control.

Completion and Occupancy. Owner agrees to sign and record a notice of completion within five days after the project is complete and ready for occupancy. If the project passes final inspection by the public body but Owner fails to record Notice of Completion, then Owner hereby appoints Contractor as Owner's agent to sign and record a Notice of Completion on behalf of Owner. This agency is irrevocable and is an agency coupled with an interest.

In the event the Owner occupies the project or any part thereof before the Contractor has received all payment due under this contract, such occupancy shall constitute full and unqualified acceptance of all the Contractor's work by the Owner and the Owner agrees that such occupancy shall be a waiver of any

Right to Stop Work. Contractor shall have the right to stop work if any payment shall not be made, when due, to Contractor under this agreement; Contractor may keep the job idle until all payments due are received. Such failure to make payment, when due, is a material breach of this Agreement.

Clean Up. Contractor will remove from Owner's property debris and surplus material created by his operation and leave it in a neat and broom clean condition.

Credit and Debit fees. Owner will be assessed a 2.99% interest rate for all debit or credit payments over \$2,000.00

Unpaid Depts. Payments not received by or postdated within 30 days of billing will incur a 1.5% interest charge per month

Asbestos, Lead, Mold, and other Hazardous Materials. Owner hereby represents that Owner has no knowledge of the existence on or in any portion of the premises affected by the Project of any asbestos, lead paint, mold (including all types of microbial matter or microbiological contamination, mildew or fungus), or other hazardous materials. The parties acknowledge that the removal, disturbance, or transportation of asbestos, polychlorinated biphenyl (PCB), mold, lead paint, or other hazardous substances or materials, requires special procedures, precautions, and/or licenses. Therefore, if Contractor encounters such substances, Contractor shall immediately stop work and allow the Owner to obtain a duly qualified asbestos and/or hazardous material contractor to perform the work. The Contract Term setting forth the time for completion of the project may be delayed by the need for such remedial Owner agrees that Contractor shall not be responsible, and agrees to hold Contractor harmless and indemnify Contractor, for the existence of mold or microbial contamination in any area. Further, Owner is hereby informed, and hereby acknowledges, that most insurers expressly disclaim coverage for any actual or alleged damages arising from mold or microbial contamination.

Standards of Materials and Workmanship. Contractor shall use and install "standard grade" or "builder's grade" materials on the project unless otherwise stated in the Scope of Work, the plans, and/or specifications provided to Contractor prior to the execution of this Agreement. Unless expressly stated in the Scope of Work, Contractor shall have no liability or responsibility to restore or repair the whole or any part of the premises affected by the work of Contractor to be performed herein or by any subsequently agreed-upon change order, including as an illustration and not as a limitation, any landscaping, sprinkler system, flooring and carpet, wall coverings, paint, tile, or decorator items.

Changes in the Work. Should the Owner, construction lender, or any public body or inspector direct any modification or addition to the work covered by this contract, the contract price shall be adjusted accordingly.

Modification or addition to the work shall be executed only when a Contract Change Order has been signed by both the Owner and the Contractor. The change in the Contract Price caused by such Contract Change Order shall be as agreed to in writing, or if the parties are not in agreement as to the change in Contract Price, the Contractor's actual cost of all labor, equipment, subcontracts and materials, plus a Contractor's fee of 30% shall be the change in Contract Price. The Contract Change Order may also increase the time within which the contract is to be completed.

Contractor shall promptly notify the Owner of (a) subsurface or latent physical conditions at the site differing materially from those indicated in the contract, or (b) unknown physical conditions differing materially from those ordinarily encountered and generally recognized as inherent in work of the character provided for in this contract. Any expense incurred due to such conditions shall be paid for by the Owner as added work.

Note about Extra Work and Change Orders: Extra work and Change Orders become part of the contract once the order is prepared in writing and signed by the parties prior to the commencement of any work covered by the new change order. The order must describe the scope of the extra work or change, the cost to be added or subtracted from the contract, and the effect the order will have on the schedule of progress payments.

You, the buyer, may not require a contractor to perform extra or change-order work without providing written authorization prior to the commencement of any work covered by the new change order. Extra work or a change order is not enforceable against a buyer unless the change order also identifies all of the following in writing prior to the commencement of any work covered by the new change order:

(i) The scope of work encompassed by the order; (ii) The amount to be added or subtracted from the contract; and (iii) The effect the order will make in the progress payments or the completion date. The contractor's failure to comply with the requirements of this paragraph does not preclude the recovery of compensation for work performed based upon legal or equitable remedies designed to prevent unjust enrichment.

Unseen Obstacles: Owner agrees to pay all additional costs resulting from structural or underground obstacles unknown to Contractor including but not limited to hard formations requiring the use of pneumatic hammers, pipes or conduits, masonry, removing, refilling or compaction of ground. In addition, the Contractor will not be responsible for damaging underground utility or electrical pipe if said piping is not specifically located

and marked. If hard rock is encountered while doing routine digging Contractor will stop digging, notify owner/tenant/agent, and only continue on the basis of time and material or agreed upon price in writing.

Changes to System by 3rd Party: Any alterations or changes to system from time of completion not made and or approved by Tech Air may void Labor warranty at Tech Air discretion. if 1; alterations were made in such a manor to put unforeseen stress upon the system not intended at time of tech Air installation 2; during such alterations should the integrity of such work become questionable labor warranty may be voided at Tech Air discretion

STATUTORY NOTICES

Information about the Contractors' State License Board (CSLB)

CSLB is the state consumer protection agency that licenses and regulates construction contractors.

Contact CSLB for information about the licensed contractor you are considering, including information about disclosable complaints, disciplinary actions and civil judgments that are reported to CSLB.

Use only licensed contractors. If you file a complaint against a licensed contractor within the legal deadline (usually four years), CSLB has authority to investigate the complaint. If you use an unlicensed contractor, CSLB may not be able to help you resolve your complaint. Your only remedy may be in civil court, and you may be liable for damages arising out of any injuries to the unlicensed contractor or the unlicensed contractor's employees.

For more information:

Visit CSLB's Internet Web site at www.cslb.ca.gov

Call CSLB at 800-321-CSLB (2752)

Write CSLB at P.O. Box 26000, Sacramento, CA 95826.

MECHANICS LIEN WARNING

HOM IMPROVEMENT CONTRACT MECHANICS LIEN WARNING. Anyone who helps improve your property, but who is not paid, may record what is called a mechanics lien on your property. A mechanics lien is a claim, like a mortgage or home equity loan, made against your property and recorded with the county recorder.

Even if you pay your contractor in full, unpaid subcontractors, suppliers, and laborers who helped to improve your property may record mechanics liens and sue you in court to foreclose the lien. If a court finds the lien is valid, you could be forced to pay twice or have a court officer sell your home to pay the lien. Liens can also affect your credit.

To preserve their right to record a lien, each subcontractor and material supplier must provide you with a document called a 'Preliminary Notice.' This notice is not a lien. The purpose of the notice is to let you know that the person who sends you the notice has the right to record a lien on your property if he or she is not paid.

BE CAREFUL The Preliminary Notice can be sent up to 20 days after the subcontractor starts work or the supplier provides material. This can be a big problem if you pay your contractor before you have received the Preliminary Notices.

You will not get Preliminary Notices from your prime contractor or from laborers who work on your project. The law assumes that you already know they are improving your property.

PROTECT YOURSELF FROM LIENS. You can protect yourself from liens by getting a list from your contractor of all the subcontractors and material suppliers that work on your project. Find out from your contractor when these subcontractors started work and when these suppliers delivered goods or materials. Then wait 20 days, paying attention to the Preliminary Notices you receive.

PAY WITH JOINT CHECKS. One way to protect yourself is to pay with a joint check. When your contractor tells you it is time to pay for the work of a subcontractor or supplier who has provided you with a Preliminary Notice, write a joint check payable to both the contractor and the subcontractor or material supplier.

For other ways to prevent liens,
visit CSLB's Internet Web site at www.cslb.ca.gov or call CSLB at 800-321-CSLB (2752).

REMEMBER, IF YOU DO NOTHING, YOU RISK HAVING A LIEN PLACED ON YOUR PROPERTY.



Ongaro and Sons

Petaluma Office
 719 Southpoint Boulevard
 Petaluma, CA 94954
 Sonoma County (707) 579-3511

San Anselmo Office
 11 Ross Ave.
 San Anselmo, CA 94960
 Marin County (415) 454-7400

Lic. # 215233

BILL TO

Sanitary District #5*
 P.O. Box 227
 Tiburon, CA 94920 USA

ESTIMATE 185375338	ESTIMATE DATE Sep 22, 2023
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Home Improvement Contract
 License #215233

JOB ADDRESS

Sanitary District #5*
 2001 Paradise Drive
 Tiburon, CA 94920 USA

Job: 194690

Technician: Christopher Ostrom Juvencio

DESCRIPTION OF THE PROJECT & DESCRIPTION OF THE SIGNIFICANT MATERIALS TO BE USED & EQUIPMENT TO BE INSTALLED

System 2: System is low on refrigerant, this is a sign of a leak in the system. The most common location of leaks are in either the evaporator coil or the condenser coil, neither of these are repairable. Before we can add refrigerant we need to perform a leak test, and confirm there is no leak in the system. If the leak is in one of the coils there will be additional charge to fix the leak. I recommend replacing the system rather than trying to repair it. Step#1
 When the system is deemed leak free, we will evacuate the system down to a near perfect vacuum then recharge the system with the correct amount of refrigerant. Step #2.

This estimate is just to find the leak, does not include parts if any are needed

TASK	DESCRIPTION	QTY	PRICE	TOTAL
1116361	Refrigerant System Leak Test: Leak test of refrigerant system, may include adding dye to system and returning another day if system is operational, and/or using refrigerant sniffer, filling system with non expanding dry nitrogen, checking all joints and connections with bubbles. if repair can be made without ordering parts it would be included. *MOST LEAKS ARE AT COILS AND ARE NOT REPAIRABLE*	1.00	\$1,210.48	\$1,210.48
1116661	Evacuate & Recharge, 4-5 T Split R410A System: Evacuate & Recharge, 4-5 T Split R410A System	1.00	\$1,840.35	\$1,840.35
1116841	410A Per LB (1st LB): First lb. of R-410A refrigerant	1.00	\$196.34	\$196.34

1116861	410A Per LB (Add'l LBs): 410A per lb. after first lb.	11.00	\$101.75	\$1,119.25
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POTENTIAL SAVINGS	\$218.32
SUB-TOTAL	\$4,366.42
TAX	\$0.00
CONTRACT PRICE	\$4,366.42

Thank You for Choosing Ongaro and Sons

CONTRACT PRICE: \$4,366.42

APPROXIMATE START DATE: 9/22/2023

APPROXIMATE COMPLETE DATE: 9/22/2023

ANY CHANGES IN THE SCOPE OF WORK OR EXTRA WORK MUST BE CONFIRMED IN WRITING BY BOTH THE CONTRACTOR AND HOMEOWNER IN ADVANCE OF THE WORK COMMENCING. EXTRA WORK OR A CHANGE ORDER IS NOT ENFORCEABLE AGAINST YOU UNLESS THE CHANGE ORDER ALSO IDENTIFIES ALL OF THE FOLLOWING IN WRITING PRIOR TO THE COMMENCEMENT OF ANY WORK COVERED BY THE NEW CHANGE ORDER: (I) THE SCOPE OF WORK ENCOMPASSED BY THE ORDER; (II) THE AMOUNT TO BE ADDED OR SUBTRACTED FROM THE CONTRACT; AND (III) THE EFFECT THE ORDER WILL MAKE IN THE PROGRESS PAYMENTS OR THE COMPLETION DATE. HOWEVER, FAILURE TO COMPLY WITH THE REQUIREMENTS OF THIS PARAGRAPH DOES NOT PRECLUDE THE RECOVERY OF COMPENSATION FOR WORK PERFORMED BASED UPON LEGAL OR EQUITABLE REMEDIES DESIGNED TO PREVENT UNJUST ENRICHMENT.

DOWNPAYMENT

THE DOWN PAYMENT MAY NOT EXCEED \$1,000 OR 10 PERCENT OF THE CONTRACT PRICE, WHICHEVER IS LESS.

THE SCHEDULE OF PROGRESS PAYMENTS MUST SPECIFICALLY DESCRIBE EACH PHASE OF WORK, INCLUDING THE TYPE AND AMOUNT OF WORK OR SERVICES SCHEDULED TO BE SUPPLIED IN EACH PHASE, ALONG WITH THE AMOUNT OF EACH PROPOSED PROGRESS PAYMENT. IT IS AGAINST THE LAW FOR A CONTRACTOR TO COLLECT PAYMENT FOR WORK NOT YET COMPLETED, OR FOR MATERIALS NOT YET DELIVERED. HOWEVER, A CONTRACTOR MAY REQUIRE A DOWN PAYMENT.

YOU, THE HOMEOWNER (BUYER) OR TENANT HAVE THE RIGHT TO REQUIRE THE CONTRACTOR TO FURNISH YOU WITH A PERFORMANCE AND PAYMENT BOND, HOWEVER THE CONTRACTOR CAN REQUIRE YOU TO PAY FOR THAT BOND.

INFORMATION ABOUT THE CONTRACTORS STATE LICENSE BOARD (CSLB)

CSLB is the state consumer protection agency that licenses and regulates construction contractors. Contact CSLB for information about the licensed contractor you are considering, including information about disclosable complaints, disciplinary actions and civil judgments that are reported to CSLB. Use only licensed contractors. If you file a complaint against a licensed contractor within the legal deadline (usually four years), CSLB has authority to investigate the complaint. If you use an unlicensed contractor, CSLB may not be able to help you resolve your complaint. Your only remedy may be in civil court, and you may be liable for damages arising out of any injuries to the unlicensed contractor or the unlicensed contractor's employees.

For more information:

VISIT CSLB's website at www.cslb.ca.gov

CALL CSLB at 1-800-321-CSLB (2752)

WRITE CSLB at P.O. Box 26000, Sacramento, CA 95826

You are entitled to a completely filled in copy of this agreement, signed by both you and the contractor, before any work may be started.

CUSTOMER AUTHORIZATION

By signing, I acknowledge that the company has provided me an estimate for the services to be performed in the amount of
\$4,366.42

Sign here

Date

THREE DAY RIGHT TO CANCEL

Five-Day Right to Cancel

You, the buyer, have the right to cancel this contract within five business days. You may cancel by emailing, mailing, faxing, or delivering a written notice to the contractor at the contractor's place of business by midnight of the fifth business day after you received a signed and dated copy of the contract that includes this notice. Included your, name, your address, and the date you received the signed copy of the contract and this notice.

Five-Day Right to Cancel

If you, the buyer, are 65 years of age or older have the right to cancel this contract within five business days. You may cancel by emailing, mailing, faxing, or delivering a written notice to the contractor at the contractor's place of business by midnight of the third business day after you received a signed and dated copy of the contract that includes this notice. Included your, name, your address, and the date you received the signed copy of the contract and this notice.

If you cancel, the contractor must return to you anything you paid within 10 days of receiving the notice of cancellation. For your part, you must make available to the contractor at your residence, in substantially as good condition as you received them, goods delivered to you under this contract or sale. Or, you may if you wish, comply with the contractor's instructions on how to return the goods as the contractor's expense and risk. If you do make the goods available to the contractor and the contractor does not pick them up within 20 days of the date of your notice of cancellation, you may keep them without any further obligation. If you fail to make the goods available to the contractor, or if you agree to return the goods to the contractor and fail to do so, then you remain liable for performance of all obligation under the contract.

Ongaro & Sons Inc. carries Commercial General Liability Insurance. The insurance Company is Federated Mutual Insurance Company. You may call the insurance company at 888-333-4949. Ongaro & Sons Inc. carries workers' compensation insurance for all employees. The Insurance Company is CompWest Insurance Company. You may call the insurance company at 707-546-2300.

The cancellation form can be found in the Terms and Conditions section.

Sign here

Date

ADDITIONAL TERMS AND CONDITIONS

1. Owner's Responsibilities. The Owner is responsible to supply water, gas, sewer and electrical utilities unless otherwise agreed to in writing. Electricity and water to the site is necessary. Owner agrees to allow and provide Contractor and his equipment access to the property. The Owner is responsible for having sufficient funds to comply with this agreement. This is a cash transaction unless otherwise specified. The Owner is responsible to remove or protect any personal property and Contractor is not responsible for same or for any carpets, drapes, furniture, driveways, lawns, shrubs, etc. The Owner shall point out and warrant the property lines to Contractor and shall hold Contractor harmless for any disputes or errors in the property line or setback locations. All equipment installations are done with the assumption that the location has a sound electrical system. Contractor takes no responsibility for damage or nonoperation of equipment due to inadequate power supply, whether source is a temporary power supply or a regular service panel, and includes ground, polarity and capacity. Contractor is not responsible for owners' pets, closing gates or securing homes or job sites.

2. Delays. Contractor agrees to start and diligently pursue work through to completion, but shall not be responsible for delays for any of the following reasons: failure of the issuance of all necessary building permits within a reasonable length of time, funding of loans, disbursement of funds into control or escrow, acts of neglect or omission of Owner or Owner's employees or Owner's agent, acts of God, stormy or inclement weather, strikes, lockouts, boycotts or other labor union activities, extra work ordered by Owner, acts of public enemy, riots or civil commotion, inability to secure material through regular recognized channels, imposition of Government priority or allocation of materials, failure of Owner to make payments when due, or delays caused by inspection or changes ordered by the inspectors of authorized Governmental bodies, or for acts of independent Contractors, or other causes beyond Contractor's reasonable control.

3. Plans and Specifications. If plans and specifications are prepared for this job, they shall be attached to and become a part of the Agreement. Contractor will obtain and pay for all required building permits, but Owner will pay assessments and charges required by public bodies and utilities for financing or repaying the cost of sewers, storm drains, water service, other utilities, water hook-up charges and the like. The permit, which aforementioned is to be obtained by the contractor, only includes the scope of work as described in the contract; meaning this contract does not include any additional work required by the local jurisdiction to bring the home up to code, including but not limited to; smoke/co detectors, fixtures or appliances, existing structural violations or limitations, plumbing or HVAC system not related to the work described in the contract, or any open permit issues.

4. Subcontracts. The Contractor may subcontract portions of this work to properly licensed and qualified subcontractors.

5. Completion and Occupancy. Owner agrees to sign and record a notice of completion within five days after the project is complete and ready for occupancy. If the project passes final inspection by the public body but Owner fails to record Notice of Completion, then Owner hereby appoints Contractor as Owner's agent to sign and record a Notice of Completion on behalf of Owner. This agency is irrevocable and is an agency coupled with an interest.

In the event the Owner occupies the project or any part thereof before the Contractor has received all payment due under this contract, such occupancy shall constitute full and unqualified acceptance of all the Contractor's work by the Owner and the

Owner agrees that such occupancy shall be a waiver of any and all claims against the Contractor.

6. Insurance and Deposits. Owner will procure at his own expense and before the commencement of any work hereunder, fire insurance with course of construction, vandalism and malicious mischief clauses attached, such insurance to be a sum at least equal to the contract price with loss, if any, payable to any beneficiary under any deed of trust covering the project, such insurance to name the Contractor and his subcontractors as additional insured, and to protect Owner, Contractor and his subcontractors and construction lender as their interests may appear: should Owner fail to do so, Contractor may procure such insurance as agent for and at the expense of Owner, but is not required to do so. If the project is destroyed or damaged by disaster, accident or calamity, such as fire, storm, earthquake, flood, landslide, or by theft or vandalism, any work done by the Contractor rebuilding or restoring the project shall be paid by the Owner as extra work. Contractor shall carry Worker's Compensation Insurance for the protection of Contractor's employees during the progress of the work. Owner shall obtain and pay for insurance against injury to his own employees and persons under Owner's discretion and persons on the job site at Owner's invitation.

7. Right to Stop Work. Contractor shall have the right to stop work if any payment shall not be made, when due, to Contractor under this agreement; Contractor may keep the job idle until all payments due are received. Such failure to make payment, when due, is a material breach of this Agreement.

8. Clean Up. Contractor will remove from Owner's property debris and surplus material created by his operation and leave it in a neat and broom clean condition.

9. Limitations. No action of any character arising from or related to this contract, or the performance thereof, shall be commenced by either party against the other more than two years after completion or cessation of work under this contract.

10. Validity and Damages. In case one or more of the provisions of this Agreement or any application thereof shall be invalid, unenforceable or illegal, the validity, enforceability and legality of the remaining provisions and any other applications shall not in any way be impaired thereby. Any damages for which Contractor may be liable to Owner shall not, in any event, exceed the cash price of this contract.

11. Asbestos, Lead, Mold, and other Hazardous Materials. Owner hereby represents that Owner has no knowledge of the existence on or in any portion of the premises affected by the Project of any asbestos, lead paint, mold (including all types of microbial matter or microbiological contamination, mildew or fungus), or other hazardous materials. The parties acknowledge that the removal, disturbance, or transportation of asbestos, polychlorinated biphenyl (PCB), mold, lead paint, or other hazardous substances or materials, requires special procedures, precautions, and/or licenses. Therefore, if Contractor encounters such substances, Contractor shall immediately stop work and allow the Owner to obtain a duly qualified asbestos and/or hazardous material contractor to perform the work. The Contract Term setting forth the time for completion of the project may be delayed by the need for such remedial work. Owner agrees that Contractor shall not be responsible, and agrees to hold Contractor harmless and indemnify Contractor, for the existence of mold or microbial contamination in any area. Further, Owner is hereby informed, and hereby acknowledges, that most insurers expressly disclaim coverage for any actual or alleged damages arising from mold or microbial contamination.

12. Standards of Materials and Workmanship. Contractor shall use and install "standard grade" or "builder's grade" materials on the project unless otherwise stated in the Scope of Work, the plans, and/or specifications provided to Contractor prior to the execution of this Agreement. Unless expressly stated in the Scope of Work, Contractor shall have no liability or responsibility to restore or repair the whole or any part of the premises affected by the work of Contractor to be performed herein or by any subsequently agreed-upon change order, including as an illustration and not as a limitation, any landscaping, sprinkler system, flooring and carpet, wall coverings, paint, tile, or decorator items.

13. Interest: Overdue payments will bear interest at the rate of 1 1/2% per month (18% per annum).

14. Changes in the Work. Should the Owner, construction lender, or any public body or inspector direct any modification or addition to the work covered by this contract, the contract price shall be adjusted accordingly.

Modification or addition to the work shall be executed only when a Contract Change Order has been signed by both the Owner and the Contractor. The change in the Contract Price caused by such Contract Change Order shall be as agreed to in writing, or if the parties are not in agreement as to the change in Contract Price, the Contractor's actual cost of all labor, equipment, subcontracts and materials, plus a Contractor's fee of 30% shall be the change in Contract Price. The Contract Change Order may also increase the time within which the contract is to be completed.

Contractor shall promptly notify the Owner of (a) subsurface or latent physical conditions at the site differing materially from those indicated in the contract, or (b) unknown physical conditions differing materially from those ordinarily encountered and generally recognized as inherent in work of the character provided for in this contract. Any expense incurred due to such conditions shall be paid for by the Owner as added work.

Note about Extra Work and Change Orders: Extra work and Change Orders become part of the contract once the order is prepared in writing and signed by the parties prior to the commencement of any work covered by the new change order. The order must describe the scope of the extra work or change, the cost to be added or subtracted from the contract, and the effect the order will have on the schedule of progress payments.

You, the buyer, may not require a contractor to perform extra or change-order work without providing written authorization prior to the commencement of any work covered by the new change order. Extra work or a change order is not enforceable against a buyer unless the change order also identifies all of the following in writing prior to the commencement of any work covered by the new change order:

(i) The scope of work encompassed by the order; (ii) The amount to be added or subtracted from the contract; and (iii) The effect the order will make in the progress payments or the completion date. The contractor's failure to comply with the requirements of this paragraph does not preclude the recovery of compensation for work performed based upon legal or equitable remedies designed to prevent unjust enrichment.

Unseen Obstacles: Owner agrees to pay all additional costs resulting from structural or underground obstacles unknown to Contractor including but not limited to hard formations requiring the use of pneumatic hammers, pipes or conduits, masonry, removing, refilling or compaction of ground. In addition, the Contractor will not be responsible for damaging underground utility or electrical pipe if said piping is not specifically located

and marked. If hard rock is encountered while doing routine digging Contractor will stop digging, notify owner/tenant/agent, and only continue on the basis of time and material or agreed upon price in writing.

STATUTORY NOTICES

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Contact CSLB for information about the licensed contractor you are considering, including information about disclosable complaints, disciplinary actions and civil judgments that are reported to CSLB.

Use only licensed contractors. If you file a complaint against a licensed contractor within the legal deadline (usually four years), CSLB has authority to investigate the complaint. If you use an unlicensed contractor, CSLB may not be able to help you resolve your complaint. Your only remedy may be in civil court, and you may be liable for damages arising out of any injuries to the unlicensed contractor or the unlicensed contractor's employees.

For more information:

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MECHANICS LIEN WARNING

HOM IMPROVEMENT CONTRACT MECHANICS LIEN WARNING. Anyone who helps improve your property, but who is not paid, may record what is called a mechanics lien on your property. A mechanics lien is a claim, like a mortgage or home equity loan, made against your property and recorded with the county recorder.

Even if you pay your contractor in full, unpaid subcontractors, suppliers, and laborers who helped to improve your property may record mechanics liens and sue you in court to foreclose the lien. If a court finds the lien is valid, you could be forced to pay twice or have a court officer sell your home to pay the lien. Liens can also affect your credit.

To preserve their right to record a lien, each subcontractor and material supplier must provide you with a document called a 'Preliminary Notice.' This notice is not a lien. The purpose of the notice is to let you know that the person who sends you the notice has the right to record a lien on your property if he or she is not paid.

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or call CSLB at 800-321-CSLB (2752).

REMEMBER, IF YOU DO NOTHING, YOU RISK HAVING A LIEN PLACED ON YOUR HOME.

This can mean that you may have to pay twice, or face the forced sale of your home to pay what you owe.

Notice of Cancellation

Date of transaction _____

You may cancel this transaction, without any penalty or obligation, within three business days from the above date.

If you cancel, any property traded in, any payments made by you under the contract or sale, and any negotiable instrument executed by you will be returned within 10 days following receipt by the seller of your cancellation notice, and any security interest arising out of the transaction will be canceled.

If you cancel, you must make available to the seller at your residence, in substantially as good condition as when received, any goods delivered to you under this contract or sale, or you may if you wish, comply with the instructions of the seller regarding the return shipment of the goods at the seller's expense and risk.

If you do make the goods available to the seller and the seller doesn't pick them up within 20 days of the date of your notice of cancellation, you may retain or dispose of the goods without any further obligation. If you fail to make the goods available to the seller or if you agree to return the goods to the seller and fail to do so, then you remain liable for performance of all obligations under the contract.

To cancel this transaction, mail or deliver a signed and dated copy of this cancellation notice, or any other written notice, or send by emailing, mailing, faxing or hand delivery to Ongaro & Sons Inc. at 2995 Dutton Ave, Santa Rosa, CA 95407 no later than midnight three days from

I hereby cancel this transaction _____

Buyers Signature

October 30, 2023

Dan LaTorre
WWTP Maintenance Superintendent
Sanitary District no. 5 of Marin County
2001 Paradise Drive
Tiburon, CA 94920

Re: **Unit Replacements at Waste Water Treatment Facility**

Subject: Unit Replacements Budget Proposal

Mr. LaTorre,

ESTIMATING PROCESS FOR BASE BID:

- 2100 Paradise Drive ~ Pre-Bid Walk dated Thursday October 19th, 2023

ENGINEERING / MANAGEMENT:

ACCO as the Engineer-of-Record for this design-build project, will provide Title 24 calculations, wet stamp permit drawings, and as-built drawings at the completion of the project. A building permit is anticipated to be required by the City of Tiburon, unless the WWTP is under a different authority. Permit fees have been included in the engineering budget.

GENERAL SCOPE OF WORK :

- Create CAD backgrounds, if needed
- Create engineered drawings and procure a permit from the City
- Shut down and LOTO existing split system
- Disconnect power, controls, and anchorage from the fan coil and condensing unit
- Recover the refrigerant in the system and save for reuse
- Demo the condensing unit, fan coil, and piping and properly dispose of
 - Save piping hangers for reuse, if possible
- Install new condensing unit in the outdoor area and run new refrigerant piping to the fan coil location
 - New units to be the Carrier split system most similar replacement
 - New piping is needed due to a change in the refrigerant piping size requirements of the new units
- Hang new fan coil in place of the existing
 - Install new supply and return plenum for air distribution
- Reconnect electrical and controls connections
- Tie in refrigerant piping, evacuate, pressure test, and charge with reclaimed refrigerant
 - Additional refrigerant, if required will be priced on a T&M basis
- Start up the system per manufacturer recommendations and fill out ACCO Start up reports
- Standby for inspections, if required, and submit close out package to customer

EQUIPMENT:

ACCO to Furnish & Install:

- ❖ One (1) Carrier 4 Ton Split System Condensing Unit
 - 208/230V-1-60
 - R410A Refrigerant
- ❖ One (1) Carrier 4 Ton Split System Fan Coil Unit
 - Ducted Slim Style, Horizontal
 - 208/230V-1-60

WARRANTY:

- We pass along from the equipment manufacturers, one (1) year warranty and warrant all ACCO labor for a period of one (1) year from the beneficial use of the system.

GENERAL CLARIFICATIONS & EXCLUSIONS / WORK BY OTHERS:

- The work associated with this proposal is based upon a consistent and even flow of work, without multiple mobilizations, once a schedule has been set.
- Work is to be performed on a straight time basis, overtime is excluded unless otherwise detailed.
- Any work not specifically detailed above is excluded. Only the equipment listed is included.
- All electrical connections, conduit and conductors are supplied by others.
- Concealed conditions requiring upgrades are not included and will be priced upon discovery.
- Unless otherwise noted, pricing does not include any provision or allowance to modify, service, repair, replace, test or commission any components.
- Any work relating to fire/life safety system, fire/life safety controls, security, security controls, refrigerant monitoring and or alarm panel isolation other than replacement of actuators is excluded.
- All cutting, coring, patching, roofing, fire stopping, and or floor penetrations is excluded.
- Building will make arrangements for contractor and tier-subcontractors to have unlimited site access to and from the work area, including exit and entry.
- Title-24 calculations, wet stamp permit drawings, and as-built drawings; permits, permit fees are excluded.
- Upgrades, relocation of existing utilities, modification to electrical supply, electrical infrastructure, and modification to controls infrastructure are excluded.
- All hazardous material handling, hauling, testing, removal and disposal.
- Tie-in; fire protection, fire-life safety, fire dampers, fire control or alarm systems, panels, overrides, etc.

HVAC PRICING

BUDGET PRICING

□.. Split System Replacement.....	<u>\$52,050.00</u>
○ CAD (if needed)	\$3,400
○ Engineering, T24 & Permitting.....	\$7,500
○ Equipment.....	\$7,800
○ Sheet Metal Fab & Installation.....	\$5,000
○ Unit Install & Piping	\$17,750
○ Recovery, Controls, Start Up & T24	\$8,300
○ Truck Charge, Taxes, Fees.....	\$2,300

ACCO's performance will be a contribution to the success of this project, and we look forward to being a part of your team. If you have any questions, please do call.

Respectfully,

JJ Galvin

Project Manager



15 Lombard Street
San Francisco, CA. 94111
Cel~(510) 298-2156
jjgalvin@accoes.com

CUSTOMER
ACCEPTED for Buyer

By:

(Authorized Signature)

Name/Title:

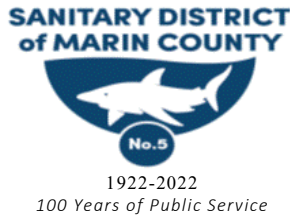
(Please Print)

Date of Acceptance:

Purchase Order Number:

Management

Tony Rubio District Manager
 Robin Dohrmann Office Manger
 2001 Paradise Drive
 Tiburon CA 9420
 415-435-1501 Tel
 415-435-0221 fax
www.sani5.org

Board of Directors

Tod Moody	President
Omar Arias Montez	Vice President
John Carapiet	Secretary
Catherine Benediktsson	Director
Richard Snyder	Director

Date: November 16, 2023

To: Board of Directors – Regular Board Meeting

From: District Manager – Tony Rubio

Subject: Review of quotes for the replacement of the Chevy Boom Truck and provide District Manager authorization to proceed with the order of the replacement truck

STAFF REPORT:

The district has 1 service truck that is equipped with a crane and water tank for the servicing of 24 pump stations. That includes being able to pull a total of 51 flygt submersible pumps ranging in size from 3hp up to 65hp for service on a pretty frequent basis. The truck is also used to tow generators for power outage events.

The District in 2015 purchased a used 2012 Chevy2500 from a fleet dealer out in TX the truck had 128K miles on it when purchased. The cost of that used truck then was \$32K.

In the past two years the truck has had to go in for many costly repairs. The truck is past it's useful life and needs to be replaced.

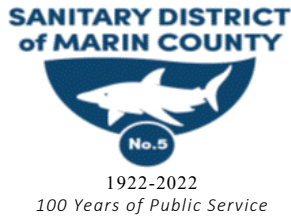
Our Maintenance and Collections System superintendent has met with staff and discussed the needs of the replacement truck. The must haves are a crane that is able to pick up all pumps in the District (the two large mar west pumps- the current truck struggles to lift these due to its max pick weight of 2500lbs.) plenty of storage for tools and equipment, diesel tank for fueling diesel generators during power outages and high pressure washer for cleaning pumps prior to maintenance in the wet well and air compressor for filling flat tires and cleaning of parts in the field during maintenance activities

The superintendent has gone out and has received quotes from 3 different companies. The quotes differ in price and available options as that is what the vendors offered currently. The quote from IMT (LODI) is the quote that provides the options that have been requested by staff. The cost for the replacement truck is \$197,777.

This vehicle was on the CIP list for replacement in two years, but due to the ongoing issues being encountered with the current truck I am recommending that we consider placing the order for this truck now as it will take 8-10 months (next fiscal year) to receive.

Management

Tony Rubio District Manager
Robin Dohrmann Office Manger
2001 Paradise Drive
Tiburon CA 9420
415-435-1501 Tel
415-435-0221 fax
www.sani5.org



Board of Directors

Tod Moody	President
Omar Arias Montez	Vice President
John Carapiet	Secretary
Catherine Benediktsson	Director
Richard Snyder	Director

This vehicle is one of the more critical pieces of equipment the district has for ensuring safe and efficient collection system operations and maintenance.

FISCAL IMPACT:

\$197,777. To come out of FY budget 24/25 CIP

CEQA (California Environmental Quality Act)

Exempt

Recommendation:

To authorize the District Manager to place the order for the Utility Truck replacement and to adjust the CIP program list to move this replacement into FY24/25 budget.

ATTACHMENTS:

Vehicle Quotes



An Oshkosh Corporation Company
Address: 500 Hwy 18 West
 Garner, IA 50438
Phone: (641) 923-3711
Email: orders@imt.com



QUOTE

Bill To:
 LODI TRUCK AND EQUIPMENT
 724 HARBOR BLVD

Ship To:
 LODI TRUCK AND EQUIPMENT
 724 HARBOR BLVD
 WEST SACRAMENTO, CA 55425-1501

Quote: SQBG001177
Quote Date: 10/19/2023
Available To: 11/18/2023

WEST SACRAMENTO, CA 95691

Document Prepared by: **Micaela Swonger**
 Price Book July 2023

Quote Name:	marin sanitary f550 11d1rr 7500-21
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Dominator I: 11' heavy duty galvanized steel crane body with standard right rear crane mount, 25" deep workbench bumper with through compartment, 1/4" plate work surface and recess for 2" hitch receiver tube rated at 2000 lb vertical tongue weight and 16,000lb gross trailer weight. 7 blade trailer light plug receptacle. 44" H x 22" D compartments, 24" above cargo bed, RF # 1 and # 2 compartments raised to 60", 40" above cargo bed constructed of 10 and 12 ga. material. Body offers 137.4 cubic feet of storage. Inverted A frame torsion box understructure. 14 ga. galvanized, hemmed, seamless single panel steel doors, stainless steel hinges, pneumatic gas spring door retainers and cast steel black powder coated 3-point latches. Cargo bed is 50" wide constructed of 1/8" deck plate and has six (6) recessed tie downs. Three-point access package. Fully integrated and sealed electrical system incorporating an automotive style harness system with power and function distribution box. CMD.CTRL™ allows operator to control stabilizers, lights, compressor from the crane compartment. When packaged with an IMT Series 4 telescopic crane, these functions and functions of the crane can be operated via the wireless controller. Includes LED DOT stop, tail, turn, marker and backup body lights and backup alarm. Exterior primed, interior of compartments painted with IMT compartment coat and understructure undercoated. Molded fender extensions and mudflaps. Crane body rating of 52,000 ft-lb designed for installation on 84" CA 14,000-26,000 lb GVW Low profile, low frame chassis.

Line	Qty	Description	Unit Price	Install Price
1	1.00	DOM1S4		

Dominator Body: 51728300 - 11' RF Raised Body - RF 1st & 2nd Raised to 60"
 Crane Compartment: 44" Crane Compartment
 Dominator 1 Workbench: 25" Workbench Bumper with Through Compartment
 Body Paint Selections: Paint Color: White
 Paint Code: B9791EX (Z1 FORD)
 Unit Shipping State: Complete Install
 Chassis Make: Ford
 Chassis Model: F550 4x2 Diesel 19500 GVW
 Chassis ETA: 4/6/22
 Distributor / Customer Supplied Chassis
 Equipment: Hydraulic Crane and Compressor

Main Electrical Harness INSTALLED
 Backup Camera: Yes, Chassis Equipped With Back Up Camera
 IMT Mud Flaps: IMT Mudflaps Included

Telescopic Crane Model: 750022
 Crane Mounting Holes: 7500
 Crane Installation: Install Crane at IMT
 Unit Leveling: Unit Leveling Required

Body Options

1	30009851	SALES # UNIT LEVELING
1	52719450	Block Box Storage Above RH Compartment
1	77040873	E-Brake Module for 2023 Ford Chassis
1	93728440	INSTL KIT-DOM 1 11ft FORD F550/600
1	51718801	10" Black Tailgate
1	51724684	KIT-ROCK GUARD (1) 44 (1) 60 DOM 1 DSC
1	51735012	MSTR LOCK-D1 11 STD RSD

Lighting Options

1	51726715	LIGHT KIT-DS3 LED(4-18)(3-36)(2-48)R-CRN
1	51726761	LIGHT KIT-FLOOD LIGHT LED REAR MOUNT
1	51727132	LIGHT KIT-FLOOD LIGHT LED FRT MOUNT P-P
1	51726900	LIGHT KIT-SMART STROBE 4-RECT AMBER

Compartment Options

LV1 Compartment Options

1-70733779	DRAWERS 26W 2-5/1-7/5-3 41H PAINTED
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LV2 Compartment Options

1-70733780	DRAWERS 13W 2-5/1-7/5-3 41H PAINTED
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LH Compartment Options

1-51723716	DS3 -SHELF KIT 1.50 HORIZ LH
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LR Compartment Options

2-51723718	DS3 -SHELF KIT 1.50 LR
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RV1 Compartment Options

1-51723720	DS3 -SHELF KIT 1.50 RV1
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RV2 Compartment Options

3-51723988	DS3 -DOM 1 SHELF KIT 1.50 V2
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RH Compartment Options

1-51723740	DS3 -SHELF KIT 1.50 HORIZ RH
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Air System

1	CAS40PL	Compressor - CAS40PL
1	51728144	AIR TANK KIT-DOM1-DSC20 11FT SS HOTDOG
1	51725644	HOSE REEL KIT- .50 X 50ft W/ POLY GUIDE
1	51727824	FRL-DOM P32 (PARKER)

Crane Related Items

1	31728470	DS4-STABILIZER-KIT-DOM1 PO-PD DANFOSS
1	51727253	KIT-BOOM SUPPORT-D1-3 LOW PROFILE

Safety Items

1	92091010	ICC Kit
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Hydraulic System

1	91723963	DS3 -KIT HYDRAULIC RESERVOIR 21 GAL
1	93724427	Instl kit-CRN & CAS40P wo WD D1
1	FDWP	Ford diesel PTO w pump
1	77441694	KIT-ETC SPEED CONTROL POT FORD
1	51728519	KIT-HYD SEL VALVE 15 GPM

Model 7500 Series Telescopic Mechanic Field Service Crane: 7,500 pound maximum lift capacity, 400 degree rotation, double-acting cylinders with integral holding and/or counterbalance valves, four-section remote control valve, proportional radio remote control with radio elimination cable, boom mounted 60 ft/min planetary winch, return filters, crane hook, snatch block, anti-two-block device, hydraulic overload shutdown system, decals and mounting kit. CMD.CTRL™ allows operator to control crane remotely from the wireless controller. When packaged with IMT Series 4 mechanics body, the operator can also control stabilizers, lights, compressor, and auxiliary equipment from the wireless controller.

Line	Qty	Description	Unit Price	Install Price
2	1.00	Hydraulic Telescopic Crane		

Crane Model: 750022 - Crane model 7500 22ft boom

Crane Control: RR3 - Single Proportional Radio Remote Control
 Flood Lights: 51724116 - LED Boom Tip Flood Lights
 Paint Selections: Paint Code: N0006
 Paint Color: IMT White

Line	Qty	Part Number	Description	Unit Price	Extended
3	1.00	Freight in	Body and crane freight in		
Line	Qty	Part Number	Description	Unit Price	Extended
4	1.00	Diesel system	120 gal diesel, includes tank, pump, reel, nozzle		
Line	Qty	Part Number	Description	Unit Price	Extended
5	1.00	Hydraulic pressure washer	Includes stainless tank, pump, reel and wand		
Line	Qty	Part Number	Description	Unit Price	Extended
6	1.00	Lightbar	Ecco 5590 mounted on pedestal		
Line	Qty	Part Number	Description	Unit Price	Extended
7	1.00	2024 F550	F550 4x2		

Total Amount - Final Customer Price in USD:

\$197,777.00

CONDITIONS: The prices and terms on this quotation are not subject to verbal changes or other agreements unless approved in writing by the Home Office of the Seller. All quotations and agreements are contingent upon strikes, accidents, fires, availability of materials and all other causes beyond our control. Prices are based on costs and conditions existing on date of quotation and are subject to change by the Seller before final acceptance. Quote valid for 30 days. All quotations are contingent upon compliance with all of the export laws and regulations of the United States. If any such law or regulation cannot be complied with, or if this equipment is prohibited from being exported at any time by the United States Government, this quotation and/or subsequent order(s) received or accepted become null and void.



Owen Equipment Company
 1220 South Legacy View Street
 Salt Lake City, UT 84104
 Phone: 801-975-0400
 Fax: 801-975-7567
 www.owenequipment.com

QUOTATION

Quote ID: MSL0001764

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Customer: MARIN
 MARIN COUNTY SANITARY DISTRICT #5
 2001 PARADISE DR.
 TIBURON CA 94920

Quote Number: MSL0001764
 Quote Date: 9/13/2023
 Quote valid until: 10/13/2023

Contact: DAN LATORRE
 Phone: 415-435-1501
 Fax:

Salesperson: KELLY MCGRATH

QUANTITY		DESCRIPTION	UNIT PRICE	AMOUNT
1	EA	IMT DOMINATOR I HEAVY DUTY 11' CRANE BODY MOUNTED ON NEW 2024 F-550 CHASSIS 4X2 SD REGULAR CAB 169" WB DRW XL (F5G)		
1	EA	DOMINATOR I: 11' HEAVY DUTY GALVANNEALED STEEL CRANE BODY WITH STANDARD RIGHT REAR CRANE MOUNT, 19.25" DEEP COMPACT LIGHTWEIGHT WORKBENCH BUMPER, 1/4" PLATE WORK SURFACE AND RECESS FOR 2" HITCH RECEIVER TUBE RATED AT 2000 LB VERTICAL TONGUE WEIGHT AND 16,000LB GROSS TRAILER WEIGHT. 7 BLADE TRAILER LIGHT PLUG RECEPTACLE. 44" H X 22" D COMPARTMENTS, 24" ABOVE CARGO BED, RIGHT FRONT # 1 AND # 2 COMPARTMENTS RAISED TO 60" , 40" ABOVE CARGO BED CONSTRUCTED OF 10 AND 12 GA. MATERIAL. BODY OFFERS 137.4 CUBIC FEET OF STORAGE. INVERTED A FRAME TORSION BOX UNDERSTRUCTURE. 14 GA. GALVANNEALED, HEMMED, SEAMLESS SINGLE PANEL STEEL DOORS, STAINLESS STEEL HINGES, PNEUMATIC GAS SPRING DOOR RETAINERS AND CAST STEEL BLACK POWDER COATED 3-POINT LATCHES. CARGO BED IS 50" WIDE CONSTRUCTED OF 1/8" DECK PLATE AND HAS SIX (6) RECESSED TIE DOWNS. THREE-POINT ACCESS PACKAGE. FULLY INTEGRATED AND SEALED ELECTRICAL SYSTEM INCORPORATING AN AUTOMOTIVE STYLE HARNESS SYSTEM WITH POWER AND FUNCTION DISTRIBUTION BOX. CMD.CTRL™ ALLOWS OPERATOR TO CONTROL STABILIZERS, LIGHTS, COMPRESSOR FROM THE CRANE COMPARTMENT. WHEN PACKAGED WITH AN IMT SERIES 4 TELESCOPIC CRANE, THESE FUNCTIONS AND FUNCTIONS OF THE CRANE CAN BE OPERATED VIA THE WIRELESS CONTROLLER. INCLUDES LED DOT STOP, TAIL, TURN, MARKER AND BACKUP BODY LIGHTS AND BACKUP ALARM. EXTERIOR PRIMED, INTERIOR OF COMPARTMENTS PAINTED WITH IMT COMPARTMENT COAT AND UNDERSTRUCTURE UNDERCOATED. MOLDED FENDER EXTENSIONS AND MUDFLAPS. CRANE BODY RATING OF 52,000 FT-LB DESIGNED FOR INSTALLATION ON 84" CA 14,000-26,000 LB GVW LOW PROFILE, LOW FRAME CHASSIS.		
1	EA	PAINT DOM I BODY WHITE		
1	EA	E-BRAKE MODULE FOR 2023 FORD CHASSIS		
1	EA	INSTALL KIT-DOM I 11 FT FORD F-550/600		
1	EA	IMT 10"-FOLD DOWN TAILGATE		
1	EA	MASTER LOCK SYSTEM - 11 FT. DOM I-RRSD OR LRSD		



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QUANTITY		DESCRIPTION	UNIT PRICE	AMOUNT
1	EA	ROCK GUARDS - 1/8" ALUMINUM TREAD PLATE MOUNTED ON FRONT OF BODY		
1	EA	BACKUP ALARM-97db		
1	EA	LED COMPARTMENT LIGHT KIT TO INCLUDE: -NINE (9) LIGHTS TOTAL -ONE (1) PER VERTICAL COMPARTMENT -TWO (2) PER HORIZONTAL COMPARTMENT		
1	EA	IMT LED WORK LIGHT KIT QTY (2) REAR BODY MOUNTED		
1	EA	STREETSIDE COMPARTMENTATION		
1	EA	(LV-1) COMPARTMENT - 1 1/2" ADJUSTABLE SHELF 19" x 33.5"		
1	EA	(LV-1) AG MODEL 8343 UNIVERSAL DRAWER UNIT INCLUDING 5 - 3" DRAWERS, 2 - 5" DRAWERS & 1 - 7" DRAWER WITH TOP SHELF 33"H x 28"W x 18"D		
2	EA	(LV-2) COMPARTMENT - 1 1/2" ADJUSTABLE SHELF 19" x 17.5" FOR NEW DOMINATOR BODY		
1	EA	(LH) COMPARTMENT - 1 1/2" ADJUSTABLE SHELF 19" x 49.5" IN HORIZONTAL COMPARTMENT FOR NEW DOMINATOR BODY		
2	EA	(LR) COMPARTMENT - 1 1/2" ADJUSTABLE SHELF 19" x 25.5"		
1	EA	CURBSIDE COMPARTMENTATION		
1	EA	(RV-1) COMPARTMENT - TANK BRACKET - OXYGEN/ACETYLENE MOUNTED ON FRONT OF COMPARTMENT		
1	EA	(RV-1) DIVIDER KIT 20" H INCLUDES 2 SHELVES'		
1	EA	(RV-2) COMPARTMENT - 1 1/2" ADJUSTABLE SHELF 19" x 17.5" FOR NEW DOMINATOR BODY		
1	EA	(RH) COMPARTMENT - 1 1/2" ADJUSTABLE SHELF 19" x 49.5" IN HORIZONTAL COMPARTMENT FOR NEW DOMINATOR BODY		
1	EA	(RR) REELCRAFT 7850 OLP HOSE REEL KIT INCLUDING 1/2" X 50' HOSE & GUIDE - INCLUDES INSTALLATION.		
1	EA	HOSE GUIDE ASSEMBLY		
1	EA	AIR TANK KIT, 20 GALLON HOTDOG TANK, FORD		
1	EA	KIT, SEP/REG/OILER		
1	EA	IMT HYDRAULIC DRIVEN AIR COMPRESSOR 30-40 CFM OF AIR, UP TO 175 PSI OPEN CENTER OR CLOSED CENTER HYDRAULIC MANIFLOD BLOCK VIVRATION ISOLATION ON AIR COMPRESSOR AND DRIVE SYSTEM FOR QUIET OPERATION FOUR-PIN WEATHERPROOF ELECTRICAL CONNECTION INTERGRATED SYSTEM WITH THERMAL VALVE PREMINUM PRESSURE SWITCH BRAIDED STAINLESS STEEL HOSE		
1	EA	DS4-STABILIZER KIT, DOM I. POWER OUT POWER DOWN, DANFOSS		
1	EA	RIGHT FRONT STABILIZER - PULL-OUT-FOR NEW DOMINATOR BODY		
1	EA	STABILIZER KIT-D1 LEFT HAND FRONT PULL OUT		



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QUANTITY	DESCRIPTION	UNIT PRICE	AMOUNT
1	EA BOOM SUPPORT-D1 LOW PROFILE		
1	EA POWER TAKE OFF		
1	EA HYDRAULIC PUMP		
1	EA IMT HYDRAULIC RESERVOIR-21 GAL		
1	EA IMT HYDRAULIC INSTALLATION KIT - CRANE & CAS40P COMPRESSOR - DOM I - W/O WELDER'S DECK		
1	EA ETC FORD SPEED CONTROL		
1	EA HYDRAULIC SELECTOR VALVE 15 GP		
1	EA IMT MODEL 8600 TELESCOPIC CRANE INCLUDING THE FOLLOWING: - PENTA BOOM DESIGN FOR MORE LIFTING CAPACITY AND REACH - 8,600 LB MAXIMUM LIFT CAPACITY - TWO HYDRAULIC EXTENSIONS WITH 22 FT MAXIMUM REACH AT HORIZONTAL - 400 DEGREE ROTATION - FLIP SHEAVE BOOM TIP-ALLOWS WORK IN TIGHTER AREAS - FULLY PROPORTIONAL "PISTOL-GRIP" RADIO REMOTE CONTROL WITH RADIO ELIMINATION CABLE - BOOM MOUNTED 60 FT/MIN PLANETARY WINCH - CRANE HOOK, SNATCH BLOCK AND ANTI-TWO-BLOCK DEVICE - HYDRAULIC OVERLOAD SHUT-DOWN SYSTEM		
1	EA RADIO CONTROL DOCKING BASE-PROVIDES LIGHT IN CAB TO SHOW RADIO REMOTE HAS BEEN STOWED PROPERLY		
1	EA ADDED LEVELING SUPPORT FOR CRANE INSTALLATION - CRANE SIDE ONLY		
1	EA RADIO REMOTE CONTROL - SINGLE PROPORTIONAL - TOGGLE SWITCH FUNCTION CONTROLS		
1	EA BOOM TIP LIGHTS-DUAL L.E.D.		
1	EA INSTALL FACTORY SUPPLIED BACKUP CAMERA		
124	FT SPRAY ON BED LINER APPLIED TO: CARGO AREA, FLOOR, WALLS, BULKHEAD, LOAD BED SIDE OF TAILGATE, AND WORKBENCH SURFACE		
1	EA OWEN EQUIPMENT MUD FLAP INSTALLED BEHIND REAR WHEELS		
1	EA IMT VEHICLE PREP & INSTALLATION INCLUDING SHELVES, DRAWERS, WEATHERSTRIPPING, FENDER FLAIRS, DECALS, TOUCH-UP & DETAILING		



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QUANTITY	DESCRIPTION	UNIT PRICE	AMOUNT
1 EA	2024 F-550 CHASSIS 4X2 SD REGULAR CAB 169" WB DRW XL (F5G) ENGINE: 7.3L 2V DEVCT NA PFI V8 GAS TRANSMISSION: TORQ SHIFT 10-SPEED AUTOMATIC		
Quote Total:			\$183,030.00
Sales Tax @ 8.25%:			15,099.98
Total Due:			\$198,129.88

The following options may be added:

QUANTITY	DESCRIPTION	PRICE EACH	AMOUNT	ADD TO QUOTE
1 EA	REMOVABLE VISE MOUNTING KIT	\$169.00	\$169.00	Yes / No
1 EA	TRADESMAN 6 1/2" VISE	\$1,242.00	\$1,242.00	Yes / No
1 EA	(LV-2) OR (RV-2) AG BODY MODEL 8098 16 - DRAWER BOLT BIN UNIT MOUNTED IN 2ND VERTICAL COMPARTMENT. EACH DRAWER IS 4"H x 8" W x 18"D.	\$1,558.00	\$1,558.00	Yes / No
1 EA	(LV-2) OR (RV-2) AG BODY MODEL 9215 UNIVERSAL 8 DRAWER UNIT INCLUDING 5 - 3" DRAWERS, 2 - 5" DRAWERS & 1 - 7" DRAWER WITH TOP SHELF 33"H x 16"W x 18"D	\$2,511.00	\$2,511.00	Yes / No
1 EA	(LH) OR (RH) AG BODY MODEL 8462 20 - DRAWER BOLT BIN UNIT MOUNTED IN HORIZONTAL COMPARTMENT. EACH DRAWER IS 4"H x 8" W x 18"D.	\$2,037.00	\$2,037.00	Yes / No
1 EA	(LH) OR (RH) AG BODY MODEL 8465 UNIVERSAL 5-DRAWER UNIT INCLUDING 5 - 3" HIGH DRAWERS MOUNTED IN HORIZONTAL COMPARTMENT 16"H x 35"W x 18"D	\$1,669.00	\$1,669.00	Yes / No
1 EA	WARN HEAVY DUTY BUMPER WITH GRILLE/BRUSH GUARD	\$4,575.00	\$4,575.00	Yes / No
1 EA	WARN (M12000) 12,000 LB WINCH - STANDARD DUTY INCLUDES CABLE, HOOK & FAIRLEAD	\$3,006.00	\$3,006.00	Yes / No

- ◆ Pricing Valid 30 days from the date of this quotation.
- ◆ Pricing subject to change pending availability of the chassis, or ANY Manufacturer Price Increases or Surcharges
- ◆ Price does not include chassis or equipment modifications that may be necessary due to unforeseen compatibility issues. Customers will be contacted for approval before any modifications are made.



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- ◆ Paint, if applicable, will be matched as closely as possible. An exact match cannot be guaranteed.
- ◆ Terms are Due Upon Receipt unless prior credit arrangements are made at the time of order.
- ◆ Please note if chassis is furnished, it is as a convenience and terms are Net Due on Receipt of Chassis
- ◆ Quote may not include all applicable Federal Excise Tax, Sales Tax or Delivery Fees.

Customer must fill out the information below before the order can be processed...

<i>Accepted by:</i>	
<i>Date:</i>	
<i>P.O. number:</i>	

Notes:

2023 Ford F-550 Super Cab DRW 4x4, Knapheide Crane Body Mechanics Body (Stock #63605)



Photos may be stock images.



Photos may be stock images.

Price **\$178,280**

Vehicle Notes

Check out this great value!
You'll appreciate its safety and convenience features! The following features are included: a tachometer, remote keyless e ...

Chassis Details

Stock Number	63605
Stock Type	New
Year	2023
Make	Ford
Model	F-550
Class	5
Drive Train	4x4
Cab Type	Super
Vehicle Trim	XL

Body Details

Manufacturer	KNAPHEIDE SINCE 1948
Body Type	Mechanics Body
Body Line	Crane Body
Body Model	6132DLR-44KJ
Alarm Type	Back Up
Crane Manufacturer	Stellar
Crane Model Number	7621
Body Material	Steel
Body Height	44"
Body Width	94"
Body Length	11' 0-1/4"

Although every reasonable effort has been made to ensure the accuracy of the information contained on this site, absolute accuracy cannot be guaranteed. All efforts have been made to ensure that Chassis and Body photos and details are current; however, they are subject to change without notice and may not represent the exact vehicle displayed. Please call to confirm. This site, and all information and materials appearing on it, are presented to the user "as is" without warranty of any kind, either express or implied. All vehicles are subject to prior sale. Price excludes government fees and taxes, any finance charges, or dealer Doc fee of \$85, \$30 electronic filing fee or state emissions testing charge. ‡Vehicles shown at different locations are not currently in our inventory (Not in Stock) but can be made available to you

Vehicle VIN	1FD0X5HTXPEC31116	Body Inside Width	50"
Interior Color	Medium Dark Slate	Body Weight	2931 lbs.
Exterior Color	Oxford White	Compartment Description	44" High Side Packs and 60" High Right Front Vertical
Engine Cylinder Count	8	Compartment Depth	22"
Engine	V-8 cyl	Lighting Type	LED
Transmission Type	Automatic	Lighting Description	Work Lights
Rear Wheels	Dual	Lighting Quantity	4
Fuel Type	Diesel	Liner Description	Knapliner Applied to Cargo Floor, Sides, Compartment Tops, Bulkhead, Tailgate and Rear Bumper
Engine Make	Ford	Lock System Type	Master Locking System
Engine Size (L)	6.7	Lock System Description	With Codeable Padlocks
Brake Type	Hydraulic	Has Outriggers	Yes
		Air Compressor Manufacturer	BOSS
		Air Compressor Cubic Feet Per Minute (CFM)	40

at our location within a reasonable date from the time of your request, not to exceed one week.

Contact Corning Ford for more info.

(530) 488-4600 (tel:+1-530-488-4600)

Vehicle available NOW in Corning, CA

Welder Description	Welder Bracket
Cab Shield Description	Punched Window
Camera Description	Backup Camera
Trailer Plug Type	7-Way Flat

Crane Body Features

Knapheide Crane Bodies are built with an isolated crane compartment and understructure reinforcements in order to withstand the torsional forces applied to a body during lifting operations. Knapheide's comprehensive line-up of Crane Bodies includes models from light-duty trucks, up to extreme heavy-duty applications. From construction and mining to agriculture and equipment repair, Knapheide Crane Bodies have continually proved their worth time and time again. When your job requires some heavy lifting, call on a Knapheide Crane Body to help you get the job done.

Disclaimer: Dealer Disclosure: Price excludes government fees and taxes, any finance charges, or dealer Doc fee of \$85 or a \$30 electronic filing fee or state emissions testing charge. Although every reasonable effort has been made to ensure the accuracy of the information contained on this site, absolute accuracy cannot be guaranteed. All efforts have been made to ensure that Chassis and Body photos and details are

current; however, they are subject to change without notice and may not represent the exact vehicle displayed. Please call to confirm.

Disclaimer: *** Vehicle information is provided by the seller or its agent; Comvoy.com is not responsible for the accuracy of said information. Please verify before purchasing.

Vehicle Options

Order Code 660A, Engine: 7.3L 2V DEVCT NA PFI V8 Gas, Transmission: TorqShift 10-Speed Automatic, 4.88 Axle Ratio, GVWR: 18,000 lbs Payload Package, Tires: 225/70Rx19.5G BSW A/P, Wheels: 19.5' x 6' Argent Painted Steel, HD Vinyl 40/20/40 Split Bench Seat, Radio: AM/FM Stereo w/MP3 Player, SYNC 4 Communications & Entertainment System



Sanitary District No. 5 of Marin County

POLICY HANDBOOK

POLICY TITLE: Investment of District Funds

POLICY NUMBER: 3035

3035.1 PREMISE

The Legislature of the State of California has declared that the deposit and investment of public funds by local officials and local agencies is an issue of statewide concern (California Government Code (CGC) §53600.6 and §53630.1), and,

Government Code Sections 5921 and 53601, et seq., allow the legislative body of a local agency to invest surplus monies not required for the immediate necessities of the local agency, and,

The Fiscal Officer of a local agency is required to annually prepare and submit a statement of investment policy and such policy, and any changes thereto, is to be considered by the local agency's legislative body at a public meeting (CGC §53646(a)).

For these reasons, and to ensure prudent and responsible management of the public's funds, it is the policy of the Sanitary District No. 5 of Marin County (District) to invest funds in a manner which will provide the highest investment return with the maximum security while meeting the daily cash flow demands of the District and conforming to all statutes governing the investment of District funds.

3035.2 SCOPE

This investment policy applies to all financial assets of Sanitary District No. 5 of Marin County. These funds are accounted for in the Independent Annual Financial Report and include:

3035.2.1 JP Morgan Chase Transfer Account: Account used to wire transfer State Local Agency Investment Funds into Chase Transfer account to cover accounts payable (checks that are writtend and approved monthly) It is also used as the account in which funds are deposited from the COUnty of Marin through remittances- from this account we wire funds to LAIF for deposit. Used as the main account to transfer to Payroll account and Primary account.

3035.2.2 JP Morgan Chase Primary Account: Is the account in which approved checks and EFT's are withdrawn from. The office manager collects invoices and prepares them for

general manager approval and finally board approval on a monthly basis. After the checks are reconciled, funds to cover invoices are transferred from the Transfer account to the Primary account.

3035.2.3 JP Morgan Chase Payroll Account: Payroll is prepared inhouse. All paychecks and pay vouchers (direct deposit) are processed through the Districts payroll account. After the checks and vouchers are reconciled, funds to cover payroll are transferred from the Transfer account to the payroll account.

3035.2.4 Petty Cash account: The District maintains a Petty cash account with a balance not to exceed 1,000.00 This account is for small purchases.

3035.2.5 Local Agency Investment Fund (LAIF) Account: Operating, Cash flow, and capital reserves are invested in LAIF that is regulated by California Government Code Section 16429 under the oversight of the treasurer of the state of California. The balance is available for withdrawal on demand.

3035.2.6 Debt Service Fund: Loan -Taxable Advance Refunding of 2012 Revenue Bonds

3035.3 PRUDENCE

Investments shall be made with judgment and care, under circumstances then prevailing, which persons of prudence, discretion and intelligence exercise in the management of their own affairs; not for speculation, but for investment, considering the probable safety of their capital as well as the probable income to be derived. The standard of prudence to be used by investment officials shall be the “prudent investor” standard (CGC §53600.3) and shall be applied in the context of managing an overall portfolio. The Board of Directors acting in accordance with written procedures and this investment policy and exercising due diligence shall be relieved of personal responsibility for an individual security’s credit risk or market price changes, provided deviations for expectations are reported in a timely fashion and appropriate action is taken to control adverse developments.

3035.4 OBJECTIVES

As specified in CGC §53600.5, when investing, reinvesting, purchasing, acquiring, exchanging, selling and managing public funds, the primary objectives of the investment activities, in priority order, shall be:

3035.4.1 Safety: Safety of principal is the foremost objective of the investment program. Investments of Sanitary District No. 5 of Marin County shall be undertaken in a manner that seeks to ensure the preservation of capital in the overall portfolio. To attain this objective, diversification is required in order that potential losses on individual securities do not exceed the income generated from the remainder of the portfolio.

3035.4.2 Liquidity: The investment portfolio will remain sufficiently liquid to enable Sanitary District No. 5 of Marin County to meet all operating requirements which might be reasonably anticipated.

3035.4.3 Return on Investments: The investment portfolio shall be designed with the objective of attaining a market rate of return throughout budgetary and economic cycles, taking into account the investment risk constraints and the cash flow characteristics of the portfolio.

3035.5 DELEGATION OF AUTHORITY

Authority to manage the investment program is derived from California Government Code Sections 53600, et seq. Management responsibility for the investment program is hereby delegated to the Board of Director's, who shall establish written procedures for the operation of the investment program consistent with this investment policy. Procedures should include references to: safekeeping, PSA repurchase agreements, wire transfer agreements, collateral/depository agreements and banking services contracts, as appropriate. Such procedures shall include explicit delegation of authority to persons responsible for investment transactions. No person may engage in an investment transaction except as provided under the terms of this policy and the procedures established by the Board of Director's. The District Manager or Members of The Board of Director's shall be responsible for all transactions undertaken and shall establish a system of controls to regulate the activities of subordinate officials. Under the provisions of California Government Code §53600.3, the District Manager and the Board of Director's will be the trustee and fiduciary subject to the prudent investor standard.

3035.6 ETHICS AND CONFLICTS OF INTEREST

Officers and employees involved in the investment process shall refrain from personal business activity that could conflict with the proper execution of the investment program, or which could impair their ability to make impartial investment decisions.

3035.7 AUTHORIZED FINANCIAL INSTITUTIONS AND DEALERS

The District Manager and Board of Director's will maintain a list of financial institutions, selected on the basis of credit worthiness, financial strength, experience and minimal capitalization authorized to provide investment services. In addition, a list will also be maintained of approved security broker/dealers selected by credit worthiness that are authorized to provide investment and financial advisory services in the State of California. No public deposit shall be made except in a qualified public depository as established by state laws.

For brokers/dealers of government securities and other investments, the Board of Director's shall select only broker/dealers who are licensed and in good standing with the California Department of Securities, the Securities and Exchange Commission, the National Association of Securities Dealers or other applicable self-regulatory organizations.

Before engaging in investment transactions with a broker/dealer, the District Manager and the Board of Director's shall have received from said firm a signed Certification Form. This form shall attest that the individual responsible for Sanitary District No. 5 of Marin County account with the firm has reviewed Sanitary District No. 5 of Marin County Investment Policy and that the firm understands the policy and intends to present investment recommendations and transactions to Sanitary District No. 5 of Marin County that are appropriate under the terms and conditions of the Investment Policy.

3035.8 AUTHORIZED AND SUITABLE INVESTMENTS

Sanitary District No. 5 of Marin County is empowered by California Government Code §53601, et seq., to invest in the following:

3035.8.1 Bonds issued by Sanitary District No. 5 of Marin County.

3035.8.2 United States Treasury Bills, Notes & Bonds.

3035.8.3 Registered state warrants or treasury notes or bonds issued by the State of California.

3035.8.4 Bonds, notes, warrants or other evidence of debt issued by a local agency within the State of California, including pooled investment accounts sponsored by the State of California, County Finance Division Managers, other local agencies or Joint Powers Agencies.

3035.8.5 Obligations issued by agencies or instrumentalities of the United States Government.

3035.8.6 Bankers' acceptances with a term not to exceed 270 days. Not more than 40% of surplus funds can be invested in bankers' acceptances and no more than 30% of surplus funds can be invested in the banker's acceptances of any single commercial bank.

3035.8.7 Prime commercial paper of U.S. corporations with assets greater than \$500 million, with a term not to exceed 180 days and the highest ranking issued by Moody's Investors Service (Moody's) or Standard & Poor's Corporation (S&P). Commercial paper cannot exceed 15% of total surplus funds, provided that, if the average maturity of all commercial paper does not exceed 31 days, up to 30% of surplus funds can be invested in commercial paper.

3035.8.8 Negotiable certificates of deposit issued by federally or state chartered banks or associations. Not more than 30% of surplus funds can be invested in certificates of deposit.

3035.8.9 Repurchase/reverse repurchase agreements of any securities authorized by this section. Securities purchased under these agreements shall be no less than 102% of market value. (See special limits in CGC §53601.i.)

3035.8.10 Medium term notes (not to exceed 5 years) of U.S. corporations rated “A” or better by Moody’s or S&P. Not more than 30% of surplus funds can be invested in medium term notes.

3035.8.11 Shares of beneficial interest issued by diversified management companies (money market mutual funds) investing in the securities and obligations authorized by this Section. Such funds must carry the highest rating of at least two of the three largest national rating agencies. Not more than 15% of surplus funds can be invested in money market mutual funds.

3035.8.12 Funds held under the terms of a trust indenture or other contract or agreement may be invested according to the provisions of those indentures or agreements.

3035.8.13 Collateralized bank deposits with a perfected security interest in accordance with the Uniform Commercial Code (UCC) or applicable federal security regulations.

3035.8.14 Any mortgage pass-through security, collateralized mortgage obligation, mortgaged backed or other pay-through bond, equipment lease-backed certificate, consumer receivable pass-through certificate or consumer receivable backed bond of a maximum maturity of five years. Securities in this category must be rated AA or better by a nationally recognized rating service. Not more than 30% of surplus funds may be invested in this category of securities.

3035.8.15 Any other investment security authorized under the provisions of CGC §5922 and §53601.

(Also, see CGC §53601 for a detailed summary of the limitations and special conditions that apply to each of the above listed investment securities. CGC §53601 is included by reference in this investment policy.)

3035.8.15.1 Prohibited Investments. Under the provisions of CGC §53601.6 and §53631.5, Sanitary District #5 of Marin County shall not invest any funds covered by this Investment Policy in inverse floaters, range notes, interest-only strips derived from mortgage pools or any investment that may result in a zero interest accrual if held to maturity.

3035.9 COLLATERALIZATION

All certificates of deposits must be collateralized by U.S. Treasury Obligations. Collateral must be held by a third party trustee and valued on a monthly basis. The percentage of collateralization on repurchase and reverse repurchase agreements will adhere to the amount required under CGC §53601(i) (2).

3035.10 SAFEKEEPING AND CUSTODY

All security transactions entered into by Sanitary District No. 5 of Marin County shall be conducted on delivery-versus-payment (DVP) basis. All securities purchased or acquired shall be delivered to Sanitary District No. 5 of Marin County by book entry, physical delivery or by third party custodial agreement as required by CGC §53601.

3035.11 DIVERSIFICATION

Sanitary District No. 5 of Marin County will diversify its investments by security type and institution. It is the policy of the Sanitary District No. 5 of Marin County to diversify its investment portfolio. Assets shall be diversified to eliminate the risk of loss resulting from over concentration of assets in a specific maturity, a specific issuer or a specific class of securities. Diversification strategies shall be determined and revised periodically. In establishing specific diversification strategies, the following general policies and constraints shall apply:

- 3035.11.1** Portfolio maturities shall be matched versus liabilities to avoid undue concentration in a specific maturity sector.
- 3035.11.2** Maturities selected shall provide for stability of income and liquidity.
- 3035.11.3** Disbursement and payroll dates shall be covered through maturities investments, marketable U.S. Treasury bills or other cash equivalent instruments such as money market mutual funds.

3035.12 REPORTING

In accordance with CGC §53646(b) (1), the Office Manager shall submit to each member of the Board of Directors and the District Manager a quarterly investment report. The report shall include a complete description of the portfolio, the type of investments, the issuers, maturity dates, par values and the current market values of each component of the portfolio, including funds managed for Sanitary District No. 5 of Marin County by third party contracted managers. The report will also include the source of the portfolio valuation. As specified in CGC §53646 (e), if all funds are placed in LAIF, FDIC-insured accounts and/or in a county investment pool, the foregoing report elements may be replaced by copies of the latest statements from such institutions. The report must also include a certification that: (1) all investment actions executed since the last report have been made in full compliance with the Investment Policy; and, (2) Sanitary District No. 5 of Marin County will meet its expenditure obligations for the next six months as required by CGC §53646(b)(2) and (3), respectively. The Office Manager shall maintain a complete and timely record of all investment transactions.

3035.13 INVESTMENT POLICY REVIEW

This Investment Policy shall be reviewed on an annual basis, and the Board of Directors must approve modifications.

DRAFT



Marin Sanitary District 5

Occupancy Spacing and CIP Evaluation
FINAL

April 12, 2023 (DRAFT)

November 13, 2013 (FINAL)

Tiburon, California

PREPARED and PRODUCED BY
Mike Falk, PhD PE
Michael Lambert, RA
HDR Inc.

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INTRODUCTION

Marin Sanitary District 5 Main Wastewater Treatment Plant and the Paradise Cove Wastewater Treatment Plant were the subject of site visit discussions aimed at improving overall office space/layout as a means to improve operations. Furthermore, the costs associated with the Capital Improvement Program (CIP) is presented as it includes funding for the occupancy evaluations as well.

Over the course of two days in late 2022 (December 14 and 15, 2022), treatment plant staff provided HDR with plant tours. As part of the site visits, HDR led individual interviews with plant staff. A follow-up site visit occurred on February 9, 2023 to update plant staff and verify/validate draft findings.

Project Objectives:

- Collect information and develop conceptual office space layouts for future project scoping.
- Verify and organize the Capital Improvement Projects over time

Report Organization: the report includes a summary of findings for the occupancy concepts and CIP, followed by the notes from the site visits plus appendices that capture details.

SUMMARY OF FINDINGS

The findings are separated by the occupancy concepts for both treatments plants, as well as the CIP for the Main Plant.

Occupancy Concepts

HDR spent two full days in late Fall 2022, followed by a follow-up site visit in February 2023 to review and verify/present draft occupancy concepts and costs. The concepts at the Main Plant range from securing office and parking lot space off-site (e.g., Bank of America in Tiburon is a strong potential candidate) to multi-million-dollar options. Several of the concepts are smaller in scale (e.g., upgraded the locker room(s)) that could be used in tandem with most of the concepts.

Main Plant Concepts

The concepts for the Main Plant were sorted by “Top Tier” and “Second Tier”. The Top Tier is based on a piecemeal approach of solutions over time, whereas the Second Tier is based on a larger more global approach. While the Second Tier approach addresses numerous long-term issues, the solutions come at a cost (over \$9 Mil). As a result, the Top Tier options are recommended as they have a means to eventually achieve the larger more global approach associated with the Second Tier.

An aerial plan of the Top Tier concepts for the Main Plant is provided in Figure 1 and a brief description with benefits/challenges and costs is provided in Table 1. The recommended sequence order for the Main Plant projects are as follows:

1. Elevated office space over chlorine contact basin (KN2): up to \$2.4 Mil

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- | | |
|--|------------------|
| 2. Office over Dewatering Building Roof (KN3): | up to \$0.86 Mil |
| 3. Move desks out of Laboratory (KN5): | To Be Determined |
| 4. Locker Room modifications (KN6): | Up to \$0.65 Mil |
| 5. Remove office spaces from Break Room (KN7): | Up to \$0.32 Mil |
| 6. Convert Surge Tank roof into offices (KN9): | Up to \$0.86 Mil |
| 7. Convert roof into 3 executive offices (KN8): | Up to \$0.46 Mil |
| 8. Convert Blower Building roof into offices (KN10): | Up to \$0.86 Mil |
| 9. Replace General Manager office (KN1): | Up to 0.06 Mil |
| 10. Build offices over Maintenance Building (KN4): | Up to \$1.3 Mil |

Note: this list is predicated on the notion that the off-site office lease is not feasible and there will be a signed waiver from the District permitting ADA noncompliance in many key areas. In the event that the off-site facility is available, it offers numerous benefits such as additional space and storage as noted in Table 1 that would need to be considered.

The total cost for all the listed Main Plant projects in Table 1 is \$7.8 Mil. Such improvements would provide long-term benefits in terms of occupancy space. While relatively expensive, the unit costs for such improvements divided by the treatment capacity is on the order of \$7.9/gpd (the average dry weather capacity is 0.98 million gallons per day (mgd)). For perspective, a new wastewater treatment plant would likely cost \$35 - \$70/gpd (i.e., \$35 to \$70 Mil).

Paradise Cove Plant Concepts

The Paradise Cove Plant site visit was less focused on occupancy spacing and more focused on general improvements. The concepts for Paradise Cove Plant are presented as an aerial plan in Figure 3 and a brief description with benefits/challenges and costs is provided in Table 2. The recommended sequence order for are as follows:

1. Radio repeater (KN22):	To Be Determined
2. Pave access road. (KN14):	To Be Determined
3. Potable water source (KN21):	To Be Determined
4. New Building (KN19):	Up to \$1.3 Mil
5. Tower (KN15):	Up to \$0.36 Mil
6. Headworks (KN25):	Up to \$0.45 Mil
7. Remove storage bins (KN20):	To Be Determined
8. Remove utility pole (KN16):	To Be Determined
9. Boat Dock (KN23):	Up to \$0.60 Mil (Excludes Permits)
10. Bridge (KN18):	To Be Determined
11. Automatic gate (KN24):	Up to \$0.015 Mil
12. Catwalk (KN17):	To Be Determined

Note: while a building concept was developed (KN19), most of the concepts are for general improvements (e.g., removing a storage bin as it is an obstacle). The new building concept is estimated to cost approximately \$1.3 Mil. The majority of those that are general improvements were not costed out as the emphasis was on occupancy spacing.

The total cost for all the listed and projects costed out at Paradise Cove in Table 2 is \$2.2 Mil. Such improvements would provide long-term benefits in terms of operational ease and overall occupancy space. While relatively expensive, the unit costs for such improvements divided by the treatment capacity is on the order of \$55/gpd (the average dry weather capacity is 0.04 mgd). This is considerably more expensive than those projects listed for the Main Plant (\$7.9/gpd versus \$55/gpd). Such a large increase is attributed to economies of scale coupled with the need for a new building.

Capital Improvement Program

HDR was provided the current CIP for the Main Treatment Plant. Note: costs for the collection system CIP projects are not included as they can be found in the Collection System Master Plan. Besides equipment identified in the Main Treatment Plant and Collection System CIP, HDR added several new line items (those highlighted in orange): i) digester valve/piping replacement, digester cleaning, and digested solids chopper pump replacement, ii) secondary clarifier mechanisms replacement, iii) routine maintenance of structures/equipment (annualized over time), iv) unspecified maintenance (annualized over time), and v) ArcFlash electrical system

improvements to enhance safety (annualized over time). Note: no costs were provided for ArcFlash as the extent of equipment replacement for safety purposes is unclear at this time.

In general, the values from the District provided CIP understate costs. While the equipment replacement costs were derived from historical purchasing and engineer's best judgment, the original values were based on pre-supply chain issues and inflation. Such challenges have become evident the last couple years (i.e., since COVID19). The pricing in 2023 does seem to be more stable than during COVID19, but supply chain and inflation are still of concern.

HDR updated the costs to reflect costs in 2023 dollars and added potential projects from the Site Visits based on Engineer's Best Judgment. The updated CIP over time is provided in Table 3.

The total amount to address CIP items through year 2032 is just under \$13.4 Mil. This value is approximately double the amount listed in the CIP provided by the District.

The largest line item is the Main Plant Occupancy Project, as it includes all the items listed in Table 1 (represents over half of the monies). The increase in funds for the Main Plant Occupancy Project is \$6.3 Mil greater than the original value in the CIP provided to HDR by the District. While improving the occupancy spacing is essential for providing a safe and long-term viable working environment, the decision on which components are included/excluded for the Occupancy Project is less firm than replacing essential equipment at the end of its useful life (e.g., wet weather influent pump). Regardless, it is apparent that the funds required to address the Occupancy Project will exceed the originally slated \$1.5 Mil as part of the Main Treatment Plant and Collection System CIP.

As previously presented, an illustration of the preferred progression of projects at the Main Plant projects is provided in Figure 2. The preferred progression of potential projects includes initially updating and expanding the use of containers (or equivalent accessory dwelling unit; referred to as No. 1A/B) is an immediate cost-effective means of providing office space for staff. Upon providing containers, a near-term solution to consider is leveraging the space on top of the dewatering building by constructing a usable space (referred to as No. 3). This concept can be further expanded by expanding this concept over the chlorine contact tank (referred to as No. 2). By creating the near-term options will free up additional space for expanding the bathrooms/changing rooms/showers and provide other benefits as noted in this report.

As for the Paradise Plant, an access road is essential if Marin San #5 decides to operate the plant long-term.

Besides the presented potential progression, it is recommended that the District prioritize and score the various components that make up the \$7.8 Mil for the Occupancy Project for the Main Plant. Otherwise, it will be difficult to make an informed decision on which components to include/exclude.

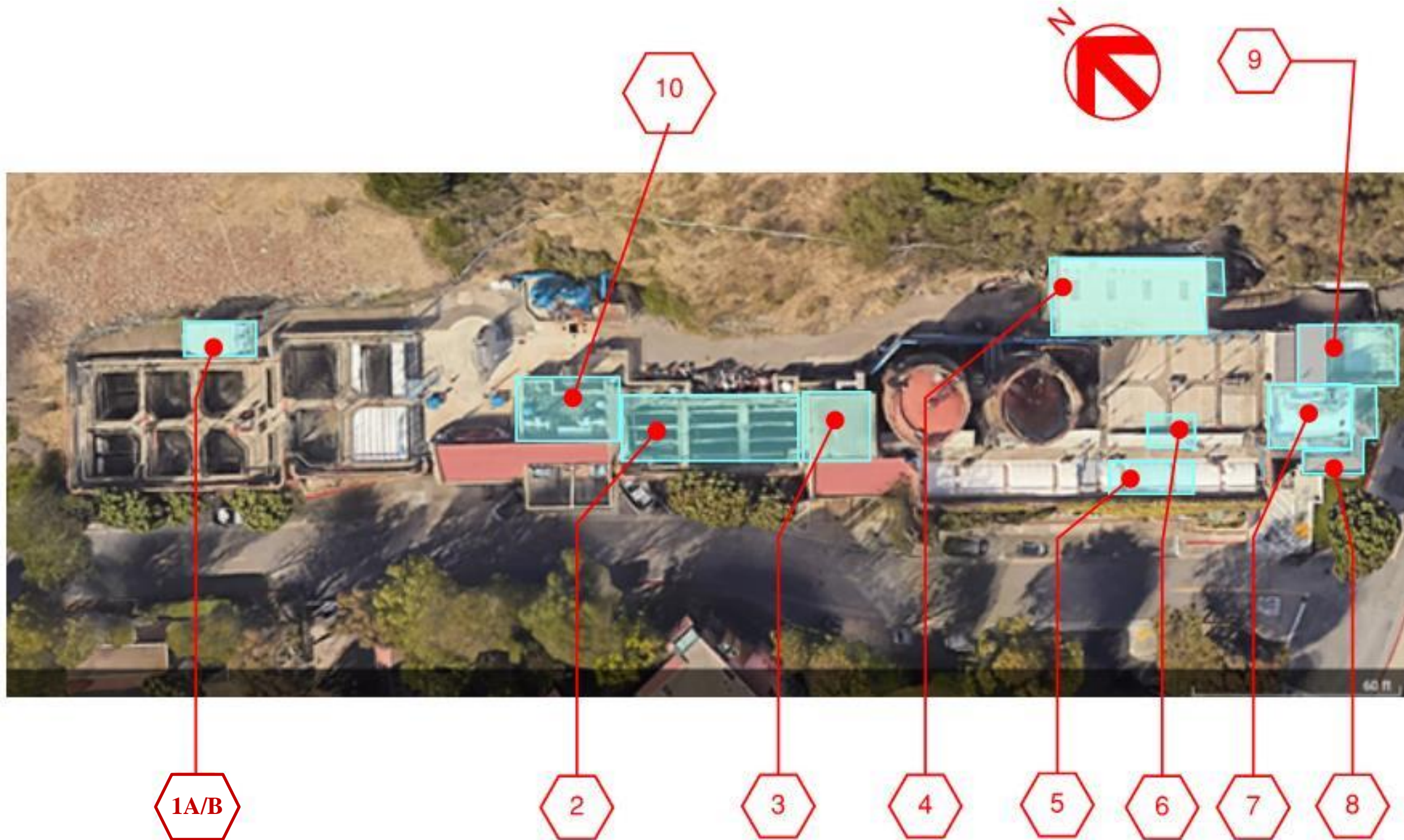


Figure 1. Top Tier Occupancy Concepts for the Main Plant in Tiburon, CA

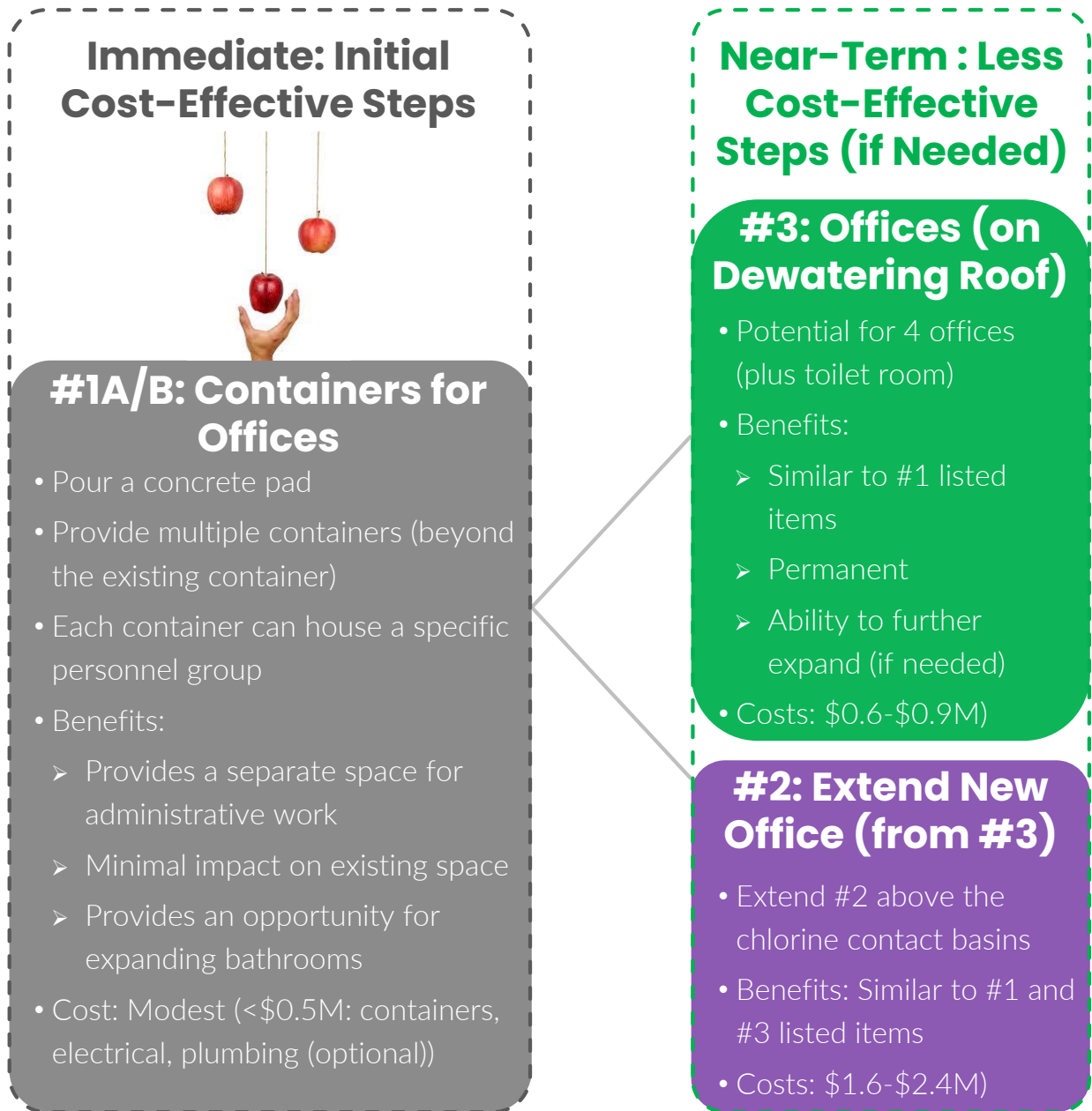
Table 1. Summary of Occupancy Spacing Concepts at the Main Plant and the Corresponding Comments/Ideas

ID Number	Brief Description	Footprint, sf	Benefits	Challenges	Costs
Outside the Plant (Not Shown)	Move the administrative facilities to downtown Tiburon (possibly at the Bank of America Facility)	--	<ul style="list-style-type: none"> i. Moves the administrative facilities elsewhere and frees up space at the Main Plant. ii. Potential to store large equipment. iii. Public access outside of the Main Plant. 	<ul style="list-style-type: none"> i. Moving administrative facilities. ii. Effective coordination with the Main Plant. iii. Long-term and affordable contract with the City. 	To be determined
1A	Replace current General Manager Office with 50'x10' furnished mobile office trailer	500 sf	<ul style="list-style-type: none"> i. This option would remove the shipping container serving as in favor of a pre-fabricated modular trailer office. ii. Relatively fast track improvement. iii. Utilities are fairly easy to provide. iv. A scum trough to headworks could be installed. 	<ul style="list-style-type: none"> i. At the toe of a stabilized landslide. ii. Adding underground utilities. iii. Trailer will have to be delivered by crane as route through maintenance building is too narrow. 	Up to \$60,000
1B	Build upon #1A and add another mobile office trailer for the O&M Staff	500 sf per unit (n = 2)	<ul style="list-style-type: none"> i. Same as #1A ii. Will fast-track getting office space for the O&M Staff 	<ul style="list-style-type: none"> i. Same as #1A 	Up to \$60,000 beyond #1A
2	Construct office level elevated above chlorine contact basin at same elevation as the Dewatering Building Roof	2,200 sf	<ul style="list-style-type: none"> i. This option would add open flexible floor area. ii. Does not require breaking of new ground. iii. Utilities can be routed through plant. iv. Potentially great office views. v. This option would not inhibit maintenance operations of chlorine contact basin. vi. Connected to Option 3. 	<ul style="list-style-type: none"> i. Potential chlorine smell. ii. Corrosive vapors nearby. iii. Egress stairs would be required on uphill side and on street side. Uphill side driveway width would be affected. iv. Elevator recommended. v. Structural viability of existing plant building required. vi. Ground leading up to the proposed stair and elevator uneven. 	Up to \$2.4 Mil
3	Construct office level on Dewatering Building Roof	800 sf	<ul style="list-style-type: none"> i. This option would add open flexible floor area. ii. Connected to Option 2. iii. Utilities can be routed through plant. iv. Potentially great office views. v. One exit stair required if not connected to Option 2. 	<ul style="list-style-type: none"> i. Potential chlorine smell. ii. Corrosive vapors nearby. iii. Egress stair would impact width of uphill side driveway. iv. Structural viability of existing plant building required. v. Ground leading up to the proposed stair uneven. 	Up to \$864,000
4	Construct office level above Maintenance Building Roof	1,200 sf	<ul style="list-style-type: none"> i. This option would add open flexible floor area. ii. Utilities routed in existing building. iii. Great office views. 	<ul style="list-style-type: none"> i. Code modification letter would be required to get an elevator waiver. Elevator is recommended. ii. Extensive upgrade of existing moment frame and exterior skin. iii. Ground leading up to the stairway uneven or sloped more than 1:20. iv. Bio-gas torch is very close on the south end. v. Exhaust stack from the boiler produces odor and corrosive gases. vi. Standby generator exhaust points in the direction of proposed improvement. 	Up to \$1.3 M
5	Laboratory: move desks and related furniture to another location	200 - 300 sf	<ul style="list-style-type: none"> i. Laboratory space will be at optimal size with desks relocated elsewhere. 	<ul style="list-style-type: none"> i. Desks potentially move out of laboratory adjacency. 	No construction (cost = to be determined)

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ID Number	Brief Description	Footprint, sf	Benefits	Challenges	Costs
			ii. Cleaner air with mechanical modifications.		
6	Modify locker rooms by adding footprint and bathroom and stall(s)	600 sf	i. Improve and enlarge men’s locker room, add toilet and shower. ii. Plumbing is available for toilet and shower improvements.	i. No major challenges.	Up to \$648,000
7	Remove office cubicles and create separate break room and conference room	600 sf	i. Conference and Break Room functions will be better accommodated without office space.	i. This room is served by less than standard access and egress. ii. This option works only if other floor space option accommodates. iii. Assuming there is no intention of making this space ADA accessible, a code modification letter will be required. iv. Matching floor with Option 8. v. Windows will be removed with Option 8 employed.	Up to \$324,000
8	Convert roof into three executive offices	425 sf	i. Great views. ii. Privacy for executive staff. iii. Can connect to Option 9.	i. Roof top HVAC ducts and equipment will need to move elsewhere. ii. Assuming there is no intention of making this space ADA accessible, a code modification letter will be required. iii. Space is served by less than standard access and egress.	Up to \$459,000
9	Surge tank roof conversion	800 sf	i. Can connect to Option 8 ii. Space can be set up for a flexible office space and toilet room. iii. Utilities can be routed from existing building below.	i. Assuming there is no intention of making this space ADA accessible, a code modification letter will be required. ii. Space is served by less than standard access and egress.	Up to \$864,000
10	Blower building roof floor area	800 sf	i. Could connect to Option 2. ii. Space can be set up for a flexible office space and toilet room. iii. Utilities can be routed through existing building below.	i. Assuming there is no intention of making this space ADA accessible, a code modification letter will be required. ii. Space is served by less than standard access and egress. iii. Congested ductwork will need to be removed and put somewhere else. iv. Different elevation heights with Option 2.	Up to \$864,000

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- This sequence will not necessarily address any ADA requirements.
- There are other options in the memo (albeit less viable as these listed)

Figure 2. Potential Progression of Preferred Projects at the Main Plant*

* The numbering emulates those provided in Figure 1.



Figure 3. Concepts Developed for the Paradise Cove Plant

Table 2. Summary of Concepts/Improvements for the Paradise Cove Plant and the Corresponding Comments/Ideas

ID Number	Brief Description	Footprint, sf	Benefits	Challenges	Costs
14	Pave the access road	N/A	<ul style="list-style-type: none"> i. Frequent use of dirt access road is a cause of wear on vehicles and potholes. ii. Improve air quality by less dirt in the air. 	<ul style="list-style-type: none"> i. N/A 	To Be Determined
15	Tower: lower part would house a sound deadening chamber for the blower equipment. Upper part would have a gantry crane, rail, and hoisting improvements. It would also have a roof over the deck and building code compliant standard stairs. Also, an area at the top is needed for powdered chemical storage and mixer. Chemicals are currently in 75-gallon drums (heavy).	400 sf	<ul style="list-style-type: none"> i. Operational ease for storing, moving, and mixing chemicals. ii. Reduce noise. iii. Ability to reliably and easily move blower and other equipment (crane). 	<ul style="list-style-type: none"> i. Pick spot needs a concrete pad. ii. Gantry crane needs to be configured so that hoisting can clear the guardrail. Otherwise, if height is an issue, fall protection with removable rail sections could be explored. 	Up to \$360,000
16	Remove the utility pole and place power and communications underground from off-site power pole.	N/A	<ul style="list-style-type: none"> i. This would allow better access by trucks. 	<ul style="list-style-type: none"> i. N/A 	To Be Determined
17	Additional catwalk over treatment trains.	N/A	<ul style="list-style-type: none"> i. Flexibility to access locations throughout the train. 	<ul style="list-style-type: none"> i. N/A 	To Be Determined
18	Bridge between Option 19 and treatment trains.	N/A	<ul style="list-style-type: none"> i. This would allow direct access from residence to top deck. 	<ul style="list-style-type: none"> i. N/A 	To Be Determined
19	New building that would include various features: two floors, lower floor includes the following (laboratory/analyzer room, chemical storage with chemicals in separate rooms, chemical storage and laboratory separated by an exterior breezeway, toilet room), and an upper floor that includes a residential suite with sleeping quarters and full bath, connection to upper level of wastewater treatment trains.	1,400 sf	<ul style="list-style-type: none"> i. Fully functional and well-laid out facility to improve working conditions. ii. Residential quarters provide staff a place for rest that is needed during wet weather events. iii. Updated laboratory iv. Multiple toilet rooms. v. Direct access to wastewater treatment plant. 	<ul style="list-style-type: none"> i. Funding 	Estimated cost: \$1.3 Mil
20	Remove storage bin as it is an obstacle	N/A	<ul style="list-style-type: none"> i. This would allow for better truck access. 	<ul style="list-style-type: none"> i. N/A 	To Be Determined
21	Potable water source (multiple Options): Option A – A freshwater tank regularly replenished by truck delivery. Option B to consider – A water main buried along the existing power utility easement.	N/A	<ul style="list-style-type: none"> i. Potable water access on-site 	<ul style="list-style-type: none"> i. N/A 	To Be Determined
22	Radio repeater (not referenced in diagram).	N/A	<ul style="list-style-type: none"> i. Improve operational communication. ii. Make emergency communications more reliable. 	<ul style="list-style-type: none"> i. N/A 	To Be Determined
23	Boat dock (boat not included).	1,500 sf	<ul style="list-style-type: none"> i. This will enable a second way off site in case the road is blocked. 	<ul style="list-style-type: none"> i. Securing permits can be timely and costly. 	Estimated cost: \$60,000 (Excludes Permits)
24	Automatic gate: a sliding vehicle gate activated by access control. Recommend a pedestrian gate to allow egress to public way (easement).	N/A	<ul style="list-style-type: none"> i. Gate activated by access control (ease for operators) ii. Egress to public way 	<ul style="list-style-type: none"> i. N/A 	Estimated cost \$15,000. This estimate can vary widely

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ID Number	Brief Description	Footprint, sf	Benefits	Challenges	Costs
25	Headworks concrete masonry building	500 sf	<ul style="list-style-type: none"> <li data-bbox="1401 330 1961 401">i. Protect equipment and improve longevity by keeping it indoors. <li data-bbox="1401 401 1961 467">ii. Ease of working on equipment as it is all indoors. 	i. N/A	depending on accessories and design. Estimated cost for building only: \$450,000.

Table 3. Summary of CIP Projects and Costs over Time*

Main Plant Projects	2023 / 2024	2024 / 2025	2025 / 2026	2026 / 2027	2027 / 2028	2028 / 2029	2029 / 2030	2030 / 2031	2031 / 2032	2032 / 2033	TOTAL	Description
Dry Weather Influent Pump						55,000					55,000	Replace one new dry weather influent pump in-kind.
Wet Weather Influent Pump				82,500							82,500	Replace one new wet weather influent pump in-kind.
Headworks Influent Screen Project	550,000										550,000	Replace three grinders in-kind with an influent screen to capture and remove rags and inert matter.
Odor Control System Rehabilitation							682,500				682,500	Evaluate current odor control system and options to replace in-kind, expand, or enhance the current system.
Headworks Valve and Check Valve Replacement	11,000										11,000	Replace the existing valves/check valves in-kind.
Secondary Clarifier Scum Collector Project	330,000										330,000	Replace in-kind the current scum collector troughs and helical skimmers with new stainless-steel skimmer from Polychem/Brentwood. It will also convert the existing three shaft system sludge collector mechanisms with a four shaft to better assist with skimming and the mitigation of mosquito formation on the tank surface.
Aeration Basin Diffuser Upgrade									210,000		210,000	Replace diffusers in-kind in the off-line basin with a similar style as the on-line basin.
Cl ₂ Flash Mixer			38,500			38,500				38,500	115,500	Replace in-kind the existing chlorine flash mixer as it is at the end of its useful life.
Dewatering Redundancy -- Screw Press					330,000						330,000	Add a mechanical dewatering screw press for redundancy purposes.
Emergency Generator Replacement						287,500					287,500	Replace the existing generator in-kind (Note: the existing generator is serviceable)
Occupancy Project		866,667	866,667	866,667	866,667	866,667	866,667	866,667	866,667	866,667	7,800,000	This project consists of creating appropriate restroom and locker room space along with office space for continuous occupancy for staff and laboratory improvements for continued effective and efficient process control and compliance with NPDES permit. Details on the various components and sequence were previously provided in this report.
Digester Roof Recoating and Cleaning								250,000			250,000	Recoating of the roof and clean-up as it is at the end of its useful life.
Landscaping Improvements Project		50,000									50,000	Improve the landscaping around the Main Plant.
HVAC Replacement Project				210,000							210,000	Replace the existing HVAC system in-kind as it is at the end of its useful life.

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Main Plant Projects	2023 / 2024	2024 / 2025	2025 / 2026	2026 / 2027	2027 / 2028	2028 / 2029	2029 / 2030	2030 / 2031	2031 / 2032	2032 / 2033	TOTAL	Description
Boiler Replacement							78,750				78,750	Replace the existing Boiler in-kind as it is at the end of its useful life.
Electric Roll Up Door Install	82,500										82,500	This project consists of installing new powered roll up doors in the chemical room, replacing the roll up doors on the dewatering storage building in-kind, and replacing the front entrance to headworks roll up doors with new power operated units. The projects will include controls to minimize injuries.
Corrosion Protection Project	157,500									157,500	315,000	Replacement of non-working valves and rusted-out pipes in-kind in the shipping/receiving area, as well as next to the secondary clarifiers.
(Utility) Truck Purchase				220,000				110,000		110,000	440,000	Replace District trucks in-kind as they are at the end of their useful life.
Maintenance Shop-Rehabilitation	105,000										105,000	Replace the existing corrugated metal roof and siding on the maintenance shop as both are at the end of their useful life. The project also includes replacing the existing roll up doors in-kind, installing LED lighting, and adding proper equipment storage racks and hazardous waste storage cabinets.
MPR Bond Refi	752,848	752,534	751,848	750,793	749,360	752,496	750,198	752,466			6,012,543	Main Plant Rehabilitation (completed in 2014) - bond payments to show true annual CIP projections.
Undesignated Capital Projects	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	500,000	These funds will be used for unforeseen projects, which may come up after the MPR project is complete.
Digester Rehab, Digester Valve/Pip Replacement, and Digested Solids Chopper Pump Replacement	287,500										287,500	This project will replace various valves/piping at the digesters, as well as clean-out the digesters. The chopper pump located downstream of the digesters will also be replaced.
Secondary Clarifier Mechanisms				100,000							100,000	Replace the existing secondary clarifier mechanisms in-kind.
Routine Structures/Equipment Maintenance	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	100,000	These funds will be used for unforeseen structures/equipment maintenance projects.
Unspecified Maintenance	40,000	40,000	40,000	40,000	40,000	40,000	40,000	40,000	40,000	40,000	400,000	These funds will be used for unforeseen maintenance projects.
ArcFlash Electrical Improvements												To Be Determined. No cost provided as the extent of equipment replacement for safety purposes is unclear at this time.
Total	1,336,000	1,016,667	1,005,167	1,579,167	1,296,667	1,347,667	1,727,917	1,326,667	1,176,667	1,272,667	13,372,750	

* Note: costs for the collection system CIP projects are not included as they can be found in the Collection System Master Plan.

DETAILED NOTES FROM SITE VISITS

The subsections that follow provide detailed notes in a tabular format for both the Main Plant and the Paradise Cove Plants.

Main Plant Site Visit on December 14, 2022

The HDR Team met Tony Rubio and other plant staff on December 14, 2022. A plan view of the main plant located in Tiburon, CA is provided in Figure 4. The locations visited with notes is provided in Table 4.

NW

NE

SE



NW

SW

SE

Figure 4. Plan View of the Main Plant Located in Tiburon, CA

Note: the top of the figure is approximately northeast. Assume property line on the northeast side is the toe of the hillslope, not the fence line.

Table 4. Summary of Site Locations Visited at the Main Plant and the Corresponding Comments/Ideas

Location	Comments/Ideas
Existing Administration Office on 1 st Floor	Size of Administration Office space on first floor is approximately 570 sf.
Walked along the southwest perimeter; Mar West Drive.	The primary issue is parking. This is where District vehicles are parallel parked out in view of condominiums across the street. Also, there is not enough parking for personal vehicles and delivery vehicles. When chemical trucks arrive, the cars parked must be moved.

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Location	Comments/Ideas
	<p>An idea to add parking was discussed between two buttresses along the building façade. By taking out landscaping, a tree and a sidewalk that does not have clear beginning or end, either diagonal parking for personal vehicles or a screened pull in parking spot for the vector truck could be added.</p> <p>Regarding noise and odor, no complaints have been received.</p> <p>The plant overall is outdated in appearance. Brick veneer has damage around an oval window. Some veneer brick is stained with efflorescence.</p> <p>Suggest with improvements come updated aesthetic improvements. The plant is in very close proximity to high value real estate.</p>
<p>Walked into the delivery entrance next to the Administration entrance.</p>	<p>There is a condensation problem dripping from one of the large ducts overhead to the floor.</p>
<p>Laboratory.</p>	<p>This is very cramped. Laboratory would be appropriate size if desks were removed.</p>
<p>Men’s Locker.</p>	<p>There are eight full sized lockers and two half sized lockers, no shower, a toilet in a stall, a urinal, and a gang lavatory with three faucets and a mirror.</p> <p>The biggest issue here is the lack of a shower for men. Another concern is the need for more toilets and more privacy. The locker space is small, and it is difficult to take care of getting dressed and keeping out of each other’s way.</p>
<p>Women’s Locker</p>	<p>There is a shower, one double locker, a toilet, and a lavatory with a mirror. There is no complaint here except that the door has to be locked.</p>
<p>Laundry Room</p>	<p>Laundry service is available; however staff has the option of washing their own clothes.</p> <p>Loads for each person has to be done one at a time. Additional washer and dryer would be helpful to relieve congestion.</p>
<p>Wet storage</p>	<p>There is a bank of ventilated lockers for storage of raincoats. Includes a bench. This seems to be a space carved out of a pump room.</p>
<p>Stairway</p>	<p>All stairways within the plant are noncompliant with current building code. Width is too narrow with handrail on one side.</p>

Marin Sanitary District 5 – Occupancy Spacing and CIP Evaluation (FINAL)

Location	Comments/Ideas
	<p>Since the building appears to be fully sprinklered, egress stairs could be 44” wide. If occupancy load could be determined to be less than 10, egress stair could be as little as 36” wide. Extensions and handrails on both sides would be required.</p> <p>2022 California Existing Building Code provides relief in Section 503.1 Exception 1 and 2. Exceptions allow existing stairs to remain as is as long as the stair is not made steeper. Handrail extensions are not required where extensions would cause a hazard. Handrails on both sides are still required which would make the already narrow stair narrower.</p>
Office Break Room	<p>The second floor office and break room need to be one or the other. Break room and conference room activities are disruptive to office activities. Zoom calls seem to be the biggest challenge.</p> <p>This room was recently given fresh finishes including floor and cabinetry.</p> <p>Note that the elevation of the floor of this room is not at the same elevation of the Surge Tank Deck.</p> <p>Also note that there is an awkward stair entry to this room.</p>
Surge Tank Deck	<p>The surge tank is used as a wet storage room. The deck at the top of the tanks is currently used as a patio. This space is a prime location for additional office space.</p> <p>This option could provide 900 sf of new office space.</p> <p>Note that the elevation of the floor of this room is not the same elevation of the Office Break Room.</p>
Roof adjacent to Surge Tank Deck and Office Break Room.	<p>If the roof top ducts, exhaust vents, and mechanical equipment could be relocated, office space along the perimeter of the lower floor roof could be a candidate for executive administration offices with a view of the Golden Gate.</p> <p>This option could provide about 650 sf of office space.</p>
Over Back Driveway	<p>An option to build floor area over the back driveway was discussed. This would have to be high enough to clear trucks moving below.</p>

Marin Sanitary District 5 – Occupancy Spacing and CIP Evaluation (FINAL)

Location	Comments/Ideas
	<p>Potential floor area is estimated at 500 sf.</p> <p>The challenge would be to connect the Surge Tank Deck office space and have a clear path to egress.</p>
<p>Recommendation for Elevator(s)</p>	<p>This plant has a lot of vertical circulation. A passenger elevator is recommended.</p> <p>Due to driveway access at the northeast edge of the lot, a freight elevator is not considered essential. However, if improvement necessitates developing this part of the lot and vertical access becomes more of a challenge, a freight elevator might become more viable so that this kind of access is provided along Mar West Street.</p>
<p>At the top of the Digester roof. (Edited 02 10 2023)</p>	<p>Overlooked the Dewatering Roof below. Substantial floor area could be utilized at this location. A stair would be required along the side of the current driveway. Resolution of keeping driveway width and providing egress stair may be a challenge.</p>
	<p>This option will require acoustic sound deadening.</p> <p>This could realize an estimated 550 sf of office space.</p>
<p>Chlorine Contact Basin (Edited 02 10 2023)</p>	<p>An idea to roof over the chlorine contact basin with an elevated floor for office space was discussed. In combination with the floor space over the Dewatering roof, this could realize an estimated 2,700 sf floor area. The area over chlorine contact basin by itself is approximately 2,150 sf.</p>
	<p>One concern to work through is proximity to a corrosive agent. This addition would require concrete construction with ferric metals either covered or coated.</p>
	<p>This option will require acoustic sound deadening.</p>
	<p>12 feet of clear head height will be required over the chlorine contact basin deck for maintenance.</p>
	<p>This idea shall be coordinated with a one or two level addition over the Dewatering Building.</p>
	<p>Dewatering building could have 4 feet of height removed before two levels are added.</p>
<p>Maintenance Shed</p>	<p>As proposed in May 2020, a floor over this building would provide an estimated 1,300 sf of office space.</p>

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Location	Comments/Ideas
District Manager Office	This is a metal shed at the toe of a landslide in the back part of the lot. Need to get this back into the main building.
Office Trailer(s)	Trailer(s) for an office can be an option; temporary or permanent. The constraint is getting the trailer through the two overhead doors at the Maintenance Shed. The size of the overhead door openings are each 12' wide by 14'-9" high. Office Trailers come in varying lengths but come in two standard widths that could fit through these openings: 8 and 10 feet. Vertical dimension will need to be verified with vendor.

Paradise Cove Plant Site Visit on December 15, 2022

The HDR Team met plant staff on December 15, 2022. A plan view of the Paradise Cove Treatment Plant is provided in Figure 5. The locations visited with notes is provided in Table 5.



Figure 5. Plan View of the Paradise Cove Plant

Note: the Top of figure is north.

Table 5. Summary of Site Locations Visited at the Paradise Cove Plant and the Corresponding Comments/Ideas

Location	Comments/Ideas
<p>Introduction (Edited 02 10 2023)</p>	<p>This small wastewater treatment plant is at the end of an unpaved private easement road situated next to the shore of San Francisco Bay and at the base of a steep forested hill.</p> <p>There are two buildings and two wastewater package plant trains. Building to the north is known as the “Blower Shed”. The building to the southwest is known as the “Analyzer Shack”.</p> <p>Next to the Blower Shed is a Telemetry Cabinet.</p> <p>Between the Analyzer Shack and the package trains, up against the train, are the power breakers. The power line goes from the pole under the paving and rises into the electrical cabinet.</p>
<p>Analyzer Shack - Drainage</p>	<p>Building is not elevated. Storm water seeps in under the walls of the building. The floor of the building is at the same level as the concrete outside.</p> <p>Flexible rainwater leaders have been added to the bottom of the metal rainwater leaders to help direct water away from the building.</p>
<p>Analyzer Shack – Interior (Edited 02 10 2010)</p>	<p>The building is very small.</p> <p>Metering and testing are all done in the same room.</p> <p>Building has no potable water.</p> <p>There is a small toilet room with a shower curtain for a door. To flush the toilet, one must first fill the tank with a five gallon bucket. There are terrible stains on the porcelain of the fixture. There is a sewer line to the plant.</p> <p>Sodium hypochlorite, sodium bisulfite and sodium bicarbonate are stored and fed to the system in the same room. Sodium bicarbonate comes in powder form in large paper bags. Some bags arrive at the site damaged. Powder residue shows evidence of the difficulties in storing and transferring chemical.</p> <p>Pumps are noisy.</p> <p>If two chemicals come in contact, there is a risk of explosion. Questionable if they should be in the same room.</p>

Marin Sanitary District 5 – Occupancy Spacing and CIP Evaluation (FINAL)

Location	Comments/Ideas
Analyzer Shack - “What we would like.”	<p data-bbox="618 233 1421 268">There is a tank supplied emergency eye wash, but no shower.</p> <p data-bbox="618 268 1421 380">Two story building with sleeping accommodations and an office at the second level and laboratory and pumps on the lower floor.</p> <p data-bbox="618 380 1421 491">Potable water could be provided by a refillable water tank at the top of the retaining wall, or a water line could be brought in within the same easement as the aerial power line.</p> <p data-bbox="618 527 1421 596">From the second floor, have a catwalk that connects over to the plant platforms.</p> <p data-bbox="618 632 1421 667">Exercise equipment would be nice.</p> <p data-bbox="618 703 1421 772">This site is fairly isolated. Self sufficiency and livability are need for extended shifts.</p> <p data-bbox="618 808 1421 844">Climate control is required. Summers can get hot.</p> <p data-bbox="618 879 1421 949">For new building, hold the existing wall line on the northeast side.</p> <p data-bbox="618 984 1421 1054">Lower floor should have a chemical storage room and an analyzer room separated by an exterior breezeway.</p> <p data-bbox="618 1089 1421 1125">Upper floor should span the entire foot print below.</p> <p data-bbox="618 1161 1421 1272">A kitchenette is needed with refrigerator and pantry for self sufficiency required due to remote location and need to stay on site.</p> <p data-bbox="618 1308 1421 1398">Since there is no natural gas on site, everything should run on electricity.</p>
Blower Shed – “What we would like.”	<p data-bbox="618 1398 1421 1434">Blowers are noisy. Encase within concrete masonry walls.</p> <p data-bbox="618 1434 1421 1470">Create a building code compliant stair to the second level.</p> <p data-bbox="618 1470 1421 1656">Utilize gantry crane to pick up drums, tools etc. to the plant platform level. This would possibly affect existing railing configuration. Basically, this structure would become a roofed tower with blowers on first floor and mobilization area at top with the gantry crane.</p> <p data-bbox="618 1656 1421 1766">Powdered chemical storage and mixer would be at the top level with mobilization. Chemicals are in 75 gallon drums. Sodium Bicarbonate is very heavy.</p>

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Location	Comments/Ideas
	<p>There is an adequate pick spot at ground level for the crane in its existing location, but it is on asphalt. Should be a concrete paved pick point.</p> <p>Gantry crane needs to be higher so load can clear guardrails. The idea of putting a gate in the guardrail is problematic since one side of the gate would be a high drop.</p>
<p>Site – “What we would like” and other comments.</p>	<p>Move the power pole from its current location. This would allow better truck access.</p> <p>A 20 yard dewatering box could help lessen the number of trips. This would be in conjunction with the Isuzu truck procurement. Dimensions are 8.5 feet x 15 feet. Currently Mill Valley would have to be contracted for this work.</p> <p>Site has only a vehicular gate for access. To have access to public way, a separate pedestrian gate should be added.</p> <p>Unmarked parking is ok. Typically only one car a day.</p> <p>Site serves as storage site for empty totes due to lack of space at the Main Plant. There are 4 to 5 totes stored here per year.</p> <p>There is an aerial power easement serving the plant. Adding a water line for potable water to serve the new Analyzer Shack would be very expensive.</p> <p>There is a metal storage shed on the south part of the site that would be good to get rid of in the interest of better truck access.</p> <p>A boat and dock could help when the road is out. Access is important.</p> <p>Need automatic gate.</p> <p>The site is not secure on the shore side. Graffiti is not a problem; however vandals have made there way on site and have turned switches off. This is a minor security issue.</p> <p>Kayakers frequently use the waters nearby for recreation.</p> <p>Noise from the blowers is a steady constant noise that disturbs the area beyond the site.</p>

Marin Sanitary District 5 – Occupancy Spacing and CIP Evaluation (FINAL)

Location	Comments/Ideas
	<p>There are early signs of the key block retaining wall failing. There is a noticeable bulge in the wall.</p> <p>There is an emergency generator on site near the power pole.</p>
Publicity	<p>Recently received media attention for being the second most vulnerable wastewater treatment plant to sea level rise in the bay area.</p> <p>There is ongoing discussion statewide on the massive amount of freshwater from wastewater treatment plants discharging directly into the ocean waters and not put back into aquifers. This plant and the main plant discharge into the bay.</p> <p>Originally, this site was going to be a pump station to pump sewage to Main Plant. But turned into a wastewater treatment plant.</p> <p>Two package trains were brought in by barge and set on the site by crane during a high tide event.</p>
Package Plants – “What we would like” and other comments.	<p>There is no grit or rag removal. This plant could use a headworks instead of the grinder. Vactor comes down to remove solids.</p> <p>Stairs to the top of plant are very steep. They would like building code compliant stairs. Existing stairs are compliant with CAL OSHA but not the building code.</p> <p>A platform needs to be added spanning midway across each of the plant trains.</p> <p>At south end is a tsunami warning system. The sound is reported to be surprisingly low level considering how far the sound is supposed to reach.</p> <p>Pole lights were just installed and are long life LED fixtures. No need to improve access for changing.</p> <p>There are two trains. One gets used for a year and the other remains empty or used for overflow. The empty one get cleaned. After a year the trains switch.</p>

Marin Sanitary District 5 – Occupancy Spacing and CIP Evaluation (FINAL)

Location	Comments/Ideas
	<p>As noted previously in the Blower Shed section, a less steep stair is needed. It is particularly hazardous in inclement weather and when carrying something.</p>
Access Road	<p>This is a private road crossing through an estate.</p> <p>Unpaved portion is frequently muddy or dusty.</p> <p>There is a single light vehicle that travels this route once a day.</p> <p>The vactor truck travels this road on average six times per week.</p>
Communications	<p>Emergency communication relies on a “two bar” cell coverage.</p> <p>There is no internet service available.</p> <p>Line of sight radio is preferred, but the hill blocks the signal. This would be justification for a repeater.</p> <p>Because of the remoteness of the site and weak communication, to service this site properly, visits should not be by a single person. Two minimum should be the policy.</p> <p>Fiber optic would be another option and could be accommodated at the same time of potable water line construction.</p>
Miscellaneous	<p>Boards tend to respond to state demands better than staff requests.</p> <p>There are very few pests with two notable exceptions of paper wasps and deer.</p>

Interviews

A series of interviews were held for plant staff. A summary of the questions and responses for each interviewee is provided below.

Tony Rubio – District Manager

Q: What are the priorities?	A: #1 Office space. #2 Restrooms. #3 Lockers and Showers.
Q: What is the breakdown of staff?	A: Operations = 5 Maintenance = 4 Administration = 2 New Hire = 1 District Manager = 1 Total = 13 This planning number should be adequate for the next ten (10) years.
Q: What are the locker room needs?	A: Members of the Operations and Maintenance each need a locker. There are nine (9) total members with eight (8) male and one (1) female. Currently there is one shower and that is located in the normally locked women’s locker room. The men do not have a shower. A shower for the men’s locker room is a critical need.
Q: Do you think a mud room would be useful?	A: This would be a “nice to have” item, but not essential.
Q: Are there any current projects?	A: Yes, a new headworks screening in the next year to replace the grinders.
Q: Where are the big opportunities to resolve some or all of these space needs?	A: Dewatering Building roof. Blower Building Roof. Former Surge Tank. This is currently the wet weather storage that will no longer be needed.
Q: What positions will need privacy (an office with a door)?	A: District Manager. Office Manager. Operations Superintendent. Collections Superintendent.

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	Permits/Business Administrator.
Q: What are the current electrical standards used?	A: CAT5 for internet and computer. Ethernet for SCADA.
Q: Describe current break room, office, and conference room issue.	A: Offices are in the break room. Break room activities disrupt office activities (zoom calls). Break room also serves as a conference room. All of these functions need to be separate.
Q: HDR provided a proposal for a second floor to the existing workshop in May 2020. Is that still being considered as an option?	A: Yes.

Casey Cottrell – Operations Supervisor/Laboratory Director

Q:
Describe your job.

A:
Responsible for compiling lab data, chief plant operations, process control and lab tests that are not reported to the state.
Provides weekly reports.

Q:
Lab testing.

A:
Most of the testing goes to outside labs. We don't have the accreditation or equipment, and we are not planning to get the equipment. We are not wanting to expand the lab.

Q:
Lab space.

A: Lab space is adequate if it is just the lab. Need more counter space for process testing.

Hood is a red flag for lack of air exchange. Need mechanical air balance evaluation.

Emergency eyewash and shower will destroy the microscope and centrifuge if used in an emergency. It does not have a drain and must use a bucket to test.

Currently glassware is washed by hand. Need glassware washer.

SCADA is located in lab. (Envision)

Q:
Thoughts on Improvements

A:
Dewatering roof would be a good place for office space, namely cubicles.

Q:
What do you think about ADA?

A:
For current administration office only. No public tours. Only able bodied people work on staff. If injury happens, they take disability.

Q:
What are the priority issues for improvement?

- A:
1. Parking
 2. Lockers
 3. Administration office.
 4. Place to sleep.
-

Q:
Describe the need for a sleeping area.

A:
This is not a 24/7 plant. When there are stormy days and 16 hour shifts, it is not worth traveling home and returning. Some have up to two hour commutes one way in evening rush hour.

There needs to be two rooms set aside as sleeping quarters. Cots would be appropriate.

Reference: Storm in October 2021.

Q:
Who do you supervise?

A:
Two operators in training (OIT) and 3 operators.

Q:
What are some of your best ideas?

A:

1. Control building over Dewatering.
2. Purchase building downtown.
Advocate for acquiring the Bank of America building. It is centrally located and the parking would be a huge benefit.
Currently, parking is not guaranteed. This goes for personal and district vehicles.
Parking is very problematic with chemical deliveries. Staff has to coordinate and move vehicles with each delivery.
3. Partnership with Richardson Bay.
Taxes would help this district.
4. Locker room needs shower stalls.

Chad Bilsborough – Senior Operator – 4 years with MSD5

Q: What do you perceive as problems?	A: Everything.
Comment:	Chad appreciates a holistic approach to problem solving rather than quick fixes.
Q: What works well?	A: Watson Marlow parasol pump for chemical feed. 33:1 turnout ratio.
Q: What are critical needs?	A: <ol style="list-style-type: none">1. Staffing needs space.2. State reporting is becoming more of a challenge. 1 cuvet needed originally, now 3 are required.3. Supply storage is insufficient. Need more room for “ph buffers” and ‘pillow packets”.
Q: Describe lab needs.	A: If the desks were out of the way, there would be sufficient lab space. Storage would also be sufficient if desks were moved out. The furnace is not being used. There is oxygen piped into the laboratory but not used. There is a need for compressed air. Need more counter space.
Q: Describe locker needs.	A: Need more toilets and a shower. Except for the two narrow lockers, the wide lockers store both dirty and clean clothes.
Q: Describe laundry situation.	A: Laundry is done individually, not collectively. Adding another washer and dryer would be helpful. Slope of steps above current location prevents stacking.
Q: Any concerns decontaminating when returning to the plant?	A: It will be helpful to have both a mud room and wet storage. Need to add a shower fixture.

Regularly staff will be exposed to splashing of sodium bisulfite and 12% sodium hypochlorite. The drops (pointing to examples) produce white spots on clothing.

Q:
Is noise an issue?

A:
The noise levels in the shop and biosolids can be bothersome.

Q:
Describe the parking concerns.

A:
There is no proper place to store the vector truck.

The trip to Redwood Sanitary Landfill can take up to 1 ½ hours.

Discussed the possibility of removing a tree, landscaping and side walk, and building a screened pull through parking stall parallel along Mar West Street.

Advocated for a wash rack with spray jets to wash out containment vessel.

Currently the vector truck is parked at the far end of the plant along Mar West Street.

Q:
Do you have any solutions in mind for some of the problems?

A:
The Bank of America building would solve a lot of problems.

This would be a valuable asset. Location for board meetings, storage, record storage, and administration staff offices.

Collections staff could be also based here.

Parking lot could easily have a big truck wash.

This kind of a move could free up space for a properly sized locker room at the plant.

Q:
Do you have any solutions in mind for some of the problems? (continued).

A:

There is a short wheelbase Isuzu truck that can haul a grit box among other useful things. This purchase would save on fuel and the wear and tear of the dirt road to Paradise Cove. See Appendix A.

Instead of collecting the grit in the vactor truck, a grit box could be set up for pickup and delivery with the Isuzu truck.

On average, there are six trips per week to remove grit by the vactor truck.

The Isuzu truck can haul 450 to 500 gallons of grit and sludge.

Q:
Do you have any solutions in mind for some of the problems? (Continued).

Belvedere PS 1 is currently under discussions for sea level rise improvements. The pump station will be made higher. The area under the pump station could be used to store three generators, a trailer and a water buffalo. Current unbuilt design will have to be modified to accommodate this idea.

Q:
What are your thoughts on complying with ADA?

A:
In favor of not complying since being able-bodied is a pre-requisite for working at the plant.

Q:
What are your thoughts on traffic?

A:
A one hour commute one way is common. No one on staff lives in Tiburon. 2 to 6pm is heavy traffic.

When rain happens, 16 hour shifts are common. The commute required makes going home impractical during these days.

Abby Balf – Operator – 1 year with MSD5

Q: What are your responsibilities?	A: “Everything”. Performs the lab tests. Adjusts the pump valves (chemical, sludge, wastes). Performs the same tasks for Paradise Cove. Repairs equipment.
Q: What are your responsibilities? (Continued.)	A: Every day goes over to Paradise Cove. Everything is adjusted manually. Usually leave the Main Plant by 7:40am. School traffic gets heavy after 8:30am.
Q: Are you providing maintenance to the truck fleet?	A: Truck maintenance is done off-site.
Q: Do you have any safety concerns?	A: The operation to fill up drums with sodium bisulfite and sodium hypochlorite are problematic. Spillage is a constant issue and chemical gets splashed onto face and clothing. Drums are heavy, especially the sodium bisulfite. A mention about hauling this over a curb was a big obstacle.
Q: Do you have any issues with the locker room?	A: No issues. Does not use the shower. There is a work-around to allow the men to use the shower.
Q: Any concerns about the lab?	A: Remove the desks and there will be enough room for lab work. More counterspace is needed. Abby will probably take over lab responsibilities at some point. Sample room is not being used to store samples.
Q: How do you collect samples?	A: There is a daily 250 mil samples for chlorine, pH, chlorinated and dechlorinated, and colorimetric analysis. In addition to Main Plant and Paradise Cove, samples for Mill Valley are also taken.

Marin Sanitary District 5 – Occupancy Spacing and CIP Evaluation (FINAL)

Q: What works well?	A: Staff. The team works well together and is very open to resolving problems. Abby delegates to OIT staff.
Q: What are some additional safety concerns?	A: Abby regularly handles nitric acid and sulfuric acid. She has to refill analyzer. She has had sulfuric acid on her face before and used the eyewash. Water is not tempered in eyewash stations.
Q: What are top concerns?	A: Personal space is at a premium. Wednesdays are very busy. Parking spaces are a problem. Abby drives to the Main Plant herself on Wednesdays. Monday and Tuesdays shares a ride. She has a 45 minute commute. Sleep overs are a concern.
Q: What are top concerns? (Continued)?	A: Aging infrastructure. There are two separate teams: operations and maintenance. Each team seems to delegate to the other.
Q: List the vehicles in the District's fleet.	A: Operations truck. Volkswagen Ford Ranger Ford F250 Boom truck. Vactor Joe-the Electrician's vehicle Rodder The rodder is equipment to keep collection lines clean.
Q:	A: Look into utilizing the blower room.

Are there any solutions you have thought about?

Q:
Last safety concern.

A:
Generator is very loud. Estimated sound level is 120 dB given that 65 is ambient, and 85 is low level when hearing protection might be needed.

When the power fails, there are a few seconds to relocate or put on ear protection

Ignacio Salzar – Operator in Training (OIT) – 5 months with MSD5

Q:
Describe your responsibilities.

A:
Same as an operator, except more “hands-on”.

Provides trouble shooting, maintains pumps and valves, and plumbing.

No collections experience. His domain starts where the influent comes into the plant.

Will be taking the operator exam in April 2023. May become an operator as soon as July 2023.

Q:
What do you think are critical needs?

A:
Layout space for breaking down pumps and valves that are not repaired in place.

Many repairs are done in place.

Contractors are used to move large equipment through the plant. When the RAS pump was taken off-line, it was a challenge to navigate through the congested plant and out.

Q:
What works well for you?

A:
Ignacio likes the challenge of “figuring it out.”

Nothing else comes to mind.

Q:
Are there any safety concerns?

A:
As Abby expressed, the transfer of chemicals is a problem.

Ignacio helps out Abby with the lab work. PH and chlorine tests are what he does.

Q:
What are the top problems with plant operations?

A:
Office space. His space is in the lab. Zoom calls are a challenge.

District needs to “figure out” goals. Is the staff going to increase? Will the improvements made to the plant satisfy future needs?

Q:
What are the top problems with plant operations? (Continued.)

A:
He thinks that the District should look into peracetic acid for treatment. It is growing in popularity in Europe but is rare in the United States. It has the potential of using less floor space.

Q:
Do you have any safety concerns?

A:
Need protection system for when workers are in the tank. This is a confined space situation.

Respirators and gas monitors are available.

Arle Hill – Operator – 3 months with MSD5

Q:
What are your responsibilities?

A:
Arle has previous operator experience in Richmond and Discovery Bay districts.

Arle’s day-to-day responsibilities include working in the, general housekeeping, and sometimes maintenance.

Q:
What are your concerns with the lab?

A:
The desks need to be moved out.

Lab is sufficient size without desks.

Eyewash is next to electrical equipment and possibly a shock hazard.

There is no drain for the emergency eyewash and shower (EEWS). They use a bucket to test the shower.

Arle has never used the hood.

Normally, samples are sent out to a lab.

Q:
What are your concerns about the locker room?

A:
Arle likes having two smaller lockers to separate clean and dirty laundry.

Q:
Any comment on the laundry facilities?

A:
Laundry works well.

Q:
What works well?

A:
Arle likes to be in the field.

Q:
Any issues with parking or commute?

A:
1 hour 15 minutes to get to the main plant.
2 hours to get home.
His home is in Antioch.
This is a daily commute.
Sometimes he will carpool.

Q:
Are there any specific solutions you have been thinking about?

A:
Bank of America building seems like the best option.

His previous employers had larger plants with lots of room. “Spread out” is better for organizing and housekeeping. This plant is very complex.

Q:
What are your current challenges?

A:
Becoming familiar enough with the plant so he knows where everything is without really thinking about it.

Q:
Do you have any comments regarding safety?

A:
Arle has a passion for safety to the point that he would welcome any leadership opportunities that are offered to him.

Need wayfinding plaques for orientation during an emergency.

Fall protection is lacking in some locations. Some location of height have no way to attached a lanyard.

Would like to see more safety yellow applied to hazards including curbs that might be obstacles or tripping hazards.

He does not work in confined spaces.

Joel Alvarez – Permits and Business Administration Technician – 3 years with MSD5

Q:
Background.

A:
Joel is a veteran of the Marine Corps and served at Camp Pendleton in the mid 2000s.

Q:
What are your responsibilities?

A:
Involved in the process of intake permitting including remote reviews, report drafting, and interactions with owners, general public, agents, and contractors.

He conducts site visits.

He is available for helping in emergencies.

Q:
What space is required?

A:
Joel mostly works at his desk, communicating via phone and email. Before COVID, many conversations were face-to-face at the conference table, looking over plans. Now, everything is electronic. Rarely does the public visit. Joel prefers that they come into the office to deliver checks. Face-to-face visits generally happen at the site.

Q:
What are the filing needs?

A:
There is still a significant need for paper files. Need for filing space is increasing.

No longer keeping full sized plans. Plans are on PDFs.

Video records are cloud based.

AlienVault is used or was used. Used in connection to stormwater infiltrating into sewer(?).

File cabinet space is split between Joel and Robin.

Q:
What improvements are needed in the office environment?

A:
Larger and more private office would be nice.

White noise needed to deaden background noise distractions on phone calls.

Conference room functions need to be separated from office.

It would be nice have a chair for visitors next to the desk.

Q:
What are some solutions that you have been thinking about?

A:

1. Space mitigation. Joel works with John mostly, with some work with Tony.
2. Parking for facility.
3. IT server system in MEP room. Not the best place. It is not cool. Needs separate server room with dedicated air conditioning. This might actually need to be a “technology room” that would also include SCADA and FAX.

John Rosser – Inspector – 23 years with MSD5

Q: Describe your responsibilities.	A: Field work, final inspections, sewer replacements, final reports, and manages keeping of photo and video records. Also, help with maintenance part of the time.
Q: How many permits do you accomplish per day on average?	A: Five.
Q: What vehicle do you use?	A: Volkswagen sedan.
Q: What works well for you?	A: Transitioning from paper records to computer based files. Anticipates need for more paper file storage.
Q: What do you think about compliance with ADA?	A: Sympathetic, but not realistic. The front office is the only place it should be required.
Q: What problems are the top priority to resolve?	A: <ol style="list-style-type: none">1. Office space.2. Safety trainings. John would like to see more training offered.3. Small locker rooms. Plus lockers are small.
Q: Where do you do laundry?	A: Here (at Main Plant). Laundry facilities are sufficient.
Q: What would be nice to have?	A: An exercise room. Some exercise equipment is located in the Blower Room.
Q: What is your commute like?	A: 45 minutes in; 1 hour 20 minutes home daily. Exercising before going home would be better use of time and reduce time on the road. School traffic in Tiburon starts around 3:30pm weekdays.

Robin Dohrmann – Office Manager – 10 years at MSD5

Q:
What are your responsibilities?

A:
Not involved with Operations.
Accounts Payable
Accounts Receivable
Answer phones.
Provides board meeting agenda and invitations.
Expanding to more bills and more payroll.
Health and benefits.
Meet and greeter.
Robin has one assistant, Jane, who works four days per month.

Robin enjoys a very special view from her desk of the San Francisco Bay and the Golden Gate Bridge.

Q:
What works well?

A:
Her view of the San Francisco Bay.

She is given a lot of independence to get her work done in the way she wants.

Robin reports directly to Tony and helps prioritize his work.

Q:
What are your concerns?

A:
To give some perspective related to her comments, Robin had the role of “Den Mother” for nine years being the only female on staff. Now there are three women on staff. They had to put a lock on the women’s restroom because delivery drivers were using the women’s toilet for “number 2” because it afforded more privacy. They didn’t clean up after themselves. It is a hassle now that the women’s restroom has to be locked. Shower has to be shared and coordination has to take place for the men to use it.

Q:
What are your concerns? (Continued.)

A:
The Board meets at the conference table in the first floor administration office. They love using this table and this space. However,

	Robin said that it would be better use of space if conference table were elsewhere, and the recovered space turned into cubicles.
Q: What are your concerns? (Continued.)	A: Robin has 30 years worth of files in plastic bins. These are paper files with major transactions. There needs to be an effort made to go through and scan them. There is a rat infestation. Robin has seen a rat during business hours running through these files. Also outside there are rats during the day that are very bold. One instance a rat came right up to the front door. Vermin proof design needs to be part of future improvements.
Q: What are your concerns? (Continued.)	A: The current website software used is one of the most difficult to manipulate. Need a more user-friendly program.
Q: Do you have any safety concerns?	A: None.
Q: Do you have any ideas to offer facility improvements?	A: Robin suggested adding solar panels.

Peter Collodi – Collection Systems Maintenance – 1 ½ years with MSD5

Q: Background.	A: Peter has 37 years of experience as a plumber. He is a Navy veteran who served in the boiler room of the USS Midway.
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Q: What are your responsibilities?	A: Clean and maintain sewer lines. Plant maintenance. Services and maintains 24 pump stations in Tiburon and Belvedere. Limited video. Mostly done by a contractor. Property owner is responsible for their line up to sewer connection. Maintenance of vehicles – small repairs and housekeeping.
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Q: What vehicles do you use?	A: The vactor and the rodder.
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Q: What works?	A: Loves the work. Loves coming to work every day. Likes physical work and being out in the field. He does some “shovel” work.
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Q: What improvements would you like to see?	A: Spacious locker room. Separate lockers for clean and dirty. Peter takes all of his laundry home. Does not use the plant facilities. Equipment room. Currently there is equipment in the Blower Room.
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Q: What improvements would you like to see? (Continued.)	A: Parking. Peter has to get to the plant by 5:30 to get a parking spot. Work trucks are a problem. Chemical deliveries and removal of the grit box requires special coordination.
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Q: Describe your current office.	A: A desk and computer in the lunchroom. Limited time spent on computer.
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Q:	A:
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What are some thoughts and concerns related to the shop?

Shop is chaotic. Nothing has a home. Stuff is everywhere.

Peter likes clean, well-organized shop spaces. He likes to take the time to put things away in their proper order after tools and materials have been used. There should be time to organize and put everything back.

Would like additional rack space, consumables, stock storage. Need about 20'x20' space for plumbing storage.

Peter is starting to rebuild pumps. Need layout space. Some of these kind of repairs are in place.

Peter does not have a tool crib. It would be nice to have his own tools and control over their care and organization.

No problems moving vertically within the plant. Although would prefer no stairs.

Q:
Identify the top three problems needing to be addressed.

A:

1. Space for organizing.
2. Parking.
3. Lockers. Enough space to keep out of each other's way. Sleeping accommodations would also be nice.

Dan Latorre – Maintenance and Collections Superintendent – 17 ½ years with MSD5

Q:
What are your responsibilities?

A:
Similar to what Peter does.
In addition, setting up service arrangements for equipment.
Email with district manager, city officials, and receives complaints.
City of Tiburon and City of Belvedere coordination.

Q:
What works?

A:
Dan likes field work. Likes “turning a wrench”. He is in the office 30 to 40% of the time.

The alarm systems work well at 24 lift stations. Low level and high level parameters are all fed through SCADA.

Q:
Shipping and receiving.

A:
Shipping and receiving is all done independently. Each person orders and receives what they need.

Q:
Shop Spaces:

A:
Downstairs shop is okay. However, forklift is too tight to move things around.

Need more room for new tools.

Need separate storage for electrical, plumbing, and consumable supplies.

Need layout space.

Roof leaks in upstairs shop. Lots of obstacles in the way.

Need to get things up and off the ground.
Need deep racks for motor storage.

Pipes 2 inches and smaller need to be stored inside.

Need an area equal to half the existing downstairs shop added to the shop.

Q:
Locker Room.

A:
Separate lockers for clean/dry and dirty/wet would be nice.

Need showers for men.

Need more toilets.

Need more room.

Q:
What are your top priorities?

A:
Room for staff.
Break room, four office spaces and conference need to go from one room to three separate rooms.

Q:
What are your top priorities? (Continued.)

A:
Adding more building space at Main Plant.

More equipment storage space. 60 to 70% of the plant are on backup systems waiting for parts. These are supply chain issues that storage space could help improve.

Dan advocates for keeping parts storage on site. This helps with supply chain issues.

A current wait time on a pump is one year. Parts have been ordered, but many parts have several months for a lead time.

Repair leaking roof is needed.

Q:
What are your top priorities? (Continued.)

A:
Complete sewer system cleaning and video project.

Rehabilitation of pump stations.

The walls of the wet well at T and 9th streets are tilting. This makes it very difficult to install systems that are intended for plumb construction.

Need to order tripods, winches and harnesses.

Q:

A:

What are your top priorities? (Continued.)	Safety training and equipment are improving. There are not enough staff members for properly operating the vactor truck and rodder. Each piece of equipment should have four people on the crew.
Q: What is your commute like?	A: Dan get a start from home at 4:15am. It takes 35 minutes to get to the Main Plant. It takes him 45 minutes to get home.
Q: Miscellaneous.	A: Digester needs ½ of the contact tank for possible construction logistics. Turning the vehicles around on Mar West Street is not a problem. Vehicles are able to navigate the narrow streets.

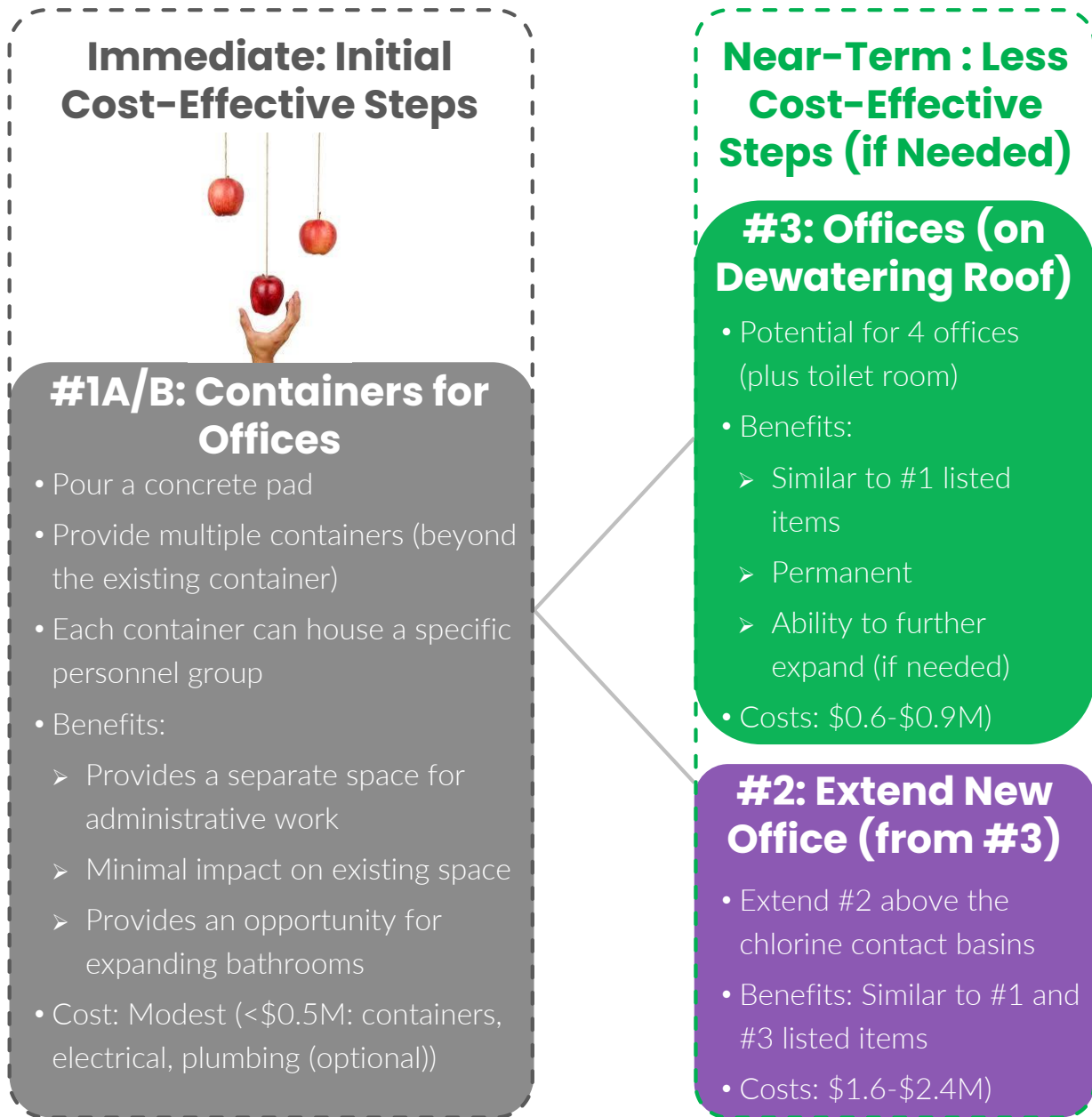
SUMMARY AND CONCLUSIONS

The two treatment plants of interest (Main Plant and Paradise Cove) struggle with either office space challenges (former) or antiquated access/facilities (latter). This TM summarizes the results from evaluating potential solutions for each treatment plant.

As previously presented, an illustration of the preferred progression of projects at the Main Plant projects is provided in Figure 6. The preferred progression of potential projects includes initially updating and expanding the use of containers (or equivalent accessory dwelling unit; referred to as No. 1A/B) is an immediate cost-effective means of providing office space for staff. Upon providing containers, a near-term solution to consider is leveraging the space on top of the dewatering building by constructing a usable space (referred to as No. 3). This concept can be further expanded by expanding this concept over the chlorine contact tank (referred to as No. 2). By creating the near-term options will free up additional space for expanding the bathrooms/changing rooms/showers and provide other benefits as noted in this report.

As for the Paradise Plant, an access road is essential if Marin San #5 decides to operate the plant long-term.

Besides the presented potential progression, it is recommended that the District prioritize and score the various components that make up the \$7.8 Mil for the Occupancy Project for the Main Plant. Otherwise, it will be difficult to make an informed decision on which components to include/exclude.



- This sequence will not necessarily address any ADA requirements.
- There are other options in the memo (albeit less viable as these listed)

Figure 6. Potential Progression of Preferred Projects at the Main Plant*

* The numbering emulates those provided in Figure 1.

APPENDIX A – ISUZU TRUCK

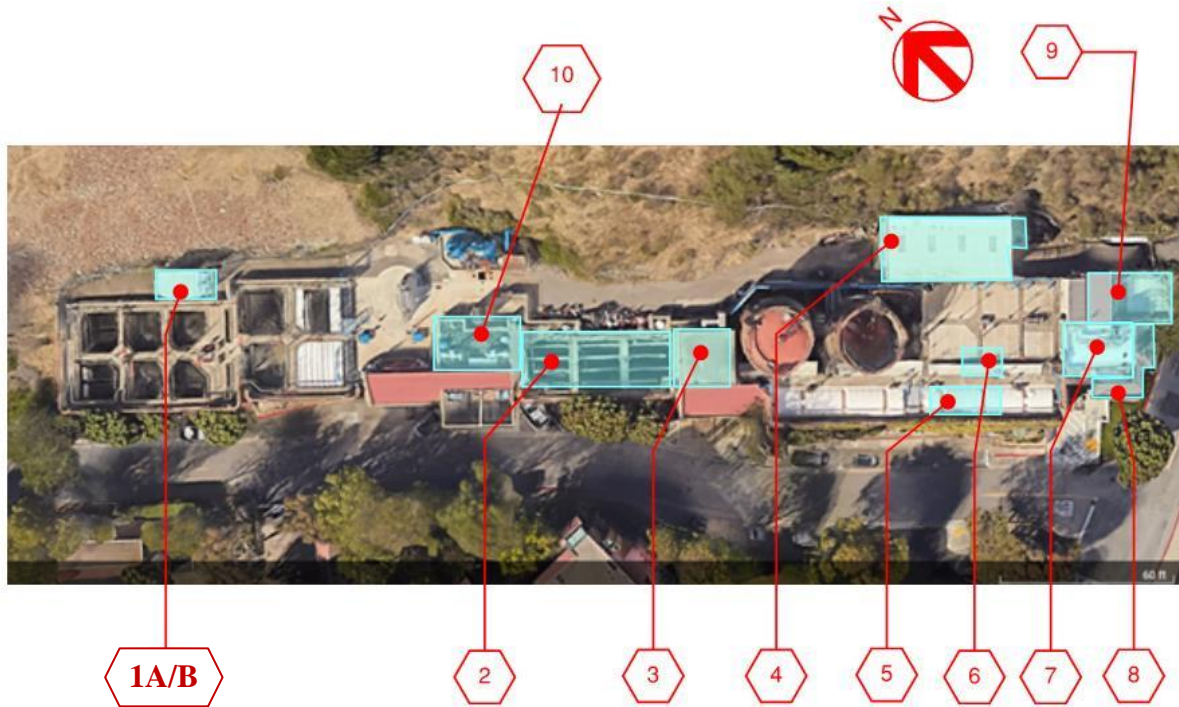


The link below has a good picture of a Roll Off truck using three different platforms (skids)

<http://www.westerncascade.net/Water%20Tanks.htm>

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APPENDIX B – TOP TIER OPTIONS (MAIN PLANT)



- Conventional construction costs assume \$900/sf relative to a proposal submitted from HDR in 2020.
- Contingency is 20% plus and minus.
- Small Cubicle = 60 square feet
- Large Cubicle = 80 square feet
- Private Office = 100 square feet
- Executive Office = 120 square feet
- Unisex Toilet Room = 60 square feet.

1A. Replace current General Manager Office with 50'x10' furnished mobile office trailer.

- a. Square feet: 500 sf
- b. Vendor provided.
- c. Estimated Cost: \$46,000 to purchase, plus hookups. Disposal of existing not included (*Range: \$36,800 to \$55,200*).
- d. Potential for 2 offices and a toilet room.
- e. Benefits
 - i. This option would remove the shipping container serving as in favor of a pre-fabricated modular trailer office.
 - ii. Relatively fast track improvement.
 - iii. Utilities are fairly easy to provide.
 - iv. A scum trough to headworks could be installed.

- f. Challenges
 - i. At the toe of a stabilized landslide.
 - ii. Adding underground utilities.
 - iii. Trailer will have to be delivered by crane as route through maintenance building is too narrow.

1B. Expand #1A by adding additional trailer(s) for O&M Staff.

- a. Square feet: 500 sf per unit
- b. Vendor provided.
- c. Estimated Cost: \$46,000 to purchase, plus hookups. Disposal of existing not included. (*Range: \$36,800 to \$55,200*)
- d. Potential for 2 offices per trailer and a toilet room.
- e. Benefits: Same as #1A
- f. Challenges: Same as #1A

2. Construct office level elevated above chlorine contact basin at same elevation as the Dewatering Building Roof.

- a. Square feet: 2,200 sf.
- b. Conventional construction.
- c. Estimated Cost: \$2 million (*Range: \$1,584,000 to \$2,376,000*).
- d. Potential to satisfy cubicle level office layout.
- e. Benefits
 - i. This option would add open flexible floor area.
 - ii. Does not require breaking of new ground.
 - iii. Utilities can be routed through plant.
 - iv. Potentially great office views.
 - v. This option would not inhibit maintenance operations of chlorine contact basin.
 - vi. Connected to Option 3.
- f. Challenges
 - i. Potential chlorine smell.
 - ii. Corrosive vapors nearby.
 - iii. Egress stairs would be required on uphill side and on street side. Uphill side driveway width would be affected.
 - iv. Elevator recommended.
 - v. Structural viability of existing plant building required.
 - vi. Ground leading up to the proposed stair and elevator uneven.

3. Construct office level on Dewatering Building Roof.
 - a. Square feet: 800 sf.
 - b. Conventional construction.
 - c. Estimated cost: \$720,000 (*Range: \$576,000 to \$864,000*).
 - d. Potential for 4 offices and a toilet room.
 - e. Two floor version of this option could potentially double the floor area (and cost).
 - f. Benefits
 - i. This option would add open flexible floor area.
 - ii. Connected to Option 2.
 - iii. Utilities can be routed through plant.
 - iv. Potentially great office views.
 - v. One exit stair required if not connected to Option 2.
 - g. Challenges
 - i. Potential chlorine smell.
 - ii. Corrosive vapors nearby.
 - iii. Egress stair would impact width of uphill side driveway.
 - iv. Structural viability of existing plant building required.
 - v. Ground leading up to the proposed stair uneven.

4. Construct office level above Maintenance Building Roof.
 - a. Square feet: 1,200 sf.
 - b. Conventional construction.
 - c. Estimated cost: \$1.1 million (*Range: \$864,000 to \$1,296,000*).
 - d. Potential to satisfy office needs and one toilet room.
 - e. Benefits
 - i. This option would add open flexible floor area.
 - ii. Utilities routed in existing building.
 - iii. Great office views.
 - f. Challenges
 - i. Code modification letter would be required to get an elevator waiver. Elevator is recommended.
 - ii. Extensive upgrade of existing moment frame and exterior skin.
 - iii. Ground leading up to the stairway uneven or sloped more than 1:20.
 - iv. Bio-gas torch is very close on the south end.
 - v. Exhaust stack from the boiler produces odor and corrosive gases.
 - vi. Standby generator exhaust points in the direction of proposed improvement.

5. Laboratory.
 - a. 200-300 sf.
 - b. No construction.
 - c. Estimated cost: To be determined.
 - d. Move desks and related furniture to one of the other options to create better working space for the existing laboratory.
 - e. Air quality issues may justify moving laboratory to one of the new options.
 - f. Benefits
 - i. Laboratory space will be at optimal size with desks relocated elsewhere.
 - ii. Cleaner air with mechanical modifications.
 - g. Challenges
 - i. Desks potentially move out of laboratory adjacency.

6. Modify locker rooms.
 - a. Square feet: 600 sf.
 - b. Conventional construction.
 - c. Estimated cost: \$540,000 *Range: \$432,000 to \$648,000*).
 - d. Sub options.
 - i. Move the women’s locker room to another location and recover floor area for modified men’s locker room. Or vice versa.
 - ii. Move men’s locker room to another location and modify women’s locker room and expand laundry.
 - iii. Current laboratory becomes additional restroom and locker space. Laboratory is incorporated into another option.
 - e. Benefits
 - i. Improve and enlarge men’s locker room, add toilet and shower.
 - ii. Plumbing is available for toilet and shower improvements.
 - f. Challenges: No major challenges.

7. Remove office cubicles and create separate break room and conference room.
 - a. Square feet: 600 sf.
 - b. Conventional construction.
 - c. Estimated cost: \$270,000 *(Range: \$216,000 to \$324,000)*.
 - d. Benefits
 - i. Conference and Break Room functions will be better accommodated without office space.
 - e. Challenges
 - i. This room is served by less than standard access and egress.
 - ii. This option works only if other floor space option accommodates.
 - iii. Assuming there is no intention of making this space ADA accessible, a code modification letter will be required.
 - iv. Matching floor with Option 8.
 - v. Windows will be removed with Option 8 employed.

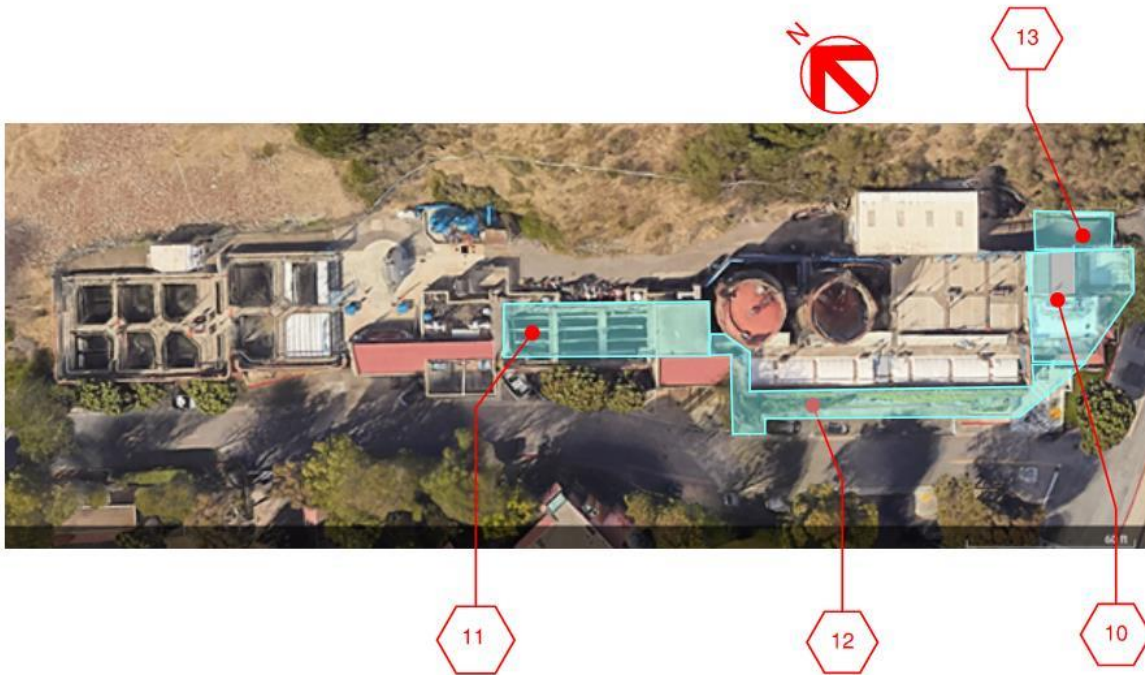
8. Convert roof into three executive offices.
 - a. Square feet: 425 sf.
 - b. Conventional construction.
 - c. Can add floor space to connect with existing stair well.
 - d. Estimated cost: \$382,000 (*Range: \$306,000 to \$459,000*).
 - e. Benefits
 - i. Great views.
 - ii. Privacy for executive staff.
 - iii. Can connect to Option 9.
 - f. Challenges
 - i. Roof top HVAC ducts and equipment will need to move elsewhere.
 - ii. Assuming there is no intention of making this space ADA accessible, a code modification letter will be required.
 - iii. Space is served by less than standard access and egress.

9. Surge tank roof conversion.
 - a. Square feet: 800 sf.
 - b. Conventional construction.
 - c. Estimated cost: \$720,000 (*Range: \$576,000 to \$864,000*).
 - d. Benefits
 - i. Can connect to Option 8
 - ii. Space can be set up for a flexible office space and toilet room.
 - iii. Utilities can be routed from existing building below.
 - e. Challenges
 - i. Assuming there is no intention of making this space ADA accessible, a code modification letter will be required.
 - ii. Space is served by less than standard access and egress.

10. Blower building roof floor area.
 - a. Square feet: 800 sf
 - b. Conventional construction
 - c. Estimated cost: \$720,000 (*Range: \$576,000 to \$864,000*).
 - d. Benefits
 - i. Could connect to Option 2.
 - ii. Space can be set up for a flexible office space and toilet room.
 - iii. Utilities can be routed through existing building below.
 - e. Challenges
 - i. Assuming there is no intention of making this space ADA accessible, a code modification letter will be required.
 - ii. Space is served by less than standard access and egress.
 - iii. Congested ductwork will need to be removed and put somewhere else.
 - iv. Different elevation heights with Option 2.

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APPENDIX C – SECOND TIER OPTIONS (MAIN PLANT)



10. Construct a new two-story elevated office building.
 - a. Square footage: Approximately 4,400 sf
 - b. Conventional construction
 - c. Estimated cost: \$4 million
 - d. Features:
 - i. Demolish the entire existing administration wing and unused surge tank.
 - ii. Ground level would be parking for one ADA accessible stall plus up to four conventional stalls.
 1. *Based on the public parking stall across Mar West as an example, with 4,000 sf, 8 conventional stalls and one ADA accessible stall.*
 - iii. ADA compliant office levels. Potentially could provide all of the office, conference room and locker room needs. Areas suggested are approximate.
 1. Thirteen 80 sf office spaces (1,040 sf)
 2. One large 500 sf conference room.
 3. One large 500 sf break room and conference room.
 4. One 600 sf area for 13 lockers, 2 showers, 4 toilets, 2 urinals, 2 lavatories.
 5. One 100 sf area for female locker, toilet, and shower.
 6. 440 sf for circulation (10% of total area).
 7. This scope comes to 3,180 square feet. When taken to the next level of design, the scope can be adjusted to meet the proposed building footprint. Surplus floor area could improve or augment

other administration and operational functions, such as making a limited number of the office spaces larger or adding amenities to the locker rooms.

- iv. Potential option for a 3 or 4 story building within same footprint. Possible lease out to other parties. High value office space with view would be the draw.
- v. Proposed building would be equipped with an elevator and egress stairs compliant with current building codes.

11. Similar to Option #4, flexible floor area over chlorine contact basin and dewatering building.

- a. Square footage: Approximately 2,600 sf.
- b. Conventional construction.
- c. Estimated cost: \$2.3 million
- d. Benefits:
 - i. With a freight elevator, this could provide shop space and layout space for repairs.
 - ii. Could be used for office space.
- e. Challenges
 - i. Corrosive vapors nearby. Chlorine is diluted; it may not be a problem.

12. Bridge between administration and flexible floor over chlorine contact basin.

- a. Square footage: Approximately 2,700 sf.
- b. Conventional construction.
- c. Estimated cost: \$2.4 million.
- d. Features:
 - i. Freight elevator.
 - ii. Passenger elevator.
 - iii. Bridges from upper floor administration to proposed flexible floor over chlorine contact basin.
 - iv. Can cover a proposed screened parallel parking area for District vehicles. The screen could enhance elevation seen by high value property across the street.

13. Deck over rear access driveway.

- a. Deck area: 350 sf.
- b. Estimated cost: \$200,000.
- c. Features:
 - i. Exterior deck space for employee use.
 - ii. Elevated over driveway to allow traffic below to pass through.

APPENDIX D – PARADISE COVE OPTIONS



14. Pave the access road

- a. Frequent use of dirt access road is a cause of wear on vehicles and potholes.
- b. Estimated cost: To be determined.

15. Tower

- a. Lower part would house a sound deadening chamber for the blower equipment.
- b. Upper part would have a gantry crane, rail, and hoisting improvements. It would also have a roof over the deck and building code compliant standard stairs. Also, an area at the top is needed for powdered chemical storage and mixer. Chemical are in 75 gallon drums. Sodium Bicarbonate is very heavy.
- c. Pick spot needs a concrete pad.

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- d. Gantry crane needs to be configured so that hoisting can clear the guardrail. Otherwise, if height is an issue, fall protection with removable rail sections could be explored.
 - e. Estimated square footage: 400 sf
 - f. Estimated cost: \$360,000
16. Remove utility pole.
- a. Place power and communications underground from off-site power pole. This would allow better access by trucks.
 - b. Estimated cost: To be determined.
17. Additional catwalk over treatment trains.
- a. Estimated cost. To be determined.
18. Bridge between Option 19 and treatment trains.
- a. This would allow direct access from residence to top deck.
 - b. Estimated cost: To be determined.
19. New building.
- a. Lower floor:
 - i. Laboratory/analyzer room.
 - ii. Chemical storage with chemicals in separate rooms.
 - iii. Chemical storage and laboratory separated by an exterior breezeway.
 - iv. Toilet room.
 - b. Upper floor:
 - i. Residential suite with sleeping quarters and full bath.
 - ii. Connection to upper level of wastewater treatment trains.
 - c. Total square footage: 1,400 sf.
 - d. Estimated cost: \$1.3 million.
20. Remove storage bin.
- a. This would allow for better truck access.
 - b. Estimated cost: To be determined.
21. Potable water source.
- a. Option A to consider – A freshwater tank regularly replenished by truck delivery.
 - b. Option B to consider – A water main buried along the existing power utility easement.
 - c. Estimated cost: To be determined.
22. Radio repeater (not referenced in diagram).
- a. Improve operational communication.
 - b. Make emergency communications more reliable.
 - c. Estimated cost: To be determined.

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23. Boat dock (boat not included).

- a. This will enable a second way off site in case the road is blocked.
- b. Area: 1,500 sf.
- c. Estimated cost: \$60,000.

24. Automatic gate.

- a. A sliding vehicle gate activated by access control.
- b. Recommend a pedestrian gate to allow egress to public way (easement).
- c. Estimated cost \$15,000. This estimate can vary widely depending on accessories and design.

25. Headworks

- a. 500 sf concrete masonry building.
- b. Estimated cost for building only: \$450,000.

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