

AGENDA

**REGULAR MEETING OF THE BOARD OF COMMISSIONERS
VICTOR VALLEY WASTEWATER RECLAMATION AUTHORITY (VWVRA)
Victorville City Hall – Conference Room “D”, 14343 Civic Drive, Victorville, CA
92392
Phone: (760) 246-8638**

**MEETING DATE: Thursday, November 16, 2017 TIME: 8:00 AM (Closed Session)
8:30 AM (Regular Session)**

CALL TO ORDER

PUBLIC COMMENTS – CLOSED SESSION AGENDA

CLOSED SESSION

CLOSED SESSION: During the course of conducting the business set forth on this agenda as a regular meeting of the Board, the Chair may convene the Board in closed session to consider matters of pending real estate negotiations, pending or potential litigation, or personnel matters, pursuant to Government Code Sections 54956.8, 54956.9, 54957 or 54957.6, as noted. Reports relating to (a) purchase and sale of real property; (b) matters of pending or potential litigation; or (c) employment actions, or which are exempt from public disclosure under the California Public Records Act, may be reviewed by the Board during a permitted closed session and are not available for public inspection. At such time the Board takes final action on any of these subjects, the minutes will reflect all required disclosures of information.

CONFERENCE WITH LEGAL COUNSEL-LABOR NEGOTIATION (Gov. Code Sections 54957/54957.6/ 54954.5 (f)):

1. Reorganization

CONFERENCE WITH LEGAL COUNSEL-PUBLIC EMPLOYEE NEGOTIATION (Gov. Code Sections 54957(b)(1)):

2. Position: Controller

CONFERENCE WITH LEGAL COUNSEL-POTENTIAL LITIGATION (Gov. Code Sec. 54956.9(d) (2)):

3. Threatened or Pending Litigation – Flow Diversion

4. Threatened or Pending Litigation- Upper Narrows Project

CONFERENCE WITH LEGAL COUNSEL-REAL PROPERTY NEGOTIATOR (Govt. Code Sec. 54956.8)

5. **Agency Negotiators: Logan Olds, General Manager; Piero Dallarda, Best Best Krieger Negotiating Party/Parties: City of Adelanto and G. Michael Milhiser
Under Negotiation: Real Property**

REGULAR SESSION

CALL TO ORDER & PLEDGE OF ALLEGIANCE

REPORT FROM CLOSED SESSION

PUBLIC COMMENTS – REGULAR SESSION AGENDA

ANNOUNCEMENTS AND CORRESPONDENCE:

6. **Possible conflict of interest issues**
7. **Article: Swiss Toilet Clogged Up With Nearly \$120,000 In Cash**
8. **Article: Corporations Have Rights. Why Shouldn't Rivers?**
9. **Biosolids Primer**

CONSENT CALENDAR:

10. **Approve October 2017 Disbursement Registers**
11. **Approve Minutes from the October 26, 2017 Regular Meeting**
12. **Approve 2018 Board Meeting Schedule**
13. **Recommendation to Ratify Low Voltage Power Emergency Purchases**
14. **Recommendation to Approve Professional Service Contract for Larry Walker for Regional and Subregional Plant WDR Groundwater Requirements**
15. **Recommendation to Approve Professional Service Contract for Larry Walker for 2018 Regulatory Assistance**
16. **Recommendation to Approve Repairs for Engine Crankshaft by Waukesha Pearce Industries**
17. **Recommendation to Approve Employment Contract for Controller**

ACTION & DISCUSSION ITEMS:

- 18. Recommendation to Approve Findings of the Spruce Consulting Group Report**
- 19. Resolution 2017- 13 Amend Surplus Property List**
- 20. Recommendation to Approve Change Order No. 6 For the Hesperia Subregional – Lyles Construction**
- 21. Recommendation to Approve Change Order No. 7 For the Apple Valley Subregional – Lyles Construction**
- 22. Recommendation to Replace the Otoe PLC and Controls**
- 23. Recommendation to Replace the Gas Conditioning Media**
- 24. Discussion: Late Fees**

STAFF/PROFESSIONAL SERVICES REPORTS:

- 25. Financial and Investment Report –October 2017**
- 26. Operations & Maintenance Report – October 2017**
- 27. Environmental Compliance Department Reports – October 2017**
- 28. Septage Receiving Facility Reports – October 2017**
- 29. Safety & Communications Report – October 2017**
- 30. Construction Report – October 2017**

NEXT VVWRA BOARD MEETING:

Thursday, December 21, 2017– Regular Meeting of the Board of Commissioners

FUTURE AGENDA ITEMS

Leave Policy

COMMISSIONER COMMENTS

ADJOURNMENT

VVWRA Regular Meeting Agenda

Thursday, November 16, 2017

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Agenda Posting: In accordance with the requirements of California Government Code Section 54954.2, this agenda has been posted in the main lobby of the Authority's Administrative offices not less than 72 hours prior to the meeting date and time above. All written materials relating to each agenda item are available for public inspection in the office of the Board Secretary.

Items Not Posted: In the event any matter not listed on this agenda is proposed to be submitted to the Board for discussion and/or action, it will be done in compliance with Section 54954.2(b) as an emergency item or because there is a need to take immediate action, which came to the attention of the Board subsequent to the posting of the agenda, or as set forth on a supplemental agenda posted in the manner as above, not less than 72 hours prior to the meeting date.

Public Comments: Any member of the public may address the Board of Commissioners on specific agenda items or matters of general interest. As determined by the Chair, speakers may be deferred until the specific item is taken for discussion and remarks may be limited to five minutes. Persons desiring to submit paperwork to the Board of Commissioners shall provide a copy of any paperwork to the Board Secretary for the official record.

Matters of Interest addressed by a member of the public and not listed on this agenda cannot have action taken by the Board of Commissioners except as authorized by Section 54954.2(b). If you wish to speak, please complete a Speaker's Form (located at the table in the lobby outside of the Board Room) and give it to the Board Secretary prior to the start of the meeting.

If any individual wishes to challenge an action of the Commission in court, he or she may be limited to raising those issues that were raised at the public hearing pertaining to the Commission's actions, or in any written correspondence delivered to the Commission on or prior to the public hearing.

Consent Calendar: All matters placed on the Consent Calendar are considered as not requiring discussion or further explanation and unless any particular item is requested to be removed from the Consent Calendar by a Commissioner, staff member or member of the public in attendance, there will be no separate discussion of these items. All items on the Consent Calendar will be enacted by one action approving all motions, and casting a unanimous ballot for resolutions included on the consent calendar. All items removed from the Consent Calendar shall be considered in the regular order of business.

The Chair will determine if any items are to be deleted from the Consent Calendar.

Items Continued: Items may be continued from this meeting without further notice to a Committee or Board meeting held within five (5) days of this meeting per Government Code Section 54954.2(b)(3).

Meeting Adjournment: This meeting may be adjourned to a later time and items of business from this agenda may be considered at the later meeting by Order of Adjournment and Notice in accordance with Government Code Section 54955 (posted within 24 hours).

Accommodations for the Disabled: In compliance with the Americans with Disabilities Act (ADA), the Board of Commissioners Meeting Room is wheelchair accessible. If you require any special disability related accommodations, please contact the Victor Valley Wastewater Reclamation Authority Board Secretary's office at 760-246-2892 at least 72 hours prior to the scheduled meeting. Requests must specify the nature of the disability and the type of accommodation requested.

Swiss toilets clogged up with nearly \$120,000 in cash



March 3, 2016: An employee holds 500 euro banknotes in the Money Service Austria company's headquarters in Vienna, Austria. (Reuters)

The opposite of being flush with cash, Swiss prosecutors have now added “wads of money” to the list of things that can clog toilets. Swiss prosecutors are investigating why two people tried to shove about \$120,000 in 500-Euro notes down toilets around Geneva.

“There must be something behind this story,” Henri Della Casa, a spokesman for the Geneva Prosecutor’s Office, told **Bloomberg**. “That’s why we started an investigation.”

The bills were found in toilets at three Geneva restaurants and an office of the financial company UBS in May, AFP reported. The Tribune de Geneve reported two Spanish women were behind the backed-up toilets.

At the UBS building, the clogged toilet was near a bank vault containing hundreds of safe deposit boxes, the city prosecutor’s office said. The bills appeared to have been cut with scissors, Bloomberg reported.

Flushing cash in Switzerland – where the franc is the official currency -- is not a crime, but investigators are looking at whether the cash was linked to any illegal activities. Geneva prosecution spokesman Vincent Derouand told AFP a lawyer representing the people who flushed the notes compensated the restaurants for the plumbing costs.

Corporations Have Rights. Why Shouldn't Rivers?

By [JULIE TURKEWITZ](#) SEPT. 26, 2017



The Colorado River in southeastern Utah. It is the subject of a lawsuit that asks a judge to recognize it as a person. Credit Francisco Kjolseth/The Salt Lake Tribune, via Associated Press

DENVER — Does a river — or a plant, or a forest — have rights?

This is the essential question in what attorneys are calling a first-of-its-kind federal lawsuit, in which a Denver lawyer and a far-left environmental group are asking a judge to recognize the Colorado River as a person.

If successful, it could upend environmental law, possibly allowing the redwood forests, the Rocky Mountains or the deserts of Nevada to sue individuals, corporations and governments over resource pollution or depletion. Future lawsuits in its mold might seek to block pipelines, golf courses or housing developments and force everyone from agriculture executives to mayors to rethink how they treat the environment.

Several environmental law experts said the suit had a slim chance at best. “I don’t think it’s laughable,” said Reed Benson, chairman of the environmental law program at the University of New Mexico. “But I think it’s a long shot in more ways than one.”

The suit was filed Monday in Federal District Court in Colorado by Jason Flores-Williams, a Denver lawyer. It names the river ecosystem as the plaintiff — citing no specific physical boundaries — and seeks to hold the state of Colorado and Gov. John Hickenlooper liable for violating the river’s “right to exist, flourish, regenerate, be restored, and naturally evolve.”

Because the river cannot appear in court, a group called Deep Green Resistance is filing the suit as an ally, or so-called next friend, of the waterway.

If a corporation has rights, the authors argue, so, too, should an ancient waterway that has sustained human life for as long as it has existed in the Western United States. The lawsuit claims the state violated the river’s right to flourish by polluting and draining it and threatening endangered species. The claim cites several nations whose courts or governments have recognized some rights for natural entities.

The lawsuit drew immediate criticism from conservative lawmakers, who called it ridiculous. “I think we can all agree rivers and trees are not people,” said Senator Steve Daines of Montana. “Radical obstructionists who contort common sense with this sort of nonsense undercut credible conservationists.”

The office of Mr. Hickenlooper, a Democrat, declined to comment.

The lawsuit comes as hurricanes and wildfires in recent weeks have left communities across the country devastated, intensifying the debate over how humans should treat the earth in the face of global climate change.

Mr. Flores-Williams characterized the suit as an attempt to level the playing field as rivers and forests battle human exploitation. As it stands, he said, “the ultimate disparity exists between entities that are using nature and nature itself.”

Imbuing rivers with the right to sue, he argued, would force humans to take care of the water and trees they need to survive — or face penalties. “It’s not pie in the sky,” he said of the lawsuit. “It’s pragmatic.”

Jody Freeman, director of Harvard’s environmental law program, said Mr. Flores would face an uphill battle.

“Courts have wrestled with the idea of granting *animals* standing,” she wrote in an email. “It would be an even further stretch to confer standing directly on rivers, mountains and forests.”

The idea of giving nature legal rights, however, is not new. It dates to at least 1972, when a lawyer, Christopher Stone, wrote an article titled “[Should Trees Have Standing?](#)”

Mr. Stone had hoped to influence a Supreme Court case in which the Sierra Club wanted to block a ski resort in the Sierras. The environmental group lost.

“But Justice William Douglas had read Stone’s article,” Ms. Freeman wrote, “and in his famous dissent, he embraced the view advocated by Stone: that natural objects should be recognized as legal parties, which could be represented by humans, who could sue on their behalf.”

That view has never attracted support in the court. But it has had some success abroad.

In Ecuador, the constitution [now declares](#) that nature “has the right to exist, persist, maintain and regenerate its vital cycles.” In New Zealand, officials [declared in March that a river](#) used by the Maori tribe of Whanganui in the North Island to be a legal person that can sue if it is harmed. A court in the northern Indian state of Uttarakhand [has called the Ganges](#) and its main tributary, the Yamuna, to be living human entities.

The Colorado River cuts through or along seven Western states and supplies water to approximately 36 million people, including residents of Denver, Salt Lake City, Las Vegas, Phoenix, Tucson, San Diego and Los Angeles. It also feeds millions of acres of farmland.

It is as famous for its power and beauty as it is for overuse. Scientists expect that increased temperatures brought on by climate change will cause it to shrink further, leaving many people anxious about its future.

Mr. Flores-Williams is a criminal defense lawyer known for suing the city of Denver over its treatment of homeless people. Deep Green Resistance believes that the mainstream environmental movement has been ineffective, and that industrial civilization is fundamentally destructive to life on earth. The group’s task, according to its [website](#), is to create “a resistance movement that will dismantle industrial civilization by any means necessary.”

Mr. Flores-Williams responded to criticism that his argument, if successful, would allow pebbles to sue the people who step on them.

“Does every pebble in the world now have standing?” he said. “Absolutely not, that’s ridiculous.”

“We’re not interested in preserving pebbles,” he added. “We’re interested in preserving the dynamic systems that exist in the ecosystem upon which we depend.”

Doris Burke contributed



Biosolids Primer **Greg Kester, Author**

Agriculture is, by necessity, an aerobic process and environment. Land application of biosolids will **never** result in an anaerobic environment which could generate methane. An anaerobic environment could only be created if an application was so heavy that no oxygen transfer could occur. Given the application rate requirements mentioned below, this is impossible for a biosolids application. No crop, other than rice, can survive and thrive in an anaerobic environment.

In short, biosolids must meet stringent requirements in four areas in order to be land applied. This includes **pathogen destruction** for which there are multiple treatment options that can be employed. Examples are:

Class A = non-detection of fecal coliform or salmonella and process control requirements such as treatment at a certain temperature (thermophilic) for a prescribed amount of time.

Class B = greatly reduced but still detectable levels of fecal coliform through either measurement or process control such as treatment at a certain temperature (mesophilic) for a prescribed amount of time (minimum of 15 day mean cell residence time at prescribed temperatures) plus restrictions at the site related to time between application and harvest, public access, setbacks from waterways, etc. Class B treatment plus the site restrictions and management requirements equals the same level of protection as Class A.

Vector Attraction Reduction (VAR)

Requirements also includes **vector attraction reduction (VAR)**, which ensures the biosolids will not be an attractive source of food for any potential disease carrying organisms such as rodents, birds, etc.

There are a variety of options that can be used to demonstrate compliance with this requirement and they are largely dependent on the type of treatment used by the wastewater plant. For example, if anaerobic digestion is the means used for pathogen destruction, then the VAR is generally satisfied by reducing the volatile solids content by at least 38 percent. It should be noted that for Class A pathogen control, the VAR requirements which are based on process control, must be met at the same time or following the Class A process.

Pollutant Concentrations

Risk based requirements are also set for **pollutant concentrations**. EPA began with a list of 400 potential pollutants for regulation. They narrowed it to roughly 200 for further evaluation and finally 50 for which a health hazard index (HI) was calculated. If a HI was greater than one, a full risk assessment (RA) was conducted. A conservative RA was executed for 25 pollutants and nine of them were determined as necessary to regulate. The risk-based values were established as concentrations allowed in the biosolids below which no adverse lifetime impacts would result. These are termed the high quality (HQ) concentrations which virtually every wastewater plant in California meets. This high quality is largely due to the success of the pretreatment program which was developed in the 1980's and which limits the amount of pollutants which industry can discharge to the wastewater plants. There are also ceiling concentrations established above which land application is not allowed. For biosolids with any concentration between the HQ and ceiling limits, cumulative loading to each site must be calculated and

maintained and application cease when the cumulative loading rate is reached. This limit is never in practicality going to be reached because of the effectiveness of pretreatment and the management practices at POTWs. In addition, USEPA conducts a biennial review to determine if new constituents of concern need further evaluation or if new science would indicate if any previously dismissed pollutants warrant further review.

Site and Nutrient Management

The final area of regulation is on site and nutrient management. Application rates are limited to the nitrogen need of the crop to be grown and all sources of nitrogen must be considered. Thus if a crop needs 200 pounds of nitrogen per acre, the plant available nitrogen in the biosolids is calculated (NH₄ + the mineralized portion of the organic nitrogen -- usually about 25% of organic N becomes available to the crop in the first year). Any nitrogen in commercial fertilizer or manure which may also be applied must also be calculated and accounted for in setting the application rate.


Decades of practice and research have demonstrated the multiple benefits of biosolids application. Biosolids increases soil organic matter (carbon sequestration), improves soil tilth, increases water holding capacity (and thus reduces the need to irrigate), and increases crop production. For further information, refer to this [Statewide Programmatic Environmental Impact Report](#) and [General Order](#). The PEIR is a comprehensive evaluation and endorsement of regulations and the science on which they were based and the General Order implements them.

This [paper](#) describes a greenhouse gas emissions calculator that was adopted by the Canadian Government and illustrates the benefits of biosolids through carbon sequestration and the avoidance of fossil fuel based fertilizer. Note that almost a quarter gallon of fossil fuel is required to produce every pound of inorganic nitrogen. There were also two National Academies of Science reports which evaluated the use of biosolids and the regulations which govern them. Both concluded that biosolids are safe for use on food production and other agricultural products and that the regulations were developed comprehensively. There was acknowledgement that, like any environmental regulation, they must be dynamic and continually evaluate new science and findings and be revised accordingly. Such is the purpose of the biennial reviews. Read the [2002 National Academy of Science Biosolids](#) and [Use of Reclaimed Water Sludge in Food Production](#) reports for more information.



Victor Valley Wastewater Reclamation Authority
A Joint Powers Authority and Public Agency of the State of California

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DATE: November 7, 2017
TO: Logan Olds
 General Manager
FROM: Chieko Keagy
 Controller 
SUBJECT: Cash Disbursements Register

RECOMMENDED ACTION

It is recommended that the Board of Commissioners approve the cash disbursements and payroll register for the Victor Valley Wastewater Reclamation Authority.

BACKGROUND

The Cash Disbursements Register totals represented below are for the month of OCTOBER 2017, check numbers 121143- 121207 and ACH's.

<i>Accounts Payable</i>			
<i>Checks</i>	<i>ACH's and EFT's</i>	<i>Payroll</i>	<i>Total</i>
<i>\$145,783.71</i>	<i>\$1,598,709.74</i>	<i>\$308,999.21</i>	<i>\$2,053,492.66</i>

Victor Valley Reclamation Authority
Cash Disbursement Register
From 10/01/17 through 10/31/17

Check Number	Check Date	Effective Date	Fund Code	Vendor Name	Transaction Description	Check Amount
121143	10/5/2017	10/5/2017	01	2G Energy Inc.	Air and Oil Filters	966.17
121144	10/5/2017	10/5/2017	01	Alpha Omega Septic Service	Sewage Transfer	4,500.00
121144	10/5/2017	10/5/2017	01	Alpha Omega Septic Service	Sewage Transfer	4,500.00
121144	10/5/2017	10/5/2017	01	Alpha Omega Septic Service	Sewage Transfer	1,500.00
121145	10/5/2017	10/5/2017	01	Applied Industrial Technologies	Stainless Steel Wire Rope	626.03
121146	10/5/2017	10/5/2017	01	Arb/Perp	B/B-17-009 Dishonored Check	45.00
121147	10/5/2017	10/5/2017	01	Big Bear Electric, Inc.	Diggs 4/5 Feed Valve Switch	1,990.00
121148	10/5/2017	10/5/2017	01	Blackline Safety Corp	Loner Lease	210.00
121149	10/5/2017	10/5/2017	01	City Employees Associates	Supervisors Association Dues September 2017	75.00
121150	10/5/2017	10/5/2017	01	Dell Inc.	Account# 6879450208000712898	1,359.60
121151	10/5/2017	10/5/2017	01	Electrical Systems Engineering Company	Troubleshoot the ATS at AV Pump Station	4,215.00
121152	10/5/2017	10/5/2017	01	Flyers Energy, Llc	Gasoline	942.35
121153	10/5/2017	10/5/2017	01	Luhdorff And Scalamani Consulting Engineers, Inc.	Subregional Semi Annual Reports	10,939.00
121154	10/5/2017	10/5/2017	01	Mojave Desert A.Q.M.D.	Engine Permit Renewals	16,835.61
121155	10/5/2017	10/5/2017	01	Mojave Desert A.Q.M.D.	Engine Permit Renewals	572.27
121156	10/5/2017	10/5/2017	01	Neofunds By Neopost	Postage	500.00
121157	10/5/2017	10/5/2017	01	Orkin	Pest Control	381.53
121157	10/5/2017	10/5/2017	01	Orkin	Pest Control	381.53
121158	10/5/2017	10/5/2017	01	Prudential Overall Supply	Uniform Service	424.50
121158	10/5/2017	10/5/2017	01	Prudential Overall Supply	Uniform Service	424.50
121159	10/5/2017	10/5/2017	01	Pyramid Building & Engineering	Otoe Mechanical Installation	20,150.00
121160	10/5/2017	10/5/2017	01	Robertson'S Ready Mix, Ltd	Slurry Delivery	5,053.48
121161	10/5/2017	10/5/2017	01	Sparkletts Drinking Water	Bottled Water	1,324.64
121162	10/5/2017	10/5/2017	01	Sunland	Seatbelt	331.14
121163	10/5/2017	10/5/2017	01	Victor Valley Personnel Services Inc.	Temporary MIS Labor	2,522.25
121163	10/5/2017	10/5/2017	01	Victor Valley Personnel Services Inc.	MIS Temp Labor	2,376.19
121163	10/5/2017	10/5/2017	01	Victor Valley Personnel Services Inc.	MIS Temp Labor	2,073.38
121163	10/5/2017	10/5/2017	01	Victor Valley Personnel Services Inc.	MIS Temp Labor	2,472.38
121164	10/11/2017	10/11/2017	01	Apple Valley Chamber Of Commerce	State of the Town 2017	25.00
121165	10/11/2017	10/11/2017	01	Arb/Perp	P-40781-1217 Permit Renewal	575.00
121166	10/11/2017	10/11/2017	01	Apple Valley Chamber Of Commerce Foundation	MWA Essay & Problem Solvers Contest	1,000.00
121167	10/11/2017	10/11/2017	01	Battery Mart	2G Batteries	1,094.99
121168	10/11/2017	10/11/2017	01	Becker Pumps Corporation	Compressor	1,307.77
121169	10/11/2017	10/11/2017	01	Bioenergy Association Of California	Bioenergy Membership Dues	2,750.00
121170	10/11/2017	10/11/2017	01	Brown Bear Corp	4285-C Credit	(95.84)
121170	10/11/2017	10/11/2017	01	Brown Bear Corp	A/C Filter	194.16
121170	10/11/2017	10/11/2017	01	Brown Bear Corp	Nut	285.49
121171	10/11/2017	10/11/2017	01	Concorde Communications	Answering and Telephone Service	94.90
121172	10/11/2017	10/11/2017	01	Davis Electric, Inc	Otoe Pump Station Level Controller Replacement	10,837.80
121173	10/11/2017	10/11/2017	01	Hi-Desert Communications	Site Rent	100.00
121174	10/11/2017	10/11/2017	01	High Desert Lock & Safe	Door Repair	1,558.09
121175	10/11/2017	10/11/2017	01	Napa Victorville	Battery	944.31
121175	10/11/2017	10/11/2017	01	Napa Victorville	NAPA Credit 96	(411.38)
121176	10/11/2017	10/11/2017	01	Prudential Overall Supply	Uniform Service	424.50
121176	10/11/2017	10/11/2017	01	Prudential Overall Supply	Uniform Service	427.41
121177	10/11/2017	10/11/2017	01	Thurlo'W'S Heating & A/C Inc.	Quarterly Maintenance	1,999.00
121178	10/11/2017	10/11/2017	01	United Rentals Northwest, Inc	Hyd Motor Sweeper	1,594.14
121179	10/11/2017	10/11/2017	01	Victor Valley Personnel Services Inc.	MIS Temp Labor	2,408.25
121180	10/18/2017	10/18/2017	01	2G Energy Inc.	Head Gasket Set	4,102.12
121181	10/18/2017	10/18/2017	01	Airgas Usa, Llc	Nitrogen	74.03
121182	10/18/2017	10/18/2017	01	Alpha Omega Septic Service	Transfer of Sewage to Hesperia	4,500.00
121183	10/18/2017	10/18/2017	01	American Organics	Greenwaste Disposal	1,284.04
121184	10/18/2017	10/18/2017	01	Liberty Utilities- Apple Valley Ranchos Water	Water Charges 8/3/17-10/4/17	402.56
121185	10/18/2017	10/18/2017	01	Atmospheric Analysis And Consulting, Inc.	Biogas Analysis	1,890.00
121186	10/18/2017	10/18/2017	01	Battery Mart	Golf Cart Batteries	780.26
121186	10/18/2017	10/18/2017	01	Battery Mart	260880 Credit	(135.00)
121187	10/18/2017	10/18/2017	01	Big Bear Electric, Inc.	Install Electrical Controls	2,080.00
121188	10/18/2017	10/18/2017	01	Blackline Safety Corp	Loner Device Lease	210.00
121189	10/18/2017	10/18/2017	01	Express Line Stripping Inc.	No Parking Line Stripping	300.00
121190	10/18/2017	10/18/2017	01	F B Roofing Company	Roof Repair on Old Admin Building	1,800.00
121191	10/18/2017	10/18/2017	01	Flyers Energy, Llc	Gasoline	944.92
121192	10/18/2017	10/18/2017	01	Hesperia Hose Supply	Septage Hoses	825.39
121193	10/18/2017	10/18/2017	01	Hi-Desert Window Washing	Window Washing	307.00
121194	10/18/2017	10/18/2017	01	Konica Minolta Business Solutions	Printing Charges	584.49
121195	10/18/2017	10/18/2017	01	Napa Victorville	Oil and Fuel Filters	1,098.20
121196	10/18/2017	10/18/2017	01	Pioneer Research Corp.	Degreaser	437.10
121197	10/18/2017	10/18/2017	01	Quill Corporation	Office Supplies	728.09
121198	10/18/2017	10/18/2017	01	Robertson'S Ready Mix, Ltd	Slurry Mix	1,443.85
121199	10/18/2017	10/18/2017	01	Royal Wholesale Electric	Time for Secondary Clarifier	1,380.13
121200	10/18/2017	10/18/2017	01	Southern Counties Lubricants	80W 90 Oil	871.64
121201	10/18/2017	10/18/2017	01	Simplexgrinnell	Halon System Repair	760.72
121202	10/18/2017	10/18/2017	01	Socal Filters And Services Inc.	Filters	1,335.08
121203	10/18/2017	10/18/2017	01	Total Compensation Systems, Inc.	Year-end CAFR Entries	300.00
121204	10/18/2017	10/18/2017	01	United Rentals Northwest, Inc	Dump Truck Rental	1,824.99
121205	10/18/2017	10/18/2017	01	Cintas Corporation	First Aid Supplies	180.33
121206	10/18/2017	10/18/2017	01	Donna Anthony	Retiree Health Benefit Allowance	443.00

Victor Valley Reclamation Authority
Cash Disbursement Register
From 10/01/17 through 10/31/17

Check Number	Check Date	Effective Date	Fund Code	Vendor Name	Transaction Description	Check Amount
121207	10/18/2017	10/18/2017	01	Dan Sentman	Retiree Health Benefit Allowance	225.63
Total Checks						145,783.71
100317	10/3/2017	10/3/2017	01	Southwest Gas Company	Natural Gas	3,587.29
100317UPS	10/3/2017	10/3/2017	01	Ups	Express Shipping	241.60
100317UPS	10/3/2017	10/3/2017	01	Ups	Express Shipping	120.43
100517UPS	10/5/2017	10/5/2017	01	Ups	Freight Shipping	767.96
100517UPS	10/5/2017	10/5/2017	01	Ups	Freight Shipping	347.87
100517UPS	10/5/2017	10/5/2017	01	Ups	Freight Shipping	421.02
100517UPSS	10/5/2017	10/5/2017	01	Ups	Express Shipping	193.03
101617CHAR	10/17/2017	10/17/2017	01	Charter Communications	Telephone Charges	9,176.97
101717SWG	10/17/2017	10/17/2017	01	Southwest Gas Company	Aoaloosa Natural Gas Charges	25.00
10172017SWG	10/17/2017	10/17/2017	01	Southwest Gas Company	Fresno Natural Gas Charges	25.00
12230959	10/3/2017	10/3/2017	01	Verizon Wireless	Telephone Charges	152.04
12231002	10/3/2017	10/3/2017	01	Verizon Wireless	Telephone Charges	1,845.49
2893840-18	10/5/2017	10/5/2017	01	Victor Valley Personnel Services Inc.	Temporary MIS Labor	(2,522.25)
2954606-21	10/5/2017	10/5/2017	01	Victor Valley Personnel Services Inc.	MIS Temp Labor	(2,073.38)
2993054-11	10/5/2017	10/5/2017	01	Victor Valley Personnel Services Inc.	MIS Temp Labor	(2,376.19)
30327135	10/3/2017	10/3/2017	01	Hesperia Water District	Hesperia Subregional Water Usage	347.11
3079235-1	10/5/2017	10/5/2017	01	Coromina, Robert	Cybersecurity Conference Expenses	153.53
3079235-2	10/5/2017	10/5/2017	01	Antionette Henning	Notary Training Reimbursement	112.57
3079246-1	10/5/2017	10/5/2017	01	All Covered	CISCO Software	6,082.20
3079246-10	10/5/2017	10/5/2017	01	Valley Power Systems, Inc.	Air/Gas	2,017.30
3079246-10	10/5/2017	10/5/2017	01	Valley Power Systems, Inc.	Val002 B17543	(4,034.59)
3079246-10	10/5/2017	10/5/2017	01	Valley Power Systems, Inc.	Ignition	1,828.37
3079246-10	10/5/2017	10/5/2017	01	Valley Power Systems, Inc.	Element Filt Lub	551.90
3079246-10	10/5/2017	10/5/2017	01	Valley Power Systems, Inc.	Source Testing	13,474.67
3079246-10	10/5/2017	10/5/2017	01	Valley Power Systems, Inc.	Oil Leak on Engine Repair	4,800.53
3079246-11	10/5/2017	10/5/2017	01	Victor Valley Wastewater Employees Assoc	Employee Association Dues Sept 2017	862.50
3079246-12	10/5/2017	10/5/2017	01	Xylem Water Solutions	UV Sensor	4,324.83
3079246-2	10/5/2017	10/5/2017	01	Biogas Power Systems- Mojave, Llc	Biogas Project	61,167.00
3079246-3	10/5/2017	10/5/2017	01	Fedak & Brown Llp	16-17 FY Audit	6,772.00
3079246-4	10/5/2017	10/5/2017	01	Larry Walker Associates	NPDES Permit Renewal	1,125.00
3079246-4	10/5/2017	10/5/2017	01	Larry Walker Associates	2017 Regulatory Assistance	7,933.75
3079246-5	10/5/2017	10/5/2017	09	W.M. Lyles	Subregionals Construction	1,237,357.37
3079246-6	10/5/2017	10/5/2017	01	Mc Master-Carr Supply Co.	Backplates	638.12
3079246-7	10/5/2017	10/5/2017	01	Quinn Company	Precham. Spark Plugs	17,040.03
3079246-8	10/5/2017	10/5/2017	01	Schafer Consulting	Finance Software	699.05
3079246-9	10/5/2017	10/5/2017	01	Underground Service Alert Of Southern California	Dig Alert Charges	128.80
3091806	10/11/2017	10/11/2017	01	Michael Koncur	Tri-State Mileage	200.09
3091814-1	10/11/2017	10/11/2017	01	Advanced Systems	Fleet Vehicle Wash	295.00
3091814-10	10/11/2017	10/11/2017	01	Siemens Industry Inc.	Septage EQ Flow Meter	3,474.19
3091814-11	10/11/2017	10/11/2017	01	U.S. Bank	Cal Card Charges August 2017	4,406.79
3091814-2	10/11/2017	10/11/2017	01	Applied Maintenance Supplies & Solution	Maintenance Consumables	553.93
3091814-3	10/11/2017	10/11/2017	01	Brenntag Pacific, Inc	Ferric Chloride	4,141.92
3091814-4	10/11/2017	10/11/2017	01	Hazen Research, Inc.	Lab Samples	615.00
3091814-5	10/11/2017	10/11/2017	01	Lara Landscaping	AV Golf Course Weed Removal	3,550.00
3091814-6	10/11/2017	10/11/2017	01	Mc Master-Carr Supply Co.	Fittings	1,011.88
3091814-6	10/11/2017	10/11/2017	01	Mc Master-Carr Supply Co.	Gas Scrubber Air Injection	609.54
3091814-7	10/11/2017	10/11/2017	01	Patton Sales Corp	Stainless Steel Piping	1,953.51
3091814-8	10/11/2017	10/11/2017	01	Protection One	Protection One Monitoring	540.57
3091814-9	10/11/2017	10/11/2017	07	Quinn Company	E005 Emergency Generator Rental	12,592.45
3116372-1	10/18/2017	10/18/2017	01	Billings, Richard	Retiree Health Benefit Allowance	398.73
3116372-10	10/18/2017	10/18/2017	01	Randy Main	Retiree Health Benefit Allowance	443.00
3116372-11	10/18/2017	10/18/2017	01	Mark Mcgeee	Retiree Health Benefit Allowance	443.00
3116372-12	10/18/2017	10/18/2017	01	Lillie Montgomery	Retiree Health Benefit Allowance	443.00
3116372-13	10/18/2017	10/18/2017	01	L. Christina Nalian	Retiree Health Benefit Allowance	443.00
3116372-14	10/18/2017	10/18/2017	01	Nave, Patrick	Retiree Health Benefit Allowance	443.00
3116372-2	10/18/2017	10/18/2017	01	Roy Dagnino	Retiree Health Benefit Allowance	443.00
3116372-3	10/18/2017	10/18/2017	01	Tim Davis	Retiree Health Benefits	443.00
3116372-4	10/18/2017	10/18/2017	01	Terrie Gossard Flint	Retiree Health Benefit Allowance	261.76
3116372-5	10/18/2017	10/18/2017	01	Gillette, Randy	Retiree Health Benefit Allowance	443.00
3116372-6	10/18/2017	10/18/2017	01	Andrew Gyurcsik	Retiree Health Benefit Allowance	443.00
3116372-7	10/18/2017	10/18/2017	01	Thomas Hinojosa	Retiree Health Benefit Allowance	443.00
3116372-8	10/18/2017	10/18/2017	01	Patricia J Johnson	Retiree Health Benefit Allowance	172.48
3116372-9	10/18/2017	10/18/2017	01	Olin Keniston	Retiree Health Benefit Allowance	261.76
3116479-1	10/18/2017	10/18/2017	01	A.D.S. Corp.	Flow Monitoring	8,333.28
3116479-10	10/18/2017	10/18/2017	01	Vision Internet Providers	Monthly Web Hosting Fee	243.10
3116479-11	10/18/2017	10/18/2017	01	Walters Wholesale Electric	Gas Scrubber Air Injection Project	1,987.47
3116479-12	10/18/2017	10/18/2017	01	Waxie Sanitary Supply	Multifold Towels	167.71
3116479-2	10/18/2017	10/18/2017	01	Solems Llc	Polymer Delivery	6,908.93
3116479-3	10/18/2017	10/18/2017	01	Biogas Engineering	Biogas Engineering Replacement Service	50,100.00
3116479-4	10/18/2017	10/18/2017	01	Caltrol, Inc.	Natural Gas Regulator Repair	2,438.77
3116479-5	10/18/2017	10/18/2017	01	Ehs International Inc.	EHS Confined Space	1,650.00
3116479-6	10/18/2017	10/18/2017	01	Grainger	Disinfecting Wipes	104.35

Victor Valley Reclamation Authority
Cash Disbursement Register
From 10/01/17 through 10/31/17

Check Number	Check Date	Effective Date	Fund Code	Vendor Name	Transaction Description	Check Amount
3116479-6	10/18/2017	10/18/2017	01	Grainger	Grainger Open PO	412.25
3116479-6	10/18/2017	10/18/2017	01	Grainger	Grainger Open PO	493.94
3116479-6	10/18/2017	10/18/2017	01	Grainger	Grainger Open PO	862.00
3116479-6	10/18/2017	10/18/2017	01	Grainger	Digital Key Cabinet	139.22
3116479-6	10/18/2017	10/18/2017	01	Grainger	Grainger Open PO	152.98
3116479-6	10/18/2017	10/18/2017	01	Grainger	Grainger Open PO	286.62
3116479-6	10/18/2017	10/18/2017	01	Grainger	Grainger Open PO	9.83
3116479-7	10/18/2017	10/18/2017	01	Hach Company	Hach Kim Wipes	271.17
3116479-8	10/18/2017	10/18/2017	01	Ilink Business Management	Janitorial Services	2,569.76
3116479-8	10/18/2017	10/18/2017	01	Ilink Business Management	Janitorial Services	2,569.76
3116479-9	10/18/2017	10/18/2017	01	Mcgrath Rentcorp	Admin Office Lease	3,658.12
3131223	10/19/2017	10/19/2017	01	Bargain Byte	Panasonic IP Phone System	4,861.97
3131223	10/19/2017	10/19/2017	01	Bargain Byte	Panasonic Phone System Parts	2,961.46
3131223	10/19/2017	10/19/2017	01	Bargain Byte	Hesperia Subregional IT Work	500.00
3131223	10/19/2017	10/19/2017	01	Bargain Byte	Emergency Call System Down	750.00
3132518-1	10/20/2017	10/20/2017	01	Bradley Doneff	Tri-State Mileage Reimbursement	190.46
3132518-2	10/20/2017	10/20/2017	01	Michael Koncur	Mike Koncur DOT Physical Reimbursement	40.00
3132518-3	10/20/2017	10/20/2017	01	Keith Lueken	Lueken Tri-State Mileage Reimbursement	194.74
3132518-4	10/20/2017	10/20/2017	01	Charles Trammel	Tri-State Mileage Reimbursement	190.46
62603973	10/5/2017	10/5/2017	01	Frontier	Acct# 760-246-8178-122106-5	345.06
62604000	10/5/2017	10/5/2017	01	Frontier	Acct# 760-246-7864-030481-5	77.51
648511618	10/3/2017	10/3/2017	01	City Of Victorville / Sanitation	Utility Bill	6,563.17
761413	10/3/2017	10/3/2017	01	Konica Minolta Business Solutions	Big Printer Lease	383.71
761413	10/3/2017	10/3/2017	01	Konica Minolta Business Solutions	Individual Printer Lease	662.95
764408	10/17/2017	10/17/2017	01	Konica Minolta Business Solutions	Big Printer Lease	767.42
764408	10/17/2017	10/17/2017	01	Konica Minolta Business Solutions	Individual Printers Lease	724.67
82380696862769	10/3/2017	10/3/2017	01	Southern California Edison	Electricity Charges	72,494.39
83204268102909	10/17/2017	10/17/2017	01	Southern California Edison	Electricity	1,340.38
83950026112769	10/3/2017	10/3/2017	01	Southern California Edison	Hesperia Subregional Electricity Appalcoosa	5,760.92
83950027692767	10/3/2017	10/3/2017	01	Southern California Edison	Hesperia Subregional Electricity Fresno	510.24
91000018851827	10/5/2017	10/5/2017	01	Lincoln Financial Group	Life and Disability Insurance Oct 2017	104.66
91000018851827	10/5/2017	10/5/2017	01	Lincoln Financial Group	Life and Disability Insurance Oct 2017	3,142.79

Total ACH and EFT	1,598,709.74
Total ACH and Checks	1,744,493.45
Payroll- October 2017	308,999.21
Total Disbursement- October 2017	2,053,492.66

APPROVED

110717

**MINUTES OF A REGULAR MEETING
REGULAR MEETING OF THE BOARD OF COMMISSIONERS
VICTOR VALLEY WASTEWATER RECLAMATION AUTHORITY (VWRA)
October 26, 2017**

CALL TO ORDER: Chair Russ Blewett called the meeting to order at 8:00 am; in Conference Room D at Victorville City Hall, located at 14343 Civic Drive, Victorville California, with the following members present:

**CITY OF HESPERIA
ORO GRANDE (CSA 42) AND
SPRING VALLEY LAKE (CSA 64)
TOWN OF APPLE VALLEY
CITY OF VICTORVILLE**

**Russell Blewett, Chair
Jeff Rigney, Vice Chair**

**Scott Nassif, Secretary
Jim Kennedy, Treasurer**

VWRA Staff and Legal Counsel:

**Logan Olds, General Manager
Kristi Casteel, Secretary to GM/Board
Piero Dallarda, Legal Counsel (BB&K)
Alton Anderson, Construction Manager
Angela Valles, Director of Finance
Chieko Keagy, Accounting Supervisor
David Wylie, Safety & Communications Officer
Xiewi Wang, Accountant**

**Robert Coromina, Director of Administration
Ryan Love, Lead Operator
Robert Townsend, EC Inspector
Cynthia Germano, Legal Counsel (BB&K)
Mike Koncur, Maintenance Tech
Marcos Avila, Lead Mechanic
Keith Lueken, Operator
Latif Laari, Regulatory & IT Supervisor**

Others Present:

**Nils Bentsen, City of Hesperia
Lori Lamson, Town of Apple Valley
Art Bishop, Town Of Apple Valley
Walter Linn, Rep for Congressman Cook
George Harris, City of Victorville
Nikki Salis, Town of Apple Valley
Amanda Koncur, Resident**

**Kimberly Cox, Helendale
Dean Johnson, Resident
Brian Gengler, City of Victorville
Keith Metzler, City of Victorville
Jana Spruce, Spruce Consulting
Doug Robertson, City of Victorville
Greg Snyder, Town of Apple Valley**

CLOSED SESSION

PUBLIC COMMENTS- CLOSED SESSION AGENDA

Piero Dallarda announced that there was an FPPC complaint filed by one of the employees affected by the reorganization against Commissioner Nassif. To avoid any type of issue arising, and even though he

does not legally need to do so, Commissioner Nassif will be recusing himself from closed session items #1 and #2 .

Chair Blewett asked if there were any comments from the public regarding any item on the Closed Session Agenda. Hearing none, he called for a motion to enter into Closed Session.

Commissioner Rigney made a motion to enter into Closed Session, which was seconded by Commissioner Kennedy and approved by roll call vote.

Chair Blewett: Yes

Commissioner Rigney: Yes

Commissioner Nassif: Yes

Commissioner Kennedy: Yes

REGULAR SESSION

CALL TO ORDER & PLEDGE OF ALLEGIANCE

Chair Blewett called the meeting to order at 9:11 am.

REPORT FROM CLOSED SESSION

Piero Dallarda stated that the Board met in closed session with Commissioner Nassif recusing himself from items #1 and #2 for reasons previously stated. Item #1 addressed by the Board, Conference with Legal Counsel – Labor Negotiations, 54957/54957.6/ 54954.5 (f) of the Government Code Section. The Board discussed Employee Reorganization of Public Employment and Pubic Employee Release. The Board received a report from the General Manager and the Board indicated in closed session that the reorganization of VVWRA is within the purview and authority of the General Manager and not the Board. The Board does want the General Manager to bring back, once the reorganization takes place, the salary structure/budget structure for Board approval. On #2 Conference with Legal Counsel- Potential Litigation, Government Code Section 54956.9 (d)(2) and 549569 (d) (5) the Board also met and there was no action. There was also no action on items 3, 4, 5, and 6 to be reported.

PUBLIC COMMENTS- REGULAR SESSION AGENDA

There is one public comment for item 21.

ANNOUNCEMENTS AND CORRESPONDENCE:

7. Possible conflict of interest issues

Commissioner Nassif abstained from any disbursements to Napa Auto Parts.

8. VVWRA Receives EPA Green Power Leadership Award

9. Article: Senate Passes Bipartisan Integrated Planning Bill

10. Notice: Proposed Emergency Rulemaking – State Water Resource Control Board

11. Draft Final Cannabis Cultivation Policy and Cannabis General Order

12. General Managers Report

Manager Olds stated that the Nanticoke Interceptor has been completed. Also, Assembly Bill on Bio cremation passed the legislature. Manager Olds requested that if any member agency gets a request to build a bio cremation facility in their area to please let VVWRA know as early as possible in the planning stages. There are a number of issues associated with accepting that type of waste and would prefer to be involved as early as possible in the planning stages.

CONSENT CALENDAR:

13. Approve September 2017 Disbursement Registers

Commissioner Nassif abstained from any disbursements to Napa Auto Parts.

14. Approve Minutes from the September 21, 2017 Regular Meeting

15. Recommendation to Ratify Low Voltage Power Emergency Purchases

Commissioner Rigney asked about reimbursement from SCE. Manager Olds stated that there was a breaker that was bad and needs to be repaired. Until all repairs are made SCE will not come in and check their transformers. Once the repairs are made and SCE comes out to check their transmitters, then we will have the information needed to determine if it was an issue on SCE's side.

16. Recommendation to Approve Fedak & Brown LLP as an Auditor for Both Financial and Single Audits For Years Ending June 30, 2018 and 2019

Commissioner Rigney asked about this item being sole sourced. Manager Olds stated that with all of our single audits for grants and loans staff recommended keeping the same company. Yes, it is within our policies.

Commissioner Kennedy made a motion to approve the consent calendar seconded by Commissioner Nassif and approved by roll call vote with Commissioner Nassif abstaining from any disbursements to Napa Auto Parts.

Chair Blewett: Yes

Commissioner Rigney: Yes

Commissioner Nassif: Yes

Commissioner Kennedy: Yes

PRESENTATIONS:

17. Update on Odor Issues at the Apple Valley WRP (Laari) –

Latif Laari gave a presentation on the odor issues at the Apple Valley Pump Station

ACTION & DISCUSSION ITEMS:

18. Employee Reorganization

Piero Dallarda stated that this was a place holder in case the Board decided to take any action on this item in closed session. As reported from closed session the Board was advised in closed session, with Commissioner Nassif recusing himself, of the General Managers plan to reorganize VVWRA as recommended by a consultant's report. Piero Dallarda indicated that pursuant to VVWRA's practices and procedures, the General Manager has the authority to reorganize VVWRA and retain and release employees. To the extent that the reorganization will have an effect on anyone's salaries, in terms of any remaining employee's at VVWRA, the General Manager has been asked by the Board to bring those back to the Board for approval.

19. Discussion: Current Status of CalOES and FEMA Close Out Process

Manager Olds stated that VVWRA received some good news in regards to the OIG Audit. An auditing firm was retained to assist in a response to the draft OIG audit. CalOES has completed their audit of the documentation VVWRA submitted and they agreed with the entire value that was submitted for claim. The next step for CalOES is to go through the emergency portion of that project with the same process but they got through 81% of the cost. This e-mail was received three days prior to the fires in Northern California and prior to Hurricane Irma so CalOES and FEMA may not make their findings by the end of the year.

20. Recommendation to Revise Microgrid and Battery Storage Project to Include a Load Bank Design

Manager Olds stated that as a result of the UCR Study, rather than doing the battery system in one long line the study is saying that we will get better performance and longevity by putting them in two rows of four. There are electrical costs associated with doing this that totals \$56,550.00 to perform those tasks.

The other element associated with this request is to install load banks to assist this project. UCR has agreed to perform the additional programming associated with including the load banks at no cost to the project. Staff will return to the Board at a later date to include the hardware necessary for Load Bank installation.

Commissioner Nassif made a motion to approve the Recommendation, seconded by Commissioner Rigney

Chair Blewett: Yes

Commissioner Rigney: Yes

Commissioner Nassif: Yes

Commissioner Kennedy: Yes

21. Discussion: Oro Grande Interceptor Project Funding

Kimberly Cox the General Manager from Helendale CSD made comments in support of this project being done.

Manager Olds stated that when the State Water Resource Control Board changed their rules and allowed 1% loans for recycled water facilities, which VVWRA benefited from significantly, and they eliminated the \$50 million dollar cap on SRF loans, several large agencies in California submitted and the State has run out of funds for the SRF loans program. The other difficulty VVWRA has is that Oro Grande is a disadvantaged community but VVWRA as a whole is not a disadvantaged community therefore VVWRA is not eligible for disadvantaged community (DAC) funding. As a result, VVWRA no longer has a revenue source for this project. However, a complete set of plans has not been submitted to the State for approval for this project because it can take years to get final approval and technology changes. There may be a couple of other options to investigate including California Rural Water and other funding programs. Right now staff is reevaluating the project and looking for ways to potentially, significantly reduce the cost. If there is another funding source, VVWRA has a complete package that can be submitted. This is an information only item at this time to make the Board aware of the loss of funding.

22. VVWRA Claim Against the City of Hesperia

Commissioner Nassif asked if any changes have happened has there been any revenues received from the City of Hesperia. Manager Olds stated no, there have not been any changes.

Commissioner Kennedy stated that it was his understanding that VVWRA has a policy to asses a thirty percent late fee for unpaid bills.

Chair Blewett stated that he had not seen the policy and asked if that policy was in writing. Manager Olds said that it was in writing and that it could be provided to the Board.

Chair Blewett stated that the City of Hesperia feels that it is being treated unfairly. For more than three years the Board has ignored flow diversion from Victor Valley Waste Water and Hesperia decided to take unilateral action so that the City could get their message across loud and clear to this Board and the

Agency that things needed to change. Yesterday there were discussions and hopefully something productive will come from those discussions but the fact is that Hesperia is the little problem. The big problem is the flow diversion from one of the other member agencies. Hesperia asks that the same three year time frame that Victorville was given be used for them.

Commissioner Nassif asked if the Board should allow Hesperia to not pay their bill for three years. Chair Blewett said no, the City has the money to pay the bill. The fact is that this Board did not do what it should have done years ago. The Board did not take care of their responsibility.

Commissioner Nassif stated that they are two different issues. One is flow diversion and the other is non-payment.

Commissioner Kennedy stated that there is mediation going on for the flow diversion and that he believes that at the conclusion of the mediation the problem will be solved. This issue is unpaid bills and Hesperia has created an unnecessary distraction by not paying their bill. They have the money and their customers have paid, the City needs to pay the bill.

Chair Blewett said that the reason Hesperia did what they did was because the Board was not moving ahead.

Commissioner Nassif stated that it is still no reason to withhold the funds. This just compounds the issue. If the Board does not take action, they are condoning Hesperia not paying their bill. Something needs to be done so that it is on record so that if things do fall into place or don't fall into place, at least action was taken. This is something that Hesperia made the decision on almost a year ago. The decision in mediation will not be made on whether or not Hesperia has paid their bill. The decision will be made, at least from Apple Valley, on what is best for VVWRA and what is best for the rate payers. Commissioner Nassif stated that his focus is on protecting the rate payers moving forward.

Commissioner Kennedy stated that everyone, including Hesperia, is working towards that solution and we will get there. All Hesperia is doing is complicating this and creating hardship on the Agency by not paying their bill and it just doesn't make any sense.

Commissioner Nassif stated that everything that happens at this agency flows to the rate payers.

Chair Blewett stated that he has been asking the Board for years to take action on the flow diversion. Where has this concern been for the last three years.

Commissioner Nassif stated that the concern has been there and that litigation costs money. The mediation alone is costing \$100,000 and ultimately the rate payers have to pay that. Any interest to borrow money to offset any funds that VVWRA does not have for lack of funds will go to the rate payers and is not fair.

Commissioner Rigney said the Boards actions are not going to change by the payment or the non-payment. The Board is going a direction that it agreed to go. As far as this item is concerned, for equality sack, Commissioner Rigney said that he would make a motion on this item.

Commissioner Nassif asked if this moves forward are there penalties or fees that can be assessed.

Commissioner Kennedy stated that there is a policy for thirty percent on unpaid bills.

Piero Dallarda stated that there is an Ordinance in place that leads you to the policy and the policy does provide for penalties and interests. But to be clear, VVWRA has never applied that.

Chair Blewett asked if flow diversion was included in that policy.

Commissioner Kennedy and Nassif stated that the flow diversion is not an unpaid bill.

Chair Blewett said it certainly created an unpaid bill.

Commissioner Kennedy stated that Victorville has never been billed for anything. It is not an unpaid bill.

Chair Blewett stated that until Hesperia decided to take action, nothing was getting done and now all of the sudden it is.

Commissioner Nassif stated that the Board was way into this process before it found out that Hesperia was not paying.

Commissioner Rigney stated that this item is only for the claim.

Commissioner Nassif asked in regards to the thirty percent, if it could be brought back.

Manager Olds stated that the item has been referred to legal. He asked Piero to take a look at it a couple of weeks ago.

Chair Blewett asked if there was a thirty percent penalty on the fund that were held by the City of Victorville for connections fees.

Commissioner Kennedy asked if he was talking about the connection fees that were held for a year.

Chair Blewett said it was longer than a year.

Commissioner Nassif stated that the issue is not in the past but current and regarding this one item.

Commissioner Rigney made a motion directing staff and legal counsel to file a claim against the City of Hesperia for unpaid fees and in the process of doing so, look into the possibility of applying a 30% late fee for Hesperia's unpaid bill and also the possibility of asserting late fees against the City of Victorville for the connection fees and flow diversion, seconded by Commissioner Nassif

Chair Blewett: No

Commissioner Rigney: Yes

Commissioner Nassif: Yes

Commissioner Kennedy: Yes

Commissioner Nassif stated that he knows that a vote has already been taken, but is there any other option. In business you can just cut off the customer but he doesn't think you can put a plug in the pipe. Is there any other options.

Manager Olds stated that at the last utility he worked, there was an ordinance in place for non-payment of sewer bills the public agency had the ability to go and physically disconnect the property whether it be residential, commercial or industrial from the sewer line. VVWRA does not have an ordinance like that in place. If the Board were to choose to go in that direction that would mean that every sewer enterprise within the City of Hesperia would receive a condemnation notice. The State Office of Emergency services would have to be notified as well as Lahontan. The idea to physically disconnect them, yes you could, but all of the other associated issues connected to doing that- it is Manager Olds belief that the Board would choose not to pursue that action. Yes it is possible but no, Manager Olds does not recommend it.

Commissioner Nassif asked if there were any other options.

Manager Olds stated that in years past, there have been other interesting issues. When you file a law suit, you can request from the judge an injunction. What the judge can do is say that while you are going through that court case, the other party is required to pay you. Assuming that the City of Hesperia will deny the claim, VVWRA will then file against the City of Hesperia in State court and ask the judge for an injunction.

Commissioner Kennedy stated that he would like to hear if the entire Council in Hesperia is going to deny this claim.

Chair Blewett said we will find out.

Commissioner Kennedy stated that the claim would have to be discussed in open session and how they ever made the decision to not pay the bill in closed session is a real interesting issue for the FPPC to decide. There is no way that fell under any of the protected sections of the Brown Act. To make a decision to not pay a bill is not a threat of litigation, it's not a personnel matter and it is not real estate. The Council needs to make this decision and not just Mr. Blewett.

Chair Blewett stated that the Council will make the decision.

STAFF/PROFESSIONAL SERVICES REPORTS:

- 23. Financial and Investment Report –September 2017**
- 24. Operations & Maintenance Report – September 2017**
- 25. Environmental Compliance Department Reports – September 2017**
- 26. Septage Receiving Facility Reports – September 2017**
- 27. Safety & Communications Report – September 2017**

NEXT VVWRA BOARD MEETING:

Thursday, November 16, 2017 – Regular Meeting of the Board of Commissioners

FUTURE AGENDA ITEMS

Leave Policy

COMMISSIONER COMMENTS

Commissioner Blewett stated that the City of Hesperia's position is that this Board has not responded to Hesperia's concerns, staff and legal counsel have not been forthcoming about the issues and has damaged this organization. With that said, mediation was yesterday and Hesperia wants to solve the problems within this organization.

ADJOURNMENT


APPROVAL:

DATE: _____
Approved by VVWRA Board

BY: _____
Scott Nassif, Secretary
VVWRA Board of Commissioners



VICTOR VALLEY WASTEWATER RECLAMATION AUTHORITY
Report/Recommendation to the Board of Commissioners
November 16, 2017

FROM: Kristi Casteel, Secretary to the GM/Board 
TO: Logan Olds, General Manager
SUBJECT: 2018 Board Meeting Schedule

RECOMMENDATION

Recommendation to Approve the 2018 Board Meeting Schedule

REVIEW BY OTHERS

This recommendation has been reviewed by Logan Olds, General Manager

BACKGROUND INFORMATION

Staff is requesting to approval of the 2018 Board schedule.

FISCAL IMPACT

NONE

RELATED IMPACTS

NONE



VICTOR VALLEY WASTEWATER RECLAMATION AUTHORITY
BOARD OF COMMISSIONERS
2018
BOARD MEETING SCHEDULE *

Time: Closed Session: 8:00 AM. Regular Session: 8:30 AM.

Thursday January 18

Thursday February 15

Thursday March 15

Thursday April 19

Thursday May 17

Thursday June 21

Thursday, June 28 (Budget Adoption)

Thursday July 19

Thursday August 16

Thursday September 20

Thursday October 25 (4th Thursday) **

Thursday November 15

Thursday December 20

* VWRA Regular Board Meetings are typically held on the **third Thursday** of the month unless otherwise noticed and posted. Additional Regular or Special Meetings may be scheduled during the year as necessary.

** The October meeting is scheduled on the **Fourth Thursday** of the month due to a conflict with the High Desert Opportunity annual event.

Approved by consent on: DRAFT



VICTOR VALLEY WASTEWATER RECLAMATION AUTHORITY
Report/Recommendation to the Board of Commissioners

November 16, 2017

FROM: Chieko Keagy, Controller *CK*
TO: Logan Olds, General Manager
SUBJECT: Low Voltage Power and Failure of Standby Generators 1 and 2

RECOMMENDATION

Per Board direction in response to two low voltage power failure emergencies in May of 2017, which damaged standby generators 1 and 2, staff is bringing new expenses before the Board for ratification in the amount of \$12,592.45 that incurred during September of 2017.

REVIEW BY OTHERS

This recommendation was reviewed by Piero Dallarda, Legal Counsel.

BACKGROUND INFORMATION

Please review the attached invoice for details for the September expenditures. The attachment also shows the expenses incurred to date, \$321,074.31. Due to additional findings and parts order delivery delay, the repair work will continue to incorporate the emergency generator switch gear with the plant standby generator switch gear. Staff believes VWRA will finalize the emergency repairs to the standby and emergency generator systems by the end of January of 2018.

FINANCIAL IMPACT

Finance Approval:

Fund 01 or 07	
Accounting Code (String) example: 01-xx-xxx-xxxx (project code if any)	01-02-545-6010 and 01-02-80-6000 From FY 2018 budget
Transfer Needed due to Insufficient Budget	Y [] N [X]
If Transfer, from Which Account String or Reserve	
Budgeted Amount Where Money Comes from	\$ 0.00
Budget Remaining after the Recommendation	
Outside Funding Source if applicable	\$

Fund 09	
Accounting Code (String) example: 09-xx-xxx-xxxx (mandatory project code)	
Transfer Needed due to Insufficient Budget	Y [] N []
If Transfer, from Which Account String or Reserve	
Budgeted Amount Where Money Comes from	
Budget Remaining after the Recommendation	
Outside Funding Source	\$

Original Contract Amount	\$ 0.00	Original Contract Amount	\$
Change Order	Y[] N[]	Change Order	Y[] N[]
Contract after Change	\$321,074.31	Contract after Change	\$

RELATED IMPACTS

The staff will report progress toward resolving the damages caused by the low voltage power to equipment and ensure that backup power is available in the future if both standby generators are damaged.

E005 Emergency Expenses

Previous Expenses

Document Number	Document Date	Document Description	Posted Amount	ID
05222017	5/22/17	Cal Card Charges May 2017	\$ 113.46	USBA000
JE054217	6/1/17	Reclass BIGB000 587	\$ 720.00	
05222017	5/22/17	Cal Card Charges May 2017	\$ 246.72	USBA000
17-0042	5/18/17	Emergency Labor for Backwash pumps/Gen hookup	\$ 617.52	DAVI003
17-0043	5/18/17	Emergency Labor for Backwash pumps/Gen hookup	\$ 1,075.33	DAVI003
05222017	5/22/17	Cal Card Charges May 2017	\$ 162.69	USBA000
108799	5/25/17	Emergency Service Call	\$ 5,655.69	TRIM000
JE053417	5/31/17	Reclass PACI004 I413398 and I413400	\$ 1,981.96	
58225	5/24/17	Lucky Chaney	\$ 1,129.44	MORR000
589	5/30/17	Emergency Labor	\$ 720.00	BIGB000
3005139-0001	6/2/17	Generator 1000KW	\$ 4,457.60	JOHN009
JE070217	7/12/17	Reclass JOHN009 3005139-0001	\$ 14,181.25	
JE063417	6/28/17	Reclass VALL002 B38543	\$ 48,378.54	
6441-538695	6/13/17	VFD Board for Sludge Lagoon Transfer Pump	\$ 3,384.60	ROYA000
B38493	5/4/17	Troubleshoot Generator Failure	\$ 2,163.44	VALL002
JE061817	6/22/17	Reclass ROYA000 6441-538695	\$ 257.91	
CI0011822	6/22/17	Emergency Parts	\$ 1,902.03	DRAK000
JE061917	6/22/17	Reclass PACI004 I413399	\$ 6,660.03	
S-7483	6/28/17	Unstable Unit	\$ 2,515.15	ABAC000
0039942-IN	7/11/17	Generator Docking Station	\$ 17,538.07	ESLP000
3005139-0002	6/30/17	Emergency Generator	\$ 11,181.25	JOHN009
501302763	6/30/17	Emergency Service Commission	\$ 20,950.00	GEIN001
JE064817	6/30/17	Reclass VALL002 B38493	\$ 10,367.50	
501330500	7/25/17	Main Switchboard Modifications	\$ 75,490.90	GEIN002
E7002401	7/27/17	Generator Rental	\$ 12,592.45	QUIN002
695	8/10/17	Otoe Pump Station Door Switch Failure	\$ 760.00	BIGB000
M00963	5/18/17	Troubleshoot Generator not Producing Volage	\$ 7,776.55	VALL002
M01173	7/29/17	Generator 1 Testing	\$ 11,320.25	VALL002
B38953	8/23/17	Emergency Gen Service	\$ 2,850.00	VALL002
E7002402	8/24/17	Emergency Generator Rental	\$ 12,592.45	QUIN002
205767	8/30/17	Emergency Service Used Gen BKR & Troubleshooting	\$ 28,739.08	GEIN002
			\$ 308,481.86	

New Expenses

Document Number	Document Date	Document Description	Posted Amount	ID
E7002403	9/21/17	E005 Emergency Generator Rental	\$ 12,592.45	QUIN002
			\$ 12,592.45	

Total E005 Expenses \$ 321,074.31



10006 Rose Hills Road
City of Industry, CA 90601
(562) 463-4000
www.quinncompany.com

Make : CATERPILLAR INC.
Model : 1000KW
Serial No : 0SXC00893
Equipment No :
Machine ID No : PR2453 Meter Reading : 8344.0

SALES/RENTAL INVOICE

BILL TO : VICTOR VALLEY WASTEWATER REC
20111 SHAY RD
VICTORVILLE, CA 92394

SHIP TO : WASTE WATER TREATMENT PLANT
VICTORVILLE, CA

Customer Contact: LOGAN OLDS

Quinn Sales Representative: JASON WONDOLLECK

Quinn Store Location: RIVERSIDE, 656 E. LA CADENA DR. RIVERSIDE, CA 92507 Ph. 951-683-5960

INVOICE DETAIL

Contract Number: E70024

Contract Date: 07/02/2017

Invoice Date: 09/21/2017

QTY

DESCRIPTION

DAY

WEEK

4WEEK

PRICE

Date Out: 06/30/2017 Fri

07:00 AM

APPROVED TO P.Y						
F	LO	CC	ACCT	PROJ	DEBIT	CREDIT
07	02	130	6000	E005	12,592.45	
(672/05)						
BY	DATE		PO			

OCT 03 2017

Billed for 4 weeks from 8/25/2017 7:00 AM thru 9/22/2017 7:00 AM

CUT HERE AND RETURN WITH REMITTANCE

VICTOR VALLEY WASTEWATER REC
20111 SHAY RD
VICTORVILLE, CA 92394

Account Number : 712270L
Purchase Order No : 14729
Payment Terms : Net 30 Days
Contract Number : E70024

Invoice No. : E7002403
Invoice Date : 09/21/2017
Due Date : 10/21/2017

Amount Due : **\$12,592.45**

Amount Paid :

Please send your
Payment to:

QUINN COMPANY
PO Box 849665
Los Angeles, CA 90084-9665

Place this coupon in the return envelope
with the mailing addresses clearly visible.



VICTOR VALLEY WASTEWATER RECLAMATION AUTHORITY
Report/Recommendation to the Board of Commissioners
 16 November 2017

FROM: Logan Olds, General Manager *LO*
TO: Board of Commissioners
SUBJECT: Subregional and Regional WWTP Groundwater Monitoring Requirements

RECOMMENDATION

It is recommended that the Board of Commissioners authorize the General Manager to engage the professional services of Larry Walker and Associates (LWA) to perform the required groundwater monitoring and annual reporting requirements for the Waste Discharge Requirement (WDR) permits for the next three years for the Apple Valley and Hesperia water reclamation plants and the Victorville wastewater treatment plant in an amount not to exceed \$217,350.00, two hundred and seventeen thousand three hundred and fifty dollars.

REVIEW BY OTHERS

This recommendation was reviewed by Piero Dallarda, Legal Counsel. Ryan Love, Lead Operator.

BACKGROUND INFORMATION

A WDR permit covers discharges to groundwaters of California. VVWRA has three WDR permits, one for each facility. Groundwater sampling and reporting is a specialized field that is not within the capabilities of VVWRA. The proposal from LWA is to provide this professional service for the next three years of reporting. You will note that the second year has a higher cost. This is due to the periodicity of the monitoring requirements; more tests are required to be performed in specific years.

Due to the expense involved VVWRA requested quotes from two firms that provide this specialized professional service. The quote from LWA is 11.5% less expensive.

FINANCIAL IMPACT

This is a budgeted annual expense, for FY 17/18 the cost will be \$61,690.00, for FY 18/19 the cost will be \$93,970.00 and for FY 19/20 the cost will be \$61,690.00, for a total of \$217,350.00.

Finance Approval:

Fund 01 or 07	
Accounting Code (String) example: 01-xx-xxx-xxxx (project code if any)	01-02-535-8230
Transfer Needed due to Insufficient Budget	Y [] N [X]

Fund 09	
Accounting Code (String) example: 09-xx-xxx-xxxx (<u>mandatory</u> project code)	
Transfer Needed due to Insufficient Budget	Y [] N []

If Transfer, from Which Account String or Reserve	
Budgeted Amount Where Money Comes from	
Budget Remaining after the Recommendation	
Outside Funding Source if applicable	\$
Original Contract Amount	\$
Change Order	Y [] N []
Contract after Change	\$

If Transfer, from Which Account String or Reserve	
Budgeted Amount Where Money Comes from	
Budget Remaining after the Recommendation	
Outside Funding Source	\$
Original Contract Amount	\$
Change Order	Y [] N []
Contract after Change	\$

RELATED IMPACTS

None

October 31, 2017



Mr. Logan Olds
General Manager
Victor Valley Wastewater Reclamation Authority
20111 Shay Road
Victorville, CA 92394

**Subject: Scope of Work for Regional and Subregional Plant WDR
Groundwater Reporting Requirements**

Dear Logan:

Larry Walker Associates (LWA) has prepared a scope of work to assist the Victor Valley Wastewater Reclamation Authority (VWVRA) with groundwater monitoring and reporting requirements for their facilities. The California Regional Water Quality Control Board, Lahontan Region (Regional Board) has approved Waste Discharge Requirements (WDRs) and associated Monitoring and Reporting Programs (MRPs) for the following VWVRA facilities.

- Victor Valley Wastewater Reclamation Authority Percolation Pond and Biosolids Waste Units, Order No. R6V-2012-0058 (Regional Facility)
- Apple Valley Subregional Wastewater Reclamation Plant, Order No. R6V-2013-0004 (Apple Valley WRP)
- Hesperia Subregional Wastewater Reclamation Plant, Order No. R6V-2013-0005 (Hesperia WRP)

The Regional Facility MRP requires VWVRA to submit groundwater monitoring data along with their quarterly report due on July 30th as well with their annual report due on February 1st each year.

The MRPs for the Apple Valley WRP and Hesperia WRP each require VWVRA to submit semi-annual groundwater monitoring reports by February 1st and August 1st each year. They also are required to submit a *Recycled Water Use Performance Report* every five years, the first of which is due April 1st 2019.

Mr. Logan Olds
 October 31, 2017
 Page 2

Although not required by the aforementioned WDRs or MRPs, LWA will prepare and upload groundwater quality data to Geotracker for the Regional Facility, Apple Valley WRP, and Hesperia WRP. It is LWA's understanding that the initial upload and set up of information on the Geotracker site has already been completed for the Apple Valley WRP and Hesperia WRP.

A Scope of Work to prepare the required reports for the time period between 2018-2020 is provided below. An estimated budget and schedule are also provided.

Scope of Work

Task 1: VVWRA Regional Facility Semi-Annual Requirements and Annual Groundwater Monitoring Reports

The Regional Facility MRP requires quarterly reports containing monitoring data and information describing whether the discharge is in compliance with the requirements. Groundwater monitoring data is reported on a semi-annual basis along with the July 30th quarterly reports. Groundwater monitoring data is also reported in the annual reports due on February 1st each year. LWA will prepare three semi-annual groundwater reports and three annual groundwater monitoring reports signed by a California registered civil engineer for submittal to the Regional Board according to the schedule below. These reports will be prepared as separate attachments to the quarterly reports.

Report	Permit Order No.	Section(s)	Reporting period	Report Due Date
Semi-Annual Groundwater Monitoring Reports	R6V-2012-0058	MRP I.F.1	1/1/2018-6/30/2018	July 30, 2018
		MRP I.F.2.d	1/1/2019-6/30/2019	July 30, 2019
		MRP I.F.3.d	1/1/2020-6/30/2020	July 30, 2020
		MRP II.A.2		
		MRP II.C		
Annual Groundwater Monitoring Reports	R6V-2012-0058	MRP I.F.1	1/1/2017-12/31/2017	Feb 1, 2018
		MRP I.F.2.d	1/1/2018-12/31/2018	Feb 1, 2019
		MRP I.F.3.d	1/1/2019-12/31/2019	Feb 1, 2020
		MRP II.A.2		
		MRP II.D		

For each semi-annual and annual monitoring report, LWA will prepare a data request to VVWRA 30 days prior to the report due date. LWA will also prepare a request for Groundwater monitoring data as available from George Air Force Base (GAFB) and American Organics. A draft report will be provided 1 week before the due date. LWA will assist with the final report submittal as needed.

LWA will prepare semi-annual groundwater reports for the Regional Facility to include the following, per the requirements of the Regional Facility MRP:

- MRP I.F.1.a,d,g - A map showing groundwater elevation contours and the direction of groundwater flow. The map will include all relevant, monitored wells within and immediately adjacent to the VVWRA facility, including GARB and American Organics wells, as well as any area affected by effluent discharges from the treatment plant.
- MRP I.F.1.b - A table summarizing the following for each monitoring well: (1) depth to groundwater below the ground surface, (2) top-of-casing elevation, (3) ground surface elevation above mean sea level, (4) groundwater elevation above mean sea level, and (5) elevations of well screen top and bottom.
- MRP I.F.2.d.i & MRP I.F.3.d - Graphical and tabular presentation of the reporting periods' groundwater quality data for laboratory and field parameters identified in the MRP.
- MRP I.F.2.d.ii - Concentration isopleth contour maps for total dissolved solids (TDS) and nitrate as nitrogen (Nitrate-N) and compared to water quality objectives for TDS and Nitrate-N.
- MRP I.F.2.d.iii & MRP II.A.2 - Assessment of compliance with groundwater receiving water limitations specified in the Order clearly identifying each violation that occurred during the reporting period.

LWA will prepare groundwater annual reports for the Regional Facility to include all of the information specified in the semi-annual reports. Historic graphics, tables, and contour maps will be updated and provided for each groundwater monitoring report. However, the annual report will provide additional analysis and discussion of the previous years' monitoring results as compared to historical data and receiving water limitations. In addition to the aforementioned semi-annual requirements, the annual reports will include the following:

- MRP II.D.2 - Graphical and tabular presentation of all effluent and groundwater monitoring data from the previous year compared with data from all previous years.
- MRP II.D.3 - Multi-year graphs and trend analyses for TDS, total nitrogen and any other constituents, as appropriate.
- MRP II.D.4 - An assessment of groundwater degradation caused by effluent discharged to the North and South percolation ponds.
- MRP II.D.5 - Assessment of the effect and influence of offsite contaminant sources (e.g., former George AFB or American Organics facility) for TDS and total nitrogen.
- MRP II.D.6 - A summary of the compliance record to date and corrective actions needed, taken, or planned to bring the discharge into full compliance with the WDR.
- MPR II.D.7 - A statement certifying when monitoring instruments and devices were last calibrated, including identification of who performed the calibration.

*Deliverable: Three semi-annual groundwater monitoring reports
 Three annual groundwater monitoring reports*

Task 2: VVWRA Hesperia Groundwater Monitoring Reporting

LWA will assist VVWRA staff with the preparation and submittal their semi-annual groundwater monitoring reports and their recycled water use performance report required by the Hesperia WRP WDR as listed in the table below:

Report	Permit Order No.	Section(s)	Reporting period	Report Due Date
Semi-Annual Groundwater Monitoring Reports	R6V-2013-0005	MRP I.E.6 MRP II.B	7/1/2017-12/31/2017	Feb 1, 2018
			1/1/2018-6/30/2018	Aug 1, 2018
			7/1/2018-12/31/2018	Feb 1, 2019
			1/1/2019-6/30/2019	Aug 1, 2019
			7/1/2019-12/31/2019	Feb 1, 2020
			1/1/2020-6/30/2020	Aug 1, 2020
Recycled Water Use Performance Report	R6V-2013-0005	MRP IV	1/1/2013-12/31/2018	Mar 1, 2018

Task 2.1: VVWRA Hesperia of Semi-Annual Groundwater Monitoring Reports

Per the Hesperia MRP requirements, LWA will prepare six semi-annual groundwater monitoring reports signed and stamped by a California state licensed civil engineer for submittal to the Regional Board according to the schedule below.

For each semi-annual monitoring report, LWA will request from VVWRA groundwater elevation and groundwater quality data for the Hesperia WRP as available for the required reporting period. LWA will prepare a data request to VVWRA 30 days prior to the report due date. A draft report will be provided 1 week before the due date. LWA will assist with the final report submittal as needed. The semi-annual groundwater monitoring report will include the following, as required by the Hesperia MRP.

- MRP I.E.6 - Groundwater elevation contour maps which include groundwater well locations, contours of equal groundwater elevation, groundwater flow directions, and gradients.
- MRP I.E.6 & MRP II.B.2.b - Tables and summaries of groundwater sample results and groundwater quality conditions for the most recent reporting period. This will include groundwater elevations, groundwater quality, and any reported field parameters. Data will be qualified as appropriate. Missing data will include an explanation of the cause and describe how the issue can be corrected.
- MRP II.B.2.c.i - An assessment and discussion of the spatial and temporal groundwater quality trends in nitrate and TDS concentrations.
- MRP II.B.2.c.ii - A discussion for any detection or increase in any monitored constituent that may indicate plant activities have caused additional impacts to groundwater. This will include a summary and evaluation of historical to current groundwater data including a comparison to previous years' data and summaries of groundwater level trends.

- MRP II.B.2.c.iii - Tables which summarize will present pertinent well construction details including top of well casing, top of screen elevation, bottom of screen elevation. Values will be reported to the nearest 0.1 feet above mean sea level.

Deliverable: Six semi-annual groundwater monitoring reports

Although not required by the aforementioned WDRs or MRPs, LWA will prepare and upload groundwater quality data to Geotracker for the Hesperia WRP. It is anticipated that this will be necessary as the Regional Board expects this will be required in the future for all WDR facilities with groundwater data collection requirements. It is LWA's understanding that the initial upload and set up of information, such as monitoring well locations, on the Geotracker site for the Hesperia WRP has already been completed. Semi-annual groundwater monitoring data uploaded will include groundwater level data, and lab groundwater quality data for each well.

Deliverable: Geotracker-upload

Task 2.2: Recycled Water Use Performance Report

The Hesperia WRP MRP requires a recycled water use performance report to be submitted every five years, with the first due to the Regional Board by April 1, 2019. This report will cover calendar years 2013 through 2018.

LWA will prepare a recycled water use performance report signed and stamped by a California state licensed civil engineer for submittal to the Regional Board by April 1, 2019. VVWRA will provide to LWA the monthly amount of effluent delivered for recycled uses, land discharge, and the amount discharged to the community sewer system from 2013 through 2018. LWA will then tabulate and summarize the data provided by VVWRA for incorporation into the report.

Within the report, LWA will provide an assessment of the degradation (occurrence, movement, and magnitude) of total nitrogen and TDS in groundwater within the groundwater mixing column brought about by (1) actual land discharged, compared to (2) hypothetical land discharge that assumed no recycled water delivery based on the mixing model.

Deliverable: Recycled water use performance report

Task 3: VVWRA Apple Valley Groundwater Monitoring Reporting

The Apple Valley WRP WDR and MRP have identical reporting requirements as the Hesperia WRP WDR and MRP. LWA will perform the same analysis and tasks as those listed in Task 2 but specific to the Apple Valley WRP. LWA will prepare six semi-annual groundwater monitoring reports specific to the Apple Valley WRP under the same schedule as listed in Task 2.

Report	Permit Order No.	Section(s)	Reporting period	Report Due Date
Semi-Annual Groundwater Monitoring Reports	R6V-2013-0004	MRP I.E.6 MRP II.B	7/1/2017-12/31/2017	Feb 1, 2018
			1/1/2018-6/30/2018	Aug 1, 2018
			7/1/2018-12/31/2018	Feb 1, 2019
			1/1/2019-6/30/2019	Aug 1, 2019
			7/1/2019-12/31/2019	Feb 1, 2020
1/1/2020-6/30/2020	Aug 1, 2020			
Recycled Water Use Performance Report	R6V-2013-0004	MRP IV	1/1/2013-12/31/2018	Mar 1, 2018

*Deliverable: Six semi-annual groundwater monitoring reports
 Geotracker-upload
 Recycled water use performance report*

Task 4: Project Management

LWA will prepare summary information regarding budget and schedule and conduct other tasks pertaining to management and administration of the contract. In addition, LWA will coordinate with VVWRA staff regarding project oversight and other project elements.

Budget

The budget provided below represents annual calendar year reporting costs. The above tasks will be conducted for 2018-2020 a cost not to exceed \$217,350 on a time and materials basis according to our standard billing rates, which are attached. Billing rates are adjusted annually on July 1 of each calendar year. The estimated annual cost breakdown is shown below.

Task	Description	2018	2019	2020
1	VVWRA Regional Facility Semi-Annual Requirements and Annual Groundwater Monitoring Reports	\$14,060	\$14,060	\$14,060
2	VVWRA Hesperia Reporting			
2.1	Semi-annual groundwater monitoring reports	\$19,440	\$19,440	\$19,440
2.2	Recycled water use report ⁽³⁾		\$16,140	
3	VVWRA Hesperia Reporting			
3.1	Semi-annual groundwater monitoring reports	\$19,440	\$19,440	\$19,440
3.2	Recycled water use report ⁽³⁾		\$16,140	
4	Project Management	\$8,750	\$8,750	\$8,750
	Total	\$61,690	\$93,970	\$61,690

Mr. Logan Olds
 October 31, 2017
 Page 7

To show the level of effort for the individual tasks, cost and hours breakdown per task for the 2019 calendar year is shown below.

VVWRA Regional and Subregional Plant WDR Groundwater Reporting Requirements
 Larry Walker Associates, Inc.
 Annual Cost Estimate for 2019

Task No.	Task Description	LWA Hours					Total Hours	Labor Costs	Direct Costs ⁽¹⁾	LWA Costs
		Vice President ⁽²⁾	Associate	Project Engineer	Project Staff	Contract Admin.				
1	VVWRA Regional Facility Semi-Annual Requirements and Annual Groundwater Monitoring Reports	\$275	\$250	\$195	\$175	\$150	76	\$14,060		\$14,060
2	VVWRA Hesperia Groundwater Monitoring Reporting		8	8	60					\$0
2.1	Semi-annual groundwater monitoring reports	4	8	12	80		104	\$19,440		\$19,440
2.2	Recycled water use report ⁽³⁾	4	24	32	16		76	\$16,140		\$16,140
3	VVWRA Hesperia Groundwater Monitoring Reporting									\$0
3.1	Semi-annual groundwater monitoring reports	4	8	12	80		104	\$19,440		\$19,440
3.2	Recycled water use report ⁽³⁾	4	24	32	16		76	\$16,140		\$16,140
4	Project Management		20			16	36	\$7,400	\$1,350	\$8,750
TOTAL FOR ALL TASKS		16	92	96	252	16	472	\$92,620	\$1,350	\$93,970

(1) Direct costs include conference calls, travel and printing.
 (2) Costs include review, signature, and stamp of a California state licenced civil engineer
 (3) Anticipated budget for single report due in 2019

Please contact me at betsye@lwa.com or 530-753-6400 if you have any questions or suggested changes to the scope, budget or schedule presented herein.

Sincerely,

Betsy Elzufon
 Associate



VICTOR VALLEY WASTEWATER RECLAMATION AUTHORITY
Report/Recommendation to the Board of Commissioners

16 November 2017

FROM: Logan Olds, General Manager *LO*
TO: Board of Commissioners
SUBJECT: Larry Walker and Associates, 2017 Regulatory Assistance

RECOMMENDATION

It is recommended that the Board of Commissioners authorize the General Manager to engage Larry Walker and Associates (LWA) in a professional service agreement for the purpose of providing regulatory assistance in an amount not to exceed \$25,430.00, twenty five thousand four hundred and thirty dollars.

REVIEW BY OTHERS

This recommendation was reviewed by Piero Dallarda, Legal Counsel.

BACKGROUND INFORMATION

The loss of three operations staff in 2016 and 2017 has created an issue with the preparation of the annual reports to Lahontan Regional Water Quality Control Board and Region 9 EPA. Staff intends to assist in the preparation of the 2017 annual reports listed in the attached scope of work so that this function may be performed in house for the 2018 annual reports. Currently staff is trained in the submission of monthly and quarterly water quality reports.

The annual reports require additional effort to prepare as well as their submittal electronically in the correct formatting. The current quote represents a decrease of 39% from LWA's fees for assisting in the filing of the 2016 annual reports due to their familiarity with our reporting data and submission formats.

FINANCIAL IMPACT

Finance Approval:

Fund 01 or 07	
Accounting Code (String) example: 01-xx-xxx-xxxx (project code if any)	01-02-300-8135
Transfer Needed due to Insufficient Budget	Y [] N [X]

Fund 09	
Accounting Code (String) example: 09-xx-xxx-xxxx (<u>mandatory</u> project code)	
Transfer Needed due to Insufficient Budget	Y [] N []

If Transfer, from Which Account String or Reserve	
Budgeted Amount Where Money Comes from	\$72,837.78
Budget Remaining after the Recommendation	\$47,407.78
Outside Funding Source if applicable	\$
Original Contract Amount	\$25,430.00
Change Order	Y [] N []
Contract after Change	\$

If Transfer, from Which Account String or Reserve	
Budgeted Amount Where Money Comes from	
Budget Remaining after the Recommendation	
Outside Funding Source	\$
Original Contract Amount	\$
Change Order	Y [] N []
Contract after Change	\$

RELATED IMPACTS

The ability to submit the required annual reports on time and accurately.



October 24, 2017

Mr. Logan Olds
 General Manager
 Victor Valley Wastewater Reclamation Authority
 15776 Main Street, Suite 3
 Hesperia, CA 92345

Scope of Services – 2018 Regulatory Assistance

Dear Logan:

As we have discussed, Larry Walker Associates is pleased to assist VVWRA with implementation of its permit requirements, including:

- Preparing or assisting with annual reports required by VVWRA's permits (including R6V-2012-0058, R6V-2013-0038, WQ 2016-0068-DDW, EPA biosolids requirements, R6V-2013-0004 and R6V-2013-0005) and
- General Regulatory Assistance

The effort to conduct these tasks is based on the level of effort to conduct these tasks in 2017 and some additional efficiencies associated with LWA preparing the groundwater monitoring reports rather than coordinating with another firm. The work effort is described below in the Scope of Work. A budget and schedule are also provided.

SCOPE OF WORK

LWA will prepare the annual reports according to the following tasks:

Task 1. Prepare Information Request and Compile Data

LWA will provide requests for 2017 data and information to VVWRA staff to acquire all necessary data to complete the various annual reports described in this scope. Data requested will include influent, effluent, biosolids, receiving water and other data required to complete reports. As the annual reports are due at different times, the data requests will be timed to acquire data in the most convenient way, while avoiding duplicate requests. LWA will compile and review the data to facilitate preparation of reports to meet permit requirements.

Task 2. Prepare Required Reports

VVWRA's discharge permits include requirements to submit the following reports:

- Annual Percolation Pond Report (R6V-2012-0058)

- Semi-Annual Groundwater Monitoring Reports (R6V-2013-0004 and R6V-2013-0005)
- Annual Facility Monitoring Report (R6V-2013-0038)
- Annual Discharge Monitoring Report (DMR form, R6V-2013-0038)
- Annual Pretreatment Report (R6V-2013-0038)
- Annual Biosolids Report (EPA Regulations)
- Annual Recycled Water Report (WQ 2016-0068-DDW)

LWA will assist with the preparation of these reports according to the following subtasks.

Task 2.1. Prepare Annual Percolation Pond Report (R6V-2012-0058)

LWA will use the influent, effluent, pond levels and sludge monitoring data and information requested in Task 1 to create tables and graphs as required under items 1 and 2 of Section II.D of the Monitoring and Reporting Program of Order No. R6V-2012-0058. LWA will prepare the Annual Percolation Pond Report with a Compliance Assessment, as required by Section II.D of the Monitoring and Reporting Program of Order No. R6V-2012-0058.

A draft report will be prepared within 1 week after receiving the data from VVWRA. LWA will revise the draft based on VVWRA's comments and prepare a report for submittal by February 1, 2018.

Under this task, LWA will also submit the semi-annual groundwater monitoring reports required by the sub-regional WDRs (Order Nos. R6V-2013-0004 and R6V-2013-0005), which will be prepared under a separate scope of work, by February 1, 2018 and August 1, 2018.

Task 2.2. Prepare Annual Facility Monitoring Report (R6V-2013-0038)

LWA will prepare the Annual Facility Monitoring Report by summarizing all additional effluent and receiving water data collected during the 2017 monitoring year (daily, weekly, monthly and quarterly data requested in Task 1) in tabular and graphical format, as required by Section X.D.4 of the Monitoring and Reporting Program of Order No. R6V-2013-0038. A draft report will be prepared within 2 weeks after receiving the data from VVWRA. LWA will revise the draft based on VVWRA's comments and prepare a report for submittal by March 1, 2018.

LWA will compile the annual data and enter it into DMR Form 001-Y (EPA Form 3320-1) for submittal via CIWQS by March 1, 2018, as required by Section X.C of the Monitoring and Reporting Program of Order No. R6V-2013-0038.

Task 2.3. Assist with Annual Pretreatment Report (R6V-2013-0038)

If requested, LWA will review the 2016 Annual Pretreatment Report and provide VVWRA with comments to assist with the preparation of the 2017 Pretreatment Report.

If requested, LWA will review and provide comments on the draft 2017 Pretreatment Report prior to submittal by VVWRA via CIWQS by March 1, 2018.

Task 2.4. Prepare Annual Biosolids Report (EPA Regulations 503.18, 503.28, 503.48)

LWA will use the previous annual biosolids report and biosolids data collected during 2017 (requested in Task 1) to complete the EPA Annual Biosolids Report form for submittal by March 1, 2018.

Task 2.5. Prepare Annual Recycled Water Report (Order WQ 2016-0068-DDW and NOA)

LWA will use the recycled water monitoring and groundwater monitoring data collected during the 2017 monitoring year (requested in Task 1) to prepare a Recycled Water Annual Report containing a summary table of all recycled water Users and use areas, a summary table of all inspections and enforcement activities, an evaluation of the compliance record and a summary of corrective actions taken or planned to achieve full compliance, an evaluation of treatment facility performance, tabular and graphical summaries of the 2017 monitoring data, and including the names and contact information for the recycled water operator as required by Reporting Section A of Order WQ 2016-0068-DDW. Documentation of application at agronomic rates for any irrigation uses will also be prepared.

A draft report will be prepared within 2 weeks after receiving the data from VVWRA. LWA will revise the draft based on VVWRA's comments and prepare the report and required transmittal letter for submittal by April 1, 2018.

Task 3. Regulatory Assistance

LWA will assist with regulatory issues and questions that may arise as a result of new regulations that may impact VVWRA or in response to concerns regarding permit requirements. Work under this task will only be conducted at the request of VVWRA staff.

Task 4. Project Management

Under this task, LWA will review project status and budget and conduct general communication with VVWRA.

SCHEDULE AND BUDGET

LWA can complete the annual reports by the specified dates in the table below assuming timely receipt of information from VVWRA staff.

Report	Permit Order No.	Section(s)	Due Date
Annual Percolation Pond Report	R6V-2012-0058	MRP II.D	Feb 1, 2018
Semi-Annual Groundwater Monitoring Reports	R6V-2013-0004 R6V-2013-0005	MRP II.B.2	Feb 1, 2018 Aug 1, 2018
Annual Facility Monitoring Report	R6V-2013-0038	MRP X.D.4	Mar 1, 2018
Annual Discharge Monitoring Report	R6V-2013-0038	MRP X.C	Mar 1, 2018
Annual Pretreatment Report	R6V-2013-0038	MRP X.D.1	Mar 1, 2018
Annual Biosolids Report	EPA Regulations	-	Mar 1, 2018
Annual Recycled Water Report	WQ 2016-0068-DDW	MRP Reporting A	Apr 1, 2018

The above tasks will be conducted for a cost not to exceed \$25,430 on a time and materials basis according to our standard billing rates, which are attached. An estimated breakdown by task is shown in the table below.

Larry Walker Associates Cost Estimate VWRA 2018 Annual Reporting						
		<i>Project Manager:</i>	<i>Project Engineer IIA:</i>	<i>Contract Administrator:</i>	Total Hours	Total Costs
		\$250	\$195	\$150		
1	Request and Compile Data	2	10		12	\$2,450
2	Prepare Annual Reports					
2.1	Annual Percolation Pond Report	2	16		18	\$3,620
2.2	Annual Facility Monitoring Report	2	16		18	\$3,620
	Annual Discharge Monitoring Report (DMR form)		4		4	\$780
2.3	Annual Pretreatment Report		4		4	\$780
2.4	Biosolids Annual Report	2	12		14	\$2,840
2.5	Recycled Water Annual Report	2	20		22	\$4,400
	Task 2 Sub-total	8	72		80	\$16,040
3	Regulatory Assistance	12	12		24	\$5,340
4	Project Management	4		4	8	\$1,600
TOTAL PROJECT COSTS		26.0	94.00	4.0	124	\$25,430

(1) LWA hourly rates in effect from July 1, 2017 to June 30, 2018.

Thank you for the opportunity to provide this proposal for services. Please feel free to contact me at betsye@lwa.com or (530) 753-6400 if you have any questions.

Sincerely,

A handwritten signature in blue ink, appearing to read "Betsy Elzufon". The signature is fluid and cursive, with the first name "Betsy" written in a larger, more prominent script than the last name "Elzufon".

Betsy Elzufon
Associate

LARRY WALKER ASSOCIATES

Rate Schedule Effective July 1, 2017 – June 30, 2018

PERSONNEL	Rate \$/Hour	REIMBURSABLE COSTS
Project Staff		
Melanie Andreacchi	\$ 85	Travel: Local mileage Current IRS rate Transportation Actual expense Auto rental Actual commercial rate Fares Actual expense Room Actual expense Subsistence ⁽¹⁾ \$48 per day The rate for each meal as follows: ⁽¹⁾ Breakfast \$ 9 Lunch \$13 Dinner \$21 Incidentals \$ 5 Report Reproduction and Copying: Actual outside expense Per black and white copy, \$0.08 in-house Per color copy, in-house \$0.89 Per binding, in-house \$1.95 Special Postage and Express Mail: Actual expense Other Direct Costs: Actual expense Daily Equipment Rental Rates: All single parameter field meters (pH, EC, D.O., Turbidity) \$25 each Multi-parameter field meters \$35 Peristaltic Sampling Pump \$35 Professional grade GPS unit \$25 Digital Flow Meter \$45 Digital Fluorometer \$45 Multi-parameter Data Sonde (with telemetry) - first day \$200 - each additional day \$ 40 Subcontractors: Actual expense plus 10% fee Note: ⁽¹⁾ Charged when overnight lodging is required.
Mary Huizar	\$ 85	
Tina Van Carpels	\$ 85	
Denise Walton	\$ 85	
Adriana Stovall	\$110	
Michelle Benson	\$150	
Kathryn Walker	\$150	
Katrina Arredondo	\$165	
Jenny Bayley	\$165	
Suzanne Brown	\$165	
Nima Jabbari	\$165	
Adriel Leon	\$165	
Amir Mani	\$165	
Danielle Moss	\$165	
Steve Maricle	\$175	
Jeff Walker	\$175	
Elizabeth Yin	\$175	
Bryant Alvarado	\$195	
Alina Constantinescu	\$195	
Reni Keane-Dengel	\$195	
Airy Krich-Brinton	\$195	
Mike Marson	\$195	
Danielle Potocek	\$195	
Hope M. Taylor	\$195	
Senior Staff		
Kristine Corneillie	\$225	
Diana Engle	\$225	
Laura Foglia	\$225	
Gorman Lau	\$225	
Will Lewis	\$225	
Shelli St. Clair	\$225	
Amy Storm	\$225	
Mike Trouchon	\$225	
Rachel Warren	\$225	
Associate		
Denise Connors	\$250	
Betsy Elzufon	\$250	
Sandy Mathews	\$250	
Mitch Mysliwicz	\$250	
Paul Hartman	\$250	
Claus Suverkropp	\$250	
Principal		
Karen Ashby	\$275	
Brian Laurenson	\$275	
Chris Minton	\$275	
Mack Walker	\$275	
Ashli Cooper Desai	\$285	
Tom Grovhoug	\$300	

Revised 8/11/17



VICTOR VALLEY WASTEWATER RECLAMATION AUTHORITY
Report/Recommendation to the Board of Commissioners

November 16, 2017

FROM: Marcos Avila Maintenance Mechanic Lead *MA*

TO: Logan Olds, General Manager

SUBJECT: Waukesha VGF Engine #5

RECOMMENDATION

It is recommended that the Board of Commissioners approve engine crankshaft repair to be performed by Waukesha Pearce Industries (WPI) not to exceed \$39,650.75.

REVIEW BY OTHERS

This recommendation was reviewed by Robert Coromina Director of Administrative, Chieko Keagy Controller, Miguel Mendoza, Senior Operation.

BACKGROUND INFORMATION

The Waukesha VGF engine is a internal combustion engine (ICE) designed to drive a Tublex blower that is used for aeration purposes. This engine drives the blower and is used to treat and remove excessive nutrients such as biological oxygen demand (BOD) and ammonia out of the wastewater. This process is a critical so we can meet our plant National Pollutants Discharge and Elimination System (NPDES) permit. This engine is essential to this treatment as it serves as a backup to our primary aeration source, which is the Piller high speed turbo blower.

Currently, the engine crankshaft is well below the wear limit and is not operational. Therefore, this engine needs to be repaired as soon as possible allowing us to regain our redundancy in regards to this process.

This engine will have to be shipped to Bloomfield, New Mexico, for factory repairs.

FINANCIAL IMPACT

Finance Approval:

Fund 01 or 07	
Accounting Code (String) example: 01-xx-xxx-xxxx (project code if any)	01-02-175-6010-9999
Transfer Needed due to Insufficient Budget	Y [] N [X]
If Transfer, from Which Account String or Reserve	NA
Budgeted Amount Where Money Comes from	01-02-175-6010-999
Budget Remaining after the Recommendation	\$52,890
Outside Funding Source if applicable	NA
Original Contract Amount	\$39650.75
Change Order	Y [] N [X]
Contract after Change	NA

Fund 09	
Accounting Code (String) example: 09-xx-xxx-xxxx (<u>mandatory</u> project code)	
Transfer Needed due to Insufficient Budget	Y [] N [X]
If Transfer, from Which Account String or Reserve	NA
Budgeted Amount Where Money Comes from	NA
Budget Remaining after the Recommendation	NA
Outside Funding Source	NA
Original Contract Amount	NA
Change Order	Y [] N [X]
Contract after Change	NA

RELATED IMPACTS

- Regain redundancy
- Perform factory Dyno testing.
- Less equipment down time.



Date: October 27, 2017,
 Company: Victor Valley Wastewater
 20111 Shay Rd.
 Victorville Ca. 92394
 Attention: Marcos Avila

The following quotation is per your Request and is based upon your requirements.

Note: This quote is for a Waukesha H24 GLD S/N C-17132/2 Crank Rebuild

Scope of Work: Drive to location and remove H24 GLD for shipment to Bloomfield NM.

Remove and replace or recon Crank, clean and test Intercooler replace Conn Rod Bearings

Dyno Test Unit and ship back to Victor Valley Wastewater to Install and do Start Up.

Please see attached sheet for parts and engine rebuild and shop labor only.

Note: No Sales Tax if applicable have been applied to this quote. Freight Charges may also apply.

Note: Customer to dispose of any and all fluids that have to be removed.

Note: Customer also to supply helper for WPI Tech.

Note: Any additional work performed will be charged at WPI normal service rates.

TOTAL \$ 39,650.75

Best Regards

Larry McGhee

Regional Sales Representative

Standby Power Systems

WAUKESHA-PEARCE INDUSTRIES

10/27/2017

WPI • POWERED BY SOLUTIONS • www.wpi.com

1



WAUKESHA-PEARCE INDUSTRIES, LLC
 A PEARCE INDUSTRIES, INC. COMPANY
 P.O. BOX 35088, HOUSTON, TEXAS 77235-5088
 PHONE (713) 723-1050

Counter Ticket: 25343
 Invoice:
 Invoice Date:
 Branch: 208

QUOTE

Sold To: 208508
VICTOR VALLEY WASTEWATER
 20111 SHAY RD
 VICTORVILLE CA 92392
 760-948-9849

Ship To:
VICTOR VALLEY WASTEWATER
RECLAMATION AUTHORITY
 20111 SHAY ROAD
 VICTORVILLE CA 92392

Ship Via:
Special Instructions:

Customer PO: Quote
 Contact Name: Avila Marcos
 Phone:
 Notes: C-17132/2

Open: 10/28/2017
 Sold by: PARKERA
 Terms: Net 30 Days
 Equip ID: 12850
 Model: OTHER
 Serial No: UNKNOWN
 SlsRep: McGhee, Larry B.

Line #	Quantity		Ver	Part Number	Description	Location	LT	Price	Ext Price
	Ship	B/O							
1	0		BPE	VGFICTINT-BPE	CLEAN, TEST INTERCOOLER		A	515.00	515.00
3	0		WAU	304126-WAU	:FILTER,OIL	A13	A	25.40	76.20
8	0		WAU	A300110H-WAU	BEARING ASM., CONNECTING ROD	B5i	A	98.41	787.28
2	0		WAU	304753-WAU	:O-RING,118X4 NITRILE	B4D	A	2.08	4.12
1	0		WAU	G-900-1041-WAU	:COMP GSKT SET		A	3,218.92	3,218.92
2	0		WAU	15027D-WAU	:HOSE,2.75X3.25X3 LG	B2G	A	11.89	23.78
1	0		WAU	304322A-WAU	:HOSE,WATER	B2G	A	12.50	12.60
1	0		WAU	305408A-WAU	:GASKET I.C. INLET	B8F	A	21.16	21.16
1	0		WAU	G-918-320-WAU	:MAIN BRG SET		A	1,972.00	1,972.00
1	0		WAU	REM-AA300007F-WAU	RBLT ROD, CONN., ASM VGF8/8	A06	A	588.89	588.89
1	0		BPE	VGFMPCRANK-BPE	VGF CRANK RECON		A	8,744.90	8,744.90
1	0			MISCELLANEOUSSHOP	Dyna Engine		td	1,500.00	1,500.00
90	0		BPC	LABOR-BPC	LABOR		A	90.00	8,100.00



WAUKESHA-PEARCE INDUSTRIES, LLC
 A PEARCE INDUSTRIES, INC. COMPANY
 P.O. BOX 35088, HOUSTON, TEXAS 77235-5088
 PHONE (713) 723-1050

Counter Ticket: 25343
 Invoice:
 Invoice Date:
 Branch: 208

QUOTE

Sold To: 206508
 VICTOR VALLEY WASTEWATER
 20111 SHAY ROAD
 VICTORVILLE CA 92392
 760-948-9849

Ship To:
 VICTOR VALLEY WASTEWATER
 RECLAMATION AUTHORITY
 20111 SHAY ROAD
 VICTORVILLE CA 92392

Ship Via: -
 Special Instructions:

Customer PO: Quote
 Contact Name: Avila Marcos
 Phone:
 Notes: C-17132/2

Open: 10/26/2017
 Sold by: PARKERA
 Terms: Net 30 Days

Equip ID: 12960
 Model: OTHER
 Serial No: UNKNOWN
 SisRep: McGhee, Larry B.

Line #	Quantity		Part Number	Description	Location	LT	Price	Ext Price
	Ship	B/O						

*** REMIT TO ADDRESS ***
 WAUKESHA-PEARCE INDUSTRIES, LLC. EXCHANGE ACCOUNT
 P O BOX 204116 DALLAS, TX 75320-4116
 ACH/WIRING: WELLS FARGO BANK, N.A.
 ABA#: 121000248 ACCOUNT#: 4122374218

Subtotal \$25,566.75
 Sales Tax 1,881.34
 Total \$27,547.09
 Total Due By 11/25/2017 **\$27,547.09**
 After 11/25/2017 Pay \$27,822.66

PRINTED NAME

SIGNATURE
 ** PARTS MUST BE RETURNED IN ORIGINAL UNOPENED PACKAGING FOR CREDIT
 ** RESTOCK FEE TO APPLY ON SPECIAL ORDER RETURNS

WARRANTY INFORMATION – Warranty on all new and rebuilt products is limited to the manufacturer's or WPI's service warranty. These warranties are the only applicable warranties and are expressly in lieu of any other warranties expressed or implied, including warranties of merchantability or fitness for a particular purpose and copies of warranties are available upon request at www.wpi.com.

**** RETURN POLICY ****
 REQUIRE PROOF OF PURCHASE FOR ALL PARTS ... NO RETURNS: AFTER 60 DAYS ON STOCK/
 AFTER 30 DAYS ON NON-STOCK ITEMS
 SPECIAL ORDER or LIMITED SHELF LIFE ITEMS ARE NON-RETURNABLE.



VICTOR VALLEY WASTEWATER RECLAMATION AUTHORITY
Report/Recommendation to the General Manager
November 16, 2017

FROM: Robert Coromina, Director of Administrative Services *RC*
TO: Logan Olds, General Manager
SUBJECT: Controller Contract

RECOMMENDATION

It is recommended that the Board of Commissioners approve the agreement negotiated by Legal Counsel for the Controller position and as included in the Spruce Consulting Group report.

REVIEWED BY

This recommendation was reviewed by Piero Dallarda, Legal Counsel and Cynthia Germano Human Resource Legal Counsel.

BACKGROUND INFORMATION

The Controller position, job description and corresponding salary range has been reviewed and approved by the HR committee. The expense of the position is incorporated in to the Spruce Consulting Group report and recommendations resulting in a net decrease in expense to VVWRA of \$1,718,095.53. It was the consensus of the HR committee to place the Controller position before the Board of Commissioners for approval.

FINANCIAL IMPACT

The Controller position does not represent an increase in expense to VVWRA.

RELATED IMPACT

None

**EMPLOYMENT AGREEMENT BETWEEN VICTOR VALLEY WASTEWATER
RECLAMATION AUTHORITY AND CHIEKO KEAGY**

This EMPLOYMENT AGREEMENT ("Agreement") is made by and between CHIEKO KEAGY ("Keagy") and the Board of Commissioners of the VICTOR VALLEY WASTEWATER RECLAMATION AUTHORITY, a joint powers authority ("Authority"), hereinafter also referred to as "Board of Commissioners." The Parties hereto agree as follows:

Section 1. Employment.

1.1 The Board of Commissioners agrees to employ Keagy in the position of Controller for a three (3) year term, and Keagy agrees and does accept employment in the position of Controller for a three (3) year term upon the terms and conditions set forth herein. The Authority reserves the right to change the position title to Accounting Manager based on any future correlating change to the Authority's organizational chart.

1.2 Keagy agrees to perform the functions and duties of the position of Controller as specified in the job description set forth in Exhibit "A," attached hereto and incorporated herein by this reference, and any other functions or duties as may be established or directed by the Authority General Manager ("General Manager"). Keagy agrees to perform all such functions and duties to the best of her ability and in an efficient and competent manner.

Section 2. Term of the Agreement.

2.1 This Agreement shall be for a term of three (3) years, beginning November 04, 2017 and ending November 04, 2020. Subject to the Authority's right to terminate this Agreement and Keagy's employment at any time pursuant to Section 3. of this Agreement, this Agreement shall automatically be renewed for subsequent one (1) year periods unless the Authority provides a written notice to Keagy no less than six (6) months prior to the expiration of the current term or an extended term that the Agreement will be terminated. Unless otherwise provided for by a subsequent written agreement between the Parties, the terms and conditions of this Agreement shall apply to any extended term of this Agreement.

2.2 Nothing in this Agreement shall prevent, limit or otherwise interfere with the right of General Manager to terminate the services of Keagy at any time, subject only to the provisions set forth in this Agreement.

2.3 Nothing in this Agreement shall prevent, limit or otherwise interfere with the right of Keagy to resign at any time from her position with the Authority, subject only to the provisions set forth in this Agreement.

2.4 Keagy agrees to remain in the exclusive employment of the Authority during the term of this Agreement, and she shall neither accept other employment nor become employed by any other person, business, or organization during the term of this Agreement. As used in this section, the term "employed" shall not be construed to include occasional teaching, writing, or consulting on Keagy's time off, which may be undertaken by Keagy with the express written consent of General Manager.

2.5 Except as otherwise specified herein, Keagy is subject to the Authority's Personnel Rules and Regulations.

Section 3. Termination and Severance Pay.

3.1 Keagy serves at the will and pleasure of General Manager and may be terminated with or without cause at any time. Consequently, nothing in this Agreement shall in any way affect General Manager's right to terminate the employment of Keagy and this Agreement on an at-will basis, with or without cause, at any time, as provided herein.

3.2 In the event Keagy's employment and this Agreement are terminated without cause, Authority agrees to provide Keagy with severance pay as a lump sum cash payment equal to nine (9) months base salary, including any annual adjustment, less deductions required by law. Also, in addition to the lump sum payment, Authority shall provide for continuance of Authority portion of Keagy's health insurance benefits provided herein for nine (9) months from and after the date of termination or until Keagy finds other employment, whichever occurs first.

3.3 In the event Keagy is terminated for cause, Keagy shall not be entitled to any severance pay or continued benefits. Termination for cause is defined as follows:

- (a) A willful breach of this Agreement.
- (b) Habitual neglect of duties required to be performed under this Agreement.
- (c) Any acts of dishonesty, fraud, misrepresentation or other acts of moral turpitude.
- (d) Refusal or failure to act in accordance with any specific written directive or order of the General Manager.

3.4 In the event that Keagy is terminated for cause, Keagy will be presented with written notice of the basis for said cause. Upon receipt of said written notice, Keagy, within five (5) business days, may request a hearing before the Board of Commissioners. The issue at the hearing shall be limited solely to whether or not there is sufficient evidence to support a finding of termination for cause such that Keagy would not be entitled to any severance pay and benefits. Under no circumstances shall Keagy be entitled to reinstatement as a result of such hearing.

3.5 Nothing in this Agreement shall prevent, limit or otherwise interfere with the right of Keagy to voluntarily resign at any time from her position with Authority, subject only to the provisions set forth in this Agreement. In the event Keagy desires to voluntarily resign from her position with Authority, Keagy shall provide General Manager thirty (30) days' notice in advance, unless the Parties agree otherwise. In the event Keagy voluntarily resigns, she shall not be entitled to any severance pay or benefits, but Authority shall pay Keagy for accrued vacation benefits and accrued sick leave under the same terms and conditions applicable to Authority employees generally.

3.6 Notwithstanding any other provision herein, in accordance with Government Code Section 53260, the cash payment that Keagy may receive in the event of the termination of this Agreement, as set forth in Section 3.2 above, shall not exceed an amount equal to the monthly base salary of Keagy multiplied by the number of months left on the unexpired term of this Agreement.

Section 4. Salary and Expenses.

4.1 Authority agrees to pay Keagy for her services rendered a base salary of \$113,796.80 (\$4,376.80 per pay period), (Salary Range 96, Step C, in installments at the same time as other employees of the Authority are paid), commencing November 4, 2016. If Keagy is awarded a Master of Science degree in "Accountancy" or "Accounting," upon award of such degree she will receive a one-time allowance in the amount of five percent (5%) of the salary that she is earning as of the date that the degree is awarded. The annual salary range for the position will be Range 96, \$103,105.60 – \$125,611.20. Keagy will be eligible to receive step increases in conjunction with her annual performance review if she is below the highest step in the established pay schedule. Keagy's base salary shall be increased annually beginning on July 1, 2018, by the same percentage increase published as the calendar year average Consumer Price Index for All Urban Consumers in the Los Angeles-Anaheim- Riverside area.

4.2 Except for the use of her personal vehicle for the performance of her duties, for which a vehicle allowance is provided under Section 5.8 of this agreement, Authority shall reimburse Keagy within its budget and upon approval of General Manager for all actual and necessary expenses incurred in connection with the performance of her official duties. Keagy agrees to maintain and submit accurate records of all expenses for which reimbursement is claimed.

Section 5. Benefits.

5.1 Vacation. Keagy shall receive and use vacation benefits under the same terms and conditions applicable to Authority employees generally.

5.2 Administrative Leave. Keagy shall accrue paid administrative leave at a rate of one (1) week per year, commencing on November 04, 2017. Keagy may use administrative leave for personal business and/or other personal reasons. Notwithstanding the above, administrative leave is subject to a maximum accrual cap of three (3) weeks.

5.3 Retirement. Authority agrees to provide for participation in and pay all Employer contributions in the California Public Employees Retirement System (PERS) described as 2.5% at 55, not integrated with social security, or if unavailable, an equivalent retirement program. In addition, and except as provided hereinafter, the Authority shall make a deferred compensation contribution on Keagy's behalf equal to three percent (3%) of Keagy's base salary, including annual increases, and such amount shall be compensated in addition to the base salary. Said contribution shall be deposited at each pay period to Keagy's designated deferred compensation account administered by the Authority for all employees.

5.4 Disability, Health, and Life Insurance. Authority agrees to keep in force and to make required premium payments for Keagy for insurance policies covering Keagy and her dependents, the same as are provided to all general employees of the Authority under the Authority's Personnel Rules and Regulations. After purchasing Keagy's group health, dental, and vision choices, any balance remaining from the monthly allowance may be paid, at Keagy's discretion, to Keagy as salary. Should the medical choices exceed the monthly allowance, the excess will be deducted from Keagy's monthly payroll check. Authority agrees to purchase and to pay the required premium on a term life insurance policy in an amount equal to two and one-half times of Keagy's annual salary, not to exceed three hundred thousand dollars (\$300,000). Authority also agrees to purchase and to pay the required premium on short-term and long-term disability insurance the same as are provided to all general employees of Authority under Authority's Personnel Rules and Regulations. If required by the insurance provider, Keagy agrees to submit once per calendar year to a complete physical examination by a qualified physician of her choice, the cost of which shall be paid by Authority. Authority agrees to maintain Keagy's medical records in confidence.

5.5 Dues, Subscription and License Fees. To the extent Authority's approved annual budget designates sufficient funds for the purposes identified in this section, Authority agrees to pay for the professional dues and subscriptions necessary for Keagy's continued and full participation in national, state, regional and local associations and organizations necessary and desirable for her continued professional participation, growth and advancement, and for the good of Authority.

5.6 Professional Development. To the extent Authority's approved annual budget designates sufficient funds for the following purposes, Authority agrees to pay registration fees and travel subsistence expenses of Keagy for professional and official travel, meetings, and occasions adequate to continue the professional development of Keagy and to adequately pursue necessary official business and other functions for Authority. Upon the prior approval of General Manager, Authority also agrees to pay for related tuition, fees, and travel and subsistence expenses of Keagy for educational degree programs, short courses, institutes, and seminars that are necessary for her professional development and the good of Authority.

5.7 Other Leave. Keagy shall accrue sick leave and shall be provided with holiday leave and bereavement leave as are provided to other employees of Authority under Authority's Personnel Rules and Regulations.

5.8 Vehicle Allowance. Keagy shall provide her own vehicle to be used in the performance of her duties, and Authority shall provide an automobile allowance of five hundred dollars (\$500.00) per month for said use unless General Manager chooses to allow the use of a company vehicle. Keagy shall be responsible for paying for liability insurance as required by State law, fuel, maintenance, repair of her vehicle and other costs associated with the ownership and use of her own personal vehicle.

Section 6. Performance Evaluation.

Authority shall review and evaluate the performance of Keagy each year within thirty (30) days prior to this Agreement's anniversary date. Said review and evaluation shall be conducted by her immediate supervisor. The evaluation process shall include, but not be limited

to, use of "360 evaluations." Keagy's salary and benefits may be reviewed annually and adjusted by General Manager for performance, merit or longevity pursuant to Authority's established pay schedule for the position. Keagy's salary may not, however, exceed the highest step in the established pay schedule. Accordingly if Keagy's salary reaches the highest step in the pay schedule, it shall be capped at that amount.

Section 7. Bonding.

Authority shall bear the full costs of any fidelity or other bonds required of Keagy under any law or ordinance.

Section 8. General Provisions.

8.1 This Agreement supersedes any and all other agreements, either oral or written, between the parties hereto with respect to the employment of Keagy by Authority, and contains all of the covenants and agreements between the parties with respect to the employment of Keagy by Authority.

8.2 Each party agrees and acknowledges that no representations, inducements, promises, or agreements, orally or otherwise, have been made by any party, or anyone acting on behalf of any party, which are not embodied herein and that any agreement, statement, or promise not contained in this Agreement shall not be valid or binding on either party.

8.3 Any modification of this Agreement will be effective only if made in writing and signed by both Keagy and Authority.

8.4 If any provision of this Agreement is held by a court of competent jurisdiction to be invalid, void or unenforceable, the remaining provisions shall nevertheless continue in full force and effect without being impaired or invalidated in any way.

8.5 This Agreement shall be governed by and construed in accordance with the law of the State of California.

8.6 This Agreement shall be construed as a whole, according to its fair meaning, and not in favor or against any party. By way of example and not in limitation, this Agreement shall not be construed in favor of the party receiving a benefit nor against the party responsible for any particular language in this Agreement.

8.7 Keagy acknowledges that she has had the opportunity to consult legal counsel in regard to this Agreement, that she has read and understands this Agreement, that she is fully aware of its legal effect, and that she has entered into it freely and voluntarily and based on her own judgment and not on any representations or promises other than those contained in this Agreement.

Dated: _____

By: _____
CHIEKO KEAGY

[Signatures Continued On Next Page]

VICTOR VALLEY WASTEWATER
RECLAMATION AUTHORITY

Dated: _____

By: _____

VWVRA General Manager

APPROVED AS TO FORM

By:

Piero Dallarda of Best, Best & Krieger LLP
General Counsel

EXHIBIT "A"

**VICTOR VALLEY WASTEWATER
RECLAMATION AUTHORITY
JOB DESCRIPTION**

Effective Date: Draft

TITLE: CONTROLLER

PAGE: 1

*Class specifications are intended to present a descriptive list of the range of duties performed by employees in the class. Specifications are **not** intended to reflect all duties performed within the job.*

SUMMARY DESCRIPTION

Under administrative direction, provide management and supervision the personnel and general administrative activities to the Accounting Department. Provide oversight of financial and investment consultants; responsible for planning, organizing and directing accounting functions of capital assets accounting, investment/portfolio management, monthly financial and investments reports, construction financing and cash flow, preparing rate schedules, preparing multi-year user charge and sewer connection fee projections, bank account reconciliation, banking services, budget preparation, expenditures, purchasing, prepares requests for proposals for various professional services, auditing, depreciation schedules, fund management, and filing, records. This positions reports to the Director of Administration.

REPRESENTATIVE DUTIES

The following duties are typical for this classification. Incumbents may not perform all of the listed duties and/or may be required to perform additional or different duties from those set forth below to address business needs and changing business practices.

1. Direct and participate in the development and implementation of organizational goals, objectives, policies and procedures, particularly as they relate to accounting and finance.
2. Maintain a general accounting system for the Victor Valley Wastewater Reclamation Authority and its departments.
3. Evaluate performance and make recommendations for accounting staff for employee development.
4. Plan, prioritize, assign, supervise, review, and participate in the work of Accounting staff responsible for accounting activities including accounts payable, accounts receivable, revenue program, cost accounting, fixed assets, general ledger maintenance, financial reporting and budget preparation.
5. Responsible for cross training accounting staff.
6. Establish schedules and methods for providing accounting services; identify resource needs; review needs with appropriate management staff; allocate resources accordingly.
7. Participate in the development of policies and procedures; monitor work activities to ensure compliance with established policies and procedures; make recommendations for changes and improvements to existing standards and procedures.
8. Set-up accounting system software, implementation, and staff training.
9. Direct the finance operations and procedures such as bookkeeping, requisition of supplies, and other related services in accordance with modern management methods
10. Monitor general ledger activities; review and approve journal entries and bank reconciliations; prepare and/or review major changes to the chart of accounts; review and approve the integrity of the general ledger in the financial information system.
11. Investigate alternatives and recommend investment strategies for VVWRA funds
12. Oversee petty cash disbursements and authorize petty cash for reimbursement as assigned.
13. Direct investment of VVWRA funds within guidelines established by the Board
14. Prepare a variety of complex financial reports and statements
15. Responsible for coordinating the annual budget process and for preparation of the annual budget document.
16. Oversee the record keeping and reporting systems of VVWRA
17. Communicate effectively and establish and maintain effective working relationships with others

**VICTOR VALLEY WASTEWATER
RECLAMATION AUTHORITY
JOB DESCRIPTION**

Effective Date: Draft

TITLE: CONTROLLER

PAGE: 2

QUALIFICATIONS

The following generally describes the knowledge and ability required to enter the job and/or be learned within a short period of time in order to successfully perform the assigned duties.

Knowledge :

- General and fund accounting principles and practices.
- Theories, principles and practices of financial administration, budgeting, reporting, financial planning and internal and external auditing.
- Applications of automatic data processing to accounting and related practices, including the use of computers and related software.
- Principles and practices of organizations, administration and personnel management.
- Management and research techniques and procedures and methods of report presentation.

Ability to:

Plan, organize, supervise and review accounting administrative, financial, budgeting and accounting related activities.

Skill in governmental accounting and budget preparation and execution

Communicate effectively orally and in writing

Asses, develop, revise and install automated and manual accounting systems and procedures.

Sit for long periods of time

Prepare financial reports, read, compile, compute and record numerical data.

Frequently use a computer for extended periods of time

Work regular hours of the approved VVWRA alternate work schedule as well as non-regular hours including evenings, weekends and holidays if necessary. Employee is expected to work whatever hours necessary to accomplish the responsibilities and the duties of the job.

Education and Experience Guidelines - *Any combination of education and experience that would likely provide the required knowledge and abilities is qualifying. A typical way to obtain the knowledge and abilities would be:*

Education/Experience:

Employee must possess at minimum a Bachelors; four years of experience supervising employee teams and managing governmental finances, including budgeting and investment management. Registration as a CPA is required.

PHYSICAL DEMANDS AND WORKING ENVIRONMENT

The conditions herein are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential job functions.

Environment: Work is typically accomplished in a moderate noise environment.

Physical: Incumbents require sufficient physical ability to work in an office setting; stand or sit for prolonged periods of time; operate office equipment including use of a computer keyboard; push, pull, lift, and/or carry light amounts of weight.

**VICTOR VALLEY WASTEWATER
RECLAMATION AUTHORITY
JOB DESCRIPTION**

Effective Date: Draft

TITLE: CONTROLLER

PAGE: 3

Vision: See in the normal visual range with or without correction; vision sufficient to read computer screens and printed documents; and to operate assigned equipment.

Hearing: Hear in the normal audio range with or without correction.



VICTOR VALLEY WASTEWATER RECLAMATION AUTHORITY
Report/Recommendation to the General Manager
November 16, 2017

FROM: Robert Coromina, Director of Administrative Services *RC*

TO: Logan Olds, General Manager

SUBJECT: Staffing Recommendation

RECOMMENDATION

It is recommended that the Board of Commissioners approve the recommendations as proposed by the Spruce Consulting Group report regarding adjustments in duties and thus salaries pursuant to the reorganization. The reorganization will save VVWRA an estimated \$1,718,095.33. Some employees see a small increase in salaries given that they have now taken over some residual functions from positions that were eliminated.

REVIEWED BY

This recommendation was reviewed by Legal Counsel

BACKGROUND INFORMATION

Please refer to the attached report and recommendations provided by the Spruce Consulting Group.

FINANCIAL IMPACT

A net cost savings of \$1,718,095.53.

RELATED IMPACT

Improved performance and efficiency



Engineering Excellence in
Company Culture

Phone: 909-694-4000

E-Mail: Info@thesprucegroup.com

Web: www.thesprucegroup.com

Reorganization Recommendations

for

Victor Valley Wastewater Reclamation Authority

October 16, 2017



Introduction

Spruce Consulting Group is pleased to have supported VVWRA in their efforts to cut costs, better serve ratepayers, and improve efficiency within their organization. Spruce Consulting Group has reviewed the goals, organizational structure, reorganization plans, associated history, and data for VVWRA. This report lays out our recommendations to improve efficiencies using the organizational structure. These recommendations are based on a review of the VVWRA specific situation and data, as well as common industry practice in these areas. VVWRA has expressed a need for a \$1.5M reduction in staffing costs from the 2015 budget. This is a significant challenge, but certainly possible. Much of the savings was realized after the reorganization in 2016. We consulted with VVWRA management over the last several months on proposed plans, suggested modifications, and developed a mutually agreeable reorganization plan. Figure 1. shows the recommended organizational chart that reflects the changes made during the last reorganization, plus the recommendations outlined in this report that have been incorporated in the VVWRA organizational plans.

Spruce Consulting Group reviewed utilization of employees in several areas and found opportunities to improve efficiencies. Data analyzed included computer activity records, which give an indication of how much time an employee spends on active computer work, as well as what time they log in and log out. We looked at badge swipes to help determine when employees come and go. Every employee is not required to swipe in and out every time, it is possible to

"tailgate," following someone else in or out, so swipe data may have some deficiencies, but it can show trends and help verify attendance. We also cross-referenced timecard data to verify the number of days an employee worked. This enabled us to account for authorized time off and get an accurate number of days worked in the analysis period.

In looking at the structure and job descriptions, we uncovered opportunities for improvement and offered suggestions to VVWRA. We provided supplemental resources on job descriptions and industry practice to support management's decisions in formulating the current reorganization plan. This report documents the methodology and rationale for many of the recommendations that VVWRA is incorporating into the plan.

Proposed VVWRA
Organizational Chart
10/11/17



Figure 1. Proposed Organizational Chart

Recommendations

Recommendation #1 - Fully implement changes made in 2016

A significant reorganization began in 2016, with reductions in staff and streamlining of job descriptions. These changes appear to have been effective and resulted in significant improvements in efficiency. Three to seven direct reports is the ideal range for upper management, with a maximum of 10-12 for first line managers.

The data shows that the changes VVWRA has already made are effective. Data from the Lucity system is able to show a good comparison of the year prior to the 2016 reorganization to the year since. The prior 365 days logged a total of 5004 work orders, with a total of 48 employees. Data was pulled from after the reorganization and found that in the 365 days post-reorganization, 6194 work orders were completed with only 35 employees. This is a 41% increase in average employee productivity. Preventative actions nearly doubled and a training program was put into place. There was an increase in the number of emergency callouts and safety actions. VVWRA should evaluate these increases to ensure that there was not a detrimental impact on the level of service or the ability of staff to appropriately address items that eventually elevated to the status of emergencies or safety issues.

Several job duties have been combined or streamlined. VVWRA should continue to monitor these positions, check in with employees and evaluate work product to ensure that these combinations are beneficial for the organization and

appropriate for the individuals in those positions.

Recommendation #2 - Replace the Director of Finance position with a Controller

Organizations of the size and scope of VVWRA typically don't need a senior level finance person unless there is a need for complex financial strategy or fundraising tasks, such as start-ups soliciting equity financing or complex investments. VVWRA doesn't have these needs, and they are not included in the current job description. A more common structure in industry is to have your top accounting person serve as a controller (also called a comptroller) who is responsible for all of the accounting and can report directly to the General Manager.

The current accounting supervisor job description is very close to a controller position. A controller typically manages all accounting functions and staff, prepares budgets, financial statements, tax reporting and annual reports, researches compliance issues, ensures quality control over all accounting processes, and is responsible for maintaining internal controls. This would be a position that would require extensive accounting experience, likely a CPA, MBA or master's degree in accounting. A controller should have experience with all the accounting functions (AR, AP, Cost Accounting, Revenue Recognition, Budgeting, month-end and year-end closing and payroll). A controller can also serve as treasurer for investment accounts and maintain banking and other external financial relationships.

A typical job description for a Director of Finance would include high level financial expertise such as raising capital, negotiating financial covenants,

formulating financial strategy, participating in planning for capital projects, formulating risk management strategy, providing performance reporting that helps the GM run the organization more efficiently, maintaining critical relationships with prospective investors and lenders, and helping the GM improve modeling and forecasting. A Director level finance person typically needs experience in financial markets, strategy, capital projects, cash management, and forecasting. None of these high level functions appear to be necessary for VVWRA, and they are not called out in the current job description for the Director of Finance. In addition, a Director of Finance would typically have a finance background or CPA, a master's degree in accounting, business, or public administration, and at least 10 years of experience. The VVWRA Director of Finance job description is nearly identical to the accounting supervisor description. When job descriptions have significant overlap and underutilization is occurring, it is prudent to consider consolidating into a single position.

The accounting department at VVWRA is award winning. In 2015, the Government Finance Officers Association of the United States and Canada (GFOA) awarded VVWRA the Certificate for Excellence in Financial Reporting. The award was presented to the VVWRA Finance Department for its comprehensive annual report (CAFR) and is evidence of the accounting department's skills and execution of its duties. This Certificate of Achievement is the highest form of recognition in the area of governmental accounting and financial reporting, and it was achieved five years in a row by the VVWRA accounting team. The accounting supervisor wrote the report with the assistance of an accountant and accounting technician.

We analyzed utilization in reviewing the productivity of the finance and accounting positions. We used timecard data to indicate the number of days worked during the period. Next, activity data was consolidated to determine the total number of hours of computer activity, meaning it will only count "typing and clicking time." The accounting staff average ranged from 3.9 to 4.5 hours of work time per day active on their computers. However, using the same methodology, the Director of Finance position logged less than 30 minutes per day, on average. We might expect a higher-level employee to spend a little more time away from their computer, in meetings. In this case, Director's Meetings, Finance meetings, Board Meetings and Member Agency meetings are the only regular activities that require this position to be away from the computer. Patterns in the data show long periods of inactivity, meaning no scrolling, typing or clicking. For comparison, we set the most active accounting staff person at 100% utilization, which puts the other two accounting staff at 86% and 87%. This analysis puts the Director of Finance position at 6% utilization. In our experience, this is extremely low given the job description and limited outside demands of the position.

VWRA should be able to eliminate the Director of Finance position, promote the accounting supervisor to a true controller position, and still be able to maintain its levels of service to the organization, ratepayers, and the community.

Recommendation #3 - Increase HR Technician's Job Duties

An organization of this size usually struggles with meeting HR needs. Having more than a few employees becomes an administrative burden on management and

requires some level of assistance from an administrative person. At 40 employees, the need may be approaching one FTE of HR effort, but some is purely administrative paperwork and other tasks require more expertise and higher level analytical or communications skills. When an organization reach 50 employees, there are additional compliance issues that make the HR tasks varied, complex and high risk. VVWRA headcount has been hovering in this challenging range for quite some time.

Using the same methodology we used for accounting, we analyzed utilization for the support staff. They were somewhat underutilized for computer time compared to accounting. These jobs are more varied than accounting and not always directly comparable, but they ranged from 2.53 hours per day to 3.75 hours per day of computer activity. The HR technician had the least amount of computer activity time, and therefore is likely to be able to take on additional duties within the workday.

Currently, the accounting department runs payroll. While this is sometimes seen in smaller organizations such as VVWRA, it is more common to have payroll overseen by HR. It is a good solution to train the HR technician to run payroll and ensure the position is more fully utilized. Having the administrative and payroll tasks associated with human resources report to accounting is acceptable, especially since payroll is a new duty added to this position. If the in-house HR role evolves to handle more complex or personnel-sensitive tasks, VVWRA should reconsider the reporting structure at that time.

As staffing levels grow, VVWRA may need to supplement the HR position with a consultant who can work on an hourly or fractional basis and cover the more complex compliance needs that are triggered at 50 employees. Keeping up with changing regulations, handling sensitive personnel matters, developing required training and supporting hiring functions are activities that will benefit from a seasoned HR professional.

Recommendation #4 - Eliminate the Director of Operations and align operations staff to licensing requirements

VVWRA is subject to the regulations of the California State Water Resources Control Board. Licensing and designations are required for operators at the facility. As a WWTP V classified facility, VVWRA is required to have a Level V licensed person designated as the Chief Plant Operator (CPO). Practically, the CPO should be someone who reports to the General Manager at a director level and has a very high level of responsibility for operations and demonstrates complex problem solving skills, in addition to satisfying the licensing requirement. Someone who can fill that role would warrant a title of Director of Operations. A director level job description should indicate that the position needs higher-level skills and must also have the ability to operate as CPO. The CPO appoints a Designated Operator-in Charge (DOIC), who must be at least a Level III. It is appropriate for the Manager of Operations and Maintenance to be appointed as the DOIC, and the job description should be amended to include that. In addition to holding the required Level III license, the Operations and Maintenance manager should be on a path to getting a Level IV and eventually be capable of holding a Level V. Having the required Level V licensing maintained only by the

General Manager is a risk for the organization. Back-ups and succession planning are important to maintaining compliance as well as having the necessary expertise available. It is recommend that VVWRA eliminate the Director of Operations position. At a later date, it can be filled with a Level V operator with high-level management and complex problem solving skills.

Recommendation #5 - Plan for the future

VVWRA has undergone some significant cost challenges and reductions in staff, however the expectation is that the organization will need to grow again as sub-regional facilities come online and economic growth continues in the region. The organization should always be planning at least one year out. This means succession and career path planning for all employees as well as internships, recruiting efforts and development of training.

VVWRA is considering additional technology implementation and expansion to sub-regional facilities. Many engineering and technical organizations will have a member of the senior leadership team that has responsibility for technology, innovation, or design, but has few, if any, direct reports. This can acknowledge the importance and high level technical and strategic skills needed, while it avoids giving senior technical people large staffs that they often don't need or have the skills to manage. This position can have a title that includes "technology" or the particular area of technology as well as a noun depicting the level you wish them to operate, such as manager, director or even fellow. A technology fellow is often someone in a larger organization that is a technical expert but does not have any direct reports. A manager or director may or may not have a staff. You can have

someone focused on technology, new products, operational improvements and innovation without having people-management duties.

When sufficient funds are available to operate the water reclamation plants in Hesperia and Apple Valley, VVWRA staff and the Board of Commissioners will need to consider hiring additional staff to operate, maintain and manage those facilities. The current VVWRA staff is of insufficient depth to operate and maintain the water reclamation plants. Part of the planning to bring those sites on-line should include plans to hire and train operations and support staff for each facility.

Analysis of Impact

VVWRA has a goal of reducing costs by approximately \$1.5M. The analysis shows that reductions in headcount from the 2016 layoff resulted in \$1.161M in savings. When the outsourcing of the Laboratory function is included, VVWRA should realize another \$416k. As other job descriptions are adjusted to combine, elevate or minimize responsibilities, compensation should be adjusted to match. These proposed adjustments will increase costs by approximately \$209k.

Benchmarking compensation is always a delicate task. Industry best practice is to use multiple sources, weight them for age of data, and even use combinations of job descriptions to approximate the skill and experience levels that need to be benchmarked. VVWRA has followed this best practice by gathering compensation data for similar positions, from other similar sized agencies within the geographic area. If further analysis is desired, it is recommended that a compensation consultant be involved as they have access to multiple sources of data and can provide a wider variety of industry source data, and they can assist with the analysis.

Taking into account the 2016 reorganization, outsourcing laboratory services, and compensation adjustments for increased responsibilities VVWRA will realize a total savings of \$1,718,095.53. A summary is shown in Table 1.

Table 1. Savings from Reorg	
Action	Impact
2016 Reorg laid off positions	\$ 1,161,198.09
Total benefit of outsourcing laboratory services	\$ 416,463.00
Compensation adjustments for increased responsibilities	-\$ 209,679.48
Additional staff reductions	\$ 350,113.92
Total Expected Savings	\$ 1,718,095.53

Conclusion

After careful analysis, Spruce Consulting Group believes that the reorganization plan for VVWRA is prudent and responsible. The recommendations contained in this report are based on data, existing VVWRA job descriptions, and industry best practices. VVWRA can expect to surpass its \$1.5M savings goal with these changes, and experience very little, if any, impact upon its service levels. Spruce Consulting Group encourages continued monitoring to ensure that transitions go well and that employees are given the training and support needed in taking on additional roles and responsibilities.

Staff Assignments with Proposed Manager Positions

Prior 2016				Proposed 2016/2017 Reclassifications			
Job Title	Range	Annual Minimum	Annual Maximum	Job Title	Range	Annual Minimum	Annual Maximum w/ Benefits
EC Admin Aide	28	\$40,884.36	\$49,813.64	Asset Management Technician	48	\$53,830.40	\$65,603.20
Accountant	52	\$55,085.58	\$67,116.44	Human Resources/Payroll Technician* (No \$ change)	54	\$61,172.80	\$74,547.20
PIO	59	\$60,090.13	\$73,213.98	Information Technology Technician	54	\$61,172.80	\$74,547.20
Mechanic	69	\$68,038.30	\$82,898.05	Senior Accountant	64	\$63,940.82	\$77,905.69
EC/IT Supervisor	85	\$85,238.40	\$103,873.20	Safety & Communications Officer	75	\$73,444.80	\$89,312.98
Finance Supervisor	80	\$80,121.60	\$97,635.20	Lead Mechanic	80	\$78,000.73	\$95,036.34
Operations Supervisor	91	\$89,421.94	\$108,951.94	Business Applications Manager	90	\$90,667.20	\$107,606.86
				Controller	96	\$97,739.20	\$115,933.81
				Operations & Maintenance Manager	98	\$100,172.80	\$118,850.28
						\$5680,141.55	\$819,343.56
						\$140,088.44	\$161,291.91
							\$209,679.48
						29%	28%
							22%

Job Title	Fiscal Impact Annual Salary	Fiscal Impact Benefits	Total Fiscal Impact
O&M Clerk	\$36,616.64	\$10,984.99	\$47,601.63
Operator In Training (OIT)	\$34,442.96	\$10,332.89	\$44,775.85
Operator In Training (OIT)	\$34,442.96	\$10,332.89	\$44,775.85
Administrative Aide	\$40,479.56	\$12,143.87	\$52,623.43
Electrical Instrumentation Tech	\$64,841.02	\$19,452.31	\$84,293.33
Information Technology Tech	\$61,716.63	\$18,514.99	\$80,231.62
Laboratory Technician	\$72,423.91	\$21,727.17	\$94,151.08
Laboratory Technician	\$65,651.53	\$19,695.46	\$85,346.99
Accountant I	\$70,332.26	\$21,099.68	\$91,431.94
Electrical Instrumentation Tech II	\$72,489.90	\$21,746.97	\$94,236.87
Maintenance Planner	\$72,489.09	\$21,746.73	\$94,235.82
Maintenance Mechanic III	\$68,165.12	\$20,449.54	\$88,614.66
Maintenance Supervisor	\$97,668.20	\$29,300.46	\$126,968.66
Laboratory Supervisor	\$101,469.52	\$30,440.86	\$131,910.38
Laid Off Positions 2017			
Director of Operations	\$128,814.40	\$38,644.32	\$167,458.72
Director of Finance	\$140,504.00	\$42,151.20	\$182,655.20
Human Resources Technicians (No \$ change)	\$74,547.20	\$22,364.16	\$96,911.36
Sub-Total Cost Savings for Fiscal Year	\$1,162,547.70	\$348,764.31	\$1,511,312.01
Cost of Reorganized Positions			\$209,679.48
Total Cost Savings for Fiscal Year			\$1,301,632.53

Job Title	Range	Annual Minimum	Annual Maximum	Annual Maximum w/ Benefits
Lab Supplies and Services			\$399,813.00	
Outside Lab Services			\$351,650.00	
Total Lab Cost			\$751,463.00	
Babcock Quote			\$335,000.00	
Total Savings			\$416,463.00	

Laboratory Outsourcing	
Annual Expense	\$399,813.00
Lab Supplies and Services	\$399,813.00
Outside Lab Services	\$351,650.00
Total Lab Cost	\$751,463.00
Babcock Quote	\$335,000.00
Total Savings	\$416,463.00

OVERALL COST SAVING	
(Inclusive of Benefit Expense)	
Laid Off Positions	\$1,301,632.53
Laboratory Savings	\$416,463.00
Sub Total	\$1,718,095.53
Total Reorganization Savings	\$1,718,095.53



VICTOR VALLEY WASTEWATER RECLAMATION AUTHORITY
Report/Recommendation to the General Manager
 November 16, 2017

FROM: Robert Coromina, Director of Administrative Services *RC*

TO: Logan Olds, General Manager

SUBJECT: Recommendation to Approve Resolution No. 2017-13: Amend Surplus Property List of Unused Equipment and Scrap

RECOMMENDATION

It is recommended that the Board of Commissioners approve Resolution No. 2017-13 to amend the Surplus Property list and authorize the General Manager to approve the disposition of surplus equipment that no longer has any present or prospective use.

REVIEWED BY

This recommendation has been reviewed by; Chieko Keagy, Controller, Marcos Avila, Maintenance Lead Mechanic, and Latif Laari, Business Applications Manager.

BACKGROUND INFORMATION

VWVRA is currently in possession of automotive and other misc. equipment that is categorized as surplus property. Pursuant to Resolution No. 2014-02, staff would like to begin the surplusing of the property listed on Exhibit "B". The property is to be disposed of as unserviceable junk or scrap.

FINANCIAL IMPACT

Some revenue may be generated by the sale of the surplus property. Any funds generated will be put back into the general accounting fund.

RELATED IMPACTS

None

RESOLUTION NO. 2017-13

RESOLUTION TO AMEND LIST OF SURPLUS EQUIPMENT ESTABLISHED UNDER RESOLUTION 2006-10 (RESOLUTION ESTABLISHING POLICY AND PROCEDURES FOR DISPOSING OF SURPLUS PROPERTY, DECLARING ITEMS OF VICTOR VALLEY WASTEWATER RECLAMATION AUTHORITY TO BE SURPLUS PROPERTY AND AUTHORIZING THE SALE AND DISPOSITION THEREOF)

WHEREAS, the Board of Commissioners of the Victor Valley Wastewater Reclamation Authority [Authority] has deemed that it is in the best interest of VVWRA constituents to dispose of certain items of personal property and equipment [Property] as surplus property pursuant to Government Code Section 37350; and

WHEREAS, the Authority is empowered, pursuant to Government Code Section 37350, to dispose of said items of property when, in its discretion, it finds that said property is no longer required for purposes of the Authority; and

WHEREAS, the Authority adopted Resolution 2006-10 on July 18, 2006 establishing Policy and Procedures as the preferred policies and procedures for the disposal of such surplus property; and

WHEREAS, the Authority has determined that the General Manager may declare any personal property as surplus and that such declaration shall be made in writing, the equipment and materials listed in Exhibit B, which is attached hereto and incorporated herein by this reference, shall be disposed of as surplus property as contemplated in the Policy.

WHEREAS, the Authority adopted Resolution 2014-2 on February 20, 2014, amending the surplus property listing, attached hereto as Exhibit A and incorporated herein by this reference; and

WHEREAS, the Authority has identified and the General Manager has declared further personal property as surplus to be disposed of: and

WHEREAS, the Authority desires to designate income derived from surplus miscellaneous metals recycling to offset costs associated with employee events.

NOW THEREFORE, BE IT RESOLVED that all items listed in Exhibit B shall be declared as surplus property, pursuant to the provisions of Government Code Section 37350, and that the Policy and Procedures attached hereto in Exhibit A shall be followed in order to dispose of said surplus property.

APPROVED AND AMENDED at a regular meeting of the Board of Commissioners of Victor Valley Wastewater Reclamation Authority on this 16^h day of November 2017.

Russ Blewett, Chair
VWRA Board of Commissioners

ATTEST:

APPROVED AS TO FORM:

Scott Nassif, Secretary
VWRA Board of Commissioners

Piero Dallarda of
Best Best & Krieger LLP
General Counsel, VWRA

EXHIBIT "A"

RESOLUTION NO. 2014-2

**RESOLUTION TO AMEND LIST OF SURPLUS EQUIPMENT ESTABLISHED UNDER
RESOLUTION 2006-10 (RESOLUTION ESTABLISHING POLICY AND PROCEDURES
FOR DISPOSING OF SURPLUS PROPERTY, DECLARING ITEMS OF VICTOR VALLEY
WASTEWATER RECLAMATION AUTHORITY TO BE SURPLUS PROPERTY AND
AUTHORIZING THE SALE AND DISPOSITION THEREOF)**

WHEREAS, the Board of Commissioners of the Victor Valley Wastewater Reclamation Authority [Authority] has deemed that it is in the best interest of VVWRA constituents to dispose of certain items of personal property and equipment [Property] as surplus property pursuant to Government Code Section 37350; and

WHEREAS, the Authority is empowered, pursuant to Government Code Section 37350, to dispose of said items of property when, in its discretion, it finds that said property is no longer required for purposes of the Authority; and

WHEREAS, the Authority adopted Resolution 2006-10 on July 18, 2006 establishing Policy and Procedures as the preferred policies and procedures for the disposal of such surplus property; and

WHEREAS, the Authority has determined that the General Manager may declare any personal property as surplus and that such declaration shall be made in writing, the equipment and materials listed in Exhibit B, which is attached hereto and incorporated herein by this reference, shall be disposed of as surplus property as contemplated in the Policy.

WHEREAS, the Authority adopted Resolution 2008-14 on July 18, 2008, amending the surplus property listing, attached hereto as Exhibit A and incorporated herein by this reference; and

WHEREAS, the Authority has identified and the General Manager has declared further personal property as surplus to be disposed of.

NOW THEREFORE, BE IT RESOLVED that all items listed in Exhibit B shall be declared as surplus property, pursuant to the provisions of Government Code Section 37350, and that the Policy and Procedures attached hereto in Exhibit A shall be followed in order to dispose of said surplus property.

APPROVED AND AMENDED at a regular meeting of the Board of Commissioners of Victor Valley Wastewater Reclamation Authority on this 20th day of February 2014.

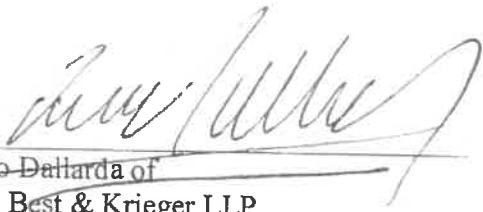

 Russ Blewett, Chair
 VVWRA Board of Commissioners

ATTEST:



Scott Nassif, Secretary
VWRA Board of Commissioners

APPROVED AS TO FORM:



Piero Dallarda of
Best Best & Krieger LLP
General Counsel, VWRA

EXHIBIT "A"

RESOLUTION NO. 2008-14

RESOLUTION TO AMEND LIST OF SURPLUS EQUIPMENT ESTABLISHED UNDER RESOLUTION 2006-10 (RESOLUTION ESTABLISHING POLICY AND PROCEDURES FOR DISPOSING OF SURPLUS PROPERTY, DECLARING ITEMS OF VICTOR VALLEY WASTEWATER RECLAMATION AUTHORITY TO BE SURPLUS PROPERTY AND AUTHORIZING THE SALE AND DISPOSITION THEREOF)

WHEREAS, the Board of Commissioners of the Victor Valley Wastewater Reclamation Authority [Authority] has deemed that it is in the best interest of VVWRA constituents to dispose of certain items of personal property and equipment [Property] as surplus property pursuant to Government Code Section 37350;

WHEREAS, the Authority is empowered, pursuant to Government Code Section 37350, to dispose of said items of property when, in its discretion, it finds that said property is no longer required for purposes of the Authority;

WHEREAS, the Authority adopted Resolution 2006-10 on July 18, 2006, establishing Policy and Procedures, attached hereto as Exhibit A and incorporated herein by this reference, as the preferred policies and procedures for the disposal of such surplus property; and,

WHEREAS, the Authority has determined that the General Manager may declare any personal property as surplus and that such declaration shall be made in writing, the equipment and materials listed in Exhibit B, which is attached hereto and incorporated herein by this reference, shall be disposed of as surplus property as contemplated in the Policy,

THEREFORE, BE IT RESOLVED that Exhibit B shall be replaced in its entirety, pursuant to the provisions of Government Code Section 37350, and that the Policy and Procedures attached hereto as Exhibit A shall be followed in order to dispose of surplus property.

APPROVED at a regular meeting of the Board of Commissioners of Victor Valley Wastewater Reclamation Authority on this 18th day of July 2008.



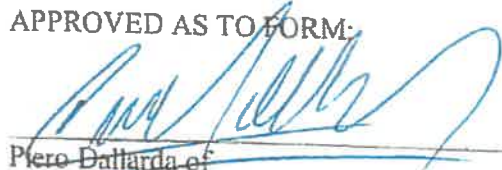
Bob Sagona, Chair
VVWRA Board of Commissioners

ATTEST:



Tom Sutton, Secretary
VVWRA Board of Commissioners

APPROVED AS TO FORM:



Piero Dallarda of
Best Best & Krieger LLP
General Counsel, VVWRA

RVLIT\PDALLARDA\704322.1

EXHIBIT "B"

**Victor Valley Wastewater
Surplus Equipment
Exhibit B**

Item	Item Description	Model #	Location	Qty
1	HP Printer DeskJet	1220C	MIS Storage	1
2	HP Printer LaserJet	4100N	MIS Storage	1
3	HP Printer LaserJet	2055DN	MIS Storage	2
4	HP Printer LaserJet	1320	MIS Storage	1
5	HP Printer LaserJet	2600N	MIS Storage	1
6	HP Printer LaserJet	4300N	MIS Storage	1
7	HP Printer LaserJet	4240N	MIS Storage	1
8	HP Printer LaserJet	CP2025	MIS Storage	1
9	HP Printer DeskJet	952C	MIS Storage	1
10	HP Printer DeskJet	960C	MIS Storage	1
11	HP PRINTER OFFICEJET	L7680	MIS Storage	4
12	HP Printer DeskJet	5650	MIS Storage	1
13	HP Printer DeskJet	K8600	MIS Storage	1
14	BROTER INTELLIFAX	2920	MIS Storage	1
15	HP Printer LaserJet	2420	MIS Storage	1
16	HP Printer LaserJet	1320	MIS Storage	1
17	HP PHOTOSMART	2710	MIS Storage	1
18	EBSON WORKFORCE	600	MIS Storage	1
19	DELL PRINTER	1320C	MIS Storage	1
20	DELL PRINTER	3010CN	MIS Storage	2
21	HP Printer DeskJet	952C	MIS Storage	1
22	HP Printer DeskJet	895Cse	MIS Storage	1
23	HP Printer LaserJet	2100	MIS Storage	2
24	HP Printer DeskJet	960C	MIS Storage	1
25	HP Printer LaserJet	4240N	MIS Storage	1
26	BROTER INTELLIFAX	4100	MIS Storage	1
27	DELL LASER PRINTER	5110CN	MIS Storage	1
28	DELL/MICS. MONITORS	15/17" LCD	MIS Storage	40
29	UNITERUPTABLE PWR SUPPLIES	UPS	MIS Storage	25
30	OLD PC'S - NO HARD DRIVES	VARIOUS	MIS Storage	31
31	OLD LAPTOPS - NO HARD DRIVES	VARIOUS	MIS Storage	3
32	MISC ELECTRONIC SCRAP	N/A	MIS Storage	1 PLT
33	OLD TONER	N/A	MIS Storage	1 PLT
34	OLD COMMUNICATION EQUIP	N/A	MIS Storage	5 BXS
MAINTENANCE				
35	SCRAP BIN METAL - 15K LBS.(EST)	N/A	TREATMENT PLT	LRG BIN
36	INGESOL RAND COMPRESSOR	MODEL 185	TREATMENT PLT	1
37				
38				

C:\Users\Pat Johnson\AppData\Local\Microsoft\Windows\Temporary Internet
Files\Content.Outlook\GZ1PLFT2\MIS MAINT Surplus list 01-2014

EXHIBIT "B"


**Victor Valley Wastewater
Surplus Equipment
Exhibit B**

Item	Item Description	Model #	Additional Info	Location	Qty
1	2001 Chevy S-10	Blazer	VIN: 247289	Yard	1
2	2001 Chevy S-10	Blazer	VIN: 246425	Yard	1
3	2003 Cheve S-10	Pick up	VIN: 2572319	Yard	1
4	John Deere Tractor	Tractor		Yard	1
5	Ingersol Rand	Compressor		Yard	1
6	MultiQuip	Pump 6x6	S/N: 60TDH-8064	Yard	1
7					
8					
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VICTOR VALLEY WASTEWATER RECLAMATION AUTHORITY
Report/Recommendation to the Board of Commissioners

November 16, 2017

FROM: Alton Anderson, Construction Manager 

TO: Logan Olds, General Manager

SUBJECT: Recommendation to approve Change Order No. 6 for the City of Hesperia SubRegionals Construction Project Contract #10943 with W.M. Lyles Co. of a net increase in the amount of \$61,086.01

RECOMMENDATION

It is recommended that the Board of Commissioners authorize the approval of Change Order No. 6 for the City of Hesperia SubRegionals Construction Contract #10943 with W.M. Lyles Co. as dated September 27, 2017 in a net increase in the contract by the amount of \$61,086.01 for a contract total of \$33,989,284.22. There is no time impact in this Change Order. The proposed Change Order #6 is attached.

REVIEW BY OTHERS

This recommendation has been prepared by Alton Anderson, Construction Manager and reviewed by Logan Olds, General Manager and the VVWRA Engineering Committee including Tim Millington, David Burket, and Greg Snyder.

BACKGROUND INFORMATION

As requested by the Board all potential change orders for the Subregional Project are taken to the VVWRA Engineering Committee for review and comment. Upon review by the VVWRA Engineering Committee on October 5, 2017 it was the consensus of the members to place this staff recommendation for Change Order No. 6 before the VVWRA Board for approval.

The SubRegionals Project is continuing construction. The City of Hesperia portion of the overall project has reached Substantial Completion and VVWRA staff are currently preparing for the final operational testing.

This Change Order No. 6 contains two items. The numbering system of the items is based on the potential change order (PCO) tracking. Backup material is attached to the change order for each of the items. The original contract and Change Orders are shown in the following Table.

Change Order	Amount	% CO
1	0	0%
2	(\$82,532.28)	-0.248%
3	\$201,010.27	0.605%
4	\$154,027.13	0.464%
5	\$435,693.09	1.402%
6	\$61,086.01	0.002%
Total	\$769,284.22	2.316%

This Change Order No. 6 deals with electrical items and staff requests for the WRP. Multiple RFI and Design Clarifications have been communicated through the construction team of VVWRA, Design Engineers, CM Consultant, General Contractor, and Sub-Contractors. Items come from conflicting information in the Bid Documents, requests from VVWRA Operations and Maintenance, and input for a better system from the Contractor. A summary of this Change Order Items follows:

Item No.	Description	Amount
1	Add wire and conduit, Chemical Rm	\$31,985.85
2	pH and Turbidity Modifications	\$29,100.16
Total		\$61,086.01

1. *ITEM 40, ADDITIONAL WIRE AND CONDUIT AT THE CHEMICAL ROOM*

The plans did not show control or signal from the Headworks PLC to the chemical metering pumps for local control panels 110, 130, 140, 160 and 210. This item adds the necessary wire and conduit to make these panels operational. The contractor requested clarification in RFI 165 and created potential change order (PCO) 40 to track this item. The design engineer issued design clarification (DC) 59 which added these changes on 4 drawings in the Hesperia WRP plans.

The total of the labor, equipment and materials is \$31,985.85. There is no impact to time included for this item.

2. *ITEM 81, PH AND TURBIDITY INSTRUMENTATION MODIFICATIONS*

This is a VVWRA permit required request by staff. For required monitoring we added pH sensors, transmitters, PLC, HMI and revisions to the SCADA programming. Also at staff request to standardize equipment the turbidimeters were changed to an insertion type probe to match the Shay plant. This required piping and programming revisions. These changes are tracked in PCO 81 and DC 120.

The total of the labor, equipment and materials is \$29,100.16. There is no impact to time included for this item.

The approved SRF loan includes contingency for this change order.

The total of these items is a net increase of \$61,086.01 and no impact to the project construction time. The Change Order No 6 is attached with support documentation. Staff has reviewed and agree with the items within this Change Order. The VVWRA Engineering Committee and VVWRA Staff met on October 5, 2017 to review the list of Potential Change Orders. Staff presented a summary and responded to the committee questions. The Committee evaluated the material and agreed that this Change Order 6 be presented to the Board for approval.

Staff recommends that the Board authorize the approval of Change Order No. 6 City of Hesperia SubRegionals Construction Contract #10943 with W.M. Lyles Co. as dated September 27, 2017.

FINANCIAL IMPACT

Finance Approval:

Fund 01 or 07	
Accounting Code (String) example: 01-xx-xxx-xxxx (project code if any)	01-54-500-9000, C101
Transfer Needed due to Insufficient Budget	Y [] N []
If Transfer, from Which Account String or Reserve	
Budgeted Amount Where Money Comes from	\$375,455.00
Budget Remaining after the Recommendation	\$338,192.54
Outside Funding Source if applicable	\$
Original Contract Amount	\$
Change Order	Y [x] N []
Contract after Change	\$

Fund 09	
Accounting Code (String) example: 09-xx-xxx-xxxx (<u>mandatory</u> project code)	09-54-500-9000, C101
Transfer Needed due to Insufficient Budget	Y [] N [x]
If Transfer, from Which Account String or Reserve	
Budgeted Amount Where Money Comes from	SRF loan \$240,045.00
Budget Remaining after the Recommendation	\$216,221.46
Outside Funding Source	\$35,222,795.00
Original Contract Amount	\$33,220,000.00
Change Order	Y [x] N []
Contract after Change	\$33,989,284.22

The expense is an increase of \$61,086.01 to FY17/18 Budget Account, 09-54-500-9000, C101.

RELATED IMPACTS

The approved SRF loan includes contingency for this change order.

Subregionals Project - Final Approved Budget

Remaining Funding Contingency

5-Oct-17

		Hesperia		Apple Valley	
<i>Construction Bid</i>		\$33,220,000		\$32,670,000	
<i>Change Order Contingency</i>		\$2,222,795		\$2,003,280	
	CO #1		0		0
	CO #2		-82,532		288,062
	CO #3		201,010		-48,731
	CO #4		154,027		205,409
	CO #5		435,693		230,958
	CO #6		61,086		49,807
	CO #7				87,677
Total Construction COs			769,284		813,182
<i>Allowances</i>					
	Design	\$1,824,140		\$2,392,198	
	Construction Management	\$3,083,020		\$2,989,122	
	Carollo/HDR ESDC Original	\$1,521,228		\$1,496,042	
	Amendment #1 Otoe LS Design				280,200
	Amendment #2 - Request		246,155		341,045
	MWH CM Services Original	\$1,464,502		\$1,470,822	
	Amendment #1 - SubConsultants		102,830		101,127
	Amendment #2 - Request		291,406		286,581
	Amendment #3 - Request		343,464		126,353
Total Consultant COs			983,855		1,135,306
	Administration	\$200,000		\$200,000	
	Subtotal Allowances	\$5,107,160		\$5,581,320	
	Total Contingency Used		1,753,139		1,948,489
	Total Contingency Remaining		\$469,656		\$54,791
Total Project Budget		\$40,549,955		\$40,254,600	

Change Order %, Project	4.32%	4.84%
Change Order %, Construction	2.32%	2.49%
Project % Complete	99.00%	90.00%

Change Order

Sub-Regional WRP Projects
Sub Regional WRP Projects

Printed 09/27/2017, Page 1 of 2



Subject: COH - Electrical and Instrumentation Changes

Submitted Amount: 61,086.01

ID: **Purchase Order:** Contract # 10943 - Hesperia

Original Contract: 33,220,000.00
 Approved To Date: 708,198.21
 Contract Amount + Changes: 33,928,198.21 2.13%
 Amount: 61,086.01
 New Contract Amount: 33,989,284.22 2.32%
 Contract Duration + Changes: 821
 Compensable Days: 0
 Non Compensable Days: 0
 New Contract Duration: 821

PCO	Schedule ID	Amount	Adjustment	Compensable Days	Adj	Non Compensable Days	Adj
40 - COH - DC 59 - Added Wire and		31,985.85	0.00	0	0	0	0
81 - COH - DC 120 - pH and		29,100.16	0.00	0	0	0	0
		61,086.01	0.00	0	0	0	0

References

PCO # 40
PCO # 81

COH - DC 59 - Added Wire and Conduit at the Chemical Room
 COH - DC 120 - pH and Turbidimeter Instrumentation Modifications.

Closed
Closed

Change Order

Sub-Regional WRP Projects
Sub Regional WRP Projects

Printed 09/27/2017, Page 2 of 2

Contractor		
Signature	Print Name	Date
Construction Manager		
Signature	Print Name	Date
Owner		
Signature	Print Name	Date

PCO # 40

Sub-Regional WRP Projects
Sub Regional WRP Projects

Printed 09/27/2017, Page 1 of 3



COH - DC 59 - Added Wire and Conduit at the Checmical Room

Type: RFC - Request for Change
Contract: 10943 - Hesperia
Contractor: W M Lyles Co
ISO Currency Code: USD
Purchase Order: Contract # 10943 - Hesperia

Submitted : 07/01/2016

Submitted To: EADOC-VWRA-Sub-R - Grant Gourley

Status: Closed

Priority: Medium

Created By: MWH Constructors, VWRA-Sub-R - Ted Luitien
Created: 07/01/2016

Contractor's PCO #:

Reason: Design Omissions

Requested By: Contractor

Change Date:

Schedule ID:

Not to Exceed \$: 0.00

Set:

Approved Thru Last: 708,198.21

Amount Added: 31,965.85

New Approved Amount: 740,184.06

Current Contract Duration: 821

Days Added: 0

New Contract Duration: 821

Budget :

Funding:

Cost Item:

PCO # 40

Sub-Regional WRP Projects
Sub Regional WRP Projects

Printed 09/27/2017, Page 2 of 3

Locations

Element B1 - Hesperia WRP - Vol-05 - 02 - Chemical Feed Room

References

DCM # 59

Correspondence # 75

Wiring and Conduit Clarifications in response to RFI 165
DC 59 - Added Wire and Conduit at the Chemical Room

Closed
Closed

Contractor	
Signature	Print Name
	Date
Construction Manager	
Signature	Print Name
	Date
Owner	
Signature	Print Name
	Date

PCO # 40

Sub-Regional WRP Projects
Sub Regional WRP Projects

Printed 09/27/2017, Page 3 of 3

MWH Constructors Response to PCO # 40

Number: 2
Revision:
Revision Date: 09/27/2017
Submitted : MWH Constructors, VVWRA-Sub-R - Ted Luiten
Created By:

Approval: Approved
Date Approved: 09/27/2017
Approved By: VVWRA-Sub-R - Ted Luiten
This PCO Approved for Change Order processing

Compensable Days: 0
Non Compensable Days: 0
Amount: 31,985.85

Comment:

W.M. Lyles Co. (WML) received Design Clarification 59 which added wiring and conduit for local control panels in the chemical feed room. WML deems this change to be additional work and the cost associated with these changes will be \$32,241.85. The breakdown of this amount is attached for your review.

Cost adjusted to comply with markup requirements

Locations

Element B1 - Hesperia WRP - Vol-05

Files

VVWRA PCO Adjusted with Evaluation Summary.pdf 5.7 MB

PCO COH 40 & TOAV 46 - Evaluation Summary - OH&P

Item	Description	Estimated Cost Change		Adjusted Cost Change
1				
2				
3				
	Material + Labor + Equipment subtotal	\$0.00		\$0.00
	markup	\$0.00	0.15	\$0.00
	subtotal	\$0.00		\$0.00
Sub				
4	Southern Contracting Co. CO Request No. 00065 dated 6/30/16			
	subtotal (minus bond)	\$60,203.00		\$52,350.00
	Subcontract subtotal	\$60,203.00		\$52,350.00
	Subcontractor Bond & Ins	\$602.00	0.01	
	subtotal	\$60,805.00		\$52,350.00
	GC - Subcontract markup	\$3,040.25	0.05	\$2,617.50
	total	\$63,845.25		\$54,967.50
	Subcontractor OH&P		0.15	\$7,852.50
	Subcontractor Bond & Ins		0.01	\$602.03
	GC Bond & Ins	\$638.45	0.01	\$549.68
	Total	\$64,483.70		\$63,971.70
	50% City of Hesperia: PCO COH 40	\$32,241.85		\$31,985.85
	50% Town of Apple Valley: PCO TOAV 46	\$32,241.85		\$31,985.85



California Contractor's License No. 422390

Southern Division - Temecula Office
42142 Roick Drive
Temecula, CA 92590
Telephone (951) 973-7393
Fax (951) 698-3031

www.wmlyles.com
An Equal Opportunity Employer

July 1, 2016

Victor Valley Wastewater Reclamation Authority
20111 Shay Rd.
Victorville, CA 92394

Attn: Alton Anderson

Project: Sub-Regional Water Reclamation Plants Project

Subject: DC-059 Wiring and Conduit Additions

Dear Mr. Anderson,

W.M. Lyles Co. (WML) received Design Clarification 59 which added wiring and conduit for local control panels in the chemical feed room. WML deems this change to be additional work and the cost associated with these changes will be ~~\$32,241.85~~. The breakdown of this amount is attached for your review.

\$31,985.85

Please review the items above and respond as soon as possible. If you have any questions concerning the information, or require any additional information, please feel free to contact me.

Sincerely,

Grant Gourley
Senior Project Manger
W.M. Lyles Co.



Southern Contracting Company

PO Box 445, San Marcos, CA 92079-0445
 (T) 760-744-0760 (F) 760-744-6475
 Lic. No. 222252

Cost Proposal/Estimate for Extra Work

LYLES NO. _____
 SCC COR NO. 065
 SCC JOB NO. 10531

PROJECT: Victor Valley Wastewater Reclamation Authority
 Subregional WRP's
 W.M. Lyles Co.
 TO: Attention: Grant Gourly
 42142 Roick Drive
 Temecula, CA 92590

THE FOLLOWING BUDGET PROPOSALIS SUBMITTED HEREWITH FOR YOUR APPROVAL:

REFERENCE:

DESCRIPTION: Reference DC 059

Add for Wiring and conduit for LCP's 110,130,140,160,210

Direct Materials [from Breakdown]	\$	14,122
(b) Sales Tax on Materials [8.0% of (a)]	\$	1,130
(c) Direct Labor [from Breakdown]	\$	32,173
(d) Rental Equipment [from Breakdown]	\$	4,560
(e) Sales Tax on Rental Equipment [8.0% of (d)]	\$	365
(f) Subcontract & Outside Services [from Breakdown]	\$	-
(g) SUBTOTAL [(a)+(b)+(c)+(d)+(e)+(f)]	\$	52,350
(h) Overhead and Profit:		
Materials [15% of (a)+(b)]	\$	2,288
Direct Labor [15% of (c)]	\$	4,826
Equipment [15% of (d)+(e)]	\$	739
Subcontract & Outside Services [15% of (f)]	\$	-
(i) SUBTOTAL [(g)+(h)]	\$	60,203
(j) Bond [1.0% of (i)]	\$	602
TOTAL PROPOSAL/ESTIMATE [(i)+(j)]	\$	60,805

Estimated Time Extension Required TBD days

SUBMITTED BY: _____ DATE: 6/28/2016
 Steve Vickers

APPROVED BY: _____ DATE: _____

Breakdown of Direct Cost

AWC PCO NO. 0

CONTRACTOR WORK ITEMS	QTY	MATERIAL		LABOR		EQUIPMENT		
		UNIT (\$)	EXT	UNIT (HR)	EXT	RATE (\$)	EXT	
1 Apple Valley WRP							-	
2 2" PVC Slab	80 c	80.39	64.31	10.050	8.04		-	
3 1" PVC GRS	150 c	473.54	710.31	12.560	18.84		-	
4 1 1/2" PVC GRS	50 c	728.81	364.41	18.840	9.42		-	
5 2" PVC GRS	46 c	950.74	437.34	22.610	10.40		-	
6 1" PVC GRS Coupling	8 c	657.53	52.60	12.560	1.00		-	
7 1 1/2" PVC GRS Coupling	8 c	911.65	72.93	16.330	1.31		-	
8 2" PVC GRS Coupling	4 c	1,333.36	53.33	17.580	0.70		-	
9 1" PVC GRS Elbow	10 c	2,073.66	207.37	81.640	8.16		-	
10 1 1/2" PVC GRS Elbow	4 c	2,265.96	90.64	125.600	5.02		-	
11 2" PVC GRS Elbow	8 c	3,162.89	253.03	175.840	14.07		-	
12 1" PVC GRS Hub	24 c	3,647.00	875.28	62.800	15.07		-	
13 1 1/2" PVC GRS Hub	2 c	5,217.00	104.34	784.000	15.68		-	
14 2" PVC GRS Hub	4 c	6,899.00	275.96	113.040	4.52		-	
15 1" PVC GRS 1-Hole Strap and Back	15 c	1,218.00	182.70	7.540	1.13		-	
16 1 1/2" PVC GRS 1-Hole Strap and Back	5 c	1,510.00	75.50	10.680	0.53		-	
17 2" PVC GRS 1-Hole Strap and Back	5 c	1,871.00	93.55	12.560	0.63		-	
18 16 TSP	1,605 m	720.00	1,155.60	12.560	20.16		-	
19 14 XHHW	9,775 m	101.86	995.68	6.280	61.39		-	
20 16 Control Termination	74 e	3.00	222.00	0.100	7.40		-	
21 14 Control Termination	258 e	3.00	774.00	0.100	25.80		-	
22 Service Truck			-		-	120.0	19.00	2,280.00
23 Hesperia WRP			-		-			-
24 2" PVC Slab	80 c	80.39	64.31	10.050	8.04		-	
25 1" PVC GRS	150 c	473.54	710.31	12.560	18.84		-	
26 1 1/2" PVC GRS	50 c	728.81	364.41	18.840	9.42		-	
27 2" PVC GRS	46 c	950.74	437.34	22.610	10.40		-	
28 1" PVC GRS Coupling	8 c	657.53	52.60	12.560	1.00		-	
29 1 1/2" PVC GRS Coupling	8 c	911.65	72.93	16.330	1.31		-	
30 2" PVC GRS Coupling	4 c	1,333.36	53.33	17.580	0.70		-	
31 1" PVC GRS Elbow	10 c	2,073.66	207.37	81.640	8.16		-	
32 1 1/2" PVC GRS Elbow	4 c	2,265.96	90.64	125.600	5.02		-	
33 2" PVC GRS Elbow	8 c	3,162.89	253.03	175.840	14.07		-	
34 1" PVC GRS Hub	24 c	3,647.00	875.28	62.800	15.07		-	
35 1 1/2" PVC GRS Hub	2 c	5,217.00	104.34	784.000	15.68		-	
36 2" PVC GRS Hub	4 c	6,899.00	275.96	113.040	4.52		-	
37 1" PVC GRS 1-Hole Strap and Back	15 c	1,218.00	182.70	7.540	1.13		-	
39 1 1/2" PVC GRS 1-Hole Strap and	5 c	1,510.00	75.50	10.680	0.53		-	
39 2" PVC GRS 1-Hole Strap and Back	5 c	1,871.00	93.55	12.560	0.63		-	
40 16 TSP	1,605 m	720.00	1,155.60	12.560	20.16		-	
41 14 XHHW	9,775 m	101.86	995.68	6.280	61.39		-	
42 16 Control Termination	74 e	3.00	222.00	0.100	7.40		-	
43 14 Control Termination	258 e	3.00	774.00	0.100	25.80		-	
44 Service Truck			-		-	120.0	19.00	2,280.00
45			-		-			-
46			-		-			-
				TOTAL HRS	458.57			
				RATE / HR	\$70.16			
TOTAL CONTRACTOR'S WORK		\$ 14,121.77		\$ 32,172.93		\$		4,560.00



**DESIGN CLARIFICATION
(DC)**

Owner:	<u>Victor Valley Wastewater Reclamation Authority</u>	Date:	<u>10/02/15</u>
Contractor:	<u>W M Lyles</u>	Carollo Project No.:	<u>8299A.20</u>
Project Name:	<u>Subregional WRPs</u>	DC No.:	<u>059</u>
D.C. Title:	<u>Wiring and Conduit Clarifications in response to RFI 165</u>	Spec/Dwg. Reference:	<u>Volume 4&5</u>
Authored By:	<u>Raymond Genato</u>	CPM Activity Impacted:	<u>CPM Item</u>

Information and Reason For Design Clarification	
<p>Reason for Design Clarification: Per RFI 165, this design clarification shows the addition of additional conduits and control and signal conductors to the following LCPs, in the chemical feed room:</p> <ol style="list-style-type: none"> 1. 08-LCP-110 2. 08-LCP-130 3. 08-LCP-140 4. 08-LCP-160 5. 08-LCP-210 <p>Changes to the contract documents include the following:</p> <ol style="list-style-type: none"> 1. Volume 4, Apple Valley WRP, make changes as shown on the attached drawings: <ol style="list-style-type: none"> a. 00-E-10 b. 00-E-11 c. 03-E-03 d. 08-E-01 2. Volume 5, Hesperia WRP, make changes as shown on the attached drawings: <ol style="list-style-type: none"> a. 00-E-10 b. 00-E-12 c. 03-E-03 d. 08-E-01 	
<p><small>If you believe that this Design Clarification will result in a change to the project time or value please submit a Change Order Request within 14 working days from date created.</small></p>	
Signature:	Raymond Genato
Date:	10/02/15

Andrew
Gilmore, P.E.

Digitally signed by Andrew Gilmore,
P.E.
DN: cn=Andrew Gilmore, P.E.,
o=Carollo Engineers, Inc., ou,
email=agilmore@carollo.com, c=US
Date: 2015.10.02 08:17:22 -07'00'

PCO # 81

Sub-Regional WRP Projects
Sub Regional WRP Projects

Printed 09/27/2017, Page 1 of 3



COH - DC 120 - pH and Turbidity Instrumentation Modification

Type: RFC - Request for Change
Contract: 10943 - Hesperia
Contractor: W M Lyles Co
ISO Currency Code: USD
Purchase Order: Contract # 10943 - Hesperia

Submitted To:

07/06/2017
EADOC-VVWRA-Sub-R - Alton Anderson, EADOC-VVWRA-Sub-R - Grant Gourley, EADOC-VVWRA-Sub-R - Lynene Voelker

Revision Date:

Closed

Status:

High

Priority:

High

Created By: MWH Constructors, VVWRA-Sub-R - Ted Luiten
Created: 06/09/2017

Contractor's PCO #:

Reason: Owner Request
Requested By: Owner

Change Date:

Schedule ID:

Not to Exceed \$: 0.00

Set:

Approved Thru Last:	740,184.06
Amount Added:	29,100.16
New Approved Amount:	769,284.22
Current Contract Duration:	821
Days Added:	0
New Contract Duration:	821

Budget :

Funding:

Cost Item:

PCO # 81

Sub-Regional WRP Projects
Sub Regional WRP Projects

Printed 09/27/2017, Page 2 of 3

Locations

Element B1 - Hesperia WRP - Vol-05 - 00 - Yard / Site Facilities

References

DCM # 120
Correspondence # 131

pH and Turbidity Instrumentation Modifications.
DC 120

Closed
Closed

Contractor		
Signature	Print Name	Date
Construction Manager		
Signature	Print Name	Date
Owner		
Signature	Print Name	Date

PCO # 81

Sub-Regional WRP Projects
Sub Regional WRP Projects

Printed 09/27/2017, Page 3 of 3

MWH Constructors Response to PCO # 81

Number: 3
Revision:
Revision Date:
Submitted : 09/27/2017
Created By: MWH Constructors, VVWRA-Sub-R - Ted Luiten

Approval: Approved
Date Approved: 09/27/2017
Approved By: VVWRA-Sub-R - Ted Luiten
This PCO Approved for Change Order processing

Compensable Days: 0
Non Compensable Days: 0
Amount: 29,100.16

Comment:
W.M. Lyles Co. (WML) received DC 120 adding additional analyzers. WML deems this change to be additional work and the cost associated with these changes will be \$29,157.00. The breakdown of this amount is attached for your review.

Cost adjusted to comply with markup requirements

Locations

Element B1 - Hesperia WRP - Vol-05

Files

COH-81R2 DC 120 Adjusted with Evaluation Summary.pdf

1.2 MB

PCO COH 081 & TOAV 084 - Evaluation Summary - OH&P

Item	Description	Estimated Cost Change		Adjusted Cost Change
1	Labor	\$3,167.98		\$3,167.98
2	Material	\$34,236.11		\$34,236.11
3	Equipment	\$431.20		\$431.20
		\$37,835.29		\$37,835.29
	markup	\$5,675.29	0.15	\$5,675.29
	subtotal	\$43,510.58		\$43,510.58
Sub				
4	Southern Contracting	\$13,415.00		\$11,665.00
	Subcontract subtotal	\$13,415.00		\$11,665.00
	Subcontractor Bond & Ins	\$134.15	0.01	
	subtotal	\$13,549.15		\$11,665.00
	GC - Subcontract markup	\$677.46	0.05	\$583.25
	total	\$57,737.19		\$55,758.83
	Subcontractor OH&P		0.15	\$1,749.75
	Subcontractor Bond & Ins		0.01	\$134.15
	GC Bond & Ins	\$577.37	0.01	\$557.59
	Total	\$58,314.56		\$58,200.32

PER PCO

COH PCO 081 split	\$29,157.28	0.5	\$29,100.16
TOAV PCO 084 split	\$29,157.28	0.5	\$29,100.16



Southern Division - Temecula Office
42142 Roick Drive
Temecula, CA 92590
Telephone (951) 973-7393
Fax (951) 698-3031

www.wmlyles.com

An Equal Opportunity Employer

California Contractor's License No. 422390

August 14, 2017

Victor Valley Wastewater Reclamation Authority
20111 Shay Rd.
Victorville, CA 92394

Attn: Alton Anderson

Project: Sub-Regional Water Reclamation Plants Project

Subject: DC-120 Instrumentation Modifications
PCO: COH-81R2

Dear Mr. Anderson,

W.M. Lyles Co. (WML) received DC 120 adding additional analyzers. WML deems this change to be additional work and the cost associated with these changes will be ~~\$29,157.00~~. The breakdown of this amount is attached for your review.

\$29,100.16

This Change Order will delay the Substantial Completion and Startup of the TOAV WRP. The equipment is an 8 week lead time after the direction to proceed. Please review the pricing above and respond as soon as possible. WML will assess the delays to the project after the acceptance of this change order. If you have any questions concerning the information, or require any additional information, please feel free to contact me.

Sincerely,

Grant Gourley
Project Executive
W.M. Lyles Co.

W.M. Lyles

CHANGE ORDER REQUEST

REVISED - No. 00132

42142 Roick Drive
Temecula, CA 92590

Phone: 951-973-7393
Fax: 951-698-3031

TITLE: DC 120 pH and Turbidity

DATE: 06/23/2017

PROJECT: Victor Valley Subregional WRPq

JOB: 100531

TO: Attn: Steve Vickers
Southern Contracting Co.
P.O. Box 445
559 N. Twin Oaks Valley Road
San Marcos, CA 92079-0445
Phone: 760-744-0760 Fax: 760-744-6475

CONTRACT NO: 1

RE: To: From: Number:

DESCRIPTION OF PROPOSAL

Electrical Portion of Design Change # 120
Trimax will have costs associated with this design change.

Item	Description	Stock #	Quantity	Units	Unit Price	Tax Rate	Tax Amount	Net Amount
00001	DC 120 Electrical Connection of new Instruments		1.000		\$13,549.00	0.00%	\$0.00	\$13,549.00

Unit Cost: \$13,549.00
Unit Tax: \$0.00
Total: \$13,549.00

APPROVAL:

By: _____
Steve Vickers

By: _____
Grant Gourley

Date: _____

Date: _____



Southern Contracting Company

PO Box 445, San Marcos, CA 92079-0445
 (T) 760-744-0760 (F) 760-744-6475
 Lic. No. 222252

Cost Proposal/Estimate for Extra Work

<p>PROJECT: Victor Valley Wastewater Reclamation Authority Subregional WRP's W.M. Lyles Co.</p> <p>TO: Attention: Grant Gourly 42142 Roick Drive Temecula, CA 92590</p>	<p>LYLES NO. _____ SCC COR NO. <u>132</u> SCC JOB NO. <u>10531</u></p>
---	--

THE FOLLOWING BUDGET PROPOSAL IS SUBMITTED HEREWITH FOR YOUR APPROVAL:

REFERENCE: DC120

DESCRIPTION: Addition Analyzers as directed in Design Change # 120

Direct Materials [from Breakdown]	\$	2,966
(b) Sales Tax on Materials [8.0% of (a)]	\$	237
(c) Direct Labor [from Breakdown]	\$	6,950
(d) Rental Equipment [from Breakdown]	\$	1,400
(e) Sales Tax on Rental Equipment [8.0% of (d)]	\$	112
(f) Subcontract & Outside Services [from Breakdown]	\$	-
(g) SUBTOTAL [(a)+(b)+(c)+(d)+(e)+(f)]	\$	11,665
 (h) Overhead and Profit:		
Materials [15% of (a)+(b)]	\$	480
Direct Labor [15% of (c)]	\$	1,043
Equipment [15% of (d)+(e)]	\$	227
Subcontract & Outside Services [15% of (f)]	\$	-
(i) SUBTOTAL [(g)+(h)]	\$	13,415
(j) Bond [1.0% of (i)]	\$	134
TOTAL PROPOSAL/ESTIMATE [(i)+(j)]	\$	13,549

Estimated Time Extension Required TBD days

SUBMITTED BY: _____ DATE: 6/29/2016
Steve Vickers

APPROVED BY: _____ DATE: _____

Breakdown of Direct Cost

AWC PCO NO. 0

CONTRACTOR WORK ITEMS	QTY	MATERIAL		LABOR		EQUIPMENT		
		UNIT (\$)	EXT	UNIT (HR)	EXT	RATE (\$)	EXT	
1 Hesperia WRP								
2 1" GRC	100 c	220.37	220.37	7.00	7.00			
3 1" GRC Couplings	10 c	235.80	23.58	7.00	0.70			
4 1" GRC 90	7 c	841.80	58.93	50.00	3.50			
5 1" GRC Hub	8 e	4.87	38.96	0.40	3.20			
6 1" GRC LB	6 e	27.23	163.38	0.80	4.80			
7 1" GRC Clamp and Back	25 e	9.09	227.25	0.07	1.75			
8 1/2" Flex	25 c	178.20	44.55	6.00	1.50			
9 1/2" GRC Flex Connector	8 e	14.42	115.36	0.20	1.60			
10 6x6x4 N4X SS	1 e	128.00	128.00	1.00	1.00			
11 16 TSP	925 m	360.00	333.00	10.00	9.25			
12 12 XHHW	360 m	122.16	43.98	6.00	2.16			
13 # 16 Control Termination	36 e	2.20	79.20	0.15	5.40			
14 # 12 Termination	6 e	1.10	6.60	0.15	0.90			
15 AE/AIT probes	3	0.00	-	2.50	7.50			
Service Truck						40.0	17.50	700.00
16 Apple Valley								
17 1" GRC	100 c	220.37	220.37	7.00	7.00			
18 1" GRC Couplings	10 c	235.80	23.58	7.00	0.70			
19 1" GRC 90	7 c	841.80	58.93	50.00	3.50			
20 1" GRC Hub	8 e	4.87	38.96	0.40	3.20			
21 1" GRC LB	6 e	27.23	163.38	0.80	4.80			
22 1" GRC Clamp and Back	25 e	9.09	227.25	0.07	1.75			
23 1/2" Flex	25 c	178.20	44.55	6.00	1.50			
24 1/2" GRC Flex Connector	8 e	14.42	115.36	0.20	1.60			
25 6x6x4 N4X SS	1 e	128.00	128.00	1.00	1.00			
26 16 TSP	925 m	360.00	333.00	10.00	9.25			
27 12 XHHW	360 m	122.16	43.98	6.00	2.16			
28 # 16 Control Termination	36 e	2.20	79.20	0.15	5.40			
29 # 12 Termination	6 e	1.10	6.60	0.15	0.90			
30 AE/AIT probes	3	0.00	-	2.50	7.50			
Service Truck						40.0	17.50	700.00
				TOTAL HRS	100.52			
				RATE / HR	\$69.14			
TOTAL CONTRACTOR'S WORK		\$	2,966.31	\$	6,949.95	\$	1,400.00	

SUBCONTRACTOR WORK ITEMS	QTY	MATERIAL		LABOR		EQUIPMENT		
		UNIT (\$)	EXT	UNIT (\$)	EXT	DAYS	RATE (\$)	EXT



COR – Change Order Request
Trimax Systems COR No. 38

To: Southern Contracting Company 559 N. Twin Oaks Valley Rd. San Marcos, CA 92069 Attention: Steve Vickers	Date: June 8, 2017 Job No.: P-2192 Project: Victor Valley Wastewater Reclamation District Subregional Water Reclamation Plants
From: Brian Bryce	Date Required: June 15, 2017 Supporting Docs: RFI 418 Drawing Ref.: 09-N-02, 09-M-01 detail 1

Cost Impact Comments	Amount	Schedule Impact Comments	Extension Days
Fixed Price	\$10,497.11	TBD	TBD

Subject: Turbidity Analyzers Tag #HES-AE/AIT-9303 and APL-AE/AIT-9303
--

Summary: Provide two (2) Hach Turbidity Analyzers part number 2983700 KTO: Solitax SC including the following: Dual Channel sc200 Controller (LXV404.99.00552), Hart communication module (Inline Solitax SC Insertion Sensor, 50g/L, Stainless Steel, Wiper (LXV424.99.00100), PE-Coped Carbon Steel Flange, 4" (LZX703), Ball Valve Safety Arm (LZX337) at \$8043.50 each (\$16,087.00 total)

Provide credit for two (2) Hach Turbidity Analyzers part number 2976800 KTO: 1720E with SC200 Dual Channel Controller at -\$3014.95 each (-\$6029.90 total)

Four (4) hours field tech time at \$110.00/hr (\$440.00 total)

Please issue a change order for \$10,497.11 for the above requested changes.
 Trimax Systems, Inc. will proceed upon receipt of change order confirmation.

Trimax Systems, Inc. has excluded the following from this proposal:

- Any other material or labor that is not explicitly mentioned above as being provided
- Field Interconnection wire, cable, wiring and terminations
- Conduit Drawings



**Trimax Systems, Inc.
Change Order Request**

Job Name VWVRA Subregional Plants	Customer P.O. Number T1139-50
To: Southern Contracting Co. 559 N. Twin Oaks Valley Rd. San Marcos, CA 92069	Change Order Request: COR-42R1
Attn: Steve Vickers	Date: 7/17/2017
Description: Reference DC120 Work at Apple Valley WRP and Hesperia WRP - Furnish (4) new pH sensors and (2) new pH analyzer/transmitters as shown on the drawings included in DC120. Add new analog and digital I/O to the Headworks PLC at each plant. Existing spare points will be used. Provide design labor to update panel drawings and project documentation, and programming labor to add the new signals to the PLC, HMI and SCADA programs. Provide equipment submittal, instrument calibration, loop testing and operational testing.	

Material					
Item	Description		Qty	Unit Price	Extended Price
1	pH Analyzer/Transmitter, 120VAC AIT-3100; AVWRP Fine Screening Rm AIT-3100; HWRP Fine Screening Rm	Hach sC200 LXV404.99.00112	2	\$1,600.00	\$3,200.00
2	pH Sensor AE-3100A & AE-3100B; AVWRP Fine Screening Rm AE-3100A & AE-3100B; HWRP Fine Screening Rm	Hach PD1P1A-1000	4	\$1,301.00	\$5,204.00
3	Stainless steel ID tags for new instruments	Custom	10	\$15.00	\$150.00
4	pH Sensor 9302A AVWRP 9302A HWRP	AE- AE- E&H CCS142D-GAS-80	2	\$284.19	\$568.38
				Subtotal:	\$9,122.38
				Markup: 15.00%	\$1,368.36
				Sales w/o Tax:	\$10,490.74
				Sales Tax: 7.75%	\$813.03
				Total Material Cost:	\$11,303.77

Non-Taxable Labor					
Item	Description	Resource	Hrs	Rate	Extended Price
1	Review, plan and coordinate changes	Prog	2.00	160.00	\$320.00
2	Update panel I/O drawings (two panels)	Des Eng	3.00	110.00	\$330.00
3	New test documentation (calib, loop test forms)	Des Eng	2.00	110.00	\$220.00
4	Update loop drawings (4 new loop dwgs)	Des Eng	6.00	110.00	\$660.00
5	Add new points to PLC program for HWRP (3 AI, 2 DI)	Prog	5.00	160.00	\$800.00
6	Add new points to PLC program for AVWRP (3 AI, 2 DI)	Prog	2.50	160.00	\$400.00
7	Add new points to HMI program for HWRP	Prog	3.00	160.00	\$480.00
8	Add new points to HMI program for AVWRP	Prog	1.50	160.00	\$240.00
9	Add new points to SCADA app for HWRP	Prog	4.00	160.00	\$640.00
10	Add new points to SCADA app for AVWRP	Prog	2.00	160.00	\$320.00
11	Instrument calibration	Fld Eng	5.00	110.00	\$550.00
12	Loop testing	Fld Eng	6.00	110.00	\$660.00
13	Operational testing	Prog	4.00	160.00	\$640.00
Total Non-Taxable Labor Cost:			46.00		\$6,260.00

Other Direct Costs					
Item	Description	RT Miles	Qty	Unit Price	Extended Price
1	Mileage		1	\$0.62	\$0.00
2	Freight		1	\$0.00	\$0.00
3	Delivery to job site		1		\$0.00
4	Lodging				\$0.00
5	Per Diem			\$75.00	\$0.00
Total Other Direct Costs:					\$0.00

Complete price for the scope of work described herein:

\$17,563.77



**Trimax Systems, Inc.
Change Order Request**

Job Name	Customer P.O. Number
VVWRA Subregional Plants	T1139-50
To: Southern Contracting Co. 559 N. Twin Oaks Valley Rd. San Marcos, CA 92069	Change Order Request: COR-42R1
Attn: Steve Vickers	Date: 7/17/2017

Exclusions:

1. Mounting stanchion, mounting plate.
2. Materials for installation.
3. Additional PLC I/O modules to accommodate new I/O.
4. Installation of furnished equipment.

This scope letter represents Trimax Systems, Inc. entire proposed scope of work. Unless otherwise noted, no goods or services, other than those specifically described herein, are included or implied.

Quoted prices are valid for 90 days.

If you have any questions regarding this matter, please contact the undersigned.

Very truly yours,

Brian Bryce
Field Services Manager
Trimax Systems, Inc.

Cell Ph. - 714-595-1269
brianb@trimaxsystems.com



VICTOR VALLEY WASTEWATER RECLAMATION AUTHORITY
Report/Recommendation to the Board of Commissioners

November 16, 2017

FROM: Alton Anderson, Construction Manager *AA*

TO: Logan Olds, General Manager

SUBJECT: Recommendation to approve Change Order No. 7 for the Town of Apple Valley SubRegionals Construction Project Contract #10942 with W.M. Lyles Co. of a net increase in the amount of \$87,677.40.

RECOMMENDATION

It is recommended that the Board of Commissioners authorize the approval of Change Order No. 7 for the Town of Apple Valley SubRegionals Construction Contract #10942 with W.M. Lyles Co. as dated October 4, 2017 in a net increase in the contract by the amount of \$87,677.40 for a contract total of \$33,483,182.33. There is no time impact in this Change Order. The proposed Change Order #7 is attached.

REVIEW BY OTHERS

This recommendation has been prepared by Alton Anderson, Construction Manager and reviewed by Logan Olds, General Manager and the VVWRA Engineering Committee including Tim Millington, David Burket, and Greg Snyder.

BACKGROUND INFORMATION

As requested by the Board all potential change orders for the Subregional Project are taken to the VVWRA Engineering Committee for review and comment. Upon review by the VVWRA Engineering Committee on October 5, 2017 it was the consensus of the members to place this staff recommendation for Change Order No. 7 before the VVWRA Board for approval.

The SubRegionals Project is continuing construction. The Town of Apple Valley portion of the overall project is approximately 90% complete. This Change Order No. 7 contains three items. The numbering system of the items is based on the potential change order (PCO) tracking. Backup material is attached to the change order for each of the items. The original contract and Change Orders are shown in the following Table.

Change Order	Amount	% CO
1	0	0%
2	\$288,062.22	0.882%
3	(\$48,730.95)	-0.149%
4	\$205,409.03	0.629%
5	\$230,957.75	0.707%
6	\$49,806.88	0.152%
7	\$87,677.40	0.268%
Total	\$813,182.33	2.489%

This Change Order No. 7 deals with electrical items and staff requests for the WRP. Multiple RFI and Design Clarifications have been communicated through the construction team of VVWRA, Design Engineers, CM Consultant, General Contractor, and Sub-Contractors. Items come from conflicting information in the Bid Documents, requests from VVWRA Operations and Maintenance, and input for a better system from the Contractor. A summary of the Change Order Items follows:

Item No.	Description	Amount
1	Add wire and conduit, Chemical Rm	\$31,985.85
2	pH and Turbidity Modifications	\$29,100.16
3	Impacts of SCE, transformer to Switchgear	\$52,257.25
Total		\$87,677.40

1. ITEM 46, ADDITIONAL WIRE & CONDUIT AT THE CHEMICAL ROOM

The plans did not show control or signal from the Headworks PLC to the chemical metering pumps for local control panels 110, 130, 140, 160 and 210. This item adds the necessary wire and conduit to make these panels operational. The contractor requested clarification in RFI 165 and created potential change order (PCO) 46 to track this item. The design engineer issued design clarification (DC) 59 which added these changes on 4 drawings in the Hesperia WRP plans.

The total of the labor, equipment and materials is \$31,985.85. There is no impact to time included for this item.

2. ITEM 84, PH AND TURBIDITY INSTRUMENTATION MODIFICATIONS

This is a VVWRA permit required request by staff. For required monitoring we added pH sensors, transmitters, PLC, HMI and revisions to the SCADA programming. Also at staff request to standardize equipment the turbidimeters were changed to an insertion type probe to match the Shay plant. This required piping and programming revisions. These changes are tracked in PCO 84 and DC 120.

The total of the labor, equipment and materials is \$29,100.16. There is no impact to time included for this item.

3. ITEM 95, IMPACTS ASSOCIATED WITH SCE DESIGN, TRANSFORMER TO SWITCHGEAR

As part of the Transformer relocation at Brewster Park, SCE revised their design for the service from the new transformer to the metering switchgear for the WRP. The original bid cost was credited back to the project in an earlier change order. SCE revised the design for direct buried

6-4” conduits to a concrete ductbank with 8-6” conduits. This item was tracked on a T & M basis.

The total of the labor, equipment and materials is \$26,591.39. There is no impact to time included for this item.

The approved SRF loan includes contingency for this change order.

The total of these three items is a net increase of \$87,677.40. There is no impact to the project construction time. The Change Order No 7 is attached with support documentation. Staff has reviewed and agree with the items within this Change Order. The VVWRA Engineering Committee and VVWRA Staff met on October 5, 2017 to review the list of Potential Change Orders. Staff presented a summary and responded to the committee questions. The Committee evaluated the material and by consensus agreed that this Change Order 7 be presented to the Board for approval.

Staff recommends that the Board authorize the approval of Change Order No. 7 Town of Apple Valley SubRegionals Construction Contract #10942 with W.M. Lyles Co. as dated October 4, 2017

FINANCIAL IMPACT

Finance Approval:

Fund 01 or 07	
Accounting Code (String) example: 01-xx-xxx-xxxx (project code if any)	01-55-500-9000, C103
Transfer Needed due to Insufficient Budget	Y [] N []
If Transfer, from Which Account String or Reserve	
Budgeted Amount Where Money Comes from	SRF \$2,013,610.00
Budget Remaining after the Recommendation	\$1,960,126.79
Outside Funding Source if applicable	\$
Original Contract Amount	\$
Change Order	Y [] N []
Contract after Change	\$

Fund 09	
Accounting Code (String) example: 09-xx-xxx-xxxx (<u>mandatory</u> project code)	09-55-500-9000, C103
Transfer Needed due to Insufficient Budget	Y [] N [x]
If Transfer, from Which Account String or Reserve	
Budgeted Amount Where Money Comes from	SRF Loan \$1,287,390.00
Budget Remaining after the Recommendation	\$1,253,195.81
Outside Funding Source	\$34,673,280.00
Original Contract Amount	\$32,670,000.00
Change Order	Y [x] N []
Contract after Change	\$33,483,182.33

The expense is an increase of \$87,677.40 to FY 17/18 Budget Account, 09-55-500-9000, C103.

RELATED IMPACTS

The approved SRF loan includes contingency for this change order.

Subregionals Project - Final Approved Budget

Remaining Funding Contingency

5-Oct-17

		Hesperia	Apple Valley
<i>Construction Bid</i>		\$33,220,000	\$32,670,000
<i>Change Order Contingency</i>		\$2,222,795	\$2,003,280
CO #1		0	0
CO #2		-82,532	288,062
CO #3		201,010	-48,731
CO #4		154,027	205,409
CO #5		435,693	230,958
CO #6		61,086	49,807
CO #7			87,677
Total Construction COs		769,284	813,182
<i>Allowances</i>			
Design		\$1,824,140	\$2,392,198
Construction Management		\$3,083,020	\$2,989,122
Carollo/HDR ESDC Original		\$1,521,228	\$1,496,042
Amendment #1 Otoe LS Design			280,200
Amendment #2 - Request		246,155	341,045
MWH CM Services Original		\$1,464,502	\$1,470,822
Amendment #1 - SubConsultants		102,830	101,127
Amendment #2 - Request		291,406	286,581
Amendment #3 - Request		343,464	126,353
Total Consultant COs		983,855	1,135,306
Administration		\$200,000	\$200,000
Subtotal Allowances		\$5,107,160	\$5,581,320
Total Contingency Used		1,753,139	1,948,489
Total Contingency Remaining		\$469,656	\$54,791
Total Project Budget		\$40,549,955	\$40,254,600

Change Order %, Project	4.32%	4.84%
Change Order %, Construction	2.32%	2.49%
Project % Complete	99.00%	90.00%

Change Order

Sub-Regional WRP Projects
Sub Regional WRP Projects

Printed 10/04/2017, Page 1 of 2



Subject: TOAV - Electrical and Instrumentation Changes

Submitted Amount: 87,677.40

ID: **Purchase Order:** Contract # 10942 - Apple Valley

Original Contract: 32,670,000.00
Approved To Date: 725,504.93
Contract Amount + Changes: 33,995,504.93 2.22%
Amount: 87,677.40
New Contract Amount: 33,483,182.33 2.49%
Contract Duration + Changes: 821
Compensable Days: 0
Non Compensable Days: 0
New Contract Duration: 821

PCO	Schedule ID	Amount	Adjustment	Compensable Days	Adj	Non Compensable Days	Adj
46 - TOAV - DC 59 - Added Wire and		31,985.85	0.00	0	0	0	0
84 - TOAV - DC 120 - pH and		29,100.16	0.00	0	0	0	0
95 - TOAV - Impacts associated with		26,591.39	0.00	0	0	0	0
		87,677.40	0.00	0	0	0	0

References

PCO # 46 TOAV - DC 59 - Added Wire and Conduit at the Chemical Room Closed
 PCO # 84 TOAV - DC 120 - pH and Turbidimeter Instrumentation Modifications. Closed
 PCO # 95 TOAV - Impacts associated with SCE design issues - Transformer to Switchgear Closed

Change Order

Sub-Regional WRP Projects
Sub Regional WRP Projects

Printed 10/04/2017, Page 2 of 2

21-6

Contractor		
Signature	Print Name	Date
Construction Manager		
Signature	Print Name	Date
Owner		
Signature	Print Name	Date

PCO # 46

Sub-Regional WRP Projects
Sub Regional WRP Projects

Printed 09/27/2017, Page 1 of 3



TOAV - DC 59 - Added Wire and Conduit at the Chemical Room

Type: RFC - Request for Change
Contract: 10942 - Apple Valley
Contractor: W M Lyles Co
ISO Currency Code: USD
Purchase Order: Contract # 10942 - Apple Valley

Submitted : 07/01/2016
Submitted To: EADOC-VWVRA-Sub-R - Grant Gourley
Status: Closed
Priority: Medium

Created By: MWH Constructors, VWVRA-Sub-R - Ted Luiten
Created: 07/01/2016

Contractor's PCO #:

Reason: Design Omissions
Requested By: Owner

Change Date:
Schedule ID:
Not to Exceed \$: 0.00
Set:
Approved Thru Last: 725,504.93
Amount Added: 31,985.85
New Approved Amount: 757,490.78
Current Contract Duration: 821
Days Added: 0
New Contract Duration: 821

Budget :
Funding:
Cost Item:

PCO # 46

Sub-Regional WRP Projects
Sub Regional WRP Projects

Printed 09/27/2017, Page 2 of 3

Locations

Element A1 - Apple Valley WRP - Vol4 - 02 - Chemical Feed Room

References

DCM # 59

Correspondence # 75

Wiring and Conduit Clarifications in response to RFI 165
DC 59 - Added Wire and Conduit at the Checmical Room

Closed
Closed

Contractor	
Signature	Date
	Print Name
Construction Manager	
Signature	Date
	Print Name
Owner	
Signature	Date
	Print Name

PCO # 46

Sub-Regional WRP Projects
Sub Regional WRP Projects

Printed 09/27/2017, Page 3 of 3

MWH Constructors Response to PCO # 46

Number: 2
Revision:
Revision Date:
Submitted : 09/27/2017
Created By: MWH Constructors, VVWRA-Sub-R - Ted Luiten

Approval: Approved
Date Approved: 09/27/2017
Approved By: VVWRA-Sub-R - Ted Luiten
This PCO approved for Change Order processing

Compensable Days: 0
Non Compensable Days: 0
Amount: 31,985.85

Comment:

W.M. Lyles Co. (WML) received Design Clarification 59 which added wiring and conduit for local control panels in the chemical feed room. WML deems this change to be additional work and the cost associated with these changes will be \$32,241.85. The breakdown of this amount is attached for your review.

Cost adjusted to comply with markup requirements

Files

VVWRA PCO Adjusted with Evaluation Summary.pdf 5.7 MB

PCO COH 40 & TOAV 46 - Evaluation Summary - OH&P

Item	Description	Estimated Cost Change		Adjusted Cost Change
1				
2				
3				
	Material + Labor + Equipment subtotal	\$0.00		\$0.00
	markup	\$0.00	0.15	\$0.00
	subtotal	\$0.00		\$0.00
Sub				
4	Southern Contracting Co. CO Request No. 00065 dated 6/30/16			
	subtotal (minus bond)	\$60,203.00		\$52,350.00
	Subcontract subtotal	\$60,203.00		\$52,350.00
	Subcontractor Bond & Ins	\$602.00	0.01	
	subtotal	\$60,805.00		\$52,350.00
	GC - Subcontract markup	\$3,040.25	0.05	\$2,617.50
	total	\$63,845.25		\$54,967.50
	Subcontractor OH&P		0.15	\$7,852.50
	Subcontractor Bond & Ins		0.01	\$602.03
	GC Bond & Ins	\$638.45	0.01	\$549.68
	Total	\$64,483.70		\$63,971.70
	50% City of Hesperia: PCO COH 40	\$32,241.85		\$31,985.85
	50% Town of Apple Valley: PCO TOAV 46	\$32,241.85		\$31,985.85



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Southern Division - Temecula Office
42142 Roick Drive
Temecula, CA 92590
Telephone (951) 973-7393
Fax (951) 698-3031

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July 1, 2016

Victor Valley Wastewater Reclamation Authority
20111 Shay Rd.
Victorville, CA 92394

Attn: Alton Anderson

Project: Sub-Regional Water Reclamation Plants Project

Subject: DC-059 Wiring and Conduit Additions

Dear Mr. Anderson,

W.M. Lyles Co. (WML) received Design Clarification 59 which added wiring and conduit for local control panels in the chemical feed room. WML deems this change to be additional work and the cost associated with these changes will be ~~\$32,241.85~~. The breakdown of this amount is attached for your review.

\$31,985.85

Please review the items above and respond as soon as possible. If you have any questions concerning the information, or require any additional information, please feel free to contact me.

Sincerely,

Grant Gourley
Senior Project Manger
W.M. Lyles Co.



Southern Contracting Company

PO Box 445, San Marcos, CA 92079-0445
 (T) 760-744-0760 (F) 760-744-6475
 Lic. No. 222252

Cost Proposal/Estimate for Extra Work

LYLES NO. _____
 SCC COR NO. 065
 SCC JOB NO. 10531

PROJECT: **Victor Valley Wastewater Reclamation Authority**
 Subregional WRP's
 W.M. Lyles Co.
 TO: **Attention: Grant Gourly**
 42142 Roick Drive
 Temecula, CA 92590

THE FOLLOWING BUDGET PROPOSALIS SUBMITTED HEREWITH FOR YOUR APPROVAL:

REFERENCE:

DESCRIPTION: Reference DC 059

Add for Wiring and conduit for LCP's 110,130,140,160,210

Direct Materials [from Breakdown]	\$	14,122
(b) Sales Tax on Materials [8.0% of (a)]	\$	1,130
(c) Direct Labor [from Breakdown]	\$	32,173
(d) Rental Equipment [from Breakdown]	\$	4,560
(e) Sales Tax on Rental Equipment [8.0% of (d)]	\$	365
(f) Subcontract & Outside Services [from Breakdown]	\$	-
(g) SUBTOTAL [(a)+(b)+(c)+(d)+(e)+(f)]	\$	52,350
(h) Overhead and Profit:		
Materials [15% of (a)+(b)]	\$	2,288
Direct Labor [15% of (c)]	\$	4,826
Equipment [15% of (d)+(e)]	\$	739
Subcontract & Outside Services [15% of (f)]	\$	-
(i) SUBTOTAL [(g)+(h)]	\$	60,203
(j) Bond [1.0% of (i)]	\$	602
TOTAL PROPOSAL/ESTIMATE [(i)+(j)]	\$	60,805

Estimated Time Extension Required TBD days

SUBMITTED BY: _____ DATE: 6/28/2016
 Steve Vickers

APPROVED BY: _____ DATE: _____

Breakdown of Direct Cost

AWC PCO NO. 0

CONTRACTOR WORK ITEMS	QTY	MATERIAL		LABOR		EQUIPMENT		
		UNIT (\$)	EXT	UNIT (HR)	EXT	RATE (\$)	EXT	
1 Apple Valley WRP								
2 2" PVC Slab	80 c	80.39	64.31	10.050	8.04			
3 1" PVC GRS	150 c	473.54	710.31	12.560	18.84			
4 11/2" PVC GRS	50 c	728.81	364.41	18.840	9.42			
5 2" PVC GRS	46 c	950.74	437.34	22.610	10.40			
6 1" PVC GRS Coupling	8 c	657.53	52.60	12.560	1.00			
7 11/2" PVC GRS Coupling	8 c	911.65	72.93	16.330	1.31			
8 2" PVC GRS Coupling	4 c	1,333.36	53.33	17.580	0.70			
9 1" PVC GRS Elbow	10 c	2,073.66	207.37	81.640	8.16			
10 11/2" PVC GRS Elbow	4 c	2,265.96	90.64	125.600	5.02			
11 2" PVC GRS Elbow	8 c	3,162.89	253.03	175.840	14.07			
12 1" PVC GRS Hub	24 c	3,647.00	875.28	62.800	15.07			
13 11/2" PVC GRS Hub	2 c	5,217.00	104.34	784.000	15.68			
14 2" PVC GRS Hub	4 c	6,899.00	275.96	113.040	4.52			
15 1" PVC GRS 1-Hole Strap and Back	15 c	1,218.00	182.70	7.540	1.13			
16 11/2" PVC GRS 1-Hole Strap and Back	5 c	1,510.00	75.50	10.680	0.53			
17 2" PVC GRS 1-Hole Strap and Back	5 c	1,871.00	93.55	12.560	0.63			
18 16 TSP	1,605 m	720.00	1,155.60	12.560	20.16			
19 14 XHHW	9,775 m	101.86	995.68	6.280	61.39			
20 16 Control Termination	74 e	3.00	222.00	0.100	7.40			
21 14 Control Termination	258 e	3.00	774.00	0.100	25.80			
22 Service Truck						120.0	19.00	2,280.00
23 Hesperia WRP								
24 2" PVC Slab	80 c	80.39	64.31	10.050	8.04			
25 1" PVC GRS	150 c	473.54	710.31	12.560	18.84			
26 11/2" PVC GRS	50 c	728.81	364.41	18.840	9.42			
27 2" PVC GRS	46 c	950.74	437.34	22.610	10.40			
28 1" PVC GRS Coupling	8 c	657.53	52.60	12.560	1.00			
29 11/2" PVC GRS Coupling	8 c	911.65	72.93	16.330	1.31			
30 2" PVC GRS Coupling	4 c	1,333.36	53.33	17.580	0.70			
31 1" PVC GRS Elbow	10 c	2,073.66	207.37	81.640	8.16			
32 11/2" PVC GRS Elbow	4 c	2,265.96	90.64	125.600	5.02			
33 2" PVC GRS Elbow	8 c	3,162.89	253.03	175.840	14.07			
34 1" PVC GRS Hub	24 c	3,647.00	875.28	62.800	15.07			
35 11/2" PVC GRS Hub	2 c	5,217.00	104.34	784.000	15.68			
36 2" PVC GRS Hub	4 c	6,899.00	275.96	113.040	4.52			
37 1" PVC GRS 1-Hole Strap and Back	15 c	1,218.00	182.70	7.540	1.13			
39 11/2" PVC GRS 1-Hole Strap and Back	5 c	1,510.00	75.50	10.680	0.53			
39 2" PVC GRS 1-Hole Strap and Back	5 c	1,871.00	93.55	12.560	0.63			
40 16 TSP	1,605 m	720.00	1,155.60	12.560	20.16			
41 14 XHHW	9,775 m	101.86	995.68	6.280	61.39			
42 16 Control Termination	74 e	3.00	222.00	0.100	7.40			
43 14 Control Termination	258 e	3.00	774.00	0.100	25.80			
44 Service Truck						120.0	19.00	2,280.00
45								
46								
				TOTAL HRS	458.57			
				RATE / HR	\$70.16			
TOTAL CONTRACTOR'S WORK		\$ 14,121.77		\$ 32,172.93		\$		4,560.00

AWC PCO NO. 0

SUBCONTRACTOR WORK ITEMS	QTY	MATERIAL		LABOR		EQUIPMENT		
		UNIT (\$)	EXT	UNIT (\$)	EXT	DAYS	RATE (\$)	EXT
TOTAL SUBCONTRACTOR'S WORK		\$	-	\$	-	\$	-	-



DESIGN CLARIFICATION (DC)

Owner:	<u>Victor Valley Wastewater Reclamation Authority</u>	Date:	<u>10/02/15</u>
Contractor:	<u>W M Lyles</u>	Carollo Project No.:	<u>8299A.20</u>
Project Name:	<u>Subregional WRPs</u>	DC No.:	<u>059</u>
D.C. Title:	<u>Wiring and Conduit Clarifications in response to RFI 165</u>	Spec/Dwg. Reference:	<u>Volume 4&5</u>
Authored By:	<u>Raymond Genato</u>	CPM Activity Impacted:	<u>CPM Item</u>

Information and Reason For Design Clarification

Reason for Design Clarification: Per RFI 165, this design clarification shows the addition of additional conduits and control and signal conductors to the following LCPs, in the chemical feed room:

1. 08-LCP-110
2. 08-LCP-130
3. 08-LCP-140
4. 08-LCP-160
5. 08-LCP-210

Changes to the contract documents include the following:

1. Volume 4, Apple Valley WRP, make changes as shown on the attached drawings:
 - a. 00-E-10
 - b. 00-E-11
 - c. 03-E-03
 - d. 08-E-01

2. Volume 5, Hesperia WRP, make changes as shown on the attached drawings:
 - a. 00-E-10
 - b. 00-E-12
 - c. 03-E-03
 - d. 08-E-01

If you believe that this Design Clarification will result in a change to the project time or value please submit a Change Order Request within 14 working days from date created.

Signature:	<u>Raymond Genato</u>	Date:	<u>10/02/15</u>
------------	-----------------------	-------	-----------------

Andrew
Gilmore, P.E.

Digitally signed by Andrew Gilmore,
P.E.
DN: cn=Andrew Gilmore, P.E.,
o=Carollo Engineers, Inc., ou,
email=agilmore@carollo.com, c=US
Date: 2015.10.02 08:17:22 -07'00'

PCO # 84

Sub-Regional WRP Projects
Sub Regional WRP Projects

Printed 09/27/2017, Page 1 of 3



TOAV - DC 120 - pH and Turbidimeter Instrumentation Modification

Type: RFC - Request for Change
Contract: 10942 - Apple Valley
Contractor: W M Lyles Co
ISO Currency Code: USD
Purchase Order: Contract # 10942 - Apple Valley

Submitted : 07/06/2017

Submitted To: EADOC-VVWRA-Sub-R - Alton Anderson, EADOC-VVWRA-Sub-R - Grant

Gourley, EADOC-VVWRA-Sub-R - Lynene Voelker

Status: Closed

Priority: High

Created By: MWH Constructors, VVWRA-Sub-R - Ted Luiten
Created: 07/06/2017

21-17

Contractor's PCO #:

Reason: Owner Request
Requested By: Owner

Change Date:
Schedule ID:
Not to Exceed \$: 0.00
Set:

Approved Thru Last: 757,490.78
Amount Added: 29,100.16
New Approved Amount: 786,590.94
Current Contract Duration: 821
Days Added: 0
New Contract Duration: 821

Budget :
Funding:
Cost Item:

PCO # 84

Sub-Regional WRP Projects
Sub Regional WRP Projects

Printed 09/27/2017, Page 2 of 3

Locations

Element A1 - Apple Valley WRP - Vol4 - 01 - Influent Screening

References

DCM # 120
Correspondence # 131

pH and Turbidimeter Instrumentation Modifications.
DC 120

Closed
Closed

Contractor		
Signature	Print Name	Date
Construction Manager		
Signature	Print Name	Date
Owner		
Signature	Print Name	Date

PCO # 84

Sub-Regional WRP Projects
Sub Regional WRP Projects

Printed 09/27/2017, Page 3 of 3

MWH Constructors Response to PCO # 84

Number: 3
Revision:
Revision Date:
Submitted : 09/27/2017
Created By: MWH Constructors, VVWRA-Sub-R - Ted Luiten

Approval: Approved
Date Approved: 09/27/2017
Approved By: VVWRA-Sub-R - Ted Luiten
This PCO Approved for Change Order processing

Compensable Days: 0
Non Compensable Days: 0
Amount: 29,100.16

Comment:
W.M. Lyles Co. (WML) received DC 120 adding additional analyzers. WML deems this change to be additional work and the cost associated with these changes will be \$29,157.00. The breakdown of this amount is attached for your review.

Cost adjusted to comply with markup requirements

Locations

Element A1 - Apple Valley WRP - Vol4

Files

TOAV-84R2 DC 120 Adjusted with Evaluation Summary.pdf

1.2 MB

PCO COH 081 & TOAV 084 - Evaluation Summary - OH&P

Item	Description	Estimated Cost Change		Adjusted Cost Change
1	Labor	\$3,167.98		\$3,167.98
2	Material	\$34,236.11		\$34,236.11
3	Equipment	\$431.20		\$431.20
		\$37,835.29		\$37,835.29
	markup	\$5,675.29	0.15	\$5,675.29
	subtotal	\$43,510.58		\$43,510.58
Sub				
4	Southern Contracting	\$13,415.00		\$11,665.00
	Subcontract subtotal	\$13,415.00		\$11,665.00
	Subcontractor Bond & Ins	\$134.15	0.01	
	subtotal	\$13,549.15		\$11,665.00
	GC - Subcontract markup	\$677.46	0.05	\$583.25
	total	\$57,737.19		\$55,758.83
	Subcontractor OH&P		0.15	\$1,749.75
	Subcontractor Bond & Ins		0.01	\$134.15
	GC Bond & Ins	\$577.37	0.01	\$557.59
	Total	\$58,314.56		\$58,200.32

PER PCO

COH PCO 081 split	\$29,157.28	0.5	\$29,100.16
TOAV PCO 084 split	\$29,157.28	0.5	\$29,100.16



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Southern Division - Temecula Office
42142 Roick Drive
Temecula, CA 92590
Telephone (951) 973-7393
Fax (951) 698-3031

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August 14, 2017

Victor Valley Wastewater Reclamation Authority
20111 Shay Rd.
Victorville, CA 92394

Attn: Alton Anderson

Project: Sub-Regional Water Reclamation Plants Project

Subject: DC-120 Instrumentation Modifications
PCO: TOAV-84R1

Dear Mr. Anderson,

W.M. Lyles Co. (WML) received DC 120 adding additional analyzers. WML deems this change to be additional work and the cost associated with these changes will be ~~\$29,157.00~~. The breakdown of this amount is attached for your review.

\$29,100.16

This Change Order will delay the Substantial Completion and Startup of the TOAV WRP. The equipment is an 8 week lead time after the direction to proceed. Please review the pricing above and respond as soon as possible. WML will assess the delays to the project after the acceptance of this change order. If you have any questions concerning the information, or require any additional information, please feel free to contact me.

Sincerely,

Grant Gourley
Project Executive
W.M. Lyles Co.

W.M. Lyles

CHANGE ORDER REQUEST

REVISED - No. 00132

42142 Roick Drive
Temecula, CA 92590

Phone: 951-973-7393
Fax: 951-698-3031

TITLE: DC 120 pH and Turbidity

DATE: 06/23/2017

PROJECT: Victor Valley Subregional WRPq

JOB: 100531

TO: Attn: Steve Vickers
Southern Contracting Co.
P.O. Box 445
559 N. Twin Oaks Valley Road
San Marcos, CA 92079-0445
Phone: 760-744-0760 Fax: 760-744-6475

CONTRACT NO: 1

RE: To: From: Number:

DESCRIPTION OF PROPOSAL

Electrical Portion of Design Change # 120
Trimax will have costs associated with this design change.

Item	Description	Stock #	Quantity	Units	Unit Price	Tax Rate	Tax Amount	Net Amount
00001	DC 120 Electrical Connection of new Instruments		1.000		\$13,549.00	0.00%	\$0.00	\$13,549.00
							Unit Cost:	\$13,549.00
							Unit Tax:	\$0.00
							Total:	\$13,549.00

APPROVAL:

By: _____
Steve Vickers

By: _____
Grant Gourley

Date: _____

Date: _____

Breakdown of Direct Cost

AWC PCO NO. 0

CONTRACTOR WORK ITEMS	QTY	MATERIAL		LABOR		EQUIPMENT		
		UNIT (\$)	EXT	UNIT (HR)	EXT	RATE (\$)	EXT	
1 Hesperia WRP			-		-			
2 1" GRC	100 c	220.37	220.37	7.00	7.00			
3 1" GRC Couplings	10 c	235.80	23.58	7.00	0.70			
4 1" GRC 90	7 c	841.80	58.93	50.00	3.50			
5 1" GRC Hub	8 e	4.87	38.96	0.40	3.20			
6 1" GRC LB	6 e	27.23	163.38	0.80	4.80			
7 1" GRC Clamp and Back	25 e	9.09	227.25	0.07	1.75			
8 1/2" Flex	25 c	178.20	44.55	6.00	1.50			
9 1/2" GRC Flex Connector	8 e	14.42	115.36	0.20	1.60			
10 6x6x4 N4X SS	1 e	128.00	128.00	1.00	1.00			
11 16 TSP	925 m	360.00	333.00	10.00	9.25			
12 12 XHHW	360 m	122.16	43.98	6.00	2.16			
13 # 16 Control Termination	36 e	2.20	79.20	0.15	5.40			
14 # 12 Termination	6 e	1.10	6.60	0.15	0.90			
15 AE/AIT probes	3	0.00	-	2.50	7.50			
Service Truck						40.0	17.50	700.00
16 Apple Valley			-		-			
17 1" GRC	100 c	220.37	220.37	7.00	7.00			
18 1" GRC Couplings	10 c	235.80	23.58	7.00	0.70			
19 1" GRC 90	7 c	841.80	58.93	50.00	3.50			
20 1" GRC Hub	8 e	4.87	38.96	0.40	3.20			
21 1" GRC LB	6 e	27.23	163.38	0.80	4.80			
22 1" GRC Clamp and Back	25 e	9.09	227.25	0.07	1.75			
23 1/2" Flex	25 c	178.20	44.55	6.00	1.50			
24 1/2" GRC Flex Connector	8 e	14.42	115.36	0.20	1.60			
25 6x6x4 N4X SS	1 e	128.00	128.00	1.00	1.00			
26 16 TSP	925 m	360.00	333.00	10.00	9.25			
27 12 XHHW	360 m	122.16	43.98	6.00	2.16			
28 # 16 Control Termination	36 e	2.20	79.20	0.15	5.40			
29 # 12 Termination	6 e	1.10	6.60	0.15	0.90			
30 AE/AIT probes	3	0.00	-	2.50	7.50			
Service Truck						40.0	17.50	700.00
				TOTAL HRS	100.52			
				RATE / HR	\$69.14			
TOTAL CONTRACTOR'S WORK		\$	2,966.31	\$	6,949.95	\$		1,400.00

SUBCONTRACTOR WORK ITEMS	QTY	MATERIAL		LABOR		EQUIPMENT		
		UNIT (\$)	EXT	UNIT (\$)	EXT	DAYS	RATE (\$)	EXT



COR – Change Order Request
Trimax Systems COR No. 38

To: Southern Contracting Company 559 N. Twin Oaks Valley Rd. San Marcos, CA 92069 Attention: Steve Vickers	Date: June 8, 2017 Job No.: P-2192 Project: Victor Valley Wastewater Reclamation District Subregional Water Reclamation Plants
From: Brian Bryce	Date Required: June 15, 2017 Supporting Docs: RFI 418 Drawing Ref.: 09-N-02, 09-M-01 detail 1

Cost Impact Comments	Amount	Schedule Impact Comments	Extension Days
Fixed Price	\$10,497.11	TBD	TBD

Subject: Turbidity Analyzers Tag #HES-AE/AIT-9303 and APL-AE/AIT-9303
--

Summary: Provide two (2) Hach Turbidity Analyzers part number 2983700 KTO: Solitax SC including the following: Dual Channel sc200 Controller (LXV404.99.00552), Hart communication module (Inline Solitax SC Insertion Sensor, 50g/L, Stainless Steel, Wiper (LXV424.99.00100), PE-Coped Carbon Steel Flange, 4" (LZX703), Ball Valve Safety Arm (LZX337) at \$8043.50 each (\$16,087.00 total)

Provide credit for two (2) Hach Turbidity Analyzers part number 2976800 KTO: 1720E with SC200 Dual Channel Controller at -\$3014.95 each (-\$6029.90 total)

Four (4) hours field tech time at \$110.00/hr (\$440.00 total)

Please issue a change order for \$10,497.11 for the above requested changes.
 Trimax Systems, Inc. will proceed upon receipt of change order confirmation.

Trimax Systems, Inc. has excluded the following from this proposal:

- Any other material or labor that is not explicitly mentioned above as being provided
- Field interconnection wire, cable, wiring and terminations
- Conduit Drawings



**Trimax Systems, Inc.
Change Order Request**

Job Name VWRA Subregional Plants	Customer P.O. Number T1139-50
To: Southern Contracting Co. 559 N. Twin Oaks Valley Rd. San Marcos, CA 92069	Change Order Request: COR-42R1 Date: 7/17/2017
Attn: Steve Vickers	
Description: <u>Reference DC120</u> Work at Apple Valley WRP and Hesperia WRP - Furnish (4) new pH sensors and (2) new pH analyzer/transmitters as shown on the drawings included in DC120. Add new analog and digital I/O to the Headworks PLC at each plant. Existing spare points will be used. Provide design labor to update panel drawings and project documentation, and programming labor to add the new signals to the PLC, HMI and SCADA programs. Provide equipment submittal, instrument calibration, loop testing and operational testing.	

Material					
Item	Description		Qty	Unit Price	Extended Price
1	pH Analyzer/Transmitter, 120VAC AIT-3100; AVWRP Fine Screening Rm AIT-3100; HWRP Fine Screening Rm	Hach sC200 LXV404.99.00112	2	\$1,600.00	\$3,200.00
2	pH Sensor AE-3100A & AE-3100B; AVWRP Fine Screening Rm AE-3100A & AE-3100B; HWRP Fine Screening Rm	Hach PD1P1A-1000	4	\$1,301.00	\$5,204.00
3	Stainless steel ID tags for new instruments	Custom	10	\$15.00	\$150.00
4	pH Sensor 9302A AVWRP 9302A HWRP	AE- AE- E&H CCS142D-GAS-80	2	\$284.19	\$568.38
Subtotal:					\$9,122.38
Markup: 15.00%					\$1,368.36
Sales w/o Tax:					\$10,490.74
Sales Tax: 7.75%					\$813.03
Total Material Cost:					\$11,903.77

Non-Taxable Labor					
Item	Description	Resource	Hrs	Rate	Extended Price
1	Review, plan and coordinate changes	Prog	2.00	160.00	\$320.00
2	Update panel I/O drawings (two panels)	Des Eng	3.00	110.00	\$330.00
3	New test documentation (calib, loop test forms)	Des Eng	2.00	110.00	\$220.00
4	Update loop drawings (4 new loop dwgs)	Des Eng	6.00	110.00	\$660.00
5	Add new points to PLC program for HWRP (3 AI, 2 DI)	Prog	5.00	160.00	\$800.00
6	Add new points to PLC program for AVWRP (3 AI, 2 DI)	Prog	2.50	160.00	\$400.00
7	Add new points to HMI program for HWRP	Prog	3.00	160.00	\$480.00
8	Add new points to HMI program for AVWRP	Prog	1.50	160.00	\$240.00
9	Add new points to SCADA app for HWRP	Prog	4.00	160.00	\$640.00
10	Add new points to SCADA app for AVWRP	Prog	2.00	160.00	\$320.00
11	Instrument calibration	Fid Eng	5.00	110.00	\$550.00
12	Loop testing	Fid Eng	6.00	110.00	\$660.00
13	Operational testing	Prog	4.00	160.00	\$640.00
Total Non-Taxable Labor Cost:			46.00		\$6,260.00

Other Direct Costs					
Item	Description	RT Miles	Qty	Unit Price	Extended Price
1	Mileage		1	\$0.62	\$0.00
2	Freight		1	\$0.00	\$0.00
3	Delivery to job site		1		\$0.00
4	Lodging				\$0.00
5	Per Diem			\$75.00	\$0.00
Total Other Direct Costs:					\$0.00

Complete price for the scope of work described herein: \$17,563.77



**Trimax Systems, Inc.
Change Order Request**

Job Name	Customer P.O. Number
VWVRA Subregional Plants	T1199-50
To: Southern Contracting Co. 559 N. Twin Oaks Valley Rd. San Marcos, CA 92069 Attn: Steve Vickers	Change Order Request: COR-42R1 Date: 7/17/2017

Exclusions:

1. Mounting stanchion, mounting plate.
2. Materials for installation.
3. Additional PLC I/O modules to accommodate new I/O.
4. Installation of furnished equipment.

This scope letter represents Trimax Systems, Inc. entire proposed scope of work. Unless otherwise noted, no goods or services, other than those specifically described herein, are included or implied.

Quoted prices are valid for 90 days.

If you have any questions regarding this matter, please contact the undersigned.

Very truly yours,

Brian Bryce
 Field Services Manager
 Trimax Systems, Inc.

Cell Ph. - 714-595-1269
brianb@trimaxsystems.com

PCO # 95

Sub-Regional WRP Projects
Sub Regional WRP Projects

Printed 10/05/2017, Page 1 of 3



TOAV - Impacts associated with SCE design issues - Transformation Switchgear

Type: RFC - Request for Change
Contract: 10942 - Apple Valley
Contractor: W M Lyles Co
ISO Currency Code: USD
Purchase Order: Contract # 10942 - Apple Valley

10/04/2017

Submitted To: EADOC-VVWRA-Sub-R - Alton Anderson, EADOC-VVWRA-Sub-R - Charles Reynolds, EADOC-VVWRA-Sub-R - Grant Gourley, EADOC-VVWRA-Sub-R - Lynene Voelker

Revision Date: Closed
Status: Medium
Priority:

Created By: MWH Constructors, VVWRA-Sub-R - Ted Luiten
Created: 10/03/2017

Contractor's PCO #:

Reason: Design Omissions
Requested By: Owner

Change Date:
Schedule ID:
Not to Exceed \$: 26,591.39
Set:

Approved Thru Last:
Amount Added: 786,590.94
New Approved Amount: 26,591.39
Current Contract Duration: 813,182.33
Days Added: 821
New Contract Duration: 0
New Contract Duration: 821

Budget :
Funding:
Cost Item:

PCO # 95

Sub-Regional WRP Projects
Sub Regional WRP Projects

Printed 10/05/2017, Page 2 of 3

Proposed Design Change Summary:

W.M. Lyles Co. (WML) continued to install the conduit for the SCE power service feed at the TOAV WRP. WML deems this change to be additional work and the cost associated with these changes is \$26,411.20. The signed time and material sheets are attached for your review.

Cost adjusted to comply with markup requirements

Locations

Element A1 - Apple Valley WRP - Vol4 - 23 - Secondary Building

Files

Southern Contracting Worksheet Breakdown - worksheet with corrections.pdf	79.41 KB
PCO TOAV 095 (Plant Conduit) - Evaluation Summary - OH&P.pdf	56.60 KB
SCC COR 134 SCE T&M Complete.pdf	1.1 MB

Contractor	Signature	Print Name	Date
Construction Manager	Signature	Print Name	Date
Owner	Signature	Print Name	Date

PCO # 95

Sub-Regional WRP Projects
Sub Regional WRP Projects

Printed 10/05/2017, Page 3 of 3

MWH Constructors Response to PCO # 95

Number: 1
Revision:
Revision Date:
Submitted : 10/04/2017
Created By: MWH Constructors, VVWRA-Sub-R - Ted Luiten

Approval: Approved
Date Approved: 10/04/2017
Approved By: VVWRA-Sub-R - Ted Luiten
Approved for Change Order processing

Compensable Days: 0
Non Compensable Days: 0
Amount: 26,591.39

Files

PCO TOAV 095 (Plant Conduit) - Evaluation Summary - OH&P.pdf 56.60 KB

PCO TOAV 095 (Plant Conduit) - Evaluation Summary - OH&P

Item	Description	Estimated Cost Change		Adjusted Cost Change
1	Labor			
2	Material			
3	Equipment			
		\$0.00		\$0.00
	markup	\$0.00	0.15	\$0.00
	subtotal	\$0.00		\$0.00
Sub				
4	Southern Contracting	\$24,657.92		\$21,760.55
	Subcontract subtotal	\$24,657.92		\$21,760.55
	Subcontractor Bond & Ins	\$246.58	0.01	
	subtotal	\$24,904.50		\$21,760.55
	GC - Subcontract markup	\$1,245.22	0.05	\$1,088.03
	total	\$26,149.72		\$22,848.58
	Subcontractor OH&P		0.15	\$3,264.08
	Subcontractor Bond & Ins		0.01	\$250.25
	GC Bond & Ins	\$261.50	0.01	\$228.49
	Total	\$26,411.22		\$26,591.39

PER PCO



California Contractor's License No. 422390

Southern Division - **Temecula Office**
42142 Roick Drive
Temecula, CA 92590
Telephone (951) 973-7393
Fax (951) 698-3031

www.wmlyles.com
An Equal Opportunity Employer

August 14, 2017

Victor Valley Wastewater Reclamation Authority
20111 Shay Rd.
Victorville, CA 92394

Attn: Alton Anderson

Project: Sub-Regional Water Reclamation Plants Project

Subject: SCE Feed to TOAV WRP
PCO: TOAV-01

Dear Mr. Anderson,

W.M. Lyles Co. (WML) continued to install the conduit for the SCE power service feed at the TOAV WRP. WML deems this change to be additional work and the cost associated with these changes is ~~\$26,411.20.~~
The signed time and material sheets are attached for your review. **\$26,591.39**

If you have any questions concerning the information, or require any additional information, please feel free to contact me.

Sincerely,

Grant Gourley
Project Executive
W.M. Lyles Co.

W.M. Lyles

CHANGE ORDER REQUEST

No. 00134

42142 Roick Drive
Temecula, CA 92590

Phone: 951-973-7393
Fax: 951-698-3031

TITLE: Edison T and M Xfmr to Swbd

DATE: 08/03/2017

PROJECT: Victor Valley Subregional WRPq

JOB: 100531

TO: Attn: Steve Vickers
Southern Contracting Co.
P.O. Box 445
559 N. Twin Oaks Valley Road
San Marcos, CA 92079-0445
Phone: 760-744-0760 Fax: 760-744-6475

CONTRACT NO: 1

RE: To: From: Number:

DESCRIPTION OF PROPOSAL

Complete Edison Duct Bank to Metering Switchboard

Item	Description	Stock #	Quantity	Units	Unit Price	Tax Rate	Tax Amount	Net Amount
00001	Complete Edison Redesign from Transformer to Switchboard		1.000		\$24,904.49	0.00%	\$0.00	\$24,904.49

Unit Cost: \$24,904.49
Unit Tax: \$0.00
Total: \$24,904.49

\$24,904.49 - Southern
\$1,245.22 - WML Markup
\$261.49 - WML Bond
\$26,411.20 - Total Cost

APPROVAL:

By: _____
Steve Vickers

By: _____
Grant Gourley

Date: _____

Date: _____

Southern Contracting Co.
T&M Recapitulation Work Sheet

SCC Job No: 10531

Project Descr: VVWRA

Customer: WML SCE Service T and M

Page	Amount	Hours	Labor	Material	Equipment
1	\$15,900.84	133	\$12,504.55	\$0.00	\$3,238.86
2	\$9,003.65	66.5	\$6,148.81	\$2,183.47	\$582.22
3	\$0.00	0	\$0.00	\$0.00	\$0.00
4	\$0.00	0	\$0.00	\$0.00	\$0.00
5	\$0.00	0	\$0.00	\$0.00	\$0.00
6	\$0.00	0	\$0.00	\$0.00	\$0.00

Subtotals	\$24,904.49	199.5	\$18,653.36	\$2,183.47	\$3,821.08
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Grand Total	\$24,904.49				
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VICTOR VALLEY WASTEWATER RECLAMATION AUTHORITY
Report/Recommendation to the Board of Commissioners

November 16, 2017

FROM: Mauricio Marin E&I-C Technician *MM*

TO: Latif Laari, Business Applications Manager

SUBJECT: Staff Recommendation Replacement of the Otoe Pump Station PLC and Controls

RECOMMENDATION

It is recommended that the Board of Commissioners approve the replacement of the Otoe Pump Station (OPS) Programmable Logic Controller (PLC) and Controls due to end of life in the amount of \$51,937.20

REVIEW BY OTHERS

This recommendation was reviewed by Marcos Avila, Lead Mechanic and Bruce Correia, MIS Coordinator.

BACKGROUND INFORMATION

VVWRA currently has two PLCs within the Motor Control Center (MCC) at the OPS. Originally, the Bristol & Babcock PLC did all the control functions for this MCC and later the GE-Fanuc PLC was added to take over the functions of the three Variable Frequency Drives (VFD) this MCC controls while the Bristol & Babcock PLC monitors and controls all other OPS functions.

VVWRA will replace the older PLCs with a new Allen Bradley 1700 series PLC. The older PLCs are currently incompatible with existing VVWRA Supervisory Controls and Data Acquisition (SCADA) systems and have exceeded their end of life.

The new upgrade will allow increased operational and staff time efficiency by;

1. Reducing staff's presence at the OPS.
2. OPS to communicate with the Regional Wastewater Reclamation Plant SCADA system.
3. Visibility of OPS real time pumping at Regional Wastewater Reclamation Plant SCADA system.
4. Trending OPS pumps running condition to maximize predictive maintenance.
5. Remote monitoring and control of the OPS.

FINANCIAL IMPACT

Finance Approval:

Fund 01 or 07	
Accounting Code (String) example: 01-xx-xxx-xxxx (project code if any)	01-02-530-6022-R130
Transfer Needed due to Insufficient Budget	Y [] N [X]
If Transfer, from Which Account String or Reserve	NA
Budgeted Amount Where Money Comes from	01-02-530-6022-R130
Budget Remaining after the Recommendation	\$97247.91
Outside Funding Source if applicable	NA
Original Contract Amount	\$51937.20
Change Order	Y [] N [X]
Contract after Change	NA

Fund 09	
Accounting Code (String) example: 09-xx-xxx-xxxx (mandatory project code)	NA
Transfer Needed due to Insufficient Budget	Y [] N [X]
If Transfer, from Which Account String or Reserve	NA
Budgeted Amount Where Money Comes from	NA
Budget Remaining after the Recommendation	NA
Outside Funding Source	NA
Original Contract Amount	NA
Change Order	Y [] N [X]
Contract after Change	NA

Scope

Victor Valley Wastewater Reclamation Authority Otoe Pump Station

Trimax Proposal: E-11748 Rev 4

November 6, 2017

Scope:

To furnish the materials and labor for the panels mentioned below. It will also include the submittals, programming, testing, start-up, training and documentation.

Our scope of work is within the following specifications, drawings and addendums:

- Site visit 6/29/17

Control Panels to be modified:

- Retrofit of existing MCC control panel.
 - Replace Bristol and Babcock PLC with Allen Bradley 1769-L30ER
 - Add Allen Bradley 10" Panelview Plus Touch HMI to panel door
 - Add Fan Kit
 - Add 350VA UPS including low battery alarming

Additional Scope Clarifications:

- Provision, installation, and calibration of Ultrasonic Level Transmitter and Transducer will be provided as a separate proposal.
- Trimax will submit a drawing package for approval.
- Trimax will program the PLC and included HMI in accordance with the provided Control Strategy.
- Trimax has included a written Sequence of Operation documentation which describes the control systems functions as approved by VVWRA.
- Trimax will reprogram existing VVWRA Wonderware SCADA to monitor, record, and control the new PLC panel and its functions at the Otoe Pump Station site over Ethernet as part of the SCADA Programming.
- Trimax has included alarming and integration in the VVWRA's SCADA alarming system. This includes the WIN911 alarms.
- Trimax has included project coordination meetings. Most meetings will be performed by conference call.
- Trimax has included onsite checkout and start-up commissioning along with system testing.
- Trimax Systems is not responsible for calibrating equipment or instrumentation provided by district or other vendors, even if mentioned in the specifications or addenda referenced above.
- Lead times:
 - 2-3 weeks for panel drawings
 - 4-5 weeks for panel fabrication once drawings are approved.
 - Programming will be taking place during this time frame also.
 - Start-up and commissioning will take approx. 5-10 days

Trimax Systems has excluded the following from this proposal:

- All instrumentation
- Loop drawings
- Ultrasonic Level Transmitter and Transducer (provided as a separate proposal)
- High Wetwell Float Switch



Trimax Systems Standard Exclusions:

- Any other material or labor that is not explicitly mentioned above as being provided
- All other control panels not mentioned above as being provided
- Field installation and/or mounting of instruments and any associated raceway
- Supply and Installation of In-Line devices, tubing, fittings, pipes, taps, process pumps, and all related appurtenances
- Mounting hardware, sunshields, stands and appurtenances for field instruments and control panels
- Field interconnection wire, cable, wiring, terminations and associated conductor tags and labeling
- Nitrogen purging to panels
- Piping, Valves and all related hardware
- Stilling wells
- Spare Parts
- Demolition and Salvage
- Seismic Calculations
- Raceway Systems Drawings

Terms of Sale:

- These prices are valid for 90 days.
- This proposal is subject to the terms and conditions detailed on the last page.
- Terms of payment
 - Monthly Progressive Payments in accordance with our schedule of values based on actual work completed.
- Acceptance of the proposal is based on an orderly project that incorporates Trimax planned timeframes for our scope of work.
- Any required field work will be performed during normal working hours. Overtime and Standby time is subject to additional charges.
- Protection of equipment, supplied by Trimax, from theft, vandalism and/or any other natural disaster shall be the responsibility of others from the time that the equipment is received onsite.
- This proposal shall be made part of the subcontract, service or purchase agreement issued to Trimax for this project.
- All quotes are subject to price change due to scope change, additions and vendor/market impacts beyond our control.
- All state and local taxes have been included in Lump Sum Price. Official tax rate to be calculated at time of billing.
- Invoices paid by credit card will be subject to a 4% convenience fee
- FOB: Trimax Systems, Brea, CA

PLC Programing	\$4,400.00
SCADA and OIT Programing.....	\$5,280.00
Field Start up.....	\$6,600.00
Materials (PLC, OIT, Wire, Terminal Blocks, Etc.).....	\$22,730.00
Project Review, Management, Factory Testing, Procurement.	\$1,360.00
O&M Manuals, Submittals, Drawings, Training.....	\$4,735.00
Lodging, Per Diem, Fuel	\$2,985.00
Lump Sum Pricing:	\$ 48,090.⁰⁰

Regards,
 Joe Mariano
 Trimax Systems, Inc.
 DIR Certification # 1000005619 Exp 6/30/2018, Contractors' C-10 License 832032 Exp 2/28/2018

Terms and Conditions

1. Parties to the Agreement. This agreement (the "Agreement") is between Trimax Systems, Inc. ("Trimax"), and the entity from whom a purchase order is issued following receipt of the attached proposal or bid (hereinafter "Client"). By issuing a purchase order for the goods and services quoted or bid by Trimax in the attached proposal or bid, Client agrees to be bound by the terms of this Agreement. Trimax's proposal or bid is made expressly conditional on the acceptance of these terms and conditions. Terms in Client's purchase order that are in addition to or not identical with the terms of this Agreement will not become part of this Agreement. Trimax and Client are collectively referred to in this Agreement as the "Parties."

2. Goods and Services to be Provided. Trimax agrees to provide to Client the goods and services required to perform the tasks set forth in the attached proposal or bid. The end product contemplated by the attached proposal shall be referred to herein as the Product.

3. Price. The price to be paid by Client shall be that stated in the attached proposal. Any additional work to be performed by Trimax related to the Product will be paid according to the terms and conditions of the attached Standard Rate Sheet.

4. Identification and Risk of Loss: Identification of any goods provided under this Agreement shall be pursuant to Commercial Code Section 2501, and shall occur upon tender and delivery of the goods to the Client's designated carrier. Risk of loss of the goods shall pass from Trimax to the Client on such tender and delivery.

5. Time and Method of Payment. Client shall pay the price for any goods and services within 30 days after receipt of invoice for the goods and services. If payment is not made within the first 30 days of the date of invoice, Trimax shall be entitled to charge interest at the maximum legally accepted rate on the unpaid balance commencing on the date of the invoice.

6. Client's Rights in the Product. By this agreement Client purchases and shall obtain a right to own and possess the physical hardware of the Product. Client shall also be entitled to own all of the uniquely designed software drafted to achieve the purposes of the project identified in the attached proposal. Other than those rights specifically granted and expressly transferred to Client in this agreement, Client shall have no proprietary interest in the goods or services provided pursuant to this Agreement.

7. License to Client. Client is hereby granted a perpetual, non-exclusive, non-transferable license to use the software being produced pursuant to this Agreement upon full payment of the price required herein, with no right to copy, sublicense, alter, decompile or develop derivative works. Client expressly acknowledges that Trimax will use its proprietary work product in the process of developing the Product, and that it retains ownership of such proprietary work product. Trimax may also incorporate into the Product certain other proprietary software programming.

8. Third Party Warranties. To the extent the third party hardware and software components of the Product are subject to warranties or licenses by their manufacturer(s) and/or authors, Client shall be entitled to the warranty and/or registration cards therefore, shall be considered the registered owner of the components, and shall look exclusively to those

warranties for redress should the component malfunction or otherwise be defective.

9. Indemnification and Hold Harmless. Client shall indemnify Trimax and its employees, officers, directors, agents, and distributors from and against any loss, cost, liability or expense (including court costs and attorneys' fees incurred) arising out of any claim by any third party alleging damages caused by Client's acts and/or omissions in the performance of this Agreement or the use of the Product by Client.

10. Remedies and Applicable Law. This Agreement shall be governed by California law without application of its conflicts of laws provisions. Any action commenced on this Agreement shall be venued in Orange County, California.

11. Modifications. This contract can be modified or rescinded only by a writing signed by both of the Parties or their duly authorized agents. Any terms and conditions contained on any purchase order, invoice, bill of lading or other document generated by Trimax or Client which are in conflict with or in addition to the terms and conditions of this Agreement shall be null and void.

12. Integration Clause. This Agreement constitutes the entire agreement between the Parties with respect to the contemplated relationship between the parties, and supersedes all previous negotiations, proposals, commitments, writings, advertisements, publications, agreements and understandings of any nature whatsoever related to this contemplated Agreement, except as modified by the specific terms set forth in the attached proposal.

13. Attorneys Fees. If any dispute arises out of the interpretation of or performance under this Agreement, the prevailing party in any suit, arbitration or mediation shall be entitled to the attorney's fees it reasonably incurs as a result of that dispute.

14. Limitation of Liability. IN NO EVENT SHALL TRIMAX BE LIABLE TO CLIENT FOR ANY LOSS, INCONVENIENCE OR DAMAGE, WHETHER DIRECT, INCIDENTAL, CONSEQUENTIAL OR OTHERWISE, WITH RESPECT TO THE PRODUCT.

15. Cancellations and Changes. Orders, once placed and accepted, can be cancelled or changed only with the consent of Trimax, in which case, Trimax shall be entitled to reasonable termination charges consisting of a percentage of the order price reflecting the percentage of the work performed prior to termination or change plus actual costs relating to termination.

16. Force Majeure: Trimax shall not be responsible for delays or failures in performance resulting from acts or occurrences beyond the reasonable control of Trimax, including, without limitation; fire, explosion, power failure, acts of God, war, revolution, civil commotion, terrorism, or acts of public enemies, any law, order, regulation, ordinance, or requirement of any government or legal body or any representative of any such government or legal body, or labor unrest, including without limitation, strikes, slowdowns, picketing or boycotts. In such event, the party affected shall be excused from such performance on a day-for-day basis to the extent of such interference (and the other party shall likewise be excused from performance of its obligations on a day-for-day basis to the extent such party's obligations relate to the performance so interfered with

Apple Valley Pump Station

The station consists of three 50HP Pumps, Floats, and Hydroranger level sensor. Each pump has its own control, which includes off/auto/hand controls and has a seal fail alarm. The pumps can also be automatically alternated in a lead/lag1/lag2 position. The Wet Well has two floats, a high wet well level and a low wet well level.

Scenario #1: Flow Enters wet well and initiates lead pump level set point, the lead pump turns on and pumps down until low level set point shuts pump off.

Scenario #2: Flow Enters wet well and initiates lead pump level set point, the lead pump turns on, level keeps increasing initiating lag1 pump set point. Then the lag1 pump turn and both start pumping together until low level set point shuts pump off.

Scenario #3: Flow Enters wet well and initiates lead pump level set point, the lead pump turns on, level keeps increasing initiating lag1 pump set point. Then the lag1 pump turn and both start pumping together, level keeps increasing initiating lag2 pump set point. Then lag2 pump turns on and all 3 pumps start pumping together until the low level set point shut pumps off.

Scenario #4: Flow Enters wet well and initiates lead pump level set point, the lead pump turns on, level keeps increasing initiating lag1 pump set point. Then the lag1 pump turn and both start pumping together, level keeps increasing initiating lag2 pump set point. Then lag2 pump turns on and all 3 pumps start pumping together, level keeps increasing and not be able to keep up, initiates the high level alarm.

Pumps do not turn on if low level condition exists and seal/humidity failure.

HMI:

1. Automatically alternate lead/lag1/lag2
2. Display Level
3. Pump condition
4. Hour meter per pump
5. Level Indication



VICTOR VALLEY WASTEWATER RECLAMATION AUTHORITY
Report/Recommendation to the Board of Commissioners

November 16, 2017

FROM: Marcos Avila Maintenance Mechanic Lead *MA*

TO: Logan Olds, General Manager

SUBJECT: Biogas Engineering gas conditioning media replacement.

RECOMMENDATION

It is recommended that the Board of Commissioners approve Biogas Engineering professional service to perform media replacement on one H₂S vessel and one siloxane vessel not to exceed \$40,900

REVIEW BY OTHERS

This recommendation was reviewed by Chieko Keagy, Controller, Keith Lueken, Senior Operator.

BACKGROUND INFORMATION

The gas conditioning system at VVWRA is designed to remove hydrogen sulfide (H₂S), organic sulfur compounds and siloxanes. The gas condition system enables the use of 100% digester gas to fuel biogas, engine-driven blowers and other energy recovery uses. This is done while meeting air quality emission requirements and minimizing deposits of silicon dioxide in combustion and the exhaust chamber of internal combustion engines .

We recently upgraded two vessels and have seen promising results that will save resources and employee time. The savings are due to reduced maintenance and chemical costs. We are requesting to upgrade the two remaining vessels.

The gas conditioning system has two vessels that utilize specialized iron sponge media for sulfur removal. The current iron sponge media that we have utilized since startup in 2013 has lasted an average of 3 to 6 months with an average gas flow of 360 SCFM.

There is an additional two vessels with carbon media for absorption and removal of siloxanes (Silica, Oxygen and Alkalines). The recommended media for siloxane vessel is Cabbot RB4.

Biogas Engineering professional service firm has recommended Cabbot BG1, which is an activated carbon based media as an alternative for H₂S media replacement. The longevity of the Cabbot BG1 is between 18-24 months. The lifespan of the new recommended media will drastically reduce the media change out frequency. As a result, the new media will save thousands of dollars per year to VVWRA. Furthermore, this media allows operators to inject air

into the gas scrubbing system enhancing the hydrogen sulfide treatment before it reaches the media vessels. This additional treatment does not only extend the media lifespan, but it also allows operations to cut back on chemical dosing such as ferric chloride which is currently dosing 102 GPD to maintain 50-100 PPM of H2S levels. The dosing can be reduced to 82 GPD allowing H2S levels to maintain 100-200 PPM. The reduction in ferric chloride use would result in an estimated cost savings of \$19,000 per year for this particular process.

FINANCIAL IMPACT

Finance Approval:

Fund 01 or 07	
Accounting Code (String) example: 01-xx-xxx-xxxx (project code if any)	01-02-152-6165-9999
Transfer Needed due to Insufficient Budget	Y [] N [X]
If Transfer, from Which Account String or Reserve	NA
Budgeted Amount Where Money Comes from	01-02-152-6165-999
Budget Remaining after the Recommendation	\$41,783
Outside Funding Source if applicable	NA
Original Contract Amount	\$40,900
Change Order	Y [] N [X]
Contract after Change	NA

Fund 09	
Accounting Code (String) example: 09-xx-xxx-xxxx (<u>mandatory</u> project code)	
Transfer Needed due to Insufficient Budget	Y [] N [X]
If Transfer, from Which Account String or Reserve	NA
Budgeted Amount Where Money Comes from	NA
Budget Remaining after the Recommendation	NA
Outside Funding Source	NA
Original Contract Amount	NA
Change Order	Y [] N [X]
Contract after Change	NA

RELATED IMPACTS

- Reduce media change out frequency
- Longer media life.
- Less equipment down time.
- Consistent H2S results
- Chemical savings



November 3, 2017

Marcos Avila
 Victor Valley Wastewater Reclamation Authority
 20111 Shay Rd.
 Victorville, CA 92394

Subject: Proposal to Replace the Media in Existing Hydrogen Sulfide and Siloxane Removal Vessels at Victor Valley Reclamation Authority (VWVRA) Facility.

Dear Mr. Avila,

The VWVRA owns and operates a waste water treatment plant (WWTP) located at 20111 Shay Road, Victorville, CA-92394. The digester gas (DG) produced at the WWTP is used to fuel the engines which generates electricity to supply power for the WWTP. Prior to sending the DG for power generation, hydrogen sulfide (H₂S) and Siloxane are removed from the DG using scavenger based media in the existing vessels at the WWTP.

The VWVRA asked Biogas Engineering (Biogas) to recommend the replacement of existing media used in H₂S vessel (iron sponge) and Siloxane vessel. Biogas Engineering was provided following information, which was used for the evaluation and recommendation of new media:

Existing H₂S Vessel

Vessel Size – 8'-0" diameter and 8'-0" high fiber glass vessel
 Operating Pressure – 0.4 psig vacuum
 Inlet Temp – 65-85°F
 Raw DG flow (average) – 282 scfm
 Inlet H₂S (average) – 55 ppmv
 Outlet H₂S (average) – 0 ppmv (desired)
 CH₄ – 65.3%
 O₂ – 0.2%
 N₂ – 0.7%
 CO – <0.1%
 CO₂ – 33.9%

The existing media will be replaced with Cabbot BG1 activated carbon based media (Product name BG1). With the recently installed oxygen injection system, we expect the new H₂S media will require change out every 18 months.

Existing Siloxane Vessel

Vessel Size – 4'-6" diameter and 8'-0" high steel vessel
 Operating Pressure – 4 psig
 Inlet Temp – 65-85°F
 Raw DG flow (average) – 282 scfm

Inlet Siloxane – per March 2017 testing results
 Outlet Siloxane – 0 ppmv (desired)

The existing media will be replaced with Cabbot RB4 carbon based media.

Provided below is the scope of work to remove the existing media from the existing vessel and replace it with the new media.

SCOPE OF WORK

Following activities are included in the scope of work:

1. Removal of existing media from one Siloxane media vessel and one H₂S media vessel.
2. Disposal of the media (same day).
3. Supply and install Darco BG1 media (using reach lift provided by VWVRA) in one 8'-0" dia.- 8'-0" high H₂S vessel including 1,000 lbs of existing media available at VWVRA.
4. Supply and install Cabbot RB4 media (using reach lift provided by VWVRA) in one 4'-6" dia. and 8'-0" high vessel Siloxane removal vessel.
5. Purging of vessels with nitrogen.
6. Assist VWVRA in long term monitoring and testing of DG for Siloxane and H₂S.

Please note that Biogas Engineering staff scope of work is limited to media selection, we propose that existing H₂S and Siloxane vessel operating conditions shall be reevaluated in the preview of the vessel rated capacity and adjusted shall be made to the operating conditions as necessary for the safety of the equipment and personnel.

PROJECT FEE

We propose a lump sum fee of **\$40,900** to perform the above listed work. Provided below is the cost breakdown for the project:

Media Cost - \$24,700 (Cost of media, freight and sales tax)
 Media Removal and Replacement Cost - \$7,000 (for both H₂S and Siloxane vessels)
 Disposal of media including activated carbon regeneration - \$3,200
 Project coordination, site visit, project closeout etc - \$6,000

Biogas will change the media within 2-3 week of receiving a notice to proceed.

CLOSING

We sincerely thank VWVRA for providing us another opportunity to assist you. We have enjoyed working with your staff in the past and look forward to assisting you again on this project. If you have any questions, please contact the undersigned.

Sincerely,



Arnold Ramirez, PE
Sr. Project Manager
Cell: (909) 942-0751
BIOGAS ENGINEERING



Gautam Arora, PE
President
Cell: (909) 286-9900
BIOGAS ENGINEERING

**VICTOR VALLEY WASTEWATER RECLAMATION AUTHORITY****MEMORANDUM**

DATE: 16 November 2017
TO: Board of Commissioners
FROM: Logan Olds, General Manager *LO*
SUBJECT: Late Fees

The subject of late fees and their applicability was referred to Legal Counsel in September of 2017. Mr. Piero Dallarda has indicated that he will provide a verbal report to the Board as an information item at the VVWRA Board meeting.

Victor Valley Wastewater Reclamation Authority



Financial and Cash Report

October 2017

Victor Valley Wastewater Reclamation Authority
CASH AND RESERVE SUMMARY
 October 31, 2017

G/L Account	Description	Balance
1000	DCB Checking Account	\$ 1,426,123
1030	DCB Sweep Account	36,444
1075	Cal TRUST	3,079,424
1070	LAIF	1,530,392
	Total Cash	\$ 6,072,383

\$65 mil Max

Reserves:	Current Balance	Restricted	Assigned	Not Assigned
Targeted Capital Reserve	\$ -	\$ -	\$ -	\$ -
O&M Reserve: 10% of Prior Year Budgeted Operating Expenses	-	-	1,081,523	-
R&R Reserve: 1% of Land Improvements/Plants/Interceptors PY CAFR	400,000	-	1,670,006	-
Reserve for SRF Payments (P& I) - Operating	2,819,883	2,819,883	-	-
Reserve for SRF Payments (P& I) - Capital	2,431,926	2,431,926	-	-
Available for O&M	420,574	-	-	-
Total Cash	\$ 6,072,383	\$ 5,251,809	\$ 2,751,529	\$ -

Note 1: ACCUMULATION FOR SRF LOAN PAYMENTS:

	9.5 MGD, 11.0 MGD, NAVI, Phase III-A	Upper Narrows Replacement	Nanticoke Bypass	Sub-Regional Apple Valley	Sub-Regional Hesperia	Total
Reserve for SRF Payments (P& I) - Operating	\$ 782,104	257,745	178,764	640,818	960,452	\$ 2,819,883
Reserve for SRF Payments (P& I) - Capital	1,348,576	-	59,588	409,703	614,059	2,431,926
	\$ 2,130,680	257,745	238,352	1,050,521	1,574,511	\$ 5,251,809

Note 2: PROJECTS AND FUNDING:

a. Construction and Change Orders for Sub-Regional Plants	Bureau of Reclamation - Title 16 Grant	Dept. of Water Resources - Proposition 84 Grant	SWRCB SRF Loan - Hesperia	SWRCB SRF Loan - Apple Valley	SWRCB - Proposition One Grant - A.V.	SWRCB - Water Recycling Prop 13 Grant - A.V.	Total
Completion (or Termination) Dates	05/31/16	12/31/17	06/30/17	06/30/17	06/30/17	03/31/17	
Agreement Amounts	\$ 3,242,523	\$ 3,000,000	\$ 35,442,795	\$ 22,537,632	\$ 8,135,648	\$ 4,000,000	\$ 76,358,598
Claimed	(3,242,523)	(3,000,000)	(31,781,809)	(19,374,942)	(7,534,420)	(3,840,817)	(68,774,511)
Grant and Loan Balance Remaining	\$ -	\$ -	\$ 3,660,986	\$ 3,162,690	\$ 601,228	\$ 159,183	\$ 7,584,087

b. Planning and Design for Sub-Regional Plants	Bureau of Reclamation - Title 16 Grant	Dept. of Water Resources - Proposition 84 Grant	SWRCB SRF Loan - Hesperia	SWRCB SRF Loan - Apple Valley	SWRCB - Proposition One Grant - A.V.	SWRCB - Water Recycling Prop 13 Grant - A.V.	Total
Completion (or Termination) Dates	05/31/16	not applicable	06/30/17	06/30/17	06/30/17	not applicable	
Agreement Amounts	\$ 1,607,477	\$ -	\$ 5,107,160	\$ 4,535,127	\$ 1,046,193	\$ -	\$ 12,295,957
Claimed	(1,607,477)	-	(3,134,436)	(4,413,807)	(1,038,301)	-	(10,194,020)
Grant and Loan Balance Remaining	\$ -	\$ -	\$ 1,972,724	\$ 121,320	\$ 7,892	\$ -	\$ 2,101,937

c. Upper Narrows Emergency

*FEMA/Cal OES PW 1136 Revised Grant Limit - Completion 12/27/15	\$	7,954,740
Eligible Cost Incurred 12/26/10 - 11/06/16		(7,750,326)
Grant Balance Remaining	\$	204,414
Funding Received or To Be Received:		
FEMA (Claims x .90 x .7500)	\$ 5,231,470	
Cal OES (Claims x .90 x .1875)	1,307,868	6,539,338
VVWRA Share:		
VVWRA (Claims x .0625)	484,395	484,395
10% Retention to Be Received upon Completion: (Claim - VVWRA portion) x .10	726,593	726,593
	\$	7,750,326

d. Upper Narrows Replacement

*FEMA/Cal OES PW 828 Grant Limit - Completion 12/27/15	\$	33,124,002		
Eligible Costs Incurred 04/01/11 - 08/31/16		(33,124,002)		
Grant Balance Remaining	\$	-		
Funding Received or Expected to Receive:				
FEMA (Claims x .90 x .7500)	\$ 22,358,701			
Cal OES (Claims x .90 x .1875)	5,589,675	27,948,377		
VVWRA Share:				
VVWRA (Claims x .0625)	2,070,250	2,070,250		
10% Retention to Be Received upon Completion: (Claim - VVWRA portion) x .10	3,105,375	3,105,375		
	\$	33,124,002		
	Incurring	Claimed		
* SRF Loan	Construction	1,655,130	(1,655,130)	-
	Change Orders	1,825,000	(1,825,000)	-
	Soft Costs	806,250	(806,250)	-
		4,286,380	(4,286,380)	-

Subregional Water Reclamation Plant Projects
10/31/2017
Hesperia

Costs Incurred Up to 10/31/2017		Expended to Date	Contract Amount	Total Remaining
Planning/Design/Construction Management				
	Planning	895,080	624,264	(270,816)
	(Carollo/HDR) Design	3,106,096	3,580,792	474,696
	(MWH) Construction Management	2,478,726	1,479,914	(998,812)
	(Carollo/HDR) Engineering Services During Construction	1,388,340	1,687,052	298,712
	Sub-Total	7,868,242	7,372,022	(496,220)
Construction				
	Construction	32,502,084	33,220,000	717,916
Change Order (Contingency)		Expended to Date	Contract Amount	
			SRF Loan	Lyles
	Planning/Design/Construction Management	-	1,111,398	-
	Construction - Cascade Drilling	463,231	383,334	-
	Construction - Lyles	708,198	728,063	500,000
	Sub-Total	1,171,429	2,222,795	500,000
Total		41,541,755	43,314,817	1,773,062

Eligible for Reimbursements		Claimed	Contract Amount	Total Remaining
	Title 16	2,445,244	2,460,369	15,125
	Proposition 84-HES Construction Cost	2,227,586	1,512,522	(715,064)
	Total Grants	4,672,830	3,972,891	(699,939)
	<i>% of Total Project</i>		9%	
	SRF-HES Planning/Design/Construction Management	3,134,436	7,329,955	4,195,519
	SRF-HES Construction Cost	33,734,489	33,220,000	(514,489)
	Total	41,541,755	44,522,846	2,981,091

Claims Made as of 10/31/2017		Requested	Contract Amount	Total Remaining
	Title 16	2,445,244	2,460,369	15,125
	Proposition 84-HES Construction Cost	2,227,586	1,512,522	(715,064)
	Total Grants	4,672,830	3,972,891	(699,939)
	SRF-HES Planning/Design/Construction Management	3,134,436	7,329,955	4,195,519
	SRF-HES Construction Cost	31,781,809	33,220,000	1,438,191
	Total	39,589,075	44,522,846	4,933,771

Subregional Water Reclamation Plant Projects
10/31/2017
Apple Valley

Costs Incurred Up to 10/31/2017

		Expended to Date	Contract Amount	Total Remaining
Planning/Design/Construction Management				
	Planning	1,278,710	970,271	(308,439)
	(Carollo/HDR) Design	2,552,681	3,117,326	564,645
	(MWH) Construction Management	2,019,781	1,455,410	(564,371)
	(Carollo/HDR) Engineering Services During Construction	1,582,644	1,610,418	27,774
	Sub-Total	7,433,816	7,153,425	(280,391)
Construction				
	Construction	31,729,999	32,670,000	940,001
		Expended to Date	Contract Amount	
			SRF Loan	Lyles
Change Order (Contingency)				
	Planning/Design/Construction Management	-	1,001,640	-
	Construction - Cascade Drilling	252,951	376,986	-
	Construction - Lyles	709,845	624,654	500,000
	Sub-Total	962,796	2,003,280	500,000
Total		40,126,611	42,326,705	3,162,890

Eligible for Reimbursements

		Claimed	Contract Amount	Total Remaining
	Title 16	2,404,756	2,419,631	14,875
	Proposition 13 - Recycling Grant	3,840,817	4,000,000	159,183
	Proposition 84-AV Construction Cost	772,414	1,487,478	715,064
	Proposition 01-AV Planning/Design/Construction Management	1,038,301	1,046,193	7,892
	Proposition 01-AV Construction Cost	7,534,420	8,135,648	601,228
	Total Grants	15,590,708	17,088,950	1,498,242
	<i>% of Total Project</i>		39%	
	SRF-AV Planning/Design/Construction Management	4,413,807	4,535,127	121,320
	SRF-AV Construction Cost	20,122,096	22,537,632	2,415,536
Total		40,126,611	44,161,709	4,035,098

Claims Made as of 10/31/2017

		Requested	Contract Amount	Total Remaining
	Title 16	2,404,756	2,419,631	14,875
	Proposition 13 - Recycling Grant	3,840,817	4,000,000	159,183
	Proposition 84-AV Construction Cost	772,414	1,487,478	715,064
	Proposition 01-AV Planning/Design/Construction Management	1,038,301	1,046,193	7,892
	Proposition 01-AV Construction Cost	7,534,420	8,135,648	601,228
	Total Grants	15,590,708	17,088,950	1,498,242
	SRF-AV Planning/Design/Construction Management	4,413,807	4,535,127 *	121,320
	SRF-AV Construction Cost	19,374,942	22,537,632	3,162,690
Total		39,379,457	44,161,709	4,782,252

*Note: Proposition 01 grant of \$9.2M reduces AV SRF loan to \$4.5M.

Nanticoke Interceptor
10/31/2017

Costs Incurred Up to 10/31/2017		Expended to Date	Contract Amount	Total Remaining
Planning/Design/Construction Management				
	Planning		342,397	342,397
	Design		101,524	101,524
	Construction Management	432,951	407,373	(25,578)
	Engineering Services During Construction			-
	Sub-Total	432,951	851,294	418,343
Construction				
	Construction - Christensen Brothers GE Inc.	3,192,465	3,207,896	15,431
		Expended to Date	Contract Amount	
Change Order (Contingency)				
	Planning/Design/Construction Management			-
	Construction	660,951	400,000	(260,951)
	Sub-Total	660,951	400,000	(260,951)
Total		4,286,367	4,459,190	172,823

Eligible for Reimbursements		Claimed	Contract Amount	Total Remaining
	SRF-Planning/Design/Construction Management	432,951	851,294	418,343
	SRF-Construction Cost	3,410,129	3,607,896	197,767
Total		3,843,080	4,459,190	616,110

Claims Made as of 10/31/2017		Requested	Contract Amount	Total Remaining
	SRF-Planning/Design/Construction Management	432,951	851,294	418,343
	SRF-Construction Cost	3,410,129	3,607,896	197,767
Total		3,843,080	4,459,190	616,110

VVWRA
Upper Narrows Interceptor and Emergency Projects
10/31/2017

Upper Narrows Interceptor and Emergency Projects
10/31/2017

Upper Narrows Interceptor (E004)

<u>Planning/Design/Construction Management</u>		Expended to Date	Contract Amount	Total Remaining
Planning		449,368	277,990	(171,378)
(Tetra Tech) Design		737,952	783,481	45,529
(URS/AECOM) Construction Management		1,642,759	993,673	(649,086)
(TetraTech) Engineering Services During Construction		531,269	348,290	(182,979)
Total		3,361,348	2,403,434	(957,914)
<u>Construction</u>				
Construction - J.W. Fowler		26,136,908	26,482,075	345,167
Construction - AV Construction		1,525,267	863,371	(661,896)
<u>Contingency</u>		Expended to Date	Contract Amount	
(Tetra Tech) Design		-	-	-
(URS/AECOM) Construction Management		271,346	325,612	54,266
(TetraTech) Engineering Services During Construction		-	-	-
Construction - J.W. Fowler		3,536,620	3,536,620	
Construction - AV Construction		214,287	214,287	-
Total		35,045,776	33,825,399	(1,220,377)

Claimed to Date

FEMA/CalOES	27,948,377	29,811,603	1,863,226
FEMA/CalOES 10% Retention	3,105,375	3,312,400	207,025
UNR SRF Loan	3,515,952		
Total	34,569,704	33,124,003	2,070,251

Upper Narrows Emergency (E003)

Spent to Date 10/31/2017

<u>Planning/Design/Construction Management</u>	Expended to Date
Materials	811,401
Rented Equipment	3,226,387
Contracts	3,899,051
Force Account OT	42,805
Force Equipment	274,341
Total	8,253,985

Received to Date

FEMA/CalOES	6,539,338
FEMA/CalOES 10% Retention	726,593
Total Grants to Date	7,265,931
VVWRA 6.25% Unreimbursable Cost	484,395
Total	7,750,326

Victor Valley Wastewater Reclamation Authority
Flow Study
For the Month Ended September 30, 2017

Measured by ADS	Percentage of Total %	September Monthly MG
VSD 1 (less North Apple Valley)	6.1485%	21.6320
VSD 2	13.0128%	45.7820
VSD 3	26.5030%	93.2440
VSD 4	7.5029%	26.3970
VSD 5	0.5690%	2.0020
VSD 6	6.4615%	22.7330
VSD Total	60.1977%	211.7900
Apple Valley 01	10.1221%	35.6120
Apple Valley 02	5.4200%	19.0690
Apple Valley North	0.1052%	0.3700
Apple Total	15.6473%	55.0510
Hesperia	18.4877%	65.0440
CSA 64 SVL	4.7100%	16.5710
CSA 42 Oro Grande	0.9573%	3.3680
CSA Total	5.6673%	19.9390
Total Apportioned Flow	100.0000%	351.8240
Mojave Narrows Regional Park		0.1000
Total Study Flow		351.9240

Victor Valley Wastewater Reclamation Authority
Statement of Net Position
October 31, 2017

<i>Assets and Deferred Outflows of Resources</i>	2017
Current assets:	
Cash and cash equivalents	\$ 12,377,729
Interest receivable	1,486
Accounts receivable	4,448,477
Receivable from FEMA Grants	5,389,850
Accounts receivable - Other	5,646
Allowance for Doubtful Accounts	(64,828)
Materials and supplies inventory	86,516
Prepaid expenses and other deposits	141,369
Total current assets	22,386,245
Fixed assets:	
Capital assets not being depreciated	83,915,163
Capital assets being depreciated	118,503,531
Total capital assets	202,418,694
Total assets	224,804,939
Deferred outflows of resources	
Deferred outflows of resources - pension	1,743,035
Total	\$ 226,547,974
<i>Liabilities, Deferred Inflows of Resources, and Net Position</i>	
Current liabilities:	
Accounts payable and accrued expenses	\$ 393,119
Accrued interest on long-term debt	75,383
Long-term liabilities - due within one year:	
Compensated absences	48,647
Loans payables	1,849,149
Other payables	6,557,145
Total current liabilities	8,923,443
Non-current liabilities:	
Long-term liabilities - due in more than one year:	
Compensated absences	219,396
Other post employment benefits payable	1,419,041
Loans payable	81,469,030
Net Pension Liability	5,011,624
Other payables	449,102
Total non-current liabilities:	88,568,193
Total liabilities	97,491,636
Deferred inflows of resources	
Deferred inflows of resources - pension	165,023
Net position:	
Net position as of 6/30/17	127,978,119
Restricted for SRF loan covenant	2,863,641
Decrease in net position FY 18	(1,713,582)
Total net position	128,891,315
Total	\$ 226,547,974

Victor Valley Wastewater Reclamation Authority
Revenues and Expenses
Operations and Maintenance
For the Month Ended October 31, 2017

	Actual October 2017	YTD Actual FY 17-18	Approved Budget FY 17-18
REVENUES			
User Charges	\$ 1,170,440	\$ 4,547,175	\$ 13,661,700
Sludge Flow Charge	8,921	39,151	137,074
High Strength Waste Surcharges	-	6,999	25,000
ADM FOG Tipping Fee Revenue	25,597	102,848	205,000
Septage Receiving Facility Charges	51,478	226,058	609,000
Reclaimed Water Sales	1,265	7,026	44,000
Potable Well Water Sales	52	438	650
Leased Property Income	50	200	600
Interest	-	-	-
Pretreatment Fees	3,800	18,800	51,200
Finance Charge	-	-	-
Grant - FEMA/Cal-EMA	-	-	747,034
Grant - Proposition 1	-	-	458,297
Grant- Water Recycling	-	-	246,466
Grant- CEC Microgrid	-	3,013	-
Sale of Assets, Scrap, & Misc Income	3,000	3,299	-
Total REVENUES	\$ 1,264,603	\$ 4,955,007	\$ 16,186,021
EXPENSES			
Personnel	\$ 319,580	\$ 1,456,960	\$ 4,086,603
Maintenance	38,274	483,268	2,919,360
Operations	61,042	857,309	3,066,985
Administrative	52,706	390,039	2,270,884
Construction	-	-	2,389,065
Total EXPENSES	\$ 471,602	\$ 3,187,576	\$ 14,732,897
Revenues over Expenses before Depreciation, Debt Service and Transfers	\$ 793,001	\$ 1,767,431	\$ 1,453,124
Depreciation Expense	(674,876)	(2,700,338)	-
DEBT SERVICE			
SRF Interest	\$ -	\$ -	\$ 361,138
FUND TRANSFERS IN			
Salary/Benefits Charge from Capital	\$ -	\$ 17,424	\$ -
Admin Charge from Capital	-	6,621	-
Total FUND TRANSFERS IN	\$ -	\$ 24,045	\$ -
FUND TRANSFERS OUT			
Transfer to Repairs and Replacements Fund	\$ -	\$ 247,500	\$ 247,500
Inter-fund loan payment to Capital	-	3,254	-
Total FUND TRANSFERS OUT	\$ -	\$ 250,754	\$ 247,500
Excess Revenues Over Expenses	\$ 118,125	\$ (1,159,616)	\$ 844,486

Victor Valley Wastewater Reclamation Authority
Revenues and Expenditures
Repairs and Replacement
For the Month Ended October 31, 2017

	Actual October 2017	YTD Actual FY 17-18	Approved Budget FY 17-18
REVENUES			
R&R Revenues	\$ -	\$ -	\$ -
Total REVENUES	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
OTHER FINANCING SOURCES			
SRF Loan Funding	\$ -	\$ -	\$ -
CAPITAL EXPENSES			
Personnel	\$ -	-	\$ -
Maintenance	-	43,045	242,500
Operations	-	25,185	-
Administrative	-	-	5,000
Construction	-	-	-
Total CAPITAL EXPENSES	<u>\$ -</u>	<u>\$ 68,230</u>	<u>\$ 247,500</u>
Revenues over Expenses before Debt Service and Transfers	<u>\$ -</u>	<u>\$ (68,230)</u>	<u>\$ (247,500)</u>
DEBT SERVICE			
SRF Interest	\$ -	\$ -	\$ -
FUND TRANSFERS IN			
Transfer from Operations and Maintenance Fund	\$ -	247,500	\$ 247,500
Interfund Loan Payment from O&M	-	-	-
Total FUND TRANSFERS IN	<u>\$ -</u>	<u>\$ 247,500</u>	<u>\$ 247,500</u>
FUND TRANSFERS OUT			
Salary/Benefits Charge to O & M	\$ -	-	\$ -
Admin Charge to O & M	-	-	-
Total FUND TRANSFERS OUT	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Excess Revenues Over Expenses	<u>\$ -</u>	<u>\$ 179,270</u>	<u>\$ -</u>

Accrual Basis

Victor Valley Wastewater Reclamation Authority
Revenues and Expenditures
CAPITAL
For the Month Ended October 31, 2017

	Actual October 2017	YTD Actual FY 17-18	Approved Budget FY 17-18
REVENUES			
Connection Fees	\$ 15,600	\$ 284,699	\$ 878,900
Title 16 Grant - Subregional	-	-	-
Grant- Water Recycling	-	255,129	157,577
Sale of Assets, Scrap, & Misc Income	-	-	-
Interest	2,087	18,581	38,000
Proposition 1 Grant	-	472,834	293,010
Proposition 84 Grant	-	-	-
FMV Adjustment	-	1,612	-
Grant - FEMA/Cal-EMA	-	-	3,105,375
Total REVENUES	\$ 17,687	\$ 1,032,855	\$ 4,472,862
CAPITAL EXPENSES			
Personnel	\$ -	-	\$ 416,716
Maintenance	-	-	40,000
Operations	-	-	170
Administrative	-	(2,054)	140,000
Construction	-	1,727,710	2,482,435
Total CAPITAL EXPENSES	\$ -	\$ 1,725,656	\$ 3,079,321
Revenues over Expenses before Debt Service and Transfers	\$ 17,687	\$ (692,801)	\$ 1,393,541
DEBT SERVICE			
SRF Interest	\$ -	\$ 19,644	\$ 209,281
			209,281
FUND TRANSFERS IN			
Capital Recovery - Septage from O&M	\$ -	-	-
Interfund Loan Payment from O&M	-	3,254	-
Total FUND TRANSFERS IN	\$ -	\$ 3,254	\$ -
FUND TRANSFERS OUT			
Salary/Benefits Charge to O & M	\$ -	\$ 17,424	-
Admin Charge to O & M	-	6,621	-
Total FUND TRANSFERS OUT	\$ -	\$ 24,045	\$ -
Excess Revenues Over Expenses	\$ 17,687	\$ (733,236)	\$ 1,184,260

Accrual Basis

Victor Valley Wastewater Reclamation Authority



Operations and Maintenance Report

October 2017

VWRA O&M Monthly Report – October 2017

Page 1 of 10

**Victor Valley Wastewater Reclamation Authority
Operations and Maintenance Report
October 2017**

TO: Logan Olds, General Manager
FROM: Operations & Maintenance Staff
SUBJECT: OPERATIONS/MAINTENANCE REPORT
DATE: November 3, 2017

The following information details the operation of the Victor Valley Wastewater Reclamation Authority Facility. Included in this report is pertinent information regarding flows, process control information, process sampling, permit requirements, operations activities, and facility maintenance activities. This report is based on O&M activities for October 2017.

Effluent to Ponds	147.65	4.76
Biochemical Oxygen Demand (BOD)		Limit 10 mg/l
Effluent to Mojave	<3.08	
Percent Removal	99.21%	
Total Suspended Solids (TSS)		Limit 10 mg/l
Effluent to Mojave	<2.3	
Percent Removal	>99.37	
Turbidity		Limit 2.0 ntu
30 Day Average	0.4	

Major Operations Activities

Headworks

The Headworks area operated as intended throughout the month with normal equipment maintenance performed on a weekly basis.

Primary Treatment

Overall removal efficiency of the primary clarifiers was 49.56 % removal of influent BOD and 67.16% removal of TSS. Typical operating parameters are 25 to 35 percent removal of BOD and 50 to 60 percent removal of TSS. The primary sludge concentration averaged 2.98% total solids at 70,581 gallons per day.

Primary clarifiers: #1,#2 ,#3, #5, #6 #7, #8 are currently online and continue to treat all incoming flow. Primary #4 remained offline for the month. With one clarifier off line, the remaining 7 primary clarifiers are capable of treating peak flows up to 27 MGD.

The digester gas conditioning system remains online. The system will prevent premature wear and tear on engines #2 & #3 by removing siloxanes by the addition of ferric chloride. The system increases fuel pressure to the blower gas system, allowing for more output from the blower engine. Digester #4 and 5 gas is mixed and sent to the gas conditioning system. This all but eliminates the use of Natural gas to run engines #2 and #3.

Staff continues to add ADM/ Grease to Daft #3 from Primaries and truck deliveries where it is then feed it to Digesters #4 and #5. This operation is assisting in additional grease removal from the primary clarifiers and increased gas production in the anaerobic digesters.

Secondary Process

Secondary Clarifiers #1 thru #6 are currently offline, not needed at this time.

Aeration basins #1 thru 12 have been retrofitted with the new Aquarius diffusers and are currently performing very well reducing the RPM's on the Piller blower. Currently basins #1-6 and 7-12 are online.

Pillar #1 is supplying air to basins #1-6, mixed liquor channel and aerated grit chamber. Piller #6 is supplying air to AB's #7-12.

Staff continues to monitor the solids under aeration and SVI to compare against the SRT Master Control Program. The SRT Master program is performing well. The secondary process has been performing well as a result of the SRT Master Control Program. Nitrogen studies performed by VVWRA staff produced results below regulatory requirements.

Thioguard was not used during the month.

Secondary turbidity averaged 1.52 (NTU) during the month of October 2017
The 30 minute settleometer test averaged 104.2 mL/L.
The average "pop time" of the MLSS was >91 min.

Percolation Ponds

South percolation ponds #7, #8, #10, #11, #12 and #13 were used and rotated during the month.

All Percolation Pond freeboard level requirements have been met during the month. All ponds are being rotated on a daily basis. Percolation Pond #6 remains off line and drained to minimal levels. No flow seepage has been observed. The north percolation ponds were used sparingly during the month.

Tertiary Filters

Aqua Diamond Filters #1 and #2 were utilized for the month of October. Filter Effluent average Turbidity of 0.48 NTU.

Solids

Digesters #1, #2 and #3 remain off line, drained and clean.

Staff has been operating Digesters #4 and #5 at predetermined sludge levels which is controlled by the SCADA system.

VVWRA received 639,928 gallons of ADM (Anaerobically Digestible Material) and FOG (Fats Oil and Grease). Total is comprised of 555,928 gallons of ADM and 84,000 gallons of FOG.

A Total 24,863,338 cf/day of gas was created by digesters #4 and 5 for the month of October 2017. That is an average gas production of 802,043 cf/day.

Digester #4 averaged 414,259 cf/day.

Digester #5 averaged 387,785 cf/day.

Digester Volatile Acid/Alkalinity averaged 0.015 for the month.

Ultra Violet Disinfection (UV)

The UV system is currently operating via one channel mode.

Monthly UV intensity probe and flow meter calibration checks were performed.

Permit Continuous Monitoring Requirements and Permit Violations

All permit required, continuous monitoring equipment was on-line, in calibration and working properly during the month.

Date of last reportable incident: March 10, 2015

Days since last reportable incident: 969 days

Discharge Sampling

All required samples during the month of October 2017 were collected and processed as scheduled.

Miscellaneous

Maintenance Activities

CMMS Work Order Activity

VVWRA O&M Monthly Report – October 2017

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VVWRA KPI Report11/3/2017
8:59 AM

10/1/2017 - 10/31/2017

KPI	Count	Percent
Planned Work Total	287	
Planned Work Completed	258	89.90%
Planned Work Completed On-Time	236	82.23%
Planned Work Incomplete	29	10.10%
Planned Work Completed Late	26	9.06%
Total Work Completed	623	
Reactive Work Completed	119	19.10%
PM Work Completed	445	71.43%

Safety

1. Monthly Vehicle Safety Inspections completed.
2. Monthly gas tech monitor inspections completed.
3. Eyewash safety showers inspected.
4. Monthly SCBA inspections.
5. Hazardous storage area inspection.
6. Spill kit inspections.

Preliminary Process

1. Aqua Guard pre-treatment screen inspected and serviced.
2. Headwork's Conveyor Belt Lube & Inspect.
3. Septage EQ basin Cleaning.
4. Septage auger replacement.

VVWRA O&M Monthly Report – October 2017

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Primary Process

1. All PH and conductivity probes cleaned and calibrated.
2. Influent PH and conductivity probe calibrations complete.

Secondary Process

1. Piller blowers 1 & 6 weekly inspections complete.
2. Service Air compressors inspection and service completed.
3. Waukesha engines inspections.
4. Piller #1 and #6 Filters Replacement.
5. Anoxic mixer #7 repair.
6. Secondary clarifier 7&8 monthly condensate removal.

Tertiary

1. Monthly gear box and platform drive wheel service complete
2. Filter #1 & #2 monthly platform gear box PM's comp
3. Filter #1 & #2 monthly backwash wasting pumps oil checks complete
4. All PH and conductivity probes cleaned and calibrated.

5. Filters 1&2 cleaning.
6. South per pond pumps annual lubrication service.

Ultra Violet Disinfection (UV)

1. PH and conductivity probes cleaned and calibrated
2. UVT probe calibrated
3. UV Compliance sample pumps foot valve cleaning.

Treatment Disposal

1. DAFT #1 and #2 Air Compressors 1&2 PM services complete.
2. Drying beds #7&8 repair.

Miscellaneous Plant

1. Serviced Air Handling units for Blower Buildings completed.

Plant Equipment**G/CHP 1&2**

1. Monthly UREA refill completed CHP #1 & #2
2. CHP1&2 differential pressure readings taken within normal range, Gas DP pressure collected within normal range.
3. Monthly gas samples collected.
4. CHP #2 13 cylinder heads replaced 12000 hour PM.
5. Jacket water pump replacement.

Gas Conditioning Skid

1. Monthly gas sampling collected.

OGPS

1. Monthly Generator Test completed

AVPS OTOE

1. Wet well cleaning completed.
2. Generator test completed.

VVWRA O&M Monthly Report – October 2017

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OFFROAD EQUIPMENT

1. Brown Bear weekly PM's completed.
2. JCB front loader weekly PM's complete.
3. Monthly forklift inspection.
4. Brown bear wheel hub replacement.
5. JCB loader bucket cutting-edge replacement.

FLEET

1. Monthly fleet inspections completed pumps, vehicles, hose reel trailer, light towers.

Victor Valley Wastewater Reclamation Authority



Environmental Compliance Department Report

October 2017

VWRA Environmental Compliance Department
Industrial Pretreatment Program

I. Interceptors Operation and Maintenance:

1. Interceptors cleaning & CCTV:

- ✓ No Cleaning was performed in October

2. Interceptors Inspections:

The following interceptors were visually inspected for signs of damage, vandalism and evidence of sanitary sewer overflows:

- ✓ South Apple Valley & North Apple Valley.
- ✓ Schedule 1, 2, 3 & 4
- ✓ UNE Bypass HDPE pipe
- ✓ Hesperia, I Ave and Santa Fe.
- ✓ CSA 64
- ✓ Adelanto
- ✓ SCLA1

3. Damage and repair summary:

- ✓ No Damage reported

4. Sanitary sewer overflows (SSO) summary:

- ✓ Date of last reportable SSO: October 18th, 2017

5. Interceptors maintenance budget remaining:

- ✓ The fiscal year 2016-2017 Interceptor sewer maintenance amount remaining for sewer cleaning and inspection services is \$83310.48

6. Dig Alert Underground tickets processed:

- ✓ A total of One hundred and eighteen (118) USA Tickets were received and processed in October 2017.

7. Flow monitoring Studies:

- ✓ A flow monitoring study by ADS Environmental is continuing.

II. Industrial pretreatment Activities:

1. **New Business Questionnaires and permits applications evaluated:**
 - ✓ Five (5) New Business Questionnaires were processed in the month of October 2017.
 - ✓ One (1) New Business Inspections were conducted in the month of October 2017.
2. **New permits issued:**
 - ✓ One (1) New Class II permit was issued in the month of October 2017.
3. **Permit renewals issued:**
 - ✓ Twenty-Two (22) Class III permit renewals were issued in the month of October 2017.
4. **Work Orders:**
 - ✓ 62 Work Orders were completed in October 2017
5. **Monthly revenues collected, and invoices issued:**
 - ✓ Revenues: \$5,200
 - ✓ Invoiced: \$3,800
6. **Lucity CMMS Software implementation:**
 - ✓ The implementation of Lucity CMMS software for the industrial pretreatment program and the operations and maintenance of interceptors including GIS is ongoing.

III. Industrial Pretreatment Activities (continued)

1. Current enforcement actions:

- ✓ Zero (0) Notice of Violation was issued in October 2017.

2. Current active industrial pretreatment permits:

- ✓ The current number of VVWRA’s industrial wastewater discharge permits is 433, they are comprised as follows:

1	Class I	Categorical Industrial User
10	Class II	Non-Categorical Significant Industrial User
418	Class III	Non-Significant Industrial User
2	Class IV	Zero Discharge Industrial User
9	Class V	Sanitary Waste Haulers

- ✓ The permitted establishments include:

20	Automotive Service Facility
13	Bakery
1	Brewery/Winery
21	Car Wash/Truck Wash/Bus Wash
4	Coffee Shop
9	Dry Cleaner
299	FSE
22	Grocery Store
3	Hospital
1	Medical
3	Misc. Food
3	Misc. Industrial
8	Other
1	Photographic
1	Print Shop
1	Prison
4	School
4	Water Retail
9	Waste Haulers

- ✓ Permitted businesses are distributed among member entities as follows: 171 in Victorville, 123 in Apple Valley, 123 in Hesperia and 1 in Oro Grande.

Victor Valley Wastewater Reclamation Authority



Environmental Compliance Department

Septage/FOG/ADM Monthly Report

October 2017

1. Septage/FOG/ADM receiving invoices and payments monthly report:

Payments and Invoices period: October 1st thru October 31th – Septage rate per Gallon: \$ 0.0936
FOG/ADM rate per Gallon: \$ 0.04

Receiving invoices

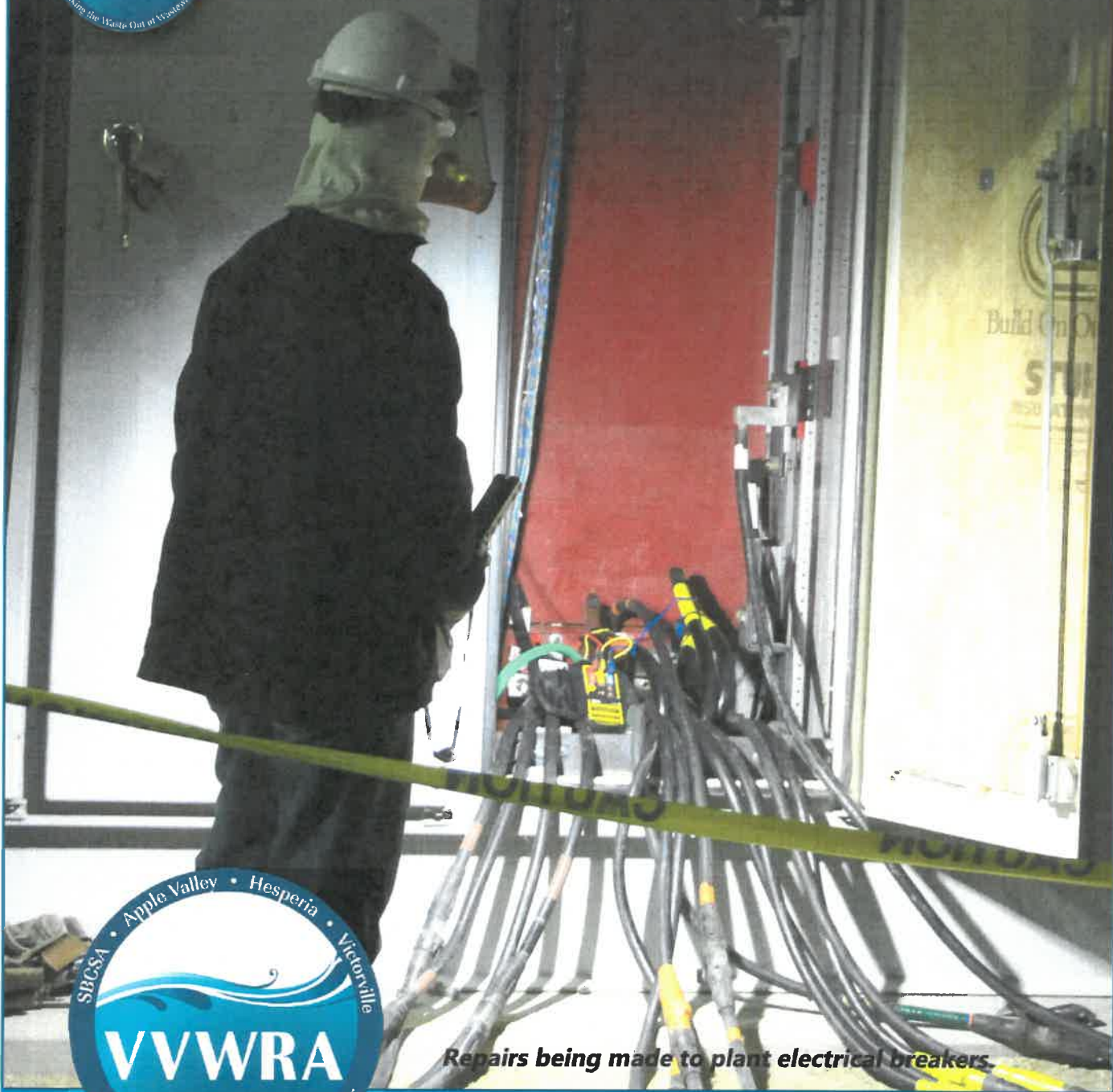
ID No	Septage Hauler	Invoice Date	Total Gallons	Invoice Amount
ABS000	Absolute Pumping	10/29/2017	39,702	\$3,716.11
ALP000	Alpha Omega Septic Service	10/9/2017	170,920	\$15,998.11
BUR000	Burns Septic	10/29/2017	96,000	\$8,985.60
HIT000	Hitt Plumbing	10/29/2017		\$
HON001	Honest Johns Septic Service, Inc	10/29/2017	78,110	\$7,311.10
ROT001	T.R. Stewart Corp. dba Roto Rooter	10/29/2017	110,684	\$10,360.02
USA000	USA Septic	10/29/2017	93,500	\$8,751.60
ALP000	Alpha Omega Septic Service (Nutro)	10/29/2017	114,928	\$4,597.12
COW000	Co-West Commodities	10/29/2017	195,000	\$7,800.00
LIQ000	Liquid Environmental Solutions of CA	10/29/2017	0	\$0
SMC000	SMC Grease Specialist, Inc.	10/29/2017	330,000	\$13,200.00
WES004	West Valley MRF, LLC Burrtec Waste Industries, Inc.	10/29/2017	0	\$0
HIT000	Hitt Plumbing	10/29/2017	0	\$0
Grand Totals			1,228,844	\$80,719.66

Septage/FOG/ADM receiving payments:

ID No	Business Name	Payments Received
ABS000	Absolute Pumping	\$4,001.96
ALP000	Alpha Omega Septic Service	\$50,758.75
BUR000	Burns Septic	\$19,815.12
HON001	Honest Johns Septic Service, Inc	\$6,890.18
ROT001	T.R. Stewart Corp. dba Roto Rooter	\$10,765.20
USA000	USA Septic	\$10,632.96
ALP000	Alpha Omega Septic Service (Nutro)	\$0
COW000	Co-West Commodities	\$8,000.00
LIQ000	Liquid Environmental Solutions of CA	\$0
SMC000	SMC Grease Specialist, Inc.	\$0
WES004	West Valley MRF, LLC Burrtec Waste Industries, Inc.	\$0
HIT000	Hitt Plumbing	\$676.32
Grand Total		\$111,540.49



Safety & Communications Report



Repairs being made to plant electrical breakers.

October 2017



Safety

STAFF SAFETY TAILGATE/ORIENTATION

- Oct. 2---Avoiding animals when driving
- Oct. 5--Emergency evac/active shooter
- Oct. 12--Spill kits
- Oct. 16--Earthquake drop, cover, hold on
- Oct. 26--Slips Trips and Falls
- Oct. 30--Flu prevention





Safety

SAFETY POLICY REVIEWS/ REVISIONS

- employee communication policy

SAFETY EVENTS/ TRAINING

- Earthquake drill
- Emergency evacuation drill
- Safety Committee
- LOTO training
- Traffic control

UNSAFE CONDITIONS REPORTED/RESOLVED

- No parking space created over gas bubble man hole

DATE OF LAST REPORTABLE ACCIDENT/INJURY:
SEPT. 18, 2017

DAYS SINCE LAST REPORTABLE ACCIDENT/INJURY:
43 DAYS



Safety

NEXT MONTH'S SCHEDULE OF STAFF TRAINING/SAFETY EVENTS :

- Safety Tailgates will be conducted at the Thursday weekly staff briefings.
- Safety Tailgates will be conducted at the monthly Administrative staff meetings.
- Traffic control refresher

4

Communications

- Facilitated CWEA/DAMS TCP event at San Bernardino Valley College
- Issued press release on Green Power Leadership award

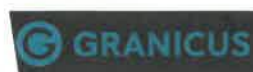




Communications

ACTIVITIES

- Continued work on updating new website including work on internal pages
- Maintained current website and social media sites including Facebook & Twitter.



5

MEDIA COVERAGE

- AV Mayor sounds off on VWRA, DP 10-4-17
- VWRA recognized as Green Power Leader DP 10-24-17
- VWRA eliminates 2 executive positions DP, 10-27-17





For More Information

Victor Valley Wastewater Reclamation Authority

Name: David Wylie

Phone Number: (760) 523-1781

Email: dwylied@vwwra.com



Embargoed until 12 p.m. EDT on Monday, October 23, 2017

VWRA RECEIVES EPA GREEN POWER LEADERSHIP AWARD

ONE OF ONLY EIGHT ORGANIZATIONS NATIONWIDE TO RECEIVE HONOR

Victorville, CA, Oct. 23, 2017 -- Victor Valley Wastewater Reclamation Authority (VWRA) announced today that it has received a 2017 Green Power Leadership Award from the U.S. Environmental Protection Agency (EPA). EPA's annual Green Power Leadership Awards recognize America's leading green power users for their commitment and contribution to helping advance the development of the nation's voluntary green power market. EPA presented VWRA with an award for Direct Project Engagement at the 2017 Renewable Energy Markets Conference in New York, New York on October 23, 2017.

Victor Valley Wastewater Reclamation Authority was one of only eight organizations nationwide to receive a Leadership Award for direct project engagement. The program recognizes EPA Green Power Partners that distinguish themselves through direct project engagement with on- and off-site projects using a variety of financing structures to access renewable energy certificate (REC)-based green power. VWRA is currently generating nearly 7.5 million kilowatt-hours (kWh) of green power annually from biogas energy systems, which is enough green power to meet 74 percent of its electricity use. It is VWRA's goal to produce 100 percent of its power needs in the future and be a power exporter in the coming years.

"We are proud to receive this prestigious award from the U.S. Environmental Protection Agency," said Logan Olds, VWRA General Manager. "Installing green power on-site is a highly-visible demonstration of our commitment to help reduce air pollution and other emissions."

Green power is electricity that is generated from environmentally preferable renewable resources, such as wind, solar, geothermal, biogas, biomass, and low-impact hydro. Using green power helps accelerate the development of those sources in the United States and advance the American green power market.

According to the EPA, VWRA's current green power use of nearly 7.5 million kWh is equivalent to the electricity use of nearly 700 average American homes annually.

In addition to generating green energy, VWRA is a leading producer of recycled water. Millions of gallons of water are recycled every day at its plant in Victorville and returned to the Mojave River aquifer. Two additional water recycling facilities are being completed in Hesperia and Apple Valley. Each will be capable of producing one million gallons of recycled water per day to be used for irrigation at golf courses, parks and civic centers.

About EPA's Green Power Partnership

The Green Power Partnership is a voluntary program that helps increase green power use among U.S. organizations to advance the American market for green power and development of those sources as a way to reduce air pollution and other environmental impacts associated with electricity use. The Partnership currently has more than 1,400 Partners voluntarily using more than 43 billion kilowatt-hours of green power annually. Partners include a wide variety of leading organizations such as Fortune 500[®] companies; small and medium sized businesses; local, state, and federal governments; and colleges and universities. For additional information, please visit www.epa.gov/greenpower.

About the Green Power Leadership Awards

The U.S. Environmental Protection Agency (EPA) co-sponsors the annual Green Power Leadership Awards with the Center for Resource Solutions. EPA recognizes winners in the following awards categories: Green Power Partner of the Year; Sustained Excellence in Green Power; Direct Project Engagement; Excellence in Green Power Use; and Green Power Community of the Year. This program recognizes the exceptional achievement among EPA Green Power



Partners who distinguish themselves through green power procurement, market leadership, overall green power strategy, and overall impact on the green power market. The ceremony takes place at the Renewable Energy Markets Conference. This year's 19 recipients are using more than 13.4 billion kWh of green power—enough to power more than 1.2 million average American homes for a year. For additional information please visit www.epa.gov/greenpower/green-power-leadership-awards.

###

VVWRA recognized as green power leader by EPA

By Staff reports

Posted Oct 24, 2017 at 3:29 PM

Updated Oct 24, 2017 at 3:29 PM

VICTORVILLE — The Victor Valley Wastewater Reclamation Authority was recently recognized by the Environmental Protection Agency for its commitment and contribution to advancing the development of the nation's voluntary green power market.

VVWRA received a 2017 Green Power Leadership Award from the EPA, only one of eight organizations in the U.S. to receive such an award for direct project engagement.

The agency was presented with the award Monday during the 2017 Renewable Energy Markets Conference in New York City.

According to VVWRA spokesman David Wylie, the agency is currently generating nearly 7.5 million kilowatt-hours of green power annually from biogas energy systems, or enough green power to meet 74 percent of its electricity use. It's the equivalent to the yearly electricity use of nearly 700 average American homes.

VVWRA seeks to produce all of its own power needs in the future and to be a power exporter in the coming years, Wylie added.

"We are proud to receive this prestigious award from the U.S. Environmental Protection Agency," Logan Olds, VVWRA's general manager, said in a statement. "Installing green power on-site is a highly visible demonstration of our commitment to help reduce air pollution and other emissions."

Wylie noted that in addition to generating green energy, VVWRA is also a leading producer of recycled water, recycling millions of gallons of water each day at its plant in Victorville and returning it to the Mojave River aquifer.



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Wake up to the day's top news, delivered to your inbox

Apple Valley mayor sounds off on VVWRA conflict

Posted at 12:23 PM

Updated at 12:23 PM

APPLE VALLEY — Mayor Scott Nassif last week criticized Hesperia's closed-door decision to withhold payments to the region's wastewater agency, a move that has inflamed an already contentious, and potentially litigious quarrel between the Victor Valley's two largest cities.

Since January, Hesperia has collected at least \$1.5 million in fees from citizens for Victor Valley Wastewater Reclamation Authority's (VVWRA) treatment of the city's wastewater, stuffing the money in a sequestered fund rather than paying for the service.

"The rub in the last couple years is Victorville has made the decision, for whatever reason, and we're working on it, (to) take current flows going to VVWRA and they're diverting them to their own plant," Nassif said during Town Council's Sept. 26 meeting. "That's where the financial hardship came in and has caused us to really look at how are we going to afford debt in the future.

"And we were kinda swimming along. Well, Hesperia — in their infinite wisdom — decided to put pressure on Victorville and the board by not paying their bill ... which puts additional financial pressure on VVWRA."

Victorville previously rejected a VVWRA claim that contended more than \$8 million in damages due to the diverted flow. That rejection opened Victorville up to a civil lawsuit, a likely expensive end to a row that continues to strain the wastewater agency's finances.

VVWRA's board — a joint powers authority (JPA) made up of Nassif, Hesperia Mayor Pro Tem Russ Blewett, Victorville City Councilman Jim Kennedy and Jeff Rigney of San Bernardino County — appears to prefer a resolution through mediation.

But Blewett, during the JPA's Sept. 21 meeting, stated Hesperia would continue to withhold fees until the board agreed to sue Victorville because it would be "a miracle from heaven above ... if we come to a meeting of the minds."

He later stated the aforementioned "miracle" would also be satisfactory. From Nassif's perspective, though, Hesperia's action further complicates negotiations with Victorville and VVWRA's financial solvency.

"Hesperia has not expressed what the solution is. Their bill now is \$1.5 million and counting daily," Nassif said. "This could cause us to default on our loan payments. They (VVWRA) have enough operating expenses to — assuming we don't decide to not pay our bill or Victorville or the county — operate, but they don't have enough to meet their debt service."

The issue could send VVWRA into "a spiral" that Nassif hopes the JPA can work together to "pull out of," but he said that means getting Hesperia to realize that "two wrongs don't make a right."

“Apple Valley has always paid our bill, we have never diverted and we’ve worked with the other agencies,” Nassif said, “but two of the member agencies seem to be bent on taking each other down, which could affect our future with VVWRA.”

Apple Valley has paid nearly \$11.8 million in wastewater fees since 2013, according to town spokesperson Gina Whiteside.

Meanwhile, VVWRA has increased rates 34 percent in the past six years “and yet the JPA is still struggling with financial problems,” a letter from Hesperia City Manager Nils Bentsen to VVWRA General Manager Logan Olds shows.

“With one member diverting flow away from VVWRA, which is in conflict with JPA agreements (renewed in 2006), the remaining members are unfairly burdened with increased operating costs,” Bentsen wrote, adding that the unfair burden and rate increases are entirely the fault of Victorville.

Yet Hesperia’s action could lead to further rate hikes and litigation against the city, in addition to Victorville, which could “hurt VVWRA’s future,” according to Nassif.

“It could obviously affect rates, which I, as a representative, do not want to see our rates paying for suing other agencies and those kind of things,” he said.

Nassif told the Daily Press town staff is now under increased duress as a result, saying interim Town Manager Lori Lamson has devoted a large chunk of her time solely to the issue, which takes time away from other pressing Apple Valley matters.

The JPA will attempt to come to an agreement in the next 30 to 60 days, according to Nassif, who said the town is in support of filing a claim against Victorville should mediation prove unsuccessful.

As for Hesperia, Nassif said the issue could have been addressed six months ago had the JPA known about the withheld fees earlier.

“We have it on the agenda to deal with it again at our Oct. 26 meeting,” he said. “Hopefully some progress will be made in mediation and Hesperia will come to the table and we can all move forward and not have to worry about those financial issues with VVWRA, but we’ll see what happens.”

Matthew Cabe can be reached at MCabe@VVDailyPress.com or at 760-951-6254. Follow him on Twitter [@DP_MatthewCabe](https://twitter.com/DP_MatthewCabe).



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VVWRA eliminates two executive positions, citing financial troubles

By Shea Johnson

Staff Writer

Posted Oct 27, 2017 at 3:42 PM

Updated Oct 28, 2017 at 2:46 PM

The re-organization Thursday comes a little more than a year after VVWRA cut 28 percent of its workforce, laying off 13 employees as part of a then-restructuring effort.

VICTORVILLE — The local wastewater agency has eliminated two executive positions “due to ongoing financial issues,” its spokesman David Wylie confirmed.

The Victor Valley Wastewater Reclamation Authority laid off Angela Valles, the director of finance, and eliminated its operations director position, which has been vacant since Dec. 28, according to Wylie.

The re-organization Thursday comes a little more than a year after VVWRA _____, laying off 13 employees as part of a then-restructuring effort.

The agency has struggled to pay off debts and faces extreme financial hardship, a situation that has been compounded this year by _____ used for a pipeline replacement project and an escalating dispute between two members of its joint powers authority: Victorville and Hesperia.

The _____ filed by the VVWRA board over revenue the city is accused of costing the agency since 2013 due to diverting wastewater flow to its own plant. VVWRA relies exclusively on flow treatment to generate cash.

Upset by the diversion and a perceived weak counter by other board members, the _____
_____ in ratepayer fees collected since January.

Logan Olds, the agency's general manager, has said that VVWRA continues to receive sufficient funds to bankroll operations and maintenance despite serious concerns over finances.

Valles is a former Victorville councilwoman and candidate for San Bernardino County 1st District Supervisor _____
_____ has been well documented. She had worked at VVWRA since April 1, 2005, according to Wylie.

At one point, she served as the director of administration.

Meanwhile, the vacant director of operations position was last filled by Gilbert Perez, who was employed at the agency between April 3, 2007 and Dec. 28, Wylie said.

Shea Johnson can be reached at 760-955-5368 or

_____. *Follow him on Twitter at* _____.



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Victor Valley Wastewater Reclamation Authority



CONSTRUCTION DEPARTMENT REPORT

September-October 2017

SubRegionals TOAV Change Order Summary

October 2017

Bids Opened – November 7, 2014

Contractor: W.M. Lyles Co., Temecula, CA

Notice To Proceed Date:	2/27/2015
Original Contract Days:	821
Original Contract Completion Date:	6/7/2017
Additional Contract Days:	
Revised Contract Completion Date:	
Original Contract Amount:	\$32,670,000.00
Revised Contract Amount:	\$33,483,182.33
Change Order Value to Original:	2.489%

Change Order #	Change Order Date	Change Amount	Contract Amount
1	July 16, 2015	0	-
2	Feb 18, 2016	\$288,062.22	\$32,958,062.22
3	Feb 18, 2016	(\$48,730.95)	\$32,621,269.05
4	April 26, 2016	\$205,409.03	\$33,114,740.30
5	Dec 8, 2016	\$230,957.75	\$33,345,698.05
6	May 18, 2017	\$49,806.88	\$33,395,504.93
7*	Nov 16, 2017	\$87,677.40	\$33,483,182.33
Net Change		\$813,182.33	\$33,483,182.33

Note: CO #1 was only to incorporate the proper Davis-Bacon wage listing

*Note: CO 7 Presented to Board for Approval November 16, 2017

Processed Pay Requests

Lyles Total to Date	\$28,926,401.06
MWH Total to Date	\$1,961,300.31

SubRegionals HESP Change Order Summary

October 2016

Bids Opened – November 7, 2014

Contractor: W.M. Lyles Co., Temecula, CA

Notice To Proceed Date:	2/27/2015
Original Contract Days:	821
Original Contract Completion Date:	6/7/2017
Additional Contract Days:	
Revised Contract Completion Date:	
Original Contract Amount:	\$33,220,000.00
Revised Contract Amount:	\$33,989,284.22
Change Order Value to Original:	2.316%

Change Order #	Change Order Date	Change Amount	Contract Amount
1	July 16, 2015	0	-
2	Feb 18, 2016	(\$82,532.28)	\$33,137,467.72
3	April 26, 2016	\$201,010.27	\$33,338,477.99
4	Dec 8, 2016	\$154,027.13	\$33,492,505.12
5	May 18, 2017	\$435,693.09	\$33,928,198.21
6*	Nov 16, 2017	\$61,086.01	\$33,989,284.22
Net Change		\$769,284.22	\$33,989,284.22

Note: CO #1 was only to incorporate the proper Davis-Bacon wage listing

*Note: CO 7 Presented to Board for Approval November 16, 2017

Processed Pay Requests

Lyles Total to Date	\$28,926,401.06
MWH Total to Date	\$1,961,300.31

*Nanticoke Bypass**Change Order Summary*

October 2017

Bids Opened – September 24, 2015

Contractor: Christensen Brothers

Notice To Proceed Date:	4/4/2016
Original Contract Days:	270
Original Contract Completion Date:	12/30/2016
Additional Contract Days:	221
Revised Contract Completion Date:	8/3/2017
Original Contract Amount:	\$3,207,896.00
Revised Contract Amount:	\$3,868,847.05
Change Order Value to Original:	24.32%

Change Order #	Change Order Date	Change Amount	Contract Amount
1	Dec 8, 2016	\$454,252.60	\$3,207,896.00
2	May 18, 2017	\$206,698.45	\$3,868,847.05
3	Sept 21, 2017	\$119,187.98	\$3,988,035.03
Net Change		\$780,139.03	\$3,988,035.03

Processed Pay Requests

CB Total to Date	\$3,660,745.34
AECOM to Date	\$484,401.00

Project Construction is Complete

Monthly Construction Department Report Sept-Oct 2017

SUMMARY OF WORK:

Subregional WRPs

- Continuing construction on Hesperia WRP
- Work with CM reviewing possible change orders
- Continuing equipment testing and Staff training
- Weekly progress meeting with CM and Contractor
- VVWRA staff operating Hesperia WRP
- Continuing construction at Apple Valley WRP
- Continuing Staff training on Apple Valley WRP
- Completed 8 hour functional testing at Hesperia WRP and Lift Station
- Started 7-day testing on October 27, Apple Valley WRP
- Tested standby generators
- Working to reduce H₂S loading to biofilters at Apple Valley
- Engineering committee on change orders

Laboratory Building

- Put on Hold

Westside Plant Spill Containment

- Design agreement with Michael Baker International

Digesters 4 & 5 Supernatant Line

- Put on Hold

Oro Grande Crossing the Mojave River

- Continuing environmental clearance

Nanticoke Pump Station Bypass Sewer

- Completed construction work
- Preparing NOC

Desert Knolls Wash Interceptor Design

- Carollo Engineers started design
- Design kick off meeting September 25

UPCOMING WORK IN November:

Subregionals

- Continue Apple Valley WRP construction
- Continue Hesperia WRP testing
- Restart seeding at Hesperia WRP for operations testing with wastewater

- Complete 7-day testing at Apple Valley WRP
- Complete Apple Valley offsite pipeline work
- Prep Apple Valley WRP for seeding operations
-

Laboratory Building

- On Hold

Westside Plant Spill Containment

- Continue design

Digesters 4 & 5 Supernatant Line

- On Hold

Ossum Wash

- Hold for FY 17/18

Oro Grande Crossing the Mojave River

- Complete design and prepare for bid

Nanticoke Pump Station Bypass Sewer

- Complete project close out
- File Notice of Completion

Desert Knolls Wash Interceptor

- Continue Design