COMMISSION MEETING
AGENDA

Thursday, August 15, 2013
9:30 A.M.

Oro Loma Sanitary District
2655 Grant Avenue
San Lorenzo, CA 94580

1. Call to Order
2. Roll Call
3. Public Forum

C O N S E N T  C A L E N D A R

MOTION
5. List of Disbursements for July 2013
6. Preliminary Treasurer’s Report for July 2013
7. Preliminary 4th Quarter Expense Summary, FY 2012/2013

R E G U L A R  C A L E N D A R

INFORMATION
8. General Manager’s Report
(The General Manager will report on EBDA issues.)

INFORMATION
9. Report From the Managers Advisory Committee
(The General Manager will report on the meeting of August 14, 2013.)

MOTION
10. Report From the Financial Management Committee
(The General Manager will report on the meeting of August 12, 2013.)

MOTION
11. Report From the Operations & Maintenance Committee
(The General Manager will report on the meeting of August 14, 2013.)

RESOLUTION
12. Resolution Accepting the Bid and Authorizing the General Manager to Issue a Purchase Order to Pump Repair Service Company for Overhaul of the No. 1 Effluent Pump and Motor at the Hayward Effluent Pump Station in the Amount of $ 37,371
(The Committee will consider a resolution accepting the bid and authorizing the General Manager to issue a Purchase Order to Pump Repair Service Company for overhaul of the No. 1 Effluent Pump and Motor at the Hayward Effluent Pump Station in the amount of $37,371.)

13. **Items From the Commission and Staff**
(The Commission and staff may address items of general interest.)

14. **Adjournment**

(Any member of the public may address the Commission at the commencement of the meeting on any matter within the jurisdiction of the Commission. This should not relate to any item on the agenda. It is the policy of the Authority that each person addressing the Commission limit their presentation to three minutes. Any member of the public desiring to provide comments to the Commission on an agenda item should do so at the time the item is considered. It is the policy of the Authority that oral comments be limited to three minutes per individual or ten minutes for an organization. Speaker's cards will be available in the Boardroom and are to be completed prior to speaking.)

(In compliance with the Americans with Disabilities Act of 1990, if you need special assistance to participate in an Authority meeting, or you need a copy of the agenda, or the agenda packet, in an appropriate alternative format, please contact the Administrative Assistant at the EBDA office at (510) 278-5910. Notification of at least 48 hours prior to the meeting or time when services are needed will assist the Authority staff in assuring that reasonable arrangements can be made to provide accessibility to the meeting or service.)

(In compliance with SB 343, related writings of open session items are available for public inspection at East Bay Dischargers Authority, 2651 Grant Avenue, San Lorenzo, CA 94580. For your convenience, agenda items are posted on the East Bay Dischargers Authority website located at [http://www.ebda.org](http://www.ebda.org).)

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**The next Commission meeting will be held**
**Thursday, September 19, 2013 at 9:30 a.m.**
CONSENT CALENDAR

Consent calendar items are typically routine in nature and are considered for approval by the Commission with a single action. The Commission may remove items from the Consent Calendar for discussion. Items on the Consent Calendar are deemed to have been read by title. Members of the public who wish to comment on Consent Calendar items may do so during Public Forum.

Item No. 4  Commission Meeting Minutes of July 18, 2013
Item No. 5  List of Disbursements for July 2013
Item No. 6  Preliminary Treasurer’s Report for July 2013
Item No. 7  Preliminary 4th Quarter Expense Summary, FY 2012/2013

Recommendation

Approve Consent Calendar Items No. 4, 5, 6 & 7.
ITEM NO. 4  JULY 18, 2013 COMMISSION MEETING MINUTES

1.  Call to Order
Chair Peixoto called the meeting to order at 9:30 A.M. on Thursday, July 18, 2013, at the Oro Loma Sanitary District Boardroom, 2655 Grant Avenue, San Lorenzo, CA 94580.

2.  Roll Call
PRESENT: Ralph Johnson, Castro Valley Sanitary District; James Prola, City of San Leandro; Marvin Peixoto, City of Hayward; Tom Handley, Union Sanitary District; Ron Dias, Oro Loma Sanitary District
ABSENT: None
OTHERS PRESENT: Mike Connor, East Bay Dischargers Authority; John Bakker, Legal Counsel; Linda Adams, East Bay Dischargers Authority; David Stoops, East Bay Dischargers Authority; Roland Williams, Castro Valley Sanitary District; Dean Wilson, City of San Leandro; Jason Warner, Oro Loma Sanitary District; Rich Currie, Union Sanitary District; Dan Magalhaes, City of Hayward

3.  Public Forum
There were no members of the public in attendance at the meeting. Commissioner Handley stated that it is a pleasure to be back at EBDA after several years’ absence. Introductions were made around the room.

CONSENT CALENDAR

4.  Commission Meeting Minutes of June 20, 2013
5.  List of Disbursements for June 2013
6.  Preliminary Treasurer’s Report for June 2013
A motion by Commissioner Prola, seconded by Commissioner Johnson, to approve the consent calendar passed by a vote of 5 ayes, 0 noes.

REGULAR CALENDAR

7.  General Manager’s Report
The General Manager invited O&M Manager Stoops to present an overview of the Oro Loma Effluent Pump Station in advance of the Commission’s tour of the facility following the meeting. Manager Stoops explained the facility’s basic operation and identified
some challenging components within the facility, such as aging flow gates; the need for a backup generator for the electrical pumps; and a proposal to replace underground diesel storage tanks with above-ground tanks.

8. **Report from the Managers Advisory Committee (MAC)**
The Committee reviewed the Renewal and Replacement Fund Schedule and discussed strategies to reduce the risk of keeping equipment that is at the end of its useful life but is still in good condition, yet may lack available replacement parts. The Committee also discussed a joint BACWA and Water Board public meeting on nutrients and a regional watershed permit for nitrogen.

9. **Report from the Financial Management Committee**
The Committee discussed and recommended adoption of resolutions approving Amendment No. 2 to the Fee Contract with Meyers Nave and the FY 2013/2014 Renewal and Replacement Fund Schedule.

A motion by Commissioner Prola, seconded by Commissioner Handley, to accept the Financial Management Committee report passed by a vote of 5 ayes, 0 noes.

10. **Resolution Authorizing Amendment No. 2 to the Fee Contract By and Between East Bay Dischargers Authority and Meyers Nave, a Professional Law Corporation**
The resolution introduced by Commissioner Prola and seconded by Commissioner Johnson, authorizing Amendment No. 2 to the Fee Contract by and between EBDA and Meyers Nave to allow a 2% CPI fee adjustment on July 1, 2013, was adopted by a vote of 5 ayes, 0 noes.

Ayes: Commissioners Johnson, Prola, Handley, Dias and Chair Peixoto
Noes: None
Absent: None
Abstain: None

11. **Report from the Regulatory Affairs Committee**
The Committee discussed the General Manager’s balanced scorecard of performance measures. Highlights included:
- Fecal coliform levels improving due to cleaning of sample pipes;
- Mercury concentrations declining due to recycled amalgam programs;
- Toxicity testing represents the highest risk potential;
- BOD and TSS performance easily meeting permit limits;
- Diesel fuel and bisulfite managed cost-effectively.

Overall, EBDA has comfortable safety margins on all limits. Toxicity limits have the lowest safety margin, and nitrogen levels limits will be a challenge in five years.
A motion by Commissioner Dias, seconded by Commissioner Prola, to accept the Regulatory Affairs Committee report passed by a vote of 5 ayes, 0 noes.

12. **Report from the Operations and Maintenance Committee**
The Committee discussed replacement of pumps at the Hayward Effluent Pump Station. Manager Stoops introduced Dan Magalhaes, Maintenance Supervisor at the City of Hayward Wastewater Treatment Facility, whose work was crucial to the success of the project. The Committee also discussed the status of the right-angle gear drive refurbishment that is now scheduled for re-installation on August 3.

Finally, the Committee discussed and recommended adoption of a resolution approving the FY 2013/2014 Renewal and Replacement Fund Schedule in the amount of $687,617.

A motion by Commissioner Dias, seconded by Commissioner Prola, to accept the Operations and Maintenance Committee report passed by a vote of 5 ayes, 0 noes.

The resolution, introduced by Commissioner Dias and seconded by Commissioner Prola, approving the FY 2013/2014 Renewal and Replacement Fund Schedule in the amount of $687,617 was adopted by a vote of 5 ayes, 0 noes.

Ayes: Commissioners Johnson, Prola, Handley, Dias and Chair Peixoto
Noes: None
Absent: None
Abstain: None

14. **Resolution of Appreciation for Anjali B. Lathi**
The resolution of appreciation for Anjali B. Lathi was adopted by a vote of 5 ayes, 0 noes.

Ayes: Commissioners Johnson, Prola, Handley, Dias and Chair Peixoto
Noes: None
Absent: None
Abstain: None

15. **Committee Assignments and Meeting Schedule**
Chair Peixoto stated that he tried to accommodate all assignment requests but he also wanted to maintain some continuity with the previous Committees. He hopes all are satisfied with his choices.

16. **Items from the Commission and Staff**
Commissioner Prola mentioned a proposal to cancel the August Regulatory Affairs and Personnel Committee meetings. Chair Peixoto stated that the Cities of Hayward and San Leandro do not schedule August meetings and that he will be out of town at that time. It was decided that Vice Chair Handley will attend the O&M Committee in Chair Peixoto’s place on Wednesday, August 14, 2013 at 4:00 p.m. and that Barbara Halliday, the alternate Commissioner from Hayward, will attend the August Commission meeting. Chair Peixoto asked the General Manager for an email detailing the changes.

Commissioner Handley proposed using Drop Box and iPads for EBDA agendas. There was consensus that the use of such technology should be voluntary. The General Manager stated that staff will implement Drop Box for those who are interested in using it.

17. Adjournment
With no further business, Chair Peixoto adjourned the meeting at 10:15 a.m. for a tour of the Oro Loma Effluent Pump Station.

Michael S. Connor
General Manager
ITEM NO. 5 LIST OF DISBURSEMENTS FOR JULY 2013

The itemized List of Disbursements for the month of July 2013 totaled $206,646.47. Please note that there are two lists, one sorted by amount (high to low) and one sorted by check number.

Approval is recommended.
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**TOTAL DISBURSEMENTS**  
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East Bay Dischargers Authority
Cash Disbursements
July 2013

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Payroll Payments 4
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Total Amount: $206,646.47

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21374 16 7/15/2013 U-20006201-13-1 WERF ANNUAL RESEARCH COMMITMENT 2013 13,695.00 13,695.00
21370 12 7/15/2013 5595 CSRMA ALLIANT PROPERTY INSURANCE PROGRAM (APIP; FORMERLY PEPIP) 8,422.30 8,422.30
21368 10 7/15/2013 18828 IEDA LABOR RELATIONS CONSULTING IN FY 2013/2014 6,000.00
21368 10 7/15/2013 20130814 IEDA ONLINE DOCUMENT WAREHOUSE SUBSCRIPTION 08/01/13 TO 07/31/14 799.00 6,799.00
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21390 6 7/31/2013 31014 EBMUD EBDA LAB SAMPLES TAKEN 06/05/13 455.00
21390 6 7/31/2013 31040 EBMUD SAN LEANDRO LAB SAMPLES TAKEN 06/05/13 770.00
21390 6 7/31/2013 31042 EBMUD OLSD LAB SAMPLES TAKEN 06/05/13 770.00
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21390 6 7/31/2013 31045 EBMUD USD LAB SAMPLES TAKEN 06/05/13 770.00 5,460.00
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**TOTAL CHECKS**

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**ELECTRONIC DISBURSEMENTS**

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**TOTAL ELECTRONIC PAYMENTS**

46,664.85

**PAYROLL DISBURSEMENTS**

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**TOTAL PAYROLL DISBURSEMENTS**

31,764.84

**TOTAL DISBURSEMENTS**

206,646.47
ITEM NO. 6 TREASURER'S REPORT FOR JULY 2013

The beginning cash balance on July 1, 2013 was $5,282,611.23. The ending cash balance on July 31, 2013 was $6,052,656.08. The Local Agency Investment Fund (LAIF) held $3,146,462.85 and Wells Fargo Bank held $2,906,193.23. Total receipts during the month were $976,691.32 and disbursements were $206,646.47. EBDA’s major financial holdings are split between the LAIF and a Wells Fargo Savings account for local government agencies, which minimizes transfer fees between the two accounts. The LAIF interest rate for the period ending July 31, 2013 was 0.27%. The Wells Fargo interest rate for the same period was 0.30%.

Approval is recommended.

Comparison of Wells Fargo and LAIF Interest Rates

Nov-12 Dec-12 Jan-13 Feb-13 Mar-13 Apr-13 May-13 Jun-13 Jul-13
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**TOTAL**

| RECESS | 976,691.32 | 174,881.63 | 31,764.84 | 33,000.00 | 1,909.37 | 1,909.37 | 1,023,875.69 | 2,214.21 | 1,880,103.33 | 3,146,462.85 | 6,052,656.08 | 6,052,656.08 |
ITEM NO. 7 PRELIMINARY 4TH QUARTER EXPENSE SUMMARY, FY 2012/2013

Recommendation
This staff summary outlines anticipated member agency final billings for FY2012/2013 to ease agency budget planning. EBDA staff’s current estimate is that total expenses are significantly under budget; however, the allocation of this surplus among agencies is impacted by a variety of billing factors (relative flows, metals loadings, etc.). We have not received final bills from all the agencies so this is a preliminary estimate. No action is required by the Commission.

Background
The preliminary 4th Quarter Expense Summary for FY 2012/2013 is attached for the Committee’s review and to aid the member agencies in budgetary planning. Expenses and cost allocations based on data available by the end of July are presented. Note that there may be some minor adjustments through the closing of the Authority books for the Fiscal Year and receipt of some still-outstanding invoices.

Expenses are presented by Program and by Account Number. These categories have been grouped to provide a summary overview of Authority expenses. A discussion of particular items that varied significantly (> $10,000) from the budget is included below. At the end of the fiscal year, total member agency expenses are about 13% under budget as discussed below. O&M expenses are about 13% under budget while special projects are about 18% under budget. The Skywest costs were significantly over-budget because of significant repairs completed that require future increases in Skywest revenues.

By Program
12 06 General Administration is about $78K under budget, primarily due to reduced costs associated with the Operations Manager transition.

12 14 Marina Dechlorination Facility is about $80K under budget due to lower flows than budgeted for a reduction in pumping and chemical costs.

12 16 Oro Loma Pump Station is about $52K under budget mostly because of low flows and pumping expenses.

12 18 Hayward Effluent Pump Station is about $23K under budget because of low flows and reduced pumping expenses.

12 20 Alvarado Effluent Pump Station is about $41K under budget due to lower flow compared to the budget.
12 21 Bay and Effluent Monitoring is about $52K under budget because of reduced monitoring negotiated in the new permit. State water toxicity policy will significantly increase monitoring costs next year.

13 48 Regional Monitoring Program is approximately $55K under budget because of reduced fees for regional monitoring due to EBDA’s lower proportional discharge of toxic contaminants. In previous years, EBDA had the highest discharge of metals into the Bay, but improved industrial waste programs and laboratory sampling and analysis have reduced our loadings compared to other agencies.

13 55 Hayward Ponds Preliminary Design is under budget by $75K as EBDA delayed spending on further pond strategies until the location of the Hayward Effluent Pump Station is determined.

14 00 Skywest is about $40K over budget due to necessary upgrade of the chlorination system there to meet permit requirements. Much of this increase was paid for by a long-term surplus in the recycled water fund, but the fees to the Skywest Golf Course will need to be significantly increased in future years to ensure the program remains cost-neutral.

**By Account**

4010 and 4020 Salary & Benefits are about $43K under budget because transition costs of overlap for the Operations Manager were less than expected and health care costs were slightly less than anticipated.

4101 Variable Supplies is about $33K under budget due to low usage of chemical during this dry winter.

4110 Contract Services is about $21K under budget because of a change in definition of contractors.

4120 Professional Services is about $170K under budget, mostly because of delayed implementation of the Hayward Ponds preliminary design.

4140 Rents & Fees are about $50K under budget because of reduced RMP fees.

4150 Maintenance & Repair costs are about $20K under budget because of less demand on the facilities because of low flows.

4160 Monitoring costs are about $16K under budget because of negotiated reductions in NPDES monitoring.

4191 Utilities, Variable Costs are also a function of the dry winter, yielding a budget surplus of ~$56K.
FOURTH QUARTER EXPENSE SUMMARY BY PROGRAM

<table>
<thead>
<tr>
<th>FUND NO</th>
<th>PROGRAM DESCRIPTION</th>
<th>YTD EXPENSES</th>
<th>BUDGET FY 12/13</th>
<th>% TO BUDGET</th>
<th>LAST YEAR'S EXPENSES</th>
</tr>
</thead>
<tbody>
<tr>
<td>12 00</td>
<td>O&amp;M EFFLUENT DISPOSAL</td>
<td>806,509</td>
<td>884,992</td>
<td>91.1%</td>
<td>777,831</td>
</tr>
<tr>
<td>12 06</td>
<td>General Administration</td>
<td>128,519</td>
<td>137,204</td>
<td>93.7%</td>
<td>116,280</td>
</tr>
<tr>
<td>12 10</td>
<td>Outfall &amp; Forcemains</td>
<td>401,523</td>
<td>482,108</td>
<td>83.3%</td>
<td>354,164</td>
</tr>
<tr>
<td>12 12</td>
<td>San Leandro Pump Station</td>
<td>353,180</td>
<td>405,612</td>
<td>87.1%</td>
<td>380,235</td>
</tr>
<tr>
<td>12 14</td>
<td>Marina Dechlor Facility</td>
<td>111,430</td>
<td>134,408</td>
<td>82.9%</td>
<td>90,189</td>
</tr>
<tr>
<td>13 00</td>
<td>SPECIAL PROJECTS</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>13 36</td>
<td>NPDES Permit Fees</td>
<td>382,387</td>
<td>375,000</td>
<td>102.0%</td>
<td>347,989</td>
</tr>
<tr>
<td>13 37</td>
<td>NPDES Permit Issues</td>
<td>4,935</td>
<td>13,000</td>
<td>38.0%</td>
<td>36,056</td>
</tr>
<tr>
<td>13 48</td>
<td>Regional Monitoring Program</td>
<td>195,237</td>
<td>250,000</td>
<td>78.1%</td>
<td>198,421</td>
</tr>
<tr>
<td>13 52</td>
<td>LAVWMA Project (paid by LAVWMA)</td>
<td>13,167</td>
<td>13,000</td>
<td>101.3%</td>
<td>12,903</td>
</tr>
<tr>
<td>13 53</td>
<td>Water Environment Research Foundation</td>
<td>15,444</td>
<td>15,750</td>
<td>98.1%</td>
<td>12,574</td>
</tr>
<tr>
<td>13 80</td>
<td>Skywest Golf Course</td>
<td>100,000</td>
<td>59,402</td>
<td>168.3%</td>
<td>67,727</td>
</tr>
<tr>
<td>14 00</td>
<td>WATER RECYCLING</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>14 59</td>
<td>None at this time</td>
<td>0</td>
<td>0</td>
<td>NA</td>
<td>0</td>
</tr>
<tr>
<td>31 99</td>
<td>CONTRIBUTION TO R&amp;R FUND</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>31 99</td>
<td>CONTRIBUTION TO R&amp;R FUND</td>
<td>350,000</td>
<td>350,000</td>
<td>100.0%</td>
<td>350,000</td>
</tr>
<tr>
<td>41 99</td>
<td>CAPITAL PROJECTS - GRANTS</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>41 59</td>
<td>None at this time</td>
<td>0</td>
<td>0</td>
<td>NA</td>
<td>0</td>
</tr>
</tbody>
</table>

TOTAL MEMBER AGENCY FUNDING

| TOTAL MEMBER AGENCY FUNDING | 3,491,161 | 3,937,275 | 88.7% | 3,375,658 |

PROGRAMS WITH OTHER FUNDING

<table>
<thead>
<tr>
<th>FUND NO</th>
<th>PROGRAM DESCRIPTION</th>
<th>YTD EXPENSES</th>
<th>BUDGET FY 12/13</th>
<th>% TO BUDGET</th>
<th>LAST YEAR'S EXPENSES</th>
</tr>
</thead>
<tbody>
<tr>
<td>14 00</td>
<td>WATER RECYCLING</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>14 80</td>
<td>Skywest Golf Course</td>
<td>100,000</td>
<td>59,402</td>
<td>168.3%</td>
<td>67,727</td>
</tr>
<tr>
<td>31 00</td>
<td>R&amp;R FUND CAPITAL PROJECTS &amp; Others</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>31 59</td>
<td>None at this time</td>
<td>0</td>
<td>0</td>
<td>NA</td>
<td>0</td>
</tr>
<tr>
<td>41 99</td>
<td>CAPITAL PROJECTS - GRANTS</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>41 59</td>
<td>None at this time</td>
<td>0</td>
<td>0</td>
<td>NA</td>
<td>0</td>
</tr>
</tbody>
</table>

TOTAL ALL FUNDS

| TOTAL ALL FUNDS | 3,391,161 | 3,877,873 | 87.4% | 3,307,129 |

* Not included in Special Projects total - Fund 31, and LAVWMA
** Not included in Member Agency total - BACWA Reserves
### FOURTH QUARTER EXPENSE SUMMARY BY ACCOUNT

**MEMBER AGENCY PROGRAMS**

<table>
<thead>
<tr>
<th>ACCT NUMBER</th>
<th>ACCT TITLE</th>
<th>YTD EXPENSES</th>
<th>BUDGET FY 12/13</th>
<th>% TO LAST YEAR'S EXPENSES</th>
<th>EXPENSES FY 12/13</th>
</tr>
</thead>
<tbody>
<tr>
<td>4010</td>
<td>Salary</td>
<td>398,500</td>
<td>426,795</td>
<td>93.4%</td>
<td>359,307</td>
</tr>
<tr>
<td>4020</td>
<td>Benefits</td>
<td>210,000</td>
<td>225,880</td>
<td>93.0%</td>
<td>224,446</td>
</tr>
<tr>
<td>4030</td>
<td>Commissioner Compensation</td>
<td>33,930</td>
<td>40,000</td>
<td>84.8%</td>
<td>34,164</td>
</tr>
<tr>
<td>4060</td>
<td>Gasoline</td>
<td>1,060</td>
<td>2,200</td>
<td>48.2%</td>
<td>1,851</td>
</tr>
<tr>
<td>4070</td>
<td>Insurance</td>
<td>46,000</td>
<td>50,000</td>
<td>92.0%</td>
<td>44,946</td>
</tr>
<tr>
<td>4080</td>
<td>Memberships &amp; Subscriptions</td>
<td>117,240</td>
<td>117,000</td>
<td>100.2%</td>
<td>118,835</td>
</tr>
<tr>
<td>4100</td>
<td>Supplies, Fixed</td>
<td>9,435</td>
<td>10,300</td>
<td>91.6%</td>
<td>7,656</td>
</tr>
<tr>
<td>4101</td>
<td>Supplies, Variable</td>
<td>216,849</td>
<td>250,000</td>
<td>86.7%</td>
<td>156,157</td>
</tr>
<tr>
<td>4110</td>
<td>Contract Services</td>
<td>23,569</td>
<td>45,000</td>
<td>52.4%</td>
<td>31,207</td>
</tr>
<tr>
<td>4120</td>
<td>Professional Services</td>
<td>369,714</td>
<td>540,000</td>
<td>68.5%</td>
<td>394,266</td>
</tr>
<tr>
<td>4130</td>
<td>Printing &amp; Publishing</td>
<td>259</td>
<td>1,500</td>
<td>17.2%</td>
<td>365</td>
</tr>
<tr>
<td>4140</td>
<td>Rents &amp; Fees</td>
<td>596,605</td>
<td>656,000</td>
<td>90.9%</td>
<td>562,329</td>
</tr>
<tr>
<td>4141</td>
<td>NPDES Fines</td>
<td>-</td>
<td>10,000</td>
<td>0.0%</td>
<td>-</td>
</tr>
<tr>
<td>4150</td>
<td>Maintenance &amp; Repair</td>
<td>605,707</td>
<td>624,800</td>
<td>96.9%</td>
<td>572,801</td>
</tr>
<tr>
<td>4160</td>
<td>Monitoring</td>
<td>97,000</td>
<td>113,000</td>
<td>85.8%</td>
<td>102,548</td>
</tr>
<tr>
<td>4170</td>
<td>Travel</td>
<td>10,393</td>
<td>12,000</td>
<td>86.6%</td>
<td>9,006</td>
</tr>
<tr>
<td>4190</td>
<td>Utility, Fixed</td>
<td>14,800</td>
<td>16,800</td>
<td>88.1%</td>
<td>12,096</td>
</tr>
<tr>
<td>4191</td>
<td>Utility, Variable (PG&amp;E)</td>
<td>388,500</td>
<td>444,000</td>
<td>87.5%</td>
<td>392,350</td>
</tr>
<tr>
<td>4200</td>
<td>Acquisitions &amp; Other</td>
<td>1,600</td>
<td>2,000</td>
<td>80.0%</td>
<td>1,329</td>
</tr>
</tbody>
</table>

**SUB TOTAL ALL ACCOUNTS**

|                      | 3,141,161 | 3,587,275 | 87.6% | 3,025,658 |

**CONTRIBUTION TO R&R FUND**

|                      | 350,000 | 350,000 | 100.0% | 350,000 |

**TOTAL EXPENDITURES**

|                      | 3,491,161 | 3,937,275 | 88.7% | 3,375,658 |

Deduct LAVWMA, Skywest Golf Course

|                      | 100,000 | 59,402 | 168.3% | 68,529 |

**TOTAL MEMBER AGENCY FUNDING**

|                      | 3,391,161 | 3,877,873 | 87.4% | 3,307,129 |
Agency Allocations
Expenses are allocated to the agencies based on their percentage ownership of the system, annual flows, and loadings of contaminants. This section summarizes the allocations that change annually. Table 1 summarizes annual flow as reported in the NPDES permit reports. In general, flows in FY12/13 were at the low end, but there were several large storms at the end of 2012.

Table 1. Monthly Flows from the EBDA Agencies

<table>
<thead>
<tr>
<th></th>
<th>Jun-13</th>
<th>May-13</th>
<th>Apr-13</th>
<th>Mar-13</th>
<th>Feb-13</th>
<th>Jan-13</th>
<th>Dec-12</th>
<th>Nov-12</th>
<th>Oct-12</th>
<th>Sep-12</th>
<th>Aug-12</th>
<th>Jul-12</th>
<th>FY12/13</th>
</tr>
</thead>
<tbody>
<tr>
<td>CSL</td>
<td>144</td>
<td>152</td>
<td>154</td>
<td>152</td>
<td>141</td>
<td>167</td>
<td>197</td>
<td>148</td>
<td>148</td>
<td>142</td>
<td>153</td>
<td>158</td>
<td>1,857</td>
</tr>
<tr>
<td>OLSD</td>
<td>272</td>
<td>296</td>
<td>277</td>
<td>290</td>
<td>286</td>
<td>325</td>
<td>444</td>
<td>308</td>
<td>274</td>
<td>266</td>
<td>281</td>
<td>284</td>
<td>3,601</td>
</tr>
<tr>
<td>CVSD</td>
<td>96</td>
<td>99</td>
<td>102</td>
<td>106</td>
<td>98</td>
<td>115</td>
<td>167</td>
<td>117</td>
<td>97</td>
<td>94</td>
<td>96</td>
<td>97</td>
<td>1,285</td>
</tr>
<tr>
<td>HAY</td>
<td>364</td>
<td>366</td>
<td>353</td>
<td>346</td>
<td>328</td>
<td>379</td>
<td>438</td>
<td>359</td>
<td>340</td>
<td>328</td>
<td>346</td>
<td>341</td>
<td>4,288</td>
</tr>
<tr>
<td>USD</td>
<td>729</td>
<td>749</td>
<td>732</td>
<td>759</td>
<td>687</td>
<td>782</td>
<td>842</td>
<td>742</td>
<td>725</td>
<td>738</td>
<td>745</td>
<td></td>
<td>8,978</td>
</tr>
<tr>
<td>EBDA TOT</td>
<td>1,605</td>
<td>1,663</td>
<td>1,617</td>
<td>1,540</td>
<td>1,769</td>
<td>2,089</td>
<td>1,673</td>
<td>1,608</td>
<td>1,556</td>
<td>1,613</td>
<td>1,625</td>
<td>20,009</td>
<td></td>
</tr>
<tr>
<td>SKY</td>
<td>13</td>
<td>13</td>
<td>9</td>
<td>4</td>
<td>2</td>
<td>1</td>
<td>0</td>
<td>1</td>
<td>5</td>
<td>12</td>
<td>15</td>
<td>94</td>
<td></td>
</tr>
<tr>
<td>HAY MAR</td>
<td>94</td>
<td>105</td>
<td>142</td>
<td>130</td>
<td>55</td>
<td>50</td>
<td>78</td>
<td>95</td>
<td>89</td>
<td>87</td>
<td>90</td>
<td>99</td>
<td>1,115</td>
</tr>
<tr>
<td>CSL RE</td>
<td>32</td>
<td>30</td>
<td>11</td>
<td>8</td>
<td>3</td>
<td>1</td>
<td>13</td>
<td>24</td>
<td>34</td>
<td>36</td>
<td></td>
<td>192</td>
<td></td>
</tr>
<tr>
<td>LAVWMA</td>
<td>305</td>
<td>303</td>
<td>364</td>
<td>427</td>
<td>422</td>
<td>519</td>
<td>581</td>
<td>443</td>
<td>373</td>
<td>338</td>
<td>318</td>
<td>319</td>
<td>4,710</td>
</tr>
<tr>
<td>MDF</td>
<td>1,765</td>
<td>1,864</td>
<td>1,893</td>
<td>2,039</td>
<td>1,965</td>
<td>2,321</td>
<td>2,696</td>
<td>2,085</td>
<td>1,893</td>
<td>1,738</td>
<td>1,835</td>
<td>1,741</td>
<td>23,834</td>
</tr>
</tbody>
</table>

Operational costs are also allocated by contribution of chlorine to the EBDA system by LAVWMA, and LAVWMA’s chlorine levels at its San Lorenzo facility (Table 2) are low, only responsible for 0.66% of EBDA’s influent chlorine.

Table 2. Chlorine Concentration of LAVWMA Effluent Compared to MDF Influent

<table>
<thead>
<tr>
<th>Chlorine ppm</th>
<th>Jun-13</th>
<th>May-13</th>
<th>Apr-13</th>
<th>Mar-13</th>
<th>Feb-13</th>
<th>Jan-13</th>
<th>Dec-12</th>
<th>Nov-12</th>
<th>Oct-12</th>
<th>Sep-12</th>
<th>Aug-12</th>
<th>Jul-12</th>
</tr>
</thead>
<tbody>
<tr>
<td>LAVWMA</td>
<td>0.03</td>
<td>0.04</td>
<td>0.01</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
<td>0.01</td>
<td>0.05</td>
<td>0.00</td>
<td>0.00</td>
</tr>
<tr>
<td>MDF</td>
<td>0.3</td>
<td>0.2</td>
<td>0.3</td>
<td>0.3</td>
<td>0.4</td>
<td>0.4</td>
<td>0.3</td>
<td>0.3</td>
<td>0.3</td>
<td>0.2</td>
<td>0.3</td>
<td></td>
</tr>
</tbody>
</table>

Finally, dues for the Regional Monitoring Program (RMP) are allocated based on the contribution of contaminant loadings from each of the EBDA agencies. Costs are allocated based on concentrations and flows of four major metals (copper, nickel, chromium, and selenium). Table 3 shows that the allocation of fees for 2012 was similar to previous years.
Comparison of Member Agency Revenue Charges for Last Five Years
As summarized above, agency flow-based costs account for approximately one-third of annual revenues. These proportional flows vary slightly each year. FY12/13 behaved differently because most of the rain occurred in a couple big storms in late 2012.
Finally, the allocation of revenue fees to the different agencies is summarized below in Table 4.

Table 4. EBDA Agency Revenue Fee Rates for FY12/13

<table>
<thead>
<tr>
<th></th>
<th>C.S.L.</th>
<th>O.L.S.D.</th>
<th>C.V.S.D.</th>
<th>Hayward</th>
<th>U.S.D.</th>
<th>LAVWMA</th>
</tr>
</thead>
<tbody>
<tr>
<td>Special Study Rate</td>
<td>13%</td>
<td>18%</td>
<td>6%</td>
<td>30%</td>
<td>33%</td>
<td>15.97%</td>
</tr>
<tr>
<td>Variable Rate</td>
<td>9.28%</td>
<td>18.00%</td>
<td>6.42%</td>
<td>21.43%</td>
<td>44.87%</td>
<td>22.38%</td>
</tr>
<tr>
<td>Fixed Rate</td>
<td>13.20%</td>
<td>26.50%</td>
<td>14.30%</td>
<td>20.70%</td>
<td>25.30%</td>
<td>15.97%</td>
</tr>
<tr>
<td>RWQCB RMP Rate</td>
<td>10.12%</td>
<td>10.70%</td>
<td>5.76%</td>
<td>39.08%</td>
<td>34.33%</td>
<td>23.18%</td>
</tr>
<tr>
<td>NPDES Fee</td>
<td>9.61%</td>
<td>16.43%</td>
<td>8.85%</td>
<td>23.39%</td>
<td>41.72%</td>
<td>26.62%</td>
</tr>
<tr>
<td>WERF Rate</td>
<td>16.83%</td>
<td>32.65%</td>
<td>11.65%</td>
<td>38.88%</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
ITEM NO. 8 GENERAL MANAGER’S REPORT
The General Manager will discuss items of interest concerning EBDA.

ITEM NO. 9 REPORT FROM THE MANAGERS ADVISORY COMMITTEE
The Managers Advisory Committee (MAC) will meet on August 14, 2013 and will discuss the Oro Loma Effluent Pump Station right angle gear drive project. The Committee will also discuss the Hayward Effluent Pump Station project, the board package and any major Water Board issues. A copy of the agenda follows. A report will be provided at the meeting.

MANAGERS ADVISORY COMMITTEE AGENDA

Wednesday, August 14, 2013
2:00 P.M.

East Bay Dischargers Authority
2651 Grant Avenue
San Lorenzo, CA

Discussion 1 OLEPS Right Angle Gear Drive Update
Discussion 2 HEPS update
Discussion 3 Board Package Discussion
  • O&M Committee
  • Finance Committee
Discussion 4 EBDA Managers Round Robin
  • Major Water Board Issues
ITEM NO. 10 REPORT FROM THE FINANCIAL MANAGEMENT COMMITTEE

Recommendation
Approve the report from the Financial Management Committee.

Discussion
The Financial Management Committee, Commissioners Handley and Johnson will meet with the General Manager on August 12, 2013. A copy of the Committee agenda is attached. The Committee will review the July List of Disbursements and Preliminary Treasurer’s Report. The Committee will also review the preliminary 4th quarter expense summary for FY 2012/2013 and the schedule for the upcoming financial audit.
FINANCIAL MANAGEMENT COMMITTEE
AGENDA
Monday, August 12, 2013
4:00 P.M.
East Bay Dischargers Authority
2651 Grant Avenue, San Lorenzo, CA 94580

FM1. Call to Order

FM2. Roll Call

FM3. Public Forum

FM4. List of Disbursements for July 2013
(The Committee will review the List of Disbursements for July 2013.)

FM5. Preliminary Treasurer’s Report for July 2013
(The Committee will review the Preliminary Treasurer’s Report for July 2013.)

(The Committee will review the Preliminary 4th Quarter Expense Summary for FY 2012/2014.)

(The Committee will review general information related to the responsibilities, scope and timing of the FY 2012/2013 financial audit.)

FM8. Adjournment

(In compliance with the Americans with Disabilities Act of 1990, if you need special assistance to participate in an Authority meeting, or you need a copy of the agenda, or the agenda packet, in an appropriate alternative format, please contact the Administrative Assistant at (510) 278-5910 or ladams@ebda.org. Notification of at least 48 hours prior to the meeting or time when services are needed will assist the Authority staff in assuring that reasonable arrangements can be made to provide accessibility to the meeting or service.)

In compliance with SB 343, related writings of open session items are available for public inspection at East Bay Dischargers Authority, 2651 Grant Avenue, San Lorenzo, CA 94580. For your convenience, agenda items are also posted on the East Bay Dischargers Authority website located at http://www.ebda.org.

(Any member of the public may address the Committee at the commencement of the meeting on any matter within the jurisdiction of the Committee. This should not relate to any item on the agenda. Each person addressing the Committee should limit their presentation to three minutes. Any member of the public desiring to provide comments to the Committee on any agenda item should do so at the time the item is considered. Oral comments should be limited to three minutes per individual or ten minutes for an organization. Speaker’s cards will be available and are to be completed prior to speaking.)

The next Financial Management Committee meeting is scheduled on Monday, September 16, 2013 at 4:00 p.m.
ITEM NO. FM7 REVIEW OF FY 2012/2013 FINANCIAL AUDIT SCHEDULE

Recommendation
This report is for the Committee’s information only and no action is required.

Background
Staff has scheduled the field work for the FY 2012/2013 financial audit on September 27, 2013. Chavan and Associates, LLP, is in its fourth year of a five-year contract to conduct the annual audits. It is anticipated that a draft audit report will be available for the Committee’s review at its November meeting.

Two follow-up items from the FY 2011/2012 audit report completed last December include an upgrade to the Authority’s accounting software to Financial Edge. This process is nearly complete and staff has begun entering historical and current year data into the Financial Edge database. The second item is a Commission request to develop strategies for employee cost-sharing of CERBT Fund contributions. The Finance and Personnel Committees may begin discussion of this in FY 2013/2014.
ITEM NO. 11  REPORT FROM THE OPERATIONS AND MAINTENANCE COMMITTEE

Recommendation
Approve the report from the Operations and Maintenance Committee.

Discussion
The Operations and Maintenance Committee, Commissioners Dias and Handley, will meet with the General Manager at a special time on Wednesday, August 14, 2013 at 4:00 p.m. A copy of the Committee agenda is attached. The Committee will discuss EBDA performance and the status report on O&M projects. The Committee will also consider a resolution accepting the bid and authorizing the General Manager to issue a purchase order to Pump Repair Service for overhaul of the No. 1 Effluent Pump at the Hayward Effluent Pump Station in the amount of $31,371.
OPERATIONS & MAINTENANCE COMMITTEE AGENDA

Wednesday, August 14, 2013
4:00 P.M.

East Bay Dischargers Authority
2651 Grant Avenue
San Lorenzo, CA 94580

OM1. Call to Order

OM2. Roll Call

OM3. Public Forum

OM4. EBDA Performance
(The Committee will be updated on EBDA’s NPDES report.)

OM5. Status Report
(The Committee will be updated on EBDA’s O&M activities.)

OM6. Resolution Accepting the Bid and Authorizing the General Manager to Issue a Purchase Order to Pump Repair Service Company for Overhaul of the No. 1 Effluent Pump and Motor at the Hayward Effluent Pump Station in the Amount of $ 37,371
(The Committee will consider a resolution accepting the bid and authorizing the General Manager to issue a Purchase Order to Pump Repair Service Company for overhaul of the No. 1 Effluent Pump and Motor at the Hayward Effluent Pump Station in the amount of $ 37,371.)

OM7. Adjournment

(In compliance with the Americans with Disabilities Act of 1990, if you need special assistance to participate in an Authority meeting, or you need a copy of the agenda, or the agenda packet, in an appropriate alternative format, please contact the Administrative Assistant at (510) 278-5910 or ladams@ebda.org. Notification of at least 48 hours prior to the meeting or time when services are needed will assist the Authority staff in assuring that reasonable arrangements can be made to provide accessibility to the meeting or service.)

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The next O&M Committee meeting is scheduled on
Monday, September 16, 2013 at 9:00 a.m.
ITEM NO. OM4 EBDA PERFORMANCE

The monthly June and quarterly April to June compliance data will be reported in September.

ITEM NO. OM5 STATUS REPORT

Alvarado Effluent Pump Station (AEPS)

AEPS No. 4 Effluent Pump
The project continues to be on schedule for replacement of the check valve the week of September 30, 2013.

Hayward Effluent Pump Station (HEPS)

Equipment Assessment
Staff received a detailed list of recommended electrical PM testing requirements from Todd Beecher. The recommended testing includes:

- Power Conductor and Switch Board/MCC bus reduced voltage megger testing (once per year, prior to start of wet weather season)
- Continuity Testing of the MMC Bussing and plug-in compartment connections (once per year, prior to start of wet weather season)
- Thermo-graphic Testing (once per year, prior to start of wet weather season)
- Molded-case circuit breaker testing (once per 18 months)
- Automatic Transfer Switch (once per 36 months)

Staff is coordinating with the City of Hayward’s WPCF Maintenance Department to assist with the recommended electrical pm testing.

Note: these electrical pm testing recommendations are being added to all Switch Board/ MCC equipment PM’s for EBDA facilities.

No. 2 Effluent Pump
Pump Repair Service (PRS) installed the No. 2 effluent pump and motor on July 16, 2013. The No. 2 effluent pump was placed in the lead position upon installation and has been operating with no apparent problems. The No. 1 effluent pump and motor was removed from service and pulled for inspection by PRS on July 31, 2013.
No. 2 Effluent Pump
Pump Repair Service (PRS) installed the No. 2 effluent pump and motor on July 16, 2013. The No. 2 effluent pump was placed in the lead position upon installation and has been operating with no apparent problems. The No. 1 effluent pump and motor was removed from service and pulled for inspection by PRS on July 31, 2013.

Based on the teardown inspection of the No. 1 pump and motor PRS has submitted a quote of $34,123 for repair of the pump and $3,248 for the repair of the motor. Staff is recommending approval of a resolution in the amount of $37,371 to PRS for repairs to the No. 1 pump and motor for HEPS.

This recommendation is based on the findings by PRS that the condition of the No. 1 was similar to what was discovered in the No. 2 pump. The lower bowl volute was repaired by using a metal patching compound in 1999 by PRS. The patching material was used to build the volute area back to manufactures specifications. However due to the age of the pump PRS is unable to repair the damage. All other parts were found to be worn beyond specifications requiring complete replacement.

Repairs are estimated to be completed by mid-September 2013.

Oro Loma Effluent Pump Station (OLEPS)

No. 4 Right-Angle Drive Replacement
The No. 4 right-angle drive was taken out of service and removed for overhaul on August 3, 2013 by DW Nicholson. The right-angle gear drive was delivered to Philadelphia Gear's Western Repair facility in Santa Fe Spring, CA on August 5, 2013.

Aaron Pearson, Senior Territory Account Manager, along with Greg Dillon, Project Manager with Philadelphia Gear's Western Repair facility in Santa Fe Spring, CA, will be overseeing the entire rebuild process. The rebuilt right-angle drive assembly will be ready for factory witness testing on August 15, 2013 and ready for transport on August 16, 2013.

DW Nicholson is scheduled to start the reinstall process of the No. 4 Right-angle drive on August 19, 2013 and have the No. 4 right-angle drive operational by August 20, 2013.

During the time that No. 4 right-angle drive is out for repairs, Oro Loma Sanitary District Operators will be closely monitoring the operation on the No. 1 OLPES Effluent Pump. Only one electrical pump is required based current dry weather flow daily peak of 62 MGD through OLEPS. However, in case of an emergency both diesel pumps are operational if needed.
San Leandro Effluent Pump Station (SLEPS)
No change; all equipment is operational.

Sky West Pump Station
No change; all equipment is operational.

Marina Dechlorination Facility (MDF)

Manual Transfer Switch (MTS)
Staff, with the assistance of Calcon Inc., removed the Manual Transfer Switch (MTS) from the HEPS and has completed the installation at the MDF.

With the installation of a MTS, if the generator were to fail at a critical time, a backup generator of the proper size can be quickly and easily connected within 30 minutes in case of an emergency. Additionally, if any extensive repair work is required of the facility-installed backup generator, repairs can be made quickly.

Standby Generator Fuel Transfer Pump Leak
Staff has issued a Purchase Order in the amount of $3,300 to California Generator Service for the repair of the fuel transfer pump. Staff will be working with OLSD staff to coordinate the use of the District’s portable generator. Temporary use of OLSD portable generator is anticipated to be from August 26 through August 30, 2013.

Force Main
The San Leandro Force Main crew is conducting a field investigation of each of the identified assets. Additionally, a condition assessment will be completed at each station. Justin Jenson, Maintenance Supervisor for the City of San Leandro WPCF, has established a goal of having all the assessments completed by the end of August 2013.

Once received and reviewed by staff, the station condition assessment information, along with photos and any additional comments, will be electronically linked to the CMMS database. This information will be used to assist in the development of a risk matrix and mitigation plans for the transport system.

Miscellaneous Items:

Underground Service Alerts
Forty-eight (42) Underground Service Alert (USA) tickets were received by EBDA during the month of July 2013. None required field marking.

Total rainfall for the month of April 2013

<table>
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<tr>
<th></th>
<th>San Leandro</th>
<th>Hayward</th>
<th>Dublin</th>
<th>Union City</th>
<th>Oakland</th>
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1. Summary sheets from the NPDES Report submitted to the RWQCB and EPA are attached for the month of: Jun-13

2. Number of violations reported in the above NPDES Report: **None to Report**

3. The violations included the following:

4. Preventive Maintenance for the month of: Jun-13

<table>
<thead>
<tr>
<th>LOCATION</th>
<th>NO. TASKS SCHEDULED</th>
<th>NO. TASKS COMPLETED</th>
<th># TASKS</th>
<th>PERCENT</th>
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<tr>
<td>Oro Loma Pump Station</td>
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<td>59</td>
<td>0</td>
<td>100%</td>
</tr>
<tr>
<td>Sky West Pump Station</td>
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<td>6</td>
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<tr>
<td>Marina Dechlorination Facility</td>
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<td><strong>189</strong></td>
<td><strong>0</strong></td>
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5. Unscheduled Maintenance for the month of: Jun-13

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<tr>
<td>Marina Dechlorination Facility</td>
<td>1</td>
</tr>
<tr>
<td>Skywest Pump Station</td>
<td>0</td>
</tr>
<tr>
<td>Force Main</td>
<td>1</td>
</tr>
</tbody>
</table>

6. Other Items of significance: Jul-13

a. FM: Condition Assessor
b. AEPS: No 6 Harmonic Filter Repair
c. OLEPS: UST Inspection
d. MDF: Meter vault fan replacement, repaired outside lighting, troubleshoot SBS pump No 2
e. HEPS: Remove Manual Transfer Switch
f. SLEPS:
RESOLUTION NO. 13-17

INTRODUCED BY ________________

RESOLUTION ACCEPTING THE BID AND AUTHORIZING THE GENERAL MANAGER TO ISSUE A PURCHASE ORDER TO PUMP REPAIR SERVICE COMPANY FOR OVERHAUL OF THE NO. 1 EFFLUENT PUMP AND MOTOR AT THE HAYWARD EFFLUENT PUMP STATION IN THE AMOUNT OF $37,371

WHEREAS, the East Bay Dischargers Authority received a bid for parts and labor to complete the emergency repair of the Hayward Effluent Pump Station (HEPS) No. 1 Effluent Pump in compliance with the requirements of the Public Contracts Code; and

WHEREAS, the Operation & Maintenance Committee has determined the repair of the HEPS No. 1 pump is critical to EBDA to meet system reliability;

WHEREAS, it has been determined by staff that the proposal from Pump Repair Service Company is the lowest responsible bid, is in conformance with the bid specifications, and is an acceptable bid; and

WHEREAS, the Operation & Maintenance Committee has recommended acceptance of the bid and authorization for the General Manager to issue a purchase order to Pump Repair Service Company for repair of the HEPS No. 1 Effluent Pump; and

NOW, THEREFORE BE IT RESOLVED, the Commission of the East Bay Dischargers Authority hereby accepts the bid for from Pump Repair Service Company.

BE IT FURTHER RESOLVED, the General Manager is hereby authorized to issue a Purchase Order on behalf of the Authority in the amount of $37,371 to Pump Repair Service in accordance with the accepted bids.

Budget Authority: Fund 31

SAN LORENZO, CALIFORNIA, ON AUGUST 15, 2013, ADOPTED BY THE FOLLOWING VOTE:

AYES:
NOES:
ABSENT:
ABSTAIN:

ATTEST:

CHAIR
EAST BAY DISCHARGERS COMMISSION

GENERAL MANAGER
EAST BAY DISCHARGERS AUTHORITY
EX OFFICIO SECRETARY
ITEM NO. 13  ITEMS FROM THE COMMISSION AND STAFF
The Commission and staff may comment on items of general interest.