



Notice of Special Meeting

Oceano Community Services District - Board of Directors Agenda

MONDAY, November 13, 2017 – 3:00 P.M.

Oceano Community Services District Board Room
1655 Front Street, Oceano, CA

All items on the agenda including information items, may be deliberated. Any member of the public with an interest in one of these items should review the background material and request information on the possible action that could be taken.

All persons desiring to speak during any Public Comment period are asked to fill out a "Board Appearance Form" to submit to the General Manager prior to the start of the meeting. Each individual speaker is limited to a presentation time of THREE (3) minutes per item. Persons wishing to speak on more than one item shall limit his/her remarks to a total of SIX (6) minutes. This time may be allocated between items in one minute increments up to three minutes. Time limits may not be yielded to or shared with other speakers.

1. CALL TO ORDER:
2. ROLL CALL:
3. FLAG SALUTE:
4. AGENDA REVIEW:
5. CLOSED SESSION:
6. PUBLIC COMMENT FOR ITEMS NOT ON THE AGENDA:

This public comment period provides an opportunity for members of the public to address the Board on matters of interest within the jurisdiction of the District that are not listed on the agenda. If a member of the public wishes to speak at this time, Public comment is limited to three (3) minutes.

7. SPECIAL PRESENTATIONS & REPORTS:

A. STAFF REPORTS:

- i. Operations - Field Supervisor Tony Marraccino
- ii. FCFA Operations - Chief Steve Lieberman
- iii. OCSD General Manager – Paavo Ogren
- iv. Sheriff's South Station - Commander Stuart MacDonald

B. BOARD OF DIRECTORS AND OUTSIDE COMMITTEE REPORTS:

- i. Director Angello
- ii. Director Brunet
- iii. President White
- iv. Vice President Austin
- v. Director Coalwell

C. PUBLIC COMMENT ON SPECIAL PRESENTATIONS AND REPORTS:

This public comment period provides an opportunity for members of the public to address the Board on matters discussed during Agenda Item #7 – Special Presentations and Reports. If a member of the public wishes to speak at this time, Public comment is limited to three (3) minutes.

8. CONSENT AGENDA ITEMS:

Public comment Members of the public wishing to speak on consent agenda items may do so when recognized by the Presiding Officer. To facilitate public comment we request persons wishing to speak to fill out a speak request form and give it to the General Manager. Public comment is limited to three (3) minutes.

- A. Review and Approval of Minutes for the Regular Meeting on October 25, 2017
- B. Review and Approval of Cash Disbursements

9. BUSINESS ITEMS:

Public comment Members of the public wishing to speak on business items may do so when recognized by the Presiding Officer. To facilitate public comment we request persons wishing to speak to fill out a speak request form and give it to the General Manager. Public comment is limited to three (3) minutes.

- A. Submittal for approval an Intent to Serve Letter extension to Elena Gallegos; 2168 Paso Robles; Assessor's Parcel No. 062-092-020
- B. Consideration of a Request to approve reduced front footage fees from Scott Trompeter; 1560 S. Elm St.; Assessor's Parcel No. 062-074-014
- C. Receive and file the June 30, 2016 Audited Financial Statements and Independent Auditors Report prepared by Caliber Audit and Attest, LLP and consideration of a recommendation to authorize the General Manager to distribute a Request for Proposal (RFP) for audit services
- D. Consideration to approve budget adjustments in the amount of \$69,165 for Five Cities Fire Authority and \$1,360 for backhoe appurtenances
- E. Review of results of the Median Household Income (MHI) Survey prepared by the Rural Communities Assistance Corporation (RCAC) and a consideration of letter in support to the Rural Community Assistance Partnership (RCAP)
- F. Updates on the Regional Groundwater Sustainability Project and the Sanitation District Redundancy Project

10. HEARING ITEMS:

11. RECEIVED WRITTEN COMMUNICATIONS:

12. LATE RECEIVED WRITTEN COMMUNICATIONS:

13. **FUTURE AGENDA ITEMS:** Recommendation to cancel Regular Meeting of November 22, 2017, Recommendation to cancel Regular Meeting of December 27, 2017; District Policies Continued; Regional Groundwater Sustainability Project (RGSP) update, LHMP RFP; Roles and Responsibilities with Related Agencies; Emergency Generator, Construction Documents.

14. FUTURE HEARING ITEMS:

15. ADJOURNMENT:

AGENDA ADDENDUM MATERIALS: Year Ended June 30, 2016 Oceano CSD Audited Financial Statements and related information

This agenda was prepared and posted pursuant to Government Code Section 54956. Agenda is posted at the Oceano Community Services District, 1655 Front Street, Oceano, CA. Agenda and reports can be accessed and downloaded from the Oceano Community Services District website at www.oceanocsd.org

ASSISTANCE FOR THE DISABLED If you are disabled in any way and need accommodation to participate in the Board meeting, please call the Clerk of the Board at (805) 481-6730 for assistance at least three (3) working days prior to the meeting so necessary arrangements can be made.

ASISTENCIA A DISCAPACITADO Si usted está incapacitado de ninguna manera y necesita alojamiento para participar en la reunión de la Junta, por favor llame a la Secretaría de la Junta al (805) 481-6730 para recibir asistencia por lo menos tres (3) días antes de la reunión para que los arreglos necesarios puedan ser hechos.



Oceano Community Services District
Summary Minutes
Regular Meeting Wednesday, October 25, 2017 – 5:30 P.M.
Oceano Community Services District Board Room
1655 Front Street, Oceano, CA

1. **CALL TO ORDER:** at 5:30 p.m. by President White
2. **FLAG SALUTE:** led by Director Coalwell
3. **ROLL CALL:** Board members present Director Brunet, Director Angello, Director Coalwell, President White. Also present, District Legal Counsel Jeff Minnery, General Manager Ogren, Business and Accounting Manager Carey Casciola and Board Secretary Celia Ruiz. Board member absent Vice President Austin.
4. **AGENDA REVIEW:** Agenda approved with modification to Item 8b with a motion from Director Coalwell, a second by Director Brunet and a 4-0 vote.
5. **CLOSED SESSION:** was entered at approximately 5:36pm. Open session was resumed at approximate 6:04pm
No public comment
 - A. **Pursuant to Pursuant to Government Code 54956.9(d)(4):** Conference with legal counsel to determine whether to initiate litigation. Number of cases: 1.
Reportable action: None
 - B. **Pursuant to Government Code 54956.9(a):** Conference with legal counsel regarding Santa Maria Valley Water Conservation District v. City of Santa Maria, et al.,
Reportable action: None
6. **PUBLIC COMMENT ON MATTERS NOT ON THE AGENDA (NOT BEGINNING BEFORE 6:00 PM):**
No public comment
7. **SPECIAL PRESENTATIONS & REPORTS:**
 - a. **STAFF REPORTS:**
 - i. Operations - Field Supervisor Tony Marraccino reported 9 work orders, 5 USA's, 10 service orders, 3 after hour call outs, Lopez currently at 54.5% full, meter changes, weed abatement, alley between Eftren's and La Tapatia water main replaced due to leak.
 - ii. FCFA - Chief Steve Lieberman – None
 - iii. OCSD General Manager – see report attached for an overview of General Manager report.
 - iv. Sheriff's South Station - Commander Stewart MacDonald – None
 - b. **BOARD OF DIRECTORS AND OUTSIDE COMMITTEE REPORTS:**
 - i. Director Angello - None
 - ii. Director Brunet – None
 - iii. President White – reported on Zone 1 1A, and SSLOCSD
 - iv. Vice President Austin – Absent
 - v. Director Coalwell – None
 - c. **PUBLIC COMMENT ON SPECIAL PRESENTATIONS AND REPORTS:**
No public comment.

8 CONSENT AGENDA:	ACTION:
<ul style="list-style-type: none"> a. Review and Approval of Minutes for the Regular Meeting on October 11, 2017 b. Review and Approval of Cash Disbursements 	<p>After an opportunity for public comment and brief Board discussion, staff recommendations were approved with a modification to Item 8b an addition of \$ 739.98 payable to RRM total disbursement approval of \$ 348,841.67 with a motion from Director Brunet, a second by Director Angello and a 4-0 vote.</p> <p>No public comment.</p>

9 A BUSINESS ITEM:	ACTION:
Review of the District's Budget Status as of September 30, 2017	<p>After an opportunity for public comment and brief Board discussion, received and filed.</p> <p>No public comment.</p>

9 B BUSINESS ITEM:	ACTION:
Review of the District's Fiscal Year 2017-18 Quarter 1 Treasurer Report	<p>After an opportunity for public comment and brief Board discussion, received and filed.</p> <p>No public comment.</p>

- 10. **HEARING ITEMS:** None
- 11. **RECEIVED WRITTEN COMMUNICATIONS:** None
- 12. **LATE RECEIVED WRITTEN COMMUNICATIONS:** None
- 13. **FUTURE AGENDA ITEMS:** District Policies Continued; Professional Service Proposals; Roles and Responsibilities with Related Agencies; Emergency Generator.
- 14. **FUTURE HEARING ITEMS:** None
- 15. **ADJOURNMENT:** at approximately 7:04 pm



Oceano Community Services District

1655 Front Street, P.O. Box 599, Oceano, CA 93475

(805) 481-6730 FAX (805) 481-6836

Date: November 13, 2017

To: Board of Directors

From: Carey Casciola, Business and Accounting Manager

Subject: **Agenda Item #8B: Recommendation to Approve Cash Disbursements**

Recommendation

It is recommended that your Board approve the attached cash disbursements.

Discussion

The following is a summary of the attached cash disbursements:

Description	Check Sequence* 56580 - 56607	Amounts
<u>Disbursements Requiring Board Approval prior to Payment:</u>		
Regular Payable Register – paid 11/08/2017	56586 - 56607	\$58,635.20
Subtotal:		\$58,635.20
<u>Reoccurring Payments for Board Review (authorized by Resolution 2016-07):</u>		
Payroll Gross Wages – pay period ending 10/28/2017	N/A	\$27,411.00
Reoccurring Utility Disbursements – paid 10/25/2017	56580 - 56581	\$1,025.32
Reoccurring Health/Benefits – paid 10/25/2017	56582 - 56585	\$5,919.52
Subtotal:		\$34,355.84
Grand Total:		\$92,991.04

**Checks 56578-56579 voided due to printing issues.*

Other Agency Involvement: n/a

Other Financial Considerations: Amounts are within the authorized Fund level budgets.

Results

The Board's review of cash disbursements is an integral component of the District's system of internal controls and promotes a well governed community.

COMPANY: 99 - POOLED CASH FUND
ACCOUNT: 1-1001-000 POOLED CASH OPERATING
TYPE: All
STATUS: All
FOLIO: All

CHECK DATE: 0/00/0000 THRU 99/99/9999
CLEAR DATE: 0/00/0000 THRU 99/99/9999
STATEMENT: 0/00/0000 THRU 99/99/9999
VOIDED DATE: 0/00/0000 THRU 99/99/9999
AMOUNT: 0.00 THRU 999,999,999.99
CHECK NUMBER: 056586 THRU 056607

ACCOUNT	--DATE--	--TYPE--	NUMBER	-----DESCRIPTION-----	----AMOUNT---	STATUS	FOLIO	CLEAR DATE
CHECK:	-----							
1-1001-000	11/03/2017	CHECK	056586	POSTMASTER	198.00CR	OUTSTND	A	0/00/0000
1-1001-000	11/03/2017	CHECK	056587	PETTY CASH	51.32CR	OUTSTND	A	0/00/0000
1-1001-000	11/03/2017	CHECK	056588	WHITE, KAREN M.	200.00CR	OUTSTND	A	0/00/0000
1-1001-000	11/03/2017	CHECK	056589	GATOR CRUSHING & RECYCLING	40.21CR	OUTSTND	A	0/00/0000
1-1001-000	11/03/2017	CHECK	056590	MARK SCHWIND ELECTRIC INC.	300.00CR	OUTSTND	A	0/00/0000
1-1001-000	11/03/2017	CHECK	056591	ADAMSKI MOROSKI MADDEN CUMBERL	9,042.00CR	OUTSTND	A	0/00/0000
1-1001-000	11/03/2017	CHECK	056592	CORIX WATER PRODUCTS (US) INC.	3,635.20CR	OUTSTND	A	0/00/0000
1-1001-000	11/03/2017	CHECK	056593	CENTRAL COAST PRINTING	366.58CR	OUTSTND	A	0/00/0000
1-1001-000	11/03/2017	CHECK	056594	ARAMARK	121.00CR	OUTSTND	A	0/00/0000
1-1001-000	11/03/2017	CHECK	056595	CENTRAL COAST TECHNOLOGY CONSU	836.06CR	OUTSTND	A	0/00/0000
1-1001-000	11/03/2017	CHECK	056596	COALWELL, JAMES	100.00CR	OUTSTND	A	0/00/0000
1-1001-000	11/03/2017	CHECK	056597	GSI WATER SOLUTIONS, INC.	5,726.46CR	OUTSTND	A	0/00/0000
1-1001-000	11/03/2017	CHECK	056598	TRUE CUSTOM ROOFING, INC.	32,569.80CR	OUTSTND	A	0/00/0000
1-1001-000	11/03/2017	CHECK	056599	J.B. DEWAR, INC.	294.20CR	OUTSTND	A	0/00/0000
1-1001-000	11/03/2017	CHECK	056600	FERGUSON ENTERPRISES, INC #135	2,718.50CR	OUTSTND	A	0/00/0000
1-1001-000	11/03/2017	CHECK	056601	MIER BROS.	177.79CR	OUTSTND	A	0/00/0000
1-1001-000	11/03/2017	CHECK	056602	MINER'S ACE HARDWARE, INC.	26.33CR	OUTSTND	A	0/00/0000
1-1001-000	11/03/2017	CHECK	056603	SLO CO PUBLIC HEALTH DEPT.	528.70CR	OUTSTND	A	0/00/0000
1-1001-000	11/03/2017	CHECK	056604	SHORELINE LANDSCAPE & MAINT. I	410.00CR	OUTSTND	A	0/00/0000
1-1001-000	11/03/2017	CHECK	056605	CARQUEST AUTO PARTS	42.99CR	OUTSTND	A	0/00/0000
1-1001-000	11/03/2017	CHECK	056606	UNITED RENTALS (NORTH AMERICA)	331.03CR	OUTSTND	A	0/00/0000
1-1001-000	11/03/2017	CHECK	056607	AQUA-METRIC	919.03CR	OUTSTND	A	0/00/0000

COMPANY: 99 - POOLED CASH FUND
 ACCOUNT: 1-1001-000 POOLED CASH OPERATING
 TYPE: All
 STATUS: All
 FOLIO: All

CHECK DATE: 0/00/0000 THRU 99/99/9999
 CLEAR DATE: 0/00/0000 THRU 99/99/9999
 STATEMENT: 0/00/0000 THRU 99/99/9999
 VOIDED DATE: 0/00/0000 THRU 99/99/9999
 AMOUNT: 0.00 THRU 999,999,999.99
 CHECK NUMBER: 056586 THRU 056607

ACCOUNT	--DATE--	--TYPE--	NUMBER	-----DESCRIPTION-----	----AMOUNT---	STATUS	FOLIO	CLEAR DATE
TOTALS FOR ACCOUNT 1-1001-0				CHECK	TOTAL:			
				DEPOSIT	TOTAL:			
				INTEREST	TOTAL:			
				MISCELLANEOUS	TOTAL:			
				SERVICE CHARGE	TOTAL:			
				EFT	TOTAL:			
				BANK-DRAFT	TOTAL:			
TOTALS FOR POOLED CASH FUND				CHECK	TOTAL:	58,635.20CR		
				DEPOSIT	TOTAL:	0.00		
				INTEREST	TOTAL:	0.00		
				MISCELLANEOUS	TOTAL:	0.00		
				SERVICE CHARGE	TOTAL:	0.00		
				EFT	TOTAL:	0.00		
				BANK-DRAFT	TOTAL:	0.00		

Payroll Summary Report
Board of Directors - Agenda Date November 8, 2017

	(*)	
<u>Gross Wages</u>	10/14/2017	10/28/2017
Regular	\$21,823.66	\$22,460.33
Overtime Wages	\$1,726.14	\$1,398.24
Stand By	\$700.00	\$700.00
Gross Wages	\$24,249.80	\$24,558.57
 <u>Disbursements</u>		
Net Wages	\$17,912.04	\$18,347.03
State and Federal Agencies	\$5,584.99	\$5,577.72
CalPERS - Normal	\$3,486.25	\$3,486.25
Total Disbursements processed with Payroll	\$26,983.28	\$27,411.00
 Health & Other (Disbursed with reoccurring bills)	 \$3,418.97	 \$3,418.97
Total District Payroll Related Costs	\$30,402.25	\$30,829.97

(*) Previously reported in prior Board Meeting packet - provided for comparison.

COMPANY: 99 - POOLED CASH FUND
ACCOUNT: 1-1001-000 POOLED CASH OPERATING
TYPE: All
STATUS: All
FOLIO: All

CHECK DATE: 0/00/0000 THRU 99/99/9999
CLEAR DATE: 0/00/0000 THRU 99/99/9999
STATEMENT: 0/00/0000 THRU 99/99/9999
VOIDED DATE: 0/00/0000 THRU 99/99/9999
AMOUNT: 0.00 THRU 999,999,999.99
CHECK NUMBER: 056580 THRU 056581

ACCOUNT	--DATE--	--TYPE--	NUMBER	-----DESCRIPTION-----	----AMOUNT---	STATUS	FOLIO	CLEAR DATE
CHECK:								
1-1001-000	10/25/2017	CHECK	056580	RABOBANK EQUIPMENT LEASE	755.60CR	OUTSTND	A	0/00/0000
1-1001-000	10/25/2017	CHECK	056581	ADVANTAGE ANSWERING PLUS, INC	269.72CR	OUTSTND	A	0/00/0000
TOTALS FOR ACCOUNT 1-1001-0				CHECK	TOTAL:	1,025.32CR		
				DEPOSIT	TOTAL:	0.00		
				INTEREST	TOTAL:	0.00		
				MISCELLANEOUS	TOTAL:	0.00		
				SERVICE CHARGE	TOTAL:	0.00		
				EFT	TOTAL:	0.00		
				BANK-DRAFT	TOTAL:	0.00		
TOTALS FOR POOLED CASH FUND				CHECK	TOTAL:	1,025.32CR		
				DEPOSIT	TOTAL:	0.00		
				INTEREST	TOTAL:	0.00		
				MISCELLANEOUS	TOTAL:	0.00		
				SERVICE CHARGE	TOTAL:	0.00		
				EFT	TOTAL:	0.00		
				BANK-DRAFT	TOTAL:	0.00		

COMPANY: 99 - POOLED CASH FUND
ACCOUNT: 1-1001-000 POOLED CASH OPERATING
TYPE: All
STATUS: All
FOLIO: All

CHECK DATE: 0/00/0000 THRU 99/99/9999
CLEAR DATE: 0/00/0000 THRU 99/99/9999
STATEMENT: 0/00/0000 THRU 99/99/9999
VOIDED DATE: 0/00/0000 THRU 99/99/9999
AMOUNT: 0.00 THRU 999,999,999.99
CHECK NUMBER: 056582 THRU 056585

ACCOUNT	--DATE--	--TYPE--	NUMBER	-----DESCRIPTION-----	----AMOUNT----	STATUS	FOLIO	CLEAR DATE
CHECK:								
1-1001-000	10/25/2017	CHECK	056582	THE LINCOLN NATIONAL LIFE INSU	1,010.14CR	OUTSTND	A	0/00/0000
1-1001-000	10/25/2017	CHECK	056583	VSP VISION	105.80CR	OUTSTND	A	0/00/0000
1-1001-000	10/25/2017	CHECK	056584	SEIU LOCAL 620	143.44CR	OUTSTND	A	0/00/0000
1-1001-000	10/25/2017	CHECK	056585	ANTHEM BLUE CROSS	4,660.14CR	OUTSTND	A	0/00/0000
TOTALS FOR ACCOUNT 1-1001-0				CHECK	TOTAL:	5,919.52CR		
				DEPOSIT	TOTAL:	0.00		
				INTEREST	TOTAL:	0.00		
				MISCELLANEOUS	TOTAL:	0.00		
				SERVICE CHARGE	TOTAL:	0.00		
				EFT	TOTAL:	0.00		
				BANK-DRAFT	TOTAL:	0.00		
TOTALS FOR POOLED CASH FUND				CHECK	TOTAL:	5,919.52CR		
				DEPOSIT	TOTAL:	0.00		
				INTEREST	TOTAL:	0.00		
				MISCELLANEOUS	TOTAL:	0.00		
				SERVICE CHARGE	TOTAL:	0.00		
				EFT	TOTAL:	0.00		
				BANK-DRAFT	TOTAL:	0.00		



Oceano Community Services District

1655 Front Street, P.O. Box 599, Oceano, CA 93475

(805) 481-6730 FAX (805) 481-6836

Date: November 13, 2017

To: Board of Directors

From: Celia Ruiz, Will Serve Coordinator

Via: Paavo Ogren, General Manager

Subject: **Agenda Item # 9A:** Submittal for approval an Intent to Serve Letter extension to Elena Gallegos; 2168 Paso Robles; Assessor's Parcel No. 062-092-020

Recommendation

That your Board authorize the General Manager or his designee to send the attached Intent to Serve Letter extension to Elena Gallegos; 2168 Paso Robles; Assessor's Parcel No. 062-092-020 subject to a deed restriction if the owner connects the new unit to the existing sewer lateral.

Discussion

Mrs. Gallegos submitted a request for a will-serve letter extension on October 24, 2017 attached and staff has prepared the attached "intent to serve" letter for your Board's consideration. Staff has identified special concerns for the proposed development that would require special conditions of the request. Owner would need to install sewer clean out at property line if there is no current clean out. Property owner also needs to install a separate water line designated to the back unit to meet NFPA 13D Fire Protection System requirements.

NAME OF APPLICANT	ELENA GALLEGOS
APPLICATION DATE RECEIVED	OCTOBER 24, 1017
ADDRESS	2168 PASO ROBLES
ASSESSORS PARCEL NUMBER	062-092-020
TYPE OF USE	SFR
CONFIRMATION OF OWNERSHIP	YES
OFFSITE IMPROVEMENTS?	YES
REIMBURSEMENT AGREEMENT	NO
PREVIOUS WILL SERVE ISSUED	OCTOBER 28, 2015
EXPIRATION DATE	OCTOBER 28, 2016
FEES REQUIRED	\$ 8,414.96 PAID 10/17/17
SSLOCD FEE SIGN-OFF REQUIRED?	YES
FOG PROGRAM REQUIRED?	NO
SSLOCD SIUP REQUIRED?	NO
LETTER FROM FCFA?	YES

Current Status

The owner is in process of obtaining building permits from the County. Currently there is an existing SFR in the parcel. Owner is has installed a mobile home in the back of the lot.



Other Agency Involvement

The County of San Luis Obispo issues building permits for land development in Oceano. The issuance of will-serve letters and conditions of development is also coordinated with the Five Cities Fire Authority and the South San Luis Obispo County Sanitation District.

Other Financial Considerations

Owner needs to install separate water line and 1" meter per FCFA to meet NFPA 13D Fire Protection System requirement.

Fees have been paid to OCSD on October 17, 2017.

Results

Providing will serve letters for new development is consistent with the County's General Plan and the interests of the property owner.

Attachments:

- Will serve extension request from Elena Gallegos



Oceano Community Services District
 1655 Front Street, P.O. Box 599, Oceano, CA 93475
 (805) 481-6730 FAX (805) 481-6836

Intent to Serve Extension Application

1. Owner Name: Elena Gallegos
2. Mailing Address: 13716 22nd Oceano CA 93445
3. Phone: 825 458 4544
4. OCSD Project #: 10481
5. Project location: 2168 Paso Robles St. Oceano
6. Assessor's Parcel Number (APN): 002092020
7. Type of Project: (check box)
 - Single-family dwelling units
 - Multiple-family dwelling units
 - Commercial
 - Mixed use (Commercial and Residential)

Application processing fee \$ 30.00 per structure and/or separate residential unit, whichever is greater.

OCEANO COMMUNITY SVC DIST
 (805) 481-6730

REG#: 00076911 10/24/2017 3:44 PM
 OPER: FD TERM: 010
 REF#: elena

TRAN: 207.0000 WILL SERVE
 GALLEGOS PROJ # 6481
 WILL SERVE LTR FEE 30.00CR

TENDERED: 30.00 CASH
 APPLIED: 30.00-

CHANGE: 0.00

Date: 10/24/17

Signed: [Signature]
 (must be signed by owner or owner's agent)

Print Name: Elena Gallegos



Oceano Community Services District

1655 Front Street, P.O. Box 599, Oceano, CA 93475

(805) 481-6730 FAX (805) 481-6836

Date: November 13, 2017

To: Board of Directors

From: Celia Ruiz, Will Serve Coordinator

Via: Paavo Ogren, General Manager

Subject: Agenda Item # 9B: Consideration of a Request to approve reduced front footage fees from Scott Trompeter; 1560 S. Elm St.; Assessor's Parcel No. 062-074-014

Recommendation

It is recommended that your Board review and consider the attached request for a reduction in front footage fees from Scott Trompeter; 1560 S Elm St.; Assessor's Parcel No. 062-074-014 and to approve the amount of the fees if reduced.

Discussion

Mr. Trompeter submitted a request attached for an Intent-to-Serve letter on May 4, 2016 which was approved by your Board on May 11, 2016. The Tract is a 12 lot subdivision with lots varying in size.

There are 3 lots which front footage is more than 100 ft. Per Ordinance 2006-1 the fee per foot is \$ 81.60. Mr. Trompeter would like the Board to review the map and possibly reconsider the front footage fees for lots number 1, 11, and 12. Staff has prepared and attached an analysis of the fee impact.

NAME OF APPLICANT	SCOTT TROMPETER
APPLICATION DATE RECEIVED	MAY 4, 2016
ADDRESS	1560 S ELM ST
ASSESSORS PARCEL NUMBER	062-074-014
TYPE OF USE	12 SINGLE FAMILY RESIDENTS
CONFIRMATION OF OWNERSHIP	YES
OFFSITE IMPROVEMENTS?	YES
REIMBURSEMENT AGREEMENT?	YES
PREVIOUS WILL SERVE ISSUED	MAY 11, 2016
EXPIRATION DATE	MAY 11, 2017
FEES REQUIRED	\$ 8,414.96 PLUS FRONT FOOTAGE
SSLOCD FEE SIGN-OFF REQUIRED?	YES
FOG PROGRAM REQUIRED?	NO
SSLOCD SIUP REQUIRED?	NO
LETTER FROM FCFA?	NO

Current Status

The owner has received approvals on the tract map from the County.

After approval of the tract map, completion of off-site improvements and payment of any/all required fees, the final will serve letters will be issued on a lot-by-lot basis.



Other Agency Involvement

The County of San Luis Obispo will need to approve the tract map, and issue the individual building permits. The issuance of will-serve letters and conditions of development is also coordinated with the Five Cities Fire Authority and the South San Luis Obispo County Sanitation District.

Other Financial Considerations

Final determination of fees for the individual lots cannot be determined until the front footage for each lot is determined. Those costs will be determined in accordance with Ordinance 2006-1.

Fees due before building permits:

Description	Estimate
<i>Service Connection Fees</i>	
Meter Connection Fee	\$ 1,350.00 per lot
Capacity	\$ 5,514.96 per lot
Lopez	\$ 1,000.00 per lot
Front Footage	To be determined by Board of Directors
Water and Sewer Inspection	\$ 50.00 per lot
Sewer Connection	\$ 500.00 per lot
Total	\$ 8,414.96 plus front footage per lot

Results

Providing intent to serve letters for new development is consistent with the County's General Plan and the interests of the property owner.

Attachments:

- Fee Impact Analysis
- Request from S. Trompeter

Oceano Community Services District

November 8, 2017

Trompeter Request for Fee Reduction

Analysis of Fee Impact

LOT	FRONT FOOTAGE LENGTH	FRONT FOOTAGE FEE	MINIMUM FRONT FOOTAGE FEE	DIFFERENCE	
LOT 1	107	\$ 8,731.20	\$ 4,080.00	\$ (4,651.20)	X
LOT 2	60	\$ 4,896.00	\$ 4,080.00	\$ (816.00)	
LOT 3	46	\$ 4,080.00	\$ 4,080.00	\$ -	
LOT 4	28	\$ 4,080.00	\$ 4,080.00	\$ -	
LOT 5	58	\$ 4,732.80	\$ 4,080.00	\$ (652.80)	
LOT 6	55	\$ 4,488.00	\$ 4,080.00	\$ (408.00)	
LOT 7	55	\$ 4,488.00	\$ 4,080.00	\$ (408.00)	
LOT 8	51	\$ 4,161.60	\$ 4,080.00	\$ (81.60)	
LOT 9	52	\$ 4,243.20	\$ 4,080.00	\$ (163.20)	
LOT 10	61	\$ 4,977.60	\$ 4,080.00	\$ (897.60)	
LOT 11	119	\$ 9,710.40	\$ 4,080.00	\$ (5,630.40)	X
LOT 12	126	\$ 10,281.60	\$ 4,080.00	\$ (6,201.60)	X
TOTAL		<u>\$ 68,870.40</u>	<u>\$ 48,960.00</u>	<u>\$ (19,910.40)</u>	

From: Scott Trompeter
To: [Celia Ruiz](#)
Subject: Re: Intent to Serve Application
Date: Friday, October 06, 2017 11:17:49 AM
Attachments: [Ocean Ridge OCSD Parcel Frontage calculation map.pdf](#)

Celia,

Per our conversation, the frontages from the tract map (my calculations attached) for the permit applications are as follows:

SLO County Permit#	Parcel #/Address	Front Footage
2016-07609	5/2545 Terrace Sands Lane	58.49'
2016-07610	6/2555 " "	55.50'
2016-07611	7/2565 " "	55.50'
2016-07612	8/2575 " "	51.54'

I took a look at your estimate sheet, and realized that the frontage is only a portion of the permit fee calculation, so my panic is back down to normal elevated level.

I reflected the rest of the lot frontages as I calculated them from the tables on the map, so if you can give me estimates for lots 1-4 and 9-12, I'd appreciate it. I don't know how we handle the fire turnaround lot 13...please let me know.

Thanks Celia,

Scott

From: [Scott Trompeter](#)
To: [Paavo Ogren](#)
Subject: Re: FW: Tract 3059 frontage fee on lots 1, 11, 12
Date: Friday, October 20, 2017 1:40:06 PM
Attachments: [FEE SFR.pdf](#)
[Ocean Ridge OCSD Parcel Frontage calculation map.pdf](#)

Paavo,

I'm writing with hat in hand to see if there is any relief possible on the subject lots with regard to frontage fees.

I included all frontage in calculations, but the long narrow section of lot 1 contains power box and air vac, which is not usable area. Lot 12 contains a narrow section as well as being a corner lot, as is lot 11, which has the same useable area as some of the other interior lots.

To have narrow, unusable, or redundant (corner lots), frontage distances cause the fee to almost double vs. the fee for an interior lot; is pretty hard to take...

I realize that we have one interior corner lot (4), which has a smaller frontage, but these other three lots seem to weight us to the high side...

Just thought it was worth the inquiry.

Thanks,

Scott

TRACT 146B 14/MAPS/23

TRACT 3059

BEING A SUBDIVISION OF PARCEL 1 OF LOT LINE ADJUSTMENT COAL-14-0081, EFFECTUATED BY CERTIFICATE OF COMPLIANCE RECORDED AS DOCUMENT NUMBER 2015-026971 IN THE RECORDER'S OFFICE OF SAN LUIS OBISPO COUNTY, STATE OF CALIFORNIA.

LEGEND

- FOUND MONUMENT AS NOTED
- ▲ FOUND MONUMENT WELL WITH 2" BRASS CAP SET IN CONCRETE
- SET 5/8" REBAR WITH PLASTIC CAP STAMPED LS 8372
- ⊙ SET NAIL IN CONCRETE WITH BRASS TAG STAMPED LS 8372 OFFSET 1.0 FOOT INTO THE STREET FROM THE TRUE CORNER ALONG A PROLONGATION OF THE COMMON SIDE LOT LINE, OR ON A RADIAL LINE AT THE BEGINNING/END OF CURVE, OR AS OTHERWISE NOTED (SEE DETAIL 2 ON THIS SHEET)
- (M) MEASURED
- (CFRM) CALCULATED FROM RECORD DATA
- (R1) 15/PM/44
- (R2) 29/MAPS/54
- (R3) 91/R/7
- (R4) COUNTY ROAD IMPROVEMENT PLANS, ROAD # 1121
- (R5) JOB # P12A166, DOC. # 50278-50283
- (R6) CERTIFICATE OF COMPLIANCE DOC # 2015-026971
- (R7) 19/R/57

- COUNTY RIGHT-OF-WAY PER 1788/OR/84
- ROAD, ACCESS, AND PUBLIC UTILITY EASEMENT PER 1828/OR/311
- ACCESS DENIAL LINE, PER THIS MAP
- PUBLIC UTILITY EASEMENT (P.U.E.), PER THIS MAP

LINE TABLE

LINE	BEARING	DISTANCE
L1	S 89°09'46" W	15.17'
L2	S 89°09'46" W	15.21'
L3	N 00°16'23" W	4.00'
L4	S 00°49'25" E	8.00'
L5	S 00°49'25" E	8.00'
L6	S 89°10'35" W	4.50'
L7	S 89°10'35" W	4.50'
L8	S 00°15'35" E	21.28'
L9	S 00°49'25" E	3.04'
L10	N 00°49'46" W	2.58'
L11	S 00°49'25" E	5.00'

CURVE TABLE

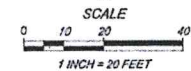
CURVE	ARC LENGTH	RADIUS	DELTA ANGLE
C1	6.28'	4.00'	90°00'00"
C2	6.28'	4.00'	90°00'00"
C3	25.78'	53.00'	27°52'14"
C4	28.34'	53.00'	30°37'54"
C5	28.61'	53.00'	30°56'01"
C6	15.29'	48.00'	18°15'13"
C7	27.16'	20.00'	77°48'37"
C8	24.69'	23.00'	70°38'58"
C9	18.24'	15.00'	69°40'22"

NAIL WITH BRASS TAG MONUMENTS ARE OFFSET IN THE FOLLOWING MANNER UNLESS OTHERWISE NOTED:

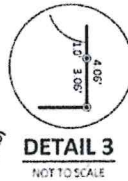
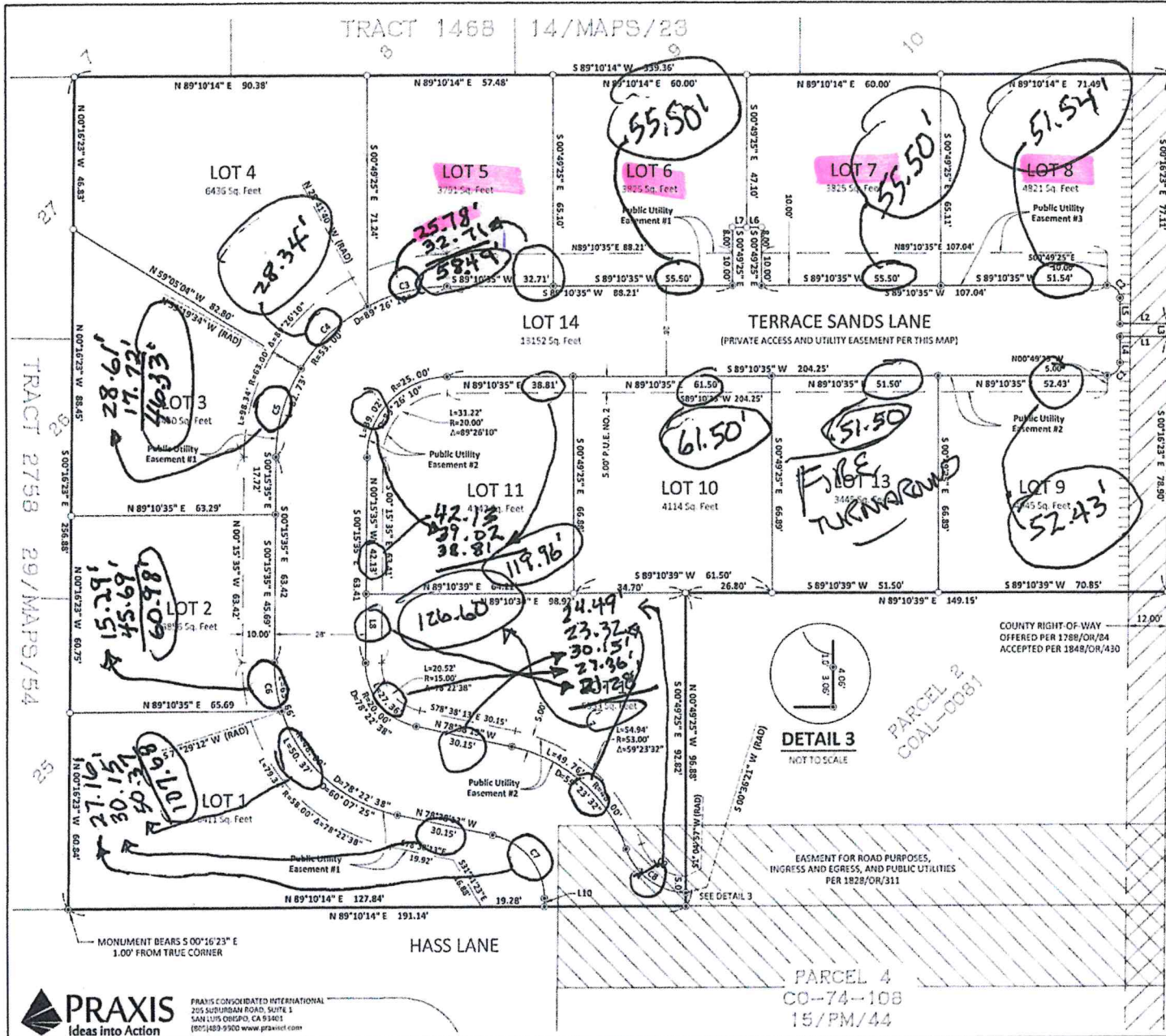


DETAIL 2

NOT TO SCALE



SHEET 3 OF 5



DETAIL 3

NOT TO SCALE

EASEMENT FOR ROAD PURPOSES, INGRESS AND EGRESS, AND PUBLIC UTILITIES PER 1828/OR/311

PARCEL 4
CO-74-108
15/PM/44

PRAXIS
Ideas into Action

PRAXIS CONSOLIDATED INTERNATIONAL
255 SUDRIBAN ROAD, SUITE 1
SAN LUIS OBISPO, CA 93401
(805)489-9900 www.praxisnet.com

LOT	WATER METER	FRONT FOOTAGE FEE	STATE WATER / LOPEZ DAM	CAPACITY	WATER INSPECTION	SEWER	SEWER INSPECTION	ESTIMATED FEES
IRRIGATION	\$ 1,350.00				\$ 25.00			\$ 1,375.00
LOT 1	\$ 1,350.00	\$ 8,731.20	\$ 1,000.00	\$ 5,514.96	\$ 25.00	\$ 500.00	\$ 25.00	\$ 17,146.16
LOT 2	\$ 1,350.00	\$ 4,896.00	\$ 1,000.00	\$ 5,514.96	\$ 25.00	\$ 500.00	\$ 25.00	\$ 13,310.96
LOT 3	\$ 1,350.00	\$ 4,080.00	\$ 1,000.00	\$ 5,514.96	\$ 25.00	\$ 500.00	\$ 25.00	\$ 12,494.96
LOT 4	\$ 1,350.00	\$ 4,080.00	\$ 1,000.00	\$ 5,514.96	\$ 25.00	\$ 500.00	\$ 25.00	\$ 12,494.96
LOT 5	\$ 1,350.00	\$ 4,732.80	\$ 1,000.00	\$ 5,514.96	\$ 25.00	\$ 500.00	\$ 25.00	\$ 13,147.76
LOT 6	\$ 1,350.00	\$ 4,488.00	\$ 1,000.00	\$ 5,514.96	\$ 25.00	\$ 500.00	\$ 25.00	\$ 12,902.96
LOT 7	\$ 1,350.00	\$ 4,488.00	\$ 1,000.00	\$ 5,514.96	\$ 25.00	\$ 500.00	\$ 25.00	\$ 12,902.96
LOT 8	\$ 1,350.00	\$ 4,161.60	\$ 1,000.00	\$ 5,514.96	\$ 25.00	\$ 500.00	\$ 25.00	\$ 12,576.56
LOT 9	\$ 1,350.00	\$ 4,243.20	\$ 1,000.00	\$ 5,514.96	\$ 25.00	\$ 500.00	\$ 25.00	\$ 12,658.16
LOT 10	\$ 1,350.00	\$ 4,977.60	\$ 1,000.00	\$ 5,514.96	\$ 25.00	\$ 500.00	\$ 25.00	\$ 13,392.56
LOT 11	\$ 1,350.00	\$ 9,710.40	\$ 1,000.00	\$ 5,514.96	\$ 25.00	\$ 500.00	\$ 25.00	\$ 18,125.36
LOT 12	\$ 1,350.00	\$ 10,281.60	\$ 1,000.00	\$ 5,514.96	\$ 25.00	\$ 500.00	\$ 25.00	\$ 18,696.56
TOTAL								\$ 171,224.92



Oceano Community Services District

1655 Front Street, P.O. Box 599, Oceano, CA 93475

(805) 481-6730 FAX (805) 481-6836

Date: November 13, 2017

To: Board of Directors

From: Carey Casciola, Business and Accounting Manager

Via: Paavo Ogren, General Manager

Subject: **Agenda Item # 9C; Receive and file the June 30, 2016 Audited Financial Statements and Independent Auditors Report prepared by Caliber Audit and Attest, LLP and consideration of a recommendation authorizing the General Manager to distribute a request for proposal for audit services**

Recommendation

It is recommended that your Board:

1. Review and discuss the June 30, 2016 Audited Financial Statements and Independent Auditors Report prepared by Caliber Audit and Attest, LLP.
2. Authorize the General Manager to distribute the attached request for proposal (rfp) for audit services

Discussion

The District's audit for the year ending June 30, 2016 has been completed and is currently being published. It will be separately distributed and posted on the District website. The following provides a summary of information that staff will present during the Board meeting.

Several key fiscal issues have been addressed in the audit which illustrates the District's commitment to establishing fiscal stability in recent years. In addition, the audited financial statements include new supplemental information that has not been previously included in the District's financial statements and audit.

This staff report covers the following topics relating to the audit and the financial statements:

- New Supplemental Information – the Management Discussion and Analysis
- Key Topics covered by the audit, including:
 - Accounting for the Sheriff Substation.
 - Accounting for long-term pension costs.
- Discussion of "Red Flag: Financial Indicators" which were presented at the leadership conference sponsored by the Special District Leadership Academy and attended by Board members and staff in April, 2017



Management Discussion and Analysis

Included in the "Independent Auditors' Report on the Financial Statements" is a "Management Discussion and Analysis" (MD&A). Although the MD&A is not part of the basic financial statements, the "Auditors Report on the Financial Statements" identifies that the MD&A:

"... is required by the Governmental Accounting Standards Board (GASB), which considers it to be an essential part of financial reporting for placing the basic financial statements in appropriate operational, economic or historical context."

Although the lack of an MD&A in prior years did not affect the auditor's opinion on the basic financial statements, its omission was disclosed by the auditors in their "Independent Report on the Financial Statements." Staff reviewed audits dating back to 2003 and did not find the MD&A in any of those financial statements. In addition to reasons cited by the GASB, the MD&A is important to help ensure that financial analysis expressed by management in the MD&A is reviewed by the auditors. The Auditors' Report describes that their work -

"...consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements."

As a result, preparation of the MD&A helps ensure the Board that the fiscal issues being addressed by the Board are described to the auditors in the MD&A. The auditors do not, however, express an opinion on the MD&A. Board members should therefore review the MD&A and discuss whether it seems consistent with Board actions and the Board's overall understanding of the status and outlook of the District.

In summary, the MD&A covers the following topics:

- District Services and Related Agencies
- Overview of the Financial Statements
- Financial Statement Analysis and Highlights
- Capital Assets
- Debt Activities
- Budget and Rates
- Future Outlook

Attachment "A" provides guidelines on information that should be included in the MD&A. Feedback on other issues that Board members might also want addressed in future year MD&A's should also be discussed since the work on the audit for the fiscal year ending June 30, 2017 is underway.



Key Topics - the Sheriff Substation and long-term pension costs

In particular, there were two special audit efforts from the 2015/16 year. Those items include the accounting of the Sheriff Building and reporting on long-term pension costs.

Sheriff Sub-Station

On April 13, 2016 the Board approved an inter-fund re-classification of the real property related to the Sheriff's Station. In the 2015/16 audit this change was reviewed by the auditor and has been implemented. Originally, the real property has been treated as a water and sewer fund shared asset. The real property is now treated as a governmental fund asset. Loan amortization schedules were approved by the Board of Directors in April, 2017 to ensure that the Water and Sewer Funds are entirely repaid, including interest.

Long-Term Pension Costs

The GASB 68 reporting related to pensions changed as a result of reallocating prior year Net Pension Liabilities, Deferred Outflow of Resources and Deferred Inflow of Resources. This caused for the Net Position of the District's Governmental and Enterprise Funds to be adjusted in comparison to the prior year. The change increased allocations to the Enterprise Funds and decreases the allocations to the Governmental Fund to better reflect administrative cost allocations that are charged to the Enterprise Funds.

Red Flag: Financial Indicators

During the District's attendance at the Special District Leadership Academy in April, 2017, training on financial statements included financial ratios to help gauge the fiscal health of a district. The following "Red Flag: Financial Indicators," which include both general indicators and financial ratios, were covered in training sessions:

General Indicators

Are reserves being depleted? Is the depletion planned?	Are reserves being used to fund operations?	Has the district borrowed money to meet operating expenses?
Is debt service as a percentage of operation expenses too high?	Do actuarial studies reveal a significant long-term impact on the finances of the district for pensions and post retirement health costs?	Has scheduled maintenance been deferred?
Is the District unable to finance projects that are critical to its mission?	Did the District receive an unfavorable audit and management letter?	Have District voters repeatedly failed to pass requests for fee increases?



Financial Ratios

- Current Ratio (Current Assets divided by Current Liabilities)
- Revenue Coverage Ratio (Revenue divided by Operating Expenses)
- Debt to Equity Ratio (Net Position divided by Total Liabilities)

Once the published financial statements have been received, the ratios will be calculated and presented to the Board along with discussion of the other topics included in this staff report.

Other Agency Involvement

The County Auditor has been provided a copy of the audit and related communication letters.

Other Financial Considerations

Staff will also provide a discussion of the relationship between the audit and the budget during this items presentation. The recommendation to distribute a request for proposals for audit services is needed at this time. The existing agreement with the current audit firm has expired, addressing historic issues such as the Sheriff substation and inter-fund loans have been completed, and timing for selecting a new audit firm is appropriate.

Results

Completion of the annual audit promotes independent evaluation of the District's accounting records and helps to ensure a well governed community.

Attachments:

- Guidelines for MD&A
- Request for Proposals for Audit Services

Note: The Audited Financial Statements and related information will be separately distributed and posted to the District's website.



REQUEST FOR PROPOSAL
(RFP)

for

INDEPENDENT AUDIT SERVICES

NOVEMBER 2017

OCEANO COMMUNITY SERVICES DISTRICT
1655 Front Street
Oceano, CA 93445
(805) 481-6730
(805) 481-6836 fax

1.0 GENERAL

1.1 Purpose

The Oceano Community Services District (District) is soliciting proposals from accounting firms that are interested in providing audit services to the District. The audit period will be for the fiscal year ending June 30, 2017 with options to renew for annual audits for the fiscal years ending June 30, 2018 and June 30, 2019.

The District intends on following Government Code section 12410.6(b) regarding auditor rotation requirements of public accounting firms providing audit services to local agencies.

1.2 Agency Description

The Oceano Community Services District (District) is a multi-purpose special district and was formed on January 1, 1981. The District is a political subdivision of the State of California and operates under a Board of Directors – General Manager form of government. The District is demographically diverse and classified as disadvantaged based on criteria established for median household income.

District Services

The District provides water, wastewater collection and street lighting services to the community, which is predominantly residential and includes a population of approximately 7,300. It provides fire and emergency services through the Five Cities Fire Authority (FCFA), a joint powers authority formed in 2010 between the District and the cities of Arroyo Grande and Grover Beach. Since the District does not provide direct oversight of the FCFA, it is not treated as a component unit of the District in its financial statements. Lastly, the District provides solid waste and recycling services through a franchise agreement with South County Sanitary Incorporated, a subsidiary of Waste Connections Incorporated, a publicly traded corporation. The District's powers also include parks and recreation, but lacks funding and no such services are provided at this time. Other services such as streets and roads, drainage and flood control, land use planning, law enforcement, health and human services are provided by the County of San Luis Obispo or other agencies.

Real Property

In addition to water and wastewater collection infrastructure, the District's significant fixed assets includes real property leased to the County of San Luis Obispo for use as a Sheriff Substation, a community center leased to Lucia Mar Unified School District, and the historic Oceano Train Depot leased to a local non-profit organization.

Water Supply Contracts

The District purchases two sources of water pursuant to long-term contracts executed with the San Luis Obispo County Flood Control and Water Conservation District for supplies from Lopez Reservoir and the State Water Project. Water supply costs are

the District's most significant expenditures, and during the recent drought, the reliability of the District's supplies proved sufficient to allow the District to increase water in storage in contrast to most agencies that realized diminishing water supplies.

Wastewater Treatment and Disposal

Wastewater treatment and disposal services for the community are the responsibility of the South San Luis Obispo County Sanitation District, an independent special district formed under provisions of the California State Health and Safety Code. The sanitation district also treats and disposes of wastewater for the cities of Arroyo Grande and Grover Beach. The sanitation district's governing board is comprised of elected officials from each of the three agencies, as provided by state statute. As an independent special district, the sanitation district is not a component unit of the District.

Employees

The District currently has 7 full-time employees – three (3) field staff, three (3) office staff and the general manager. A fourth field position was recently approved and the District is initiating recruitment. A part time office employee is working specifically on document management, compliance with records retention statutes, and converting historic documents to electronic files. Full time non-management employees are represented by the Service Employees International Union (SEIU) Local 620. District employees receive pension benefits through CalPERS. The District does not provide post-retirement health benefits. Legal, engineering and computer services are provided by independent contractors.

Recent Audits - Attached

The District's audited financial statements have been late for two consecutive years – each published about 16 months after the end of each fiscal year. The timing resulted from a deteriorated financial position and staff turnover that plagued the District since at least 2010, and which culminated with the vacancies of both the General Manager and District Accountant in 2014. Significant budget deficits were, at that time, resulting in the use of financial reserves for operating purposes and the District's history since 2010 included inter-fund loans without provisions for repayment.

Since 2014, however, and during the course of the recent audits, the District has substantially addressed financial and accounting issues. The Board of Directors approved a water rate increase in April 2015 eliminating the budgetary deficit and by doing so established a modest operating surplus. The District's inter-fund loan history was researched, and reported to Board, who approved repayment schedules and incorporated them into the District's budget. In December 2015, the Board approved changes in office staffing, and created the position of Business and Accounting Manager, with improved compensation to help ensure recruitment and retention for this key position. The position was filled in June 2016, and the individual has been key in addressing recent finance and accounting issues, is the contact for this RFP, and the lead staff member on audit work.

As an example of the detailed examination of its accounting and financial reporting that the District has been undertaking, the financial statements published for the year ending June 30, 2016 included a prior period adjustment relating to the Sheriff Substation. Originally constructed in 2002, the asset had been reported as a shared asset of the water and wastewater funds because those funds provided original construction funding. Consistent with this asset classification, the annual lease revenues from the County, and property related expenses, were also reported in the water and wastewater funds. In 2016, the Board of Directors reviewed and conceptually approved the reclassification of the property to the Governmental Fund. Consistent with that reclassification, the original construction funding provided by the water and wastewater funds were evaluated together with the District's inter-fund loan history. After initial review and concurrence by the District auditors, the Board of Directors took final action in 2017 approving adjustments to inter-fund loans, and establishing amortization schedules to help ensure repayment. The District's budgets now include repayment of the inter-fund loans. The prior period adjustment for the year ending June 30, 2016 is more fully described in the notes to the financial statements.

GASB #68 reporting also resulted in a prior period adjustment between first year and second year implementation. The adjustment was predominantly needed to allocate a portion of Net Pension Liability, Deferred Inflows and Deferred Outflows, from the Governmental Fund to the District's Enterprise Funds. In the first year of implementation, the District allocated the GASB #68 adjustments among the various District funds based on labor costs, but did not take the second step of re-allocating the impact on the Governmental Fund to Enterprise Funds to be consistent with the allocation of general administrative costs. This prior period adjustment is also described in the notes to the financial statements for the year ending June 30, 2016. In the second year of implementation, the District also hired an independent firm to evaluate GASB #68 and required adjustments.

Outlook

The District has progressed significantly over the past 2-3 years, especially in regards to material issues. Approximately \$400,000 in state grants and technical assistance have also been secured in this time period to help the District address deferred infrastructure replacement and upgrades. Developing its long term capital improvement program, including funding applications, will occur in 2018. As noted by the District auditors in the Internal Control Communication letters, improving the timing of monthly reconciliations continues to need improvement, which the District is working to improve.

As part of its continuous path of improvement, the entire District Board of Directors and key staff attended the 2017 leadership conference presented by the Special District Leadership Academy and co-sponsored by the California Special District Association and the Special District Risk Management Authority. The District future goals include obtaining the Certificate of Achievement for Excellence in Financial Reporting by the Government Finance Officers Association (GFOA).

The District's website at www.oceanocsd.org is currently in the final phase of being upgraded. Detailed financial information, including copies of recent operating budgets and CAFRs, can be found on the District's website, or upon request.

1.3 Computer and Accounting System

Tyler Technologies (Incode).

1.4 Contact Information

Any questions about this RFP should be directed to:

Carey Casciola – Business and Accounting Manager

Oceano Community Services District

P.O. Box 599

Oceano, CA 93447-599

Phone: (805) 481-6730

Fax: (805) 481-6836

Email: carey@oceanocsd.org

1.5 Submittal Requirements

Interested accounting firms shall submit one electronic copy of their Response to RFP in PDF format to the District no later than **5:00 p.m. on Monday, December 18, 2017**. All submittals should be sent to carey@oceanocsd.org.

2.0 DESIRED SERVICES

The District desires its audited annual financial report to include financial statements prepared in accordance with Generally Accepted Accounting Principles (GAAP) and Governmental Accounting Standard Board (GASB) practices. The examination by the auditors of such financial statements shall be performed in accordance with Generally Accepted Auditing Standards (GAAS) and in compliance with all laws.

The District will prepare and submit the State Controller's Annual Report for Special Districts and supplemental information for the financial statements.

2.1 Project Objectives and Anticipated Scope

The selected auditor will be required to:

1. Prior to the commencement of the audit, the auditor will review the audit program with District Staff including proposed dates for completion of audit tasks. For the initial year (fiscal year ending June 30, 2017), District staff will have the supporting schedules and documentation which the District customarily prepares for audits available for initial review by the auditor upon execution of a letter of engagement with the selected firm. In subsequent years, the District will have schedules and documentation completed by August 30th of each year.

2. The auditor will review the draft financial statements with District Staff . At this meeting the CPA will disclose all findings or situations that the auditors feel are weak or problematic. It is also anticipated that the auditor will review and assess internal controls and make recommendations to improve the current procedures. The District will receive a management letter from the auditor reflecting the above items. If any irregularities and illegal acts are identified by the auditor, the auditor shall reported their findings in writing to the General Manager, the Business and Accounting Manager, and to the Board President. The auditor should anticipate preparing annual GASB #68 calculations based on information provided by CalPERS for use by the District, who will prepare adjusting journal entries for the various funds based on established allocation methodologies.
3. The auditor will prepare the financial statements for fiscal year ending June 30, 2017 by June 30, 2018, and in subsequent years, by November 30th of each year.

District staff will available to assist the auditors by providing information, documentation and explanations. The District will provide the trial balance, all schedules and other related items, including a MD&A, prepared by Paavo Ogren, General Manager (CPA with inactive license).

The District will provide the auditor with reasonable work space, phone, internet and copy machine access.

The audit report shall consist of, but not be limited to the auditor's report and opinion, a management letter, statement of net position, statement of cash flows, statement of revenues, expenses and changes in net position, notes to the financial statements, any required supplementary information, and any other additional information that may be applicable or pertinent to the audit as would be customary for a complete and conforming audit by current standards and regulations.

Report preparation, editing and printing will be the auditor's responsibility.

3.0 RFP REQUIREMENTS

As previously mentioned, responses should be submitted electronically in PDF format. Required proposal elements are outlined in this section. Submittals may contain additional information but it is necessary to maintain the specific headings or order presented below.

3.1 Firm Overview

Provide a general overview and history of your firm that describes general capabilities and practice areas. Include a list of office locations and identify the office that would be the primary point of service for District projects. Responses may also contain a description of your firm's approach to quality assurance and other key operating practices. Responses should include affirmative statement of

independence from the Oceano Community Services District and affirmative statement that the firm and assigned staff are licensed to practice in California.

3.2 Experience Summary

This section should include summaries of your firm’s overall experience and qualifications performing governmental and special district audits. Responses may also include engagements in the last five years that are similar to that anticipated for our organization.

3.3 Personnel

Provide a list of key personnel within your organization that would be expected to contribute to performance of the audit. Provide a description of individual experience/qualifications and include professional resumes, if appropriate.

If your firm would typically assign a client manager or a single point of contact for services of this type, please identify the person that you propose to fill this role.

3.4 Scope of Services

Provide a scope of audit services that your firm would propose to undertake for this engagement. The scope should be responsive to the objectives and anticipated services outline in Section 2.1 and should include information on deliverables and other proposed services.

3.5 Proposed Fees

Provide a proposed lump sum fee for complete audit services, including all anticipated direct and indirect costs, for each year of three-year performance period (FY 2016/17, FY 2017/18 and FY 2018/19), based on the scope of services presented in your proposal.

3.6 References

Provide at least three client references with complete contact information. Ideally, references would be from agencies or entities for which your firm has recently completed independent audit services that are similar to the District’s.

4.0 SELECTION PROCESS

The District’s objective is to select an accounting firm with the experience and resources necessary to meet the District’s expressed needs.

Proposed Schedule:

Submittal Due	December 18, 2017
Selection Announced (expected)	December 22, 2017

All responses received will be carefully reviewed by District management and the Board of Directors will approve the selected firm. The District may elect to create a

short list, conduct interviews of selected firms or request additional information as part of the evaluation process.

Ultimately, the selected firm will be required to provide an engagement letter. Additionally, firms providing services will be required to comply with District's standard insurance requirements, which are attached.

The District reserves the right to reject any and all proposals submitted and to award the contract to the firm which, in the District's opinion is best qualified.

Attached: (Excluded from agenda materials - available from District upon request)

- Financial Statements for the year ending June 30, 2015 and related auditor letters.
- Financial Statements for the year ending June 30, 2016 and related auditor letters.
- Condition of Purchase and Insurance Requirements



REQUEST FOR PROPOSAL
(RFP)

for

INDEPENDENT AUDIT SERVICES

NOVEMBER 2017

OCEANO COMMUNITY SERVICES DISTRICT
1655 Front Street
Oceano, CA 93445
(805) 481-6730
(805) 481-6836 fax

1.0 GENERAL

1.1 Purpose

The Oceano Community Services District (District) is soliciting proposals from accounting firms that are interested in providing audit services to the District. The audit period will be for the fiscal year ending June 30, 2017 with options to renew for annual audits for the fiscal years ending June 30, 2018 and June 30, 2019.

The District intends on following Government Code section 12410.6(b) regarding auditor rotation requirements of public accounting firms providing audit services to local agencies.

1.2 Agency Description

The Oceano Community Services District (District) is a multi-purpose special district and was formed on January 1, 1981. The District is a political subdivision of the State of California and operates under a Board of Directors – General Manager form of government. The District is demographically diverse and classified as disadvantaged based on criteria established for median household income.

District Services

The District provides water, wastewater collection and street lighting services to the community, which is predominantly residential and includes a population of approximately 7,300. It provides fire and emergency services through the Five Cities Fire Authority (FCFA), a joint powers authority formed in 2010 between the District and the cities of Arroyo Grande and Grover Beach. Since the District does not provide direct oversight of the FCFA, it is not treated as a component unit of the District in its financial statements. Lastly, the District provides solid waste and recycling services through a franchise agreement with South County Sanitary Incorporated, a subsidiary of Waste Connections Incorporated, a publicly traded corporation. The District's powers also include parks and recreation, but lacks funding and no such services are provided at this time. Other services such as streets and roads, drainage and flood control, land use planning, law enforcement, health and human services are provided by the County of San Luis Obispo or other agencies.

Real Property

In addition to water and wastewater collection infrastructure, the District's significant fixed assets includes real property leased to the County of San Luis Obispo for use as a Sheriff Substation, a community center leased to Lucia Mar Unified School District, and the historic Oceano Train Depot leased to a local non-profit organization.

Water Supply Contracts

The District purchases two sources of water pursuant to long-term contracts executed with the San Luis Obispo County Flood Control and Water Conservation District for supplies from Lopez Reservoir and the State Water Project. Water supply costs are

the District's most significant expenditures, and during the recent drought, the reliability of the District's supplies proved sufficient to allow the District to increase water in storage in contrast to most agencies that realized diminishing water supplies.

Wastewater Treatment and Disposal

Wastewater treatment and disposal services for the community are the responsibility of the South San Luis Obispo County Sanitation District, an independent special district formed under provisions of the California State Health and Safety Code. The sanitation district also treats and disposes of wastewater for the cities of Arroyo Grande and Grover Beach. The sanitation district's governing board is comprised of elected officials from each of the three agencies, as provided by state statute. As an independent special district, the sanitation district is not a component unit of the District.

Employees

The District currently has 7 full-time employees – three (3) field staff, three (3) office staff and the general manager. A fourth field position was recently approved and the District is initiating recruitment. A part time office employee is working specifically on document management, compliance with records retention statutes, and converting historic documents to electronic files. Full time non-management employees are represented by the Service Employees International Union (SEIU) Local 620. District employees receive pension benefits through CalPERS. The District does not provide post-retirement health benefits. Legal, engineering and computer services are provided by independent contractors.

Recent Audits - Attached

The District's audited financial statements have been late for two consecutive years – each published about 16 months after the end of each fiscal year. The timing resulted from a deteriorated financial position and staff turnover that plagued the District since at least 2010, and which culminated with the vacancies of both the General Manager and District Accountant in 2014. Significant budget deficits were, at that time, resulting in the use of financial reserves for operating purposes and the District's history since 2010 included inter-fund loans without provisions for repayment.

Since 2014, however, and during the course of the recent audits, the District has substantially addressed financial and accounting issues. The Board of Directors approved a water rate increase in April 2015 eliminating the budgetary deficit and by doing so established a modest operating surplus. The District's inter-fund loan history was researched, and reported to Board, who approved repayment schedules and incorporated them into the District's budget. In December 2015, the Board approved changes in office staffing, and created the position of Business and Accounting Manager, with improved compensation to help ensure recruitment and retention for this key position. The position was filled in June 2016, and the individual has been key in addressing recent finance and accounting issues, is the contact for this RFP, and the lead staff member on audit work.

As an example of the detailed examination of its accounting and financial reporting that the District has been undertaking, the financial statements published for the year ending June 30, 2016 included a prior period adjustment relating to the Sheriff Substation. Originally constructed in 2002, the asset had been reported as a shared asset of the water and wastewater funds because those funds provided original construction funding. Consistent with this asset classification, the annual lease revenues from the County, and property related expenses, were also reported in the water and wastewater funds. In 2016, the Board of Directors reviewed and conceptually approved the reclassification of the property to the Governmental Fund. Consistent with that reclassification, the original construction funding provided by the water and wastewater funds were evaluated together with the District's inter-fund loan history. After initial review and concurrence by the District auditors, the Board of Directors took final action in 2017 approving adjustments to inter-fund loans, and establishing amortization schedules to help ensure repayment. The District's budgets now include repayment of the inter-fund loans. The prior period adjustment for the year ending June 30, 2016 is more fully described in the notes to the financial statements.

GASB #68 reporting also resulted in a prior period adjustment between first year and second year implementation. The adjustment was predominantly needed to allocate a portion of Net Pension Liability, Deferred Inflows and Deferred Outflows, from the Governmental Fund to the District's Enterprise Funds. In the first year of implementation, the District allocated the GASB #68 adjustments among the various District funds based on labor costs, but did not take the second step of re-allocating the impact on the Governmental Fund to Enterprise Funds to be consistent with the allocation of general administrative costs. This prior period adjustment is also described in the notes to the financial statements for the year ending June 30, 2016. In the second year of implementation, the District also hired an independent firm to evaluate GASB #68 and required adjustments.

Outlook

The District has progressed significantly over the past 2-3 years, especially in regards to material issues. Approximately \$400,000 in state grants and technical assistance have also been secured in this time period to help the District address deferred infrastructure replacement and upgrades. Developing its long term capital improvement program, including funding applications, will occur in 2018. As noted by the District auditors in the Internal Control Communication letters, improving the timing of monthly reconciliations continues to need improvement, which the District is working to improve.

As part of its continuous path of improvement, the entire District Board of Directors and key staff attended the 2017 leadership conference presented by the Special District Leadership Academy and co-sponsored by the California Special District Association and the Special District Risk Management Authority. The District future goals include obtaining the Certificate of Achievement for Excellence in Financial Reporting by the Government Finance Officers Association (GFOA).

The District's website at www.oceanocsd.org is currently in the final phase of being upgraded. Detailed financial information, including copies of recent operating budgets and CAFRs, can be found on the District's website, or upon request.

1.3 Computer and Accounting System

Tyler Technologies (Incode).

1.4 Contact Information

Any questions about this RFP should be directed to:

Carey Casciola – Business and Accounting Manager

Oceano Community Services District

P.O. Box 599

Oceano, CA 93447-599

Phone: (805) 481-6730

Fax: (805) 481-6836

Email: carey@oceanocsd.org

1.5 Submittal Requirements

Interested accounting firms shall submit one electronic copy of their Response to RFP in PDF format to the District no later than **5:00 p.m. on Monday, December 18, 2017**. All submittals should be sent to carey@oceanocsd.org.

2.0 DESIRED SERVICES

The District desires its audited annual financial report to include financial statements prepared in accordance with Generally Accepted Accounting Principles (GAAP) and Governmental Accounting Standard Board (GASB) practices. The examination by the auditors of such financial statements shall be performed in accordance with Generally Accepted Auditing Standards (GAAS) and in compliance with all laws.

The District will prepare and submit the State Controller's Annual Report for Special Districts and supplemental information for the financial statements.

2.1 Project Objectives and Anticipated Scope

The selected auditor will be required to:

1. Prior to the commencement of the audit, the auditor will review the audit program with District Staff including proposed dates for completion of audit tasks. For the initial year (fiscal year ending June 30, 2017), District staff will have the supporting schedules and documentation which the District customarily prepares for audits available for initial review by the auditor upon execution of a letter of engagement with the selected firm. In subsequent years, the District will have schedules and documentation completed by August 30th of each year.

2. The auditor will review the draft financial statements with District Staff . At this meeting the CPA will disclose all findings or situations that the auditors feel are weak or problematic. It is also anticipated that the auditor will review and assess internal controls and make recommendations to improve the current procedures. The District will receive a management letter from the auditor reflecting the above items. If any irregularities and illegal acts are identified by the auditor, the auditor shall reported their findings in writing to the General Manager, the Business and Accounting Manager, and to the Board President. The auditor should anticipate preparing annual GASB #68 calculations based on information provided by CalPERS for use by the District, who will prepare adjusting journal entries for the various funds based on established allocation methodologies.
3. The auditor will prepare the financial statements for fiscal year ending June 30, 2017 by June 30, 2018, and in subsequent years, by November 30th of each year.

District staff will available to assist the auditors by providing information, documentation and explanations. The District will provide the trial balance, all schedules and other related items, including a MD&A, prepared by Paavo Ogren, General Manager (CPA with inactive license).

The District will provide the auditor with reasonable work space, phone, internet and copy machine access.

The audit report shall consist of, but not be limited to the auditor's report and opinion, a management letter, statement of net position, statement of cash flows, statement of revenues, expenses and changes in net position, notes to the financial statements, any required supplementary information, and any other additional information that may be applicable or pertinent to the audit as would be customary for a complete and conforming audit by current standards and regulations.

Report preparation, editing and printing will be the auditor's responsibility.

3.0 RFP REQUIREMENTS

As previously mentioned, responses should be submitted electronically in PDF format. Required proposal elements are outlined in this section. Submittals may contain additional information but it is necessary to maintain the specific headings or order presented below.

3.1 Firm Overview

Provide a general overview and history of your firm that describes general capabilities and practice areas. Include a list of office locations and identify the office that would be the primary point of service for District projects. Responses may also contain a description of your firm's approach to quality assurance and other key operating practices. Responses should include affirmative statement of

independence from the Oceano Community Services District and affirmative statement that the firm and assigned staff are licensed to practice in California.

3.2 Experience Summary

This section should include summaries of your firm’s overall experience and qualifications performing governmental and special district audits. Responses may also include engagements in the last five years that are similar to that anticipated for our organization.

3.3 Personnel

Provide a list of key personnel within your organization that would be expected to contribute to performance of the audit. Provide a description of individual experience/qualifications and include professional resumes, if appropriate.

If your firm would typically assign a client manager or a single point of contact for services of this type, please identify the person that you propose to fill this role.

3.4 Scope of Services

Provide a scope of audit services that your firm would propose to undertake for this engagement. The scope should be responsive to the objectives and anticipated services outline in Section 2.1 and should include information on deliverables and other proposed services.

3.5 Proposed Fees

Provide a proposed lump sum fee for complete audit services, including all anticipated direct and indirect costs, for each year of three-year performance period (FY 2016/17, FY 2017/18 and FY 2018/19), based on the scope of services presented in your proposal.

3.6 References

Provide at least three client references with complete contact information. Ideally, references would be from agencies or entities for which your firm has recently completed independent audit services that are similar to the District’s.

4.0 SELECTION PROCESS

The District’s objective is to select an accounting firm with the experience and resources necessary to meet the District’s expressed needs.

Proposed Schedule:

Submittal Due	December 18, 2017
Selection Announced (expected)	December 22, 2017

All responses received will be carefully reviewed by District management and the Board of Directors will approve the selected firm. The District may elect to create a

short list, conduct interviews of selected firms or request additional information as part of the evaluation process.

Ultimately, the selected firm will be required to provide an engagement letter. Additionally, firms providing services will be required to comply with District's standard insurance requirements, which are attached.

The District reserves the right to reject any and all proposals submitted and to award the contract to the firm which, in the District's opinion is best qualified.

Attached: (Excluded from Agenda Materials - available from District upon request).

- Financial Statements for the year ending June 30, 2015 and related auditor letters.
- Financial Statements for the year ending June 30, 2016 and related auditor letters.
- Condition of Purchase and Insurance Requirements



Oceano Community Services District

1655 Front Street, P.O. Box 599, Oceano, CA 93475

(805) 481-6730 FAX (805) 481-6836

Date: November 13, 2017

To: Board of Directors

From: Carey Casciola, Business and Accounting Manager

Subject: **Agenda Item #9D: Consideration to approve budget adjustments in the amount of \$69,165 for Five Cities Fire Authority and \$1,360 for backhoe appurtenances**

Recommendation

It is recommended that your Board approve the following budget adjustments:

1. Cancel \$69,165 of General Fund Reserves for the replacement of the Self Contained Breathing Apparatus (SCBA) and Extrication Equipment for Fire Cities Fire Authority (FCFA).
2. Increase Equipment Fund expenditures in the amount of \$1,360; with transfers in from the Water and Sewer Fund of \$680.00 each for clips on the backhoe

Discussion

Five Cities Fire Authority:

The District is apart of the Joint Powers Agreement with the City of Arroyo Grande and Grover Beach for emergency repairs services. The District pays a portion of property taxes to the FCFA on a quarterly basis for their services.

The attached May 26, 2017 FCFA staff report with the budget for fiscal year 2017/18 included a pending grant application for the replacement of the SCBA's. The equipment replacement was also identified in the attached except from the FCFA Five year Strategic Plan that was adopted September 22, 2017. The plan identifies equipment needs for the fire department. The existing SCAB's are from 2002 to be replaced in the current year. The estimated total replacement cost for the capital equipment is \$358,200. The District's share cost of the equipment is estimated at \$65,870, the budget adjustment proposed includes a 5% increase for contingencies for a total of \$69,165.

The District has over \$235,000 in General Fund reserves excluding reserves related to the Facilities Fund. The proposed budget adjustment cancels the \$46,180 the District has in contingencies and \$22,985 in unassigned reserves for an ending balance of \$167,025 in General Fund reserves.



Backhoe Appurtenances:

Attached is a pending purchase order from Coastline Equipment for hooks to be attached to the backhoe. The hooks will be welded on the front loader bucket and a Skyhook will be attached to the back bucket of the backhoe. These attachments will help with operations ability to lift manhole covers and other heavy items. Operations will have the ability to turn the backhoe into a forklift to assist with the removal of road plates that cover the District's infrastructure during water or sewer system repairs. This is key to safety during customer installs. The requested adjustment of \$1,360 will be funded from the water and wastewater funds.

Other Agency Involvement

The Five Cities Fire Authority Board will also need to approve budget adjustments.

Other Financial Considerations

The District has built up reserves in the General Fund over the years by spending less in the General Fund than the property taxes collected. It is important to build these reserves up for when items like the SCBA need replacement, but not for normal operations and maintenance.

The hooks for the backhoe will benefit both the District's Water and Sewer systems. Consequently, the proposed funding includes inter-fund transfers from operating funds. No budget adjustments for the operating funds are proposed at this time since the amounts will be covered by the adopted budgets for those funds. Costs will continue to be monitored and reported to your Board on a quarterly basis. In the event that a budget adjustment is needed later in the fiscal year, each of the operating funds has sufficient contingency reserves to cover their share of the estimated costs.

Results

The replacement of the equipment for FCFA will improve the service the District receives in emergency response. The addition of the hooks will help with the maintenance of the District's infrastructure.

Attachments:

- FCFA May 26, 2017 Staff Report
- FCFA Strategic Plan – Schedule E: Equipment Replacement
- General Fund Reserves
- Coastline Equipment Purchase Order
- Two Year Chronology of Budget Actions



STAFF REPORT

TO: Chair and Board Members **MEETING DATE:** May 26, 2017

FROM: Stephen Lieberman, Executive Officer/Fire Chief
Debbie Malicoat, Treasurer

SUBJECT: Consideration of Fiscal Year 2017-18 Budget

RECOMMENDATION

It is recommended that the Board of Directors adopt a Resolution approving the Fiscal Year (FY) 2017-18 Budget.

The attached Budget is unchanged from the Preliminary Budget presented to the Board in March. However, since that time, staff has updated the estimated revenues and expenses for FY 2016-17, which provides an estimated beginning fund balance for FY 2017-18.

BACKGROUND

The FY 2017-18 Budget is 4.9% higher than the original FY 2016-17 Budget. It results in contribution increases from the partner agencies as follows:

Total Allocation		FY 17-18	FY 16-17	\$ Increase	% Increase
Arroyo Grande	\$	2,063,300	\$ 1,981,217	\$ 82,083	4.1%
Grover Beach	\$	1,492,432	\$ 1,401,418	\$ 91,014	6.5%
OCSD	\$	808,898	\$ 779,965	\$ 28,933	3.7%
	\$	4,364,630	\$ 4,162,600	\$ 202,030	4.9%

Major assumptions included in the budget include:

- Salary and benefits in accordance with the adopted resolutions and agreements in effect for the fiscal year
- Debt service payments for the first replacement engine, which are allocated to all three partner agencies
- Debt service payments for the second replacement engine, which are allocated only to the City of Grover Beach and Ocean Community Services District as the City of Arroyo Grande elected to pay cash and not participate in the debt financing of the replacement engine
- An additional \$15,000 required to provide uniforms and personal protective equipment

- Implementation of staffing software, replacement of current Firehouse software and other technology improvements identified in the strategic plan

In addition to these factors, the FY 2017-18 budget continues to use the allocation formula specified in the original JPA agreement to apportion costs between the three participating agencies. Specifically, one fourth of the costs are “assessed among the Jurisdictions in proportion to the population in each Jurisdiction as most recently determined by the U.S. Census and any intervening estimates prepared by the California Department of Finance with the Fire Chief prepares each annual budget.” This provision in the JPA agreement has been the topic of some discussion, but ultimately no resolution to-date. In essence, it means that as the population increases within the FCFA boundaries, the funding formula updates the population numbers for the cities of Arroyo Grande and Grover Beach, as those are updated with “intervening estimates prepared by the California Department of Finance” but the Department of Finance does not provide annual updates for unincorporated areas, such as OCSD’s population changes. Therefore, the funding formula is still using the population of OCSD as of the 2010 census, but has been updated for January 2016 numbers from the Department of Finance (the most recent available). Based on the current allocation formula, the overall percentage of costs has shifted slightly, as reflected below. This is due mostly to a slight change in calls for service within each community.

	2017-18 Allocation	Current Allocation	Change
Arroyo Grande	47%	48%	(1%)
Grover Beach	34%	33%	1%
OCSD	19%	19%	0

As the Board is aware, staff has submitted a grant application to provide replacements for the Authority’s self-contained breathing apparatus (SCBA’s). The results of the grant are still unknown at this time. The preliminary budget assumes that the Authority is ultimately successful in receiving the grant. However, if the grant is not received, an additional contribution from the agencies will be required as below:

Arroyo Grande	\$170,755
Grover Beach	121,575
OCSD	<u>65,870</u>
Total	\$358,200

In each of the communities served by FCFA there are some unique circumstances, but all of them are facing fiscal constraints. Revenue generation and rising pension costs will continue to constrain the funding available for the FCFA; a young, all risk emergency response organization that has never been adequately funded. The strategic plan suggests opportunities for self-generated revenue and entrepreneurial activities, which ultimately may or may not be pursued. In the interim, staff remains mindful of the financial condition of the three partner agencies. This is balanced against the operational and capital costs of providing for an all-risk fire service.

FISCAL IMPACT

The proposed budget will result in expenditures of \$4.4 million and an undesignated fund balance at the end of FY 2017-18 of approximately \$130,000.

ALTERNATIVES

The following alternatives are provided for the Board's consideration:

1. Adopt a Resolution approving the Fiscal Year (FY) 2017-18 Budget.
 2. Do not approve the Budget and provide further direction to staff.
-

ATTACHMENTS

FY 2017-18 Budget

PREPARED BY

D. Malicoat, Treasurer

General Fund Reserves

	Beginning Reserves	Proposed FCFA Budget Adjustment	Ending Reserves
Infrastructure	\$70,066.00		\$70,066.00
Equipment Replacement	\$47,511.00		\$47,511.00
Contingencies	\$46,180.00	(\$46,180.00)	\$0.00
Unassigned	\$72,433.00	(\$22,985.00)	\$49,448.00
Total Ending Reserves	\$236,190.00	(\$69,165.00)	\$167,025.00

PURCHASE ORDER # 2017-18-13

VENDOR: Coastline Equipment Name: Jaime Perez Address: 1950 Roemer Place City: Santa Maria, CA 93454 PH: 805-922-8329 Fax: 805-922-4582 Email: jaime.perez@coastlineequipment.com	PURCHASE ORDER: Weld fork hooks; Skyhook 12-5-4350-387
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SHIPPING ADDRESS: OCEANO COMMUNITY SERVICES DISTRICT C/O Tony Marraccino 1655 FRONT STREET OCEANO, CA 93445	BILLING ADDRESS: OCEANO COMMUNITY SERVICES DISTRICT P O BOX 599 OCEANO, CA 93475-0599 (805) 481-6730
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DATE OF ISSUANCE:

October 30, 2017

SCOPE OF WORK: John Deere 310EL Backhoe Loader – Please see Repair Estimate dated 10/18/2017
Weld fork hooks on front loader bucket. Skyhook on backhoe linkage.

COMPLETION REQUIREMENTS: N/A

AMOUNT: \$1,358.95

This purchase order is subject to Terms and Conditions incorporated herein by reference on the attached documents.

Signature

Date

COASTLINE Equipment

1950 Roemer Place
Santa Maria, CA 93454
Phone: (805) 922-8329
Fax: (805) 922-4582
www.coastlineequipment.com

Oxnard, CA (805) 485-2106
Santa Ana, CA (714) 265-5500
Sylmar, CA (818) 890-3353
Bakersfield, CA (661) 399-3600
Long Beach, CA (562) 272-7400
Santa Maria, CA (805) 922-8329
Meridian, ID (208) 888-3337
Jerome, ID (208) 324-2900
McCall, ID (208) 634-3903
N. Las Vegas, NV (702) 399-2700
Elko, NV (775) 777-7070



JOHN DEERE

Remit Payment To:
P.O. Box 22732 Long Beach, CA 90801-5732

PARTS QUOTATION

Invoice To Account No.: 69892



Deliver To:

Oceano Community Services District
P O BOX 599
OCEANO CA 93475
US

Oceano Community Services District
P O BOX 599
OCEANO CA 93475

Home Ph: Mob Ph:805-440-9990
Work Ph: 805-481-6730

Quotation No.: 499049
Date: 10/18/2017
Page: 1 of 1

Supplied Quantity	Back Order Quantity	Part Number	Part Description	Bin Loc	List Price	Net Price	Extended Price
1.00	0	46B/JD4IN1	FORK HOOKS	C2F	198.21	198.21	\$198.21
1.00	0	J32	SKYHOOK W/ CHAIN GRAB HOOK		399.47	399.47	\$399.47
1.00	0	3-37512-01	INCOMING FREIGHT CHG	PARTS DEP1	20.00	20.00	\$20.00

Customer PO No.: 310L
Tax Exempt No.:
Salesperson: CARLOS CORTEZ

Delivery Note:

Sub Total: \$617.68
Sales Tax: \$0.00
Total: \$617.68
Deposit Received: \$0.00
Balance Due: \$617.68

EXCLUDES TAX

Oceano Community Services District
 Chronology of Budget Actions
 Fiscal Years 2016-17 & 2017-18

ENCUMBRANCES FROM 2016-17	
Sept 14, 2016	Approved a contract with GSI Water Solutions for \$38,212 to the Water Fund
Nov. 9, 2016	Approved a contract with Caliber Audit for \$24,000 to the Government Fund
Apr. 26,2017	Approved purchase order of meter reading handhelds for \$10,491 from the Water Fund
Apr. 26, 2017	Approved purchase order for new website of \$9,500 the Government Fund
FISCAL YEAR 2017-18 BUDGET ADJUSTMENT	
July 12, 2017	<p>Approved a Budget Adjustment to the Fiscal Year 2017-18 of \$40,000 in the Facilities Fund for the roof with the following:</p> <ul style="list-style-type: none"> a. \$20,000 from the Facilities Fund Contingencies Reserves <p>Transfers in to the Facilities Fund from the following funds:</p> <ul style="list-style-type: none"> b. \$217 from the Lighting Fund c. \$9,783 from the Water fund d. \$8,696 from the Sewer Fund e. \$1,304 from the Garbage Fund.
August 8, 2017	Approved a Budget Adjustment to Fiscal Year 2017-18 of \$25,000 for the utilities yard site plan with \$10,000 from the Water Fund, \$10,000 from the Sewer Fund and \$5,000 from the Garbage Fund.
Sept. 13, 2017	Approved a Budget Adjustment to Fiscal Year 2017-18 of an increase of \$46,000 to water fund expenditures and a \$69,000 increase to sewer fund expenditures for the Utility Agreement with SLO County for the Airpark Drive Bridge Replacement Project. For both the water and sewer fund reserves will be cancelled for a remaining reserve balance of \$957,175 in water and \$819,443 in sewer.



Oceano Community Services District

1655 Front Street, P.O. Box 599, Oceano, CA 93475

(805) 481-6730 FAX (805) 481-6836

Date: November 13, 2017

To: Board of Directors

From: Paavo Ogren, General Manager

Subject: **Agenda Item # 9E: Review of results of the Median Household Income (MHI) Survey prepared by the Rural Communities Assistance Corporation (RCAC) and a consideration of letter in support to the Rural Community Assistance Partnership (RCAP)**

Recommendation

It is recommended that your Board review, discuss and consider the MHI survey results and authorize the President to execute the attached letter to the RCAP.

Discussion

Through funding provided by the State Water Board's Division of Financial Assistance technical assistance program, RCAC completed a community MHI survey. The final report will be distributed once received. The attached letter from RCAC provides the survey results. The results of the survey will provide the District with a five year status that will continue eligibility of funding as a disadvantaged community.

Also attached is a letter to RCAP, which is the national organization that RCAC represents in western states. The letter expresses appreciation of the RCAC efforts and overall supports continued funding for RCAP.

Other Agency Involvement

n/a

Other Financial Considerations

The MHI survey will help ensure that the District is eligible for favorable funding options from both state and federal agencies for upcoming infrastructure needs.

Results

The State Water Board's funding and the RCAC work efforts are promoting fiscal stability and a well governed community.

Attachments:

- RCAC Letter – Results of MHI Survey
- Letter of Support to RCAP



Corporate Office:
3120 Freeboard Drive, Suite 201
West Sacramento, CA 95691
(916) 447-2854 • Fax (916) 447-2878

October 17, 2017

Elvira Reyes
State Water Resources Control Board - Division of Financial Assistance
1001 I St. 16th Floor
PO Box 944212
Sacramento, CA 95814

**Subject: Oceano Community Service District Median Household Income Survey Results
Prop 1 Agreement No. D1612801 / TA Work Plan No. 5011-A**

Dear Elvira:

The State Water Resources Control Board – Division of Financial Assistance requested that Rural Community Assistance Corporation (RCAC) perform an income survey of Oceano Community Service District (CSD) located in San Luis Obispo County. The purpose of this survey is to establish a median household income (MHI) level for state and federal funding programs and sources. This survey has been completed and the results are attached (see Chart 1, pages 2-15).

The MHI for Oceano CSD is \$39,000 with a response rate of 12.9 percent.

*Oceano CSD has 3,133 parcels; twenty-one (21) are vacant homes; one-hundred (100) are vacation homes; one hundred and thirty (130) are commercial; and one (1) is a vacant lot, leaving 2,881 parcels (households) to survey. The 371 responses account for a **12.9 percent response rate**. The number of households in a range between 2701 – more requires a sample size of 10 percent to meet State and Federal guidelines.*

The survey was designed and conducted per Multi Agency Guidelines for Median Household Income Surveys established for the State Water Resources Control Board – Clean Water/ Drinking Water State Revolving Fund (SRF), and United States Department of Agriculture – Rural Development.

Please free feel to contact me if you have additional questions or need further assistance. I can be reached at phone number: 916/447-9832 ext. 1064, or e-mail: kstrong@rcac.org.

Yours truly,

Kimberley H. Strong

Kimberley H. Strong
Rural Development Specialist-
Community & Environmental Services

Enclosure: Income Survey Report, MHI Data
CC. Paavo Ogren, General Manager, Oceano Community Services District
Brian Phillips, CA/NV Regional Manager, RCAC, Community & Environmental Services

**Chart 1: Median Household Income (MHI) Data
 for Oceano Community Services District**

Survey Ascending Order	Survey Number	Primary Residence	# of People in Residence	Annual Income Dollars	Survey Date
1	OCN-1291	Yes	2	\$0	10/2/17
2	OCN-1229	Yes	1	\$649	10/4/17
3	OCN-0322	Yes	1	\$1,617	9/26/17
4	OCN-0476	Yes	1	\$2,500	9/26/17
5	OCN-1192	Yes	1	\$3,095	10/4/17
6	OCN-0648	Yes	1	\$4,000	10/4/17
7	OCN-0756	Yes	1	\$7,380	10/4/17
8	OCN-2427	Yes	2	\$7,560	9/29/17
9	OCN-0464	Yes	1	\$8,034	9/22/17
10	OCN-1359	Yes	1	\$9,185	9/29/17
11	OCN-2203	Yes	1	\$9,384	9/29/17
12	OCN-1912	Yes	1	\$10,000	9/29/17
13	OCN-0437	Yes	2	\$10,560	10/10/17
14	OCN-2441	Yes	1	\$10,989	9/25/17
15	OCN-2712	Yes	1	\$10,989	9/26/17
16	OCN-2062	Yes	1	\$11,028	10/10/17
17	OCN-2113	Yes	1	\$11,232	9/26/17
18	OCN-0358	Yes	4	\$11,400	10/4/17
19	OCN-1082	Yes	1	\$11,580	9/29/2017
20	OCN-0949	Yes	1	\$11,605	9/29/17
21	OCN-1704	Yes	2	\$11,796	9/29/17
22	OCN-0693	Yes	1	\$12,000	10/4/17
23	OCN-1023	Yes	3	\$12,000	10/10/2017
24	OCN-2271	Yes	1	\$12,000	10/4/17

25	OCN-2646	Yes	1	\$12,300	10/10/17
26	OCN-0986	Yes	1	\$12,360	9/26/17
27	OCN-2283	Yes	4	\$13,000	9/26/17
28	OCN-0273	Yes	1	\$13,110	9/29/17
29	OCN-2139	Yes	1	\$13,200	9/29/17
30	OCN-2654	Yes	1	\$13,200	10/4/17
31	OCN-1205	Yes	1	\$13,800	9/26/17
32	OCN-2502	Yes	1	\$13,800	10/2/17
33	OCN-0090	Yes	1	\$14,352	10/10/17
34	OCN-0029	Yes	1	\$14,400	10/2/17
35	OCN-0958	Yes	3	\$14,400	10/4/17
36	OCN-2996	Yes	1	\$14,400	9/29/17
37	OCN-3053	Yes	1	\$14,520	10/4/17
38	OCN-1665	Yes	1	\$15,000	9/26/17
39	OCN-3116	Yes	1	\$15,000	10/10/17
40	OCN-1048	Yes	2	\$15,360	10/4/2017
41	OCN-0387	Yes	2	\$15,600	9/26/17
42	OCN-1392	Yes	2	\$15,900	9/29/17
43	OCN-1801	Yes	1	\$16,069	10/4/17
44	OCN-1146	Yes	3	\$16,080	10/10/17
45	OCN-1334	Yes	3	\$16,092	9/29/17
46	OCN-3026	Yes	1	\$16,284	10/4/17
47	OCN-0567	Yes	4	\$16,363	10/4/17
48	OCN-2095	Yes	1	\$16,800	10/10/17
49	OCN-0124	Yes	1	\$16,812	9/29/17
50	OCN-0256	Yes	1	\$17,000	10/4/17
51	OCN-3132	Yes	1	\$17,520	9/26/17
52	OCN-1385	Yes	2	\$17,600	9/29/17

53	OCN-0084	Yes	1	\$18,000	10/2/17
54	OCN-0485	Yes	1	\$18,000	9/29/17
55	OCN-0764	Yes	2	\$18,000	10/2/17
56	OCN-0845	Yes	2	\$18,000	10/4/17
57	OCN-1422	Yes	2	\$18,000	9/29/17
58	OCN-2966	Yes	2	\$18,000	9/29/17
59	OCN-3018	Yes	7	\$18,000	9/29/17
60	OCN-2014	Yes	1	\$18,300	9/29/17
61	OCN-1460	Yes	2	\$18,789	10/10/17
62	OCN-1180	Yes	3	\$19,200	10/2/17
63	OCN-2133	Yes	4	\$19,200	9/29/17
64	OCN-1019	Yes	2	\$19,405	10/4/2017
65	OCN-0554	Yes	1	\$19,453	9/26/17
66	OCN-2146	Yes	1	\$19,800	9/26/17
67	OCN-2719	Yes	3	\$19,812	9/26/17
68	OCN-0151	Yes	1	\$20,000	10/4/17
69	OCN-0609	Yes	2	\$20,000	10/2/17
70	OCN-1526	Yes	3	\$20,000	10/10/17
71	OCN-0208	Yes	2	\$20,202	9/29/17
72	OCN-2617	Yes	1	\$20,364	9/26/17
73	OCN-0197	Yes	1	\$20,772	9/26/17
74	OCN-0793	Yes	3	\$21,000	10/4/17
75	OCN-1580	Yes	1	\$21,000	9/26/17
76	OCN-2253	Yes	1	\$21,000	10/2/17
77	OCN-0496	Yes	Unknown	\$21,048	10/2/17
78	OCN-1998	Yes	4	\$21,600	10/4/17
79	OCN-2674	Yes	1	\$21,600	9/29/17
80	OCN-1492	Yes	2	\$21,636	9/26/17

81	OCN-1858	Yes	2	\$21,695	10/4/17
82	OCN-1760	Yes	1	\$21,768	9/26/17
83	OCN-2380	Yes	1	\$21,909	10/4/17
84	OCN-0643	Yes	1	\$22,000	10/2/17
85	OCN-0966	Yes	4	\$22,000	9/29/17
86	OCN-3030	Yes	1	\$22,000	10/4/17
87	OCN-1228	Yes	2	\$22,800	10/4/17
88	OCN-1727	Yes	1	\$22,800	9/29/17
89	OCN-0257	Yes	2	\$22,986	9/26/17
90	OCN-1316	Yes	Unknown	\$23,016	9/26/17
91	OCN-1795	Yes	2	\$23,376	10/2/17
92	OCN-0406	Yes	3	\$23,400	9/26/17
93	OCN-0182	Yes	2	\$23,712	9/29/17
94	OCN-2171	Yes	1	\$23,772	10/4/17
95	OCN-0265	Yes	3	\$24,000	10/10/17
96	OCN-0463	Yes	6	\$24,000	10/4/17
97	OCN-0467	Yes	3	\$24,000	10/2/17
98	OCN-1115	Yes	3	\$24,000	10/4/17
99	OCN-1733	Yes	2	\$24,000	9/29/17
100	OCN-1977	Yes	5	\$24,000	9/26/17
101	OCN-3038	Yes	2	\$24,000	9/29/17
102	OCN-3126	Yes	2	\$24,000	10/4/17
103	OCN-0119	Yes	1	\$24,035	10/4/17
104	OCN-0280	Yes	1	\$24,900	10/2/17
105	OCN-2979	Yes	1	\$24,948	10/4/17
106	OCN-1810	Yes	2	\$25,000	9/26/17
107	OCN-2220	Yes	1	\$25,000	10/2/17
108	OCN-2634	Yes	2	\$25,560	10/2/17

109	OCN-0577	Yes	2	\$25,600	9/22/17
110	OCN-1827	Yes	1	\$25,680	10/4/17
111	OCN-2779	Yes	1	\$25,696	10/2/17
112	OCN-2459	Yes	2	\$25,700	9/29/17
113	OCN-2367	Yes	2	\$25,812	9/29/17
114	OCN-2790	Yes	1	\$25,863	9/26/17
115	OCN-0479	Yes	3	\$26,000	10/4/17
116	OCN-1266	Yes	2	\$26,400	10/4/17
117	OCN-1853	Yes	3	\$26,400	9/26/17
118	OCN-2068	Yes	1	\$26,400	9/29/17
119	OCN-0445	Yes	2	\$26,610	9/26/17
120	OCN-0719	Yes	2	\$26,700	9/29/17
121	OCN-2175	Yes	2	\$27,200	9/26/17
122	OCN-0852	Yes	Unknown	\$27,435	9/26/17
123	OCN-2545	Yes	1	\$27,507	10/10/17
124	OCN-2900	Yes	3	\$27,800	10/2/17
125	OCN-1251	Yes	3	\$27,875	10/4/17
126	OCN-1368	Yes	2	\$27,888	10/4/17
127	OCN-3093	Yes	2	\$28,187	10/2/17
128	OCN-2238	Yes	1	\$28,723	10/2/17
129	OCN-0032	Yes	3	\$28,800	9/29/17
130	OCN-0377	Yes	1	\$28,812	9/29/17
131	OCN-1456	Yes	1	\$28,900	10/2/17
132	OCN-3121	Yes	3	\$29,400	10/4/17
133	OCN-1994	Yes	3	\$29,585	9/29/17
134	OCN-2679	Yes	1	\$29,892	10/2/17
135	OCN-1013	Yes	2	\$30,000	9/26/2017
136	OCN-2293	Yes	1	\$30,000	9/29/17

137	OCN-2503	Yes	1	\$30,000	9/26/17
138	OCN-2656	Yes	1	\$30,000	10/4/17
139	OCN-2714	Yes	1	\$30,072	10/4/17
140	OCN-2555	Yes	1	\$30,853	9/29/17
141	OCN-2914	Yes	1	\$30,953	9/26/17
142	OCN-0313	Yes	2	\$31,200	9/25/17
143	OCN-0320	Yes	7	\$31,200	10/10/17
144	OCN-2694	Yes	1	\$31,200	10/10/17
145	OCN-3076	Yes	2	\$31,200	9/26/17
146	OCN-2197	Yes	1	\$31,900	9/26/17
147	OCN-0121	Yes	4	\$32,000	9/26/17
148	OCN-1163	Yes	1	\$32,000	9/29/17
149	OCN-1968	Yes	2	\$32,000	9/26/17
150	OCN-2296	Yes	2	\$32,000	9/26/17
151	OCN-2387	Yes	5	\$32,000	9/29/17
152	OCN-1273	Yes	1	\$32,040	9/26/17
153	OCN-2772	Yes	1	\$32,496	10/10/17
154	OCN-2216	Yes	3	\$32,800	10/2/17
155	OCN-2210	Yes	5	\$33,000	10/2/17
156	OCN-2713	Yes	4	\$33,000	9/26/17
157	OCN-1712	Yes	3	\$33,060	9/29/17
158	OCN-2393	Yes	4	\$33,240	10/4/17
159	OCN-1583	Yes	2	\$34,500	10/4/17
160	OCN-0791	Yes	4	\$34,800	10/2/17
161	OCN-0101	Yes	5	\$35,000	10/4/17
162	OCN-0579	Yes	6	\$35,000	10/2/17
163	OCN-2222	Yes	2	\$35,000	9/29/17
164	OCN-3015	Yes	1	\$35,000	10/2/17

165	OCN-2871	Yes	2	\$35,088	10/4/17
166	OCN-2326	Yes	2	\$35,640	9/22/17
167	OCN-2254	Yes	1	\$35,928	9/26/17
168	OCN-1184	Yes	1	\$36,000	9/29/17
169	OCN-1414	Yes	2	\$36,000	9/29/17
170	OCN-1605	Yes	1	\$36,000	9/29/17
171	OCN-2281	Yes	3	\$36,000	9/26/17
172	OCN-2516	Yes	1	\$36,000	10/4/17
173	OCN-2700	Yes	3	\$36,000	10/4/17
174	OCN-2704	Yes	1	\$36,000	9/26/17
175	OCN-2978	Yes	4	\$36,000	10/4/17
176	OCN-1130	Yes	3	\$37,097	9/29/17
177	OCN-1341	Yes	2	\$37,145	10/2/17
178	OCN-0775	Yes	2	\$37,200	10/4/17
179	OCN-1362	Yes	1	\$37,484	10/2/17
180	OCN-0355	Yes	1	\$37,732	10/4/17
181	OCN-0500	Yes	1	\$38,000	10/10/17
182	OCN-0728	Yes	2	\$38,400	10/4/17
183	OCN-2923	Yes	2	\$38,400	10/4/17
184	OCN-2763	Yes	2	\$38,940	9/22/17
185	OCN-1724	Yes	1	\$39,000	10/4/17
186	OCN-2064	Yes	1	\$39,000	9/29/17
187	OCN-0405	Yes	5	\$40,000	9/26/17
188	OCN-0582	Yes	2	\$40,000	10/2/17
189	OCN-0770	Yes	2	\$40,000	10/10/17
190	OCN-1111	Yes	1	\$40,000	10/4/17
191	OCN-1253	Yes	4	\$40,000	10/4/17
192	OCN-1548	Yes	2	\$40,000	9/26/17

193	OCN-3131	Yes	7	\$40,000	10/4/17
194	OCN-0960	Yes	5	\$40,800	10/10/17
195	OCN-2560	Yes	2	\$40,895	10/4/17
196	OCN-0356	Yes	5	\$41,000	9/26/17
197	OCN-2994	Yes	3	\$41,000	10/4/17
198	OCN-0040	Yes	2	\$41,500	9/29/17
199	OCN-1329	Yes	2	\$41,508	9/29/17
200	OCN-0354	Yes	1	\$41,934	10/4/17
201	OCN-0122	Yes	4	\$42,000	9/29/17
202	OCN-0633	Yes	2	\$42,600	10/2/17
203	OCN-1642	Yes	3	\$42,800	10/4/17
204	OCN-0205	Yes	6	\$43,200	10/4/17
205	OCN-1953	Yes	3	\$43,200	10/2/17
206	OCN-0992	Yes	4	\$44,000	9/26/17
207	OCN-0037	Yes	2	\$44,005	10/2/17
208	OCN-0270	Yes	2	\$44,184	9/26/17
209	OCN-2902	Yes	6	\$44,400	9/29/17
210	OCN-0858	Yes	2	\$44,500	10/2/17
211	OCN-2631	Yes	2	\$44,532	9/26/17
212	OCN-0965	Yes	7	\$44,567	9/26/17
213	OCN-3096	Yes	2	\$44,723	9/26/17
214	OCN-0709	Yes	1	\$44,824	10/2/17
215	OCN-2777	Yes	3	\$44,983	9/29/17
216	OCN-0784	Yes	3	\$45,000	10/4/17
217	OCN-1490	Yes	2	\$45,000	10/2/17
218	OCN-1764	Yes	2	\$45,000	9/26/17
219	OCN-0921	Yes	7	\$45,600	9/29/17
220	OCN-0574	Yes	2	\$46,316	10/2/17

221	OCN-0715	Yes	1	\$46,632	9/22/17
222	OCN-1249	Yes	2	\$47,851	9/29/17
223	OCN-0330	Yes	1	\$48,000	10/4/17
224	OCN-0419	Yes	1	\$48,000	10/2/17
225	OCN-0705	Yes	2	\$48,000	10/2/17
226	OCN-0713	Yes	5	\$48,000	10/10/17
227	OCN-0919	Yes	1	\$48,000	9/29/17
228	OCN-1063	Yes	4	\$48,000	9/29/2017
229	OCN-1806	Yes	5	\$48,000	9/26/17
230	OCN-2177	Yes	2	\$48,000	9/26/17
231	OCN-2450	Yes	4	\$48,000	9/29/17
232	OCN-2486	Yes	2	\$48,000	10/4/17
233	OCN-2968	Yes	3	\$48,000	10/4/17
234	OCN-0613	Yes	2	\$48,173	10/4/17
235	OCN-1699	Yes	2	\$48,700	9/26/17
236	OCN-0694	Yes	2	\$49,056	10/2/17
237	OCN-1978	Yes	2	\$49,205	9/26/17
238	OCN-3055	Yes	2	\$49,569	9/26/17
239	OCN-0198	Yes	2	\$50,000	10/4/17
240	OCN-0856	Yes	1	\$50,000	10/4/17
241	OCN-1260	Yes	2	\$50,000	9/26/17
242	OCN-2251	Yes	2	\$50,000	10/10/17
243	OCN-2934	Yes	2	\$50,000	9/29/17
244	OCN-0111	Yes	4	\$50,400	10/2/17
245	OCN-0794	Yes	1	\$50,400	10/2/17
246	OCN-1643	Yes	2	\$51,000	9/29/17
247	OCN-3111	Yes	1	\$51,252	9/26/17
248	OCN-1070	Yes	2	\$51,650	10/4/2017

249	OCN-1921	Yes	4	\$52,000	10/2/17
250	OCN-0796	Yes	2	\$52,965	10/4/17
251	OCN-2276	Yes	2	\$53,856	9/26/17
252	OCN-1009	Yes	2	\$54,000	9/26/2017
253	OCN-2233	Yes	3	\$54,000	10/4/17
254	OCN-2775	Yes	6	\$54,000	9/29/17
255	OCN-0565	Yes	6	\$55,000	10/4/17
256	OCN-1269	Yes	2	\$55,000	10/4/17
257	OCN-1693	Yes	7	\$55,450	10/2/17
258	OCN-0102	Yes	4	\$55,800	10/4/17
259	OCN-0014	Yes	4	\$56,400	10/4/17
260	OCN-2740	Yes	2	\$57,000	10/4/17
261	OCN-1174	Yes	3	\$58,000	10/4/17
262	OCN-0659	Yes	2	\$60,000	10/4/17
263	OCN-0699	Yes	2	\$60,000	10/2/17
264	OCN-0937	Yes	4	\$60,000	9/29/17
265	OCN-1096	Yes	2	\$60,000	10/10/2017
266	OCN-1431	Yes	2	\$60,000	9/29/17
267	OCN-1566	Yes	3	\$60,000	10/4/17
268	OCN-1812	Yes	2	\$60,000	10/4/17
269	OCN-2188	Yes	2	\$60,000	9/29/17
270	OCN-2788	Yes	1	\$60,000	9/26/17
271	OCN-2801	Yes	3	\$60,000	9/26/17
272	OCN-3091	Yes	2	\$60,000	9/26/17
273	OCN-3129	Yes	3	\$60,000	10/4/17
274	OCN-0804	Yes	1	\$61,092	10/4/17
275	OCN-1210	Yes	3	\$62,000	9/29/17
276	OCN-2287	Yes	2	\$62,000	9/26/17

277	OCN-2583	Yes	2	\$62,651	9/26/17
278	OCN-0584	Yes	1	\$63,600	10/4/17
279	OCN-1326	Yes	4	\$64,106	10/4/17
280	OCN-0060	Yes	5	\$64,473	9/26/17
281	OCN-2851	Yes	2	\$64,900	9/26/17
282	OCN-0080	Yes	2	\$65,000	10/2/17
283	OCN-0126	Yes	2	\$65,000	10/4/17
284	OCN-0704	Yes	4	\$66,000	10/2/17
285	OCN-1025	Yes	2	\$66,000	9/26/2017
286	OCN-1396	Yes	3	\$66,000	9/26/17
287	OCN-2056	Yes	2	\$66,000	9/26/17
288	OCN-2954	Yes	2	\$66,000	9/29/17
289	OCN-0545	Yes	2	\$67,200	9/29/17
290	OCN-1430	Yes	1	\$67,800	9/26/17
291	OCN-1080	Yes	2	\$68,000	10/10/2017
292	OCN-0009	Yes	1	\$68,400	9/29/17
293	OCN-0444	Yes	1	\$69,546	10/2/17
294	OCN-0179	Yes	2	\$70,000	10/10/17
295	OCN-0200	Yes	1	\$70,000	9/29/17
296	OCN-0661	Yes	3	\$70,000	10/2/17
297	OCN-1243	Yes	6	\$70,000	10/4/17
298	OCN-1318	Yes	2	\$70,000	10/4/17
299	OCN-2697	Yes	2	\$70,500	9/26/17
300	OCN-0487	Yes	1	\$70,979	9/26/17
301	OCN-0486	Yes	1	\$72,000	10/4/17
302	OCN-1502	Yes	2	\$72,000	9/29/17
303	OCN-1578	Yes	4	\$72,000	10/2/17
304	OCN-2587	Yes	2	\$72,000	10/4/17

305	OCN-2845	Yes	6	\$72,000	9/26/17
306	OCN-2017	Yes	1	\$73,000	9/29/17
307	OCN-1050	Yes	2	\$75,000	10/4/2017
308	OCN-2798	Yes	2	\$75,000	9/26/17
309	OCN-1592	Yes	4	\$76,000	9/29/17
310	OCN-0824	Yes	2	\$76,270	10/4/17
311	OCN-1040	Yes	2	\$78,000	10/4/2017
312	OCN-0913	Yes	3	\$80,000	9/29/17
313	OCN-1415	Yes	4	\$80,000	9/29/17
314	OCN-2223	Yes	2	\$80,000	9/29/17
315	OCN-2497	Yes	1	\$80,000	9/29/17
316	OCN-2962	Yes	4	\$80,000	9/29/17
317	OCN-0526	Yes	2	\$81,752	10/4/17
318	OCN-1337	Yes	3	\$83,000	10/2/17
319	OCN-1554	Yes	2	\$84,000	9/26/17
320	OCN-1776	Yes	2	\$84,736	9/29/17
321	OCN-1092	Yes	6	\$85,000	9/29/2017
322	OCN-2457	Yes	1	\$85,000	9/29/17
323	OCN-0237	Yes	8	\$90,000	9/29/17
324	OCN-1042	Yes	2	\$90,000	9/26/2017
325	OCN-3099	Yes	3	\$90,000	9/26/17
326	OCN-0351	Yes	2	\$95,637	9/29/17
327	OCN-1496	Yes	2	\$96,000	10/4/17
328	OCN-2513	Yes	2	\$96,000	10/2/17
329	OCN-0027	Yes	3	\$100,000	9/26/17
330	OCN-0309	Yes	2	\$100,000	10/10/17
331	OCN-0510	Yes	4	\$100,000	10/4/17
332	OCN-0695	Yes	2	\$100,000	10/4/17

333	OCN-0911	Yes	2	\$100,000	10/2/17
334	OCN-1535	Yes	3	\$100,000	10/4/17
335	OCN-2333	Yes	3	\$100,000	10/2/17
336	OCN-2728	Yes	2	\$100,000	9/29/17
337	OCN-1534	Yes	2	\$100,500	10/10/17
338	OCN-2160	Yes	6	\$103,200	9/29/17
339	OCN-1270	Yes	4	\$106,800	9/26/17
340	OCN-0215	Yes	3	\$110,000	9/26/17
341	OCN-1264	Yes	5	\$110,000	10/10/17
342	OCN-3022	Yes	2	\$110,000	10/4/17
343	OCN-1099	Yes	2	\$114,000	10/4/2017
344	OCN-0686	Yes	2	\$114,544	10/2/17
345	OCN-0776	Yes	4	\$115,200	10/4/17
346	OCN-0374	Yes	2	\$120,000	9/29/17
347	OCN-0977	Yes	1	\$120,000	9/29/17
348	OCN-1778	Yes	2	\$120,000	9/29/17
349	OCN-2274	Yes	2	\$120,000	9/29/17
350	OCN-3087	Yes	2	\$120,000	9/29/17
351	OCN-0812	Yes	2	\$121,000	9/26/17
352	OCN-0174	Yes	2	\$122,824	10/4/17
353	OCN-2667	Yes	3	\$125,000	10/4/17
354	OCN-1383	Yes	2	\$130,000	9/29/17
355	OCN-2857	Yes	2	\$130,000	10/4/17
356	OCN-2444	Yes	2	\$133,628	9/26/17
357	OCN-2872	Yes	2	\$135,000	10/2/17
358	OCN-2894	Yes	3	\$137,000	10/4/17
359	OCN-2376	Yes	2	\$145,000	10/4/17
360	OCN-0393	Yes	2	\$146,420	9/29/17

361	OCN-1446	Yes	2	\$150,000	10/2/17
362	OCN-2743	Yes	2	\$150,000	9/29/17
363	OCN-1616	Yes	3	\$160,800	10/4/17
364	OCN-1966	Yes	4	\$165,000	10/4/17
365	OCN-0440	Yes	2	\$170,000	10/4/17
366	OCN-1442	Yes	2	\$174,000	9/29/17
367	OCN-0367	Yes	2	\$184,000	9/26/17
368	OCN-0811	Yes	2	\$192,000	10/4/17
369	OCN-0051	Yes	3	\$200,000	9/29/17
370	OCN-1868	Yes	6	\$200,000	9/29/17
371	OCN-2552	Yes	4	\$211,363	9/26/17

Ascending Order Survey Number 186, Survey Number OCN-2064, with a median household income of \$39,000. The Median Household Income for Oceano Community Service District is \$39,000.

The 371 responses account for a **12.9 percent response rate**. The median household income for Oceano Community Services District is on line 186 (in ascending order), survey number OCN-2064 with a median household income of \$39,000.

The median household income for Oceano Community Services District is \$39,000.

The results of this survey may be used to support loans and or grant applications to multiple funding agencies, for multiple types of projects benefiting residents within the survey area. Each funding agency has unique criteria for determining funding awards. A funding agency may look at the survey in terms of whether a community is disadvantaged, the percentage of low to moderate income people in the survey area, the MHI of the survey area in relation to State non-metro MHI's, or other criteria. These factors help a funder determine whether a project is eligible for funding, whether it is eligible for grants, what percentage of grant is available in a grant loan package, or what interest rates the project qualifies for in a loan. Eligibility of a project for funding changes with time, so the funding package available to a project this year might not be the same package available next year.

(NAME OF COMMUNITY
ADDRESS)

(DATE)
EMAIL)

(PHONE FAX)

Mr. Nathan Ohle
Rural Community Assistance Partnership
1701 K Street, NW Suite 700
Washington, DC 20006

Re: RCAP Assistance – **(insert community name)**

Dear Mr. Ohle:

I would like to take this opportunity to thank the Rural Community Assistance Partnership (RCAP) for its time, effort, and expertise in helping the economically disadvantaged community of Oceano, California address its income levels and eligibility for funding programs with regard to our water and wastewater deferred infrastructure program. Our community has greatly benefited from the services provided by RCAP, and specifically, the Rural Community Assistance Corporation (RCAC). We did not have the knowledge or resources necessary to adequately attack the issues until your RCAC representatives became involved.

COMMUNITY DESCRIPTION

Oceano California is an unincorporated community within the County of San Luis Obispo. Its history has long been a part of supporting agricultural production of the Cienega Valley. The community includes Halcyon, a federally recognized intentionally formed historic district

Oceano / Halcyon is primarily a residential community of approximately 7,300 and approximately 50 acres of agriculture lands within Halcyon that is protected as a result of the federal designation. The community census from 2010 illustrated a strong diversity in population.

Public services are provided to the community by the County of San Luis Obispo and the Oceano Community Services District (CSD). The County provides health and human services, law enforcement, roads, drainage, land use planning and code enforcement services. The Oceano CSD provides fire protection and emergency services, water, wastewater collection, solid waste / recycling, and street lighting services. The Oceano CSD jurisdiction includes parks and recreation but no programs currently exist due to lack of funding.

Overall, public services to the community are limited in comparison to neighboring cities. Historical funding constraints have created a deferred infrastructure situation common to many disadvantaged communities. Compounding the situation is labor and maintenance requirements to repair continuing infrastructure failures and the impact on normal maintenance activities.

RCAP provides us with the vital expertise and resources we need. Without your help, I don't know how Oceano Community Services District would be able to address many of its problems. I'm also certain that

there are many other small communities that have similar problems and would greatly benefit from the same type of services that we received. Therefore, the Oceano CSD certainly supports funding for

RCAC, as the local RCAP Technical Assistance Provider, has been assisting us with several issues, including:

- **Income Survey of the median household income (MHI) to determine whether or not Oceano CSD is considered a disadvantaged community and eligible for state and federal funding**
- **Upcoming funding applications and local costs**

In closing, with RCAP's assistance via RCAC we expect to ultimately correct our current problems and improve the efficiency and operation of our water and wastewater infrastructure and ongoing maintenance. The services that we are receiving through the partnerships are vital to rural communities like ours, who don't have the resources, expertise, staff capacity, and financial support they need to operate without assistance at this time. We appreciate the services and experienced assistance you have provided us, which are important to helping to ensure that our community will develop independent resiliency in the near future. We support continued funding of RCAP so that you may continue with your beneficial work to other rural communities across the country.

(NAME)

(TITLE AND COMMUNITY NAME)



Oceano Community Services District

1655 Front Street, P.O. Box 599, Oceano, CA 93475

(805) 481-6730 FAX (805) 481-6836

Date: November 13, 2017

To: Board of Directors

From: Paavo Ogren, General Manager

Subject: **Agenda Item #9(F): Updates on the Regional Groundwater Sustainability Project and the Sanitation District Redundancy Project**

Recommendation

It is recommended that your Board receive updates on the Regional Groundwater Sustainability Project and the Sanitation District Redundancy Project

Discussion

The South San Luis Obispo County Sanitation District (SSLOCSD) has recently received a draft technical memorandum (Draft TM #7) entitled "Alternatives for Production of Recycled Water." Draft TM#7 is attached with highlighted sections for key issues of consideration.

The purpose of TM#7 is to help consider SSLOCSD options in developing their Redundancy Project while also considering how those options related to the Regional Groundwater Sustainability Project (RGSP). Staff has discussed Draft TM#7 with a technical consultant of SSLOCSD, who intends on attending the Board meeting. Separately, staff has also discussed Draft TM#7 with a representative of the RGSP. Altogether, the technical memorandum provides important cost considerations for SSLOCSD and identifies that certain information being developed by the RGSP is not yet available but could affect recommendations if that information is available in the near future.

Staff discussion at the Board meeting will review the highlighted information, the status of coordination between the Redundancy Project and the RGSP, and work that should be considered in the next steps. In addition, staff will review a recent RGSP meeting that included staff of the neighboring agencies and upcoming work on the RGSP.

Other Agency Involvement

The South San Luis Obispo County Sanitation District and the cities of Arroyo Grande, Grover Beach and Pismo Beach



Oceano Community Services District

Board of Directors Meeting

Other Financial Considerations

None at this time.

Results

Reviewing the status of both projects will help ensure that the Board of Directors, as a whole, are updated on these independent project efforts that affect residents, property owners and business owners in Oceano, and allow the Board to provide input to representatives on the Board of SSLOCSD – promoting a well governed community.

Attachments:

- Draft Technical Memorandum #7 – South San Luis Obispo County Sanitation District – Alternatives for Production of Recycled Water

5 October 2017

[DRAFT] Technical Memorandum No. 7

To: Mr. Paul Karp; Mr. Rick Sweet
 From: John Wyckoff; David Seymour; Robyn Wilmouth
 Subject: **Alternatives for Production of Recycled Water**
 K/J 1668009*00



Introduction

The South San Luis Obispo County Sanitation District (SSLOCSD, District) is contemplating a partnership with the City of Pismo Beach, the Oceano Community Services District, the City of Arroyo Grande, and the City of Grover Beach in a regional groundwater sustainability project (RGSP). A goal of the RGSP is to contribute to a developing resilient water supply portfolio for southern San Luis Obispo County. The purpose of this technical memorandum (TM) is to explore conceptual alternatives for how the treatment process for SSLOCSD Wastewater Treatment Plant (WWTP) could be upgraded as part of the current Redundancy Project, such that effluent from the WWTP could be more easily used in a regional groundwater project.

This TM is the output for Task 1.4a within the SSLOCSD Redundancy Project. The main goal of the Redundancy Project is to provide redundancy for the major process units within the WWTP so that treatment units can be removed from service for maintenance or repairs while maintaining compliance with effluent permit limits. Alternatives proposed must meet the goal of addressing redundancy requirements. This TM presents a conceptual alternative for how the SSLOCSD WWTP could be upgraded using a membrane bioreactor (MBR) process to both provide nutrient removal (nitrification and denitrification) and to position SSLOCSD for the future production of recycled water. The primary goal of this evaluation is to provide cost and non-cost comparisons between different approaches to implementing redundancy to assist SSLOCSD with deciding on the different alternatives for upgrades. A review of the regulations and treatment requirements for recycled water is not summarized in this TM, as this background information is included in the "Recycled Water Facilities Planning Study" (RWFP Study) completed by Water Systems Consulting, Inc (WSC).

This TM focuses on the liquid treatment process; however, the Redundancy Project is also evaluating the District's needs to address improvements to solids processing. The District's operations staff currently waste sludge from the primary clarifier directly to the digesters, and have abandoned use of the gravity thickener. Solids from the secondary clarifier are currently sent back to the influent pump station. A forthcoming TM3 will present alternatives for solids thickening improvements, with the goal of maintaining the capacity of the anaerobic digesters. TM3 will evaluate technologies for thickening waste activated sludge (WAS) from the secondary treatment process, as well as co-thickening of primary solids and WAS. Thickening and co-thickening will reduce the volume of sludge wasted to the digesters, increasing the available digester volume and capacity. Co-thickening also addresses the need to take digesters offline to

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conduct maintenance as it would allow the primary and secondary digester to provide redundancy for one another. Project costs presented in TM7 include costs for WAS thickening improvements; if the District opts to pursue co-thickening, this would increase project costs. Further discussion of improvements to the solids handling infrastructure is included in TM3.

Alternatives

The base alternative as currently selected for the Redundancy Project is referred to as the Trickling Filter Secondary Clarifier (TF/SC) alternative. This base alternative provides for the process redundancy and does not address nutrient removal and/or recycled water production as these functions are not currently required by permit. Two alternatives for producing recycled water originally contemplated for this TM included: 1) replacing the existing trickling filter and secondary clarifier with a full scale MBR system treating all the plant flow (referred to as Full Scale MBR), and 2) implementation of a smaller MBR system treating a smaller portion of the plant flow in addition to the currently proposed base improvements (referred to as Pilot MBR). During a meeting with personnel from the SSLOCS and other stakeholders held in early August 2017, it was indicated by some that the Pilot MBR alternative was less desirable and would not provide any benefit for integration with a Full Advanced Treatment (FAT) facility that may be located onsite as part of the RGSP. For this reason, the Pilot MBR is not discussed further in this TM. A conceptual layout and cost estimate summary for the Pilot MBR are included in Appendices A.1 and A.2 should the District want to consider providing limited recycled water supply in the future.

Process flow diagrams for the existing WWTP facility and the TF/SC and Full Scale MBR alternatives are shown below on Figures 1 and 2, respectively:

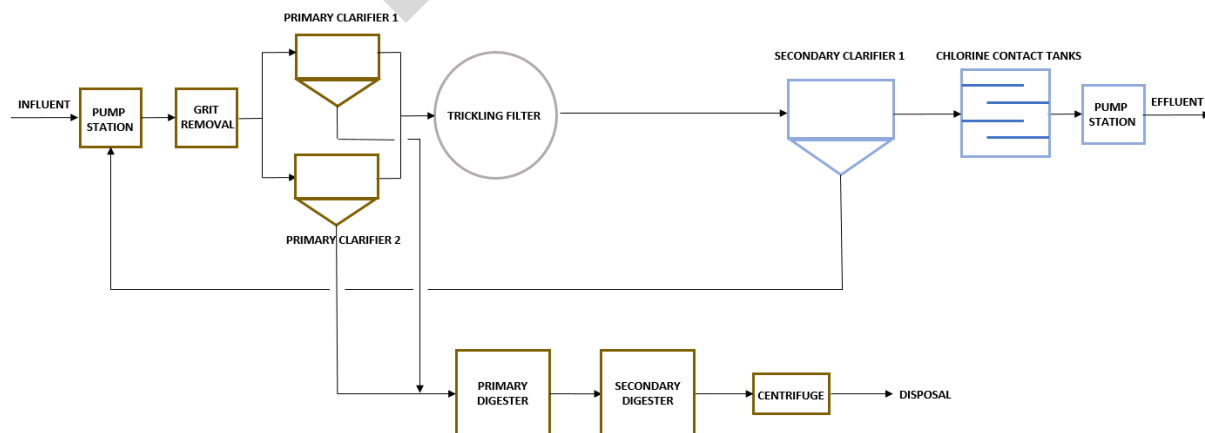


Figure 1: Process Flow Diagram for the Existing SSLOCS WWTP

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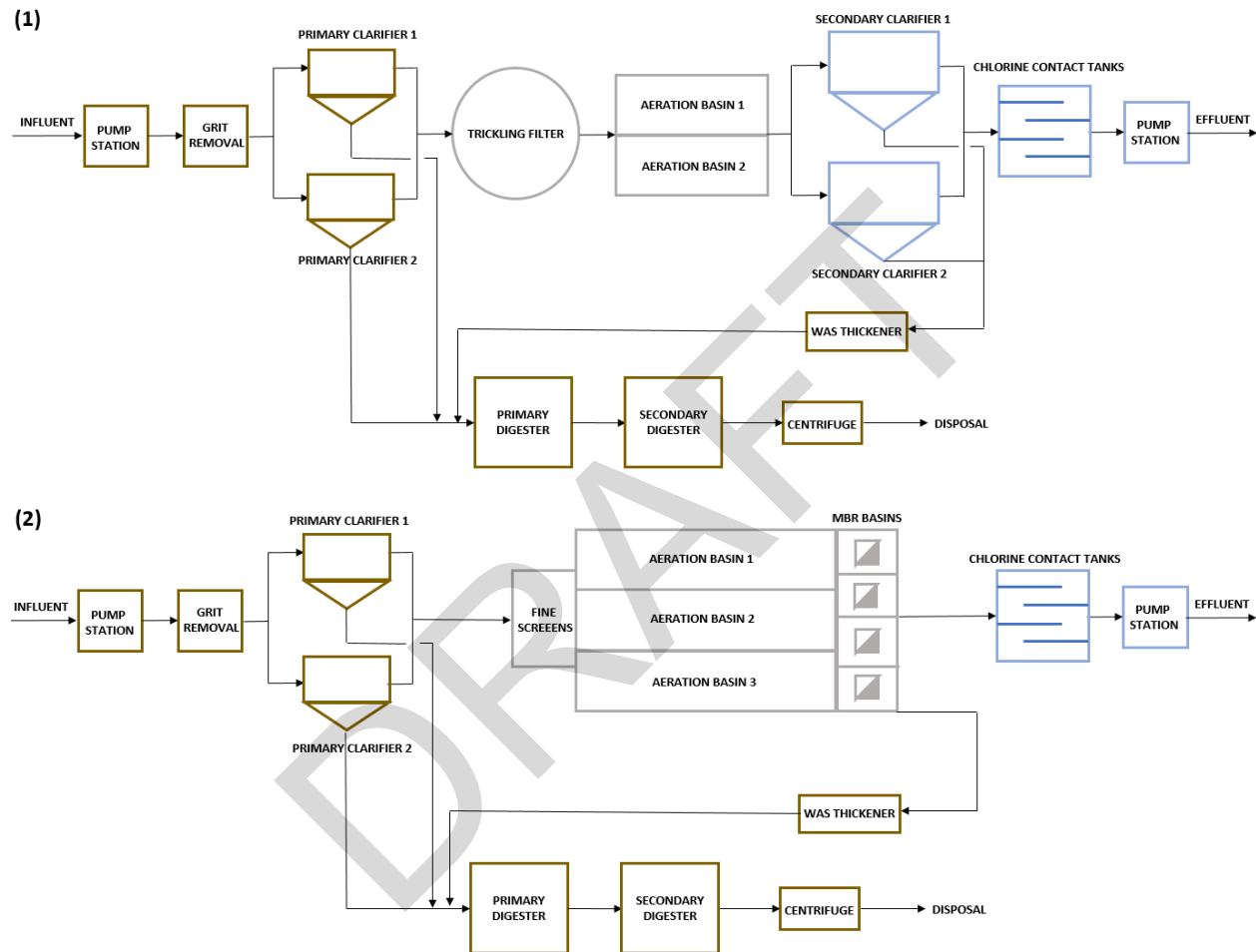


Figure 2: Process Flow Diagrams - 1) TF/SC Alternative and 2) Full Scale MBR Alternative
Basis of Design

Influent Flow and Loads

The wastewater loads used for development of the alternatives were based upon historical studies, growth projections, and analysis of recent operational data provided by SSLOCSD. Three and a half years of the most recent historical data (1 January 2014 to 19 July 2017) were reviewed and analyzed for loading patterns, influent flow rate, biochemical oxygen demand (BOD₅), and total suspended solids (TSS). BOD₅ and TSS are indications of the strength of the wastewater and are values that are regulated in the WWTP effluent.

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Historical per capita loading rates for BOD₅ and TSS averaged 0.21 pounds per person per day (lbs/person/d), which aligned to typical values found in the literature. No recent data was available for total Kjeldahl nitrogen (TKN), ammonia nitrogen (NH₃-N), chemical oxygen demand (COD), or other constituents; hence, assumptions were made for these parameters based on typical wastewater fractionations.

Loading at buildout was calculated using historical load peaking factors and SSLOCSD's estimated buildout population of 45,411 as proposed by the RWFP Study (Table 4-5). Buildout flows were based on permitted dry weather flow and historical flow peaking factors. A summary of the basis of design for influent flows and estimated loads is shown in Table 1 below:

Table 1: Influent Flow and Loading at Buildout

Design Parameter	Unit	Permitted Dry Weather Average	Average Annual	Max Month	Max Day	Peak Hour
Flow	mgd	5.0	4.2	5.1	8.4	10.0
BOD ₅ Load	lbs/day	-	9,543	12,405	15,268	-
TSS Load	lbs/day	-	9,543	12,405	15,268	-
TKN Load	lbs/day	-	1,641	2,134	2,626	-
NH ₃ -N Load	lbs/day	-	1,067	1,387	1,707	-

Notes:

mgd = million gallons per day

“-“= not applicable for process design

Design of the TF/SC was updated based on the revised influent flow and load projections; the TF/SC design did not change substantially given only a small downward adjustment to the design buildout population. The following assumptions were used to estimate the scope of improvements for the Full Scale MBR:

- Average low monthly temperature: 18 degrees Celsius (°C)
- Primary clarifier BOD₅ removal rate: 35 percent at maximum month loading
- Total solids/sludge retention time (SRT): 15+ days total at maximum month loading
- Mixed liquor suspended solids (MLSS): 8,000 milligrams per liter (mg/L) at maximum month loading
- Historical observed yield [lbs waste activated sludge (WAS)/lb BOD]: 0.55 at maximum month loading.

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Effluent Quality

Discharged effluent from the SSLOCSD WWTP flows to the ocean outfall and is regulated through the National Pollutant Discharge Elimination System (NPDES) under permit number CA0048003. The effluent quality objectives for both alternatives are captured below in Table 2:

Table 2: Effluent Quality Objectives

Design Parameter	Unit	TF/SC	Full Scale MBR
BOD ₅ concentration	mg/L	25	<2
TSS concentration	mg/L	25	<2
Ammonia (NH ₃ -N)	mg/L	Not included	<0.5
Total Nitrogen	mg/L	Not included	<20
Alkalinity	mg/L as CaCO ₃	Not included	>80
Turbidity	NTU	Not included	≤0.2 (not more than 5% of time during 24-hour period) ≤0.5 (never to exceed)

Notes:CaCO₃ = calcium carbonate

NTU = Nephelometric turbidity unit

As shown in Table 2, the targets for the design of the TF/SC were set at 25 mg/L for both effluent BOD₅ and TSS. The effluent quality objectives were set below the existing permitted effluent average monthly limits of 40 mg/L for both BOD₅ and TSS, with consideration for tighter regulations of these constituents in the future from national performance-based technology standards for secondary treatment.

The RWFP Study explored options for converting SSLOCSD WWTP's effluent into a source of water for the RGSP. The RWFP Study included a recommendation for indirect potable reuse via groundwater subsurface injection. The treatment and permitting requirements for indirect potable reuse are stringent and require the installation and use of a FAT facility. Further details about indirect potable reuse and FAT are included in the RWFP Study.

The Full Scale MBR alternative was contemplated to improve the effluent quality as a pre-treatment for a FAT system and was not intended to independently meet all the California Title 22 requirements for indirect potable reuse for groundwater subsurface injection. The design targets for the Full Scale MBR are shown in Table 2.

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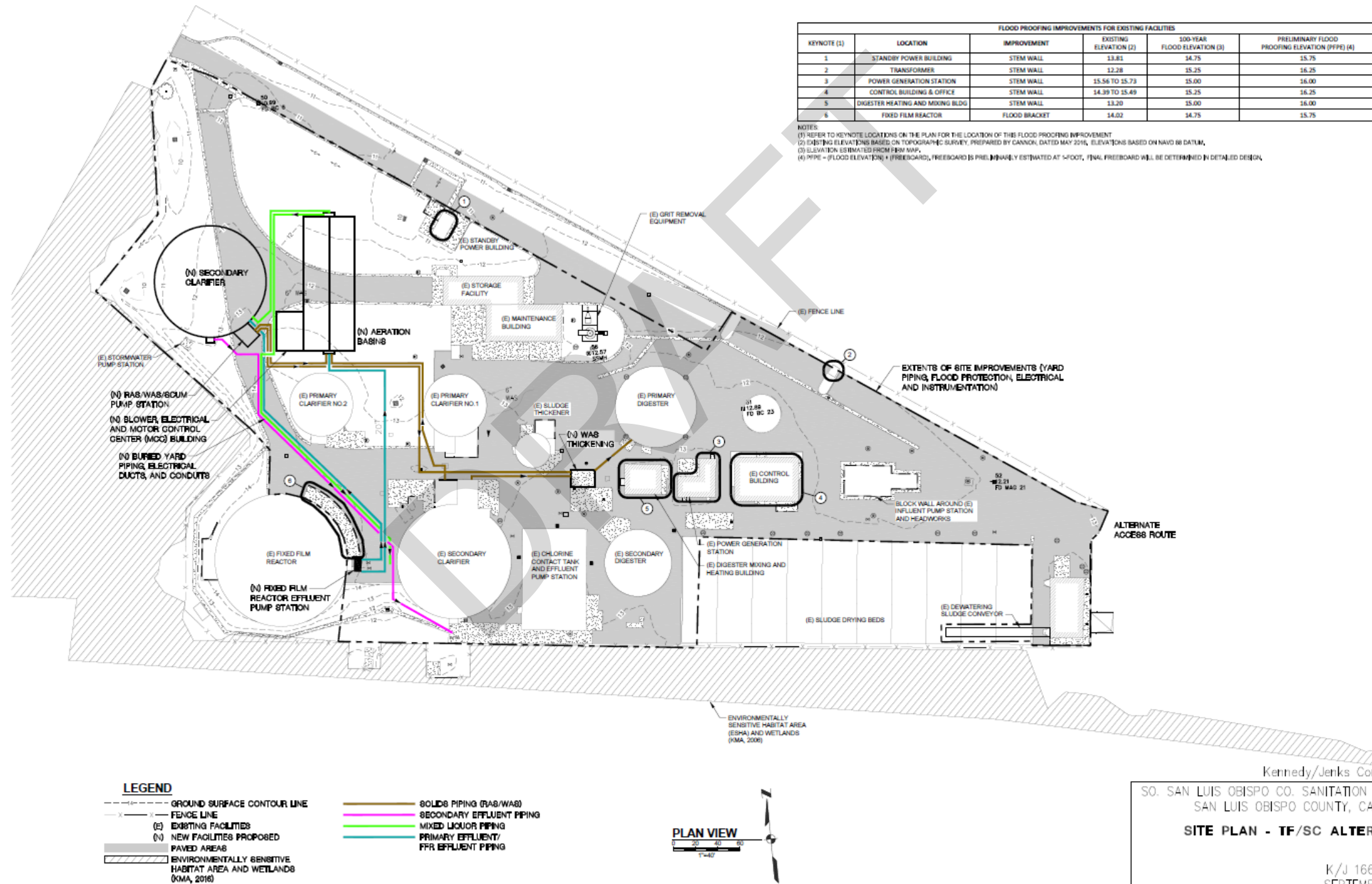
The Full Scale MBR alternative presented in this TM does not include additional disinfection as the WWTP is presently designed to discharge through the ocean outfall and there is no recycled water distribution system in place. Additional disinfection beyond the existing chlorine contact tanks at the WWTP would be addressed during design of the FAT facility and/or added to the Full Scale MBR when recycled water is utilized. Decisions regarding the appropriateness for chlorination before FAT treatment would also be addressed during the design of the FAT facility. As shown in Table 2, the effluent quality objective for the Full Scale MBR's total nitrogen is <20 mg/L. Additional removal of total nitrogen could be accommodated through the design of the FAT facility to meet the effluent quality objectives for the proposed end uses.

Conceptual Site Layouts

Factors considered for the layout of the alternatives include: geotechnical constraints, limitations posed by existing structures and pipe layouts, existing road and access routes, and the proposed locations of other improvements. The conceptual layouts for both alternatives are captured on Figures 3 and 4 on the following pages:

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Kennedy/Jenks Consultants
 SO. SAN LUIS OBISPO CO. SANITATION DISTRICT
 SAN LUIS OBISPO COUNTY, CALIFORNIA
SITE PLAN - TF/SC ALTERNATIVE
 K/J 1668009*00
 SEPTEMBER 2017
FIGURE 3

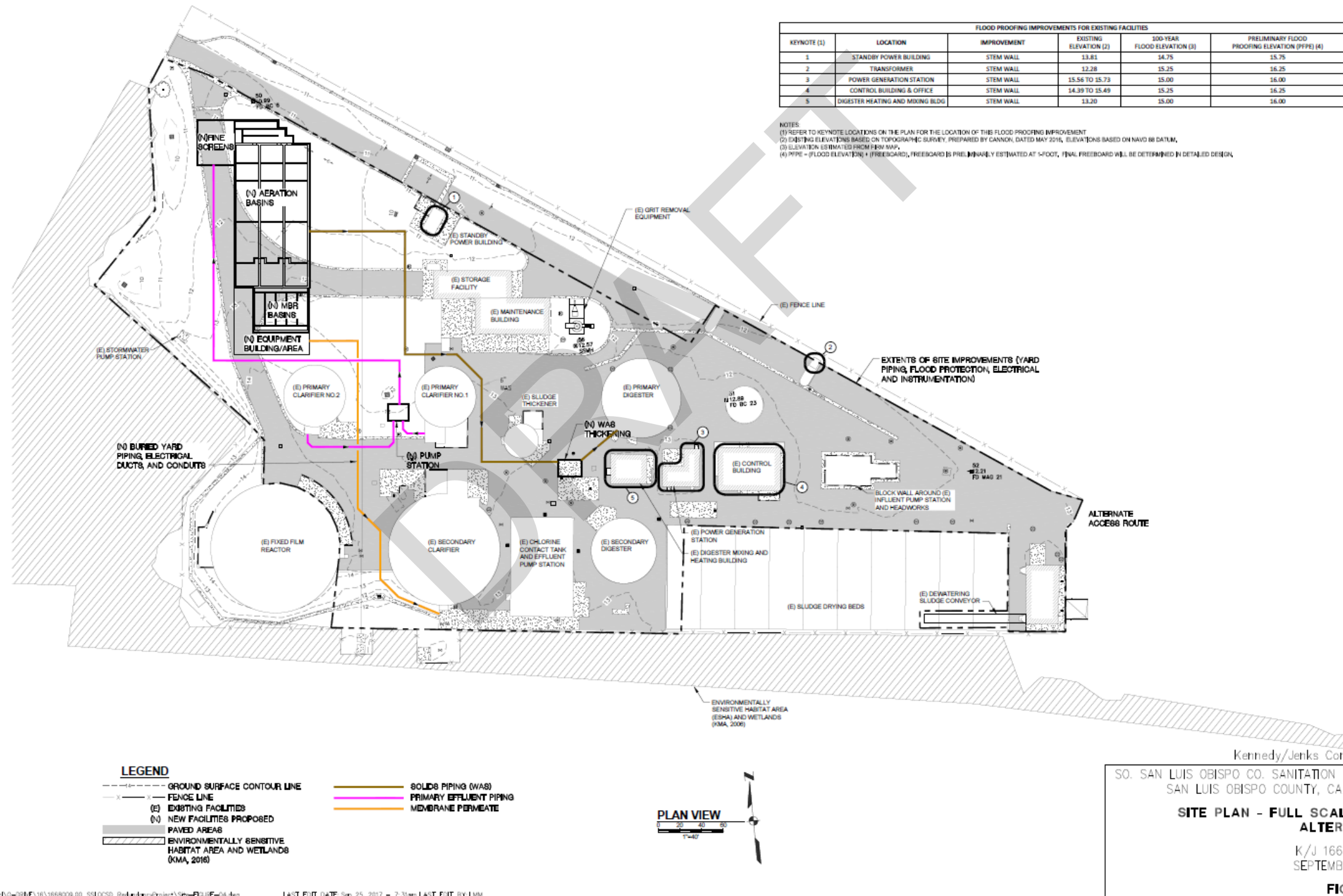
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Economic Comparison

A summary of the estimated opinions of capital and operations and maintenance (O&M) costs for the alternatives are contained in Table 3. Additional details pertaining to these opinions of estimated cost are included within the Opinion of Probable Construction Costs (OPCC) estimates, which are attached as Appendices B.1 and B.2. The opinions of capital and O&M costs for the Full Scale MBR alternative are substantially higher than the opinions of capital and O&M costs for the TF/SC alternative. Some of the factors that contributed to differences in the opinions of capital and O&M costs are as follows:

Economic factors driving the costs of the TF/SC alternative include:

- Less complex treatment system
- Less complex structures with fewer interior walls
- Lower equipment costs
- More complex yard piping
- Larger footprint with higher associated geotechnical costs.

Economic factors driving the costs of the Full Scale MBR alternative include:

- Smaller amount of geotechnical improvements required due to smaller footprint
- Less complex yard piping
- More complex treatment system with much higher equipment costs
- Structures are more complex, with more interior walls and compartmentalization
- Higher energy requirements result in higher overall costs for power
- Higher chemical costs due to the clean-in-place system.

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Table 3: Summary of the Opinion of Probable Construction Costs

OPCC Estimates^(a)	TF/SC^(b)	Full Scale MBR^(b)
Capital cost – Bid ^(c)	\$16,713,000	\$28,460,000
Capital cost – Project ^(d)	\$23,063,000	\$38,920,000
Annual O&M ^(e)	\$269,000 - \$414,000	\$624,000 - \$983,000
20 Yr. Net Present Value of O&M ^(e,1)	\$4,003,000 - \$6,160,000	\$9,284,000 - \$14,625,000

Notes:

- (a) In accordance with American Association of Cost Engineers (AACE), this OPCC has a range of accuracy of +50%/-30% consistent with an AACE Class 5 estimate.
- (b) Current ENR rate of 11,643 (April 2017, Los Angeles).
- (c) Bid costs include geotechnical improvements.
- (d) Project costs include critical pipe replacement and flood mitigation.
- (e) Calculations for annual O&M rates included a power cost rate ranging from \$0.0898/kWhr (lower value) to \$0.1870/kWhr (higher value). The lower value is representative of the energy charge during off-peak hours. The higher value is representative of the total electric charge (inclusive of customer charge, demand charge, energy charge, taxes, and credits) during peak hours.
- (f) Calculation based on an annual discount rate of 3%.

Table 4 provides a comparison of additional economic considerations for the TF/SC and Full Scale MBR alternatives for which costs have not been developed. The Full Scale MBR alternative would position SSLOCS to participate in the RGSP with reduced capital costs associated with a FAT facility, as well as negate the future costs for rehabilitation of the trickling filter that is associated with the TF/SC alternative.

The efficiency and operating costs of a FAT system is dependent upon the quality of its influent. Since the TF/SC alternative does not include nutrient removal, the proposed Full Scale MBR would provide an upstream level of treatment that would improve the quality of influent entering a future FAT system. A key consideration for nutrient removal is ammonia removal. MBR treatment can reduce the ammonia concentration to <0.5 mg/L. Ammonia removed before the FAT process may enable lower operating costs of its advanced oxidation process. Additionally, the Full Scale MBR alternative includes ultra-filtration technology. Costs associated with filter technology included in the FAT facility design would most likely be reduced due to the level of pre-filtration provided by the Full Scale MBR. Overall, since MBR can provide a higher quality influent into the FAT, selection of the Full Scale MBR alternative is anticipated to lower capital and future operating costs of a FAT facility. At the time of the writing of the TM, these costs and any associated cost savings have not been determined. In addition, the timing of when and if these cost savings may occur has not been determined.

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Table 4: Other Economic Considerations

Consideration	TF/SC	Full Scale MBR
Capital and O&M cost impacts to RGSP	<ul style="list-style-type: none"> No added benefit for RGSP 	<ul style="list-style-type: none"> Costs for future FAT system reduced
Costs for rehabilitation of the existing trickling filter and secondary clarifier	<ul style="list-style-type: none"> Rehabilitation is required for continued operation of the TF and the SC Rehabilitation costs are not included in TF/SC alternative 	<ul style="list-style-type: none"> No rehabilitation required for the TF or the SC Demolition is an option
Costs for pest control at trickling filter	<ul style="list-style-type: none"> Costs remain as status quo 	<ul style="list-style-type: none"> Filter fly control not required because the TF would be decommissioned

Non-Economic Comparison

Table 5 provides a comparison of the non-economic factors to be considered in the alternative selection. The TF/SC alternative is more desirable than the Full Scale MBR from the standpoint of schedule and complexity of operations. The Full Scale MBR is more desirable than the TF/SC alternative from the standpoint of increased availability of space, higher effluent quality, regulatory acceptance, and potential for recycled water production.

Table 5: Non-Economic Considerations

Consideration	TF/SC	Full Flow MBR
Availability of space	<ul style="list-style-type: none"> Leaves minimal space for future improvements 	<ul style="list-style-type: none"> Ability to demolish the TF and the existing SC leaves more room available onsite
Schedule	<ul style="list-style-type: none"> Coastal Development Permit (CDP) is already completed and approved Time to commissioning is 3 to 4 years 	<ul style="list-style-type: none"> CDP permit may need to be revised Time to commissioning is less certain and probably longer than the TF/SC alternative
Effluent quality	<ul style="list-style-type: none"> Improvements to BOD₅/TSS and does not include nutrient removal 	<ul style="list-style-type: none"> Enhanced effluent quality (e.g., nutrient removal, BOD₅, TSS, turbidity) Reduces environmental impact of discharge

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Consideration	TF/SC	Full Flow MBR
Complexity of operations	<ul style="list-style-type: none"> System remains like previous system and is less complex and more familiar to operators 	<ul style="list-style-type: none"> More complicated system Additional maintenance and chemical handling required Additional training would be required
Community acceptance	<ul style="list-style-type: none"> Addresses redundancy needs and improves reliability of continuous operation Maintains status quo for community perception about water quality through outfall Lowest cost project to address redundancy needs and minimizes impacts to rate payers resulting from project 	<ul style="list-style-type: none"> Addresses redundancy needs and improves reliability of continuous operation Provides opportunity to improve community perception about water quality through outfall More likely to have negative response to increased utility rates
Regulatory acceptance	<ul style="list-style-type: none"> Able to meet present permit limits for BOD₅ and TSS, but may require future upgrades to address future regulatory requirements that may include nutrient removal 	<ul style="list-style-type: none"> Enhanced effluent quality exceeds present and future anticipated regulations, especially for nutrient levels, BOD₅, TSS, and turbidity
Benefits of recycled water	<ul style="list-style-type: none"> Does not position SSLOCSD for recycled water options 	<ul style="list-style-type: none"> Positions SSLOCSD to further pursue recycled water options Provides flexibility for either non-potable reuse or indirect potable reuse

Recommendations

Based on review of both the economic and non-economic considerations and the information currently available, it is recommended that the District proceed with the TF/SC alternative. The primary drivers for this recommendation include the lower capital and O&M costs for the TF/SC alternative, increased certainty of expedient implementation of the redundancy improvements, and the uncertainty of the cost-sharing structure and timing for the implementation of the RGSP.

The higher capital and annual O&M costs associated with the Full Scale MBR alternative may be above the ability of the District to secure funding in the near term. Additionally, if the District bears the cost of the Full Scale MBR, then issues or delays with implementation of the RGSP

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could leave the District at risk of carrying increased costs for longer than anticipated. Lastly, the timing related to the implementation of the RGSP and construction of the FAT facility raises two concerns: 1) delays in implementing the Redundancy Project associated with further development of the RGSP will increase the District's risk associated with possible process issues due to the lack of infrastructure redundancy; and, 2) the Coastal Development Permit, CDP, contains time constraints and associated deadlines and it is unclear if these deadlines could be met if the implementation approach were delayed or changed.

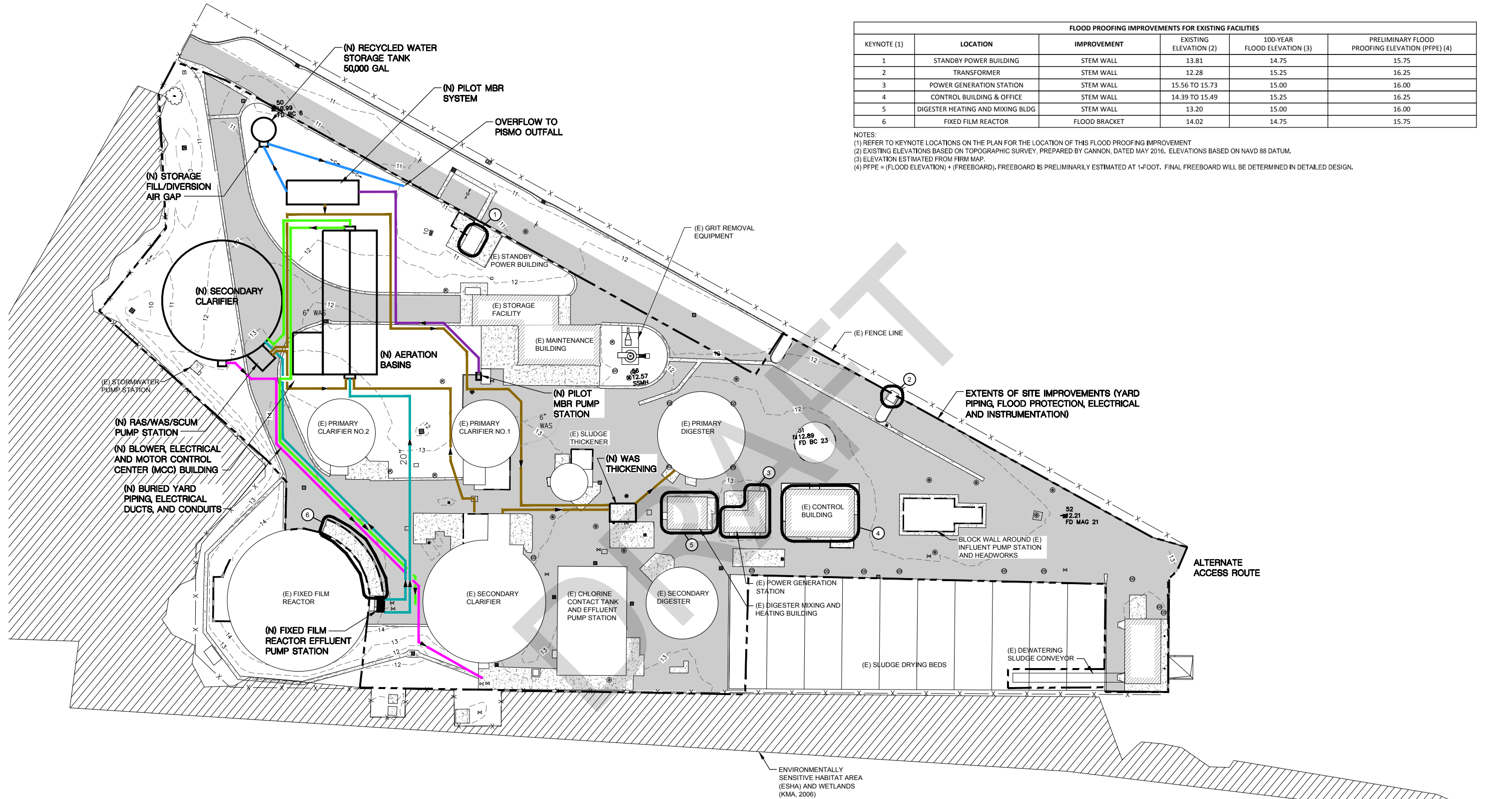
While the benefits of the Full Scale MBR alternative may be beneficial to the District and the RGSP in the long term, this has yet to be determined. Evolving discussions between the District and other RGSP stakeholders may address the concerns related to the implementation schedule, compliance risks, and additional costs associated with the Full Scale MBR Alternative and if this is the case then the recommendation should be revisited. At this time, however, the TF/SC alternative is recommended as it will allow the District to meet its immediate financial and regulatory goals and reduce risk associated with non-compliance with discharge regulations.

List of Appendices

- A.1 Conceptual Site Plan for Pilot MBR (50,000 gpd)
- A.2 OPCC for Pilot MBR (50,000 gpd)
- B.1 OPCC for TF/SC Alternative
- B.2 OPCC for Full Scale MBR Alternative

Appendix A.1 Conceptual Site Plan for Pilot MBR (50,000 gpd)

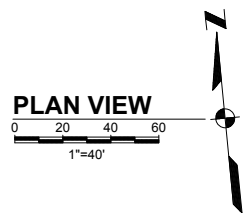
DRAFT



FLOOD PROOFING IMPROVEMENTS FOR EXISTING FACILITIES					
KEYNOTE (1)	LOCATION	IMPROVEMENT	EXISTING ELEVATION (2)	100-YEAR FLOOD ELEVATION (3)	PRELIMINARY FLOOD PROOFING ELEVATION (PFPE) (4)
1	STANDBY POWER BUILDING	STEM WALL	13.81	14.75	15.75
2	TRANSFORMER	STEM WALL	12.28	15.25	16.25
3	POWER GENERATION STATION	STEM WALL	15.56 TO 15.73	15.00	16.00
4	CONTROL BUILDING & OFFICE	STEM WALL	14.39 TO 15.49	15.25	16.25
5	DIGESTER HEATING AND MIXING BLDG	STEM WALL	13.20	15.00	16.00
6	FIXED FILM REACTOR	FLOOD BRACKET	14.02	14.75	15.75

NOTES:
 (1) REFER TO KEYNOTE LOCATIONS ON THE PLAN FOR THE LOCATION OF THIS FLOOD PROOFING IMPROVEMENT
 (2) EXISTING ELEVATIONS BASED ON TOPOGRAPHIC SURVEY, PREPARED BY CANNON, DATED MAY 2016. ELEVATIONS BASED ON NAVD 88 DATUM.
 (3) ELEVATION ESTIMATED FROM FIRM MAP.
 (4) PFPE = (FLOOD ELEVATION) + (FREEBOARD). FREEBOARD IS PRELIMINARILY ESTIMATED AT 1-FOOT. FINAL FREEBOARD WILL BE DETERMINED IN DETAILED DESIGN.

- LEGEND**
- - - - - GROUND SURFACE CONTOUR LINE
 - x - x - FENCE LINE
 - (E) EXISTING FACILITIES
 - (N) NEW FACILITIES PROPOSED
 - PAVED AREAS
 - ENVIRONMENTALLY SENSITIVE HABITAT AREA AND WETLANDS (KMA, 2016)
 - SOLIDS PIPING (RAS/WAS)
 - SECONDARY EFFLUENT PIPING
 - MIXED LIQUOR PIPING
 - PRIMARY EFFLUENT/ FFR EFFLUENT PIPING
 - RECYCLED WATER PIPING
 - PILOT MBR INFLUENT PIPING



Kennedy/Jenks Consultants
 SO. SAN LUIS OBISPO CO. SANITATION DISTRICT
 SAN LUIS OBISPO COUNTY, CALIFORNIA
SITE PLAN - PILOT MBR
 K/J 1668009*00
 SEPTEMBER 2017
 Attachment - TM#7
APPENDIX A-1

Appendix A.2 OPCC for Pilot MBR (50,000 gpd)

DRAFT

OPINION OF PROBABLE CONSTRUCTION COST (OPCC) - SUMMARY

KENNEDY/JENKS CONSULTANTS

Project: SSLOCS D REDUNDANCY PROJECT - PILOT MBR UPGRADE

Prepared By: JLH/RW

Building, Area: South San Luis Obispo County Sanitation District

Date Prepared: 19-Sep-17

K/J Proj. No.: 1668009*00

Estimate Type: Conceptual Preliminary (w/o plans) Design Development @ Construction Change Order % Complete

Current at ENR: 11,643
Escalated to ENR:
Months to Midpoint of Construct: 30

SUMMARY BY AREA

ITEM NO.	ITEM DESCRIPTION	MATERIALS	INSTALLATION	SUB-CONTRACTOR	TOTAL
1	FFR Effluent Pump Station	280,000	80,000		360,000
2a	New Activated Sludge Aeration Basins(125' x 36' x 16'SWD)	711,508	788,289		1,499,797
2b	Ground Improvements for Aeration Basins	271,250	182,250	162,500	616,000
3	Blowers & Diffusers for Aeration Basins	1,069,000	374,995		1,443,995
4	Blower/Electrical/MCC Building (20'x35'x12')	173,250	69,300		242,550
5	Upgrades to Original Secondary Clarifier	124,873	55,743		180,616
6a	New Secondary Clarifier (Dia 87' X SWD 12')	1,254,493	935,201		2,189,694
6b	Ground Improvements for New Secondary Clarifier	280,000	193,000	182,500	655,500
7	WAS Thickening	235,485	118,190	88,000	441,675
8	Instrumentation and Controls & Electrical Construction			1,144,499	1,144,499
9	Miscellaneous Construction (Site Improvements, Painting, Coating, etc.)			476,875	476,875
10	Pilot MBR (50,000 gallons per day)	1,036,584	124,439	248,327	1,409,349
	Subtotals	5,436,442	2,921,408	2,302,700	10,660,550
	Division 1 Costs @ 10%	543,644	292,141	230,270	1,066,055
	Subtotals	5,980,086	3,213,548	2,532,970	11,726,605
	Taxes - Materials @ 7.25%	433,556			433,556
	Subtotals	6,413,643	3,213,548	2,532,970	12,160,161
	Taxes - Labor @ 0%				
	Subtotals	6,413,643	3,213,548	2,532,970	12,160,161
	Contractor MU for Sub @ 12%			303,956	303,956
	Subtotals	6,413,643	3,213,548	2,836,927	12,464,118
	Contractor OH&P @ 15.0%	962,046	482,032	425,539	1,869,618
	Subtotals	7,375,689	3,695,581	3,262,466	14,333,735
	Estimate Contingency @ 25%				3,583,434
	Subtotals				17,917,169
	Escalate to Midpt of Const. @ 3%				1,374,174
	Estimated Bid Price (rounded to nearest \$10k)				19,291,000
	Engineering Design + Bid Support + Eng Service During Construction (12%)				2,314,920
	Construction Mgt (8% of Bid Price)				1,543,280
	Legal/Admin Costs (3% of Bid Price)				578,730
	Owner's Contingency (10% of Bid Price)				1,929,100
	County Permits, Inspections, Agency Review, Other fees (2% of Bid Price)				385,820
	Flood Mitigation Improvements				500,000
	Critical Pipe Repair				500,000
	Subtotal of Additional Project Costs				7,251,850
	Estimate of Funding Amount Required (rounded to nearest \$10k)				26,543,000

NOTES:

(1) In accordance with American Association of Cost Engineers (AACE), this OPCC has a range of accuracy of +50%/-30% consistent with an AACE Class 5 estimate.

Estimate Accuracy	
+50%	-30%

Estimated Range of Probable Cost - Bid Price		
+50%	Total Est.	-30%
\$28,936,500	\$19,291,000	\$13,503,700

OPINION OF PROBABLE CONSTRUCTION COST (Operations and Maintenance - Lower Range)

KENNEDY/JENKS CONSULTANTS

Project: SSLOCSD REDUNDANCY PROJECT - PILOT MBR UPGRADE

Prepared By: JLH/RW

Building, Area: South San Luis Obispo County Sanitation District

Date Prepared: 4-Oct-17

K/J Proj. No.: 1668009*00

Estimate Type: Conceptual
 Preliminary (w/o plans)
 Design Development @

Construction
 Change Order
% Complete

Current at ENR: 11,643
Escalated to ENR: _____
Months to Midpoint of Construct: 30

Spec. Section	Item No.	Description	Qty	Units	Materials/Consumables		Labor		Sub-contractor		Total
					\$/Unit	Total	\$/Unit	Total	\$/Unit	Total	
	1	FFR Eff Pump Station									
		FFR Eff Pump Station	1	Year	30,281	30,281					30,281
	2	New Activated Sludge Aeration Basins									
		High Efficiency-KA2 blowers -Power Cost	1	Year	87,549	87,549					87,549
		Cleaning/Maintenance	1	Year	1,000	1,000					1,000
	3	Blower/Electrical/MCC Building (20'x35'x12')									
		Building Power Consumption	1	Year	1,752	1,752					1,752
		Cleaning/Maintenance	1	Year	875	875					875
	4	Upgrades to Original Secondary Clarifier									
		(3) RAS Pumps (5 HP-2.5mgd) _ Power Costs	1	Year	5,837	5,837					5,837
		(2) WAS Pumps (130 gpm- 1HP max)_Power Costs	1	Year	104	104					104
	5	New Secondary Clarifier & Appurtenances									
		Clarifier Drive/Rake Mechanism (1HP Motor)	1	Year	584	584					584
		(3) RAS Pumps (5 HP-2.5mgd) _ Power Costs	1	Year	5,837	5,837					5,837
		(2) WAS Pumps (130 gpm- 1HP max)_Power Costs	1	Year	104	104					104
	6	WAS Thickening									
		Rotary Drum Thickener_Power Costs	1	Year	1,023	1,023					1,023
		Thickening Sludge Pump(s)_Power Costs	1	Year	2,922	2,922					2,922
		Polymer - Consumable Costs	1	Year	16,500	16,500					16,500
		Cleaning/Maintenance	1	Year	500	500					500
	7	Instrumentation and Controls & Electrical Repairs	1	Year	3,000	3,000			2,500	2,500	5,500
	8	Miscellaneous Construction -Repairs	1	Year	6,000	6,000					6,000
	9	Maintenance - Repairs (Annual Rate @2% Equipment Cost)	1	Year	30,443	30,443					30,443
	10	Additional Plant Employee (full-time)	2,080	hr			36	74,880			74,880
	11	Pilot Packaged MBR System (50,000 gpd)									
		MBR pump_Power Costs	1	Year	584	584					584
		MBR System including UV Disinfection_Power Costs	1	Year	12,094	12,094					12,094
		Consumables for Clean in Place (CIP) system	1	Year	634	634					634
		Cleaning/Maintenance	1	Year	500	500					500
Subtotals						208,123		74,880		2,500	285,503

NOTES:

(1) In accordance with American Association of Cost Engineers (AACE), this OPCC has a range of accuracy of +50%/-30% consistent with an AACE Class 5 estimate.

O&M Estimate Accuracy	
+50%	-30%

Estimated Range of Probable O&M Cost		
+50%	Total Est.	-30%
\$428,255	\$285,503	\$199,852

OPINION OF PROBABLE CONSTRUCTION COST (Operations and Maintenance - Higher Range)

KENNEDY/JENKS CONSULTANTS

Project: SSLOCSD REDUNDANCY PROJECT - PILOT MBR UPGRADE

Prepared By: JLH/RW

Building, Area: South San Luis Obispo County Sanitation District

Date Prepared: 4-Oct-17

K/J Proj. No.: 1668009*00

Estimate Type: Conceptual
 Preliminary (w/o plans)
 Design Development @

Construction
 Change Order
% Complete

Current at ENR: 11,643
Escalated to ENR: _____
Months to Midpoint of Construct: 30

Spec. Section	Item No.	Description	Qty	Units	Materials/Consumables		Labor		Sub-contractor		Total
					\$/Unit	Total	\$/Unit	Total	\$/Unit	Total	
	1	FFR Eff Pump Station									
		FFR Eff Pump Station	1	Year	63,058	63,058					63,058
	2	New Activated Sludge Aeration Basins									
		High Efficiency-KA2 blowers -Power Cost	1	Year	182,313	182,313					182,313
		Cleaning/Maintenance	1	Year	1,000	1,000					1,000
	3	Blower/Electrical/MCC Building (20'x35'x12')									
		Building Power Consumption	1	Year	1,752	1,752					1,752
		Cleaning/Maintenance	1	Year	875	875					875
	4	Upgrades to Original Secondary Clarifier									
		(3) RAS Pumps (5 HP-2.5mgd) _ Power Costs	1	Year	12,154	12,154					12,154
		(2) WAS Pumps (130 gpm- 1HP max)_Power Costs	1	Year	216	216					216
	5	New Secondary Clarifier & Appurtenances									
		Clarifier Drive/Rake Mechanism (1HP Motor)	1	Year	1,217	1,217					1,217
		(3) RAS Pumps (5 HP-2.5mgd) _ Power Costs	1	Year	12,154	12,154					12,154
		(2) WAS Pumps (130 gpm- 1HP max)_Power Costs	1	Year	216	216					216
	6	WAS Thickening									
		Rotary Drum Thickener_Power Costs	1	Year	2,131	2,131					2,131
		Thickening Sludge Pump(s)_Power Costs	1	Year	6,085	6,085					6,085
		Polymer - Consumable Costs	1	Year	16,500	16,500					16,500
		Cleaning/Maintenance	1	Year	500	500					500
	7	Instrumentation and Controls & Electrical Repairs	1	Year	3,000	3,000			2,500	2,500	5,500
	8	Miscellaneous Construction -Repairs	1	Year	6,000	6,000					6,000
	9	Maintenance - Repairs (Annual Rate @2% Equipment Cost)	1	Year	30,443	30,443					30,443
	10	Additional Plant Employee (full-time)	2,080	hr			36	74,880			74,880
	11	Pilot Packaged MBR System (50,000 gpd)									
		MBR pump_Power Costs	1	Year	1,217	1,217					1,217
		MBR System including UV Disinfection_Power Costs	1	Year	25,185	25,185					25,185
		Consumables for Clean in Place (CIP) system	1	Year	634	634					634
		Cleaning/Maintenance	1	Year	500	500					500
Subtotals						367,150		74,880		2,500	444,530

NOTES:

(1) In accordance with American Association of Cost Engineers (AACE), this OPCC has a range of accuracy of +50%/-30% consistent with an AACE Class 5 estimate.

O&M Estimate Accuracy	
+50%	-30%

Estimated Range of Probable O&M Cost		
+50%	Total Est.	-30%
\$666,796	\$444,530	\$311,171

Appendix B.1 OPCC for TF/SC Alternative

DRAFT

OPINION OF PROBABLE CONSTRUCTION COST (OPCC) - SUMMARY

KENNEDY/JENKS CONSULTANTS

Project: SSLOCS REDUNDANCY PROJECT - TF/SC UPGRADE

Prepared By: JLH/RW

Building, Area: South San Luis Obispo County Sanitation District

Date Prepared: 19-Sep-17

K/J Proj. No.: 1668009*00

Estimate Type: Conceptual Preliminary (w/o plans) Design Development @ Construction Change Order % Complete

Current at ENR: 11,643
Escalated to ENR:
Months to Midpoint of Construct: 30

SUMMARY BY AREA

ITEM NO.	ITEM DESCRIPTION	MATERIALS	INSTALLATION	SUB-CONTRACTOR	TOTAL
1	FFR Effluent Pump Station	280,000	80,000		360,000
2a	New Activated Sludge Aeration Basins(125' x 36' x 16'SWD)	711,508	788,289		1,499,797
2b	Ground Improvements for Aeration Basins	271,250	182,250	162,500	616,000
3	Blowers & Diffusers for Aeration Basins	1,069,000	374,995		1,443,995
4	Blower/Electrical/MCC Building (20'x35'x12')	173,250	69,300		242,550
5	Upgrades to Original Secondary Clarifier	124,873	55,743		180,616
6a	New Secondary Clarifier (Dia 87' X SWD 12')	1,254,493	935,201		2,189,694
6b	Ground Improvements for New Secondary Clarifier	280,000	193,000	182,500	655,500
7	WAS Thickening	235,485	118,190	88,000	441,675
8	Instrumentation and Controls & Electrical Construction			1,144,499	1,144,499
9	Miscellaneous Construction (Site Improvements, Painting, Coating, etc.)			476,875	476,875
	Subtotals	4,399,858	2,796,969	2,054,373	9,251,201
	Division 1 Costs @ 10%	439,986	279,697	205,437	925,120
	Subtotals	4,839,844	3,076,666	2,259,811	10,176,321
	Taxes - Materials @ 7.25%	350,889			350,889
	Subtotals	5,190,733	3,076,666	2,259,811	10,527,209
	Taxes - Labor @ 0%				
	Subtotals	5,190,733	3,076,666	2,259,811	10,527,209
	Contractor MU for Sub @ 12%			271,177	271,177
	Subtotals	5,190,733	3,076,666	2,530,988	10,798,387
	Contractor OH&P @ 15.0%	778,610	461,500	379,648	1,619,758
	Subtotals	5,969,343	3,538,166	2,910,636	12,418,145
	Estimate Contingency @ 25%				3,104,536
	Subtotals				15,522,681
	Escalate to Midpt of Const. @ 3%				1,190,526
	Estimated Bid Price (rounded to nearest \$10k)				16,713,000
	Engineering Design + Bid Support + Eng Service During Construction (12%)				2,005,560
	Construction Mgt (8% of Bid Price)				1,337,040
	Legal/Admin Costs (3% of Bid Price)				501,390
	Owner's Contingency (10% of Bid Price)				1,671,300
	County Permits, Inspections, Agency Review, Other fees (2% of Bid Price)				334,260
	Flood Mitigation Improvements				500,000
	Critical Pipe Repair				500,000
	Subtotal of Additional Project Costs				6,349,550
	Estimate of Funding Amount Required (rounded to nearest \$10k)				23,063,000

NOTES:

(1) In accordance with American Association of Cost Engineers (AACE), this OPCC has a range of accuracy of +50%/-30% consistent with an AACE Class 5 estimate.

Estimate Accuracy	
+50%	-30%

Estimated Range of Probable Cost - Bid Price		
+50%	Total Est.	-30%
\$25,069,500	\$16,713,000	\$11,699,100

OPINION OF PROBABLE CONSTRUCTION COST (OPCC) - DETAILED BY AREA

KENNEDY/JENKS CONSULTANTS

Project: SSLOCSD REDUNDANCY PROJECT - TF/SC UPGRADE

Prepared By: JLH/RW

Building, Area: South San Luis Obispo County Sanitation District

Date Prepared: 19-Sep-17

K/J Proj. No. 1668009*00

Estimate Type: Conceptual
 Preliminary (w/o plans)
 Design Development @

Construction
 Change Order
% Complete

Current at ENR 11,643
Escalated to ENR
Months to Midpoint of Construct 30

Spec. Section	Item No.	Description	Qty	Units	Materials		Installation		Sub-contractor		Total
					\$/Unit	Total	\$/Unit	Total	\$/Unit	Total	
	1	FFR Effluent Pump Station									
		FFR Effluent Pump Station	1	LS	280,000	280,000	80,000	80,000			360,000
	2a	New Activated Sludge Aeration Basins(125' x 36' x 16'SWD)									
		Earthwork (Excavation)	7800	BCY			17	130,260			130,260
		Earthwork - Backfill (Structural Material) & Compaction	4100	LCY	25	102,500	7	29,741			132,241
		Earthwork- Dewatering	45	Day			960	43,189			43,189
		Reinforced Concrete-Foundation Mat	500	CY	300	150,000	300	150,000			300,000
		Reinforced Concrete-Walls	500	CY	450	225,000	450	225,000			450,000
		Allowance for Sluice & Slide Gates	1	LS	45,000	45,000	15,000	15,000			60,000
		Railings	736	LF	75	55,200	50	36,800			92,000
		Gratings/ Walkways	1040	SF	55	57,200	15	15,600			72,800
		Yard piping associated w/ Aeration Basins:									
		Influent Yard pipe (24" HDPE from FFR)	350	LF	43	15,118	103	36,173			51,291
		Influent RAS Yard pipe (24" HDPE from Existing Secondary Clarifier)	270	LF	43	11,663	103	27,905			39,567
		Effluent Yard Pipe (30" HDPE to New Secondary Clarifier)	80	LF	122	9,778	115	9,232			19,010
		Effluent Yard Pipe (30" HDPE to Valves/Ex Secondary Clarifier)	290	LF	122	35,443	115	33,466			68,909
		Demo and reinstall AC over Trenching for 24" Piping	276	SY	10	2,756	78	21,493			24,249
		Demo and reinstall AC over Trenching for 30" Piping	185	SY	10	1,850	78	14,430			16,280
	2b	Ground Improvements for Aeration Basins									
		Ground Improvements - Stone Columns	6500	SF					25	162,500	162,500
		Ground Improvements - Sheet Piling	8900	VSF	25	222,500	15	133,500			356,000
		Ground Improvements - Slurry/concrete mat at 1 ft depth	390	CY	125	48,750	125	48,750			97,500
	3	Blowers & Diffusers for Aeration Basins									
		High efficiency blowers - 3 skids with KA2 blowers	3	EA	256,333	769,000	75,000	225,000			994,000
		Blower control package	1	LS	150,000	150,000	75,000	75,000			225,000
		Diffusers - Air Piping, valves, and fittings installation included	1	LS	150,000	150,000	74,995	74,995			224,995
	4	Blower/Electrical/MCC Building (20'x35'x12')									
		Storage/Warehouse Building CMU including pad, HVAC, etc. (Unit Costs)	700	SF	248	173,250	99	69,300			242,550
	5	Upgrades to Original Secondary Clarifier									
		(3) RAS Pumps (5 HP-2.5mgd)	3.00	EA	28,000	84,000	10,000	30,000			114,000
		(2) WAS Pumps (130 gpm)	2.00	EA	20,000	40,000	10,000	20,000			60,000
		Upgrade/extend WAS Yard Pipe (6"HDPE from Existing SC to WAS Thickening) inc trenching /bedding	90.00	LF	5	423	25	2,233			2,656
		Demo and reinstall AC over Trenching for 6" Piping	45	SY	10	450	78	3,510			3,960
	6a	New Secondary Clarifier (Dia 87' X SWD 12')									
		Earthwork - Excavation	8,000	BCY			17	133,600			133,600
		Earthwork - Backfill (Structural Material) & Compaction	5,400	LCY	25	135,000	7	39,172			174,172
		Earthwork- Dewatering	45	Day			950	42,737			42,737
		Reinforced Concrete-Foundation Mat	600	CY	300	180,000	300	180,000			360,000
		Reinforced Concrete-Walls	300	CY	450	135,000	450	135,000			270,000
		Clarifier Mechanism (including weirs & baffles)	87	DIA-FT	2,199	191,300	500	43,500			234,800
		(3) RAS Pumps (5 HP-2.5mgd)	3.00	EA	28,000	84,000	10,000	30,000			114,000
		(2) WAS Pumps (130 gpm)	2.00	EA	20,000	40,000	10,000	20,000			60,000
		Piping, valves, fittings, and Appurtenaces (for dry-pit also)	1.00	LS	350,000	350,000	120,000	120,000			470,000
		Yard Piping associated w/ SC:									
		Influent Yard Pipe (30" HDPE from valves/Primary Clarifier #2) inc trenching/ Bedding	270	LF	122	32,999	115	31,158			64,157

OPINION OF PROBABLE CONSTRUCTION COST (Operations and Maintenance - Lower Range)

KENNEDY/JENKS CONSULTANTS

Project: SSLOCSD REDUNDANCY PROJECT - TF/SC UPGRADE

Prepared By: JLH/RW

Building, Area: South San Luis Obispo County Sanitation District

Date Prepared: 4-Oct-17

K/J Proj. No. 1668009*00

Estimate Type: Conceptual
 Preliminary (w/o plans)
 Design Development @

Construction
 Change Order
 % Complete

Current at ENR 11,643
 Escalated to ENR _____
 Months to Midpoint of Construct 30

Spec. Section	Item No.	Description	Qty	Units	Materials/Consumables \$/Unit	Total	Labor \$/Unit	Total	Sub-contractor \$/Unit	Total	Total
	1	FFR Eff Pump Station									
		FFR Eff Pump Station	1	Year	30,281	30,281					30,281
	2	New Activated Sludge Aeration Basins									
		High Efficiency-KA2 blowers -Power Cost	1	Year	87,549	87,549					87,549
		Cleaning/Maintenance	1	Year	1,000	1,000					1,000
	3	Blower/Electrical/MCC Building (20'x35'x12')									
		Building Power Consumption	1	Year	1,752	1,752					1,752
		Cleaning/Maintenance	1	Year	875	875					875
	4	Upgrades to Original Secondary Clarifier									
		(3) RAS Pumps (5 HP-2.5mgd) _ Power Costs	1	Year	5,837	5,837					5,837
		(2) WAS Pumps (130 gpm- 1HP max)_Power Costs	1	Year	104	104					104
	5	New Secondary Clarifier & Appurtenances									
		Clarifier Drive/Rake Mechanism (1HP Motor)	1	Year	584	584					584
		(3) RAS Pumps (5 HP-2.5mgd) _ Power Costs	1	Year	5,837	5,837					5,837
		(2) WAS Pumps (130 gpm- 1HP max)_Power Costs	1	Year	104	104					104
	6	WAS Thickening									
		Rotary Drum Thickener_Power Costs	1	Year	1,023	1,023					1,023
		Thickening Sludge Pump(s)_Power Costs	1	Year	2,922	2,922					2,922
		Polymer - Consumable Costs	1	Year	16,500	16,500					16,500
		Cleaning/Maintenance	1	Year	500	500					500
	7	Instrumentation and Controls & Electrical Repairs	1	Year	1,000	1,000			2,500	2,500	3,500
	8	Miscellaneous Construction -Repairs	1	Year	5,000	5,000					5,000
	9	Maintenance - Repairs (Annual Rate @2% Equipment Cost)	1	Year	30,043	30,043					30,043
	10	Additional Plant Employee (full-time)	2,080	hr			36	74,880			74,880
Subtotals						190,911		74,880		2,500	268,291

NOTES:

(1) In accordance with American Association of Cost Engineers (AACE), this OPCC has a range of accuracy of +50%/-30% consistent with an AACE Class 5 estimate.

O&M Estimate Accuracy	
+50%	-30%

Estimated Range of Probable O&M Cost		
+50%	Total Est.	-30%
\$402,436	\$268,291	\$187,804

OPINION OF PROBABLE CONSTRUCTION COST (Operations and Maintenance - Higher Range)

KENNEDY/JENKS CONSULTANTS

Project: SSLOCS D REDUNDANCY PROJECT - TF/SC UPGRADE

Prepared By: JLH/RW

Building, Area: South San Luis Obispo County Sanitation District

Date Prepared: 4-Oct-17

K/J Proj. No. 1668009*00

Estimate Type: Conceptual
 Preliminary (w/o plans)
 Design Development @

Construction
 Change Order
 % Complete

Current at ENR 11,643
 Escalated to ENR _____
 Months to Midpoint of Construct 30

Spec. Section	Item No.	Description	Qty	Units	Materials/Consumables		Labor		Sub-contractor		Total
					\$/Unit	Total	\$/Unit	Total	\$/Unit	Total	
	1	FFR Eff Pump Station									
		FFR Eff Pump Station	1	Year	63,058	63,058					63,058
	2	New Activated Sludge Aeration Basins									
		High Efficiency-KA2 blowers -Power Cost	1	Year	182,313	182,313					182,313
		Cleaning/Maintenance	1	Year	1,000	1,000					1,000
	3	Blower/Electrical/MCC Building (20'x35'x12')									
		Building Power Consumption	1	Year	1,752	1,752					1,752
		Cleaning/Maintenance	1	Year	875	875					875
	4	Upgrades to Original Secondary Clarifier									
		(3) RAS Pumps (5 HP-2.5mgd) _ Power Costs	1	Year	12,154	12,154					12,154
		(2) WAS Pumps (130 gpm- 1HP max)_Power Costs	1	Year	216	216					216
	5	New Secondary Clarifier & Appurtenances									
		Clarifier Drive/Rake Mechanism (1HP Motor)	1	Year	1,217	1,217					1,217
		(3) RAS Pumps (5 HP-2.5mgd) _ Power Costs	1	Year	12,154	12,154					12,154
		(2) WAS Pumps (130 gpm- 1HP max)_Power Costs	1	Year	216	216					216
	6	WAS Thickening									
		Rotary Drum Thickener_Power Costs	1	Year	2,131	2,131					2,131
		Thickening Sludge Pump(s)_Power Costs	1	Year	6,085	6,085					6,085
		Polymer - Consumable Costs	1	Year	16,500	16,500					16,500
		Cleaning/Maintenance	1	Year	500	500					500
	7	Instrumentation and Controls & Electrical Repairs	1	Year	1,000	1,000			2,500	2,500	3,500
	8	Miscellaneous Construction -Repairs	1	Year	5,000	5,000					5,000
	9	Maintenance - Repairs (Annual Rate @2% Equipment Cost)	1	Year	30,043	30,043					30,043
	10	Additional Plant Employee (full-time)	2,080	hr			36	74,880			74,880
		Subtotals				336,214		74,880	2,500		413,594

NOTES:

(1) In accordance with American Association of Cost Engineers (AACE), this OPCC has a range of accuracy of +50%/-30% consistent with an AACE Class 5 estimate.

O&M Estimate Accuracy	
+50%	-30%

Estimated Range of Probable O&M Cost		
+50%	Total Est.	-30%
\$620,391	\$413,594	\$289,516

Appendix B.2 OPCC for Full Scale MBR Alternative

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OPINION OF PROBABLE CONSTRUCTION COST (OPCC) - SUMMARY

KENNEDY/JENKS CONSULTANTS

Project: SSLOCS D REDUNDANCY PROJECT - FULL SCALE MBR UPGRADE

Prepared By: JLH/RW

Building, Area: South San Luis Obispo County Sanitation District

Date Prepared: 19-Sep-17

K/J Proj. No.: 1668009*00

Estimate Type: Conceptual Preliminary (w/o plans) Design Development @ Construction Change Order % Complete

Current at ENR: 11,643
Escalated to ENR: _____
Months to Midpoint of Construct: 30

SUMMARY BY AREA

ITEM NO.	ITEM DESCRIPTION	MATERIALS	INSTALLATION	SUB-CONTRACTOR	TOTAL
1	MBR Pump Station	280,000	80,000		360,000
2a	MBR System	7,295,581	3,692,711	50,000	11,038,292
2b	Ground Improvements	295,000	207,000	347,500	849,500
3	WAS Thickening	235,485	118,190	88,000	441,675
4	Instrumentation and Controls & Electrical Construction			2,131,194	2,131,194
5	Miscellaneous Construction (Site Improvements, Painting, Coating, etc.)			887,998	887,998
	Subtotals	8,106,066	4,097,902	3,504,692	15,708,659
	Division 1 Costs @ 10%	810,607	409,790	350,469	1,570,866
	Subtotals	8,916,672	4,507,692	3,855,161	17,279,525
	Taxes - Materials @ 7.25%	646,459			646,459
	Subtotals	9,563,131	4,507,692	3,855,161	17,925,984
	Taxes - Labor @ 0%				
	Subtotals	9,563,131	4,507,692	3,855,161	17,925,984
	Contractor MU for Sub @ 12%			462,619	462,619
	Subtotals	9,563,131	4,507,692	4,317,780	18,388,603
	Contractor OH&P @ 15.0%	1,434,470	676,154	647,667	2,758,290
	Subtotals	10,997,601	5,183,846	4,965,447	21,146,894
	Estimate Contingency @ 25%				5,286,723
	Subtotals				26,433,617
	Escalate to Midpt of Const. @ 3%				2,027,350
	Estimated Bid Price (rounded to nearest \$10k)				28,460,000
	Engineering Design + Bid Support + Eng Service During Construction (12%)				3,415,200
	Construction Mgt (8% of Bid Price)				2,276,800
	Legal/Admin Costs (3% of Bid Price)				853,800
	Owner's Contingency (10% of Bid Price)				2,846,000
	County Permits, Inspections, Agency Review, Other fees (2% of Bid Price)				569,200
	Flood Mitigation Improvements				500,000
	Critical Pipe Repair				500,000
	Subtotal of Additional Project Costs				10,461,000
	Estimate of Funding Amount Required (rounded to nearest \$10k)				38,920,000

NOTES:

(1) In accordance with American Association of Cost Engineers (AACE), this OPCC has a range of accuracy of +50%/-30% consistent with an AACE Class 5 estimate.

Estimate Accuracy	
+50%	-30%

Estimated Range of Probable Cost - Bid Price		
+50%	Total Est.	-30%
\$42,690,000	\$28,460,000	\$19,922,000

OPINION OF PROBABLE CONSTRUCTION COST (OPCC) - DETAILED BY AREA

Project: SSLOCS REDUNDANCY PROJECT - FULL SCALE MBR UPGRADE

Building, Area: South San Luis Obispo County Sanitation District

Estimate Type: Conceptual
 Preliminary (w/o plans)
 Design Development @

Construction
 Change Order
 % Complete

KENNEDY/JENKS CONSULTANTS

Prepared By: JLH/RW

Date Prepared: 19-Sep-17

K/J Proj. No. 1668009*00

Current at ENR 11,643

Escalated to ENR

Months to Midpoint of Construct 30

Spec. Section	Item No.	Description	Qty	Units	Materials		Installation		Sub-contractor		Total
					\$/Unit	Total	\$/Unit	Total	\$/Unit	Total	
	1	MBR Pump Station									
		Structure and pumps	1	LS	280,000	280,000	80,000	80,000			360,000
	2a	MBR System									
		Aeration basins (21'SWD)- partially below grade (Exterior Dimension~125'x68'x23')									
		Earthwork (Excavation)	10,100	BCY			17	168,670			168,670
		Earthwork - Backfill (Structural Material) & Compaction	5,200	LCY	25	130,000	7	37,721			167,721
		Earthwork- Dewatering	45	DAY			960	43,189			43,189
		Reinforced Concrete-Foundation Mat	690	CY	300	207,000	300	207,000			414,000
		Reinforced Concrete-Walls	920	CY	450	414,000	450	414,000			828,000
		Diffusers - Air Piping, valves, and fittings installation included	1	LS	225,000	225,000	112,493	112,493			337,493
		Allowance for Sluice & Slide Gates	18	EA	2,000	36,000	1,000	18,000			54,000
		Railings	886	LF	75	66,450	50	44,300			110,750
		Gratings/ Walkways	1,250	SF	60	75,000	25	31,250			106,250
		Stairs (~10' above grade)	20	VLF	75	1,500	75	1,500			3,000
		MBR basins (10' SWD)- above grade (Exterior Dimensions ~41'x52'x12')									
		Earthwork (Excavation)	670	BCY			17	11,189			11,189
		Earthwork - Backfill (Structural Material) & Compaction	260	LCY	25	6,500	7	1,886			8,386
		Reinforced Concrete-Foundation Mat	190	CY	300	57,000	300	57,000			114,000
		Reinforced Concrete-Walls	220	CY	450	99,000	450	99,000			198,000
		RAS piping	200	LF	5	940	25	4,962			5,902
		Railings	186	LF	75	13,950	50	9,300			23,250
		Gratings/ Walkways	1,950	SF	60	117,000	25	48,750			165,750
		Stairs (~10' above grade)	20	VLF	75	1,500	75	1,500			3,000
		Splitter boxes (10' SWD)- above grade (Exterior Dimensions ~21'x52'x12')									
		Earthwork (Excavation)	370	BCY			17	6,179			6,179
		Earthwork - Backfill (Structural Material) & Compaction	260	LCY	25	6,500	7	1,886			8,386
		Reinforced Concrete-Foundation Mat	110	CY	300	33,000	300	33,000			66,000
		Reinforced Concrete-Walls	120	CY	450	54,000	450	54,000			108,000
		Permeate piping	172	LF	5	808	25	4,267			5,076
		Bridge crane & support Steel	1	EA	50,000	50,000	25,000	25,000			75,000
		Fine Screen Area									
		Structure (~34'x45') - concrete	1	LS	268,000	268,000	303,000	303,000	50,000	50,000	621,000
		Fine screens - included in "MBR Equipment Package" lump sum	0	N/A							
		MBR Equipment/Building Area									
		Structure (L shape; ~2200 SF) - CMU w/standing seam metal roof	2,200	SF	150	330,000	150	330,000			660,000
		MBR Equipment									
		MBR Equipment Package (Fine Screens, RAS, WAS, Membranes, Permeate, CIP, Blowers)	1	LS	5,000,000	5,000,000	1,500,000	1,500,000			6,500,000
		Yard piping associated with MBR System:									
		Effluent Yard Pipe (30" HDPE from PC1 to Pump Station) inc. trenching/bedding	40	LF	122	4,889	115	4,616			9,505
		Effluent Yard Pipe (30" HDPE from PC2 to PS) inc. trenching/bedding	140	LF	122	17,111	115	16,156			33,267
		Effluent Yard Pipe (30" HDPE from PS to MBR Fine Screens) inc. trenching/bedding	300	LF	122	36,666	115	34,620			71,286
		WAS Yard Pipe (6" from Aeration Basins to WAS Thickening) inc. trenching/bedding	420	LF	5	1,974	25	10,420			12,394
		Permeate Yard Pipe (30" HDPE from MBR Basins to Cnx for CCT) inc. trench/bedding	320	LF	122	39,110	115	36,928			76,038
		Demo and reinstall AC over Trenching for 30" Piping	133	SY	10	1,333	78	10,400			11,733
		Demo and reinstall AC over Trenching for 6" Piping	135	SY	10	1,350	78	10,530			11,880
	2b	Ground Improvements									
		Ground Improvements - Stone Columns	13,900	SF					25	347,500	347,500
		Ground Improvements - Sheet Piling (only for Aeration Basins)	8,800	VSF	25	220,000	15	132,000			352,000

Spec. Section	Item No.	Description	Qty	Units	Materials		Installation		Sub-contractor		Total
					\$/Unit	Total	\$/Unit	Total	\$/Unit	Total	
		Ground Improvements - Slurry/concrete mat at 1 ft depth (only for Aeration Basins)	600	CY	125	75,000	125	75,000			150,000
	3	WAS Thickening									
		Rotary Drum (including flocc tank)	2	EA	62,500	125,000	25,000	50,000			175,000
		Thickening Sludge Pump(s)	2	EA	30,000	60,000	15,000	30,000			90,000
		Poly Blend Systems	2	EA	25,000	50,000	10,000	20,000			70,000
		Thickening Sludge Yard Pipe (6"HDPE from Thickener to PD) inc trenching/ bedding	50	LF	5	235	25	1,240			1,475
		Demo and reinstall AC over Trenching for 6" Piping	25	SY	10	250	78	1,950			2,200
		Platform Extension	1	LS					88,000	88,000	88,000
		Setting newequipment	1	LS			15,000	15,000			15,000
	4	Instrumentation and Controls & Electrical Construction	18	%					2,131,194	2,131,194	2,131,194
	5	Miscellaneous Construction (Site Improvements, Painting, Coating, etc.)	7.5	%					887,998	887,998	887,998
Subtotals						8,106,066		4,097,902		3,504,692	15,708,659

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OPINION OF PROBABLE CONSTRUCTION COST (Operations and Maintenance - Lower Range)

KENNEDY/JENKS CONSULTANTS

Project: SSLOCSD REDUNDANCY PROJECT - FULL SCALE MBR UPGRADE

Prepared By: JLH/RW

Building, Area: South San Luis Obispo County Sanitation District

Date Prepared: 4-Oct-17

K/J Proj. No. 1668009*00

Estimate Type: Conceptual
 Preliminary (w/o plans)
 Design Development @

Construction
 Change Order
% Complete

Current at ENR 11,643
Escalated to ENR _____
Months to Midpoint of Construct 30

Spec. Section	Item No.	Description	Qty	Units	Materials/Consumables		Labor		Sub-contractor		Total
					\$/Unit	Total	\$/Unit	Total	\$/Unit	Total	
	1	MBR Pump Station									
		Pump Station	1	Year	30,281	30,281					30,281
	2	MBR System									
		Full MBR System -Power Costs (includes pumps and blowers)	1	Year	296,865	296,865					296,865
		Consumables for CIP system	1	Year	60,386	60,386					60,386
		Cleaning/Maintenance	1	Year	1,500	1,500					1,500
	3	Equipment/Building Area (~2,900 sf)									
		Building Power Consumption	1	Year	7,256	7,256					7,256
		Cleaning/Maintenance	1	Year	3,625	3,625					3,625
	4	WAS Thickening									
		Rotary Drum Thickener_Power Costs	1	Year	1,023	1,023					1,023
		Thickening Sludge Pump(s)_Power Costs	1	Year	2,922	2,922					2,922
		Polymer - Consumable Costs	1	Year	16,500	16,500					16,500
		Cleaning/Maintenance	1	Year	500	500					500
	5	Instrumentation and Controls & Electrical Repairs	1	Year	1,860	1,860			4,650	4,650	6,510
	6	Miscellaneous Construction -Repairs	1	Year	9,300	9,300					9,300
	7	Maintenance - Repairs (Annual Rate @2% Equipment Cost)	1	Year	112,200	112,200					112,200
	8	Additional Plant Employee (full-time)	2,080	hr			36	74,880			74,880
Subtotals						544,219		74,880		4,650	623,749

NOTES:

(1) In accordance with American Association of Cost Engineers (AACE), this OPCC has a range of accuracy of +50%/-30% consistent with an AACE Class 5 estimate.

O&M Estimate Accuracy	
+50%	-30%

Estimated Range of Probable O&M Cost		
+50%	Total Est.	-30%
\$935,624	\$623,749	\$436,625

OPINION OF PROBABLE CONSTRUCTION COST (Operations and Maintenance - Higher Range)

KENNEDY/JENKS CONSULTANTS

Project: SSLOCSD REDUNDANCY PROJECT - FULL SCALE MBR UPGRADE

Prepared By: JLH/RW

Building, Area: South San Luis Obispo County Sanitation District

Date Prepared: 4-Oct-17

K/J Proj. No. 1668009*00

Estimate Type: Conceptual
 Preliminary (w/o plans)
 Design Development @

Construction
 Change Order
 % Complete

Current at ENR 11,643
 Escalated to ENR _____
 Months to Midpoint of Construct 30

Spec. Section	Item No.	Description	Qty	Units	Materials/Consumables \$/Unit	Materials/Consumables Total	Labor \$/Unit	Labor Total	Sub-contractor \$/Unit	Sub-contractor Total	Total
	1	MBR Pump Station									
		Pump Station	1	Year	63,058	63,058					63,058
	2	MBR System									
		Full MBR System -Power Costs (includes pumps and blowers)	1	Year	618,194	618,194					618,194
		Consumables for CIP system	1	Year	60,386	60,386					60,386
		Cleaning/Maintenance	1	Year	1,500	1,500					1,500
	3	Equipment/Building Area (~2,900 sf)									
		Building Power Consumption	1	Year	7,256	7,256					7,256
		Cleaning/Maintenance	1	Year	3,625	3,625					3,625
	4	WAS Thickening									
		Rotary Drum Thickener_Power Costs	1	Year	2,131	2,131					2,131
		Thickening Sludge Pump(s)_Power Costs	1	Year	6,085	6,085					6,085
		Polymer - Consumable Costs	1	Year	16,500	16,500					16,500
		Cleaning/Maintenance	1	Year	500	500					500
	5	Instrumentation and Controls & Electrical Repairs	1	Year	1,860	1,860			4,650	4,650	6,510
	6	Miscellaneous Construction -Repairs	1	Year	9,300	9,300					9,300
	7	Maintenance - Repairs (Annual Rate @2% Equipment Cost)	1	Year	112,200	112,200					112,200
	8	Additional Plant Employee (full-time)	2,080	hr			36	74,880			74,880
Subtotals						902,595		74,880		4,650	982,125

NOTES:

(1) In accordance with American Association of Cost Engineers (AACE), this OPCC has a range of accuracy of +50%/-30% consistent with an AACE Class 5 estimate.

O&M Estimate Accuracy	
+50%	-30%

Estimated Range of Probable O&M Cost		
+50%	Total Est.	-30%
\$1,473,188	\$982,125	\$687,488