

TO: BOARD OF DIRECTORS  
FROM: MICHAEL S. LEBRUN *MSL*  
GENERAL MANAGER  
DATE: DECEMBER 5, 2014

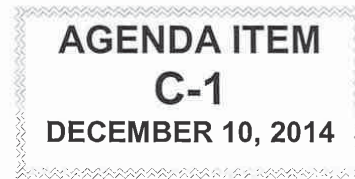
**AGENDA ITEM  
C  
DECEMBER 10, 2014**

**PRESENTATIONS AND REPORTS**

The following presentations and reports are scheduled:

- C-1) REPORT ON NOVEMBER 12, 2014 REGULAR MEETING CLOSED SESSION  
Announcement of actions, if any, taken in Closed Session
- C-2) DIRECTORS' ANNOUNCEMENTS OF DISTRICT & COMMUNITY INTEREST AND  
REPORTS ON ATTENDANCE AT PUBLIC MEETINGS, TRAINING PROGRAMS,  
CONFERENCES, AND SEMINARS.  
Receive Announcements and Reports from Directors
- C-3) RECEIVE PUBLIC COMMENT ON PRESENTATIONS AND REPORTS  
PRESENTED UNDER ITEM C AND BY MOTION RECEIVE AND FILE  
PRESENTATIONS AND REPORTS

TO: BOARD OF DIRECTORS  
FROM: MICHAEL S. LEBRUN *MSL*  
GENERAL MANAGER  
DATE: DECEMBER 5, 2014



## CLOSED SESSION REPORT

### ITEM

Announcement of actions, if any, taken during Closed Session at previous Board Meetings [NO ACTION REQUESTED]

### BACKGROUND

The November 12, 2014 Regular Meeting Closed Session included:

1. CONFERENCE WITH DISTRICT LEGAL COUNSEL RE: PENDING LITIGATION PURSUANT TO GC §54956.9
  - a) SMVWCD VS. NCSD (SANTA CLARA COUNTY CASE NO. CV 770214, SIXTH APPELLATE COURT CASE NO. H032750 AND ALL CONSOLIDATED CASES).
  - b) NCSD v County SLOCSC #CV090010
  - c) Bening v NCSD SLOCSC #14CV-0069
2. CONFERENCE WITH LEGAL COUNSEL: LIABILITY CLAIM PURSUANT TO SECTION 54956.95:  
Claimant: Specialty Construction  
Agency: NCSD

Staff will report on closed session action taken, if any.

TO: BOARD OF DIRECTORS

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## AGENDA ITEM

### D

DECEMBER 10, 2014

### CONSENT AGENDA

The following items are considered routine and non-controversial by staff and may be approved by one motion if no member of the Board wishes an item removed. If discussion is desired, the item may be removed from the Consent Agenda by a Board member and will be considered separately at the conclusion of the Administrative Items. Individual items on the Consent Agenda are approved by the same vote that approves the Consent Agenda, unless an item is pulled for separate consideration. The recommendations for each item are noted in bracket. Members of the public may comment on the Consent Agenda items.

**Questions or clarification may be made by the Board members  
without removal from the Consent Agenda.**

- D-1) WARRANTS [RECOMMEND APPROVAL]
- D-2) APPROVE NOVEMBER 12, 2014 REGULAR BOARD MEETING MINUTES AND NOVEMBER 21, 2014 SPECIAL MEETING MINUTES [RECOMMEND APPROVAL]
- D-3) ADOPT RESOLUTION RECOGNIZING SERVICE OF FORMER DIRECTOR HARRISON [RECOMMEND ADOPT RESOLUTION]
- D-4) ADOPT RESOLUTION RECOGNIZING SERVICE OF FORMER DIRECTOR VIERHEILIG [RECOMMEND ADOPT RESOLUTION]
- D-5) CONSIDER AUTHORIZATION OF PURCHASES FOR WATER/WASTEWATER LABORATORY [RECOMMEND AUTHORIZE PURCHASE]

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**AGENDA ITEM  
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**HAND WRITTEN CHECKS**

11-26-14 10292 ENRIQUE ESTRADA  
 11-26-14 10293 TERRY AGIN  
 11-26-14 10294 PGE  
 12-01-14 10295 JAYCEE TROPHY  
 12-10-14 10296 WALLACE GROUP  
 VOIDS - NONE

**TOTAL COMPUTER CHECKS  
 \$915,160.25**

WASHER REBATE \$75.00  
 WASHER REBATE \$75.00  
 ELECTRICITY \$52,936.53  
 RECOGNITION \$225.67  
 FOG INSPECTION Inv# 37526 \$1,779.83

**COMPUTER GENERATED CHECKS**

023687	11/14/14	SPE04	SPECIALTY CONSTRUCTION	132500.00	.00	132500.00	FINAL	FINAL PAYMENT
23688	11/21/14	EMP01	EMPLOYMENT DEVELOP DEPT	1700.87	.00	1700.87	B41117	STATE INCOME TAX
23689	11/21/14	MID01	RABOBANK-PAYROLL TAX DEPO	5279.28 62.00 1146.38	.00 .00 .00	5279.28 62.00 1146.38	B41117 1B41117 2B41117	FEDERAL INCOME TAX FICA MEDICARE (FICA)
			Check Total.....	6487.66	.00	6487.66		
23690	11/21/14	MID02	RABOBANK-DIRECT DEPOSIT	30805.33	.00	30805.33	B41117	NET PAY
23691	11/21/14	PER01	PERS RETIREMENT	9732.27	.00	9732.27	B41117	PERS PAYROLL REMITTANCE
23692	11/21/14	STA01	CALPERS 457 DEFERRED COMP	80.00	.00	80.00	B41117	457 DEFERRED COMP
023693	11/26/14	AME03	AMERI PRIDE	138.20 160.64	.00 .00	138.20 160.64	1244439 1249851	UNIFORMS UNIFORMS
			Check Total.....	298.84	.00	298.84		
023694	11/26/14	ATT01	AT&T	186.94	.00	186.94	5914541	TELEPHONE
023695	11/26/14	BOG01	BOGNUDA, LISA	128.24	.00	128.24	B41124	TRAVEL REIMBURSEMENT
023696	11/26/14	BRE02	BRENNTAG PACIFIC INC.	316.46 370.71 226.04 370.71	.00 .00 .00 .00	316.46 370.71 226.04 370.71	BPI470200 BPI470201 BPI472107 BPI472108	SODIUM HYPOCHLORITE SODIUM HYPOCHLORITE SODIUM HYPOCHLORITE SODIUM HYPOCHLORITE
			Check Total.....	1283.92	.00	1283.92		
023697	11/26/14	CAL03	CALIFORNIA ELECTRIC SUPPL	191.19 132.87	.00 .00	191.19 132.87	586947 586964	HEATER ELEMENT ALTERNATING RELAY
			Check Total.....	324.06	.00	324.06		
023698	11/26/14	CAR04	CAR QUEST AUTO PARTS	188.22	.00	188.22	924694	BATTERIES
023699	11/26/14	CEN08	CENTER FOR HEARING HEALTH	485.00	.00	485.00	12784	ANNUAL HEARING TESTS
023700	11/26/14	CLE06	CNSSLO INC	2209.00	.00	2209.00	19057	MONTHLY COMPUTER SUPPORT
023701	11/26/14	COR01	CORBIN WILLITS SYSTEMS	750.83	.00	750.83	B411151	MONTHLY COMPUTER SUPPORT
023702	11/26/14	CRY01	CRYSTAL SPRINGS	32.16	.00	32.16	OCT 2014	DISTILLED WATER
023703	11/26/14	DWI01	DWIGHT'S AUTOMOTIVE	52.00	.00	52.00	62155	SMOG INSPECTION
023704	11/26/14	FAR02	FAR WEST EXPRESS	24.00	.00	24.00	OCT 2014	DELIVERY
023705	11/26/14	FER01	FERGUSON ENTERPRISES INC	-376.63 828.14 579.44	.00 .00 .00	-376.63 828.14 579.44	229501C 1176107-1 1176107-2	CREDIT-RETURN CLAMPS/COUPLERS PARTS
			Check Total.....	1030.95	.00	1030.95		
023706	11/26/14	FGL01	FGL ENVIRONMENTAL	21.45	.00	21.45	483874A	LAB TEST
023707	11/26/14	FRA02	FRANK'S LOCK AND KEY	75.00	.00	75.00	38381	FRONT DOOR REPAIR
023708	11/26/14	GAR02	GARDENSOFT	211.00	.00	211.00	4569	WEB LICENSE
023709	11/26/14	IND01	INDUSTRIAL MEDICAL GROUP	155.00	.00	155.00	23374	PRE-EMPLOYMENT PHYSICAL/D
023710	11/26/14	INT02	INTEGRATED INDUSTRIAL SUP	109.65 221.82	.00 .00	109.65 221.82	28133 28163	DISPOSABLE GLOVES DISPOSABLE COVERALLS
			Check Total.....	331.47	.00	331.47		

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023711	11/26/14	IR001	IRON MOUNTAIN RECORDS MGT	33.96	.00	33.96	KXH1300	SHREDDING
023712	11/26/14	LAN02	LANDMARK LANDSCAPE CO INC	3200.00	.00	3200.00	63352	TREE TRIMMING-LANDSCAPE M
023713	11/26/14	MOR02	MORE OFFICE SOLUTIONS	459.74	.00	459.74	773971	COLOR & B/W COPIES
				192.93	.00	192.93	778955	COLOR & B/W COPIES
			Check Total.....	652.67	.00	652.67		
023714	11/26/14	MUL01	MULLAHEY FORD	22423.58	.00	22423.58	B41124	FORD F25C
023715	11/26/14	NEX03	NEXTRAQ	408.50	.00	408.50	1079662	GPS SERVICE
023716	11/26/14	NIP05	NIPOMO CHAMBER OF COMMERC	3025.00	.00	3025.00	OCT 2014	CHAMBER GRANT
				165.00	.00	165.00	OCT 2014A	CHAMBER GRANT
			Check Total.....	3190.00	.00	3190.00		
023717	11/26/14	NIP08	NIPOMO CSD	512.81	.00	512.81	B41124	LMD WATER
023718	11/26/14	NUT01	NU TECH PEST MGMT	265.00	.00	265.00	108597	RODENT CCNTROL
				75.00	.00	75.00	108598	RODENT CCNTROL
			Check Total.....	340.00	.00	340.00		
023719	11/26/14	OFF01	OFFICE DEPOT	209.56	.00	209.56	49001	OFFICE SUPPLIES
				354.09	.00	354.09	64001	OFFICE SUPPLIES
				73.09	.00	73.09	198001	OFFICE SUPPLIES
				260.67	.00	260.67	7823001	OFFICE SUPPLIES
				112.48	.00	112.48	9592001	OFFICE SUPPLIES
			Check Total.....	1009.89	.00	1009.89		
023720	11/26/14	PO001	POOR RICHARD'S PRESS	138.72	.00	138.72	262924A	POSTAGE FOR LATE NOTICES
				37.70	.00	37.70	262924B	MAIL LATE NOTICES
				1324.80	.00	1324.80	262940A	POSTAGE FOR BILLS
				500.36	.00	500.36	262940B	MAIL BILLS
			Check Total.....	2001.58	.00	2001.58		
023721	11/26/14	QUI03	QUINN COMPANY	282.18	.00	282.18	30000809	SEMI-ANNUAL INSPECTION
023722	11/26/14	SLO02	DIV OF ENVIRON HEALTH	296.00	.00	296.00	95460	HAZMAT PERMIT-BL WASTEWAT
				296.00	.00	296.00	95880	HAZMAT PERMIT-SUNDALE
			Check Total.....	592.00	.00	592.00		
023723	11/26/14	STA11	SWRCB ACCOUNTING OFFICE	792.00	.00	792.00	224558	SUPPLEMENTAL WATER PROJEC
				4699.00	.00	4699.00	233427	SOUTHLAND WWTF ANNUAL PER
				4699.00	.00	4699.00	233501	BL WWTF ANNUAL PERMIT
				2088.00	.00	2088.00	233686	BL WWTF COLLECTION SYSTEM
				2088.00	.00	2088.00	233687	TOWN COLLECTION SYSTEM AN
			Check Total.....	14366.00	.00	14366.00		
023724	11/26/14	STE01	STERLING COMMUNICATIONS	1247.13	.00	1247.13	28944	PROGRAM/INSTALL RADIO
023725	11/26/14	THE01	THE GAS COMPANY	31.69	.00	31.69	NOV 2014A	HEAT-SOUTHLAND
023726	11/26/14	USA01	USA BLUEBOOK	692.88	.00	692.88	498124	LAB SUPPLIES
023727	11/26/14	VER01	VERIZON	51.21	.00	51.21	111914	TELEPHONE
23728	12/05/14	EMP01	EMPLOYMENT DEVELOP DEPT	33.00	.00	33.00	B41201	STATE INCOME TAX
				1705.39	.00	1705.39	1B41201	STATE INCOME TAX
			Check Total.....	1738.39	.00	1738.39		
23729	12/05/14	MID01	RABOBANK-PAYROLL TAX DEPO	125.00	.00	125.00	B41201	FEDERAL INCOME TAX
				14.50	.00	14.50	1B41201	MEDICARE (FICA)
				5251.56	.00	5251.56	2B41201	FEDERAL INCOME TAX
				62.00	.00	62.00	3B41201	FICA
				1147.52	.00	1147.52	4B41201	MEDICARE (FICA)
			Check Total.....	6600.58	.00	6600.58		
23730	12/05/14	MID02	RABOBANK-DIRECT DEPOSIT	30720.09	.00	30720.09	B41201	NET PAY
23731	12/05/14	PER01	PERS RETIREMENT	.00	.00	.00	B41201	PERS PAYROLL REMITTANCE
				9749.74	.00	9749.74	1B41201	PERS PAYROLL REMITTANCE
			Check Total.....	9749.74	.00	9749.74		
23732	12/05/14	STA01	CALPERS 457 DEFERRED COMP	80.00	.00	80.00	B41201	457 DEFERRED COMP

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023733	12/10/14	ABA01	ABALONE COAST BACTERIOLOG	4071.80	.00	4071.80	2371	LAB TESTS
023734	12/10/14	ADV01	ADVANTAGE ANSWERING PLUS	144.85	.00	144.85	DEC 2014	ANSWERING SERVICE
023735	12/10/14	ALX01	ALEXANDER'S CONTRACT SERV	2446.53	.00	2446.53	010872	METER READING
023736	12/10/14	AME03	AMERI PRIDE	147.67 162.39	.00 .00	147.67 162.39	254606 258842	UNIFORMS UNIFORMS
			Check Total.....	310.06	.00	310.06		
023737	12/10/14	AWW02	AMERICAN WATER WORKS ASSO	413.00	.00	413.00	B41204	MEMBERSHIP DUES
023738	12/10/14	BAU01	BAUMGARTEN, MICHAEL	170.00	.00	170.00	B41204	REIMBURSEMENT GRADE 1 WW
023739	12/10/14	BCP00	B C PUMP SALES & SERVICE	339.04	.00	339.04	29360	FLYGT RING
023740	12/10/14	BES01	BEST BEST & KRIEGER	143.00 4300.26	.00 .00	143.00 4300.26	737250 737251	LEGAL SERVICES SUPPLEMENTAL WATER
			Check Total.....	4443.26	.00	4443.26		
023741	12/10/14	BIG01	BIG BRAND TIRE & SERVICE	543.66 27.07	.00 .00	543.66 27.07	156145 156154	13 FORD F150 TIRES 13 FORD F150 OIL CHANGE
			Check Total.....	570.73	.00	570.73		
023742	12/10/14	BOG01	BOGNUDA, LISA	34.35	.00	34.35	B41204	REIMBURSEMENT - TRAVEL
023743	12/10/14	BRE02	BRENTAG PACIFIC INC.	370.71 244.11	.00 .00	370.71 244.11	BPI474201 BPI474202	SODIUM HYPOCHLORITE SODIUM HYPOCHLORITE
			Check Total.....	614.82	.00	614.82		
023744	12/10/14	CAL08	CALIFORNIA RURAL WATER A	1091.00	.00	1091.00	2015	MEMBERSHIP DUES
023745	12/10/14	CAL16	CALPERS	28600.00	.00	28600.00	12-2014	QTRLY OPEB CONTRIBUTION
023746	12/10/14	CHA02	CHARTER COMMUNICATIONS	225.00 225.00	.00 .00	225.00 225.00	DEC2014A DEC2014B	INTERNET SHOP INTERNET OFFICE
			Check Total.....	450.00	.00	450.00		
023747	12/10/14	CLE06	CNSSLO INC	495.00 1839.63	.00 .00	495.00 1839.63	19171 19123-126	WORKSTATION REPLACEMENT WORKSTATION FOR WW SUPERV
			Check Total.....	2334.63	.00	2334.63		
023748	12/10/14	COA01	COASTLINE EQUIPMENT	1102.86 1492.99	.00 .00	1102.86 1492.99	211451 211452	TRACTOR JD110 SERVICE TRACTOR JD310 SERVICE
			Check Total.....	2595.85	.00	2595.85		
023749	12/10/14	CSD01	CALIF SPECIAL DIST ASSOC	5691.00	.00	5691.00	2015	MEMBERSHIP DUES
023750	12/10/14	DKA01	D-KAL ENGINEERING, INC.	211832.87	.00	211832.87	2	PROGRESS PAYMENT #2
023751	12/10/14	FAR02	FAR WEST EXPRESS	25.00	.00	25.00	NOV 2014	DELIVERY
023752	12/10/14	FER01	FERGUSON ENTERPRISES INC	109.21	.00	109.21	1176107-3	COUPLERS/TEES
023753	12/10/14	FGL01	FGL ENVIRONMENTAL	417.70	.00	417.70	483286A	LAB TESTS
023754	12/10/14	GER01	GERMAN, SCOTT	145.86	.00	145.86	B41204	WORK BOOT REIMBURSEMENT
023755	12/10/14	GIL01	GLM, INC.	360.00	.00	360.00	0364	LANDSCAPE
023756	12/10/14	GWA01	GWA INC	87.00 87.00 55.00	.00 .00 .00	87.00 87.00 55.00	DEC2014A DEC2014B DEC2014C	ALARM - SHOP ALARM - 509 SOUTHLAND ALARM - OFFICE
			Check Total.....	229.00	.00	229.00		
023757	12/10/14	IND01	INDUSTRIAL MEDICAL GROUP	155.00	.00	155.00	23797	PREEMPLOYMENT PHYSICAL/DR
023758	12/10/14	INT02	INTEGRATED INDUSTRIAL SUP	122.07	.00	122.07	28520	SAFETY BOOTS
023759	12/10/14	LAN02	LANDMARK LANDSCAPE CO INC	214.00	.00	214.00	63459	LANDSCAPE MAINTENANCE DIS
023760	12/10/14	LEB01	LeBRUN, MICHAEL	24.64	.00	24.64	120314	REIMBURSEMENT-TRAVEL
023761	12/10/14	LEB02	LeBRUN, MICHAEL	65.00	.00	65.00	DEC2014	CELL PHONE REIMBURSEMENT
023762	12/10/14	LEE02	LEE CENTRAL COAST NEWSPAP	301.25 664.72	.00 .00	301.25 664.72	42976 42859-860	NOTICE OF PUBLIC HEARING WATER CONSERVATION ADS
			Check Total.....	965.97	.00	965.97		

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023763	12/10/14	LIN01	LINE-X OF SANTA MARIA	527.39	.00	527.39	9207	FORD F250 LINER
023764	12/10/14	MCR01	MCR TECHNOLOGIES, INC.	165.28	.00	165.28	34182	COUPLER AND PUMP TUBING
023765	12/10/14	MIN02	MINER'S ACE HARDWARE	88.98	.00	88.98	NOV2014	SUPPLIES
023766	12/10/14	MNS01	MNS ENGINEERS INC	3108.00	.00	3108.00	64937	SOUTHLAND WWTF UPGRADE
				76248.81	.00	76248.81	64938	SUPPLEMENTAL WATER
			Check Total.....:	79356.81	.00	79356.81		
023767	12/10/14	NEW05	NEWTON GEO-HYDROLOGY CONS	6059.48	.00	6059.48	NOV 2014	LITIGATION SUPPORT
023768	12/10/14	NUN01	NUNLEY, MICHAEL K. & ASSO	20867.50	.00	20867.50	493	NITRIFICATION PLAN
				2585.00	.00	2585.00	494	WASTEWATER MODELING
				260.00	.00	260.00	498	PCIA-298 S THOMPSON
				37.50	.00	37.50	508	BL SEWER MASTER PLAN
				435.00	.00	435.00	509	OPERATION MOU-SUPPLEMENTA
				3548.00	.00	3548.00	510	BRANCH LINE WATERLINE ABA
			Check Total.....:	27733.00	.00	27733.00		
023769	12/10/14	OFF01	OFFICE DEPOT	46.20	.00	46.20	118001	OFFICE SUPPLIES
023770	12/10/14	PGE01	P G & E	22461.71	.00	22461.71	107830635	PUMP STATION-805 ALTA VIS
023771	12/10/14	PRE01	PRECISION JANITORIAL	650.00	.00	650.00	254	JANITORIAL
023772	12/10/14	RAB02	RABOBANK PETTY CASH	145.21	.00	145.21	NOV 2014	POSTAGE/OFFICE SUPPLIES
023773	12/10/14	RIC01	RICHARDS, WATSON, GERSHON	1190.00	.00	1190.00	198770	WATER RIGHTS ADJUDICATION
023774	12/10/14	SHI01	SHIPSEY & SEITZ, INC	10263.00	.00	10263.00	NOV 2014	LEGAL SERVICES THRU 11/30
023775	12/10/14	SLY01	SLY, DILLON	74.00	.00	74.00	B41205	REIMBURSEMENT-LIVE SCAN
023776	12/10/14	SOU01	SOUTH COUNTY SANITARY	38.98	.00	38.98	691230	GARBAGE OFFICE
				188.70	.00	188.70	692409	OLD TOWN GARBAGE COLLECTI
				185.06	.00	185.06	692948	SOUTHLAND WWTF GARBAGE
			Check Total.....:	412.74	.00	412.74		
023777	12/10/14	SOU03	SOUTH COUNTY SANITARY	152.45	.00	152.45	NOV 2014	SOLID WASTE TAX LIENS
023778	12/10/14	SPI01	SPIESS CONSTRUCTION CO.	185092.59	.00	185092.59	10	PROGRESS PAYMENT #10
023779	12/10/14	SPI02	RABOBANK	9741.71	.00	9741.71	10	RETENTION PAYMENT #10
023780	12/10/14	TER01	TERMINIX	44.00	.00	44.00	072383	PEST CONTROL OFFICE
023781	12/10/14	TES01	TESCO CONTROLS, INC.	4640.00	.00	4640.00	55660	RADIO SYSTEM IMPROVEMENT
023782	12/10/14	THE01	THE GAS COMPANY	19.21	.00	19.21	NOV2014A	HEAT OFFICE
023783	12/10/14	TUC01	TUCKFIELD & ASSOCIATES	1076.05	.00	1076.05	387	RATE STUDY
023784	12/10/14	USA01	USA BLUEBOOK	62.05	.00	62.05	503681	ADAPTERS
				1356.02	.00	1356.02	506817	LAB SUPPLIES
				69.32	.00	69.32	507231	SUCTION VALVES
			Check Total.....:	1487.39	.00	1487.39		
023785	12/10/14	USB01	US BANK (VISA)	446.54	.00	446.54	NOV 2014A	COMPUTER SUPPLIES
				98.74	.00	98.74	NOV 2014B	FUEL
				1906.30	.00	1906.30	NOV 2014C	VEHICLE WRAPS
				250.75	.00	250.75	NOV 2014D	PRINTING
				133.19	.00	133.19	NOV 2014E	OFFICE SUPPLIES
			Check Total.....:	2835.52	.00	2835.52		
023786	12/10/14	WAL01	WALLACE GROUP	1351.20	.00	1351.20	37995	FOG PERMIT & INSPECTION P
023787	12/10/14	YOU01	YOUR PEOPLE PROFESSIONALS	1540.00	.00	1540.00	DECEMBER	EMPLOYMENT AGENCY-DEPOSIT

TO: BOARD OF DIRECTORS

FROM: MICHAEL S. LEBRUN  
GENERAL MANAGER

*MSL*

DATE: DECEMBER 5, 2014

**AGENDA ITEM  
D-2  
DECEMBER 10, 2014**

**APPROVE MINUTES OF PREVIOUS BOARD MEETINGS**

**ITEM**

Approve action minutes from previous Board meetings. [RECOMMENDED APPROVE MINUTES]

**BACKGROUND**

The draft minutes are a written record of the previous Board Meeting action.

**RECOMMENDATION**

Approve minutes as part of Consent Agenda.

**ATTACHMENT**

- A. November 12, 2014, draft Regular Board Meeting Minutes
- B. November 21, 2014, draft Special Meeting Minutes



December 10, 2014

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ATTACHMENT A

# NIPOMO COMMUNITY SERVICES DISTRICT

*Serving the Community Since 1965*

## DRAFT REGULAR MINUTES

NOVEMBER 12, 2014, AT 9:00 A.M.

JON S. SEITZ BOARD ROOM 148 SOUTH WILSON STREET, NIPOMO, CA

### **BOARD of DIRECTORS**

CRAIG ARMSTRONG, **PRESIDENT**  
JAMES HARRISON, **VICE PRESIDENT**  
LARRY VIERHEILIG, **DIRECTOR**  
DAN GADDIS, **DIRECTOR**  
BOB BLAIR, **DIRECTOR**

### **PRINCIPAL STAFF**

MICHAEL S. LEBRUN, **GENERAL MANAGER**  
LISA BOGNUA, **FINANCE DIRECTOR**  
MICHAEL W. SEITZ, **GENERAL COUNSEL**  
PETER SEVCIK, **DIRECTOR OF ENG. & OPS.**  
JESSICA MATSON, **BOARD CLERK**

Mission Statement: The Nipomo Community Services District's mission is to provide its customers with reliable, quality, and cost-effective services now and in the future.

00:00:00

#### A. CALL TO ORDER AND FLAG SALUTE

*President Armstrong called the Regular Meeting of November 12, 2014, to order at 9:00 a.m. and led the flag salute.*

00:00:56

#### B. ROLL CALL AND PUBLIC COMMENT FOR ITEMS NOT ON AGENDA

*At roll call, all Board members were present.*

*The following members of the public spoke:*

*John Snyder, Nipomo resident, commented on the Notice of Water Rate Increase for Supplemental Water and distributed to the Board a single, written copy of his public comment (Available for review at the District office).*

*Ed Eby, NCSD Customer, commented on recent news story regarding SCADA system breaches and suggested the District look into possible vulnerability.*

00:06:02

#### C. PRESENTATIONS AND REPORTS

##### C-1) REPORT ON OCTOBER 22, 2014 REGULAR MEETING CLOSED SESSION

Announcement of actions, if any, taken in Closed Session

*Mike Seitz, District Legal Counsel, announced that the Board discussed Item I.1(a) from the October 22, 2014, Regular Meeting (Conference with District Legal Counsel re: pending litigation pursuant to GC §54956.9 SMVWCD VS. NCSD) in closed session, but took no reportable action.*

*Mr. Seitz reported that the Board discussed Item I.1(c) (Bening v. NCSD) in closed session, but took no reportable action.*

*The Board discussed Item I.2 from the October 22, 2014, Regular Meeting (Conference with District Legal Counsel re: liability claim pursuant to GC §54956.9 Specialty Construction and NCSD) in closed session, but took no reportable action.*

SUBJECT TO BOARD APPROVAL

00:06:57

- C-2) DIRECTORS' ANNOUNCEMENTS OF DISTRICT & COMMUNITY INTEREST AND REPORTS ON ATTENDANCE AT PUBLIC MEETINGS, TRAINING PROGRAMS, CONFERENCES, AND SEMINARS.  
 Receive Announcements and Reports from Directors

Director Harrison

- ◇ Attended a display on how to make homes fire safe.
- ◇ Attended a groundbreaking ceremony for the Botanical Gardens.
- ◇ Nipomo's Community Thanksgiving Dinner is on Sunday, November 23<sup>rd</sup> from 1 PM – 4 PM at the St. Joseph Parish Hall in Nipomo.

Director Armstrong

- ◇ November 5, Attended Water Resources Advisory Committee meeting.
- ◇ Announced that the current meeting is Director Harrison's and Director Vierheilg's last Regular Board Meeting with the District after 20 years of combined service.

00:11:23

- C-3) RECEIVE PUBLIC COMMENT ON PRESENTATIONS AND REPORTS PRESENTED UNDER ITEM C AND BY MOTION RECEIVE and FILE PRESENTATIONS AND REPORTS

*There were no public comments.*

*Upon the motion of Director Vierheilg and seconded by Director Blair, the Board unanimously approved to receive and file the presentations and reports as submitted.  
 Vote 5-0.*

YES VOTES	NO VOTES	ABSENT
Directors Vierheilg, Blair, Gaddis, Harrison, and Armstrong	None	None

00:11:26

D. CONSENT AGENDA

- D-1) WARRANTS
- D-2) APPROVE MINUTES OF PREVIOUS BOARD MEETINGS
  - OCTOBER 22, 2014 REGULAR MEETING

*Vice President Harrison requested to pull Item D-2 for separate consideration.*

**ITEM D-1**

*Directors Gaddis and Harrison requested clarification on warrants.*

*There were no public comments.*

*Upon the motion of Director Harrison and seconded by Director Gaddis, the Board unanimously approved the warrants.  
 Vote 5-0.*

YES VOTES	NO VOTES	ABSENT
Directors Harrison, Gaddis, Blair, Vierheilg and Armstrong	None	None

SUBJECT TO BOARD APPROVAL

00:14:46

**ITEM D-2**

*There were no public comments.*

*Upon the motion of Director Vierheilig and seconded by Director Armstrong, the Board unanimously approved the October 22, 2014 Regular Board Meeting Minutes. Vote 4-0. (Director Harrison was not qualified to vote.)*

YES VOTES	NO VOTES	ABSENT
Directors Vierheilig, Armstrong, Gaddis, and Blair	None	None

00:15:31

**E. ADMINISTRATIVE ITEMS**

**E-1) ACCEPT FINANCIAL AUDIT REPORT FOR FISCAL YEAR 2013-2014**

*Michael LeBrun, General Manager, reviewed the report as presented in the Board packet and introduced auditor Bob Crosby of The Crosby Company. Mr. Crosby presented the Audit Report and answered questions from the Board. Director Gaddis made suggestions for next year's Audit Report.*

*The Board commended staff for producing a good Report.*

*The following members of the public spoke:*

*John Snyder, Nipomo resident, commented on the Audit Report.*

*Upon the motion of Director Armstrong and seconded by Director Gaddis, the Board unanimously approved staff's recommendation to accept the 2013-2014 Audit Report and directed staff to file the Report.*

*Vote 5-0.*

YES VOTES	NO VOTES	ABSENT
Directors Armstrong, Gaddis, Blair, Vierheilig, and Harrison	None	None

00:31:25

**E-2) CONSIDER TASK ORDER FOR SUPPLEMENTAL WATER PROJECT PHASE 2A FINAL DESIGN WITH AECOM IN THE AMOUNT OF \$58,066**

*Peter Sevcik, Director of Engineering and Operations, reviewed the report as presented in the Board packet. Mr. Sevcik answered questions from the Board.*

*There were no public comments.*

*Upon the motion of Director Harrison and seconded by Director Vierheilig, the Board unanimously approved staff's recommendation to authorize a Task Order in the amount of \$58,066 for Supplemental Water Project Phase 2A final design with AECOM.*

*Vote 5-0.*

YES VOTES	NO VOTES	ABSENT
Directors Harrison, Vierheilig, Gaddis, Blair, and Armstrong	None	None

SUBJECT TO BOARD APPROVAL

00:42:41

E-3) CONDUCT HEARING TO CONSIDER ADOPTING APPROVED WATER SYSTEM CAPACITY CHARGES

*Michael LeBrun, General Manager, reviewed the report as presented in the Board packet. Mr. LeBrun answered questions from the Board.*

**PRESIDENT ARMSTRONG OPENED THE PUBLIC HEARING**

*There were no public comments.*

**PRESIDENT ARMSTRONG CLOSED THE PUBLIC HEARING**

*Upon the motion of Director Blair and seconded by Director Vierheilg, the Board unanimously approved a Resolution adopting approved water system capacity charges. Vote 5-0.*

YES VOTES	NO VOTES	ABSENT
Directors Blair, Vierheilg, Gaddis, Harrison and Armstrong	None	None

**RESOLUTION NO. 2014-1359**  
**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE NIPOMO COMMUNITY SERVICES DISTRICT AMENDING APPENDIX A TO CHAPTER 3.04 OF THE NIPOMO COMMUNITY SERVICES DISTRICT CODE TO AMEND WATER CAPACITY CHARGES**

00:52:36

E-4) REVIEW DISTRICT WATER SHORTAGE RESPONSE AND MANAGEMENT PLAN

*Michael LeBrun, General Manager, reviewed the report as presented in the Board packet and mentioned a correction in the report's wording. Mr. LeBrun answered questions from the Board.*

*Mike Seitz, District Legal Counsel, answered questions from the Board.*

*President Armstrong directed staff to add some language to the Plan.*

*The following members of the public spoke:*

*John Snyder, Nipomo resident, expressed concerns regarding data reported by the technical groups.*

*The Board and District Legal Counsel commented on Mr. Snyder's concerns.*

01:21:12

F. GENERAL MANAGER'S REPORT

*Michael LeBrun, General Manager, reviewed the report as presented in the Board packet. Mr. LeBrun also reported the District had a 10% reduction in groundwater production for October and gave an update on supplemental water rate protests received. Mr. LeBrun answered questions from the Board.*

*There were no public comments.*

01:44:54

G. COMMITTEE REPORTS  
*None*

01:44:58

H. DIRECTORS' REQUESTS TO STAFF AND SUPPLEMENTAL REPORTS

Director Blair

- *Distributed public information items to staff for review.*

SUBJECT TO BOARD APPROVAL

01:46:47

I. CLOSED SESSION ANNOUNCEMENTS

- 1. CONFERENCE WITH DISTRICT LEGAL COUNSEL RE: PENDING LITIGATION PURSUANT TO GC §54956.9
  - a) SMVWCD VS. NCSD (SANTA CLARA COUNTY CASE NO. CV 770214, SIXTH APPELLATE COURT CASE NO. H032750 AND ALL CONSOLIDATED CASES).
  
- 2. CONFERENCE WITH LEGAL COUNSEL: LIABILITY CLAIM PURSUANT TO SECTION 54956.95:  
 Claimant: Specialty Construction  
 Agency: NCSD

J. PUBLIC COMMENT ON CLOSED SESSION ITEMS

*There were no public comments.*

01:52:27

K. ADJOURN TO CLOSED SESSION

*President Armstrong adjourned to closed session at 11:03 a.m.*

L. OPEN SESSION  
ANNOUNCEMENT OF ACTIONS, IF ANY, TAKEN IN CLOSED SESSION

*The Board came back into Open Session at 11:25 a.m.*

*Mike Seitz, District Legal Counsel, announced that the Board discussed Item 1(a) in closed session but took no reportable action.*

*Mr. Seitz also announced that the Board discussed Item 2 in closed session and unanimously approved a settlement of the Claim with Specialty Construction in the amount of \$132,500.*

ADJOURN

*President Armstrong adjourned the meeting at 11:26 a.m.*

MEETING SUMMARY	HOURS & MINUTES
Regular Meeting	2 hours 4 minutes
Closed Session	22 minutes
TOTAL HOURS	2 hours 26 minutes

SUBJECT TO BOARD APPROVAL

December 10, 2014

D-2

ATTACHMENT B

# NIPOMO COMMUNITY SERVICES DISTRICT

*Serving the Community Since 1965*

## DRAFT SPECIAL MEETING MINUTES

NOVEMBER 21, 2014, AT 2:00 P.M.

JON S. SEITZ BOARD ROOM 148 SOUTH WILSON STREET, NIPOMO, CA

### **BOARD of DIRECTORS**

CRAIG ARMSTRONG, **PRESIDENT**  
JAMES HARRISON, **VICE PRESIDENT**  
LARRY VIERHEILIG, **DIRECTOR**  
DAN GADDIS, **DIRECTOR**  
BOB BLAIR, **DIRECTOR**

### **PRINCIPAL STAFF**

MICHAEL S. LEBRUN, **GENERAL MANAGER**  
LISA BOGNUDA, **FINANCE DIRECTOR**  
MICHAEL W. SEITZ, **GENERAL COUNSEL**  
PETER SEVCIK, **DIRECTOR OF ENG. & OPS.**  
JESSICA MATSON, **BOARD CLERK**

Mission Statement: The Nipomo Community Services District's mission is to provide its customers with reliable, quality, and cost-effective services now and in the future.

00:00:00

#### 1. CALL TO ORDER AND FLAG SALUTE AND ROLL CALL

*President Armstrong called the Special Meeting of November 21, 2014 to order at 2:00 p.m. and led the flag salute.*

*At roll call, all Board members were present.*

00:00:50

#### 2. CONDUCT PROTEST HEARING, DETERMINE PROTEST STATUS, AND IF THERE IS NOT A MAJORITY PROTEST CONSIDER ADOPTION OF RESOLUTION APPROVING A SUPPLEMENTAL WATER CHARGE AND THEREBY INCREASING DISTRICT WATER USER FEES

*Michael LeBrun, General Manager, reviewed the report as presented in the Board packet and introduced District Rate Consultant, Clayton Tuckfield of Tuckfield & Associates. Mr. Tuckfield presented the Rate Study.*

**PRESIDENT ARMSTRONG OPENED THE PUBLIC HEARING AND INSTRUCTED PUBLIC TO DELIVER ANY WRITTEN PROTESTS TO LEGAL COUNSEL.**

00:25:00

*The following members of the public spoke:*

*Kegham Markarian, NCSD Customer, asked a question regarding the reduction in District pumping and if the Supplemental Water Rates Fixed Charge will decrease.*

*John Snyder, Nipomo resident, commented on Mr. Tuckfield's presentation and commented on the cost of pumping.*

*Mike Reinek, NCSD Customer, asked questions regarding the length of the contract with Santa Maria, the supply of water from Santa Maria and commented on the rate increase.*

*Rudy Eberling, NCSD Customer, asked questions regarding the protest process versus ballots and meter fixed costs.*

*Vince McCarthy, NCSD Customer, commented on a recent news article about the District and ballots for protesting the rate increase.*

*John Snyder, Nipomo resident, commented on the project, the protest process and asked that the Board not adopt the supplemental water rate. Mr. Snyder distributed to the Board a single, written copy of his public comment. (Available for review at the District office).*

*John Miranda, NCSD Customer, commented on the Proposition 218 Notice and asked that the Board not adopt the supplemental water rate.*

SUBJECT TO BOARD APPROVAL



Paula Brown, NCS D Customer, commented on the cost to hook to the District's water system.

Lesley Kearney, NCS D Customer, commented on the Proposition 218 process, meeting notification, and a recent news article.

Mike Reneke, NCS D Customer, commented on the timeline of the project.

Ed Eby, NCS D Customer, commented in support for a rate increase in order to bring water to the community.

Jim Cox, NCS D Customer, commented on a moratorium and asked why the District is still approving Intent-to-Serve letters.

John Russ, NCS D Customer, commented on Mr. Eby's comments and stated that a ballot should be sent out.

Mike Winn, NCS D Customer, commented in support for a rate increase to bring necessary water to the community.

Craig Myers, NCS D Customer, asked a question regarding a 1994 pipeline and the need for a pipeline to Santa Maria.

Donna Fisher, NCS D Customer, asked questions regarding the increase of rates and relief for low income individuals.

**PRESIDENT ARMSTRONG CLOSED THE PUBLIC HEARING.**

01:03:24

Michael LeBrun, General Manager, and the Board responded to questions asked during public comment. Mr. LeBrun also spoke regarding the history and timeline of the Supplemental Water Project.

Mr. LeBrun tallied all written protests and reported that the District had Received 655 protests as of the close of the hearing. Mike Seitz, District Legal Counsel, commented on the validity of protests and that the District had accepted all protests.

**A MAJORITY PROTEST WAS DETERMINED TO NOT EXIST.**

The Board commented on the Supplemental Water Project and the rates.

Upon the motion of Director Armstrong and seconded by Director Harrison, the Board approved a Resolution adopting approved supplemental water charges.

Vote 4-1.

YES VOTES	NO VOTES	ABSENT
Directors Armstrong, Harrison, Vierheilig, and Gaddis	Director Blair	None

**RESOLUTION NO. 2014-1360**  
A RESOLUTION OF THE BOARD OF DIRECTORS OF THE NIPOMO COMMUNITY SERVICES DISTRICT AMENDING SECTION 3.03.180 AND ADDING APPENDIX C AND D TO CHAPTER 3.03 OF THE NIPOMO COMMUNITY SERVICES DISTRICT CODE TO ESTABLISH SUPPLEMENTAL WATER RATES

SUBJECT TO BOARD APPROVAL

3. ADJOURN

*President Armstrong adjourned the meeting at 3:28 p.m.*

MEETING SUMMARY	HOURS & MINUTES
Special Meeting	1 hour 28 minutes
Closed Session	0 minutes
TOTAL HOURS	1 hour 28 minutes

• SUBJECT TO BOARD APPROVAL

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TO: BOARD OF DIRECTORS

FROM: MICHAEL S. LEBRUN *MSL*  
GENERAL MANAGER

DATE: DECEMBER 5, 2014

**AGENDA ITEM**  
**D-3**  
**DECEMBER 10, 2014**

**ADOPT RESOLUTION COMMENDING FORMER DIRECTOR  
JAMES D. (JIM) HARRISON**

**ITEM**

Adopt Resolution commending former Director JAMES HARRISON [Recommend Approval]

**BACKGROUND**

James D. (Jim) Harrison served as a Director on the District's Board of Directors for eight years spanning two consecutive terms. The District would like to thank Mr. Harrison for his dedicated service to the community.

**RECOMMENDATION**

Staff recommends that your Honorable Board adopt the Resolution

**ATTACHMENT**

- A. Resolution 2014-HARRISON

December 10, 2014

D-3

ATTACHMENT A

**NIPOMO COMMUNITY SERVICES DISTRICT  
RESOLUTION 2014-XXXX**

**A RESOLUTION OF THE NIPOMO COMMUNITY SERVICES DISTRICT  
COMMENDING JIM HARRISON FOR HIS  
DEDICATED SERVICE TO NIPOMO COMMUNITY SERVICES DISTRICT**

**WHEREAS**, Jim Harrison was elected and sworn into office as a Director of Nipomo Community Services District on December 1, 2006; and

**WHEREAS**, Jim Harrison was elected to serve two consecutive terms on the Board of Directors for a total service to the community of eight years; and

**WHEREAS**, Jim Harrison served as the President of the Board of Directors from 2009 through 2013 and Vice President in 2008 and 2014; and

**WHEREAS**, during his tenure on the Board of Directors, Jim Harrison chaired and/or served on numerous Board standing committees and Ad-Hoc committees; and

**WHEREAS**, during his entire tenure on the Board, Jim Harrison supported and helped shape many vital District projects including:

- Supplemental Water Project design, funding, and construction initiation
- Southland Sewer Plant Upgrade – design, funding, construction and completion.
- 2007 Water and Sewer Master Plan
- 2014-2019 Strategic Plan Development and Adoption
- Development and Adoption of District's first Water Conservation Plan
- Unification of District Water system
- Adoption of Supplemental Water Rate
- South Frontage Road Sewer Trunk Replacement
- 2010 Municipal Services Review and Sphere of Influence updates
- Willow Road Watermain Extension
- 2010 Urban Water Management Plan updates
- 2010 Wholesale Water Agreement with City of Santa Maria
- Annual adoption of a Balanced Budget

**WHEREAS**, Jim Harrison proudly and competently represented Nipomo Community Services District; and

**WHEREAS**, Jim Harrison's service to this Board, the community of Nipomo, and all Nipomo residents has been of great value to us all.

**NOW, THEREFORE, BE IT RESOLVED AND DETERMINED** that the Board of Directors of the Nipomo Community Services District expresses great appreciation and lasting gratitude to Jim Harrison for his service to Nipomo Community Services District.

The Board unanimously adopted the foregoing resolution on December 10, 2014.

\_\_\_\_\_  
Craig Armstrong, President

\_\_\_\_\_  
Dan A. Gaddis

\_\_\_\_\_  
Bob Blair

\_\_\_\_\_  
Ed Eby

\_\_\_\_\_  
Dan Woodson



TO: BOARD OF DIRECTORS

FROM: MICHAEL S. LEBRUN  
GENERAL MANAGER

DATE: DECEMBER 5, 2014

**AGENDA ITEM**  
**D-4**  
**DECEMBER 10, 2014**

**ADOPT RESOLUTION COMMENDING FORMER DIRECTOR  
LAWRENCE (LARRY) VIERHEILIG**

**ITEM**

Adopt Resolution commending former Director Lawrence Vierheilig [Recommend Approval]

**BACKGROUND**

Lawrence (Larry) Vierheilig served as a Director on the District's Board of Directors for twelve years spanning three consecutive terms. The District would like to thank Mr. Vierheilig for his dedicated service to the community.

**RECOMMENDATION**

Staff recommends that your Honorable Board adopt the Resolution

**ATTACHMENT**

- A. Resolution 2014-VIERHEILIG

December 10, 2014

D-4

ATTACHMENT A

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**NIPOMO COMMUNITY SERVICES DISTRICT  
RESOLUTION 2012-XXXX**

**A RESOLUTION OF THE NIPOMO COMMUNITY SERVICES DISTRICT  
COMMENDING LARRY VIERHEILIG FOR HIS  
DEDICATED SERVICE TO NIPOMO COMMUNITY SERVICES DISTRICT**

**WHEREAS**, Larry Vierheilig was elected and sworn into office as a Director of Nipomo Community Services District on December 6, 2002; and

**WHEREAS**, Larry Vierheilig was elected to serve three consecutive terms on the Board of Directors for a total service to the community of twelve years; and

**WHEREAS**, Larry Vierheilig served as the President of the Board of Directors in 2005 and 2006 and Vice President from 2009 through 2013; and

**WHEREAS**, during his tenure on the Board of Directors, Larry Vierheilig chaired and/or served on numerous Board standing committees and Ad-Hoc committees; and

**WHEREAS**, during his entire tenure on the Board, Larry Vierheilig supported and helped shape many vital District projects including:

- Supplemental Water Project design, funding, and construction initiation
- Southland Sewer Plant Upgrade – design, funding, construction and completion.
- 2007 Water and Sewer Master Plan
- 2005-2013 Strategic Plan Development and Adoption
- 2014-2019 Strategic Plan Development and Adoption
- Development and Adoption of District's first Water Conservation Plan
- Unification of District Water system
- South Frontage Road Sewer Trunk Replacement
- 2005 and 2010 Municipal Services Review and Sphere of Influence updates
- Willow Road Watermain Extension
- 2005 and 2010 Urban Water Management Plan updates
- 2010 Wholesale Water Agreement with City of Santa Maria
- Annual adoption of a Balanced Budget
- Adoption of Supplemental Water Rate

**WHEREAS**, Larry Vierheilig proudly and competently represented Nipomo Community Services District; and

**WHEREAS**, Larry Vierheilig's service to this Board, the community of Nipomo, and all Nipomo residents has been of great value to us all.

**NOW, THEREFORE, BE IT RESOLVED AND DETERMINED** that the Board of Directors of the Nipomo Community Services District expresses great appreciation and lasting gratitude to Larry Vierheilig for his service to Nipomo Community Services District.

The Board unanimously adopted the foregoing resolution on December 10, 2014.

\_\_\_\_\_  
Craig Armstrong, President

\_\_\_\_\_  
Dan A. Gaddis

\_\_\_\_\_  
Bob Blair

\_\_\_\_\_  
Ed Eby

\_\_\_\_\_  
Dan Woodson





TO: MICHAEL S. LEBRUN *MSL*  
GENERAL MANAGER

FROM: PETER V. SEVCIK, P.E.  
DIRECTOR OF ENGINEERING  
& OPERATIONS

DATE: DECEMBER 5, 2014

**AGENDA ITEM**  
**D-5**  
**DECEMBER 10, 2014**

**CONSIDER PURCHASE ORDER WITH DOW DIVERSIFIED INC.  
FOR LABORATORY IMPROVEMENTS**

**ITEM**

Consider purchase order for laboratory improvements with Dow Diversified Inc. in the amount of \$22,300. [RECOMMEND, BY MOTION AND ROLL CALL VOTE, AUTHORIZE PURCHASE ORDER].

**BACKGROUND**

The Nipomo Community Services District operates an in-house laboratory to evaluate the performance of the District's water and wastewater facilities in a timely and cost-efficient manner. Laboratory analysis is part of the day-to-day operation of the water and wastewater facilities. The proposed improvements for the in-house laboratory include a fume hood and cabinets/work space to facilitate additional process control tests that the District is performing related to operation of the upgraded Southland Wastewater Treatment Facility Upgrade. This purchase is part of a phased expansion of the District's laboratory.

All of the existing cabinets and countertops in the existing laboratory are Hamilton Scientific. Staff contacted the current California Hamilton Scientific dealer/installer, Dow Diversified, Inc., and requested a proposal to add a fume hood and additional cabinets and counter tops to match the existing cabinets and counter tops. Dow Diversified Inc. is uniquely qualified to provide the requested laboratory furniture as the authorized California Hamilton Scientific dealer/installer. A copy of the Dow Diversified, Inc., proposal, which totals \$22,300, is attached.

**FISCAL IMPACT**

Funding for the laboratory improvements is available in the FY 2014-2015 budget for the Southland WWTF Upgrade Project. The project budget included a \$500,000 construction contingency and based on the final contract amount, \$48,781 is available.

**STRATEGIC PLAN**

Goal 2 – FACILITIES THAT ARE RELIABLE, ENVIRONMENTALLY SENSIBLE AND EFFICIENT – Plan, provide for and maintain District facilities and other physical assets to achieve reliable, environmentally sensible, and efficient District operations.

**RECOMMENDATION**

Staff recommends that your Honorable Board authorize the General Manager to issue a purchase order to Dow Diversified, Inc. for laboratory improvements in the amount of \$22,300 and authorize a change order contingency in the amount of \$2000.

**ATTACHMENTS**

- A. Dow Diversified Inc. proposal dated November 7, 2014



Featuring:  
Laboratory Fume Hoods  
Wood and Metal Lab Furniture  
WI Laminate Plastic Casework

### Vendor Contact

Larry Bennett  
3533 Old Conejo Road #109  
Newbury Park, CA 91320  
(805) 368-8426  
larryb@dowdiversified.com

November 7, 2014

Mr. Peter Sevcik, P.E.  
**Nipomo Community Service District**  
P.O. Box 326  
Nipomo, CA 93444-0326  
(805) 929-1133  
[psevcik@ncsd.ca.gov](mailto:psevcik@ncsd.ca.gov)

RE: Laboratory Additions  
Hamilton Scientific Laboratory Furniture  
Quote #5451AC

Dear Peter:

We are pleased to submit our proposal for the following items per your request.

#### **INCLUDE:**

##### **BASE BID – HAMILTON SAFEAIRE II FUME HOOD ASSEMBLY**

- 1 ea. 62L2705P0 72"Wx43.25"Dx66.25"H CAV By-Pass fume hood Superstructure
- 4 ea. 54L79900 pre-wire points
- 1 ea. 54LFA0500S6 Cal OSHA required low flow alarm
- 1 ea. 21L7238000 1.25" Dished epoxy work surface
- 1 ea. 54L91200 low profile exhaust transition
- 2 ea. 121S6320 36"Wx22"Dx35"H. Standard steel fume hood base cabinets.
- 1 lot. Delivery of fume hood to jobsite and unload.
- 1 lot. Non-Mechanical Installation of fume hood assembly
- 7.5% Sales Tax

**TOTAL PRICE DELIVERED, INSTALLED WITH TAX: \$11,836.00**

Optional not required:

**ADD FOR FIELD ASHRAE 110 TESTING, ALARM CALIBRATION AND  
CERTIFICATION: \$733.00**



Featuring:  
Laboratory Fume Hoods  
Wood and Metal Lab Furniture  
WI Laminate Plastic Casework

**ALTERNATE – LAB CASEWORK AND COUNTER TOPS TO MATCH EXISTING**

- 1 ea. 136S2320 18"wide 1-door, 1-drawer base cabinet
- 2 ea. 137S2320 18"wide 1-door, 1-drawer base cabinet
- 1 ea. 148S6320 36"wide 2-door, 2-drawer base cabinet
- 2 ea. 148S5320 30"wide 2-door, 2-drawer base cabinet
- 6 ea. 500S4050 48"wide apron rail
- 1 ea. 600S2320 1" scribe filler
- 2 ea. 612S8320 8" island end filler
- 1 ea. 611S7320 7" end filler panel
- 1 lot. ¾" Trespa Top Lab counter tops and splashes
- 1 lot. Delivery of fume hood to jobsite and unload.
- 1 lot. Non-Mechanical Installation of fume hood assembly
- 7.5% Sales Tax

**TOTAL ADD PRICE DELIVERED, INSTALLED WITH TAX: \$9,731.00**  
**(Add price based on delivery and install at the same time as base bid fume hood)**

**Lead-Times**

- 1-week shop drawings
- 12-weeks fabrication
- 1-week delivery
- 2-day installation

**GRAND TOTAL \$22,300**

**EXCLUDE:**

1. WEEKEND OR OVERTIME LABOR
2. UTILITY ROUGH-INS OR FINAL CONNECTIONS
3. ELECTRICAL AND DATA DEVICES
4. RUBBER BASE COVE MOLDING
5. EXHAUST FAN, DUCTWORK
6. FINAL FUME HOOD CONNECTIONS
7. ROUGH CARPENTRY AND HARDWARE OTHER THAN FOR MATERIAL SUPPLIED ABOVE.
8. EXTERIOR MILLWORK, BACK PRIMING OF CASEWORK, IN WALL BACKING, BLOCKING, AND NAILERS.
9. TRASH REMOVAL FROM THE JOB SITE, COMPOSITE CLEANUP CREWS, DUMPSTER CHARGES, JOB-SITE HOISTING CHARGES.

**TERMS AND CONDITIONS**

1. THE QUOTED PRICES ARE SUBJECT TO ACCEPTANCE WITHIN (60) SIXTY DAYS FOLLOWING THE BID DATE WITH ALL TERMS AND CONDITIONS APPLYING TO THE QUOTE.
2. DOW DIVERSIFIED; INC. WILL PROVIDE STANDARD INSURANCE CERTIFICATES WITH THE PROPER PARTIES NAMED AS ADDITIONAL INSURED. PRIMARY INSURANCE AND WAIVER OF SUBROGATION COSTS ARE NOT PART OF THIS AGREEMENT.
3. THIS PROPOSAL IS BASED UPON ENTERING INTO A SUBCONTRACT WITH YOUR FIRM, WHICH IS NOT MORE EXACTING THAN THE CONTRACT BETWEEN YOUR FIRM AND THE OWNER.

3533 Old Conejo Road, #109 • Newbury Park • CA 91320 • (805) 273-7137 • FAX (805) 273-7147 • [www.dowdiversified.com](http://www.dowdiversified.com)  
1679 Placentia • Costa Mesa • California 92627 • (949) 650-9000 • FAX (949) 650-9001  
Contractors Licenses: California #422678 • Nevada #26568 • Arizona #75950-004 • Washington DOWII\*044MB  
Member Woodwork Institute • Member Architectural Woodwork Institute