

**COMMISSION OF SILICON VALLEY CLEAN WATER  
JOINT POWERS AUTHORITY  
REGULAR MEETING – Thursday, April 12, 2018  
8:00 a.m.**

Place: Pelican Conference Room  
Silicon Valley Clean Water  
1400 Radio Road, 2<sup>nd</sup> Floor  
Redwood City, California

**COMMISSIONERS**

COUNCIL MEMBER JOHN SEYBERT, REDWOOD CITY – CHAIR  
COUNCIL MEMBER WARREN LIEBERMAN, PhD., BELMONT – VICE CHAIR  
BOARD MEMBER GEORGE OTTE, P.E., WEST BAY SANITARY DISTRICT – MEMBER  
MAYOR ROBERT GRASSILLI, SAN CARLOS – SECRETARY

**MANAGER:** DANIEL T. CHILD

**ATTORNEY FOR THE AUTHORITY:** CHRISTINE C. FITZGERALD

**CONTROLLER/TREASURER:** KIMBRA MCCARTHY

**AMERICANS WITH DISABILITIES ACT**

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact SVCW (650) 591-7121. Notification in advance of the meeting will enable the Authority to make reasonable arrangements to ensure accessibility to this meeting.

**AGENDA**

1. CALL TO ORDER

2. ROLL CALL

3. PLEDGE OF ALLEGIANCE

4. PUBLIC COMMENT

Any member of the public may address and ask questions of the Chair under this item relating to any matter within the Commission's jurisdiction that does not appear as a separate item on the Agenda. An opportunity will be provided for members of the public to address the Chair and ask questions about any item that is listed on the agenda at the time the Commission considers the item and before action is taken. If you address the Commission on a non-agenda item, please be aware that the Ralph M. Brown Act (Gov. C. § 54950 et seq.) prohibits the Commission from acting on or discussing such matters at this meeting. Any such item may be referred to staff for a decision with regard to placing it on a future agenda for discussion, action or a report.

5. SAFETY MOMENT and REPORTS

- A. Safety Moment
- B. Manager's Report (verbal)
- C. Financial Reports
  - 1. Investment Report February 2018
- D. Engineering Projects Status Update March 2018
- E. Commission Requested Staff-Level Action Items
- F. RESCU Program Design-Build Project Status Update Handout/Discussion

6. MATTERS OF COMMISSION MEMBER'S INTEREST

7. CONSIDERATION OF MOTION APPROVING CONSENT CALENDAR

8. BUSINESS ITEMS

- A. CONSIDERATION OF RESOLUTION APPROVING GRAVITY PIPELINE PROJECT DESIGN-BUILD STAGE 1 AGREEMENT AMENDMENTS (CIP #6008)

Proposed Action: Move adoption of RESOLUTION RATIFYING DESIGN BUILD AGREEMENT STAGE 1 AMENDMENT NO. 1 AND APPROVING AMENDMENT NOS. 2, 3, AND 4 FOR GRAVITY PIPELINE PROJECT (CIP #6008) – BARNARD-BESSAC JOINT VENTURE - (\$580,576)

- B. CONSIDERATION OF RESOLUTION AWARDING CONSTRUCTION CONTRACT DOCUMENTS FOR THE FOOD WASTE RECEIVING PILOT PROJECT (CIP #9229)

Proposed Action: Move adoption of RESOLUTION APPROVING CONTRACT DOCUMENTS AND ACCEPTING NEGOTIATED BID PRICE FOR FOOD WASTE RECEIVING PILOT PROJECT UNDER STATE GRANT PROGRAM (CIP #9229) WITHOUT COMPETITIVE BIDDING, FINDING THAT COMPETITIVE BIDDING WOULD BE UNAVAILING, WOULD NOT PRODUCE AN ADVANTAGE AND WOULD NOT BE IN THE PUBLIC INTEREST; AUTHORIZING EXECUTION OF AGREEMENT FOR SAID WORK AS A CONSTRUCTION CONTRACT CHANGE ORDER TO THE THICKENING IMPROVEMENTS - PHASE 1 PROJECT (CIP#9168), AND AUTHORIZE MANAGER TO APPROVE CHANGE ORDERS UP TO TEN PERCENT OF THE CONTRACT VALUE FOR SAID PROJECT (\$684,000.00) – C. OVERAA & CO.

- C. CONSIDERATION OF RESOLUTION AWARDING CONTRACT DOCUMENTS FOR THE DESIGN-BUILD OF WASTEWATER TREATMENT PLANT IMPROVEMENTS PHASE 2 PROJECT AND FOR OWNER ENGINEERING ADVISOR SERVICES RELATED TO THE PROJECT

Proposed Actions:

- i. Move adoption of RESOLUTION APPROVING DESIGN BUILD DOCUMENTS FOR THE WASTEWATER TREATMENT PLANT IMPROVEMENTS PHASE 2 PROJECT (CIP #9169, 9173, 9186, 9189, 9197, 9220, 9224), AUTHORIZING EXECUTION OF AGREEMENT AND AUTHORIZING MANAGER TO APPROVE CONTRACT CHANGE ORDERS UP TO TEN PERCENT OF THE CONTRACT PRICE FOR SAID PROJECT – C. Overaa/HydroScience (\$9,000,000).
- ii. Move approval of AMENDING THE TASK ORDER SCOPE AND BUDGET FOR OWNER'S ADVISOR SERVICES FOR THE WWTP RELIABILITY IMPROVEMENTS PHASE 2 PROJECT IN AN AMOUNT NOT-TO-EXCEED \$87,782 – KENNEDY/JENKS

- D. CONSIDERATION OF RESOLUTION AWARDING CONTRACT DOCUMENTS FOR CONSTRUCTION OF SAF-MBR RESEARCH FACILITY INFRASTRUCTURE.

Proposed Action: Move adoption of RESOLUTION APPROVING CONTRACT FOR CONSTRUCTION OF INFRASTRUCTURE IMPROVEMENTS FOR THE SAF-MBR PILOT RESEARCH PROJECT WITHOUT COMPETITIVE BIDDING, FINDING THAT COMPETITIVE BIDDING WOULD BE UNAVAILING, WOULD NOT PRODUCE AN ADVANTAGE AND WOULD NOT BE IN THE PUBLIC INTEREST AND AUTHORIZING SVCW MANAGER TO APPROVE CONSTRUCTION CONTRACT CHANGE ORDERS UP TO TEN PERCENT (10%) OF THE CONTRACT PRICE - POWER ENGINEERING CONTRACTORS - (\$320,000)

- E. CONSIDERATION OF CONTRACT CHANGE ORDER FOR PLANT SECURITY GATE FOR NEW 12KV SWITCHGEAR PROJECT (CIP#9807)

Proposed Action: Move approval of CONTRACT CHANGE ORDER FOR NEW 12KV SWITCHGEAR PROJECT (CIP #9187) IN THE AMOUNT OF \$120,000 AND AUTHORIZE MANAGER TO APPROVE UP TO TEN PERCENT CONTINGENCY FOR ADDITIONAL WORK ON AN AS-NEEDED BASIS – JF SHEA/PARSONS JOINT VENTURE

F. CONSIDERATION OF RESOLUTIONS APPROVING AND ADOPTING FISCAL YEAR 2018-19 ANNUAL OPERATING AND CAPITAL EXPENDITURES BUDGET

Proposed Actions:

- i. Move adoption of RESOLUTION ADOPTING FISCAL YEAR 2018-19 REVENUE PLAN IN THE AMOUNT OF \$24,213,623 IN NET OPERATING REVENUES REQUIRED AND \$1,485,500 FOR REVENUE-FUNDED CAPITAL PROJECTS
- ii. Move adoption of RESOLUTION ADOPTING FISCAL YEAR 2018-19 CASH RESERVE DESIGNATIONS IN THE AMOUNT OF \$984,034
- iii. Move adoption of RESOLUTION ADOPTING FISCAL YEAR 2018-19 DEBT SERVICE EXPENDITURES IN AN AMOUNT OF \$20,389,946
- iv. Move adoption of RESOLUTION AUTHORIZING SVCW MANAGER TO IMPLEMENT, MANAGE AND APPROVE EXPENDITURES AUTHORIZED WITHIN THE FISCAL YEAR 2018-2019 ANNUAL OPERATING AND CAPITAL EXPENDITURES BUDGET AS ADOPTED BY THE SILICON VALLEY CLEAN WATER COMMISSION

9. CLOSED SESSION

- A. LABOR NEGOTIATIONS (Govt. Code Section 54957.6(a))  
AGENCY NEGOTIATORS: Daniel T. Child, SVCW Manager  
Matt Anderson, Chief Financial Officer/Admin. Manager  
Jennifer Flick, SVCW Human Resources Director  
Monte Hamamoto, SVCE Chief Operating Officer Darrell Murray, IEDA  
EMPLOYEE ORGANIZATION: IUOE LOCAL 39
- B. CONFERENCE WITH REAL PROPERTY NEGOTIATORS  
Pursuant to Government Code Section 54956.8  
Property Description: 930 Governor's Bay, Redwood City, CA (APN: 095-380-210)  
SVCW Negotiators: Lillian Jewell, Kevin Thorne (Hamner, Jewell & Associates); SVCW Manager, Daniel T. Child  
Negotiating Parties: Young/Leung Under Negotiation: Price and terms
- C. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION  
Significant exposure to litigation pursuant to Section 54956.9(b) and (d)(2) (one potential case)



10. RECONVENE IN OPEN SESSION – Announce action taken in Closed Session, if any.

11. ADJOURN

## CONSENT CALENDAR

### **NOTICE TO PUBLIC**

All matters listed under CONSENT CALENDAR are considered to be routine. There may be discussion on items on the CONSENT CALENDAR. All items will be enacted by one motion with a roll call vote unless members of the Commission, staff, or public request specific items be removed from the CONSENT CALENDAR for separate action.

7. A. APPROVAL OF MINUTES – March 8, 2018 Meeting
- B. CONSIDERATION OF MOTION APPROVING WARRANT REGISTERS FOR CLAIMS AND CHECKS DATED FEBRUARY 23, 2018 AND APRIL 1, 2018, AND NECESSARY PAYMENTS FROM FEBRUARY 24, 2018 THROUGH APRIL 1, 2018
- C. CONSIDERATION OF MOTION ACCEPTING FINAL PROJECT AND FILING NOTICE OF COMPLETION FOR THE PRIMARY SEDIMENTATION TANK REHABILITATION PROJECT (CIP #9080, #9128)

Proposed Action: Move approval to ACCEPT PRIMARY SEDIMENTATION TANK REHABILITATION (CIP #9080, #9128) AND AUTHORIZE FILING NOTICE OF COMPLETION – ERS INDUSTRIAL SERVICES

- D. CONSIDERATION OF MOTION ACCEPTING FINAL PROJECT AND FILING NOTICE OF COMPLETION FOR THE SOLIDS HANDLING BUILDING HVAC DUCT REPAIR PROJECT (CIP #9169)

Proposed Action: Move approval TO ACCEPT SOLIDS HANDLING BUILDING HVAC DUCT REPAIR PROJECT (CIP #9169) AND AUTHORIZE FILING OF NOTICE OF COMPLETION – BLOCKA CONSTRUCTION INC.

- E. CONSIDERATION OF RESOLUTIONS REVISING ADMINISTRATIVE POLICIES 1980-04, "CODE OF ACCOUNTS"; 1981-02, "DISPOSAL OF SURPLUS PROPERTY"; 1990-01, "PROCEDURE FOR REIMBURSEMENT OF EXPENSES AND TRAVEL GUIDELINES"; 1991-01, "PROCEDURE GOVERNING SVCW PETTY CASH"; 1992-01, "SVCW INVESTMENT POLICY AND GUIDELINES"; 2007-01, "SVCW PURCHASE CARD SYSTEM"; 2007-02, "FIXED ASSET POLICIES AND PROCEDURES"; 2013-03, "SVCW RESERVE FUND POLICY AND PROCEDURES"; AND 2017-01, "STATEMENT OF DEBT MANAGEMENT POLICY"

Proposed Actions:

- i. Move adoption of RESOLUTION APPROVING AND ADOPTING REVISION Z OF ADMINISTRATIVE POLICY 1980-04, "CODE OF ACCOUNTS"

- ii. Move adoption of RESOLUTION APPROVING AND ADOPTING REVISION F OF ADMINISTRATIVE POLICY 1981-02 "DISPOSAL OF SURPLUS PROPERTY"
- iii. Move adoption of RESOLUTION APPROVING AND ADOPTING REVISION B OF ADMINISTRATIVE POLICY 1990-01, "PROCEDURE FOR REIMBURSEMENT OF EXPENSES AND TRAVEL GUIDELINES"
- iv. Move adoption of RESOLUTION APPROVING AND ADOPTING REVISION B OF ADMINISTRATIVE POLICY 1991-01, "PROCEDURE GOVERNING SVCW PETTY CASH"
- v. Move adoption of RESOLUTION APPROVING AND ADOPTING REVISION Q OF ADMINISTRATIVE POLICY 1992-01, "SVCW INVESTMENT POLICY AND GUIDELINES"
- vi. Move adoption of RESOLUTION APPROVING AND ADOPTING REVISION A OF ADMINISTRATIVE POLICY 2007-01, "SVCW PURCHASE CARD SYSTEM"
- vii. Move adoption of RESOLUTION APPROVING AND ADOPTING REVISION C OF ADMINISTRATIVE POLICY 2007-02, "FIXED ASSET POLICIES AND PROCEDURES"
- viii. Move adoption of RESOLUTION APPROVING AND ADOPTING REVISION B OF ADMINISTRATIVE POLICY 2013-03, "SVCW RESERVE FUND POLICY AND PROCEDURES"
- ix. Move adoption of RESOLUTION APPROVING AND ADOPTING REVISION A OF ADMINISTRATIVE POLICY 2017-01, "STATEMENT OF DEBT MANAGEMENT POLICY"



Every day, millions of people wake up, go to work or school, and take part in social events. But every so often the unexpected happens: an earthquake, a fire, a chemical spill, an act of terrorism or some other disaster. Routines change drastically, and people are suddenly aware of how fragile their lives and routines can be. Each disaster can have lasting effects — people may be seriously injured or killed, and devastating and costly property damage can occur. People entering any public assembly building need to be prepared in case of an emergency.

### BEFORE YOU ENTER

- » **Take a good look.** Does the building appear to be in a condition that makes you feel comfortable? Is the main entrance wide and does it open outward to allow easy exit? Is the outside area clear of materials stored against the building or blocking exits?
- » **Have a communication plan.** Identify a relative or friend to contact in case of emergency and you are separated from family or friends.
- » **Plan a meeting place.** Pick a meeting place outside to meet family or friends with whom you are attending the function. If there is an emergency, be sure to meet them there.

### WHEN YOU ENTER

- » **Take a good look.** Locate exits immediately. When you enter a building you should look for all available exits. Some exits may be in front and some in back of you. Be prepared to use your closest exit. You may not be able to use the main exit.
- » **Check for clear exit paths.** Make sure aisles are wide enough and not obstructed by chairs or furniture. Check to make sure your exit door is not blocked or chained. If there are not at least two exits or exit paths are blocked, report the violation to management and leave the building if it is not immediately addressed. Call the local fire marshal to register a complaint.
- » **Do you feel safe?** Does the building appear to be overcrowded? Are there fire sources such as candles burning, cigarettes or cigars burning, pyrotechnics, or other heat sources that may make you feel unsafe? Are there safety systems in place such as alternative exits, sprinklers, and smoke alarms? Ask the management for clarification on your concerns. If you do not feel safe in the building, leave immediately.

### DURING AN EMERGENCY

**React immediately.** If an alarm sounds, you see smoke or fire, or some other unusual disturbance immediately exit the building in an orderly fashion.

**Get out, stay out!** Once you have escaped, stay out. Under no circumstances should you ever go back into a burning building. Let trained firefighters conduct rescue operations.

# SILICON VALLEY CLEAN WATER

JOINT POWERS AUTHORITY ~ A PUBLIC ENTITY



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650.591.7121 | FAX: 650.591.7122  
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CITY OF SAN CARLOS | CITY OF REDWOOD CITY | CITY OF BELMONT | WEST BAY SANITARY DISTRICT

## SILICON VALLEY CLEAN WATER INVESTMENT LISTING February 28, 2018

Broker/Dealer Investment Name	Composite Credit	Maturity	Coupon Rate	Yield to Maturity	Par Value	Market Value	Cost	Estimated Annual \$ Yield Earnings
<b>Annual OPS and CAP Budget Reserve</b>								
FEDERAL HOME LN MTG CORP PARTN CTF	N.A.	03/01/2018	5.000%	-	1,515	1,514	1,570	-
FEDERAL HOME LN MTG CORP PARTN GOLD	N.A.	02/01/2020	5.000%	2.62	36,316	36,950	38,314	968
FEDERAL HOME LOAN BKS CONS BDS	AA+	12/13/2019	2.375%	2.29	60,000	60,092	61,478	1,376
FEDERAL HOME LOAN BKS CONS BDS	AA+	02/18/2021	1.375%	2.45	30,000	29,085	30,315	713
FEDERAL FARM CR BKS CONS SYSTEMWIDE	AA+	09/17/2018	1.950%	2.04	100,000	100,010	100,962	2,042
FEDERAL FARM CR BKS CONS SYSTEMWIDE	AA+	04/09/2018	1.624%	1.51	50,000	50,011	49,959	754
FEDERAL HOME LOAN BKS CONS BDS	AA+	03/09/2018	4.625%	0.41	125,000	125,089	127,245	510
FEDERAL HOME LOAN BKS CONS BDS	AA+	07/01/2019	4.375%	2.31	50,000	51,408	51,916	1,187
FEDERAL HOME LOAN BKS CONS BDS	AA+	09/13/2019	4.500%	2.26	100,000	103,325	106,584	2,334
FEDERAL NATL MTG ASSN	AA+	06/22/2020	1.500%	2.34	30,000	29,465	30,316	690
FEDERAL NATL MTG ASSN	AA+	11/30/2020	1.500%	2.42	100,000	97,607	99,839	2,357
FEDERAL NATL MTG ASSN	AA+	02/26/2021	1.375%	2.46	100,000	96,821	99,647	2,383
FEDERAL NATL MTG ASSN	AA+	11/27/2018	1.625%	2.02	60,000	59,816	60,458	1,208
FEDERAL NATL MTG ASSN GTD REMIC	NR	09/25/2019	2.171%	2.49	134,745	134,020	136,513	3,341
FEDERAL NATL MTG ASSN	AA+	09/25/2020	1.750%	2.54	100,000	98,243	100,707	2,497
FEDERAL HOME LN MTG CORP MULTICLASS	NR	11/25/2019	1.869%	2.56	125,830	124,608	125,653	3,186
FEDERAL HOME LN MTG CORP	AA+	05/30/2019	1.750%	2.16	30,000	29,843	30,380	646
FEDERAL HOME LN MTG CORP	AA+	10/02/2019	1.250%	2.24	30,000	29,537	30,155	663
FEDERAL HOME LN MTG CORP MULTICLASS	N.A.	04/15/2020	4.000%	2.29	19,158	19,261	19,733	442
FEDERAL NATL MTG ASSN GTD PASSTHRU	N.A.	12/01/2019	5.500%	2.64	23,644	24,007	25,004	634
FEDERAL NATL MTG ASSN GTD PASSTHRU	N.A.	03/01/2020	5.500%	4.28	1,205	1,209	1,249	52
FEDERAL NATL MTG ASSN GTD PASSTHRU	N.A.	04/01/2020	5.000%	2.67	17,399	17,672	18,367	472
GNMA II PASSTHRU CTF POOL #003421	N.A.	08/20/2018	4.500%	3.21	2,912	2,904	3,051	93
GENERAL ELEC CAP CORP MTN	A	08/07/2018	2.063%	2.21	75,000	75,037	74,771	1,660
IOWA FIN AUTH REV ST REVOLVING FD	AAA	08/01/2018	3.280%	1.92	50,000	50,282	50,430	965
SMALL BUSINESS ADMIN GTD LN POOL	N.A.	02/25/2019	4.325%	3.02	19,620	19,735	20,358	595
U S BANCORP MTNS BK ENT FR	A+	11/15/2018	1.950%	2.18	50,000	49,898	50,051	1,089
UNIVERSITY CALIF REVS FOR PREV GEN	AA	07/01/2019	1.796%	2.56	50,000	49,682	49,784	1,270
FEDERAL FARM CR BKS CONS SYSTEMWIDE	AA+	10/26/2018	1.010%	2.09	80,000	79,497	80,000	1,660
MONTGOMERY CNTY MD CTF PARTN COPS	N.A.	11/01/2019	1.200%	2.55	100,000	97,820	100,039	2,496
RICHMOND VA GO PUB IMPT BDS C	AA	07/15/2021	2.599%	2.73	100,000	99,480	104,081	2,714
PORT MORROW ORE TRANSMISSION F REV	AA	09/01/2021	2.737%	2.74	100,000	100,097	104,309	2,743
WACO TEX INDPT SCH DIST REF BDS	N.A.	02/15/2020	4.000%	2.48	110,000	113,328	115,790	2,808
FEDERAL HOME LN MTG CORP	AA+	12/30/2019	1.500%	2.35	80,000	78,780	80,000	1,848
FEDERAL FARM CR BKS CONS SYSTEMWIDE	AA+	07/19/2021	2.030%	2.72	60,000	58,605	60,000	1,595
FEDERAL FARM CR BKS CONS SYSTEMWIDE	AA+	01/24/2022	2.050%	2.78	40,000	38,844	40,000	1,080
FEDERAL HOME LN MTG CORP MEDIUM	AA+	07/27/2020	1.625%	2.45	80,000	78,469	80,000	1,920
FEDERAL HOME LN MTG CORP	AA+	05/15/2020	1.600%	2.41	150,000	147,656	150,000	3,557
FEDERAL HOME LN MTG CORP	AA+	05/01/2020	1.375%	2.33	70,000	68,594	69,645	1,596
FEDERAL NATL MTG ASSN	AA+	10/07/2021	1.375%	2.54	70,000	67,199	69,157	1,708
FEDERAL HOME LN MTG CORP	AA+	01/13/2022	2.375%	2.59	35,000	34,698	35,991	898
FEDERAL HOME LOAN BKS CONS BDS	AA+	07/29/2020	1.830%	2.42	140,000	138,246	140,958	3,340
FEDERAL HOME LOAN BKS CONS BDS	AA+	06/12/2020	1.750%	2.36	140,000	138,106	140,806	3,262
FEDERAL NATL MTG ASSN	AA+	05/06/2021	1.250%	2.48	90,000	86,596	88,985	2,148
FEDERAL NATL MTG ASSN	AA+	08/17/2021	1.250%	2.52	90,000	86,234	88,725	2,169
FEDERAL NATL MTG ASSN	AA+	09/28/2020	1.750%	2.55	30,000	29,463	30,000	750
ALTRIA GROUP INC SR NT	A-	08/09/2022	2.850%	3.24	30,000	29,492	30,257	956
US TREASURY NOTE	NR	03/15/2020	1.625%	2.28	50,000	49,340	49,717	1,125
FEDERAL FARM CR BKS CONS SYSTEMWIDE	AA+	09/11/2020	1.620%	2.55	140,000	137,033	137,844	3,496
CASH & EQUIVALENTS	-	-	-	1.28	-	159,259	159,259	2,039
<b>Annual OPS and CAP Budget Reserve Total</b>						<b>\$ 3,483,965</b>	<b>\$ 3,550,370</b>	<b>\$ 80,034</b>



# SILICON VALLEY CLEAN WATER

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**SVCW**  
Silicon Valley Clean Water  
One Drop at a Time

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Broker/Dealer	Composite	Coupon	Yield to				Estimated
Investment Name	Credit	Maturity	Rate	Maturity	Par Value	Market Value	Annual \$ Yield Earnings
<b>Capital Improvement Program Reserve</b>							
APPLE INC SR FLT NT	AA+	02/07/2020	2.050%	2.13	100,000	100,336	99,821 2,134
BERGEN CNTY N J TAXABLE GO BDS 2008	N.A.	11/01/2019	6.000%	2.19	100,000	102,536	104,349 2,243
BERKSHIRE HATHAWAY FIN CORP GTD SR	AA	05/15/2018	5.400%	2.22	100,000	100,623	101,953 2,237
CALIFORNIA ST GO BDS TAXABLE	AA-	10/01/2019	6.200%	2.64	100,000	105,775	108,091 2,789
CHEVRON CORPORATION SR NT	AA-	03/03/2019	4.950%	2.41	100,000	102,365	104,407 2,468
CISCO SYS INC SR GLBL NT	A+	01/15/2020	4.450%	2.53	125,000	129,393	131,244 3,271
COLGATE PALMOLIVE CO MTNS FR	AA-	11/01/2018	1.500%	2.29	100,000	99,599	100,162 2,278
EXXON MOBIL CORP SR FLT NT	AA+	03/15/2019	1.738%	2.04	100,000	100,137	99,935 2,047
FEDERAL HOME LN MTG CORP PARTN CTF	N.A.	03/01/2018	5.000%	-	510	509	528 -
FEDERAL HOME LN MTG CORP PARTN GOLD	N.A.	02/01/2019	5.000%	2.80	20,366	20,664	21,474 579
FEDERAL HOME LOAN BKS CONS BDS	AA+	12/13/2019	2.375%	2.29	340,000	340,524	344,352 7,795
FEDERAL HOME LOAN BKS CONS BDS	AA+	02/18/2021	1.375%	2.45	100,000	96,951	101,049 2,378
FEDERAL FARM CR BKS CONS SYSTEMWIDE	AA+	06/22/2018	5.050%	1.84	20,000	20,228	20,360 373
FEDERAL FARM CR BKS CONS SYSTEMWIDE	AA+	04/06/2020	5.300%	2.48	450,000	477,117	489,834 11,833
FEDERAL FARM CR BKS CONS SYSTEMWIDE	AA+	09/03/2019	5.320%	2.32	50,000	52,277	53,685 1,212
FEDERAL HOME LOAN BKS CONS BDS	AA+	09/11/2020	2.875%	2.40	60,000	60,886	62,506 1,464
FEDERAL FARM CR BKS CONS SYSTEMWIDE	AA+	06/24/2019	1.520%	2.25	250,000	247,875	250,000 5,575
FEDERAL HOME LOAN BKS CONS BDS	AA+	08/15/2019	5.125%	2.27	60,000	62,482	63,205 1,420
FEDERAL HOME LOAN BKS CONS BDS	AA+	06/12/2020	4.625%	2.41	200,000	209,930	213,826 5,061
FEDERAL HOME LOAN BKS CONS BDS	AA+	12/14/2018	3.750%	2.17	250,000	253,545	256,078 5,512
FEDERAL HOME LOAN BKS CONS BDS	AA+	07/01/2019	4.375%	2.31	25,000	25,704	25,958 593
FEDERAL HOME LOAN BKS CONS BDS	AA+	12/13/2019	4.125%	2.29	125,000	128,733	132,551 2,948
FEDERAL HOME LOAN BKS CONS BDS	AA+	03/13/2020	4.125%	2.32	700,000	724,514	742,418 16,830
FEDERAL NATL MTG ASSN	AA+	01/21/2020	1.625%	2.26	100,000	98,819	101,344 2,233
FEDERAL NATL MTG ASSN	AA+	06/22/2020	1.500%	2.34	50,000	49,108	50,527 1,150
FEDERAL NATL MTG ASSN	AA+	11/30/2020	1.500%	2.42	170,000	165,932	169,711 4,007
FEDERAL NATL MTG ASSN	AA+	12/28/2020	1.875%	2.43	325,000	320,219	331,136 7,775
FEDERAL NATL MTG ASSN	AA+	02/26/2021	1.375%	2.46	240,000	232,370	239,619 5,719
FEDERAL NATL MTG ASSN	AA+	11/27/2018	1.625%	2.02	150,000	149,540	151,146 3,021
FEDERAL HOME LN MTG CORP MULTICLASS	NR	06/25/2020	3.531%	2.72	100,000	101,798	106,188 2,766
FEDERAL HOME LN MTG CORP	AA+	06/13/2018	4.875%	1.72	115,000	116,022	117,191 1,991
FEDERAL HOME LN MTG CORP	AA+	03/27/2019	3.750%	2.12	500,000	508,570	517,065 10,792
FEDERAL HOME LN MTG CORP	AA+	05/30/2019	1.750%	2.16	50,000	49,739	50,633 1,076
FEDERAL HOME LN MTG CORP	AA+	10/02/2019	1.250%	2.24	50,000	49,228	50,259 1,105
FEDERAL NATL MTG ASSN GTD PASSTHRU	N.A.	05/01/2018	3.840%	2.57	250,000	249,665	266,641 6,416
FEDERAL NATL MTG ASSN GTD PASSTHRU	N.A.	04/01/2019	2.680%	2.45	464,853	465,090	484,173 11,395
FEDERAL NATL MTG ASSN GTD PASSTHRU	N.A.	04/01/2019	5.000%	2.40	25,730	26,033	27,121 625
IOWA FIN AUTH REV ST REVOLVING FD	N.A.	07/01/2019	4.821%	3.13	202,997	208,056	225,200 6,512
MICROSOFT CORP NT	AAA	08/01/2018	3.280%	1.92	25,000	25,141	25,215 483
MONONA WIS TAXABLE PROM NTS 2015B	AAA	06/01/2019	4.200%	2.33	100,000	102,155	103,501 2,380
NEW YORK N Y GOBDS 2011 C TAXABLE	N.A.	06/01/2020	3.250%	2.95	100,000	100,504	101,231 2,967
OHIO ST GO BDS 2009 C TAXABLE	AA	10/01/2018	3.480%	1.95	100,000	100,881	101,510 1,970
PASADENA CALIF PUB FING AUTH L LEASE	N.A.	03/01/2018	4.371%	-	100,000	100,000	101,426 -
TENNESSEE VALLEY AUTH PWR BD 2008 B	N.A.	03/01/2018	4.224%	-	25,000	25,000	25,249 -
FEDERAL FARM CR BKS CONS SYSTEMWIDE	AA+	04/01/2018	4.500%	1.35	500,000	501,245	508,335 6,747
MONTGOMERY CNTY MD CTFS PARTN COPS	AA+	10/26/2018	1.010%	2.09	100,000	99,371	100,000 2,075
RICHMOND VA GO PUB IMPT BDS C	N.A.	11/01/2019	1.200%	2.55	100,000	97,820	100,039 2,496
BANK NEW YORK MTN BK ENT FR	AA	07/15/2021	2.599%	2.73	100,000	99,480	104,081 2,714
GILEAD SCIENCES INC SR NT	A+	11/27/2020	2.450%	2.96	100,000	98,714	102,565 2,924
WISCONSIN ST GEN FD ANNUAL APP REV	A-	09/01/2020	2.550%	2.81	100,000	99,325	103,208 2,791
PORT MORROW ORE TRANSMISSION F REV	AA-	05/01/2021	1.616%	2.88	100,000	96,370	100,111 2,771
WACO TEX INDPT SCH DIST REF BDS	AA	09/01/2021	2.737%	2.74	225,000	225,218	234,695 6,171
FEDERAL NATL MTG ASSN	N.A.	02/15/2020	4.000%	2.48	165,000	169,991	173,686 4,212
FEDERAL HOME LN MTG CORP	AA+	05/26/2021	1.800%	2.65	260,000	252,975	260,000 6,696
FEDERAL HOME LN MTG CORP	AA+	12/30/2019	1.500%	2.35	260,000	256,035	260,000 6,007
FEDERAL HOME LN MTG CORP	AA+	12/30/2020	1.750%	2.60	340,000	332,027	340,000 8,626
FEDERAL FARM CR BKS CONS SYSTEMWIDE	AA+	07/19/2021	2.030%	2.72	80,000	78,140	80,000 2,126
FEDERAL FARM CR BKS CONS SYSTEMWIDE	AA+	01/24/2022	2.050%	2.78	120,000	116,532	120,000 3,241
FEDERAL HOME LN MTG CORP MEDIUM	AA+	07/27/2020	1.625%	2.45	80,000	78,469	80,000 1,920
FEDERAL HOME LN MTG CORP	AA+	05/15/2020	1.600%	2.41	220,000	216,561	220,000 5,217
FEDERAL HOME LN MTG CORP	AA+	10/26/2021	2.000%	2.65	220,000	213,855	220,000 5,661
FEDERAL HOME LOAN BKS CONS BDS	AA+	04/27/2022	1.250%	2.73	220,000	219,688	219,505 5,995



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Broker/Dealer	Composite	Coupon	Yield to				Estimated
Investment Name	Credit	Maturity	Rate	Maturity	Par Value	Market Value	Annual \$ Yield
						Cost	Earnings
FEDERAL HOME LN MTG CORP	AA+	05/01/2020	1.375%	2.33	290,000	284,177	288,721
FEDERAL NATL MTG ASSN	AA+	10/07/2021	1.375%	2.54	140,000	134,399	138,313
FEDERAL HOME LN MTG CORP	AA+	01/13/2022	2.375%	2.59	310,000	307,325	316,910
FEDERAL NATL MTG ASSN	AA+	01/05/2022	2.000%	2.59	610,000	596,513	607,983
FEDERAL HOME LOAN BKS CONS BDS	AA+	06/12/2020	1.750%	2.36	170,000	167,700	170,979
FEDERAL NATL MTG ASSN	AA+	05/06/2021	1.250%	2.48	170,000	163,571	168,084
FEDERAL NATL MTG ASSN	AA+	08/17/2021	1.250%	2.52	170,000	162,887	167,592
FEDERAL FARM CR BKS CONS SYSTEMWIDE	AA+	07/19/2022	1.900%	2.65	165,000	159,652	165,710
FEDERAL FARM CR BKS CONS SYSTEMWIDE	AA+	08/03/2022	1.900%	2.66	165,000	159,591	165,389
FEDERAL NATL MTG ASSN	AA+	04/05/2022	1.875%	2.62	170,000	165,111	170,636
FEDERAL HOME LOAN BKS CONS BDS	AA+	08/15/2022	1.850%	2.66	130,000	125,574	130,936
FEDERAL NATL MTG ASSN	AA+	09/28/2020	1.750%	2.55	120,000	117,852	120,000
FEDERAL FARM CR BKS CONS SYSTEMWIDE	AA+	04/04/2022	2.100%	2.98	220,000	214,093	220,000
FEDERAL HOME LN MTG CORP	AA+	10/12/2021	2.000%	2.67	120,000	117,143	120,000
BANK AMER CORP FR	A-	05/13/2021	5.000%	3.09	75,000	79,393	81,361
CONSTELLATION BRANDS INC SR GLBL NT	BBB-	11/06/2020	2.250%	2.96	25,000	24,501	24,942
HOME DEPOT INC SR GLBL NT	A	04/01/2021	2.000%	2.77	80,000	78,151	79,838
LORILLARD TOB CO SR NT	BBB	05/01/2020	6.875%	3.11	25,000	26,980	27,666
MORGAN STANLEY SR NT	A-	01/27/2020	2.650%	2.86	80,000	79,738	80,758
ORACLE CORP SR GLBL	A+	05/15/2022	2.500%	3.04	80,000	78,266	80,090
PHILIP MORRIS INTL INC SR NT	A	03/26/2020	4.500%	2.80	25,000	25,847	26,443
STARBUCKS CORP SR GLBL	A-	02/04/2021	2.100%	2.71	80,000	78,550	79,979
3M CO FR	A+	06/26/2022	2.000%	2.85	100,000	96,613	98,845
FEDERAL HOME LN MTG CORP	AA+	12/29/2021	2.250%	2.82	120,000	117,840	120,000
FEDERAL HOME LOAN BKS CONS BDS	AA+	10/26/2022	2.280%	2.80	100,000	99,553	99,600
FEDERAL FARM CR BKS CONS SYSTEMWIDE	AA+	09/11/2020	1.620%	2.55	400,000	391,524	393,841
FEDERAL HOME LOAN BKS CONS BDS	AA+	11/29/2021	1.875%	2.54	300,000	292,950	295,479
FEDERAL HOME LOAN BKS CONS BDS	AA+	12/15/2021	2.200%	2.70	300,000	295,602	298,050
FEDERAL NATL MTG ASSN	AA+	11/26/2019	1.750%	2.25	300,000	297,456	298,445
FEDERAL FARM CR BKS CONS SYSTEMWIDE	AA+	05/17/2021	1.970%	2.77	100,000	97,961	98,215
CASH & EQUIVALENTS	-	-	-	1.28	-	1,593,341	1,593,341
Capital Improvement Program Reserve Total						\$ 16,688,238	\$ 17,028,235
							\$ 387,797
<b>Stage 2 Capacity Reserve</b>							
BERKSHIRE HATHAWAY FIN CORP GTD SR	AA	05/15/2018	5.400%	2.22	100,000	100,623	101,949
CEDAR PARK TEX CTFB OBLIG TAXABLE	AA	08/15/2018	5.280%	2.65	50,000	50,685	50,831
CISCO SYS INC SR GLBL NT	A+	01/15/2020	4.450%	2.53	75,000	77,636	78,746
FEDERAL HOME LN MTG CORP PARTN GOLD	N.A.	02/01/2019	5.000%	2.80	20,366	20,664	21,474
FEDERAL HOME LN MTG CORP PARTN GOLD	N.A.	11/01/2020	4.500%	2.62	22,834	23,054	23,805
FEDERAL HOME LOAN BKS CONS BDS	AA+	12/13/2019	2.375%	2.29	100,000	100,154	102,463
FEDERAL HOME LOAN BKS CONS BDS	AA+	02/18/2021	1.375%	2.45	100,000	96,951	101,049
FEDERAL HOME LOAN BKS CONS BDS	AA+	06/29/2018	0.875%	1.78	100,000	99,714	100,035
FEDERAL FARM CR BKS CONS SYSTEMWIDE	AA+	05/15/2018	4.500%	1.69	100,000	100,697	101,549
FEDERAL FARM CR BKS CONS SYSTEMWIDE	AA+	09/28/2018	4.780%	2.13	55,000	55,923	56,813
FEDERAL HOME LOAN BKS CONS BDS	AA+	09/11/2020	2.875%	2.40	60,000	60,886	62,506
FEDERAL FARM CR BKS CONS SYSTEMWIDE	AA+	06/24/2019	1.520%	2.25	200,000	198,300	200,000
FEDERAL FARM CR BKS CONS SYSTEMWIDE	AA+	04/09/2018	1.624%	1.51	50,000	50,011	49,959
FEDERAL HOME LOAN BKS CONS BDS	AA+	08/15/2019	5.125%	2.27	50,000	52,068	52,671
FEDERAL HOME LOAN BKS CONS BDS	AA+	03/09/2018	4.625%	0.41	75,000	75,053	76,347
FEDERAL HOME LOAN BKS CONS BDS	AA+	07/01/2019	4.375%	2.31	100,000	102,815	103,831
FEDERAL HOME LOAN BKS CONS BDS	AA+	03/13/2020	4.125%	2.32	125,000	129,378	132,474
FEDERAL NATL MTG ASSN	AA+	01/21/2020	1.625%	2.26	100,000	98,819	101,344
FEDERAL NATL MTG ASSN	AA+	06/22/2020	1.500%	2.34	100,000	98,215	101,053
FEDERAL NATL MTG ASSN	AA+	11/30/2020	1.500%	2.42	100,000	97,607	100,893
FEDERAL NATL MTG ASSN	AA+	12/28/2020	1.875%	2.43	175,000	172,426	178,304
FEDERAL NATL MTG ASSN	AA+	02/26/2021	1.375%	2.46	180,000	174,278	180,130
FEDERAL NATL MTG ASSN	AA+	01/14/2019	3.275%	2.22	100,000	101,028	101,715
FEDERAL HOME LN MTG CORP MULTICLASS	NR	10/25/2020	2.788%	2.67	49,266	49,312	50,498
FEDERAL HOME LN MTG CORP	AA+	03/27/2019	3.750%	2.12	250,000	254,285	258,487
FEDERAL HOME LN MTG CORP	AA+	05/30/2019	1.750%	2.16	100,000	99,477	101,266
FEDERAL HOME LN MTG CORP	AA+	08/01/2019	1.250%	2.24	100,000	98,699	100,662
FEDERAL HOME LN MTG CORP	AA+	10/02/2019	1.250%	2.24	100,000	98,456	100,517
FEDERAL HOME LN MTG CORP	AA+	04/09/2018	0.750%	1.69	100,000	99,926	99,836
FEDERAL NATL MTG ASSN GTD PASSTHRU	N.A.	05/01/2018	3.840%	2.57	200,000	199,732	213,313
FEDERAL NATL MTG ASSN GTD PASSTHRU	N.A.	12/01/2020	4.000%	2.70	53,997	55,299	56,579
FEDERAL NATL MTG ASSN GTD PASSTHRU	N.A.	07/01/2019	4.821%	3.13	169,788	174,019	188,358
GENERAL ELEC CAP CORP MTN	A	08/07/2018	2.063%	2.21	100,000	100,049	99,695

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Broker/Dealer	Composite	Coupon	Yield to				Estimated
Investment Name	Credit	Maturity	Rate	Maturity	Par Value	Market Value	Annual \$ Yield
						Cost	Earnings
IOWA FIN AUTH REV ST REVOLVING FD	AAA	08/01/2018	3.280%	1.92	100,000	100,564	1,931
JPMORGAN CHASE & CO SR NT	A-	03/01/2021	2.550%	2.99	50,000	49,353	1,475
LANCASTER CNTY NEB SCH DIST NO SCH	AA	01/15/2021	4.550%	3.29	50,000	52,048	1,713
NORFOLK VA GO CAP IMPT BDS 2010 B	AA	03/01/2019	4.650%	2.62	100,000	101,978	2,670
TENNESSEE VALLEY AUTH PWR BD 2008 B	AA+	04/01/2018	4.500%	1.35	200,000	200,498	2,699
U S BANCORP MTNS BK ENT FR	A+	11/15/2018	1.950%	2.18	100,000	99,795	2,178
UNIVERSITY CALIF REVS FOR PREV GEN	AA	07/01/2019	1.796%	2.56	50,000	49,682	1,270
XTO ENERGY INC SR NT	AA+	06/15/2018	5.500%	1.81	100,000	100,938	1,831
FEDERAL FARM CR BKS CONS SYSTEMWIDE	AA+	10/26/2018	1.010%	2.09	200,000	198,742	4,150
MONTGOMERY CNTY MD CTFB PARTN COPS	N.A.	11/01/2019	1.200%	2.55	100,000	97,820	2,496
BANK NEW YORK MTN BK ENT FR	A+	11/27/2020	2.450%	2.96	150,000	148,071	4,386
GILEAD SCIENCES INC SR NT	A-	09/01/2020	2.550%	2.81	150,000	148,988	4,187
WISCONSIN ST GEN FD ANNUAL APP REV	AA-	05/01/2021	1.616%	2.88	100,000	96,370	2,771
FEDERAL HOME LN MTG CORP	AA+	08/25/2021	1.375%	2.76	90,000	87,254	2,408
METRO WASTEWTR RECLAMATION DIS REV	AA+	04/01/2019	4.718%	2.28	100,000	102,566	2,343
WACO TEX INDPT SCH DIST REF BDS	N.A.	02/15/2020	4.000%	2.48	55,000	56,664	1,404
FEDERAL HOME LN MTG CORP	AA+	03/30/2021	1.500%	2.60	60,000	57,925	1,505
FEDERAL HOME LN MTG CORP	AA+	09/30/2021	1.050%	3.28	100,000	96,798	3,171
FEDERAL NATL MTG ASSN	AA+	09/30/2019	1.250%	2.35	60,000	59,031	1,386
FEDERAL NATL MTG ASSN	AA+	05/26/2021	1.800%	2.65	60,000	58,379	1,545
FEDERAL HOME LN MTG CORP	AA+	12/30/2020	1.750%	2.60	100,000	97,655	2,537
FEDERAL FARM CR BKS CONS SYSTEMWIDE	AA+	07/19/2021	2.030%	2.72	80,000	78,140	2,126
FEDERAL FARM CR BKS CONS SYSTEMWIDE	AA+	01/24/2022	2.050%	2.78	60,000	58,266	1,620
FEDERAL HOME LN MTG CORP MEDIUM	AA+	07/27/2020	1.625%	2.45	40,000	39,234	960
FEDERAL HOME LN MTG CORP	AA+	10/26/2021	2.000%	2.65	150,000	145,811	3,860
FEDERAL HOME LOAN BKS CONS BDS	AA+	04/27/2022	1.250%	2.73	150,000	149,787	4,088
FEDERAL HOME LN MTG CORP	AA+	05/01/2020	1.375%	2.33	260,000	254,779	5,929
FEDERAL NATL MTG ASSN	AA+	10/07/2021	1.375%	2.54	80,000	76,799	1,951
FEDERAL HOME LN MTG CORP	AA+	01/13/2022	2.375%	2.59	120,000	118,964	3,079
FEDERAL NATL MTG ASSN	AA+	01/05/2022	2.000%	2.59	220,000	215,136	5,578
FEDERAL HOME LOAN BKS CONS BDS	AA+	06/12/2020	1.750%	2.36	260,000	256,482	6,058
FEDERAL NATL MTG ASSN	AA+	05/06/2021	1.250%	2.48	260,000	250,167	6,204
FEDERAL NATL MTG ASSN	AA+	08/17/2021	1.250%	2.52	260,000	249,122	6,265
FEDERAL FARM CR BKS CONS SYSTEMWIDE	AA+	07/19/2022	1.900%	2.65	290,000	280,601	7,444
FEDERAL FARM CR BKS CONS SYSTEMWIDE	AA+	08/03/2022	1.900%	2.66	290,000	280,494	7,472
FEDERAL NATL MTG ASSN	AA+	04/05/2022	1.875%	2.62	300,000	291,372	7,631
FEDERAL HOME LOAN BKS CONS BDS	AA+	08/15/2022	1.850%	2.66	85,000	82,106	2,184
FEDERAL NATL MTG ASSN	AA+	09/28/2020	1.750%	2.55	180,000	176,778	4,501
FEDERAL FARM CR BKS CONS SYSTEMWIDE	AA+	04/04/2022	2.100%	2.98	280,000	272,482	8,117
FEDERAL HOME LN MTG CORP	AA+	10/12/2021	2.000%	2.67	180,000	175,714	4,686
HOME DEPOT INC SR GLBL NT	A	04/01/2021	2.000%	2.77	60,000	58,613	1,624
ORACLE CORP SR GLBL	A+	05/15/2022	2.500%	3.04	120,000	117,400	3,570
PHILIP MORRIS INTL INC SR NT	A	03/26/2020	4.500%	2.80	55,000	56,863	1,593
STARBUCKS CORP SR GLBL	A-	02/04/2021	2.100%	2.71	60,000	58,912	1,598
FEDERAL HOME LN MTG CORP	AA+	12/29/2021	2.250%	2.82	80,000	78,560	2,217
FEDERAL HOME LOAN BKS CONS BDS	AA+	11/29/2021	1.875%	2.54	120,000	117,180	2,979
CASH & EQUIVALENTS	-	-	-	1.28	-	331,990	4,249
Stage 2 Capacity Reserve Total						\$ 9,699,107	\$ 234,103
Subtotal, Bank of the West						\$ 29,871,310	\$ 701,934



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Broker/Dealer Investment Name	Composite Credit	Maturity	Coupon Rate	Yield to Maturity	Par Value	Market Value	Cost	Estimated Annual \$ Yield Earnings
California Local Agency Investment Fund		LAIF	-	1.412		\$ 1,828,611	\$ 1,828,611	25,820
TOTAL UNRESTRICTED INVESTMENTS						\$ 31,699,921	\$ 32,334,702	\$ 727,754
Bank of New York (Trustee)								
2009 Reserve Account - Federal National Mortgage Assn 3136G3Q73	Aaa	7/26/2019	1.150%	1.17		4,710,547	4,780,000	55,113
2009 Reserve Account - BMW BK North Amer Salt Lake 05580ACK8	Aa	7/24/2019	2.000%	2.01		149,003	150,000	2,995
2009 Reserve Account - Morgan Stanley Treas Sec X9USDMORS	-	-	0.000%	-		130,259	130,259	-
2009 Reserve Account - Morgan Stanley Treas Sec X9USDMORS	-	-	0.000%	-		62,656	62,656	-
2009 Revenue FD Account - Morgan Stanley Treas Sec X9USDMORS	-	-	0.000%	-		2,127	2,127	-
2014 Revenue Account - Goldman Sachs Fin Sq Instl X9USDGLD4	-	-	0.000%	-		425	425	-
2014 Revenue Account - Cash	-	-	0.000%	-		5	5	-
2014 Interest Account - Goldman Sachs Fin Sq Instl X9USDGLD4	-	-	0.000%	-		13	13	-
2014 Principal Account - Goldman Sachs Fin Sq Instl X9USDGLD4	-	-	0.000%	-		7	7	-
2014 Project Account - Cash	-	-	0.000%	-		5,193	5,193	-
2014 COI Account - Cash	-	-	0.000%	-		2	2	-
2015 Project Account - Cash	-	-	0.000%	-		753	753	-
2015 Revenue Account - JP Morgan Prime MMKT Instl X9USDJPMP	-	-	0.000%	-		163	163	-
2015 Revenue Account - Cash	-	-	0.000%	-		2	2	-
2009 Escrow - Resolution Funding Corp Interest Strip 76116EFS4	Aaa	7/15/2018	0.000%	-		335,573	329,183	-
2009 Escrow - United States Treasury 912828VQ0	Aaa	7/31/2018	1.375%	1.38		262,487	265,978	3,622
2009 Escrow - United States Treasury 912828B33	Aaa	1/31/2019	1.500%	1.51		599,702	610,349	9,055
2009 Escrow - Tunisia Government Aid Bonds 066716AG6	Aaa	7/16/2019	1.686%	1.70		39,987,255	40,944,692	679,783
2009 Escrow - Cash	-	-	0.000%	-		3,816	3,816	-
Subtotal, Bank of New York (Trustee)						\$ 46,249,989	\$ 47,285,624	\$ 750,570
Less Amounts held in Escrow for 2009 Bond Defeasance						\$ (41,188,833)	\$ (42,154,018)	\$ (692,461)
Net Total, Bank of New York (Trustee)						\$ 5,061,156	\$ 5,131,606	\$ 58,108
Zions Bank (Trustee)								
2018 CAMP Project Account - MMKT	-	-	0.000%	1.66		131,192,484	131,192,484	2,177,795
2018 Cost of Issuance - Cash	-	-	0.000%	-		203,635	203,635	-
Total, Zions Bank (Trustee)						\$ 131,396,118	\$ 131,396,118	\$ 2,177,795
Uninvested Operating Cash	-					1,183,835	1,183,835	-
TOTAL CASH & INVESTMENTS, UNRESTRICTED AND WITH TRUSTEE						\$ 169,341,031	\$ 170,046,262	\$ 2,963,658
						Weighted Average Yield to Maturity % 1.75%		

Summary by Investment Type:		Market Value
US Treasuries		\$ 244,382
Agencies		26,506,050
Commercial Paper / Corporate Bonds		2,921,356
Municipal Bonds / Notes		3,169,524
Money Market / Certificates of Deposit		134,671,108
Local Agency Investment Fund		1,828,611
<b>TOTAL</b>		<b>\$ 169,341,031</b>
Summary by Purpose / Restriction Level		Market Value
Working Capital		\$ 3,012,447
Operations & Capital Budget Reserve		3,483,965
Capital Improvement Program Reserve		16,688,238
Stage 2 Capacity Reserve		9,699,107
Debt Reserve		5,060,238
Debt Proceeds		131,397,037
<b>TOTAL</b>		<b>\$ 169,341,031</b>
Summary by Liquidity:		Market Value
0-1 years		\$ 140,993,821
1-2 years		11,522,282
2-3 years		7,836,446
3-5 years		8,988,483
<b>TOTAL</b>		<b>\$ 169,341,031</b>

SVCW has sufficient liquid resources available to meet expenditure requirements per SVCW's investment policy.  
All SVCW investments are in compliance with SVCW's Investment Policy.

  
M. Anderson

**ENGINEERING REPORT: MARCH 2018  
CAPITAL IMPROVEMENT PROGRAM IMPLEMENTATION**

**Primary Sedimentation Tank Rehabilitation Project (CIP #9080, 9128)** Rehabilitate Primary Sedimentation tanks with new equipment and controls.

On August 13, 2015 the Commission approved a contract with ERS and BC to rehabilitate the Primary Sedimentation Tanks. The four Primary Sedimentation Tanks were constructed as part of the original plant in 1978. These tanks provide the first stage of treatment to the incoming wastewater. In the tanks' interiors, there are longitudinal collectors that run the entire length of the tanks, cross collectors that run at the head-end of the tanks across the width, each of the collector mechanisms having motor drives on the top of the tanks. The collector mechanisms scrape along the top and bottom of the tanks to remove the solids.

The Primary Sedimentation Rehabilitation Project replaces all of the existing mechanisms inside of the tanks including their associated motor drives and concrete anchoring systems, the concrete was repaired, a coating system was applied above the low-level water line and monitoring sensors were installed with associated instrumentation and electrical work. The project is complete and the Primary Sedimentation Tanks are operational.

Planned Commission Actions: Accept Project/File Notice of Completion – April 2018

**Solids Handling Building HVAC Duct Repair (9169):** Replacement of Damaged HVAC Duct work.

On September 14, 2017 the Commission approved a contract with Blocka Construction to replace damaged SHB Ductwork. Installation of the new duct began in late December. The project is complete and the HVAC system is operational.

Planned Commission Actions: Accept Project/File Notice of Completion – April 2018

**Wastewater Treatment Plant Improvements Phase 2 (9169, 9173, 9186, 9189, 9197, 9220, 9224):** Rehabilitation and/or replacement of seven treatment plant mechanical processes.

SVCW received SOQs and evaluated two Design-Build (DB) firms in accordance with criteria outlined in the Request for Qualifications. Both firms were deemed qualified and received Requests for Proposals (RFP). The RFP's were issued on December 7, 2017 and proposals submitted on February 9, 2018. Staff interviewed both DB firms in March 2018 and unanimously selected one firm to recommend to the Commission for approval of the Design-Build contract.

Planned Commission Actions: Award Fixed Price Design-Build Contract– April 2018

Report By:     T.H.

**Food Waste Receiving Pilot Project (9229):** Construct a facility to receive and process food waste for delivery to anaerobic digesters.

To fully test the feasibility and payback of the use of organic waste to augment the digesters, staff developed plans to build a pilot facility to receive and inject the food waste material and to analyze its impacts on plant operation and digester performance. Kennedy/Jenks has provided design services and the construction project was publicly bid on March 8, 2018; bids were due March 26 and only one bid was received. A recommendation will be made to the Commission at the April meeting.

**Planned Commission Actions:** Award Construction Contract – April 2018

**Gravity Pipeline (6008) and Front of Plant Projects (6013, 6014, 9160):** Deliver these two RESCU projects using a Progressive Design Build delivery method.

On October 5, 2017 the Commission awarded a contract to Barnard/Bessac Joint Venture (BBJV) for the Stage 1 Progressive Design Build contract on the Gravity Pipeline project. On November 9, 2017 the Commission awarded a contract to Shea/Parsons Joint Venture for the Stage 1 Progressive Design Build contract on the Front of Plant project.

The JV teams, SVCW staff and consultants meet often to coordinate and discuss proposed designs, O/M options and coordinating efforts between the DB teams.

Staff provided direction to the JV teams on the launch location of the Tunnel Boring Machine and asked for cost comparisons on several design alternatives for the Receiving Lift Station. For the Gravity Pipeline project, there are early tasks that will serve SVCW's best interest; these are pre-construction instrumentation and monitoring, completing design of the retrieval shaft, and P.G.&E. power drop coordination. These three items will be presented to the Commission for a contract amendment.

**Planned Commission Actions:** Approve Stage 1 Contract Amendment – April 2018  
Approve Stage 2 Amendments – June and July 2018

**Energy Storage Project (9180):** Contract with system provider to build and operate a battery system for the plant

In April 2017 the Commission authorized staff to negotiate a contract with a system provider to design, build, and operate a battery storage system for the plant's electrical loads. SVCW has had discussions with AMS to provide these services, including the application for a SGIP grant from PG&E. It is anticipated that SVCW staff will be bringing the contract to Commission for approval in May.

**Planned Commission Actions:** Approve Contract - May 2018

**Emergency Repair of the 12kV Vault (9808):** Respond to emergency condition of existing 12 kV service.

On September 14, 2017 the Commission approved the emergency expenditure of funds for the repair of essential facilities. On November 9, 2017 The Commission later approved a total budget amount of \$2,347,412, which includes the initial emergency authorization of \$300,000, to perform work on a time and material basis to resolve the 12kV failing electrical vault. Beecher Engineering, Power Engineering and DW Nicholson designed a permanent repair to reroute the 12 kV conduits that supply power to the Solids Handling Building (SHB) and ultimately to all plant equipment and processes.

Temporary electrical power is currently supplying electricity to three main Plant transformers. A new concrete vault was placed on the main building side of the tunnel and is incorporated into the tunnel structure. A new conduit run was constructed along the building to the new vault at the tunnel. Power Engineering completed excavation under the SHB by the transformers and constructed a new duct bank structure under the transformers to connect the 12kV power lines to the new vault at the tunnel. The underground tunnel is pile supported and will offer the most stable pathway between the buildings to ensure the new conduits and vault will not subside in the future. The work is nearing completion.

**Planned Commission Actions:** Accept Project/File Notice of Completion - TBD

Commissioners' Requested Action Items  
Updated: 04/2/2018

Commission Meeting Date	Action Item		Requested or Estimated Date for Completion	Status			Date of Completion	Notes
				Ongoing	In Progress	Complete		
3/8/2018	1	Prepare memo for LRFP indicating how many dollars SVCW's procurement process and management strategies are saving	N/A		✓			In response to the fact that SVCW staff is implementing significant projects with relatively little overhead costs.
	2	Recycled Water Workshop in Stanford	April or May		✓			Report out any highlights from the Recycled Water Workshop held at Stanford on March 9
	3	Operating Budget Benchmarking	April		✓			Benchmark SVCW's operating budget increase with other agencies in the Bay Area; report out at next meeting.
1/18/2018	1	RESCU Program and Project Updates	N/A		✓			When available, upload monthly dashboard summary reports onto website and email to Tech Cmte members.
	2	Gravity Pipeline Acquisitions	N/A		✓			Report out on acquisition results when available.
12/14/2017	1	Change Design-Build Policy to reflect a sunset date of December 31, 2024 to current amount of \$300k Manager-authorization level for construction change orders unless extended by the Commission at a later date	12/14/2017			✓		Changes made to Approved Resolution
11/9/2017	1	Prepare and install signage for Front of Plant area describing what's occurring for public	12/1/2017			✓		Sign designed and installed.
10/5/2017	1	When SVCW can begin exporting power to grid, make public for positive public relations standpoint	N/A		✓			While this is a good opportunity for positive public relations, it will take many months and maybe years to reach the point that SVCW is routinely exporting power. Updates will be provided to the Commission until the program is implemented.
	2	Project delay costs	N/A	✓			Ongoing	Inform Commission of any potential delays that could add time and costs to projects they have authorized.
9/14/2017	1	Add Consent Item re: payment to Mobile Modular	10/5/2017			✓	10/5/2017	Payment to Mobile Modular in the amount of \$68k was included in an Action at the November Commission meeting.
	2	Begin process to get onto City's and WBSD's Board meetings' calendars to discuss upcoming bond issuance.	9/20/2017			✓	10/5/2017	Council and Board meeting calendars fill up quickly; to ensure SVCW's bond issuance is considered by each member agency, issue a memo/email to each to get onto December calendars.
	3	Provide recommendation on increased Manager-authority for two Design-Build projects	12/14/2017			✓	12/14/2017	Included in Agenda action on 12/14/2017

Commissioners' Requested Action Items  
Updated: 04/2/2018

Commission Meeting Date	Action Item		Requested or Estimated Date for Completion	Status			Date of Completion	Notes
				Ongoing	In Progress	Complete		
8/10/2017	1	CalPERS Subcommittee formation	2/8/2018			✓		Subcommittee formed consisting of Commissioner Otte and Commissioner Grassilli. Meeting held on February 8, 2018 and recommendation to maintain the status quo of the program due to ongoing legal proceedings with CalPERS, with the possible exception of its application to the SVCW Manager. Manager status to be discussed as part of annual performance review and contract negotiations. Discussion may be held as part of Manager's report or Items of Commission Members Interest portion of Commission meeting on March 8, 2018.
	2	Operating Budget/Staffing	4/1/2018			✓	3/8/2018	Ensure SVCW's salaries and benefits remain competitive with the industry in the development of next FY's budget, especially as it reflects the challenge of hiring engineering or other hard to find/keep staff.
7/13/2017		No new items at this meeting						
6/8/2017	1	Public Policy	7/13/2017			✓	8/10/2017	Letter sent to Congresswoman Eshoo on 08/10/2017.
5/11/2017	1	Progressive Design-Build	5/18/2017			✓	5/15/2017	Sent a link of the Requests for Qualifications to Commissioner Otte.
4/13/2017	1	Progressive Design-Build	11/9/2017			✓	11/9/2017	Selection of Progressive Design-Build Firms for Front of Plant and Gravity Pipeline projects complete.
	2	CIP Project Public Outreach Efforts	NA	✓				Continue comprehensive public outreach efforts with regular project updates to the public and implement webcam(s) at project site(s).
	3	Management Personnel Performance Pay Policy	NA	✓				Update the Performance Pay Policy to meet CalPERS standards and requirements including update of annual Performance Evaluation forms to meet same. Present to Commission as part of the approval of the published annual consolidated pay schedule to be publicly posted. Subsequently rejected by CalPERS and Commission sub-committee formed to address future of program. Ongoing due to continued legal process with CalPERS.
> One Year	1	MOU Negotiations	NA		✓			MOU negotiations have begun and the Commission will be updated at each meeting. Special Commission Meetings will likely be needed to conclude the negotiations and approve the new MOU by June 30, 2018

Commissioners' Requested Action Items  
Updated: 04/2/2018

Commission Meeting Date	Action Item		Requested or Estimated Date for Completion	Status			Date of Completion	Notes
				Ongoing	In Progress	Complete		
	2	Greendale property construction progress	2/1/2018		✓			Work has progressed and is expected to be complete by May 1, 2018. Additional costs are being tabulated on a direct time and materials basis with no mark up by contractor.
	3	JPA re-write: prepare RFP and concurrently reach out to Legal Counsels of each member agency.	NA		✓			This item has been pushed off some due to other more imminent demands. Staff and SVCW Legal Counsel are developing the list of significant issues for presentation to JPA legal specialists to allow evaluation and development of proposals for the update of the JPA. It is expected to take two or more years to complete the update of the JPA once a firm is hired.
	4	Connection Fees	5/8/2018		✓			Additional plant capacity evaluation is underway to ensure proper flow numbers are used in the calculations. Expect to address at the May 2018 Commission Meeting.

**MINUTES OF SILICON VALLEY CLEAN WATER  
REGULAR MEETING – MARCH 8, 2018  
8:00 a.m.**

**ITEM 1**

**CALL TO ORDER**

Commission Chair Seybert called the meeting to order at 8:00 a.m.

**ITEM 2**

**ROLL CALL - Commissioners Duly Appointed by Each Agency**

Council Member John Seybert, Redwood City – Chair  
Council Member Warren Lieberman, PhD., Belmont– Vice Chair  
Mayor Robert Grassilli, San Carlos – Secretary  
Board Member George Otte, P.E., West Bay Sanitary District

**Staff, Consultants and Visitors Present**

Christine C. Fitzgerald, SVCW Legal Counsel  
Daniel T. Child, SVCW Manager  
Teresa Herrera, SVCW Assistant Manager / Chief Engineering Officer  
Matt Anderson, SVCW Chief Financial Officer / Administration Manager  
Monte Hamamoto, SVCW Chief Operating Officer  
Arvind Akela, SVCW Senior Engineer  
Kim Hackett, SVCW Engineering Director  
Bruce Burnworth, SVCW Senior Engineer  
Eric Hansen, SVCW Senior Engineer  
Robert Huffstutler, SVCW Operations Director  
Ilana Schmidt, SVCW Administrative Assistant  
E.J. Shalaby, DNS Strategic Partners, LLC  
Tara Peterson, City of San Carlos  
Molly Flowerday, City of Redwood City  
Bill Tanner, Tanner Pacific, Inc.  
Mark Minkowski, Kennedy/Jenks  
Allan Lacson, Customer Relations Manager, Energy Solutions  
Chester Livingston, Supervisor, Energy Solutions and Service  
Art AcAuley, Manager, Large Industrial Segment, Business Energy Solutions

**ITEM 3**

**PLEDGE OF ALLEGIANCE**

Teresa Herrera, SVCW's Assistant Manager/Chief Engineering Officer, led those attending the meeting in the recital of the Pledge of Allegiance.



#### **ITEM 4**

##### **PUBLIC COMMENT**

#### **A. Presentation by Pacific Gas and Electric of Grant Check for Power Savings Program Participation**

Alan Lacson, SVCW's Customer Relations Manager from PG&E gave a brief presentation before awarding SVCW and the Commission with a check for the Power Savings Program in the amount of \$273,623.94. He explained the trials and tribulations to get the high efficiency aeration basin project to where it is today. He proceeded to thank Arvind Akela, SVCW's Senior Engineer for the critical role he played in implementation and development of the program. He continued on to thank SVCW's Commission, Management, O&M Staff and SVCW consultants Chuck Fenton and Kip Edgley for their efforts and is looking forward to future partnerships together to reduce overall costs and maximize efficiency.

Commissioner Seybert congratulated SVCW on the amount of savings, adding the more SVCW can develop these partnerships, the more good it does for the public and in this day and age, partnerships are essential for survival.

#### **ITEM 5A**

##### **SAFETY MOMENT**

Mr. Child shared that March 4 – March 11 is National Sleep Awareness Week. He emphasized the importance of sleep and signs and symptoms that can occur from not getting the proper amount.

#### **ITEM 5B**

##### **MANAGER'S REPORT**

August Commission Meeting: There is a scheduling conflict with the CASA Conference and Mr. Child proposed moving the meeting to late August. He will follow up after the meeting to confirm the Commissioner's availability.

Form 700: Mr. Child reminded the Commissioners that their forms are due to the county by April 2<sup>nd</sup>.

Bay Area Regional Partnerships for Sustainable Water: Part 1 Potable Reuse Conference: Mr. Child passed out information related to the conference that Commissioner Lieberman and Commissioner Otte are planning to attend.

#### **ITEM 5C**

##### **FINANCIAL REPORTS**

There were no questions on the financial reports.

## **ITEM 5F**

### **RESCU Program Design-Build Project Status Update**

Ms. Herrera provided an update on the Front of Plant and Gravity Pipeline Projects. She provided a handout with a dashboard snapshot of the projects similar to the January meeting, with an added overview page. She intends to provide this to Commissioners at each meeting as well as uploaded to the website. She anticipates adding the Pump Station Projects to the report for the April version. Ms. Herrera thanked the individuals involved in preparing this incredibly detailed report and added if the Commissioners want to see anything else, please let her know.

## **ITEM 6**

### **MATTERS OF COMMISSION MEMBER'S INTEREST**

Commissioner Lieberman informed Mr. Child that he will be late to the Potable Reuse Workshop on March 9<sup>th</sup> due to a change in his schedule. He intends to be there by 1:00 p.m.

Commissioner Seybert requested a short report out at the April 12<sup>th</sup> Commission Meeting about the workshop, including some highlights and takeaways.

## **ITEM 7**

### **CONSIDERATION OF MOTION APPROVING CONSENT CALENDAR**

#### **Motion/Second:Mr. Grassilli / Mr. Otte**

The Motion carried by Unanimous Roll Call Vote.

## **ITEM 8A**

### **CONSIDERATION OF RESOLUTION APPROVING CONSTRUCTION CONTRACT DOCUMENTS FOR THE NEW 12KV SWITCHGEAR PROJECT (CIP #9807)**

The design for the New 12kV Switchgear will allow SVCW to backfeed power into the PG&E grid and will be able to fully utilize the cogeneration system as well as take advantage of the energy reductions SVCW has incorporated. The project had its bid opening on March 1<sup>st</sup> and three bids were received. The lowest bidder was JF Shea/Parsons, the same Design-Build team that's working on the Front of Plant Project. Ms. Herrera added this is one reason their bid came in lower as they save a large amount of overhead and mobilization costs being on site already. Ms. Herrera concluded by recommending JF Shea/Parsons Joint Venture be awarded the contract.

#### **Motion/Second:Mr. Otte / Mr. Lieberman**

Move adoption of RESOLUTION ACCEPTING CONTRACT DOCUMENTS AND ACCEPTING BID OF LOWEST RESPONSIBLE BIDDER FOR THE NEW 12KV SWITCHGEAR PROJECT (CIP #9807); REJECTING ALL OTHER BIDS, AUTHORIZING

EXECUTION OF AGREEMENT FOR SAID WORK, DIRECTING RETURN OF SECURITY DEPOSITS THEREFORE, AND AUTHORIZE MANAGER TO APPROVE CHANGE ORDERS UP TO TEN PERCENT OF THE CONTRACT VALUE FOR SAID PROJECT (\$7,527,000) – JF SHEA/PARSONS JOINT VENTURE

The Resolution carried by Unanimous Roll Call Vote.

#### **ITEM 8B**

#### **CONSIDERATION OF MOTION TO RECEIVE AND ACCEPT PRESENTATION OF SILICON VALLEY CLEAN WATER LONG RANGE FINANCIAL PLAN – 2018 UPDATE**

Mr. Anderson highlighted the changes from prior years, with three major changes. Firstly, the Capital Improvement Program (CIP) updates have been incorporated, with the last update done in October of 2017. The update added Twenty-Million Dollars to the long-range capital expenditures, equaling 2.5%. Much of that was inflation, along with project additions and subtraction. The second issue is timing of construction and with the design-build delivery method, it accelerates the pace at which construction is coming. This has impacted the pace of expenditures and has been incorporated into the numbers. Last is the source of funds and where the money will come from to pay for these projects. Last year, a hybrid approach was used to finance the projects. There was optimism for receiving government loans, which were proven to be unavailable. SVCW has pursued 2018 revenue bonds in lieu of the previously anticipated SRF and WIFIA loans, but will continue to pursue government backed financing in the future when it could save money for our ratepayers.

Mr. Anderson displayed a graph comparing SVCW's CIP in 2015 to 2017. In 2015, it was \$813 Million Dollars and in 2017, it was \$834 Million Dollars. This is due to increases in inflation and modifications to upcoming projects, with the small net impact of 2.5%.

Timing is the biggest issue of all. Mr. Anderson displayed a slide indicating a significant increase of construction expenditures shifting towards the years 2020 and 2021. Currently, SVCW is fully funded through June 2019 because of the recent, very successful bond issuance.

Mr. Anderson highlighted the change in Weighted Average Cost of Capital percentage, from 3.65% in 2017 and 3.64% in 2018. Mr. Anderson proceeded to say he believes SVCW can hit the same costs of capital even with the lack of available government backed funding. Mr. Anderson said SVCW is recognized for its good credit ratings and that is in large part due to its member agencies funding the process as needed. Mr. Anderson recognizes the need to look at more variable rate bonds, which are still a traditional method of borrowing. It is taking advantage of more attractive variable short-term rates with some potential risk in the longer term rates.

Mr. Anderson displayed a slide highlighting maximum debt service with a line representing where the Agency thought it would be in total debt service payments, which peaks around \$44 Million to \$45 Million Dollars in Fiscal Year 2026-2027. The goal is to stay close to this number because that's what user rates are dependent on. The challenge will be in the interim years where SVCW knows its expenses will somewhat exceed what was anticipated

a year ago. Member agency finance teams are in discussion regarding rates in order to stay ahead of this.

In terms of debt planning, Mr. Anderson used a debt chart to show potential impacts of higher interest rates. If interest rates increase by 50 basis points, that would add \$2 Million Dollars a year and cost a net present value of about \$29 to \$30 Million Dollars. SVCW staff will remain sensitive to whether or not SVCW can get governmental loans or if interest rates rise, the Agency has to plan accordingly. A couple takeaways from the last bond issuance is that they recognize SVCW has a strong credit rating, with each member agency doing the heavy lifting with raising rates. One concern expressed is recognizing how much more SVCW may have to borrow, with questions such as what if the CIP grows further? This ties in with the Member Agencies ability and commitment to set rates? Mr. Anderson showed evidence that each consecutive year has seen a steady increase in rates to support the work. All of these factors are rolled into the Long Range Financial Plan and show what will be spent over the next ten years. Mr. Anderson will ensure this report gets out to the member agencies staff.

Commissioner Lieberman said over time, we've heard bits and pieces about how other sewage treatment plants are doing with their CIP's and that we are not alone in what we are doing. Are we still on track in comparison to other treatment plants and doing well relatively? He is unsure if other treatment plants have experienced a truly unexpected budget problem.

Mr. Child said that the City of San Mateo, Sunnyvale, San Jose and San Francisco all have large CIP's, with the City of San Mateo being comparable to us. They are behind SVCW schedule wise, but have comparable anticipated expenses. SVCW has a system in place and from a cost standpoint, Mr. Child believes SVCW is implementing an almost \$1 Billion Dollar program for way less than the management costs others are spending to hire consulting firms to manage their CIP. He has heard the above agencies are spending somewhere between \$3 Million and \$10 Million dollars per year for management of their CIP. The City of San Mateo is spending over \$8 Million Dollars a year to pay for consultants to manage their CIP. Mr. Child did an evaluation of SVCW's CIP which is running about \$2 Million to \$2.5 Million Dollars a year and he would challenge anyone to run this type of program efficiency like Ms. Herrera and the SVCW Engineering Department. Overall, he feels SVCW is doing very well.

Commissioner Lieberman noted that success like this comes from having a strong finance, engineering and management team in place, it does not simply materialize out of luck.

Commissioner Seybert said it appears the accelerated timeline has assisted with construction costs and the cost of money. There was concern a year and a half ago about delays and while not requesting actual numbers, but anecdotally, will any time be made up and costs be saved by this acceleration?

Ms. Herrera said she has the costs associated with delays for one month and one year written down on her whiteboard as a constant reminder and SVCW is working to lessen the impacts of the earlier delay.

Commissioner Seybert requested that staff keep tabs on the date of June 2019 for the next bond issuance and keep the Commission apprised if the Agency will still have to go out for more funds at that time. In terms of rates, yes, they may need to go up to cover the future years repayment costs, but hopefully we will be able to adjust them in such a way that will look long-term, because ultimately, they will go back down according to the graphs displayed.

Commissioner Seybert thanked SVCW for its efficiency and added that people tend to focus on what is spent as opposed to what is saved. He emphasized the importance of explaining this to the public and would appreciate an increased amount of public relations showcasing the projects and partnerships going on that are resulting in huge amounts of savings. It's important to promote SVCW and will help the public understand where and why the money is being spent.

Commissioner Otte asked if the impact of steel costs will be considered in the ultimate cost of the projects. Ms. Herrera said the contractor is limited in their ability to absorb the cost. Mr. Child added that we are still in preliminary stages and it is likely SVCW will bear the brunt of rising materials cost as we have not yet established our Stage 2 Guaranteed Maximum Price.

#### Move approval of RECEIPT AND ACCEPTANCE OF SILICON VALLEY CLEAN WATER CAPITAL IMPROVEMENT PROGRAM (LONG RANGE FINANCIAL PLAN) 2018 UPDATE

#### **Motion/Second:Mr. Lieberman / Mr. Otte**

The Motion carried by Unanimous Roll Call Vote.

#### **ITEM 8C**

#### **CONSIDERATION OF RESOLUTION AUTHORIZING SVCW MANAGER TO NEGOTIATE AND SIGN A LETTER OF INTENT FOR SHARED SERVICES AGREEMENT – CITY OF SAN MATEO**

Mr. Child began by providing background information on the City of San Mateo. He explained that the city has struggled for years with operating their wastewater treatment plant. The biggest challenge has been from a management standpoint, but more from the ability to pay wastewater people enough to attractively attain and maintain good employees. Mr. Child said the Wastewater Industry is a fairly high paid industry and there becomes a problem for a city because the city has other similar positions in their organization and they cannot afford to pay all the similar positions the wages needed to keep wastewater personnel. It also can be an issue when the wastewater wages start pushing up against police and fire. The snowball effect throughout the city is not sustainable. The City has told their wastewater staff they cannot match industry wages due to this situation and problems develop to where there's a revolving door for wastewater employees.

Mr. Child said about six weeks ago the San Mateo City Council met and determined that they were going to investigate contract operations for their wastewater treatment facilities. In discussing this among our staff, and in talking to the city staff, there was interest in the

possibility of SVCW contracting with the city to operate and maintain their wastewater treatment plant and one main pump station. A large factor in this consideration is the Council's concern of what happens to their current employees that are enrolled in CalPERS.

Mr. Child asked the City Manager if this is being driven by financial reasons because SVCW is not going to be the cheaper option. The City Manager stated the move is not a financially driven decision, but rather they are trying to do the right thing.

Mr. Child sees three reasons this could be beneficial. First, it's creating a situation with more resources for both facilities and if something is needed, there is a deeper pool of people for expertise once we get them up and running. The second is overhead costs that can be spread across a larger base of system users. The fixed costs spread out across two groups would lower the rates for everybody. The third benefit, and as Commissioners are aware, SVCW works with a consortium of agencies working on getting to potable reuse. The City of San Mateo was not involved in this until about six months ago when they came to the consortium and asked to join in the effort. Mr. Child said that today SVCW is looking at the potential to put both its and the City of San Mateo's treated effluent into the same pipe and, after further treatment, have it be suitable for potable consumption. If SVCW is running both facilities, it would make it easier to coordinate that effort. Mr. Child said staff sees some real benefits in the long run now, though there are also disadvantages. Firstly, staff is incredibly busy already. Taking on a new challenge is going to be difficult and there would be reliance on consultants for assistance. There will be cost associated with evaluating the ability for SVCW to perform this work. Mr. Child stated that this effort should not cost SVCW ratepayers anything. The scope would be to run their existing facilities, however, the city is building a brand new very high-tech membrane bioreactor plant which is expensive to build and very expensive to operate. Long term, SVCW would also startup and operate the new facility. Many people in the wastewater industry are curious why they're building this plant but that's was their decision and it will likely be a state of the art facility.

The biggest concern at this point is that the city will need to invest in the current facility to keep it functional while the new facility is being designed and built. It is critical that the city commit to stepping up and funding the needed work to keep the old plant in good shape. This is difficult for any agency since the money spent on the old plant will have a short life, but it is the reality of deferred maintenance and investment in the old facilities. This cost on top of the need to pay their staff more in order to retain qualified personnel is the reason Mr. Child had asked city staff if their decision was driven by financial reasons. It will be critical for SVCW to have guarantees that the city will spend the needed funds to keep the old plant operational in the interim. Failure to get those guarantees would be a fatal flaw to moving forward.

Mr. Child said what is being asked of the Commission today is the authority to sign a Letter of Intent with the City of San Mateo to preform due diligence to see if this idea is feasible and truly makes sense. Mr. Child intends to come back to the Commission with a full report of whether or not this is realistic.

Commissioner Seybert wanted to make it clear that this is solely authorizing staff to study the feasibility and in no way is approving anything but that.

Commissioner Grassilli appreciates what the City of San Mateo is doing and supports regionalization. He also expressed concern that SVCW is already incredibly busy with its \$800 Million Dollar CIP and taking on San Mateo's plant would spread staff too thin. He added when things begin to get separated with the San Mateo CIP, things could get very messy. Commissioner Grassilli added that the plant is a decent size and if SVCW wasn't undergoing such a large CIP, it may be a better idea.

Commissioner Lieberman concurred with Commissioner Grassilli's concerns and added he would only vote for this if staff's time spent doing the due diligence was reimbursed by the City of San Mateo. It cannot cost ratepayers anything for staff to take away time from SVCW. Commissioner Lieberman voiced apprehension about being taken advantage of and if the City of San Mateo is not willing to fund the time staff is taking to investigate whether or not this is the best option, then don't do it.

Commissioner Otte shared the same opinion as Commissioner Grassilli and Commissioner Lieberman adding, that in his view, we cannot allow this to impact the timeline for our own CIP projects.

Commissioner Seybert commented that after a recent budget session in Redwood City, the next several years are scary at best in terms of municipal governments. Redwood City is going to continue looking at regional services similar to what the City of San Carlos and Redwood City have with the fire department. Commissioner Seybert added that he doesn't believe privatization is the way to go and just because the Agency is unable to make money, we can still save ratepayers costs whenever possible. The reality is, the CIP won't always be going on and the Commission should look beyond it and what is best for the future.

Commissioner Seybert requested the proposed Resolution be re-drafted to include the clause that the process of studying the feasibility needs to be paid for by the City of San Mateo. The modified Resolution will be brought back at the following meeting for signing.

Move adoption of RESOLUTION AUTHORIZING SVCW MANAGER TO NEGOTIATE AND EXECUTE A LETTER OF INTENT RELATED TO THE LONG-TERM OPERATION OF THE WASTEWATER TREATMENT FACILITIES WITH THE REQUIREMENT THAT SVCW BE REIMBURSED FOR ALL COST ASSOICATED WITH THE DUE DILLIGENCE EFFORT – CITY OF SAN MATEO

**Motion/Second:Mr. Lieberman / Mr. Otte**

The Resolution carried by Unanimous Roll Call Vote.

#### **ITEM 8D**

FY 2017-18 BUDGET WORKSHOP EVALUATION – INFORMATIONAL ONLY – NO ACTION TO BE TAKEN. COMMISSION WILL PROVIDE DIRECTION TO STAFF AS NEEDED

Mr. Anderson said SVCW remained within the boundaries of the Long-Range Financial Plan. That goal is to not increase net operating costs over 4% a year as an Agency. This proposed budget is within that number at 3.96%. There were trimmings done but Mr.

Anderson believes it is a realistic and attainable number. Highlights include revenue funded capital such as technology needs, equipment needs, pump and valve repair and replacements. SVCW's Reserve Policy, which requires member agencies to contribute \$1 Million dollars annually for the CIP Reserve Fund is included in the proposed budget. That fund is growing with approximately \$17 Million Dollars in it today. The last significant change is the debt service payments have an increase in payments versus the current FY budget.

Normal merit and step increases are in place to address inflationary measures. Utilities have a \$93 Thousand Dollar reduction and is a direct result of the cogeneration system performing better than originally expected. There is an increase in the chemical budget due to a new process coming on line that requires additional polymer. One highlight to note is that due to the influent screening project completed over a year ago, we are seeing significant savings with outside services needed for cleaning tanks and "de-ragging" of plant equipment. Overall, increases are moderate and Mr. Anderson believes it is a well-rounded budget.

Flow and loading metrics have seen growth in San Carlos and Redwood City. The loading metrics are interesting with an increase in biochemical oxygen demand in West Bay which may be due to the significant increase in new high-tech buildings using waterless urinals and the high per capita loading of these facilities during daytime hours. While there is a 3.96% increase overall, the change can vary within each member agency's particular flow and loading numbers.

Mr. Anderson touched on chemical costs, which Mr. Child added these costs used to be much higher a few years ago. Through the Chair, Mr. Hamamoto, SVCW Chief Operating Officer stated that SVCW has decreased spending on chemicals significantly due our membership in the Bay Area Chemical Consortium. He noted that chemicals go out for one bid by agencies all over the Bay Area and everyone shares in the savings.

Commissioner Seybert asked Mr. Child how SVCW is doing in terms of how other plants in the area are doing. Mr. Child replied that it is difficult to determine since it really depends on what each plant has going on in terms of regulatory requirements and projects or programs. Commissioner Seybert asked that Mr. Child check around to do some benchmarking to make sure SVCW is staying competitive.

## **ITEM 9**

### **CLOSED SESSION**

Closed Session was called to order at 9:10 a.m.

#### **A. CONFERENCE WITH REAL PROPERTY NEGOTIATORS**

Pursuant to Government Code Section 54956.8

Property Description: 930 Governor's Bay, Redwood City, CA (APN: 095-380-210)

SVCW Negotiators: Lillian Jewell, Kevin Thorne (Hamner, Jewell & Associates);

SVCW Manager, Daniel T. Child

Negotiating Parties: Young/Leung



Under Negotiation: Price and terms

B. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION

(Government Code §54956.9(d)(4))

Number of Potential Cases: 1

C. PUBLIC EMPLOYEE PERFORMANCE EVALUATION (Government Code §54957)

Title: Manager

D. LABOR NEGOTIATIONS (Govt. Code Section 54957.6(a))

AGENCY NEGOTIATORS: Daniel T. Child, SVCW Manager  
Matt Anderson, Chief Financial Officer/Admin.

Manager

Jennifer Flick, SVCW Human Resources Director  
Monte Hamamoto, SVCE Chief Operating Officer  
Darrell Murray, IEDA

EMPLOYEE ORGANIZATION: IUOE LOCAL 39

**ITEM 10**

RECONVENE IN OPEN SESSION

Open Session reconvened at 9:28 a.m. Legal Counsel reported that discussion was held on the above items, instruction was given to Staff and Counsel by the Commission and no action was taken.

**ITEM 11**

ADJOURN

There being no further business, the meeting adjourned at 9:29 a.m.

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Robert Grassilli, Secretary

By: Daniel T. Child, Manager

**SVCW WARRANT REGISTER**

SVCW Warrant Register for the period covering February 24, 2018 to March 9, 2018. A scanned copy was e-mailed to Commissioners on February 28, 2018.

03-09-18

SILICON VALLEY CLEAN WATER  
WARRANT REGISTER  
FUND RECAP

PAGE 0211

NAME	FUND	AMOUNT
CAPITAL IMPROVEMENT FUND	14	25,103.14
OPERATION	18	436,337.96
PLANT - CIP BOND	20	957,499.53
TOTAL FOR APPROVAL		\$1,418,940.63

THIS IS TO CERTIFY THAT THE CLAIMS LISTED ON PAGES NUMBERED FROM 10191 THROUGH 10211 INCLUSIVE, AND/OR CLAIMS NUMBERED FROM 22871 THROUGH 22974 INCLUSIVE, TOTALING IN THE AMOUNT OF \$1,418,940.63, HAVE BEEN CHECKED IN DETAIL AND APPROVED BY THE PROPER OFFICIALS, AND IN MY OPINION REPRESENT FAIR AND JUST CHARGES AGAINST THE AUTHORITY IN ACCORDANCE WITH THEIR RESPECTIVE AMOUNTS AS INDICATED THEREON.

RESPECTFULLY SUBMITTED,

  
DEPUTY TREASURER

3/8/18  
DATE



2/24/18-3/9/18

7B-2

 3-16-18

SILICON VALLEY CLEAN WATER  
WARRANT REGISTER  
03/09/18

PAGE 10191

NAME	WARRANT NUMBER	INVOICE #/DESCRIPTION	AMOUNT	DETAIL	FUND
AIRGAS USA, LLC	22871		589.20		
MACHINERY AND EQUIP MAINT MATE		9072614080 QTY 6 PROPANE INDUSTRIAL 33 CGA 790 FORKLIF		290.56	18
		9072614080 QTY 6 PROPANE INDUSTRIAL 33 CGA 790 FORKLIF		22.62	18
		9072965111 QTY 4 PROPANE INDUSTRIAL 33 CGA 790 FORKLIF		199.93	18
SUPPLIES		9072965111 QTY 4 PROPANE INDUSTRIAL 33 CGA 790 FORKLIF		20.80	18
		9072965111 QTY 4 PROPANE INDUSTRIAL 33 CGA 790 FORKLIF		47.30	18
		9072965111 QTY 4 PROPANE INDUSTRIAL 33 CGA 790 FORKLIF		7.99	18
AKELA, ARVIND	22872		1,328.60		
CONF. & TRAV.		3092018 REIM-1/26-1/30/18 TRAVEL EXPENSES-CWEA SFBS CO		288.60	18
UTILITIES		3092018B REIM-1/18 CELL PHONE EXPENSE		45.00	18
TRAINING		3092018C REIM-2/6-2/7/18 PARKING FEES-RETHINK METHANE		28.00	18
CONF. & TRAV.		3092018D REIM-2/12/18 REGISTRATION FEE - CWEA ANNUAL C		631.00	18
TRAINING		3092018E REIM-2/22/18 PARKING FEE - CARB & BAAQMD TECH		16.00	18
MEMB. & MEET.		3092018F REIM-2/26/18 MEMBERSHIP RENEWAL FEE - WEF/CWE		320.00	18
ALHAMBRA & SIERRA SPRINGS	22873		456.48		
SUPPLIES		17041757011118 BOTTLED WATER SERVICE		164.82	18
		5056091010118 BOTTLED WATER SERVICE		105.38	18
		5056091020118 BOTTLED WATER SERVICE		186.28	18
ALL INDUSTRIAL ELECTRIC SUPPLY	22874		966.07		
MISCELLANEOUS		5176710 LIGHTING SUPPLIES		27.84	18
MACHINERY AND EQUIP MAINT MATE		5179016 LIGHTING SUPPLIES		128.68	18
		5179016 LIGHTING SUPPLIES		57.76	18
		5179016 LIGHTING SUPPLIES		4.79	18
		5179016 LIGHTING SUPPLIES		34.01	18
		5179016 LIGHTING SUPPLIES		2.51	18
		5179016 LIGHTING SUPPLIES		29.00	18
		5179101 LIGHTING SUPPLIES		159.21	18
		5179330 LIGHTING SUPPLIES		6.06	18
CONSTRUCTION-CONTRACTOR		5179561 LIGHTING SUPPLIES		516.21	20

2/24/18-3/9/18

7B-3

SILICON VALLEY CLEAN WATER  
WARRANT REGISTER  
03/09/18

PAGE 10192

NAME	WARRANT NUMBER	INVOICE #/DESCRIPTION	AMOUNT	DETAIL	FUND
ALPHA ANALYTICAL LABORATORIES	22875		2,045.00		
CONTRACT SERV. (NON-MAINT.)		8021588RPSVCW SAN CARLOS LAB ANALYSIS		90.00	18
		8021986RPSVCW RWC LAB ANALYSIS		380.00	18
		8023036RPSVCW PLANT PERMIT LAB ANALYSIS		210.00	18
		8023109RPSVCW PLANT PERMIT LAB ANALYSIS		1,065.00	18
		8023209RPSVCW SAN CARLOS LAB ANALYSIS		90.00	18
		8023242RPSVCW PLANT PERMIT LAB ANALYSIS		210.00	18
ANALYSTS, INC.	22876		402.60		
MACH & EQUIP MAINT SERVICES		M1768868 LAB ANALYSIS		402.60	18
APEX LIFE SCIENCES, LLC	22877		1,120.00		
CONTRACT SERV. (NON-MAINT.)		LAB550413165 W/E 2/17/18 LAB TEMPORARY STAFF WORKER -		1,120.00	18
AQUADYNE ASSOCIATES	22878		167.71		
MISCELLANEOUS		18004 QTY 6 ORINGS TOP FLANGE & BODY SEALS		167.71	18
ASSOCIATED FLOW CONTROLS INC	22879		971.18		
MISCELLANEOUS		120047 QTY 2 REDFLEX EXPANSION JOINTS AND ADDERS		971.18	18
BACKFLOW PREVENTION SPECIALIST	22880		1,200.00		
MACH & EQUIP MAINT SERVICES		W0021552 RCPS BACKFLOW SERVICES		250.00	18
		W0021553 1406 PLANT BACKFLOW SERVICES		950.00	18
BROWN & CALDWELL	22881		34,483.51		
CONSTRUCTION-DESIGN		11311613 THRU 1/25/18 T.O.2017-03 MPPS PRELIM DESIGN		34,483.51	20
BROWNING FERRIS INDUSTRIES OF	22882		444.94		
CONTRACT SERV. (NON-MAINT.)		4227000049243 12/17 GRIT HAULING OX MOUNTAIN		444.94	18

SILICON VALLEY CLEAN WATER  
WARRANT REGISTER  
03/09/18

PAGE 10193

NAME	WARRANT NUMBER	INVOICE #/DESCRIPTION	AMOUNT	DETAIL	FUND
BUCKLES SMITH ELECTRIC COMPANY	22883		917.12		
MACHINERY AND EQUIP MAINT MATE		307231600 VARIOUS ELECTRICAL PARTS		865.95	18
		307231600 VARIOUS ELECTRICAL PARTS		51.17	18
C.W.E.A. - SCVS	22884		995.00		
MEMB. & MEET.		1192018 CWEA DINNER MEETING		105.00	18
		1192018 CWEA DINNER MEETING		280.00	18
		1192018 CWEA DINNER MEETING		35.00	18
		1192018 CWEA DINNER MEETING		110.00	18
		1192018 CWEA DINNER MEETING		115.00	18
		11162017 CWEA DINNER MEETING		210.00	18
		11162017 CWEA DINNER MEETING		35.00	18
		11162017 CWEA DINNER MEETING		70.00	18
		11162017 CWEA DINNER MEETING		35.00	18
C.W.E.A. ANNUAL CONFERENCE	22885		378.00		
CONF. & TRAV.		3072018 CWEA CONFERENCE 2018 REGISTRATION-HANSEN, ERIC		378.00	18
CALIFORNIA DETAILERS, INC.	22886		275.00		
MACH & EQUIP MAINT SERVICES		45870 2/3/18 FLEET VEHICLE ON-SITE WASH		275.00	18
CALIFORNIA WATER SERVICE CO	22887		429.41		
UTILITIES		2142018 1/13/18-2/13/18 SCPS WATER SERVICE ACCT#8885		429.41	18
CALTEST ANALYTICAL LABORATORY	22888		827.10		
CONTRACT SERV. (NON-MAINT.)		582196 NPDES PERMIT LAB ANALYSIS		827.10	18

SILICON VALLEY CLEAN WATER  
WARRANT REGISTER  
03/09/18

PAGE 10194

NAME	WARRANT NUMBER	INVOICE #/DESCRIPTION	AMOUNT	DETAIL	FUND
CASCADE INTEGRATION & DEVELOPM CAPITAL	22889		14,175.00		
		1456 1/18 T.O.2015-04 PUMP STATION PLC REPLACEMENT COD		2,160.00	14
		1456 1/18 T.O.2015-04 PUMP STATION PLC REPLACEMENT COD		2,160.00	14
		1456 1/18 T.O.2015-04 PUMP STATION PLC REPLACEMENT COD		2,160.00	14
		1456 1/18 T.O.2015-04 PUMP STATION PLC REPLACEMENT COD		2,160.00	14
CONTRUCTION-DESIGN		1457 1/18 T.O.2016-01 SOLIDS PROCESSING AUTOMATION		1,845.00	20
		1457 1/18 T.O.2016-01 SOLIDS PROCESSING AUTOMATION		1,845.00	20
		1457 1/18 T.O.2016-01 SOLIDS PROCESSING AUTOMATION		1,845.00	20
CDW GOVERNMENT, INC. SUPPLIES	22890		5,880.16		
		LRZ5961 IT EQUIPMENT - QTY 1 CISCO 8831 WIRED MIC KIT		151.80	18
		LSP9971 IT EQUIPMENT - QTY 2 CISCO 10G BASE OR SFP MOD		80.43	18
		LSP9971 IT EQUIPMENT - QTY 2 CISCO 10G BASE OR SFP MOD		5,647.93	18
CHAVAN & ASSOCIATES, LLP PROFESSIONAL SERVICES	22891		1,350.00		
		CA1595 PROFESSIONAL SERVICES FOR 6/30/17 AUDIT		1,350.00	18
CINTAS CORPORATION NO. 3 SUPPLIES	22892		2,646.97		
		464112283 2/20/18 LAUNDRY SERVICE		897.84	18
		464115131 2/27/18 LAUNDRY SERVICE		886.64	18
		464822302 11/14/17 LAUNDRY SERVICE		862.49	18
COGSDALE CORPORATION CONST.-ADMIN & LEGAL	22893		38,175.00		
		CT0003973 PROJECT MANAGEMENT SERVICES MONTH 4		38,175.00	20
COLLABORATIVE STRATEGIES CONSU CONTRUCTION-DESIGN	22894		12,810.00		
		4TO03FEB2018 1/25-2/23/18 T.O.2017-03 MPPS PROJ MGMT S		3,045.00	20
		4TO04FEB2018 1/25-2/23/18 T.O.2017-04 RCPS PROJ MGMT S		3,255.00	20
		22TO01FEB2018 1/25-2/23/18 T.O.2017-01 PROP ACQUISITIO		6,510.00	20
CYCLOTRON INC PROFESSIONAL SERVICES	22895		8,700.00		
		2104 SOFTWARE SUPPORT SERVICE - SVCW SHAREPOINT DATA M		8,700.00	18

2/24/18-3/9/18

7B-6

SILICON VALLEY CLEAN WATER  
WARRANT REGISTER  
03/09/18

PAGE 10195

NAME	WARRANT NUMBER	INVOICE #/DESCRIPTION	AMOUNT	DETAIL	FUND
D.C. FROST ASSOCIATES INC.	22896		291.45		
MISCELLANEOUS		20332 QTY 2 SLEEVE DISCHARGE NEOPRENE		291.45	18
DAVID J POWERS AND ASSOCIATES,	22897		3,377.08		
CONSTRUCTION-DESIGN		20150226 1/18 T.O.2015-02 PROGRAM EIR PREPARATION		274.75	20
		20160115 1/18 T.O.2016-01 SRF FUNDING PREP FOR WWTP IM		3,102.33	20
DMJ GAS MARKETING CONSULTANTS,	22898		2,261.96		
UTILITIES		20180101 01/18 COGEN GAS		2,261.96	18
DNS STRATEGIC PARTNERS, LLC	22899		24,500.00		
CONSTRUCTION-DESIGN		201802 2/18 T.O.2017-01 PROF CONSULTING SVCS - VARIOUS		24,500.00	20
FASTENAL COMPANY	22900		3,025.07		
SUPPLIES		CASAA57036 VENDOR MANAGED RESTOCK		1,735.50	18
		CASAA57426 VENDOR MANAGED RESTOCK		1,289.57	18
FED EX	22901		81.94		
SUPPLIES		609097212 1/19-1/23/18 FED EX CHARGES		55.36	18
ADMINISTRATIVE EXPENSES		609097212 1/19-1/23/18 FED EX CHARGES		26.58	18
FENTON, CHARLES	22902		29,396.84		
CONSTRUCTION-DESIGN		81 10/23-11/17/17 SERVICES INSIDE CA		23,658.75	20
		81B 10/23-11/17/17 SERVICES OUTSIDE CA		2,497.50	20
		81C REIM-10/23-11/17/17 TRAVEL EXPENSES		4,896.70	20
		81D 7% NONRESIDENT WITHHOLDING		-1,656.11	20
FINTA ENTERPRISES, INC	22903		1,008.06		
CONTRACT SERV. (NON-MAINT.)		55529 12/23/17 GRIT HAULING		970.00	18
		55529 12/23/17 GRIT HAULING		38.06	18

2/24/18-3/9/18

7B-7



SILICON VALLEY CLEAN WATER  
WARRANT REGISTER  
03/09/18

PAGE 10196

NAME	WARRANT NUMBER	INVOICE #/DESCRIPTION	AMOUNT	DETAIL	FUND
FIRST SECURITY SERVICES CONSTRUCTION-CONTRACTOR	22904		19,440.00		
		552430 1/20-2/2/18 FOP & GP SECURITY PATROL SVCS		1,944.00	20
		552430 1/20-2/2/18 FOP & GP SECURITY PATROL SVCS		1,944.00	20
		552430 1/20-2/2/18 FOP & GP SECURITY PATROL SVCS		1,944.00	20
		552430 1/20-2/2/18 FOP & GP SECURITY PATROL SVCS		1,944.00	20
		552430 1/20-2/2/18 FOP & GP SECURITY PATROL SVCS		1,944.00	20
		553793 2/3-2/16/18 FOP & GP SECURITY PATROL SVCS		1,944.00	20
		553793 2/3-2/16/18 FOP & GP SECURITY PATROL SVCS		1,944.00	20
		553793 2/3-2/16/18 FOP & GP SECURITY PATROL SVCS		1,944.00	20
		553793 2/3-2/16/18 FOP & GP SECURITY PATROL SVCS		1,944.00	20
		553793 2/3-2/16/18 FOP & GP SECURITY PATROL SVCS		1,944.00	20
FONG, PETER CONF. & TRAV.	22905		602.02		
		3092018 REIM-2/12-2/14/18 TRAVEL EXPENSES - P3S CONFER		602.02	18
FRANK A. OLSEN CO. CONSTRUCTION-CONTRACTOR	22906		11,187.50		
		5POM10816 11/10/17-2/14/18 PRG PMT#5 PUMP STATION VALV		5,593.77	14
		5POM10816 11/10/17-2/14/18 PRG PMT#5 PUMP STATION VALV		5,593.73	14
FRANKLIN MILLER, INC. MISCELLANEOUS	22907		76.44		
		30149 QTY 5 O-RING, QTY 2 RING RETAINER		4.89	18
		30149 QTY 5 O-RING, QTY 2 RING RETAINER		71.55	18
FREYER & LAURETA, INC PROFESSIONAL SERVICES	22908		8,110.00		
		18038 12/17 PROFESSIONAL SERVICES - 191036 SPILL PREVE		8,110.00	18
GLOBAL INDUSTRIAL SUPPLIES	22909		213.04		
		112237244 QTY 2 PLASTIC 2 SHELF TRAY		184.87	18
		112237244 QTY 2 PLASTIC 2 SHELF TRAY		28.17	18

2/24/18-3/9/18

7B-8

SILICON VALLEY CLEAN WATER  
WARRANT REGISTER  
03/09/18

PAGE 10197

NAME	WARRANT NUMBER	INVOICE #/DESCRIPTION	AMOUNT	DETAIL	FUND
GRAINGER	22910		422.33		
SMALL TOOLS		9704561209 RESTOCK ITEMS		6.27	18
MACHINERY AND EQUIP MAINT MATE		9713404912 RESTOCK ITEMS		241.16	18
		9713404912 RESTOCK ITEMS		27.30	18
		9713404912 RESTOCK ITEMS		147.60	18
HARRINGTON INDUST PLASTICS	22911		395.41		
MACHINERY AND EQUIP MAINT MATE		3L9089 PLUMBING SUPPLIES		211.50	18
		3L9089 PLUMBING SUPPLIES		183.91	18
HERC RENTALS INC.	22912		1,447.88		
RENTAL/LEASES		29664263003 1/3/18-1/31/18 EQUIPMENT RENTAL		1,272.38	18
		29664263003 1/3/18-1/31/18 EQUIPMENT RENTAL		175.50	18
HIESTAND, SUSAN	22913		82.84		
MEMB. & MEET.		3092018 REIM-2/26/18 MILEAGE EXPENSE - TRAINING P3S SA		82.84	18
HUI, CYNTHIA	22914		45.00		
UTILITIES		3092018 REIM-2/18 CELL PHONE EXPENSE		45.00	18
INDUSTRIAL SAFETY SUPPLY CORPO	22915		1,284.75		
MISCELLANEOUS		1056903 SAFETY PRODUCTS		1,284.75	18
INFOR (US), INC.	22916		31,520.88		
MACH & EQUIP MAINT SERVICES		P277221USOAB INFOR EAM ENTERPRISE SOFTWARE MAINTENANCE		31,520.88	18
J.F. SHEA/PARSONS, A JOINT VEN	22917		558,176.90		
CONST.-ADMIN. & LEGAL		3POM10913 2/18 PRG PMT#3 FOP - STAGE1		186,058.98	20
		3POM10913 2/18 PRG PMT#3 FOP - STAGE1		186,058.96	20
		3POM10913 2/18 PRG PMT#3 FOP - STAGE1		186,058.96	20

SILICON VALLEY CLEAN WATER  
WARRANT REGISTER  
03/09/18

PAGE 10198

NAME	WARRANT NUMBER	INVOICE #/DESCRIPTION	AMOUNT	DETAIL	FUND
JENTECH SERVICES	22918		7,720.20		
MACH & EQUIP MAINT SERVICES		2249 2/19-3/1/18 INSTRUMENTATION AND ELECTRICAL SERVIC		3,060.00	18
		2249 2/19-3/1/18 INSTRUMENTATION AND ELECTRICAL SERVIC		1,224.00	18
		2249 2/19-3/1/18 INSTRUMENTATION AND ELECTRICAL SERVIC		1,122.00	18
		2249 2/19-3/1/18 INSTRUMENTATION AND ELECTRICAL SERVIC		102.00	18
		2249 2/19-3/1/18 INSTRUMENTATION AND ELECTRICAL SERVIC		2,212.20	18
JHS CONSULTING, LLC	22919		9,982.12		
CONST.-ADMIN. & LEGAL		2017032 1/18 T.O.2017-03 STAGE1 DSG-BLD SUPPLEMENTAL E		1,040.00	20
		2017042 1/18 T.O.2017-04 SUPPORT FOR ENVIRO SVCS DURIN		2,235.53	20
		2017042 1/18 T.O.2017-04 SUPPORT FOR ENVIRO SVCS DURIN		2,235.53	20
		2017042 1/18 T.O.2017-04 SUPPORT FOR ENVIRO SVCS DURIN		2,235.53	20
		2017042 1/18 T.O.2017-04 SUPPORT FOR ENVIRO SVCS DURIN		2,235.53	20
KARLA'S JANITORIAL SERVICE	22920		6,915.00		
CONTRACT SERV. (NON-MAINT.)		2173 JANITORIAL SERVICES		6,915.00	18
KELLER CANYON LANDFILL CO.	22921		576.45		
CONTRACT SERV. (NON-MAINT.)		4212000026630 12/23/17 SEWER GRIT SCR N DRYING BED HAUL		576.45	18
KENNEDY/JENKS CONSULTANTS, INC	22922		138,477.45		
CONSTRUCTION-DESIGN		116829 8/26-9/29/17 T.O.2017-02 THICKENING IMPROVEMENT		1,715.00	20
CONST.-ADMIN. & LEGAL		119259 10/28/17-1/26/18 T.O.2017-09 GRAV PL-PROGRESSIV		136,762.45	20
KUMAR, RAJNESH	22923		46.00		
TRAINING		3092018 REIM-2/14-2/15/18 MEAL EXPENSES - ELECTRICAL T		46.00	18
LIEBERT CASSIDY WHITMORE	22924		675.00		
PROFESSIONAL SERVICES		1454522 THRU 1/31/18 D.A. HALL MGMT PAY PERS APPEAL		475.00	18
		1454523 THRU 1/31/18 APPEAL OF CALPERS DETERMINATION R		200.00	18

SILICON VALLEY CLEAN WATER  
WARRANT REGISTER  
03/09/18

PAGE 10199

NAME	WARRANT NUMBER	INVOICE #/DESCRIPTION	AMOUNT	DETAIL	FUND
M-I LLC	22925		19,478.75		
MISCELLANEOUS		900029711 QTY 13 BAGS SULFATREAT		18,378.75	18
		900029711 QTY 13 BAGS SULFATREAT		1,100.00	18
MADCO WELDING SUPPLY CO	22926		581.98		
SUPPLIES		G53492 2/15/18 COMPRESSED GASES		581.98	18
MARINA MECHANICAL	22927		2,991.42		
MACH & EQUIP MAINT SERVICES		89999 1/15/18 MAINTENANCE LABOR AND PARTS		274.05	18
		90115 11/17/17 MAINTENANCE LABOR AND PARTS		1,236.00	18
		90115 11/17/17 MAINTENANCE LABOR AND PARTS		65.00	18
		90585 1/4/18 MAINTENANCE LABOR AND PARTS		374.00	18
		90812 1/23/18 MAINTENANCE LABOR AND PARTS		386.25	18
		90812 1/23/18 MAINTENANCE LABOR AND PARTS		65.00	18
		90837 1/26/18 MAINTENANCE LABOR AND PARTS		540.75	18
		90837 1/26/18 MAINTENANCE LABOR AND PARTS		50.37	18
MCCLURE, KEITH	22928		92.06		
TRAINING		3092018 REIM-2/20/18 BBQ SUPPLIES FOR CWEA EVENT		60.73	18
SUPPLIES		3092018B REIM-2/5/18 SAFETY SHOES		31.33	18
MENLO PARK, CITY OF	22929		1,130.24		
UTILITIES		126201835494 12/20/17-1/24/18 MPPS WATER SERVICE		171.65	18
		227201835494 1/24/18-2/26/18 MPPS WATER SERVICE		958.59	18
MID-PENINSULA WATER DISTRICT	22930		36.00		
UTILITIES		131201862000 1/1-1/31/18 BLPS WATER SERVICE ACCT#01256		36.00	18

SILICON VALLEY CLEAN WATER  
WARRANT REGISTER  
03/09/18

PAGE 10200

NAME	WARRANT NUMBER	INVOICE #/DESCRIPTION	AMOUNT	DETAIL	FUND
MOTION INDUSTRIES INC.	22931		903.97		
SUPPLIES		CA24027853 VARIOUS SIZES HOSE ENDS/STEEL CLAMPS		297.64	18
		CA24027853 VARIOUS SIZES HOSE ENDS/STEEL CLAMPS		100.00	18
MACHINERY AND EQUIP MAINT MATE		CA24028419 VARIOUS SIZES HOSE ENDS/STEEL CLAMPS		339.51	18
		CA24028419 VARIOUS SIZES HOSE ENDS/STEEL CLAMPS		99.05	18
MISCELLANEOUS		CA24028450 VARIOUS SIZES HOSE ENDS/STEEL CLAMPS		67.77	18
MUNIQUEIP INC	22932		4,996.56		
MISCELLANEOUS		104065 QTY 1 IMPELLER 4X4 MODEL C NI HARD MATL, QTY 1		3,666.96	18
		104065 QTY 1 IMPELLER 4X4 MODEL C NI HARD MATL, QTY 1		1,329.60	18
MURPHY, NATHAN	22933		63.73		
SMALL TOOLS		3092018 REIM-1/22-1/23/18 TOOL REPLACEMENT - HEADLAMPS		63.73	18
NAVIA BENEFIT SOLUTIONS	22934		165.00		
ADMINISTRATIVE EXPENSES		10122007 2/2018 PARTICIPANT FEE		165.00	18
NEWARK ELEMENT14	22935		158.74		
MACHINERY AND EQUIP MAINT MATE		29990795 QTY 5 FLUKE 1AC A1 II ACV DETECTOR		29.35	18
MISCELLANEOUS		29990795 QTY 5 FLUKE 1AC A1 II ACV DETECTOR		117.41	18
MACHINERY AND EQUIP MAINT MATE		29990795 QTY 5 FLUKE 1AC A1 II ACV DETECTOR		11.98	18
OFFICE DEPOT	22936		190.20		
OFFICE SUPPLIES		102717050002 OFFICE SUPPLIES		4.48	18
		108372157001 OFFICE SUPPLIES		174.86	18
		998617161001 OFFICE SUPPLIES		10.86	18
OGASAWARA LANDSCAPE MAINTENANC	22937		2,050.00		
CONTRACT SERV. (NON-MAINT.)		24677 02/18 LANDSCAPING SERVICES		2,050.00	18
OVIVO USA, LLC	22938		3,714.29		
MISCELLANEOUS		8473168 QTY 6 TENSIONER		3,714.29	18

SILICON VALLEY CLEAN WATER  
WARRANT REGISTER  
03/09/18

PAGE 10201

NAME	WARRANT NUMBER	INVOICE #/DESCRIPTION	AMOUNT	DETAIL	FUND
PACE SUPPLY CORP	22939		17.07		
MACHINERY AND EQUIP MAINT MATE		943771142 PLUMBING SUPPLIES		17.07	18
PACIFIC GAS AND ELECTRIC COMPA	22940		80,923.45		
UTILITIES		77102283 01/18 DEPARTING LOAD REF#8000257953		13,361.77	18
		226201883066 1/25-2/25/18 PLANT ELECTRIC		50,433.20	18
		227201826195 1/23-2/21/18 MPPS ELECTRIC		9,964.00	18
		301201803894 12/23/17-2/22/18 RCPS LYGSO ELECTRIC		16.14	18
		301201843834 12/23/17-2/22/18 RCPS ELECTRIC		6,431.89	18
		302201865919 1/31-2/28/18 COGEN GAS		716.45	18
PAPE MATERIAL HANDLING INC.	22941		526.94		
MACH & EQUIP MAINT SERVICES		10152418 12/29/17 FORKLIFT SERVICE		526.94	18
POLITZER, KRISTA	22942		136.56		
SUPPLIES		3092018 REIM-2/27/18 PICTURE FRAMES - SVCW SITE PHOTOS		136.56	18
POLYDYNE, INC.	22943		43,446.71		
CHEMICAL SUPPLIES		1208369 1/31/18 41400 CLARIFLOC		43,446.71	18
POWER ENGINEERING CONSTRUCTION	22944		28,175.00		
CONSTRUCTION-CONTRACTOR		1731B01 6/1-9/22/17 REGRADING - SOLIDS HANDLING BLDG		3,425.50	20
		1731B01 6/1-9/22/17 REGRADING - SOLIDS HANDLING BLDG		3,425.50	20
		1731D01 6/1-9/22/17 EFFLUENT OUTFALL PIPELINE CHEM INJ		21,324.00	20
QUINCY COMPRESSOR LLC	22945		478.00		
MACH & EQUIP MAINT SERVICES		875239 VARIOUS QUINCY FILTERS		478.00	18

SILICON VALLEY CLEAN WATER  
WARRANT REGISTER  
03/09/18

PAGE 10202

NAME	WARRANT NUMBER	INVOICE #/DESCRIPTION	AMOUNT	DETAIL	FUND
R & B COMPANY	22946		170.62		
MACHINERY AND EQUIP MAINT MATE		S1705260001 PLUMBING SUPPLIES		62.42	18
		S1705260001 PLUMBING SUPPLIES		70.11	18
		S1705260001 PLUMBING SUPPLIES		19.71	18
		S1705260001 PLUMBING SUPPLIES		18.38	18
R.E.P. NUT N BOLT GUY	22947		386.45		
SUPPLIES		28728 VARIOUS NUTS & BOLTS		386.45	18
R.F. MACDONALD CO.	22948		8,618.23		
CONSTRUCTION-CONTRACTOR		256289 QTY 1 EXP TANK WESSELS FXA-1200		8,618.23	20
RECOLOGY SAN MATEO COUNTY	22949		675.00		
UTILITIES		65653 12/29/17 20 YD DEBRIS BOX		675.00	18
REDWOOD CITY, CITY OF - FINANC	22950		145.60		
MACH & EQUIP MAINT SERVICES		BR47053 12/16/17-1/15/18 VEHICLE REPAIR/MTN CHARGES		145.60	18
REDWOOD CITY, CITY OF - WATER	22951		4,806.93		
UTILITIES		119201806774 12/28/17-1/28/18 RCPS WATER SERVICE		116.04	18
		119201819903 12/28/17-1/28/18 1406 WATER/SEWER/GARBAGE		393.90	18
		119201819929 12/28/17-1/28/18 1406 FIRE SERVICE		96.00	18
		122201886984 12/28/17-1/28/18 PLANT WATER/GARBAGE		3,817.28	18
		216201832690 12/22/17-2/22/18 GREENDALE WATER SERVICE		383.71	18
RODAN BUILDERS, INC	22952		5,117.26		
CONSTRUCTION-CONTRACTOR		RETRELPOM10846 10/31-12/30/17 PRG PMT#3 RETENTION RELE		5,117.26	14
ROONEY, FRANCIS	22953		437.84		
CONF. & TRAV.		3092018 REIM-2/11-2/14/18 TRAVEL EXPENSES - P3S CONFER		437.84	18

SILICON VALLEY CLEAN WATER  
WARRANT REGISTER  
03/09/18

PAGE 10203

NAME	WARRANT NUMBER	INVOICE #/DESCRIPTION	AMOUNT	DETAIL	FUND
ROYAL WHOLESALE ELECTRIC	22954		185.67		
MISCELLANEOUS		7003664717 VARIOUS CONDUIT PARTS		60.52	18
		7003664717 VARIOUS CONDUIT PARTS		85.40	18
		7003664858 VARIOUS CONDUIT PARTS		39.75	18
SABAH INTERNATIONAL INC	22955		605.00		
MACH & EQUIP MAINT SERVICES		132578 STATE ELEVATOR TESTING 1406 PLANT		605.00	18
SANDUL, DUANE	22956		1,700.00		
PROFESSIONAL SERVICES		2SVCW2018 02/2018 PROFESSIONAL SERVICES		1,700.00	18
SYNAGRO TECHNOLOGIES INC	22957		65,074.90		
CONTRACT SERV. (NON-MAINT.)		3103249 1/18 BIOSOLIDS HAULING		37,206.62	18
		3103249 1/18 BIOSOLIDS HAULING		27,868.28	18
TANNER PACIFIC, INC.	22958		14,344.50		
CONST.-ADMIN. & LEGAL		218026 2/4-2/17/18 T.O.2017-10 FOP-STAGE1,QA & P6 IMPL		3,586.12	20
		218026 2/4-2/17/18 T.O.2017-10 FOP-STAGE1,QA & P6 IMPL		3,586.12	20
		218026 2/4-2/17/18 T.O.2017-10 FOP-STAGE1,QA & P6 IMPL		3,586.12	20
CONSTRUCTION-CONTRACTOR		218026 2/4-2/17/18 T.O.2017-10 FOP-STAGE1,QA & P6 IMPL		3,586.14	20
THATCHER COMPANY OF CALIFORNIA	22959		29,027.38		
CHEMICAL SUPPLIES		247738 2/9/18 48000 LBS FERRIC CHLORIDE		5,243.49	18
		247769 2/13/18 44820 LB TRIOXYN		7,847.42	18
		247978 2/20/18 45020 LB TRIOXYN		7,882.44	18
		248197 2/6/18 46000 LB TRIOXYN		8,054.03	18
THE FERGUSON GROUP LLC	22960		1,610.55		
CONSTRUCTION-DESIGN		18579 1/10-1/29/18 WIFIA CONSULTING SERVICES		1,508.00	20
		118579B REIM-1/10-1/29/18 WIFIA CONSULTING SERVICES		102.55	20

2/24/18-3/9/18

7B-15



SILICON VALLEY CLEAN WATER  
WARRANT REGISTER  
03/09/18

PAGE 10204

NAME	WARRANT NUMBER	INVOICE #/DESCRIPTION	AMOUNT	DETAIL	FUND
THOMAS FISH CO.	22961		129.00		
SUPPLIES		22394 QTY 110 RAINBOW TROUT FISHES		129.00	18

SILICON VALLEY CLEAN WATER  
WARRANT REGISTER  
03/09/18

PAGE 10205

NAME	WARRANT NUMBER	INVOICE #/DESCRIPTION	AMOUNT	DETAIL	FUND
U.S. BANK CORPORATE PAYMENT SY	22962		15,319.71		
MEMB. & MEET.		2222018BB1 2/1/18 MEMBERSHIP RENEWAL FEE - WEF/CWEA		255.00	18
		2222018BB2 2/3/18 MEMBERSHIP RENEWAL FEE - AWWA		269.00	18
		2222018BB3 2/7/18 MEMBERSHIP RENEWAL FEE - WATERISAC		999.00	18
SUPPLIES		2222018BB4 2/7/18 MOBILE DEVICE ACCESSORIES - LIQUIDNA		57.57	18
		2222018BB5 2/14/18 ONLINE SERVICE FEES - MS PROJECT FO		30.00	18
		2222018BB6 2/14/18 ONLINE SERVICE FEES - MS EXCHANGE O		56.00	18
MEMB. & MEET.		2222018DC1 1/23/18 BUSINESS LUNCH EXPENSE - 4 PEOPLE S		76.00	18
		2222018DC2 2/21/18 TRANSPORTATION FEE - BART		9.85	18
CONF. & TRAV.		2222018DL1 2/19/18 REGISTRATION FEE - BAY AREA SAFETY		179.00	18
MACHINERY AND EQUIP MAINT MATE		2222018DM2 1/26/18 QTY 10 GASKETS - ZORO TOOLS		24.69	18
SUPPLIES		2222018DM7 2/1/18 JANITORIAL SUPPLIES - AMERICAN TEXTI		165.24	18
CONF. & TRAV.		2222018DM9 2/6/18 CWEA ANNUAL CONFERENCE REGISTRATION		405.00	18
TRAINING		2222018EM1 1/23/18 REGISTRATION FEE - BASIC PUMP/SEAL		675.00	18
		2222018EM2 1/23/18 REGISTRATION FEE - ADV THERMOGRAPH		1,950.00	18
CONF. & TRAV.		2222018EM3 1/23/18 REGISTRATION FEE - CWEA ANNUAL CONF		525.00	18
		2222018EM4 1/25/18 REGISTRATION FEE - CWEA ANNUAL CONF		525.00	18
CONTRACT SERV. (NON-MAINT.)		2222018EM5 1/26/18 UTILITY BILL - GREENDALE - WESTERN		45.60	18
		2222018EM6 2/1/18 15YD DEBRIS BOX - SULFATREAT REMOVAL		420.00	18
TRAINING		2222018EM7 2/5/18 REGISTRATION FEE - ELECTRICAL TRAINI		2,200.00	18
		2222018EM8 2/6/18 REGISTRATION FEE - HVAC 2 DAY TRAINI		1,100.00	18
UTILITIES		2222018EM9 2/8/18 UTILITY EXPENSE - GREENDALE - 1/18 P		799.06	18
SUPPLIES		2222018IS1 1/23/18 BUSINESS CARDS - C HUI/K POLITZER -		74.81	18
TRAINING		2222018IS2 1/24/18 4/18-4/19 PAYROLL REFERENCE SUBSCRI		799.00	18
MEMB. & MEET.		2222018IS3 1/24/18 MEMBERSHIP RENEWAL - WEF FOR DAN CH		320.00	18
SUPPLIES		2222018IS4 2/6/18 ERGONOMIC OFFICE CHAIR - VARIDESK		212.07	18
MEMB. & MEET.		2222018IS5 2/13/18 MEMEBERSHIP RENEWAL FEE - COSTCO		120.00	18
SUPPLIES		2222018IS6 2/13/18 CATERING EXPENSE - SVCW ANNUAL EE R		2,704.24	18
TRAINING		2222018JF1 2/13/18 EMPLOYER COMPLIANCE POSTERS - COMPL		145.54	18
SUPPLIES		2222018MA1 2/10/18 PHONE CASE FOR SVCW PHONE - AMAZON		13.04	18
CONF. & TRAV.		2222018MA2 2/12/18 FASTRAK FEE		165.00	18

2/24/18-3/9/18

7B-17

SILICON VALLEY CLEAN WATER  
WARRANT REGISTER  
03/09/18

PAGE 10206

NAME	WARRANT NUMBER	INVOICE #/DESCRIPTION	AMOUNT	DETAIL	FUND
U.S. BANK CORPORATE PAYMENT SY	22963		18,835.87		
SUPPLIES	2222018MA3	2/13/18 FUEL EXPENSE		54.86	18
ADMINISTRATIVE EXPENSES	2222018MH1	1/22/18 GIFT CARD - AWARD FOR SVCW SAFETY S		100.00	18
	2222018MH2	1/30/18 GIFT CARD - AWARD FOR SVCW SAFETY S		100.00	18
MACH & EQUIP MAINT SERVICES	2222018MH3	2/11/18 SVCW VEHICLE MAINTENANCE - WASH - P		10.00	18
CONF. & TRAV.	2222018MH4	2/14/18 PARKING FEE - RWQCB MONTHLY MEETING		18.00	18
MEMB. & MEET.	2222018ND1	2/2/18 NEWSPAPER AD FEE FOR VIOLATION-SAN M		179.85	18
CONF. & TRAV.	2222018RH1	1/24/18 AIRFARE EXPENSE - M GAWAT TO PITTCO		403.01	18
	2222018RH2	1/27/18 CONFERENCE FEE - M GAWAT FOR PITTCO		190.00	18
TRAINING	2222018RH3	2/8/18 LAB ONLINE TRAINING FEE - THE NILAC		475.00	18
	2222018RH4	2/8/18 TRAINING CLASS FEE - IC TRAINING FOR		1,450.00	18
	2222018RH5	2/14/18 TRAINING CLASS FEE - ICP TRAINING F		1,742.00	18
SUPPLIES	2222018TH1	1/29/18 CLOUD STORAGE FEE - APPLE		0.99	18
MEMB. & MEET.	2222018TH2	1/30/18 MEMBERSHIP FEE FOR SVCW - WATERREUS		5,885.00	18
SUPPLIES	2222018TH3	2/10/18 FUEL EXPENSE		20.05	18
CONF. & TRAV.	2222018VV1	1/31/18 REGISTRATION FEE - WATERREUSE CONFE		510.00	18
	2222018VV2	1/31/18 REGISTRATION FEE - WATERREUSE CONFE		510.00	18
TRAINING	2222018DM14	2/15/18 SUPPLIES FOR CWEA EVENT - A TOOL S		389.00	18
	2222018DM15	2/20/18 SUPPLIES FOR CWEA EVENT - A1 PARTY		193.75	18
	2222018DM16	2/20/18 SUPPLIES FOR CWEA EVENT - COSTCO		602.25	18
	2222018DM17	2/20/18 SUPPLIES FOR CWEA EVENT - COSTCO		1.30	18
	2222018EM10	2/14/18 CERTIFICATION RENEWAL FEE - EI-2 R		90.00	18
MEMB. & MEET.	2222018EM11	2/14/18 MEMBERSHIP RENEWAL FEE - CWEA-R-SA		180.00	18
TRAINING	2222018EM12	2/14/18 CERTIFICATION RENEWAL FEE - CWEA-P		85.00	18
	2222018EM13	2/14/18 CERTIFICATION RENEWAL FEE - CWEA M		100.00	18
	2222018EM14	2/14/18 CERTIFICATION RENEWAL FEE - CWEA M		95.00	18
CONF. & TRAV.	2222018EM15	2/15/18 LODGING EXPENSE - P3S CONFERENCE -		322.92	18
	2222018EM16	2/15/18 LODGING EXPENSE - P3S CONFERENCE -		215.28	18
	2222018EM17	2/15/18 LODGING EXPENSE - P3S CONFERENCE -		215.28	18
UTILITIES	2222018EM18	2/16/18 UTILITY EXPENSE - GREENDALE - 2/18		725.00	18
SUPPLIES	2222018JD16	2/21/18 PLANT SUPPLIES - LOWES		3,972.33	18

2/24/18-3/9/18

7B-18

SILICON VALLEY CLEAN WATER  
WARRANT REGISTER  
03/09/18

PAGE 10207

NAME	WARRANT NUMBER	INVOICE #/DESCRIPTION	AMOUNT	DETAIL	FUND
U.S. BANK CORPORATE PAYMENT SY	22964		4,554.85		
MISCELLANEOUS		2222018DM3TAX SALES TAX LIABILITY		-9.17	18
		2222018DM5TAX SALES TAX LIABILITY		-1.65	18
MISCELLANEOUS		2222018DM8TAX SALES TAX LIABILITY		-4.09	14
MISCELLANEOUS		2222018JD1TAX SALES TAX LIABILITY		-12.34	18
		2222018JD7TAX SALES TAX LIABILITY		-2.62	18
		2222018JD9TAX SALES TAX LIABILITY		-2.01	18
		2222018DM10TAX SALES TAX LIABILITY		-5.69	18
		2222018DM12TAX SALES TAX LIABILITY		-114.25	18
		2222018JD11TAX SALES TAX LIABILITY		-28.88	18
		2222018JD13TAX SALES TAX LIABILITY		-4.46	18
MACHINERY AND EQUIP MAINT MATE		2222018DM1 QTY 1 EACH STAND AND SLIP ROLL MACHINE		709.93	18
		2222018DM1 QTY 1 EACH STAND AND SLIP ROLL MACHINE		143.88	18
SUPPLIES		2222018DM1 QTY 1 EACH STAND AND SLIP ROLL MACHINE		136.21	18
MISCELLANEOUS		2222018DM1 QTY 1 EACH STAND AND SLIP ROLL MACHINE		19.68	18
SUPPLIES		2222018DM10 2/9/18 JANITORIAL SUPPLIES - AMAZON		48.94	18
		2222018DM10 2/9/18 JANITORIAL SUPPLIES - AMAZON		21.74	18
MISCELLANEOUS		2222018DM11 2/9/18 QTY 2 VACUUM HOSE - HAFCOVAC		622.38	18
MACHINERY AND EQUIP MAINT MATE		2222018DM12 2/13/18 QTY 1 CAPILLARY SUCKTION TIMER - O		1,885.80	18
SUPPLIES		2222018DM13 2/14/18 TRAFFIC CONE - TRAFFICSAFETYWAR		412.00	18
MISCELLANEOUS		2222018DM3 PLUMBING SUPPLIES		114.02	18
MEMB. & MEET.		2222018DM4 MEMBERSHIP FEE CAPPO		130.00	18
SUPPLIES		2222018DM5 SVCW PLANT SUPPLIES		34.58	18
		2222018DM5 SVCW PLANT SUPPLIES		21.74	18
		2222018DM5 SVCW PLANT SUPPLIES		20.45	18
		2222018DM5 SVCW PLANT SUPPLIES		5.13	18
SMALL TOOLS		2222018DM5 SVCW PLANT SUPPLIES		207.70	18
SUPPLIES		2222018DM5 SVCW PLANT SUPPLIES		48.90	18
		2222018DM5 SVCW PLANT SUPPLIES		47.96	18
		2222018DM5 SVCW PLANT SUPPLIES		43.72	18
		2222018DM6 2/1/18 QTY 1 VERIDESK MAT - VERIDESK		65.25	18

SILICON VALLEY CLEAN WATER  
WARRANT REGISTER  
03/09/18

PAGE 10208

NAME	WARRANT NUMBER	INVOICE #/DESCRIPTION	AMOUNT	DETAIL	FUND
U.S. BANK CORPORATE PAYMENT SY	22965		10,623.00		
SUPPLIES	2222018DM8	2/6/18 PLANT SUPPLIES - AMAZON	50.86	18	
MACHINERY AND EQUIP MAINT MATE	2222018JD1	1/22/18 QTY 1 DISPLAY OVERLAY - JUPITER SAL	153.34	18	
	2222018JD1	1/22/18 QTY 1 DISPLAY OVERLAY - JUPITER SAL	11.00	18	
	2222018JD10	2/9/18 QTY 1 ANALYZER - ADVANCED MICRO INS	4,264.26	18	
	2222018JD11	2/12/18 QTY 2 TEMP TRANSMITTER - ENGINEERI	179.44	18	
MISCELLANEOUS	2222018JD11	2/12/18 QTY 2 TEMP TRANSMITTER - ENGINEERI	195.94	18	
MACHINERY AND EQUIP MAINT MATE	2222018JD12	2/14/18 PLANT SUPPLIES - WOOSTER	1,964.84	18	
	2222018JD12	2/14/18 PLANT SUPPLIES - WOOSTER	706.87	18	
	2222018JD12	2/14/18 PLANT SUPPLIES - WOOSTER	51.38	18	
SUPPLIES	2222018JD13	2/14/18 LIGHTING SUPPLIES - LIGHTMART	9.95	18	
MISCELLANEOUS	2222018JD13	2/14/18 LIGHTING SUPPLIES - LIGHTMART	55.46	18	
SUPPLIES	2222018JD14	2/16/18 QTY 2 FLUKE TESTER - AMAZON	314.90	18	
MISCELLANEOUS	2222018JD15	2/19/18 QTY 5 EACH THERMAL DYNAMIC TIPS AN	66.56	18	
	2222018JD15	2/19/18 QTY 5 EACH THERMAL DYNAMIC TIPS AN	35.89	18	
SMALL TOOLS	2222018JD2	1/23/18 PLANT SUPPLIES - HOME DEPOT	21.72	18	
	2222018JD2	1/23/18 PLANT SUPPLIES - HOME DEPOT	54.34	18	
SUPPLIES	2222018JD3	1/26/18 BOTTLED WATER - COSTCO	115.47	18	
	2222018JD3	1/26/18 BOTTLED WATER - COSTCO	370.00	18	
MISCELLANEOUS	2222018JD4	1/28/18 JANITORIAL SUPPLES - AMAZON	78.40	18	
	2222018JD4	1/28/18 JANITORIAL SUPPLES - AMAZON	62.68	18	
MEMB. & MEET.	2222018JD5	1/29/18 MEMBERSHIP FEE CAPPO	130.00	18	
SUPPLIES	2222018JD6	2/5/18 VARIOUS FILTERS - SULLY AND SON	46.55	18	
MISCELLANEOUS	2222018JD6	2/5/18 VARIOUS FILTERS - SULLY AND SON	209.58	18	
SUPPLIES	2222018JD7	2/7/18 QTY 1 CISCO HEADSET - AMAZON	32.61	18	
CONSTRUCTION-CONTRACTOR	2222018JD8	2/7/18 PLANT SUPPLIES - HOME DEPOT	162.47	14	
MACHINERY AND EQUIP MAINT MATE	2222018JD9	2/7/18 QTY 1 CUTTER WHEEL - ACME TOOLS	25.00	18	
	2222018JD9	2/7/18 QTY 1 CUTTER WHEEL - ACME TOOLS	6.49	18	
CONTRACT SERV. (NON-MAINT)	2222018SS1	QTY 1 IRRITROL OVERLAY PC BOARD REPAIR	339.00	18	
CONF. & TRAV.	2222018SS10	CWEA CONFERENCE REGISTRATION	658.00	18	
MACH & EQUIP MAINT SERVICES	2222018SS2	SERVICE TO TINT OFFICE WINDOWS	250.00	18	

SILICON VALLEY CLEAN WATER  
WARRANT REGISTER  
03/09/18

PAGE 10209

NAME	WARRANT NUMBER	INVOICE #/DESCRIPTION	AMOUNT	DETAIL	FUND
U.S. BANK CORPORATE PAYMENT SY	22966		1,637.55		
ADMINISTRATIVE EXPENSES		2222018SS3 ADVERTISING FEES		359.00	18
SUPPLIES		2222018SS4 PLUMBING SUPPLIES		215.33	18
		2222018SS5 RESCU CENTER PLUMBING SUPPLIES		458.02	18
MACH & EQUIP MAINT SERVICES		2222018SS6 SVCW VEHICLE MAINTENANCE		58.20	18
MEMB. & MEET.		2222018SS7 MEMBERSHIP FEE-DAN MILLS		199.00	18
		2222018SS8 MEMBERSHIP FEE-JERRY DYE		199.00	18
TRAINING		2222018SS9 SEMINAR REGISTRATION-DAN MILLS		149.00	18
UNIVAR USA INC.	22967		12,470.44		
CHEMICAL SUPPLIES		SJ863814 2/13/18 4080 GAL SOD HYPO		2,165.26	18
		SJ864695 2/18/18 4000 GAL SOD HYPO		2,122.80	18
		SJ864703 2/16/18 4310.1893 GAL BISULFITE		6,093.54	18
		SJ865786 2/23/18 3936 GAL SOD HYPO		2,088.84	18
VALLEY OIL COMPANY	22968		2,596.61		
MISCELLANEOUS		40884 2/27/18 QTY 55 DRUMS SHELL OMALA S4 WE		2,596.61	18
VERIZON WIRELESS	22969		2,985.14		
UTILITIES		9801985638 1/20-2/19/18 VERIZON SERVICES		2,899.10	18
		9801985639 1/20-2/19/18 VERIZON SERVICES		76.02	18
		9802296356 1/24-2/23/18 VERIZON SERVICES		10.02	18
WATERMAN INDUSTRIES, INC.	22970		852.09		
MACHINERY AND EQUIP MAINT MATE		172903 QTY 1 SS STEM, QTY 2 STEM GDE SLEEVE		19.36	18
		172903 QTY 1 SS STEM, QTY 2 STEM GDE SLEEVE		832.73	18
WELLS FARGO BANK-WHOLESALE LOA	22971		6,724.30		
INTEREST EXPENSES		3082018 LOC# 7829596836 2/26-2/28/18 UNUSED COMMITMENT		1,804.80	20
		3082018 LOC# 7829596836 2/26-2/28/18 UNUSED COMMITMENT		3,265.99	20
		3082018 LOC# 7829596836 2/26-2/28/18 UNUSED COMMITMENT		1,018.06	20
		3082018 LOC# 7829596836 2/26-2/28/18 UNUSED COMMITMENT		635.45	20

2/24/18-3/9/18

7B-21

SILICON VALLEY CLEAN WATER  
WARRANT REGISTER  
03/09/18

PAGE 10210

NAME	WARRANT NUMBER	INVOICE #/DESCRIPTION	AMOUNT	DETAIL	FUND
WEST YOST ASSOCIATES CONTRUCTION-DESIGN	22972		21,299.85		
		2034294 12/2/17-1/5/18 T.O.2017-01 PRGM MGMT SVCS - RE		3,194.98	20
		2034294 12/2/17-1/5/18 T.O.2017-01 PRGM MGMT SVCS - RE		2,981.98	20
		2034294 12/2/17-1/5/18 T.O.2017-01 PRGM MGMT SVCS - RE		2,981.98	20
		2034294 12/2/17-1/5/18 T.O.2017-01 PRGM MGMT SVCS - RE		2,981.98	20
		2034294 12/2/17-1/5/18 T.O.2017-01 PRGM MGMT SVCS - RE		2,981.98	20
		2034294 12/2/17-1/5/18 T.O.2017-01 PRGM MGMT SVCS - RE		2,981.97	20
		2034294 12/2/17-1/5/18 T.O.2017-01 PRGM MGMT SVCS - RE		3,194.98	20
WRA ENVIRONMENTAL CONSULTANTS CONTRUCTION-DESIGN	22973		1,856.99		
		201711831429 11/17 T.O.2016-01 BIO & PERMIT SVCS - EIR		755.00	20
		201711931430 11/17 T.O.2016-02 2017 CA RIDGWAY RAIL SU		1,101.99	20
XEROX CORPORATION RENTAL/LEASES	22974		2,818.97		
		92245825 12/21/17-1/30/18 XEROX LEASE		62.53	18
		92245826 2/1-2/28/18 XEROX LEASE		218.40	18
		92460509 3/1-3/30/18 XEROX LEASE		444.07	18
		92460510 3/1-3/30/18 XEROX LEASE		300.17	18
		92460511 3/1-3/30/18 XEROX LEASE		297.55	18
		92460512 3/1-3/30/18 XEROX LEASE		515.44	18
		92460513 3/1-3/30/18 XEROX LEASE		611.11	18
		92460514 3/1-3/30/18 XEROX LEASE		369.70	18
		TOTAL		\$1,418,940.63	

2/24/18-3/9/18

7B-22

03-23-18

SILICON VALLEY CLEAN WATER  
WARRANT REGISTER  
FUND RECAP

PAGE 0238

NAME	FUND	AMOUNT
RETIREE HEALTH INSUR. FD.	12	35,000.00
CAPITAL IMPROVEMENT FUND	14	24,586.50
OPERATION	18	193,028.13
PLANT - CIP BOND	20	2,779,467.02
TOTAL FOR APPROVAL		\$3,032,081.65 ✓

THIS IS TO CERTIFY THAT THE CLAIMS LISTED ON PAGES NUMBERED FROM 10217 THROUGH 10238 INCLUSIVE, AND/OR CLAIMS NUMBERED FROM 23013 THROUGH 23123 INCLUSIVE, TOTALING IN THE AMOUNT OF \$3,032,081.65, HAVE BEEN CHECKED IN DETAIL AND APPROVED BY THE PROPER OFFICIALS, AND IN MY OPINION REPRESENT FAIR AND JUST CHARGES AGAINST THE AUTHORITY IN ACCORDANCE WITH THEIR RESPECTIVE AMOUNTS AS INDICATED THEREON.

RESPECTFULLY SUBMITTED,

  
DEPUTY TREASURER

  
DATE

3/22/18





SILICON VALLEY CLEAN WATER  
WARRANT REGISTER  
03/23/18

PAGE 10217

NAME	WARRANT NUMBER	INVOICE #/DESCRIPTION	AMOUNT	DETAIL	FUND
ACCELERATED TECHNOLOGY LABORAT	23013		15,300.00		
MACH & EQUIP MAINT SERVICES		15402 LIMS ANNUAL SUPPORT SERVICES		15,300.00	18
ALL INDUSTRIAL ELECTRIC SUPPLY	23014		2,895.27		
CONSTRUCTION-CONTRACTOR		5180202 LIGHTING SUPPLIES		2,772.95	20
MISCELLANEOUS		5180321 LIGHTING SUPPLIES		101.93	18
MACHINERY AND EQUIP MAINT MATE		5180321 LIGHTING SUPPLIES		20.39	18
ALPHA ANALYTICAL LABORATORIES	23015		605.00		
CONTRACT SERV. (NON-MAINT.)		8023221RPSVCW PLANT PROCESS LAB ANALYSIS		275.00	18
		8031236RPSVCW PLANT PERMIT LAB ANALYSIS		65.00	18
		8031236RPSVCW PLANT PERMIT LAB ANALYSIS		265.00	18
APEX LIFE SCIENCES, LLC	23016		3,080.00		
CONTRACT SERV. (NON-MAINT.)		LAB550397244 W/E 12/30/17 LAB TEMPORARY STAFF WORKER -		1,120.00	18
		LAB550415345 W/E 2/24/18 LAB TEMPORARY STAFF WORKER -		840.00	18
		LAB550417563 W/E 3/3/18 LAB TEMPORARY STAFF WORKER - D		1,120.00	18
AQUADYNE ASSOCIATES	23017		2,513.61		
MACHINERY AND EQUIP MAINT MATE		18008 QTY 1 BRUSH ASSEMBLY FOR CTX20/25 SENSORS		2,513.61	18
ARIZONA INSTRUMENT LLC	23018		192.00		
MISCELLANEOUS		333774TAX SALES TAX LIABILITY		-16.10	18
MACHINERY AND EQUIP MAINT MATE		333774 QTY 2 ZERO AIR FILTER		208.10	18
AT&T	23019		333.12		
UTILITIES		307201801511 3/7-4/6/18 AT&T SERVICES SCPS		67.90	18
		307201815339 3/7-4/6/18 AT&T SERVICES MPPS		98.98	18
		307201824836 3/7-4/6/18 AT&T SERVICES RWCPS		98.98	18
		307201896059 3/7-4/6/18 AT&T SERVICES BLPS		67.26	18

SILICON VALLEY CLEAN WATER  
WARRANT REGISTER  
03/23/18

PAGE 10218

NAME	WARRANT NUMBER	INVOICE #/DESCRIPTION	AMOUNT	DETAIL	FUND
ATMOSPHERIC ANALYSIS & CONSULT	23020		445.00		
CONTRACT SERV. (NON-MAINT.)		A18017 ANALYSIS & REPORTING-SILOXANES & SULFUR COMPOUN		445.00	18
AU, JERRY	23021		115.00		
MEMB. & MEET.		3232018 REIM-3/13/18 CERTIFICATION RENEWAL FEE - CALIF		115.00	18
AXIAQ, PAUL	23022		112.33		
TRAINING		3232018 REIM-3/8-3/9/18 TRAVEL EXPENSE-BRIDGE TOLL-THE		10.00	18
		3232018B REIM-3/7/18 MILEAGE REIMBURSEMENT - TPC HVAC		36.38	18
		3232018C REIM-3/8-3/9/18 MILEAGE REIMBURSEMENT - THERM		65.95	18
BARKERBLUE	23023		7,551.34		
CONST.-ADMIN. & LEGAL		603659 THICKENING IMPROVEMENTS PHASE 1D		4,140.50	20
		604873 12KV SWITCHGEAR		982.23	20
		605078 NEW 12KV SWITCHGEAR PROJECT		5.75	20
		605316 12KV SWITCHGEAR PROJECT		26.80	20
ADMINISTRATIVE EXPENSES		605550 ANNUAL FINANCIAL REPORT		1,868.73	18
CONST.-ADMIN. & LEGAL		605659 CIP #9807		12.40	20
SUPPLIES		605686 PLANT AND PUMP STATIONS BOARD		514.93	18
BARNARD BESSAC JOINT VENTURE	23024		645,629.91		
CONST.-ADMIN. & LEGAL		4POM10914 2/18 PRG-PMT#4 GRAVITY PIPELINE - STAGE 1		645,629.91	20
BAY AREA NEWS GROUP	23025		595.14		
CONST.-ADMIN. & LEGAL		6098876 2/5/18 CLASSIFIED AD, SAN MATEO COUNTY TIMES		595.14	20
BAY CITY ELECTRIC WORKS	23026		37,399.11		
CONSTRUCTION-CONTRACTOR		JC108310B 12/2/17-3/8/18 WET SIDE REDUNDANT IMPROVEMEN		37,399.11	20
BAY RUBBER COMPANY	23027		3,655.77		
MISCELLANEOUS		18308800 PLUMBING SUPPLIES		1,968.76	18
		18308800 PLUMBING SUPPLIES		1,687.01	18

SILICON VALLEY CLEAN WATER  
WARRANT REGISTER  
03/23/18

PAGE 10219

NAME	WARRANT NUMBER	INVOICE #/DESCRIPTION	AMOUNT	DETAIL	FUND
BLOCKA CONSTRUCTION, INC.	23028		119,700.00		
CONSTRUCTION-CONTRACTOR		2POM10899 12/17-1/18 PRG PMT#2 SOLIDS HANDLING BLDG HA		119,700.00	20
BROWN & CALDWELL	23029		100,937.57		
CONST.-ADMIN. & LEGAL		11311347 THRU 1/25/18 T.O.2017-06 OWNERS ENG ADVISOR F		23,533.08	20
		11311347 THRU 1/25/18 T.O.2017-06 OWNERS ENG ADVISOR F		23,533.08	20
		11311347 THRU 1/25/18 T.O.2017-06 OWNERS ENG ADVISOR F		23,533.08	20
		11311347 THRU 1/25/18 T.O.2017-06 OWNERS ENG ADVISOR F		23,533.08	20
CONSTRUCTION-DESIGN		11311678 12/29/17-1/25/18 T.O.2016-11 FOP PROJ/PHASE1		1,089.93	20
		11311678 12/29/17-1/25/18 T.O.2016-11 FOP PROJ/PHASE1		1,089.93	20
		11311678 12/29/17-1/25/18 T.O.2016-11 FOP PROJ/PHASE1		1,089.93	20
		11311678 12/29/17-1/25/18 T.O.2016-11 FOP PROJ/PHASE1		1,089.96	20
PROFESSIONAL SERVICES		11311681 12/29/17-1/25/18 T.O.2017-02 AS-NEEDED ENG SV		2,445.50	18
BRUBAKER, JEFFREY H.	23030		339.96		
CONST.-ADMIN. & LEGAL		3232018 REIM-3/2/18 AIRFARE FOR DBIA CONFR 3/18-3/21/1		68.00	20
		3232018 REIM-3/2/18 AIRFARE FOR DBIA CONFR 3/18-3/21/1		67.99	20
		3232018 REIM-3/2/18 AIRFARE FOR DBIA CONFR 3/18-3/21/1		67.99	20
		3232018 REIM-3/2/18 AIRFARE FOR DBIA CONFR 3/18-3/21/1		67.99	20
		3232018 REIM-3/2/18 AIRFARE FOR DBIA CONFR 3/18-3/21/1		67.99	20
BUCKLES SMITH ELECTRIC COMPANY	23031		10,161.12		
CONSTRUCTION-CONTRACTOR		306114200 CREDIT MEMO FOR INV 305842100		-412.25	20
		307979200 REPLACEMENT PART ORIGINAL INV 307349700		4,774.34	20
		307981100 CREDIT MEMO FOR INV 307979200		-4,774.34	20
MACH & EQUIP MAINT SERVICES		306466200 VARIOUS ELECTRICAL PARTS		3,625.00	18
CONSTRUCTION-CONTRACTOR		307386902 VARIOUS ELECTRICAL PARTS		5,223.59	20
MACHINERY AND EQUIP MAINT MATE		307427401 VARIOUS ELECTRICAL PARTS		1,724.78	18
C. OVERAA & CO	23032		23,750.00		
CONSTRUCTION-CONTRACTOR		3POM10881 2/18 PRG PMT#3 THICKENING IMPROVEMENTS - PHA		23,750.00	20

SILICON VALLEY CLEAN WATER  
WARRANT REGISTER  
03/23/18

PAGE 10220

NAME	WARRANT NUMBER	INVOICE #/DESCRIPTION	AMOUNT	DETAIL	FUND
C.W.E.A. - SAN FRANCISCO BAY S MEMB. & MEET.	23033	3232018 3/8/18 CWEA DINNER MEETING - WET WEATHER OPERA	40.00	40.00	18
C.W.E.A. - SCVS TRAINING	23034	3232018 REGISTRATION FEE FOR 4 EMPLOYEES - SESSION 2 T	240.00	240.00	18
CALIFORNIA DETAILERS, INC. MACH & EQUIP MAINT SERVICES	23035	46010 3/3/18 FLEET VEHICLE ON-SITE WASH	275.00	275.00	18
CALIFORNIA HAZARDOUS SERVICES, MACH & EQUIP MAINT SERVICES	23036	62291 2018 DIESEL FUEL TANK INSPECTION AND CLEANING	8,950.00	1,150.00	18
		62291 2018 DIESEL FUEL TANK INSPECTION AND CLEANING		1,250.00	18
		62291 2018 DIESEL FUEL TANK INSPECTION AND CLEANING		1,250.00	18
		62291 2018 DIESEL FUEL TANK INSPECTION AND CLEANING		1,550.00	18
		62291 2018 DIESEL FUEL TANK INSPECTION AND CLEANING		1,250.00	18
		62291 2018 DIESEL FUEL TANK INSPECTION AND CLEANING		1,250.00	18
		62291 2018 DIESEL FUEL TANK INSPECTION AND CLEANING		1,250.00	18
CALPERS - FISCAL SERVICES DIVI RETIREE MEDICAL PAYMENTS	23037	3232018 3/18 PREFUNDING OPEB	35,000.00	35,000.00	12
CALTEST ANALYTICAL LABORATORY CONTRACT SERV. (NON-MAINTS)	23038	582716 NPDES PERMIT LAB ANALYSIS	836.10	836.10	18
CALTROL, INC. MISCELLANEOUS	23039	CD99041354 QTY 4 120/60 VAC	2,352.82	2,352.82	18

SILICON VALLEY CLEAN WATER  
WARRANT REGISTER  
03/23/18

PAGE 10221

NAME	WARRANT NUMBER	INVOICE #/DESCRIPTION	AMOUNT	DETAIL	FUND
CASCADE INTEGRATION & DEVELOPM	23040		26,810.47		
CAPITAL		1478 2/18 T.O.2015-04 PUMP STATION PLC REPLACEMENT COD	472.50	14	
		1478 2/18 T.O.2015-04 PUMP STATION PLC REPLACEMENT COD	472.50	14	
		1478 2/18 T.O.2015-04 PUMP STATION PLC REPLACEMENT COD	472.50	14	
		1478 2/18 T.O.2015-04 PUMP STATION PLC REPLACEMENT COD	472.50	14	
CONSTRUCTION-DESIGN		1479 2/18 T.O.2016-01 SPA TASKS	1,620.00	20	
		1479 2/18 T.O.2016-01 SPA TASKS	1,620.00	20	
		1479 2/18 T.O.2016-01 SPA TASKS	1,620.00	20	
		1480 2/18 T.O.2017-02 FOP RFP & STANDARD	5,015.12	20	
		1480 2/18 T.O.2017-02 FOP RFP & STANDARD	5,015.12	20	
		1480 2/18 T.O.2017-02 FOP RFP & STANDARD	5,015.12	20	
		1480 2/18 T.O.2017-02 FOP RFP & STANDARD	5,015.11	20	
CDM SMITH INC.	23041		60,402.40		
CONSTRUCTION-DESIGN		90008467 12/4-12/31/16 T.O.2016-04 WWTP HEADWORKS & SC	18,965.00	20	
CONSTRUCTION-CONTRACTOR		90011584 1/1-1/28/17 T.O.2016-02 ANALYSIS & TASK DSGN-	19,391.50	14	
CONSTRUCTION-DESIGN		90029607 2/26-9/2/17 T.O.2015-04 WWTP HEADWORKS & SCRE	3,314.45	20	
		90029607 2/26-9/2/17 T.O.2015-04 WWTP HEADWORKS & SCRE	3,314.45	20	
		90006877B 2/26-4/1/17 T.O.2016-06 INFLUENT CONNECTOR P	15,417.00	20	
CDW GOVERNMENT, INC.	23042		1,178.82		
MACHINERY AND EQUIP MAINT MATE		LXS3540 IT EQUIPMENT -QTY 2 BYTECC CAT6 GIGABIT CROSS	60.38	18	
MISCELLANEOUS		LZX8450 IT EQUIPMENT -QTY 4 APC REPLACE BATTERY CARTR	1,118.44	18	
COGSDALE CORPORATION	23043		56,612.84		
CONST.-ADMIN. & LEGAL		CT0004004 PROJECT MANAGEMENT SERVICES MONTH 5	42,750.00	20	
		XT0002326 1/16-1/19/18 ON SITE VISIT - SINGH	2,690.98	20	
		XT0002327 1/14-1/18/18 ON SITE VISIT LENDORF-MCCARTHY	1,891.01	20	
		XT0002328 1/14-1/18/18 ON SITE VISIT - PERNA	2,714.12	20	
		XT0002329 1/23-1/27/18 ON SITE VISIT - MCDONALD	3,939.05	20	
		XT0002332 2/12-2/15/18 ON SITE VISIT - SINGH	2,627.68	20	

SILICON VALLEY CLEAN WATER  
WARRANT REGISTER  
03/23/18

PAGE 10222

NAME	WARRANT NUMBER	INVOICE #/DESCRIPTION	AMOUNT	DETAIL	FUND
COLE-PARMER INSTRUMENT CO LLC	23044		815.96		
MACHINERY AND EQUIP MAINT MATE		1423983 QTY 3 REPL THRUST WASHERS, QTY 1 TUBING MFLEX		64.43	18
SUPPLIES		1423983 QTY 3 REPL THRUST WASHERS, QTY 1 TUBING MFLEX		165.30	18
		1423983 QTY 3 REPL THRUST WASHERS, QTY 1 TUBING MFLEX		20.73	18
MACHINERY AND EQUIP MAINT MATE		1424503 QTY 2 PUMPHEAD MFLEX STD #17		565.50	18
COMCAST CORPORATION	23045		9,862.43		
UTILITIES		62630604 THRU 2/28/18 AND 3/31/18 COMCAST PHONE CHARGE		9,444.85	18
		62634226 THRU 2/28/18 AND 3/31/18 COMCAST PHONE CHARGE		417.58	18
CONCERN	23046		4,950.00		
PROFESSIONAL SERVICES		CN1809002 3/1/18-2/28/19 FLAT ANNUAL RATE		4,950.00	18
CONSOLIDATED PARTS INC.	23047		906.99		
MACHINERY AND EQUIP MAINT MATE		5045592 VARIOUS ELECTRICAL SUPPLIES		119.63	18
		5045592 VARIOUS ELECTRICAL SUPPLIES		641.63	18
		5045592 VARIOUS ELECTRICAL SUPPLIES		145.73	18
COUNTY OF SAN MATEO - AIRPORT	23048		97,300.00		
CONST.-ADMIN. & LEGAL		3232018 4/18 PERMIT#384-LEASE PMT SAN CARLOS AIRPORT P		97,300.00	20
D.C. FROST ASSOCIATES INC.	23049		26,192.70		
MISCELLANEOUS		20361 QTY 1 FULLY ASSEMBLY DOORCLONE PER DWG - LEFT HA		26,192.70	18
D.W. NICHOLSON CORPORATION	23050		284,348.71		
CONSTRUCTION-CONTRACTOR		8352 THRU 7/31/17 SLIDE GATE INSTALLATION		3,289.00	20
		3POM10876 11/17 PRG PMT#3 EMERGENCY 12KV REPAIR		111,359.97	20
		4POM10876 12/17 PRG PMT#4 EMERGENCY 12KV REPAIR		86,385.36	20
		5POM10876 1/18 PRG PMT#5 EMERGENCY 12KV REPAIR		83,314.38	20

SILICON VALLEY CLEAN WATER  
WARRANT REGISTER  
03/23/18

PAGE 10223

NAME	WARRANT NUMBER	INVOICE #/DESCRIPTION	AMOUNT	DETAIL	FUND
DALY, MICK	23051		423.60		
CONSTRUCTION-DESIGN		3232018 REIM-2/21/18 AIRFARE FOR DBIA CONFR 3/18-3/21/		288.60	20
UTILITIES		310201806128 REIMB 12/11-3/10/18 AT&T CHARGES CELL		135.00	18
DATA INSTINCTS	23052		2,155.00		
CONST.-ADMIN. & LEGAL		2158 FINAL INV-RECYCLED WATER COMMUNICATION PLAN-SVCW		2,155.00	20
DAVID J POWERS AND ASSOCIATES,	23053		2,629.75		
CONSTRUCTION-DESIGN		2017015 11/17 T.O.2017-01 PHASE1 CONSTRUCTION MONITORI		1,314.87	20
CONSTRUCTION-CONTRACTOR		2017015 11/17 T.O.2017-01 PHASE1 CONSTRUCTION MONITORI		1,314.88	20
DKF SOLUTIONS GROUP, LLC	23054		450.00		
CONTRACT SERV. (NON-MAINT.)		13772 03/2018 MY SAFETY OFFICER-MONTHLY SUBSCRIPTION F		450.00	18
DMJ GAS MARKETING CONSULTANTS,	23055		2,189.04		
UTILITIES		20180201 02/18 COGEN GAS		2,189.04	18
EDGLEY, KIP D.	23056		23,281.79		
CONSTRUCTION-CONTRACTOR		3051802 2/5-3/4/18 SERVICES INSIDE CA		15,552.00	20
		3051802B 2/5-3/4/18 SERVICES OUTSIDE CA		4,185.00	20
		3051802C REIM-2/5-3/4/18 TRAVEL EXPENSES		4,633.43	20
MISCELLANEOUS		3051802D 7% NONRESIDENT WITHHOLDING		-1,088.64	20
ENDRESS+HAUSER, INC	23057		4,066.72		
SUPPLIES		6001951002 QTY 4 FMX21-WATERPILOT		2,054.34	18
MISCELLANEOUS		6001951002 QTY 4 FMX21 WATERPILOT		2,012.38	18
FASTENAL COMPANY	23058		2,883.30		
SUPPLIES		CASAA57808 VENDOR MANAGED RESTOCK		1,759.50	18
		CASAA57809 VENDOR MANAGED RESTOCK		1,123.80	18

SILICON VALLEY CLEAN WATER  
WARRANT REGISTER  
03/23/18

PAGE 10224

NAME	WARRANT NUMBER	INVOICE #/DESCRIPTION	AMOUNT	DETAIL	FUND
FENTON, CHARLES	23059		25,370.77		
CONSTRUCTION-DESIGN		82 11/20-12/15/17 SERVICES INSIDE CA		21,621.60	20
		82B 11/20-12/15/17 SERVICES OUTSIDE CA		1,282.50	20
		82C REIM-11/20-12/15/17 TRAVEL EXPENSES		3,980.18	20
MISCELLANEOUS		82D 7% NONRESIDENT WITHHOLDING		-1,513.51	20
FIELDMAN, ROLAPP & ASSOCIATES	23060		2,371.84		
CONST.-ADMIN. & LEGAL		23734 1/2/18-2/8/18 LONG RANGE FINANCIAL PLAN		2,367.50	20
		23734B REIMB CONFERENCE CALL LONG RANGE FINANCIAL PLAN		4.34	20
FINTA ENTERPRISES, INC	23061		3,560.69		
CONTRACT SERV. (NON-MAINT.)		55572 1/9/18 GRIT HAULING		535.00	18
		55755 1/19/18 GRIT HAULING		1,102.50	18
		55755 1/19/18 GRIT HAULING		38.06	18
		55755 1/19/18 GRIT HAULING		25.00	18
		55860 2/19/18 GRIT HAULING		1,734.00	18
		55860 2/19/18 GRIT HAULING		50.00	18
		55860 2/19/18 GRIT HAULING		76.13	18
FISHER SCIENTIFIC COMPANY, LLC	23062		496.56		
SUPPLIES		6866357 LAB SUPPLIES		260.42	18
SMALL TOOLS		6866357 LAB SUPPLIES		236.14	18



SILICON VALLEY CLEAN WATER  
WARRANT REGISTER  
03/23/18

PAGE 10225

NAME	WARRANT NUMBER	INVOICE #/DESCRIPTION	AMOUNT	DETAIL	FUND
FREYER & LAURETA, INC	23063		47,679.10		
CONSTRUCTION-DESIGN		17516 8/17 T.O.2017-05 GEOTECHNICAL SAMPLING & TESTING		17,362.48	20
		17584 9/17 T.O.2017-05 GEOTECHNICAL SAMPLING & TESTING		9,596.22	20
		18032 12/17 T.O.2017-05 GEOTECHNICAL SAMPLING & TESTIN		13,873.40	20
		18060 1/18 T.O.2017-05 ENG SVCS DURING CONSTRUCTION		4,747.00	20
CONSTRUCTION-CONTRACTOR		18094 1/18 T.O.2014-04 CONVEYANCE SYST PROGRAMMING LAN		300.00	20
CONST.-ADMIN. & LEGAL		18095 1/18 T.O.2017-04 ENG DESIGN STANDARDS DEVELOPMEN		1,206.00	20
		18095 1/18 T.O.2017-04 ENG DESIGN STANDARDS DEVELOPMEN		270.00	20
		18095 1/18 T.O.2017-04 ENG DESIGN STANDARDS DEVELOPMEN		54.00	20
		18095 1/18 T.O.2017-04 ENG DESIGN STANDARDS DEVELOPMEN		234.00	20
		18095 1/18 T.O.2017-04 ENG DESIGN STANDARDS DEVELOPMEN		18.00	20
		18095 1/18 T.O.2017-04 ENG DESIGN STANDARDS DEVELOPMEN		18.00	20
FRONTIER ANALYTICAL LABORATORY	23064		800.00		
CONTRACT SERV. (NON-MAINT.)		20540 NPDES PERMIT LAB ANALYSIS		800.00	18

SILICON VALLEY CLEAN WATER  
WARRANT REGISTER  
03/23/18

PAGE 10226

NAME	WARRANT NUMBER	INVOICE #/DESCRIPTION	AMOUNT	DETAIL	FUND
GRAINGER	23065		2,763.02		
MACHINERY AND EQUIP MAINT MATE		9698943983 RESTOCK ITEMS		168.41	18
OFFICE SUPPLIES		9699584729 RESTOCK ITEMS		62.75	18
MISCELLANEOUS		9699584729 RESTOCK ITEMS		45.54	18
SUPPLIES		9705910215 RESTOCK ITEMS		235.01	18
		9705910215 RESTOCK ITEMS		36.38	18
		9705910215 RESTOCK ITEMS		7.80	18
		9705910215 RESTOCK ITEMS		35.67	18
MACHINERY AND EQUIP MAINT MATE		9709630934 RESTOCK ITEMS		45.21	18
		9709630934 RESTOCK ITEMS		474.15	18
		9711027558 RESTOCK ITEMS		177.76	18
		9711435694 RESTOCK ITEMS		317.13	18
MISCELLANEOUS		9712548321 RESTOCK ITEMS		213.08	18
SUPPLIES		9714735983 RESTOCK ITEMS		147.69	18
MISCELLANEOUS		9718239073 RESTOCK ITEMS		155.23	18
		9718239073 RESTOCK ITEMS		222.50	18
		9719390784 RESTOCK ITEMS		187.58	18
		9719390784 RESTOCK ITEMS		174.71	18
MACHINERY AND EQUIP MAINT MATE		9724807103 RESTOCK ITEMS		56.42	18
HACH COMPANY	23066		728.11		
SUPPLIES		10868365 QTY 6 SS TEFLON STRAINER, QTY 1 BUFFER SOLUTI		626.02	18
		10868365 QTY 6 SS TEFLON STRAINER, QTY 1 BUFFER SOLUTI		58.34	18
		10868365 QTY 6 SS TEFLON STRAINER, QTY 1 BUFFER SOLUTI		43.75	18
HANSEN, ERIC	23067		180.00		
CONF. & TRAV.		3232018 REIM-11/17-2/18 CELL PHONE EXPENSE		180.00	18

SILICON VALLEY CLEAN WATER  
WARRANT REGISTER

03/23/18

PAGE 10227

WARRANT	NUMBER	INVOICE #/DESCRIPTION	AMOUNT	DETAIL	FUND
HANSON BRIDGETT LLP	23068	1209017 1/25-1/26/18 T.O.2017-02 LEGAL SVCS-PUBLIC WOR	599.61	20	
CONST.-ADMIN. & LEGAL		1209017 1/25-1/26/18 T.O.2017-02 LEGAL SVCS-PUBLIC WOR	599.61	20	
PROFESSIONAL SERVICES		1209017 1/25-1/26/18 T.O.2017-02 LEGAL SVCS-PUBLIC WOR	599.61	20	
CONST.-ADMIN. & LEGAL		1209018 1/5-1/31/18 T.O.2017-02 LEGAL SVCS-WRRNTY CLAI	5,624.00	20	
		1209018B REIM-12/21/17 T.O.2017-02 TRAVEL EXPENSES - A	163.03	20	
HARRINGTON INDUST PLASTICS	23069	3L8642 PLUMBING SUPPLIES	117.45	18	
MISCELLANEOUS					
HERC RENTALS INC.	23070	29664263002 12/6/17-1/3/18 EQUIPMENT RENTAL	1,447.88	18	
RENTAL/LEASES		29664263002 12/6/17-1/3/18 EQUIPMENT RENTAL		18	
HILLYARD INC	23071		918.35		
MISCELLANEOUS					
		602899034 JANITOR SUPPLIES	356.27	18	
		602899034 JANITOR SUPPLIES	156.11	18	
		602899034 JANITOR SUPPLIES	187.32	18	
		602899034 JANITOR SUPPLIES	50.74	18	
		602899034 JANITOR SUPPLIES	113.40	18	
		602899034 JANITOR SUPPLIES	26.73	18	
		602899034 JANITOR SUPPLIES	27.78	18	
JENTECH SERVICES	23072		7,618.20		
MACH & EQUIP MAINT SERVICES		2250 3/5-3/15/18 INSTRUMENTATION AND ELECTRICAL SERVIC	306.00	18	
		2250 3/5-3/15/18 INSTRUMENTATION AND ELECTRICAL SERVIC	4,896.00	18	
		2250 3/5-3/15/18 INSTRUMENTATION AND ELECTRICAL SERVIC	204.00	18	
		2250 3/5-3/15/18 INSTRUMENTATION AND ELECTRICAL SERVIC	2,212.20	18	

SILICON VALLEY CLEAN WATER  
WARRANT REGISTER  
03/23/18

PAGE 10228

NAME	WARRANT NUMBER	INVOICE #/DESCRIPTION	AMOUNT	DETAIL	FUND
JHS CONSULTING, LLC	23073		4,225.00		
CONST.-ADMIN. & LEGAL		2017043 2/18 T.O.2017-04 SUPPORT FOR ENVIRO SVCS DURIN		1,056.25	20
		2017043 2/18 T.O.2017-04 SUPPORT FOR ENVIRO SVCS DURIN		1,056.25	20
		2017043 2/18 T.O.2017-04 SUPPORT FOR ENVIRO SVCS DURIN		1,056.25	20
		2017043 2/18 T.O.2017-04 SUPPORT FOR ENVIRO SVCS DURIN		1,056.25	20
KELLER CANYON LANDFILL CO.	23074		812.70		
CONTRACT SERV. (NON-MAINT.)		4212000026712 1/19/18 SEWER GRIT SCRIN DRYING BED HAULI		812.70	18
KENNEDY/JENKS CONSULTANTS, INC	23075		197,121.98		
CONSTRUCTION-DESIGN		117377 THRU 10/27/17 T.O.2017-03 ALTERNATIVE DELIVERY		2,709.29	20
		117377 THRU 10/27/17 T.O.2017-03 ALTERNATIVE DELIVERY		2,031.96	20
		117377 THRU 10/27/17 T.O.2017-03 ALTERNATIVE DELIVERY		3,443.05	20
		117377 THRU 10/27/17 T.O.2017-03 ALTERNATIVE DELIVERY		27,092.86	20
		117377 THRU 10/27/17 T.O.2017-03 ALTERNATIVE DELIVERY		18,795.67	20
		117377 THRU 10/27/17 T.O.2017-03 ALTERNATIVE DELIVERY		2,370.62	20
		119258 THRU 1/26/18 T.O.2017-12 12KV PRIM SWITCHGEAR		58,469.66	20
PROFESSIONAL SERVICES		119693 THRU 1/26/18 T.O.2017-08 ENG OP BUDGET-NON CIP		756.50	18
CONSTRUCTION-DESIGN		119694 THRU 1/26/18 T.O.2017-02 RDT DESIGN & ESDC SVCS		6,055.75	20
		119948 10/28/17-3/2/18 T.O.2016-11 PRGSV DSGN BLD PROC		75,189.62	20
		119995 7/22/17-2/23/18 T.O.2017-04 TUNNEL GRAV PL-ADMI		207.00	20
KUMAR, RAJNESH	23076		27.66		
TRAINING		3232018 REIM-3/7-3/8/18 TRAVEL EXPENSES - ELECTRICAL T		27.66	18
LALO'S GARDENING SERVICE	23077		2,940.00		
CONSTRUCTION-CONTRACTOR		27401 8/17-12/17 GARDENING & GARDENING MAINTENANCE		560.00	14
		27402 8/17-12/17 GARDENING & GARDENING MAINTENANCE		560.00	14
		27403 8/17-12/17 GARDENING & GARDENING MAINTENANCE		700.00	14
		27404 8/17-12/17 GARDENING & GARDENING MAINTENANCE		560.00	14
		27405 8/17-12/17 GARDENING & GARDENING MAINTENANCE		560.00	14

SILICON VALLEY CLEAN WATER  
WARRANT REGISTER  
03/23/18

PAGE 10229

NAME	WARRANT NUMBER	INVOICE #/DESCRIPTION	AMOUNT	DETAIL	FUND
LEE, DAVID	23078		94.57		
CONF. & TRAV.		3232018 REIM-2/28,3/8,&3/15/18 MILEAGE REIMBURSEMENT-C		79.57	18
		3232018B REIM-2/28,3/8,&3/15/18 BRIDGE TOLLS - CSRMA,		15.00	18
LIEBERT CASSIDY WHITMORE	23079		2,434.40		
PROFESSIONAL SERVICES		1455995 THRU 2/28/18 D.A. HALL MGMT PAY PERS APPEAL		1,153.80	18
		1455996 THRU 2/28/18 APPEAL OF CALERS DETERMINATION RE		1,280.60	18
MCCLURE, KEITH	23080		3,029.57		
CONSTRUCTION-DESIGN		3232018 REIM-2/4-2/10/18 TRAVEL EXPENSE - HWEA CONFERE		1,387.99	20
		3232018 REIM-2/4-2/10/18 TRAVEL EXPENSE - HWEA CONFERE		1,387.98	20
		3232018B REIM-2/12/18-AIRFARE FOR DBIA CONFR 3/18-3/21		126.80	20
		3232018B REIM-2/12/18-AIRFARE FOR DBIA CONFR 3/18-3/21		126.80	20
MID-PENINSULA WATER DISTRICT	23081		105.36		
UTILITIES		228201862000 02/18 BLPS WATER SERVICE ACCT#012562-000		105.36	18

SILICON VALLEY CLEAN WATER  
WARRANT REGISTER  
03/23/18

PAGE 10230

NAME	WARRANT NUMBER	INVOICE #/DESCRIPTION	AMOUNT	DETAIL	FUND
MOBILE MODULAR MANAGEMENT CORP	23082		14,229.62		
CONST.-ADMIN. & LEGAL		1546552 1/30-2/28/18 RENT - OFFICE BLDG 82990		418.68	20
		1546552 1/30-2/28/18 RENT - OFFICE BLDG 82990		558.26	20
		1546552 1/30-2/28/18 RENT - OFFICE BLDG 82990		3,907.72	20
		1546552 1/30-2/28/18 RENT - OFFICE BLDG 82990		139.56	20
		1546552 1/30-2/28/18 RENT - OFFICE BLDG 82990		279.12	20
		1546552 1/30-2/28/18 RENT - OFFICE BLDG 82990		767.59	20
		1546552 1/30-2/28/18 RENT - OFFICE BLDG 82990		907.15	20
		1546567 1/30-2/28/18 RENT - OFFICE BLDG 52503		122.17	20
		1546567 1/30-2/28/18 RENT - OFFICE BLDG 52503		162.89	20
		1546567 1/30-2/28/18 RENT - OFFICE BLDG 52503		223.97	20
		1546567 1/30-2/28/18 RENT - OFFICE BLDG 52503		1,140.23	20
		1546567 1/30-2/28/18 RENT - OFFICE BLDG 52503		40.72	20
		1546567 1/30-2/28/18 RENT - OFFICE BLDG 52503		81.45	20
		1546567 1/30-2/28/18 RENT - OFFICE BLDG 52503		264.70	20
		1546649 1/30-2/28/18 RENT - OFFICE BLDG 83041		213.93	20
		1546649 1/30-2/28/18 RENT - OFFICE BLDG 83041		116.69	20
		1546649 1/30-2/28/18 RENT - OFFICE BLDG 83041		155.58	20
		1546649 1/30-2/28/18 RENT - OFFICE BLDG 83041		1,089.08	20
		1546649 1/30-2/28/18 RENT - OFFICE BLDG 83041		38.90	20
		1546649 1/30-2/28/18 RENT - OFFICE BLDG 83041		77.78	20
		1546649 1/30-2/28/18 RENT - OFFICE BLDG 83041		252.82	20
		1573659 3/1-3/30/18 RENT - OFFICE BLDG 83041		213.93	20
		1573659 3/1-3/30/18 RENT - OFFICE BLDG 83041		116.69	20
		1573659 3/1-3/30/18 RENT - OFFICE BLDG 83041		77.78	20
		1573659 3/1-3/30/18 RENT - OFFICE BLDG 83041		155.58	20
		1573659 3/1-3/30/18 RENT - OFFICE BLDG 83041		1,089.08	20
		1573659 3/1-3/30/18 RENT - OFFICE BLDG 83041		38.90	20
		1573659 3/1-3/30/18 RENT - OFFICE BLDG 83041		252.82	20
		1573924 3/1-3/30/18 RENT - OFFICE BLDG 82990		767.59	20
		1573924 3/1-3/30/18 RENT - OFFICE BLDG 82990		558.26	20

SILICON VALLEY CLEAN WATER  
WARRANT REGISTER  
03/23/18

PAGE 10231

NAME	WARRANT NUMBER	INVOICE #/DESCRIPTION	AMOUNT	DETAIL	FUND
MOBILE MODULAR MANAGEMENT CORP	23083		8,442.88		
CONST.-ADMIN. & LEGAL		1573924 3/1-3/30/18 RENT - OFFICE BLDG 82990		418.68	20
		1573924 3/1-3/30/18 RENT - OFFICE BLDG 82990		3,907.72	20
		1573924 3/1-3/30/18 RENT - OFFICE BLDG 82990		139.56	20
		1573924 3/1-3/30/18 RENT - OFFICE BLDG 82990		279.12	20
		1573924 3/1-3/30/18 RENT - OFFICE BLDG 82990		907.15	20
		1574011 3/1-3/30/18 RENT - RESTROOM BLDG 31734		45.27	20
		1574011 3/1-3/30/18 RENT - RESTROOM BLDG 31734		60.36	20
		1574011 3/1-3/30/18 RENT - RESTROOM BLDG 31734		422.53	20
		1574011 3/1-3/30/18 RENT - RESTROOM BLDG 31734		30.18	20
		1574011 3/1-3/30/18 RENT - RESTROOM BLDG 31734		82.99	20
		1574011 3/1-3/30/18 RENT - RESTROOM BLDG 31734		15.10	20
		1574011 3/1-3/30/18 RENT - RESTROOM BLDG 31734		98.09	20
		1574016 3/1-3/30/18 RENT - OFFICE BLDG 52503		223.97	20
		1574016 3/1-3/30/18 RENT - OFFICE BLDG 52503		162.89	20
		1574016 3/1-3/30/18 RENT - OFFICE BLDG 52503		40.72	20
		1574016 3/1-3/30/18 RENT - OFFICE BLDG 52503		81.45	20
		1574016 3/1-3/30/18 RENT - OFFICE BLDG 52503		1,140.23	20
		1574016 3/1-3/30/18 RENT - OFFICE BLDG 52503		122.17	20
		1574016 3/1-3/30/18 RENT - OFFICE BLDG 52503		264.70	20
MOTION INDUSTRIES INC.	23084		160.16		
MISCELLANEOUS		CA24029681 VARIOUS SIZES HOSE ENDS/STEEL CLAMPS		98.39	18
		CA24029681 VARIOUS SIZES HOSE ENDS/STEEL CLAMPS		61.77	18
OFFICE DEPOT	23085		397.81		
SUPPLIES		112339167001 OFFICE SUPPLIES		122.40	18
OFFICE SUPPLIES		112339167001 OFFICE SUPPLIES		275.41	18

SILICON VALLEY CLEAN WATER  
WARRANT REGISTER  
03/23/18

PAGE 10232

NAME	WARRANT NUMBER	INVOICE #/DESCRIPTION	AMOUNT	DETAIL	FUND
PACE SUPPLY CORP	23086		572.42		
MACHINERY AND EQUIP MAINT MATE		94377114 PLUMBING SUPPLIES		78.95	18
		94377114 PLUMBING SUPPLIES		25.61	18
MISCELLANEOUS		94377114 PLUMBING SUPPLIES		82.66	18
MACHINERY AND EQUIP MAINT MATE		94390397 PLUMBING SUPPLIES		49.95	18
		94390397 PLUMBING SUPPLIES		33.82	18
		94390397 PLUMBING SUPPLIES		40.03	18
		94390397 PLUMBING SUPPLIES		87.92	18
		94390397 PLUMBING SUPPLIES		173.48	18
PACIFIC GAS AND ELECTRIC COMPA	23087		18,381.13		
UTILITIES		314201823701 2/13-3/14/18 PLANT GAS		2,020.82	18
		320201819225 2/12-3/13/18 SCPS ELECTRIC + DEPARTING LO		12,811.63	18
		320201888673 2/13-3/14/18 BLPS ELECTRIC		2,591.20	18
		320201890892 2/13-3/14/18 1406 GAS & ELECTRIC		957.48	18
PADUA JR, BENJAMIN	23088		439.95		
MEMB. & MEET.		3232018 REIM-1/18-2/14/18 TRAVEL EXPENSES - 2018 P3S C		439.95	18
PAN-PACIFIC SUPPLY CO.	23089		2,196.80		
MISCELLANEOUS		29598303 CHESTERTON PARTS		2,196.80	18
PENINSULA BATTERY, INC.	23090		1,496.79		
MACHINERY AND EQUIP MAINT MATE		124638 QTY 6 BATTERIES		6.53	18
		124638 QTY 6 BATTERIES		326.25	18
		124638 QTY 6 BATTERIES		1,164.01	18
PRE EMPLOYMENT, INC.	23091		78.50		
PROFESSIONAL SERVICES		32920 BACKGROUND CHECK - KARA TREMBLAY		78.50	18



SILICON VALLEY CLEAN WATER  
WARRANT REGISTER  
03/23/18

PAGE 10233

NAME	WARRANT NUMBER	INVOICE #/DESCRIPTION	AMOUNT	DETAIL	FUND
QUINCY COMPRESSOR LLC	23092		695.13		
MISCELLANEOUS		881805 VARIOUS QUINCY FILTERS		530.72	18
		884318 VARIOUS QUINCY FILTERS		164.41	18
R & B COMPANY	23093		936.42		
MISCELLANEOUS		S1721660001 PLUMBING SUPPLIES		40.59	18
MACHINERY AND EQUIP MAINT MATE		S1721660001 PLUMBING SUPPLIES		29.43	18
		S1721660001 PLUMBING SUPPLIES		42.98	18
		S1721660001 PLUMBING SUPPLIES		61.86	18
		S1721660001 PLUMBING SUPPLIES		572.00	18
		S1725489001 PLUMBING SUPPLIES		54.78	18
		S1725489001 PLUMBING SUPPLIES		42.48	18
		S1725489001 PLUMBING SUPPLIES		36.13	18
		S1725489001 PLUMBING SUPPLIES		40.87	18
		S1725489001 PLUMBING SUPPLIES		15.30	18
RECOLOGY SAN MATEO COUNTY	23094		110.94		
UTILITIES		29106648 3/1-5/31/18 GREENDALE RESIDENTIAL WASTE		110.94	18
REDWOOD CITY, CITY OF - FINANC	23095		12,160.96		
SUPPLIES		BR47342 BILLING FOR CHECK/AUTODEPOSIT STOCK		662.80	18
PROFESSIONAL SERVICES		BR47350 2/18 ACCOUNTING SERVICES		11,498.16	18
REDWOOD CITY, CITY OF - WATER	23096		4,639.02		
UTILITIES		228201806774 1/28-2/28/18 RCPS WATER SERVICE		54.66	18
		228201819903 1/28-2/28/18 1046 WATER, SEWER, GARBAGE S		254.28	18
		228201819929 1/28-2/28/18 1406 RADIO RD FIRE SERVICE		97.44	18
		228201886984 1/28-2/28/18 PLANT WATER, GARBAGE SERVICE		4,232.64	18
REDWOOD SHORES COMMUNITY ASSOC	23097		1,310.00		
CONST.-ADMIN. & LEGAL		180213 2/1/18 FULL PAGE LEFT INTERIOR COLOR AD		655.00	20
		180317 3/1/18 FULL PAGE LEFT INTERIOR COLOR AD		655.00	20

SILICON VALLEY CLEAN WATER  
WARRANT REGISTER  
03/23/18

PAGE 10234

NAME	WARRANT NUMBER	INVOICE #/DESCRIPTION	AMOUNT	DETAIL	FUND
ROONEY, FRANCIS	23098		311.16		
MEMB. & MEET.		3232018 REIM-2/27/18 MILEAGE REIMBURSEMENT - P3S WORKS		26.16	18
SUPPLIES		3232018B REIM-3/7/18 SAFETY SHOES		260.00	18
MEMB. & MEET.		3232018C REIM-2/27/18 TRAVEL EXPENSES - P3S WORKSHOP		25.00	18
S & S SUPPLIES AND SOLUTIONS	23099		989.57		
MISCELLANEOUS		S3173761001 QTY 5 OXYGEN SENSOR		989.57	18
SAMCLAR	23100		365.00		
CONSTRUCTION-CONTRACTOR		215820 RECONFIG OF CUBE IN IT DEPT		365.00	14
SAN FILIPPO, JOHN	23101		135.00		
UTILITIES		225201896012 REIMB 11/26/17-2/25/18 AT&T CHARGES - CEL		135.00	18
SAN MATEO COUNTY MOSQUITO AND CONTRACT SERV. (NON-MAINT.)	23102		86.29		
		SM1800019 1/31/18 MOSQUITO AND VECTOR CONTROL		86.29	18
SANDUL, DUANE	23103		2,520.00		
CONSTRUCTION-DESIGN		24B 1/18 PUBLIC INFO SUPP SVCS-CONVEYANCE SYST PROG-PR		1,920.00	20
		25B 2/18 PUBLIC INFO SUPP SVCS-CONVEYANCE SYST PROG-PR		600.00	20
SCP SCIENCE	23104		82.43		
SUPPLIES		IN00000220996 LAB SUPPLIES		33.71	18
		IN00000220996 LAB SUPPLIES		48.72	18
SILICON VALLEY CLEAN WATER (EE SUPPLIES	23105		125.00		
		3232018 4/18 COMPENSATION - EMPLOYEE ANNIVERSARY		125.00	18
SILICON VALLEY CLEAN WATER (SA ADMINISTRATIVE EXPENSES	23106		1,975.00		
		3232018 3/18 SAFETY INCENTIVE		1,975.00	18

SILICON VALLEY CLEAN WATER  
WARRANT REGISTER  
03/23/18

PAGE 10235

NAME	WARRANT NUMBER	INVOICE #/DESCRIPTION	AMOUNT	DETAIL	FUND
STEVEN ENGINEERING INC.	23107		262.28		
MISCELLANEOUS		248541000 VARIOUS PHOENIX PARTS		262.28	18
SUBURBAN PROPANE LP	23108		147.82		
UTILITIES		1644018745 3/6/18 PROPANE REFILL		147.82	18
TANNER PACIFIC, INC.	23109		278,415.61		
CONTRUCTION-DESIGN		218025 2/4-2/17-18 T.O.2017-07 CONSTRUCTION MGMT - VAR		78,096.60	20
CONSTRUCTION-CONSTRUCTION MGMT		218027 2/11-2/17/18 T.O.2017-08 GRAVITY PIPELINE		60,283.60	20
CONST.-ADMIN. & LEGAL		218035 2/18-3/3/18 T.O.2017-10 FOP-STAGE1 QA & P6 IMPL		20,384.96	20
		218035 2/18-3/3/18 T.O.2017-10 FOP-STAGE1 QA & P6 IMPL		20,384.97	20
		218035 2/18-3/3/18 T.O.2017-10 FOP-STAGE1 QA & P6 IMPL		20,384.97	20
		218035 2/18-3/3/18 T.O.2017-10 FOP-STAGE1 QA & P6 IMPL		20,384.95	20
CONTRUCTION-DESIGN		218037 2/18-3/4/18 T.O.2017-07 CONSTRUCTION MGMT - VAR		58,495.56	20
TELEPACIFIC COMMUNICATIONS	23110		1,697.19		
UTILITIES		1012574800 3/9-4/8/18 TELEPACIFIC SERVICES		424.29	18
		1012574800 3/9-4/8/18 TELEPACIFIC SERVICES		424.30	18
		1012574800 3/9-4/8/18 TELEPACIFIC SERVICES		424.30	18
		1012574800 3/9-4/8/18 TELEPACIFIC SERVICES		424.30	18
THATCHER COMPANY OF CALIFORNIA	23111		7,833.41		
CHEMICAL SUPPLIES		248368 2/28/18 44740 LB TRIOXYN		7,833.41	18
THE ADAM-HILL COMPANY	23112		255.15		
MACHINERY AND EQUIP MAINT MATE		30047761 PLUMBING SUPPLIES		119.63	18
		30047761 PLUMBING SUPPLIES		135.52	18
THOMAS FISH CO.	23113		129.00		
SUPPLIES		22471 QTY 110 RAINBOW TROUT FISHES		129.00	18

SILICON VALLEY CLEAN WATER  
WARRANT REGISTER  
03/23/18

PAGE 10236

NAME	WARRANT NUMBER	INVOICE #/DESCRIPTION	AMOUNT	DETAIL	FUND
U.S. HEALTHWORKS MEDICAL GROUP	23114		236.00		
PROFESSIONAL SERVICES		3276010CA 2/8/18 PRE-EMPLOYMENT PHYSICAL - KARA TREMBL		236.00	18
USA SIGNS	23115		848.25		
SUPPLIES		29197 VARIOUS LAMINATED SIGNS		848.25	18
V&A CONSULTING ENGINEERS, INC.	23116		12,084.50		
CONSTRUCTION-CONTRACTOR		17382 9/1/17-2/16/18 CHLORINE CONTACT TANK ASSESSMENT-		12,084.50	20
VALLEY OIL COMPANY (VEHICLE FU	23117		1,854.76		
SUPPLIES		494439 1/1-1/15/18 FUEL CHARGES COMPANY VEHICLES		12.69	18
		494439 1/1-1/15/18 FUEL CHARGES COMPANY VEHICLES		665.72	18
		494439 1/1-1/15/18 FUEL CHARGES COMPANY VEHICLES		91.30	18
		495833 1/16-1/31/18 FUEL CHARGES COMPANY VEHICLES		387.43	18
		498834 2/1-2/15/18 FUEL CHARGES COMPANY VEHICLES		697.62	18
VINCENT ELECTRIC MOTOR COMPANY	23118		781.00		
MACH & EQUIP MAINT SERVICES		905644 LABOR TO RECONDITION MOTOR		781.00	18
VWR INTERNATIONAL, LLC	23119		3,739.81		
SUPPLIES		8081389959 LAB SUPPLIES		307.85	18
SMALL TOOLS		8081440981 LAB SUPPLIES		3,077.32	18
SUPPLIES		8081582047 LAB SUPPLIES		51.44	18
		8081582047 LAB SUPPLIES		242.77	18
		8081593271 LAB SUPPLIES		60.43	18
WEST YOST ASSOCIATES	23120		16,985.00		
CONST.-ADMIN. & LEGAL		2033475 9/9-10/6/17 T.O.2016-03 SRF FINANCIAL SERVICES		8,890.00	20
		2034437 1/6-2/9/18 T.O.2016-03 SRF FINANCIAL SERVICES		7,145.00	20
CONTRUCTION-DESIGN		2034595 1/6-2/9/18 T.O.2014-03 54" FORCE MAIN REPLACEM		950.00	20

SILICON VALLEY CLEAN WATER  
WARRANT REGISTER  
03/23/18

PAGE 10237

NAME	WARRANT NUMBER	INVOICE #/DESCRIPTION	AMOUNT	DETAIL	FUND
WESTECH	23121		676,721.16		
CONSTRUCTION-CONTRACTOR		66625 85% DUE FOR ROTARY DRUM THICKENER SYST#1&2 AND S		676,721.16	20
WESTIN TECHNOLOGY SOLUTIONS, L	23122		6,250.00		
PROFESSIONAL SERVICES		10145 THRU 2/28/18 PROFESSIONAL SERVICES - ANNUAL SUPP		3,225.00	18
CONST.-ADMIN. & LEGAL		10151 THRU 2/28/18 PROFESSIONAL SERVICES - DATA EXTRAC		3,025.00	20
WRA ENVIRONMENTAL CONSULTANTS	23123		7,299.80		
CONTRUCTION-DESIGN		201711831680 12/17 T.O.2016-01 BIOLOGICAL RESOURCES PE		511.50	20
		201711931108 10/17 T.O.2016-02 2017 CA RIDGEWAY RAIL S		5,378.30	20
		201711931681 12/17 T.O.2016-02 CONVEYANCE SYSTEM PERMI		1,410.00	20
		TOTAL		\$3,032,081.65	

04-01-18


SILICON VALLEY CLEAN WATER  
WARRANT REGISTER  
FUND RECAP

PAGE 0216

NAME	FUND	AMOUNT
RETIREE HEALTH INSUR. FD.	12	25,138.30
TOTAL FOR APPROVAL		\$25,138.30

THIS IS TO CERTIFY THAT THE CLAIMS LISTED ON PAGES NUMBERED FROM 10212 THROUGH 10216 INCLUSIVE, AND/OR CLAIMS NUMBERED FROM 22975 THROUGH 23012 INCLUSIVE, TOTALING IN THE AMOUNT OF \$25,138.30, HAVE BEEN CHECKED IN DETAIL AND APPROVED BY THE PROPER OFFICIALS, AND IN MY OPINION REPRESENT FAIR AND JUST CHARGES AGAINST THE AUTHORITY IN ACCORDANCE WITH THEIR RESPECTIVE AMOUNTS AS INDICATED THEREON.

RESPECTFULLY SUBMITTED,

  
.....  
DEPUTY TREASURER

3/19/18  
.....  
DATE





SILICON VALLEY CLEAN WATER  
WARRANT REGISTER  
04/01/18

PAGE 10212

NAME	WARRANT NUMBER	INVOICE #/DESCRIPTION	AMOUNT	DETAIL	FUND
CHANDLER, DAVE	22975		1,426.72		
RETIREE MEDICAL PAYMENTS		418 04/18 RETIREE HEALTH PREMIUM REFUND		1,426.72	12
FLAHERTY, LISA M.	22976		841.83		
RETIREE MEDICAL PAYMENTS		418 04/18 RETIREE HEALTH PREMIUM REFUND		841.83	12
LEACH, PRESTON L.	22977		183.34		
RETIREE MEDICAL PAYMENTS		418 04/18 RETIREE HEALTH PREMIUM REFUND		183.34	12
SCHIECHL, WARREN	22978		197.76		
RETIREE MEDICAL PAYMENTS		418 04/18 RETIREE HEALTH PREMIUM REFUND		197.76	12
WALSH, WALTER	22979		197.76		
RETIREE MEDICAL PAYMENTS		418 04/18 RETIREE HEALTH PREMIUM REFUND		197.76	12
WIDGER, RICHARD	22980		1,426.72		
RETIREE MEDICAL PAYMENTS		418 04/18 RETIREE HEALTH PREMIUM REFUND		1,426.72	12
BAKER, ANDREW	22981		1,189.90		
RETIREE MEDICAL PAYMENTS		418 04/18 RETIREE HEALTH PREMIUM REFUND		1,189.90	12
BEWLEY, JAMES B.	22982		499.68		
RETIREE MEDICAL PAYMENTS		418 04/18 RETIREE HEALTH PREMIUM REFUND		499.68	12
BOVE, LEONARD F.	22983		646.86		
RETIREE MEDICAL PAYMENTS		418 04/18 RETIREE HEALTH PREMIUM REFUND		646.86	12
BUENROSTRO, BENJAMIN	22984		1,426.72		
RETIREE MEDICAL PAYMENTS		418 04/18 RETIREE HEALTH PREMIUM REFUND		1,426.72	12
BUSCH, JOSEPH A.	22985		183.34		
RETIREE MEDICAL PAYMENTS		418 04/18 RETIREE HEALTH PREMIUM REFUND		183.34	12

SILICON VALLEY CLEAN WATER  
W A R R A N T R E G I S T E R  
04/01/18

PAGE 10213

NAME	WARRANT NUMBER	INVOICE #/DESCRIPTION	AMOUNT	DETAIL	FUND
CHAPMAN, ROBERT G	22986	418 04/18 RETIREE HEALTH PREMIUM REFUND	963.20	963.20	12
DIAZ, CLARA L.	22987	418 04/18 RETIREE HEALTH PREMIUM REFUND	249.30	249.30	12
DONALDSON, ROBERT M.	22988	418 04/18 RETIREE HEALTH PREMIUM REFUND	646.86	646.86	12
FAZIO, MICHAEL	22989	418 04/18 RETIREE HEALTH PREMIUM REFUND	183.34	183.34	12
FORD, LARENCE	22990	418 04/18 RETIREE HEALTH PREMIUM REFUND	499.68	499.68	12
GERKE, FRED	22991	418 04/18 RETIREE HEALTH PREMIUM REFUND	646.86	646.86	12
GROSSO, LORNA	22992	418 04/18 RETIREE HEALTH PREMIUM REFUND	183.34	183.34	12
HALL, DAVID A.	22993	418 04/18 RETIREE HEALTH PREMIUM REFUND	1,736.35	1,736.35	12
HERNANDEZ, JOHN M.	22994	418 04/18 RETIREE HEALTH PREMIUM REFUND	499.68	499.68	12
JONES, LORINE	22995	418 04/18 RETIREE HEALTH PREMIUM REFUND	1,426.72	1,426.72	12
JONES, REGGIE H.	22996	418 04/18 RETIREE HEALTH PREMIUM REFUND	197.76	197.76	12



SILICON VALLEY CLEAN WATER  
WARRANT REGISTER  
04/01/18

PAGE 10214

NAME	WARRANT NUMBER	INVOICE #/DESCRIPTION	AMOUNT	DETAIL	FUND
KAUFMAN, KENNETH J	22997		183.34		
RETIREE MEDICAL PAYMENTS		418 04/18 RETIREE HEALTH PREMIUM REFUND		183.34	12
KELLY, DIANE L.	22998		558.94		
RETIREE MEDICAL PAYMENTS		418 04/18 RETIREE HEALTH PREMIUM REFUND		558.94	12
KERTZ, FELIX J.	22999		183.34		
RETIREE MEDICAL PAYMENTS		418 04/18 RETIREE HEALTH PREMIUM REFUND		183.34	12
KLOKKE, KARL W.	23000		558.94		
RETIREE MEDICAL PAYMENTS		418 04/18 RETIREE HEALTH PREMIUM REFUND		558.94	12
MA, PO KUI	23001		499.68		
RETIREE MEDICAL PAYMENTS		418 04/18 RETIREE HEALTH PREMIUM REFUND		499.68	12
MURRAY, GENE RODGER	23002		874.42		
RETIREE MEDICAL PAYMENTS		418 04/18 RETIREE HEALTH PREMIUM REFUND		874.42	12
POSCH, MICHAEL A.	23003		499.68		
RETIREE MEDICAL PAYMENTS		418 04/18 RETIREE HEALTH PREMIUM REFUND		499.68	12
REEVES, DENNIS D.	23004		499.68		
RETIREE MEDICAL PAYMENTS		418 04/18 RETIREE HEALTH PREMIUM REFUND		499.68	12
REYES, CESAR V.	23005		499.68		
RETIREE MEDICAL PAYMENTS		418 04/18 RETIREE HEALTH PREMIUM REFUND		499.68	12
SMITH, JULIE	23006		1,426.72		
RETIREE MEDICAL PAYMENTS		418 04/18 RETIREE HEALTH PREMIUM REFUND		1,426.72	12
SMITH, RAYMOND C.	23007		528.52		
RETIREE MEDICAL PAYMENTS		418 04/18 RETIREE HEALTH PREMIUM REFUND		528.52	12

SILICON VALLEY CLEAN WATER  
WARRANT REGISTER  
04/01/18

PAGE 10215

NAME	WARRANT NUMBER	INVOICE #/DESCRIPTION	AMOUNT	DETAIL	FUND
STORMS, VERNON GARY	23008		850.14		
RETIREE MEDICAL PAYMENTS		418 04/18 RETIREE HEALTH PREMIUM REFUND		850.14	12
SUTER, KATHERINE J.	23009		499.68		
RETIREE MEDICAL PAYMENTS		418 04/18 RETIREE HEALTH PREMIUM REFUND		499.68	12
TAYLOR, TERRY M.	23010		963.20		
RETIREE MEDICAL PAYMENTS		418 04/18 RETIREE HEALTH PREMIUM REFUND		963.20	12
VON SEEBACH, NANCY	23011		558.94		
RETIREE MEDICAL PAYMENTS		418 04/18 RETIREE HEALTH PREMIUM REFUND		558.94	12
WOODSTOCK, CRAIG M.	23012		499.68		
RETIREE MEDICAL PAYMENTS		418 04/18 RETIREE HEALTH PREMIUM REFUND		499.68	12

TOTAL

\$25,138.30

**Silicon Valley Clean Water  
Primary Sedimentation Tank Rehabilitation  
CIP No. 9080, 9128  
SUBSTANTIAL COMPLETION CERTIFICATE**

The following portions of Primary Sedimentation Tank Rehabilitation are accepted as Substantially Complete in accordance with Specification Sections 00700-8.6, 00800-1.5 and 01010-2.5, Contract Change Order No. 019 and as defined herein.

As of December 22, 2017, these portions of the Project are accepted:

1. All work on Primary Sedimentation Tank No. 1, 2, 3 and 4 (Milestone 2B) except as noted below:
  - a. All work on the attached Punch List, dated December 22, 2017.

As of the above dates the following responsibilities are agreed to:

1. Authority:
  - a. The Authority assumes responsibility for security, maintenance (except as noted below), heat, utilities, damage to the Work (except as caused by the Contractor's actions) and insurance for the facilities.
2. ERS Industrial Services, Inc.:
  - a. The Contractor shall maintain and provide proof of insurance as required by Specification Section 00800-3.1.4 for all work required to complete the Punch List and for five years following Final Completion as required by Specification Section 00800-3.2.
  - b. The Contractor shall be responsible for repairs or maintenance, as necessary, until the Contractor has submitted, and the Authority has accepted all Record Documents and Operation & Maintenance Manuals.
  - c. The Contractor shall work in an expeditious manner to complete the remaining work and administrative requirements on the Project including the items on the Punch List, dated December 22, 2017.

The one year (365 Calendar Days) warranty for the accepted Work shall commence per Specification Section 01740-1.0 on the date of Acceptance by Silicon Valley Clean Water.

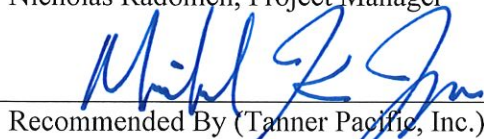
The undersigned hereby acknowledge agreement to the above provisions:



Accepted By (ERS Industrial Services, Inc.):  
Nicholas Radonich, Project Manager

12/22/17

Date



Recommended By (Tanner Pacific, Inc.):  
Michael Jaeger, P.E., Construction Manager

12/22/2017

Date

**PRIMARY SEDIMENTATION TANK REHABILITATION PROJECT (CIP #9080, #9128)  
FINAL PROJECT ACCEPTANCE**

**ISSUE**

Final Acceptance of Primary Sedimentation Tank Rehabilitation Project and Authorization to File Notice of Completion.

**BACKGROUND**

The four Primary Sedimentation Tanks were constructed as part of the original plant in 1978. These tanks provide the first stage of treatment to the incoming wastewater. The wastewater remains in the tanks for a long time, allowing the heavier solids to settle to the bottom and lighter solids to float to the top as scum. The separated solids are then pumped to the solids process tanks while the liquids are conveyed to the secondary (biological) processes. In the tanks' interiors, there are longitudinal collectors that run the entire length of the tanks, cross collectors that run at the head-end of the tanks across the width, each of the collector mechanisms having motor drives on the top of the tanks. The collector mechanisms scrape along the top and bottom of the tanks to remove the solids.

SVCW's Operation and Maintenance staff performs yearly inspections and repairs for each tank, with emergency repairs when and as needed. In the past few years, the tanks have become unreliable due to mechanisms regularly failing and the need for extensive repairs. These repairs require taking the entire tank out of service and result in excessive annual maintenance costs.

When the CIP was first developed in 2008, projects to replace the tanks' and channels' coatings were identified. It was also anticipated at that time that full rehabilitation of the tanks would be required and a project was included for such rehabilitation.

**DISCUSSION**

In 2015, design for an overall rehabilitation of the tanks was completed by Brown and Caldwell. The project was publicly advertised in July 2015 and the construction contract was awarded to ERS on August 13, 2015. Work has been ongoing for the project since the Notice to Proceed was issued in September 2015. The Primary Sedimentation Tank Rehabilitation Project included the replacement of all mechanisms inside each of the four tanks including their associated motor drives and concrete anchoring systems, concrete repair as necessary, application of coating above the low-level water line and the installation of monitoring sensors with associated instrumentation and electrical work. Because all four PSTs are needed to treat wet weather flows, only two PSTs could be completed within any single dry weather season. To that end, PST Number 3 and Number 4 were rehabilitated during the dry weather season of 2016 and PSTs 1 and 2 were rehabilitated during the dry weather season of 2017.

The overall project cost was \$6,107,517.41, or approximately 13% above the original Bid Amount. There was one large change order which comprised over 10% of this change

Report By: \_\_\_\_\_

order amount; this was presented to and authorized by the Commission in August 2016. Minus the Commission approved change order noted above, the total change order amount was \$163,131.63, or approximately 3 percent above the original Bid Amount.

The large change order authorized in August 2016 was necessary due to excessive loss of coatings and concrete damage in the tanks. Following the demolition of PST 3 equipment, the Contractor removed the existing coatings and cleaned the tank surfaces by water blasting. Once a clean surface was reached, a detailed inspection of the concrete was able to be performed. Concrete aggregates were visible across the entire extent of tank roof and there were hundreds of rust spots from rebar chairs used during the original plant construction. Because the structural concrete was found to be much worse than anticipated, staff's recommendation was to resurface the concrete in the tank with a mortar layer before applying the corrosion coatings. This condition was found in all four tanks. In August 2016, the Commission authorized Construction Contract Change Order in the amount of \$769,108 for steel repair and additional mortar in all four tanks.

Substantial Completion was achieved and the certificate was issued December 22, 2017 (attached). The quality of work by the Contractor on the project is excellent and the Operations Division is now using the new tanks. Staff recommends the project be accepted and Notice of Completion for the project issued.

#### FINANCIAL IMPACT

Primary Sedimentation Tank Rehabilitation Project is funded from two CIP Projects: 9080 – Primary Sedimentation Tanks Collector System Replacement and 9128 – PST 3 & 4 Protective Coatings. The 2017 CIP Update allocated \$7,215,954 for these two CIP Projects combined; as of March 1, 2018, \$ 7,132,672 has been expended. Once the retention due to the contractor is paid, the combined projects will be approximately \$220,000, or 3% over the identified project cost in the 2017 CIP Update.

#### RECOMMENDATION

Move approval to ACCEPT PRIMARY SEDIMENTATION TANK REHABILITATION (CIP #9080, #9128) AND AUTHORIZE FILING NOTICE OF COMPLETION – ERS INDUSTRIAL SERVICES

**SOLIDS HANDLING BUILDING HVAC DUCT REPAIR (CIP #9169)  
FINAL PROJECT ACCEPTANCE**

**ISSUE**

Final Acceptance of Solids Handling Building HVAC Duct Repair Project and Authorization to File Notice of Completion.

**BACKGROUND**

In September 2011, the Commission authorized design of a project that improved the ventilation in the major indoor process areas of the plant (Main Plant Gallery and Solids Handling Building HVAC Improvements and Structural Rehabilitation Project). The project included HVAC work, structural improvements to the Solids Handling Building (SHB) and replacement of the SHB roof. The ventilation aspects of the project greatly improved the amount of airflow throughout the facilities, improving working conditions, and avoiding the buildup of potentially dangerous compounds (such as chlorine fumes and hydrogen sulfide gasses) in work areas.

The project was designed by Brown and Caldwell and constructed by Rodan Builders, Inc., with the HVAC work performed by a subcontractor, Blocka Construction. The project was completed and accepted in November 2014.

The SHB is a very large building; improving air flow throughout the building required installation of a very large air supply fan on the building roof to provide the majority of the air. The air is then distributed throughout the building through a series of large ducts. Each of the main rooms of the building have exhaust fans to sweep the incoming air outside.

In 2015, vibration in the ducting was detected by maintenance staff, and SVCW engineering and maintenance staff concluded that the vibration may be caused by a louver that needed adjustment. The louver was high in the air and, therefore inaccessible; a bridge was designed and built to provide access to the location. Adjusting the louver did not resolve the problem and troubleshooting continued with assistance from the designer (Brown and Caldwell) and the contractor (Rodan Builders).

Brown and Caldwell determined the root cause of the vibration was that the air had to go through too many ninety-degree turns in the early stages of ducting. They provided a recommendation to close off a louver. This solution seemed to address the problem.

In September 2016, vibration was detected again and it appeared that a damper was broken. The designer and contractor were engaged again in providing potential fixes. While the solution to the problem was being investigated, the main supply duct continued to deteriorate due to the excessive vibration. This, in turn, posed a safety hazard because metal from the failing ductwork could fall on personnel. As a result of the safety hazard, the main supply fan was turned off. The exhaust fans remained on to promote air flow. The primary affected area was the Dewatering room which requires frequent entries by staff. Since the air supply fan was turned off and the potential for hazardous air conditions was present, procedures were established for testing the air quality before entering the dewatering rooms.

**DISCUSSION**

Brown and Caldwell and SVCW staff worked together to design a new main supply duct and louver. The project was bid in August and bids received in September. The SHB HVAC Duct

Report by: \_\_\_\_\_

Repair Project was awarded to Blocka Construction Inc. in September 2017 in the amount of \$193,500. Work has been ongoing for the project since the Notice to Proceed in November 2017.

During the course of the work there were a two contract change orders adding to a total of a \$8,072. The contract change order items are described below. The final project cost is \$201,572, or approximately 4.2 percent above the original Bid Amount. The change order items included:

- Contract time extension (\$0 cost)
- Adding dampers to main registers to provide additional flow control (\$8,072)

Substantial Completion was achieved and the certificate was issued on March 8, 2018. The quality of work by the Contractor is excellent and the project was well executed. The main supply fan has been turned back on and the HVAC system has been operating well for two months without issue.

#### FINANCIAL IMPACT

The funds for this project came from CIP# 9169, Dewatering Rotary Press Phase 2 which is a much larger project for improvements relating to the Sludge Dewatering. The CIP allocated cost for this project 9169 is \$1,514,596.

#### RECOMMENDATION

Move approval TO ACCEPT SOLIDS HANDLING BUILDING HVAC DUCT REPAIR PROJECT (CIP #9169) AND AUTHORIZE FILING OF NOTICE OF COMPLETION – BLOCKA CONSTRUCTION INC.

**Silicon Valley Clean Water  
SVCW Solids Handling Building HVAC Duct Repair  
CIP No. 9169  
SUBSTANTIAL COMPLETION CERTIFICATE**

The following portions of Solids Handling Building HVAC Duct Repair Project are accepted as Substantially Complete as defined herein.

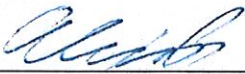
As of March 8, 2018, these portions of the Project are accepted:

1. All work on Solids Handling Building HVAC Duct Repair Project except as noted below:
  - a. All work on the attached Punch List, dated March 8, 2018.

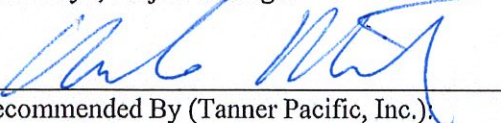
As of the above dates the following responsibilities are agreed to:

1. Authority:
  - a. The Authority assumes responsibility for security, maintenance (except as noted below), heat, utilities, damage to the Work (except as caused by the Contractor's actions) and insurance for the facilities.
2. Blocka Construction, Inc:
  - a. The Contractor shall maintain and provide proof of insurance for all work required to complete the Punch List and for one (1) year.
  - b. The Contractor shall be responsible for repairs or maintenance, as necessary, until the Contractor has submitted, and the Authority has accepted all Record Documents and Operation & Maintenance Manuals.
  - c. The Contractor shall work in an expeditious manner to complete the remaining work and administrative requirements on the Project including the items on the Punch List, dated March 8, 2018, within thirty (30) days from the date of this certificate.

The undersigned hereby acknowledge agreement to the above provisions:

  
\_\_\_\_\_  
Accepted By (Blocka Construction, Inc.):  
Alex Boyd, Project Manager

3/20/18  
\_\_\_\_\_  
Date

  
\_\_\_\_\_  
Recommended By (Tanner Pacific, Inc.):  
Andrew Matey, P.E., Construction Manager

3/20/18  
\_\_\_\_\_  
Date



**CONSIDERATION OF REVISING ADMINISTRATIVE POLICIES 1980-04, "CODE OF ACCOUNTS"; 1981-02, "DISPOSAL OF SURPLUS PROPERTY"; 1990-01, "PROCEDURE FOR REIMBURSEMENT OF EXPENSES AND TRAVEL GUIDELINES"; 1991-01, "PROCEDURE GOVERNING SVCW PETTY CASH"; 1992-01, "SVCW INVESTMENT POLICY AND GUIDELINES"; 2007-01, "SVCW PURCHASE CARD SYSTEM"; 2007-02, "FIXED ASSET POLICIES AND PROCEDURES"; 2013-03, "SVCW RESERVE FUND POLICY AND PROCEDURES"; AND 2017-01, "STATEMENT OF DEBT MANAGEMENT POLICY"**

ISSUE

Adopt and Approve the following SVCW policy revisions:

- Revision Z of Administrative Policy 1980-04, "Code of Accounts"- instructions on how to properly code all expenditure of Authority funds and employee time to the properly allocated expense account.
- Revision F of Administrative Policy 1981-02, "Disposal of Surplus Property"- to document procedures regarding the disposal of all surplus personal property of Silicon Valley Clean Water.
- Revision B of Administrative Policy 1990-01, "Procedure for Reimbursement of Expenses and Travel Guidelines".
- Revision B of Administrative Policy 1991-01, "Procedure Governing SVCW Petty Cash"- to establish the amount of the SVCW Petty Cash Fund, the reimbursement of expenses from the fund, and the method of replenishing the fund.
- Revision Q of Policy 1992-01, "SVCW Investment Policy and Guidelines"- to establish the investment policy and guidelines to be followed in the investment of all Silicon Valley Clean Water ("SVCW" or "Authority") surplus funds not required for immediate use by SVCW.
- Revision A of Policy 2007-01, "SVCW Purchase Card System"- basic policies and procedures for using SVCW purchase cards in making travel, supply and service purchases on behalf of the Authority.
- Revision C of Policy 2007-02, "Fixed Assets Policies and Procedures"- to capitalize the appropriate fund expenditures and relieve the corresponding expense accounts at the close of the fiscal year.
- Revision B of Policy 2013-03, "SVCW Reserve Fund Policy and Procedures"- to develop a written policy establishing target minimum reserve levels that encourage both the Commission and staff to focus on this important fiscal consideration to ensure the continued fiscal stability of the Authority.
- Revision A of Policy 2017-01, "Statement of Debt Management Policy"- establishes the comprehensive policies and procedures for the issuance and management of bonds, capital leases, and other forms of indebtedness

Report By:   D.C.

## BACKGROUND

SVCW has many policies in place to assist both management and employees in understanding the importance of many workplace rules and processes. These policies provide direction for the day-to-day functions of the Authority.

## DISCUSSION

SVCW Management is in the process of reviewing and updating all existing SVCW policies and developing new policies where deficiencies are found. There are nearly 100 existing policies dating back to 1976. Some of these have been updated routinely over the years, while others were developed and have not been reviewed or updated since the early 1980s.

The nine attached policies are important in the establishment of procedures essential to the administrative activities, that all SVCW employees will follow. As SVCW looks ahead to “going live” with new software, this is an opportunity to address changes needed. Changes include establishing per diem rates when traveling, a new chart of accounts, and redefining the use of its Purchase Card System. All nine policies have been reviewed by SVCW General Council.

The SVCW Manager recommends approval and adoption of said policy revisions.

## FINANCIAL IMPACT

There are no direct financial impacts to this action.

## RECOMMENDATION

- i. Move adoption of RESOLUTION APPROVING AND ADOPTING REVISION Z OF ADMINISTRATIVE POLICY 1980-04, “CODE OF ACCOUNTS”
- ii. Move adoption of RESOLUTION APPROVING AND ADOPTING REVISION F OF ADMINISTRATIVE POLICY 1981-02 “DISPOSAL OF SURPLUS PROPERTY”
- iii. Move adoption of RESOLUTION APPROVING AND ADOPTING REVISION B OF ADMINISTRATIVE POLICY 1990-01, “PROCEDURE FOR REIMBURSEMENT OF EXPENSES AND TRAVEL GUIDELINES”
- iv. Move adoption of RESOLUTION APPROVING AND ADOPTING REVISION B OF ADMINISTRATIVE POLICY 1991-01, “PROCEDURE GOVERNING SVCW PETTY CASH”
- v. Move adoption of RESOLUTION APPROVING AND ADOPTING REVISION Q OF ADMINISTRATIVE POLICY 1992-01, “SVCW INVESTMENT POLICY AND GUIDELINES”

- vi. Move adoption of RESOLUTION APPROVING AND ADOPTING REVISION A OF ADMINISTRATIVE POLICY 2007-01, "SVCW PURCHASE CARD SYSTEM"
- vii. Move adoption of RESOLUTION APPROVING AND ADOPTING REVISION C OF ADMINISTRATIVE POLICY 2007-02, "FIXED ASSET POLICIES AND PROCEDURES"
- viii. Move adoption of RESOLUTION APPROVING AND ADOPTING REVISION B OF ADMINISTRATIVE POLICY 2013-03, "SVCW RESERVE FUND POLICY AND PROCEDURES"
- ix. Move adoption of RESOLUTION APPROVING AND ADOPTING REVISION A OF ADMINISTRATIVE POLICY 2017-01, "STATEMENT OF DEBT MANAGEMENT POLICY"

**GRAVITY PIPELINE PROJECT (CIP #6008)  
DESIGN BUILD STAGE 1 AGREEMENT AMENDMENTS**

**ISSUE**

Approval of Gravity Pipeline Project (CIP #6008) Design-Build Stage 1 Agreement Amendments for Barnard-Bessec Joint Venture.

**BACKGROUND**

SVCW's Regional Environmental Sewer Conveyance Upgrade (RESCU) Program includes conveyance system improvements to transport wastewater from Member Agencies' collection systems to the SVCW wastewater treatment plant. A major component of the conveyance system is the Gravity Pipeline project to be constructed by tunneling methods from the north edge of Inner Bair Island to new Front of Plant facilities at the treatment plant.

In October 2017, after a thorough and robust selection process, the Commission approved the Design-Build Agreement with Barnard-Bessac Joint Venture (BBJV). The Agreement addresses both Stage 1 and Stage 2. Stage 1 brings the design from the 10% design level to approximately the 60% design level and includes preparation and negotiation of pricing for Stage 2. Stage 2 then includes completing the design and construction of the Gravity Pipeline Project. Stage 2 will be brought to the Commission for consideration as an amendment to the Design-Build Agreement; the first Stage 2 package is anticipated to be presented to the Commission in July 2018.

Stage 1 services have been ongoing since the Notice to Proceed was issued to BBJV on October 12, 2017. BBJV has fully embraced the collaborative nature of a design-build project and work is progressing extremely well.

In December 2017, staff recommended, and the Commission approved, authorization for the Manager to make project contract change order decisions up to a dollar amount of \$300,000 for Design Build projects.

The premise of this authorization was driven by the need to keep the Design-Builder working when unexpected challenges arise or imminent project decisions are needed. Keeping the design build process moving forward is of utmost importance in containing project costs and work should continue without interruption until the Commission can convene. For change orders between \$50,000 (the Manager's base approval level) and \$300,000, the Manager will report and submit for ratification all changes in excess of \$50,000 to the Commission in writing at the next Commission meeting. This authorization was included in Revision C to the SVCW Design-Build Policy 2016-01.

**DISCUSSION**

Many items of work have made significant progress in the Stage 1 period. Specifically, the geotechnical work, system hydraulics, tunnel boring machine specifications and retrieval shaft design have reached 50-60% design levels. Additionally, outreach to subcontractors for shaft construction, instrumentation and monitoring services, and

concrete tunnel segments has occurred as well as discussions with pipe manufacturers and the electrical utility (P.G.&E.) for substation placement.

Recently, there has arisen four items of work that, if approved, would provide significant benefit to the project. One item was authorized by the Manager on March 16, 2018 in the amount not to exceed \$220,125. This agenda item seeks to have the Commission ratify this authorization according to the design build policy. The other three items are described below and the Manager is presenting them to the Commission within this agenda item for approval.

#### Stage 1 Amendment Items:

Amendment No. 1 – Design and equipment purchase for temporary electrical substation P.G.&E. power drop at the tunnel launch shaft. Work includes substation design and engineering services and required documentation required for P.G.&E. approval. Work also includes purchase of the P.G.&E. metering cubicle. This work is time critical due to the long coordination and review time needed by P.G.&E. It is not atypical for review time to be 6 to 9 months. The not to exceed amount is \$220,125 and was approved by the Manager on March 16, 2018.

Amendment No. 2 – Preconstruction baseline monitoring for residences in Redwood Shores under which the tunneling will occur. Work includes preconstruction photo and video survey, manual surveys, instrumentation and monitoring for cracks, ground movement, and tilting, and production of monthly monitoring results reports. This work will be done throughout the tunneling but SVCW has requested early placement of instruments and monitoring to ensure that any impact to residences is well-documented. Work is budgeted in the amount not to exceed \$69,572 and has not yet been approved by the Manager.

Amendment No. 3 – Progress retrieval shaft design from the current 60% level to 100% design level. This work will be completed by the BBJV designer-of-record, Arup. The reason for completing this design early is because this shaft is the interface point between the Gravity Pipeline project and the Front-of-Plant project. The retrieval shaft is the responsibility of the Gravity Pipeline team and its early completion is critical to allowing the Front-of-Plant design-build team to begin their construction work. Work is budgeted in the amount of \$140,880 and has not yet been approved by the Manager.

Amendment No. 4 – Additional geotechnical investigation work at the tunnel launch shaft due to a water lens found. Four of five geotechnical borings indicated no water but one boring did present water. A water lens has significant effects on the tunneling process; if water is present, there are different planning and design methods that can be followed to minimize the effects and ensure successful

tunneling. Information about what could be encountered in the ground is imperative to complete the design. The Basis of Design report is due for submittal in April and relies on accurate subsurface information. Work is budgeted in an amount not-to-exceed \$150,000 and has not yet been approved by the Manager.

All four items describe work that is necessary to complete the project. Because of the time criticality of each item, as described above, the Manager recommends that they be authorized by the Commission as amendments to the Stage 1 Design-Build Agreement. The alternative would be to make them part of the Stage 2 Design-Build Amendment however, the first Stage 2 amendment is not anticipated to be completed until July 2018; losing four months for this authorization would have significant negative impacts to, not only the Gravity Pipeline project, but also the Front-of-Plant design-build project.

#### FINANCIAL IMPACTS

The scope represented by this work will be funded from the Gravity Pipeline project (CIP #6008), which has an allocated budget in the 2017 CIP Update of \$232 million. To date, approximately \$14 million has been expended and encumbered. The total not-to-exceed amount for the three items in this agenda item is \$580,576.

#### RECOMMENDATION

Move adoption of RESOLUTION RATIFYING DESIGN BUILD AGREEMENT STAGE 1 AMENDMENT NO. 1 AND APPROVING AMENDMENT NOS. 2, 3, AND 4 FOR GRAVITY PIPELINE PROJECT (CIP #6008) – BARNARD-BESSAC JOINT VENTURE - (\$580,576)

**FOOD WASTE RECEIVING PILOT PROJECT (CIP #9229)  
AWARD OF CONSTRUCTION CONTRACT**

**ISSUE**

Award construction contract for the Food Waste Receiving Pilot Project (CIP #9229).

**BACKGROUND**

Since the treatment plant came online in 1982, three anaerobic digesters have been in service to digest solids from the wastewater treatment process. In the mid-1980s, staff initiated a program to receive Fats, Oils and Greases (FOG) from local haulers, who collect it from restaurants and other food production facilities, and in turn, feed the FOG to the anaerobic digesters. FOG is a highly digestible organic material that facilitates the overall digestion process and assists in producing digester gas. In addition to gaining more gas, a tipping fee is charged to FOG haulers.

Due to changes in the composition of wastewater received from SVCW's service area since the plant first went online, as well as recent CIP projects that have re-established the effectiveness of the digesters, the three existing digesters have excess capacity available. In addition to sludge and FOG that is already being sent to the digesters, it has been determined that the digesters should be able to accept up to an additional 200 tons of organic material per day.

SVCW has been exploring opportunities to increase biogas production through co-digestion of other organic material since 2009. Concurrent with SVCW's interest in maximizing digester use and biogas production, California passed legislation (AB 341) that requires a 75% reduction in the amount of waste going to solid waste landfills by the year 2020. In 2014, SVCW and South Bayside Waste Management Authority (SBWMA) executed a Memorandum of Understanding (MOU) to collaborate on the planning and evaluation of options available for a project that would be mutually beneficial to each agency.

A technology that extracts organics (food waste) from municipal waste was recently installed at the Recology facility in San Francisco. SVCW and SBWMA have been in close coordination with staff at that facility, tracking the progress of their installation. Prior to this technological development, the possibility of injecting organic food waste material to SVCW's digesters was not deemed feasible due to high levels of unsuitable material entering the digesters from the municipal waste. Should the technology work as expected, SBWMA staff anticipates constructing a similar pre-processing facility at the Shoreway center. Parallel to SBWMA's plans, SVCW and Recology are working through preliminary evaluations and analyses to gain a thorough understanding and vetting of any issues that bringing separated food waste would pose to SVCW's digesters.

**DISCUSSION**

To fully test the feasibility and payback of the use of food waste to augment the digesters, staff has developed plans to build a pilot facility to receive and inject the food waste material and to analyze its impacts on plant operation and digester performance. For

Report By: \_\_\_\_\_

purposes of the pilot test, Recology will supply up to 20 tons per day of organic food waste material. To minimize costs of the pilot food waste receiving facility, one half of the existing FOG receiving station will be modified and re-purposed. The food waste material will be received at a solids content of approximately 30% after which it will have to be diluted with recycled water to about 5-8% solids. This will allow the material to be pumped into the digesters. In the future and assuming success of the pilot program, a full-scale facility will include a final polishing processing step which will be installed and operated at SVCW.

There are numerous benefits to working towards a successful pilot test program. First and foremost is the increase in SVCW digester gas. Parallel to this benefit, a tipping fee will be charged to Recology (immediately) and SBWMA (future), serving as revenue for the program and a potential long-term revenue source to offset SVCW operating costs. The benefits to Recology and SBWMA are potentially reduced tipping fees for their ratepayers as well as abiding by state legislated regulatory requirements.

Additionally, SVCW received a grant from the California Energy Commission (CEC) that provides funding for evaluating co-digestion technology. The grant is in the amount of \$500 thousand (\$300k for equipment and \$200k for data analysis). The majority of equipment grant money is being used for a concurrently-running FOG station pilot test but there may be excess money available to put towards capital costs incurred for the food waste pilot study.

While staff fully expects that the pilot test program will be successful, it is prudent to begin slowly and with a minimum amount of material. This will allow operations and engineering staff to gauge the parameters for feeding this material to the digesters and will provide valuable data as a basis for design when the program moves forward into a full-scale facility. It is anticipated that the pilot scale testing will run for 12 to 18 months.

Kennedy/Jenks has been assisting SVCW staff with defining the necessary modifications to the FOG station. The construction contractor will implement the modifications, including structural, mechanical, and electrical work. Related instrumentation and programming tasks will be completed by SVCW staff. Design documents describing the modifications have been prepared. The proposing contractors submitted a lump sum price to complete the construction.

Staff brought this item to the Commission in April 2016 for award of a construction contract. However, the award was never executed due to the need for an Authority to Construct permit from the Bay Area Air Quality Management District. Since early 2016, staff has been attempting to obtain a permit from the Air Board with little success. Finally, on March 1, 2018, SVCW staff was able to successfully negotiate and finalize a permit. Due to the two-year delay, the project needed to be re-advertised for bids.

The project was re-advertised in a local newspaper on March 8, 2018. SVCW staff met with contractors to review the project, perform a site walk, and answer any questions. Bids were received on March 27, 2018. Only one contractor provided a bid which was submitted by C. Overaa & Co. at a cost of \$925,000. A copy of the bid results is attached.



The estimate of probable construction cost was \$500,000. Due to the fact that there was only one bid, and because re-bidding the project would add time, cost and unnecessary delay that could impact SVCW's ability to meet the CEC requirements for the pilot study, staff was able to negotiate the contract with the bidder. Overaa is on site doing other work on the Thickening Improvements Phase 1 (CIP #9168) project for SVCW at this time and in order to save money, it has been determined that a change order to their current contract is a means to lower the costs to SVCW. At this time, staff is recommending the Commission authorize award of the contract change order in the amount of \$684,000 to construct the Food Waste Project improvements.

#### FINANCIAL IMPACT


This project will only be implemented once Recology has committed to providing the feedstock needed to prove the process and meet the requirements of the CEC grant. There is a deadline in the grant requirements that will be taken into account when making this decision, but having the work authorized at this time is needed to ensure the ability to meet the CEC requirements.

When implemented, this work will be funded from CIP #9229, Food Waste: Receiving Station and Digester Improvements project. The allocated value of this CIP project is \$13.84 million; as of the end of January 2018, \$1,248,027 has been expended from the project. Data gathering and analysis tasks are being funded via the CEC grant. Much of the costs associated with the project will be recovered via tipping fees paid by Recology over a one-year period. The increased methane gas will be available to burn in the cogeneration engines, reducing the energy demand of the Plant and offsetting P.G.&E. costs. Overall, it is estimated that the pilot test program will not be fully funded from the various funding mechanisms in place (CEC grant, tipping fees, and increased electricity production) and the cost to SVCW to prove the long-term value of the project will be less than \$100,000. If proven successful, it is expected that food waste will be a cash positive process in the long run.

#### RECOMMENDATION

Move adoption of RESOLUTION APPROVING CONTRACT DOCUMENTS AND ACCEPTING NEGOTIATED BID PRICE FOR FOOD WASTE RECEIVING PILOT PROJECT UNDER STATE GRANT PROGRAM (CIP #9229) WITHOUT COMPETITIVE BIDDING, FINDING THAT COMPETITIVE BIDDING WOULD BE UNAVAILING, WOULD NOT PRODUCE AN ADVANTAGE AND WOULD NOT BE IN THE PUBLIC INTEREST; AUTHORIZING EXECUTION OF AGREEMENT FOR SAID WORK AS A CONSTRUCTION CONTRACT CHANGE ORDER TO THE THICKENING IMPROVEMENTS - PHASE 1 PROJECT (CIP#9168), AND AUTHORIZE MANAGER TO APPROVE CHANGE ORDERS UP TO TEN PERCENT OF THE CONTRACT VALUE FOR SAID PROJECT (\$684,000.00) – C. OVERAA & CO.

**Food Waste Receiving Station - CIP #9229**  
**Tuesday, March 27, 2018**  
**2:00 pm**

		Name of Bidder										Total Bid Amt.								
		Addendum		Proposal Guaranty Bond		Cert. of Bidders Exp. & Qualifications		Desig. of Subcontractors		Site Visit Affidavit		Ackw. of Insurance Req's		Noncollusion Affidavit		Affidavit of Safety Compliance				
		#1 & 2	Section	00410	Section	00420	Section	00430	Section	00440	Section	00470	Section	00480	Section	00490				
1 C. Overaa & Co.		X		X		X		X		X		X		X		X			\$935,000	
*Pending Commission approval. Next Commission meeting is scheduled for April 12, 2018.																				

**WASTEWATER TREATMENT PLANT IMPROVEMENTS PHASE 2  
DESIGN BUILD AGREEMENT AND OWNER ADVISOR SERVICES TASK ORDER**

**ISSUE**

Approval of Design-Build Agreement for C. Overaa/HydroScience and Amendment to Kennedy/Jenks Task Order for Owner Engineering Advisor Services for Wastewater Treatment Plant Improvements Phase 2 project.

**BACKGROUND**

The original wastewater treatment plant has been operating for more than 35 years and requires rehabilitation and replacement due to aging infrastructure. Many of the treatment plant processes and systems have been upgraded over the past 9 years under Wastewater Treatment Plant (WWTP) Improvements Phase 1 work of the Capital Improvement Program (CIP). This Phase 2 work consists of seven capital improvement projects, defined as WWTP Improvements Phase 2.

On April 13, 2017, staff recommended, and the Commission approved, using the design-build process for this project's implementation. A procurement package using design-build was prepared, including the following project components:

- Replacement of Aeration Blowers (CIP #9186)
- Aeration Basin Venturi Removal (CIP #9220)
- Dual Media Filter (DMF) Pump and Discharge Piping Replacement (CIP #9189)
- Backup Cooling Water for three standby generators in SHB (In-Plant Recycled Water System Expansion) (CIP #9197)
- FEP Connection to Chlorine Mix Box (CIP #9224)
- Rotary Press Phase 2 (CIP #9169)
- Rotary Press Phase 3 (CIP #9173)

In January 2016, the Commission approved the Design-Build policy, Policy No. 2016-01 (as amended). The policy establishes a procedure for implementing the Design-Build process for delivery of projects in accordance with the provisions of Public Contract Code Section 22160. The policy is applicable for projects over \$1 million and seeks to provide SVCW with the "Best Value" project delivery. Per the legislative act authorizing use of design-build, "Best Value" means a value determined by evaluation of objective criteria that may include, but not be limited to price, features, functions, life-cycle costs, experience, and past performance. The process used for procuring Fixed Price Design-Build services for this project followed all requirements defined in Policy 2016-01.

The WWTP Improvements Phase 2 project used the Fixed Price Design-Build process. Under the Fixed Price Design-Build method, the Request for Proposal (RFP) needs to be very specific and prescriptive and is typically taken to the 30% to 50% design level. The design is taken to this level so that the Design-Build entities can provide a lump sum price at the time the proposals are submitted. There are tradeoffs to this method in that the Owner has little input to the design after the contract is awarded but also has a definitive and locked-in cost and schedule to the project. The Design-Builder is held accountable

to the cost they provide through the duration of design completion and construction. The main advantage to SVCW in this particular case is in the ability to specify those aspects of the work most critical to treatment process functionality and to lock in the price for the project.

## DISCUSSION

The procurement process involved two Steps; the Qualifications Step and the Proposal Step.

### Step 1 – Qualifications Step

- SVCW issues the Request for Qualifications (RFQ)
- D-B firms submit Statements of Qualifications (SOQ)
- SVCW's Selection Panel reviews the SOQs and checks references
- The Selection Panel combines the scores from SOQ and references and shortlists the top firms to receive Requests for Proposals

The SVCW Procurement Team worked diligently with engineering consultants (Owner's Advisors) and Legal Counsel to draft the RFQ which was issued on September 22, 2017. Two Design-Build teams submitted Statements of Qualifications, C. Overaa with Hydrosience as the designer and WMLyles/Brown and Caldwell Joint Venture. Both teams were deemed qualified and moved onto the next step, the Proposal Step.

### Step 2 – Proposal Step

- SVCW issues the Request for Proposals, including Procurement Documents to the shortlisted D-B firms
- D-B firms and Procurement Team meet for Confidential Meeting
- D-B firms submit Proposals including a fixed price proposal
- Interviews are held with the D-B firms
- The Selection Panel scores the proposals and interviews and makes recommendation to Manager for award of the design-build contract.

The Procurement Team developed and issued the RFP on December 7, 2017. On February 20, 2018, the two teams submitted proposals and fixed costs to design and construct the project. After the proposals were submitted, the SVCW selection panel scored the two teams based on their proposals. Interviews were then held (on March 13, 2017) and also scored. The selection panel gathered to rank both teams based on the scores from the proposals, interviews and cost. C.Overaa/HydroScience was unanimously scored as the highest ranked team. C. Overaa/HydroScience also had the lowest cost proposal for the base design.

As part of the procurement process, the RFP asked for innovative ideas from the design-build teams with emphasis on schedule and cost reduction, equipment selection, and treatment process improvements. C. Overaa/Hydrosience provided and priced four alternates in their proposal which staff evaluated during the contract negotiations. Of the four alternates, staff is recommending that two be accepted. One alternates reduces the cost (different DMF pumps than the base design at a deduct of \$110k). One alternate

adds costs (placement of weirs along the perimeter of all four aeration basins to equalize flows at an add of \$390k). The delta cost for the two alternates increase the fixed price by \$280k. Staff recommends awarding the design-build agreement to C. Overaa/Hydroscience at a cost (including the two alternates) of \$9 million. For reference, the other proposing team had a base fixed price cost of \$9.4 million.

The second part of this agenda item is authorization for a Task Order Amendment to Kennedy/Jenks. Since the original task order was authorized in April 2017, the scope of work for the project expanded to include two dewatering projects, Rotary Press Phases 2 and 3. This added scope of work included engineering effort for developing the procurement documents for the dewatering improvements and Owner's Advisor services through the design completion, construction, start-up, and commissioning phases of the design-build project. Work will be done on a time and expense basis with a not to exceed amendment fee of \$87,782.

#### FINANCIAL IMPACT

There are seven CIP projects included under this Design-Build as listed below with the allocated 2017 CIP Update costs shown:

CIP 9169 – Rotary Press Phase 2	\$1.51 million
CIP 9173 – Rotary Press Phase 3	\$1.39 million
CIP 9186 – Replacement of Aeration Blowers	\$5.01 million
CIP 9189 – DMF Pumps & Valves	\$1.90 million
CIP 9197 – Backup Cooling Water for Generators	\$0.27 million
CIP 9220 – Aeration Basin Venturi Removal	\$1.31 million
CIP 9224 – FEP Connection to Chlorine Mix Box	\$0.23 million

The total allocated cost for the seven CIP projects is \$11,621,592. The available budget on all of these CIPs as of September 2017 is \$9,523,368. The total authorization requested for the Fixed Price Design-Build agreement is \$9,000,000.

Kennedy/Jenks task order will be amended to add \$87,782 for engineering and owner's advisor services provided for Rotary Press Phase 2 and Rotary Press Phase 3 bringing the total budget of the task order from \$445,450 to \$533,232.

#### RECOMMENDATION

- i. Move adoption of RESOLUTION APPROVING DESIGN BUILD DOCUMENTS FOR THE WASTEWATER TREATMENT PLANT IMPROVEMENTS PHASE 2 PROJECT (CIP #9169, 9173, 9186, 9189, 9197, 9220, 9224), AUTHORIZING EXECUTION OF AGREEMENT AND AUTHORIZING MANAGER TO APPROVE CONTRACT CHANGE ORDERS UP TO TEN PERCENT OF THE CONTRACT PRICE FOR SAID PROJECT – C. Overaa/HydroScience (\$9,000,000).
- ii. Move approval of AMENDING THE TASK ORDER SCOPE AND BUDGET FOR OWNER'S ADVISOR SERVICES FOR THE WWTP RELIABILITY

IMPROVEMENTS PHASE 2 PROJECT IN AN AMOUNT NOT-TO-EXCEED  
\$87,782 – KENNEDY/JENKS

**CONSTRUCTION OF SAF-MBR RESEARCH FACILITY**ISSUE

Contracting for Construction of SAF-MBR Research Facility Infrastructure.

BACKGROUND

On January 14, 2016, the Commission approved \$500,000 from its CIP project #9232, Long Term Strategic Recycled Water Planning, for a matching funds contribution to allow SVCW to pursue the grant entitled “Advancing Water and Energy Efficient Strategies and Technologies” offered by the California Energy Commission (CEC). The maximum grant award is \$2 million. On July 19, 2016, the proposal submitted by SVCW in collaboration with Stanford University, “Maximizing Water and Energy from New Anaerobic Wastewater Treatment Technology” achieved the highest ranking out of a field of eight applicants and SVCW was offered the \$2 million maximum award. In addition to the \$2 million grant award, there are cash contributions from Stanford in the amount of \$400 thousand as well as in-kind technology/equipment and engineering contributions provided by GE Power Water & Process Technologies, Santa Clara Valley Water District, and LG NanoH2O. With the cash contributions and in-kind equipment and services, the total budget available for the project is \$3,220,000. This represents an increase to SVCW’s \$500,000 contribution of greater than 6:1.

SVCW has been striving over the past nine years to reach higher energy efficiencies for projects built within the Capital Improvement Program. With the focus towards energy efficiency, especially in light of future stricter treatment standards, staff is constantly looking for improved technologies and better operational parameters to reduce SVCW’s energy consumption. Additionally, staff knows that nutrient removal treatment strategies to address upcoming effluent restrictions by the San Francisco Regional Water Quality Control Board will be needed and, therefore, is keeping apprised of technologies available to meet future requirements. By collaborating with Stanford University and Re-Inventing the Nation’s Urban Water Infrastructure (ReNUWIt), a National Science Foundation multi-university academic research collaborative, SVCW will evaluate a technology that may treat wastewater to California Title 22 recycled water levels, with much less energy than SVCW currently requires.

Through March 2021, the proposed agreements with the California Energy Commission and the collaborators listed above will examine this technology, as well as other complementary technologies, through demonstration to achieve regulatory requirements for effluent discharge, non-potable reuse, and potable reuse. By partnering with these entities, SVCW is able to participate in and take advantage of key research that is being developed to increase water reliability and reduce energy demands.

Through this grant, SVCW will build a pilot facility that treats primary effluent in an anaerobic MBR process. The process is called Staged Anaerobic Fluidized-Bed Membrane Bioreactor (SAF-MBR). In pilot facilities located in other parts of the world, this new technology has shown promise in its ability to treat wastewater to recycled water quality with significantly less energy than conventional processes. If the technology proves itself suitable at SVCW,

it could replace our current secondary process train (fixed film reactors, aeration basins, and secondary clarification) as well as the tertiary filters used to produce recycled water. The energy savings that could be realized would be enormous when compared with today's treatment train. For purposes of nutrient removal, SVCW has proposed that a second technology be pilot tested along with the SAF-MBR technology. This second technology is also a membrane bioreactor (MBR) process, although it performs treatment in an aerobic environment. The two technologies are anticipated to complement each other if run in a series mode.

Since the grant was awarded by the CEC, numerous discussions have occurred to develop a framework for the contractual agreements that will be involved in the development of this project.

On May 11, 2017 the Commission authorized SVCW to enter into an agreement with the CEC as the recipient of the grant money, and to contract with Stanford University and Kennedy/Jenks to be funded through the grant. It was further authorized that agreements would be entered into for construction, operations, maintenance, and contributions provided by GE, SCVWD, and LGNano for equipment and in-kind services in return for their participation in the study.

## DISCUSSION

This project is being undertaken for the purpose of research in collaboration with an academic institution. Although the results may yield new technologies that could lead to future improvements to the sewer treatment process, this is fundamentally a research project. There will not be improvements to or rehabilitation of the existing SVCW facility due to this work, though future projects may be impacted by the results and outcome of the research.

SVCW's commitment to CEC and Stanford University is to provide a site and infrastructure for the pilot research facility. Infrastructure is comprised of a concrete pad, process piping, a tower for the SAF-MBR process, and associated electrical and instrumentation cabling.

The complexity and interactions of this program with the suppliers donating equipment, Stanford University, ReNUWIt, SVCW and the CEC creates a situation that limits the ability to bid the required work. Staff, working with SVCW Legal Counsel, has determined that this work requires expert concrete forming work, and going to bid could jeopardize the value for the public interest in completing the work to the required standard. The work is a pilot project for research purpose and thereby qualifies to be excluded from the public bidding process to obtain the best value for the public interest.

SVCW staff has developed a Scope of Work and negotiated with Power Engineering Contractors (Power), who is known to have the requisite skills needed to complete construction of the infrastructure to the required standard. Power has agreed to perform the needed work on a "Time and Materials" basis for a Not To Exceed amount of \$320,000 for the SAF-MBR Project.



#### FINANCIAL IMPACT

Expenditures in the amount of \$500,000, as cash in hand matching funds, were approved by the Commission on January 14, 2016. No additional funding approval is being requested.

#### RECOMMENDATION

Move adoption of RESOLUTION APPROVING CONTRACT FOR CONSTRUCTION OF INFRASTRUCTURE IMPROVEMENTS FOR THE SAF-MBR PILOT RESEARCH PROJECT WITHOUT COMPETITIVE BIDDING, FINDING THAT COMPETITIVE BIDDING WOULD BE UNAVAILABLE, WOULD NOT PRODUCE AN ADVANTAGE AND WOULD NOT BE IN THE PUBLIC INTEREST AND AUTHORIZING SVCW MANAGER TO APPROVE CONSTRUCTION CONTRACT CHANGE ORDERS UP TO TEN PERCENT (10%) OF THE CONTRACT PRICE - POWER ENGINEERING CONTRACTORS - (\$320,000)

**NEW 12KV SWITCHGEAR PROJECT (CIP #9807)  
CONSTRUCTION CONTRACT CHANGE ORDER**

**ISSUE**

Approval of Resolution of Contract Change Order for Plant Security Gate for New 12kV Switchgear Project (CIP#9807)

**BACKGROUND**

Facilities within the RESCU Program that are included in the Front of Plant Project (Receiving Lift Station, Headworks, and Influent Connector Pipe) will increase the Plant's overall electrical demand. These new facilities require an increase of the Plant's power distribution system. Also, the treatment plant is currently fed from a single 12kV feed from PG&E which poses a single point of failure for utility power. Finally, staff has discussed with PG&E requirements to connect onsite generation facilities (photovoltaics, battery systems, and cogeneration engines) to the utility's power grid to "export" or sell power back to PG&E or another utility and recently submitted the application to do so.

To meet the future demands, allow the export of excess power, and minimize the single points of electrical system failure, staff recommended, and the Commission approved, a construction contract award to the joint venture team of JFShea and Parsons (Shea/Parsons, SPJV). The Notice to Proceed was issued to Shea/Parsons on March 26, 2018 and meetings have been held to move the project forward quickly. The timing for this work needs to coincide with needs of the Front of Plant project as well as fit into the timeframe for review and approval by P.G. & E.

**DISCUSSION**

Shea/Parsons is the Design-Builder for the Front of Plant activities. Since they are currently co-located on the treatment facility site, their ability to minimize overhead costs lead to a significantly lower 12kV project price than other bidders. Their Front of Plant work and their 12kV work encompasses the majority of improvements occurring on the western edge of the treatment plant.

One of the necessary improvements is to install a new main entry gate to the new roadway north of the large 10-acre Front-of-Plant area. The intention is that the current access roadway will become staging area for construction and, ultimately, industrial entry for large trucks, chemical deliveries, and general equipment delivery. The newly paved road has been outfitted with spare conduits for future lighting and automatic gate and controls.

Staff has been in discussions with Shea/Parsons to move the gate work up in time rather than wait until the Front-of-Plant work begins. One of the reasons for moving this work up in time is due to the fact that SVCW is currently using a security company to ensure the site is secure during nighttime hours and weekends. The monthly cost for the security company is high (approximately \$18 thousand); by installing the main gate soon, this expense can be eliminated.

SVCW Engineering staff has worked with Shea/Parsons, their electrical subcontractor,

Report By:   T.H.

and SVCW IT staff to define the new gate needs. The work can be initiated immediately upon approval at a cost not to exceed \$120 thousand. Staff recommends approving a contract change order to the 12kV Switchgear project to Shea/Parsons to complete installation of a permanent main entry gate and associated controls.

#### FINANCIAL IMPACT

Work under this project will be funded from a project in the 2017 CIP Update, New 12kV Primary Switchgear project (CIP #9807), which has an allocated capital budget of \$10.6 million. As of the mid-February 2018, \$100,800 has been expended on design and administrative tasks. The contract price for the project is \$7,527,000. This change order would bring the new contract price to \$7,627,000.

#### RECOMMENDATION

Move approval of CONTRACT CHANGE ORDER FOR NEW 12KV SWITCHGEAR PROJECT (CIP #9187) IN THE AMOUNT OF \$120,000 AND AUTHORIZE MANAGER TO APPROVE UP TO TEN PERCENT CONTINGENCY FOR ADDITIONAL WORK ON AN AS-NEEDED BASIS – JF SHEA/PARSONS JOINT VENTURE



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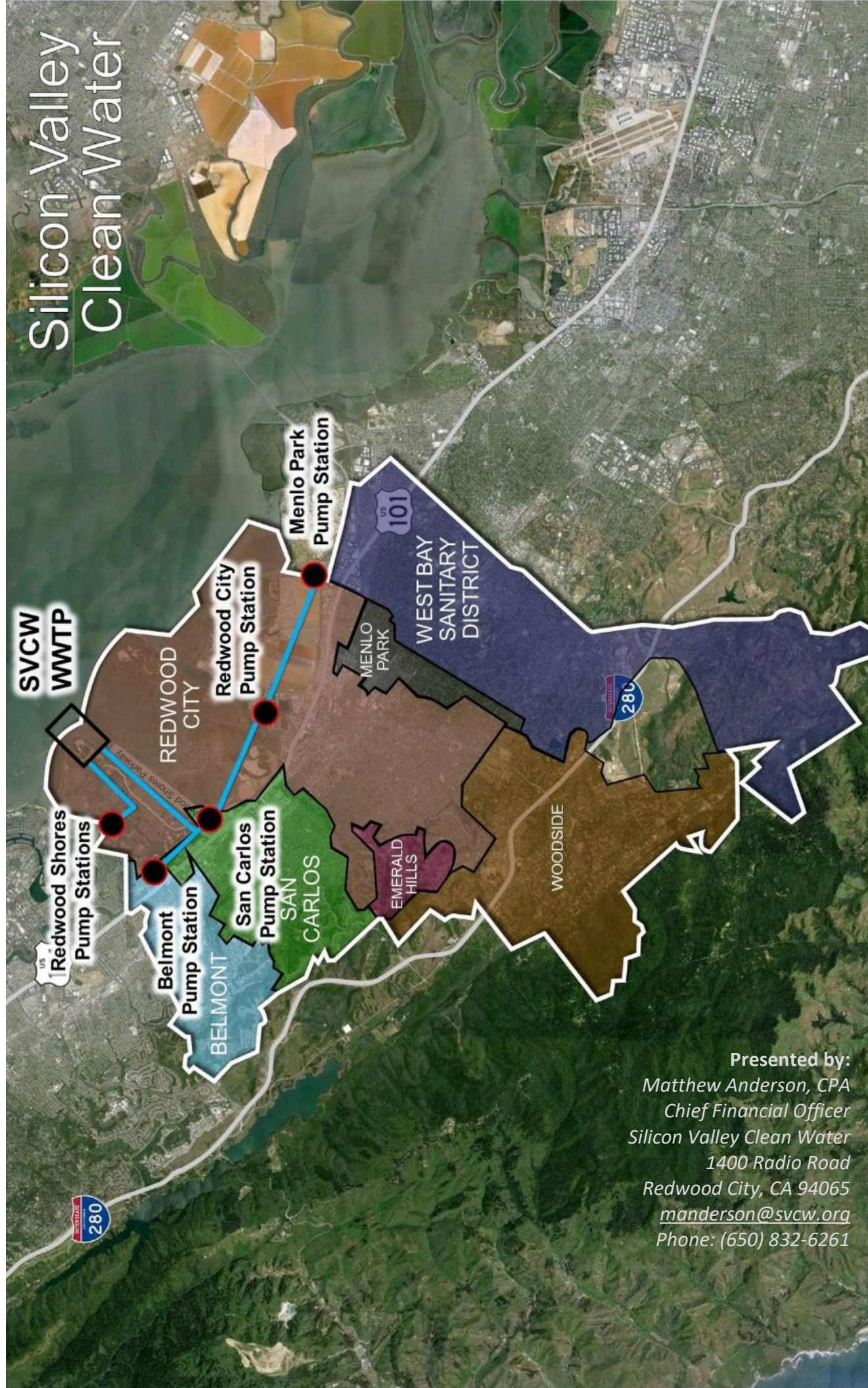
# Silicon Valley Clean Water

2018-19 Adopted Budget

Adopted April 12, 2018



# Silicon Valley Clean Water



**Presented by:**

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## **Commissioners**

<b><u>Name</u></b>	<b><u>Title</u></b>	<b><u>Member Agency</u></b>
John Seybert	Chair	City of Redwood City
Warren Lieberman	Vice Chair	City of Belmont
Robert Grassilli	Secretary	City of San Carlos
George Otte	Member	West Bay Sanitary District

## **SVCW Staff**

<b><u>Name</u></b>	<b><u>Title</u></b>
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Teresa Herrera	Assistant Manager & SVCW Engineer
Monte Hamamoto	Wastewater Superintendent
Matthew Anderson	Chief Financial Officer
Kim Hackett	Engineering Director
Cindy Hui	Accounting Supervisor
Krista Politzer	Financial Analyst

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# TABLE OF CONTENTS

<b>SECTION 1 – OVERVIEW:</b> .....	1
Organizational structure and Business.....	1
Governance and Management .....	2
Financial Oversight and Control .....	2
Debt Reserves.....	2
Long Range Financial Plan .....	3
Comparative Sewer Residential Rates .....	3
2016-17 Accomplishments .....	5-11
2017-18 Initiatives.....	13-15
 <b>SECTION 2 – OPERATING BUDGET SUMMARY:</b>	
Total Expenditures .....	17
Expenditure Allocations .....	19
Miscellaneous Revenue .....	19
Capital and Reserves .....	20
 <b>SECTION 3 – GROSS OPERATING COSTS:</b>	
Operating Expenditures.....	21
Personnel .....	21-24
Operating Expenditures Variance Analysis.....	25-26
Operating Expenditures by Division.....	29-45
 <b>SECTION 4 – REVENUE-FUNDED CAPITAL EXPENDITURES:</b>	
Project Overviews .....	47-49
 <b>SECTION 5 – CAPITAL IMPROVEMENT PROGRAM AND DEBT SERVICE:</b>	
Background .....	51
Projected CIP Expenditures .....	52-53
Debt Service .....	52-58
 <b>SECTION 6 – CASH RESERVES DESIGNATION:</b>	
Analysis .....	60
Designation .....	60



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## SECTION 1 – OVERVIEW

### Organization and Business

Silicon Valley Clean Water (SVCW, or “the Agency”) was founded in 1975 as the successor to the Strategic Consolidation Sewerage Plan, from which SVCW took title to property including sanitary sewerage pumping stations, as well as transmission and outfall facilities originally constructed by that plan. SVCW now provides wastewater transmission, treatment, and effluent disposal services for the surrounding communities including the Cities of Belmont, Redwood City, and San Carlos as well as West Bay Sanitary District (Member Entities).

The regional wastewater treatment plant has an average dry weather flow permitted capacity of 29 million gallons per day, an approximately nine-mile influent force main pipeline that conveys wastewater from the SVCW Member Entities to five pump stations, the treatment plant, and a 1.25 mile effluent disposal pipeline that discharges treated effluent into the San Francisco Bay. SVCW also provides recycled water to the City of Redwood City.

SVCW is a joint exercise of powers agency reporting to the Member Entities, all of which are located in the northern part of Silicon Valley between the cities of San Francisco and San Jose. The Agency’s wastewater treatment plant is located in the City of Redwood City and serves more than 200,000 people and businesses in San Mateo County, California. SVCW operates in a strong Bay Area economy, with a customer base that includes large business customers such as Oracle Corporation, EA Sports, and Facebook.

### Governance & Management

The Agency is governed by a four-member “Commission” consisting of one appointed member from each of the Member Entities’ governing bodies. Current Commission Members are:

<b><u>Commissioner</u></b>	<b><u>Commission Title</u></b>	<b><u>Entity Represented</u></b>
John Seybert	Chair	City of Redwood City
Warren Lieberman	Vice Chair	City of Belmont
Bob Grassilli	Secretary	City of San Carlos
George Otte	Member	West Bay Sanitary District

Voting is proportional to the Member Entities' respective ownership interests in the Agency's wastewater system. There are currently a total of 100 votes which are allocated as follows:

- City of Redwood City 42 votes
- West Bay Sanitary District 28 votes
- City of San Carlos 19 votes
- City of Belmont 11 votes

A vote of at least seventy five percent is required to adopt or amend bylaws, rules, and regulations; to adopt or modify any budget; to approve any capital costs, contracts, appropriations, or transfers of more than \$75,000; to employ the manager and certain consultants; to sell or dispose of property; and to approve other designated items. Other actions of the Commission must be approved by a simple majority of the votes. In addition, any amendment to the Joint Powers Agreement must be approved by a four-fifths vote by each of the SVCW Member Entities' governing bodies.

### **Financial Oversight and Control**

SVCW sets an annual budget according to goals established by the Commission that support operational priorities, the Capital Improvement Program (CIP) and the Long Range Financial Plan (Financial Plan). The Adopted 2018-19 Budget is consistent with those goals and reflects a progressive approach to controlling costs, minimizing unplanned expenditures, limiting risks, and investing in projects and programs that benefit the community.

SVCW has no taxing power. The Agency receives nearly all of its funding, other than interest earnings and other miscellaneous revenues, from payments made by the Member Entities. Each month, Member Entities make payments for operations, capital repairs, and cash reserves. Debt service payments are made according to schedules set by SRF loans and Bond issuances. After the close of the fiscal year, the annual payments made by each Member are reconciled against the actual expenditures allocated to each Member, and any difference is applied toward fund reserves held by the Agency on behalf of each Member.

### **Debt Reserves**

The Agency has debt reserves as well a Commission-adopted reserve policy that was established to mitigate the negative impact of revenue shortfalls from economic fluctuations, to fund unforeseen expense requirements, to provide stable rates for member entities, and to help fund future long-term capital needs. The Operating Reserve is equal to 10% of the approved Operating and Capital Budget plus \$1 million. The Capital Improvement Program Reserve is set at an amount equal to the annual calculated depreciation of SVCW facilities to meet the long-term

needs of replacing capital assets upon reaching the end of their useful life. Each year, if the funds held in the above reserves fall below targeted levels, the Commission considers budget adjustments to return reserves to their target levels. The Agency has the ability to amend its reserve policy at any time.

### **Long Range Financial Plan**

SVCW Member Entities' sewer rates provide the underlying repayment security for all SVCW financing. As such, SVCW developed a Long Range Financial Plan (LRFP) to provide a roadmap for funding the CIP and ongoing operating costs. The Financial Plan is updated annually and presented to the Commission for approval. It also informs Member Entities when considering sewer rates.

A LRFP combines financial projections with strategy. The Governmental Finance Officers Association (GFOA) recommends that all governments regularly engage in long-term financial planning as a collaborative process to consider future scenarios and help navigate challenges. By aligning financial capacity with long-term service objectives, SVCW and its Member Entities gain insight as to financial resources needed to support strategies. With this information, SVCW Member Entities can balance objectives and financial challenges.

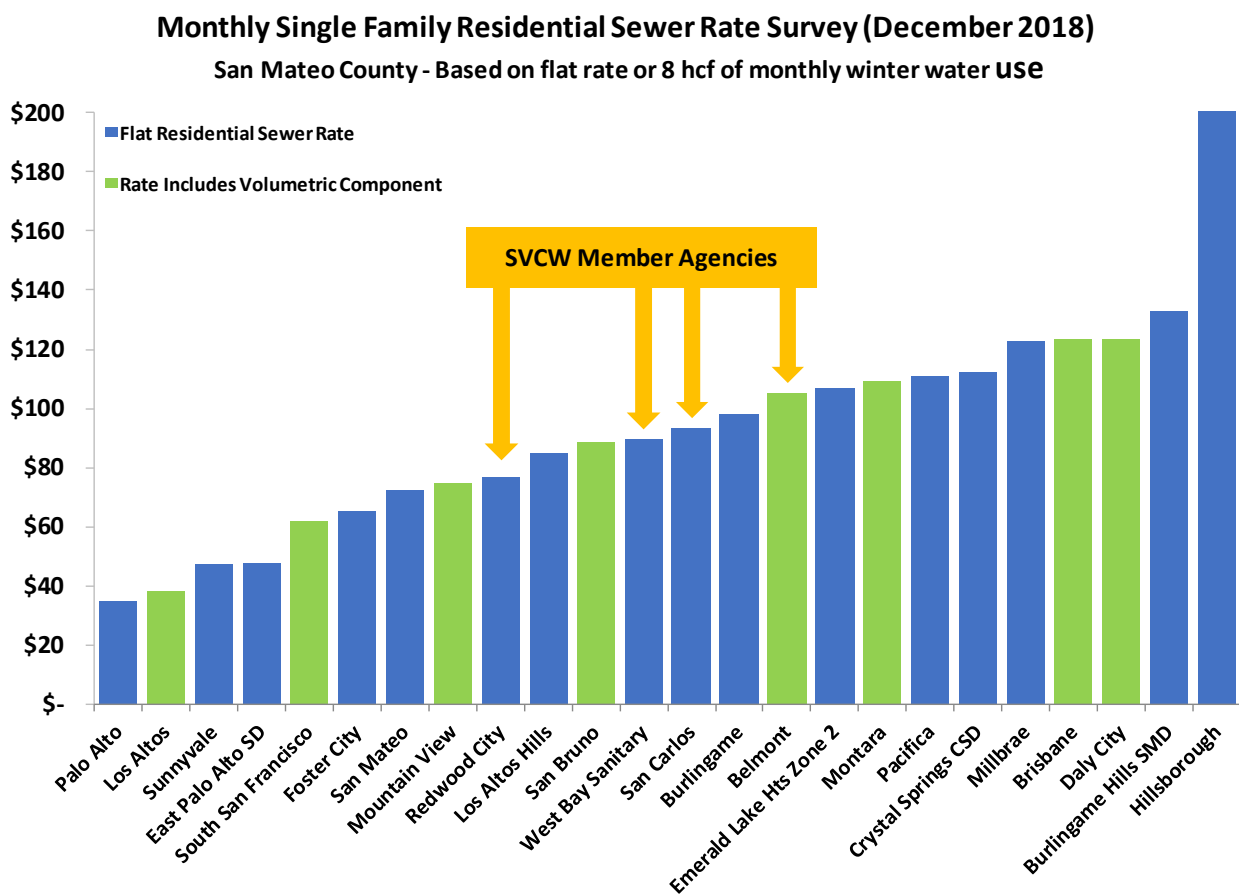
SVCW has a goal to manage its finances and meet critical funding needs, while recognizing the need to maintain reasonable wastewater rates. Going forward the LRFP is enacted through setting of annual budgets, achieving financial performance measures, and incorporating Commission-directed actions. The Financial Plan is derived from planning models that forecast operating and capital expenditures. It includes reasonably conservative assumptions and attempts to account for uncertainties. It aims to generate adequate cash reserves for capital projects while maintaining good standing in the credit markets to provide ready access to cost-effective capital financing when needed. It evaluates the capital financing and debt service coverage policies to optimize cash funding of capital investments. Finally, it continues to evaluate cash reserve policies that must consider intergenerational equity in regards to funding capital projects and raising rates.

### **Comparative Residential Sewer Charges**

Since the introduction of the CIP, Member Agencies have been proactively raising sewer rates to support their allocable share of SVCW expenditures, as well as their own sewer operating and capital programs. While to date, rate increases have been substantial, going forward only modest increases are anticipated. The following table shows residential monthly sewer rates of Member Entities over the past nine years.

Residential Sewer Rates by Member Agency Based on 8 HCF of flow									
	2009-10	2010-11	2011-12	2012-13	2013-14	2014-15	2015-16	2016-17	2017-18
Belmont	\$48.06	\$51.34	\$72.13	\$77.33	\$82.77	\$88.13	\$ 88.13	\$ 99.47	\$ 105.35
West Bay SD	\$46.67	\$54.17	\$57.50	\$62.67	\$68.33	\$74.42	\$81.08	\$85.92	\$89.33
City of San Carlos	\$43.76	\$46.82	\$50.10	\$53.10	\$67.29	\$80.75	\$88.82	\$88.82	\$93.26
City of Redwood City	\$44.70	\$48.72	\$53.10	\$57.88	\$63.09	\$68.77	\$74.95	\$75.11	\$76.68

Member Agencies' rates are among the middle tier of San Mateo County sewer rates, as shown in the following chart of regional monthly sewer service charges for a typical single family. It should be noted that many of these other agencies are now initiating their own large capital improvement programs, and are anticipated to face significant rate increases going forward.



**Accomplishments:**

Each year, SVCW management sets goals to ensure its communities' wastewater is conveyed and treated in a safe and dependable manner. Key achievements during the past year include:

***Operations:***

- Commenced Rotary Drum Thickener Installation to decommission failing thickeners.
- Primary Sedimentation Tanks 1 and 2 upgrades
- Completed phase 1 work to rehab CCT pass 1, 2 and 3.
- Completed new installation of storm drain pump
- Commissioned new FOG Beast Unit
- To control odors, installed Vapex units at FFR wet pit and Fats Oil and Grease receiving station.
- Completed site visit and selection process for Front of Plant Receiving Lift Station design
- Coordinated and Participated in Gravity Pipeline Sampling project for the WATS model corrosion for tunnel conveyance project
- Biosolids covers installed at drying beds for wet weather stock piling.
- Purchased new solids handling loader for increased Biosolid
- 365 Operational Preventative Maintenance Work Orders completed
- Completed 27 new/revised Standard Operating Procedures
- Revised 4 Operations and Maintenance Chapters
- Revised 2 Contingency Plans
- Implemented mobile e-logger application
- Installed and commissioned 6 new energy saving Invent Parabolic Mixers on Aeration Basins 1,2 and 4
- Installed and commissioned new FFR #1 West Tech distribution arm with automated controls
- Produced 52 million gallons of Recycled Water.
- Successfully treated 4.9 billion gallons of wastewater
- Attended HachWims User conference training for administration end user for developing reports and forms for data entry collection.

- Completed installation of upgraded Hypo Diffuser system and new sodium bisulfite dichlorination dosing system
- Generated 3813 dry tons of Bio Solids for land application, composting, alternative daily cover, landfill and Bio Force Tech.
- Participated with Kennedy Jenks Engineering in California Energy Commission Food Waste Study
- Successfully navigated largest wet weather flow event in SBSA/SVCW history. Flow taken from all member agencies during event was peak maximum flow ~ 104 MGD.

*Maintenance:*

- Completed 2,986 corrective and preventative maintenance work orders to ensure systems reliably operate in all facilities.
- Installed new sewage pumps suction, discharge and check valves to force main and flow equalization facility at Menlo Park PS.
- Completed PLC upgrade to Controllogix PLC system at the Menlo park PS and at the Flow Equalization Facility (FEF).
- Completed installation of all sewage pumps suction, discharge and check valves at the Redwood City Pump Station.
- Installed a second Vaughan Chopper pump at Redwood City Pump Station to reduce risk of damage to treatment equipment.
- To improve air quality and reduce noise pollution, replaced existing mufflers with hospital grade silencers at San Carlos Pump Station.
- Installed WesTech 72' rotary Fix Film Reactor, including electrical upgrade and controls, giving operators more process control and reducing risk of injuries.
- Rehabilitated Return Activated Sludge pumps 4, 5 and 6 suction pipes and replaced suction valves.
- Installed VAPEX unit for odor control at FFR wet pit and at the grease receiving station.
- Upgraded Aeration Basins mixing equipment with new Invent mixers, including controls.

#### *Environmental Services:*

- Performed 120 industrial sampling events.
- Reissued 4 mandatory wastewater discharge permits which included an opportunity for succession training for staff.
- Partnered with lab staff to perform 100 pump station sampling events, sampling was expanded to include the Port of Redwood City dedicated sampling location, allows more accurate data from the Port which contributes to overall Redwood City total.
- Evaluated and permitted approximately 25 non-routine and groundwater requests for discharge. Requests for Groundwater Discharge from construction sites has increased due to increased construction activity in Menlo Park and San Carlos. This also included an opportunity for succession training for staff.
- Partnered with the Engineering department to complete force main COD sampling. Reducing the need for outside contractors.
- Coordinated water conservation presentations made to 3,700 students, teachers and parents. Conveyed pollution prevention message to over 120 elementary students.
- Performed 641 Fats, Oils and Grease inspections at commercial restaurants in Redwood City, San Carlos and unincorporated San Mateo County. Outreach for proper disposal of grease removal devices was done also at these sites.
- Taught sewer science course to 1,045 local high school students.
- Sponsored two Marine Science Institute voyages for schools.
- Staffed a booth at the Marine Science Institute's Earth Day event attended by 2,500 community members, and 150 members at the Belmont Earth Day event.
- Conducted multiple treatment plant tours for over 300 community members.

#### *Laboratory:*

- Laboratory Staff generated over 30,000 reportable results during 2017 in support of Plant Operations, Permit Regulations, Environmental Services, and customer projects. These results included daily pH measurements of the Effluent to trace metal analysis of Industrial User samples collected by SVCW Environmental Inspectors.
- The Laboratory Division achieved certification for a new time-saving method from the California Environmental Laboratory Accreditation Program. Recycled water is now analyzed for Total Coliforms using the Colilert Method and Quanti-Trays. The Colilert



Method has a reduced analysis time and yields results in only 24 hours. The new method is a real time-saver by eliminating 15 test tubes and media preparation from each test.

- The Laboratory Division successfully managed 700 samples and 2,700 reportable results from an in-house Conveyance System Project. Samples were collected over a 24 hour period by SVCW staff every half hour from six sites including the pump stations. All 700 bottles were bar-coded and the data was reported using the Laboratory LIMS. The results were critical in understanding the wastewater chemistry for designing the new conveyance system.

#### *Safety:*

- Developed, installed, and implemented emergency equipment and action plan for RESCU Trailers
- Trained and certified employees operating new front end loader.
- Conducted and prepared scenarios for our internal Confined Space Rescue Team.
- Implemented SMART Program to encourage safety awareness and hazard recognition.
- Completed 5 ergonomic evaluations to reduce musculoskeletal disorders.
- Updated and provided safety orientation for new employees.

#### *Engineering:*

- Completed 7 Construction Projects, improving the reliability and efficiency of the treatment processes. Projects included installing efficient mixers with lower motor energy demands in the aeration basins, increasing tertiary filtration capacity, and completing the repair to the effluent pipeline.
- Addressed and relieved three emergency conditions: effluent outfall pipeline, Information Services servers, and 12 kV vault repair.
- Negotiated contracts and began Stage 1 design work with two Design-Build firms for implementation of two high-profile RESCU projects: Gravity Pipeline and Front of Plant Improvements.
- Continued development of Resource Recovery program to maximize use of generated biogas and solar resources. This includes the initiation of agreements to develop a photo-voltaic system and energy storage using a battery system.

- Completed design for a new 12kV Switchgear that will allow redundancy to the electrical supply throughout the plant, enable export-import to fully utilize all biogas generated, and power the Front of the Plant Improvements. The new switchgear will also be located on elevated platform above 100-year flood level.
- Replacement of existing aeration mixers with new technology; the new mixers alone have dropped the average plant power demand by 250kW or 20% and will save SVCW \$2.95 million kWh annually (25% of total electricity usage). Received an incentive payment of \$274 thousand from PG&E for this project, for a simple payback of less than four years.
- Improvements in other resource recovery efforts such grease receiving facility has increased the amount of grease received by three times. This increases the biogas production which, in turn, provides higher power generation capability.
- SVCW has been awarded a \$1 million SGIP (Self-Generation Incentive Program) incentive for implementation of its energy storage project.
- Progressed discussions with regional partners on feasibility of developing potable reuse as a new water supply.
- Completed designs and began construction for California Energy Commission Study on Maximizing Water and Energy from New Anaerobic Wastewater Treatment Technology.
- Completed designs for dealing with corrosion issues within the plant; chlorine contact tank concrete and steel and Control Building HVAC system

#### *Information Systems:*

- During this report period, SVCW networks experienced 100% uptime. No outages were experienced do to a networking gear failure or system vulnerability.
- Extended network resources to the RESCUE trailer community; providing design services for cabling and equipment building. Installation of required network gear as well as configurations for occupant's work stations.
- Completed the conversion of ISP to Comcast at main facility as well as remote locations. Conversion increases the speed and reliability of internet access and connections.
- Completed the installation and configuration of new Video Wall in the control room to allow operations staff to monitor multiple video feeds to the access video wall. Monitoring surveillance systems at the same time as other application feeds.
- Completed the installation and configuration of SVCW virtual VCenter online redundancy. Another layer of uptime enhancement for network users.

- Proposed and organized a SCADA standardization team for discussion and improvements to the network. Standardizing gear and configurations for reliability and security of the network. Agreements are established to improve the communication relationship for consultants, SVCW instrumentation users and IS division accessing and connecting to the network.
- Installed and Configured the RS Logic / Factory Talk, products that will allow licensing for a mobile component that can track changes to Programmable Logic Controller (PLC) devices. The logic also allows SVCW to create an asset management strategy for these Internet Connection Sharing devices as well as perform auditing for security enhancement.
- Reliability of the SCADA system was improved by building in redundant routing of the network. Failover systems for remote locations bring control back to main facility in emergency situations. Main facility failover systems have been configured and upgraded during the same period.
- Staff was highly involved with Water ISAC (Information Sharing and Analysis Center), which leverages Homeland Security directives to analyze threat data from the federal government level that could affect the Water/Wastewater communities.
- Updated services to the latest version of antivirus software PAN TRAPS, a Palo Alto Networks active antiviral software. TRAPS are an intelligent threat monitoring and detection product that stops an attack before or during an event rather than after the malware or virus has already infected a device.
- Improved Virtual Private Network (VPN) access by installing Global Protect and Dual Factor Authentication with DUO Mobile notification. This dual factor authentication requires a secondary notice approval that only the user possesses and monitors security of the authorized device that approves access. If compromised, DUO prevents access until the issue is corrected.
- Installed Aerohive wireless, a secure and advanced WiFi system. Aerohive provides monitoring and report of devices and mapping of wireless networking use. It also allows the system administrator to develop use reports by specific facility location.
- Installed advanced networking reporting tools with Splunk software to provide reporting and insight into SVCW network activity, including the ability to analyze security issues.
- Established Remote Network access for both networks and ensured security of access for remote devices is through SVCW's Virtual Client abilities, (VDI, Virtual Desktop Infrastructure) that points to the main facility servers for authentication access.

- Completed migration of SVCW's email system to the cloud, Office 365 (O365). Email is available anytime anywhere for users. This saves IT staff time and means servers and network resources may be upgraded without purchasing new hardware. O365's secure outlet is not attached to network equipment, reducing penetration email attacks.
- Network access is monitored using an intelligent monitoring system that track and filter real-time data packet transfer through in-depth inspections.

#### *Administration & Finance:*

- Issued 2018 Wastewater Revenue Bonds to raise \$141 million in proceeds for capital improvement projects.
- Selected and received approval from Commission for new Accounting Software system. Currently under implementation.
- Completed the 2016-17 financial statement audit, including capitalization of \$10.5 million in construction projects completed during the year.
- With the retirement of the Administrative Services Director, completed distribution of duties to existing staff.
- Filled two Accountant vacancies to strengthen the department in advance of a new accounting software platform.
- Updated the Long-Range Finance Plan for changes in debt mix, construction schedule, and inflationary factors.
- Continued legal response to CalPERS review of SVCW performance incentive program.
- Enrolled Purchasing team in the National Cooperative Contracts consortium to gain access to better pricing.
- Performed comparable pricing analysis to save 20-30% on certain consumable supplies.
- In warehouse, segregated new equipment from rebuilt overhauled equipment adjusted inventory value.
- Accelerated when inventory cycle counts are done to earlier in the fiscal year, to identify and resolve reconciliation items in advance.
- Participated with Government Surplus agencies to resell replaced equipment.

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**Initiatives:**

Each year, Management establishes goals for each Division that together advance SVCW objectives. Following are the key initiatives for 2018-19:

*Operations:*

- Leverage the upcoming Supervisory Control and Data Acquisition (SCADA) software upgrade to improve process controls.
- Participate in CIP planning decisions, particularly for Front-of-Plant, Gravity Pipeline, and Pump Station projects, to perfect the operability of future facilities.
- Establish new operation protocols for new Rotary Drum Thickener system to increase digester efficiency and volume.
- Assist in the design of replacement aeration blower equipment to ensure new solutions are operable and effective.

*Maintenance:*

- Participate in managing the replacement Computerized Maintenance Management System, transitioning from INFOR to a Microsoft Dynamics platform. Maintenance will focus on ensuring accurate transfer of existing assets and inventory data to new system.
- Replace discharge and check valves at the San Carlos pump station.
- Replace V-3 and V-4, 48" force main valves.
- Rehabilitate RAS pumps 1,2 and 3 suction pipes and replace suction valves.
- Install nitrate chemical dosing system at Menlo Park PS to reduce risk of corrosion.
- Implement mudwell program to clear pumps and suction pipes.
- Refine automation to the disinfection and dichlorination systems including controls, electrical redundancy and adequate equipment redundancy.

*Environmental Services:*

- Reevaluate local limits associated with the SVCW NPDES permit, scheduled for renewal in 2017. A standard NPDES requirement is to reevaluate local limits as needed.

- Depending upon reevaluation of Local Limits, move forward to also update SVCW regulations including pretreatment requirements, possible revenue requirements and other issues to be determined.
- Given regulatory changes by the EPA to its dental amalgam program to contain toxic heavy metals, staff will update its dental office database and complete surveys of local dentist offices.
- Evaluate the effect recent mixed-use construction will have on domestic loading levels.
- Given increase in residential housing, conduct outreach regarding the impact of fats, oils, and grease on the wastewater treatment process.

#### *Laboratory Services:*

- Reduce the impact on staffing from the recent overhaul of the California Environmental Laboratory Accreditation Program. New regulations are required of all California water, wastewater, and environmental laboratories and emphasize increased documentation of all work. Transitioning to the new requirements estimated to take three years.

#### *Information Systems:*

- On the SCADA network, build in added security and reliability of Port Management.
- Upgrade system Domain Controllers
- Set up new Guest WiFi protocols that control network security and access.
- Implement SharePoint as collaborative user structure and file management and retention
- Rollout the new standard Windows 10 Operating System to entire staff
- Upgrade SVCW phone system that has reached the end of its useful life and is no longer supported.
- Upgrade network server hardware to Hyperflex system to protect data and files.
- Upgrade the SCADA software license, Wonderware, to provide Operators with additional functionality.

### *Engineering:*

- Complete construction for California Energy Commission Study on Maximizing Water and Energy from New Anaerobic Wastewater Treatment Technology
- Continue discussions with regional partners, both public and private, to explore and initiate Resource Recovery and Recycled Water opportunities.
- Support Finance Division in acquiring low-cost financing for CIP projects.
- Move towards completion of In-Plant, process-related CIP projects.
- Progress RESCU Program projects; Gravity Pipeline and Front of Plant Stage 2 activities and Pump Station Rehabilitation/Replacement designs.

### *Administrative and Finance:*

- Ensure funding is available, at the lowest-available-cost possible, for CIP projects by pursuing governmental loans, principal forgiveness programs, grants, and bond financing.
- Implement Phase 1 of the new financial software system to replace the legacy accounting system, including development of workflows to maintain compliance with CalPERS and other applicable laws (HR).
- Define, configure, and implement effective audit techniques to monitor and report on CIP construction expenditures.
- Conduct a recruiting and transition process to ensure uninterrupted workflow.
- Continue to resolve the findings of the California Public Employee Retirement System (CalPERS) regarding the exclusion of supervisory incentive pay from retirement benefits.
- Strengthen customer service of Purchasing team by committing to process all high-priority requisitions within two business days.
- Attend purchasing training through California Association Public Procurement Organization.
- Control costs and improve accuracy through competitive pricing. Examples include electrical supplier, plumbing supplier, janitorial supplies, and pipes.
- Establish Vendor list as a resource for more effective procurement of goods and services.
- Improve the organization of the warehouse facility and stock shelving systems, including grouping like parts and supplies for ease of identification.
- Remove obsolete parts from inventory through analysis of slow moving inventory parts.



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## SECTION 2 – OPERATING BUDGET SUMMARY

The 2018-19 Operating and Revenue-Funded Budget anticipates approximately \$24.2 million in Net Operating Expenses and \$1.48 million for Revenue-Funded Capital projects next year. Reserve Designations are aligned with Agency policy and include \$0.98 million in Cash Reserve Contributions. Debt Service Payments are budgeted to be \$20.4 million in 2018-19.

Year-over-year Budgeted Member Entity Contributions				
Description	2017-18 Adopted Budget	2018-19 Adopted Budget	\$ Increase/ (Decrease)	% Increase/ (Decrease)
Gross Operating Expenses	\$ 23,912,933	\$ 24,979,821	\$ 1,066,888	4.46%
Less Miscellaneous Revenue	(621,608)	(766,198)	144,590	23.26%
Net Operating Expenses	\$ 23,291,325	\$ 24,213,623	\$ 922,298	3.96%
Revenue-Funded Capital	1,546,000	1,485,500	(60,500)	(3.91%)
Reserve Designations	2,030,298	984,034	(1,046,263)	(51.53%)
Total Contributions before Debt Service	\$ 26,867,623	\$ 26,683,157	\$ (184,465)	(0.69%)
Debt Service, Participating members	\$ 12,347,586	\$ 20,389,946	\$ 8,042,359	65.13%
<b>Total Member Contributions</b>	<b>\$ 39,215,209</b>	<b>\$ 47,073,103</b>	<b>\$ 7,857,894</b>	<b>20.04%</b>

A summary of year-over-year changes in budgeted amounts is below:

- Gross Operating Expenditures will increase by \$1.07 million (4.46%), of which \$826 thousand was from ordinary inflationary pressures on wages and other personnel costs. Non-personnel cost increases include more polymer chemicals used in new processes.
- Miscellaneous Revenue will be \$145 thousand higher next year, as SVCW recognizes continued growth in tipping fee revenues associated with its food grease-receiving program.
- Revenue-Funded Capital spending will be \$1.485 million, which is \$61 thousand less than the 2017-18 Budget. This expenditure funds small capital needs for treatment plant equipment needs.
- Reserve Designations will decrease by \$1.05 million next year. The 2018-19 Budget follows Reserve Policy by crediting operating reserve earnings and contributing \$1 million annually to the CIP Reserve. Unlike last year, when SVCW needed to replenish reserves after a \$1.13 million emergency expenditure, this budget requires a standard reserve contribution.
- Debt Service Payments are budgeted to be \$8 million more than the current year, as recently-issued Revenue Bonds for the CIP program become due.

### Expenditure Allocations:

Operating Revenues are allocated according to the Joint Powers Agreement (JPA) between Member Entities. The allocation methodology uses a combination of three flow and loading factors: Flow, Biochemical Oxygen Demand (BOD), and Suspended Solids (SS). These factors are based on three-year averages and updated annually. SVCW applies the JPA-defined formula in order to allocate budgeted operating costs to Member Entities.

The updated three-year flow and loading factors below illustrate how flow and loading figures changed proportionate to Member Agencies' absolute figures.

Three-year Average Flow and Loading Averages - by Member				
Agency	Factor	2017-18 Adopted Budget	2018-19 Adopted Budget	Point Increase/ (Decrease)
Belmont	Flow	13.18%	12.43%	(0.75)
	Biochem. Oxygen Demand	12.48%	12.44%	(0.04)
	Suspended Solids	12.61%	11.97%	(0.64)
Redwood City	Flow	46.53%	47.49%	0.96
	Biochem. Oxygen Demand	46.52%	44.63%	(1.89)
	Suspended Solids	46.44%	46.74%	0.30
San Carlos	Flow	13.55%	13.89%	0.34
	Biochem. Oxygen Demand	12.41%	12.29%	(0.12)
	Suspended Solids	12.18%	11.57%	(0.61)
WBSD	Flow	26.74%	26.19%	(0.55)
	Biochem. Oxygen Demand	28.59%	30.64%	2.05
	Suspended Solids	28.77%	29.72%	0.95

The above year-over-year changes reflect relative flow and loading behaviors between Member Entities. These metrics are presented to the SVCW Technical Committee for validation.

## Member Agency Operating Contributions Calculation:

Flow and Loading factors are incorporated in the below table to allocate budgeted operating expenditures:

2018-19 Budget Revenue Allocation to Member Agencies - Adopted											
Description				Belmont	Redwood City	San Carlos	West Bay San District	TOTAL			
Allocation Factors											
Flow				12.43%	47.49%	13.89%	26.19%	100%			
Biochemical Oxygen Demand (BOD)				12.44%	44.63%	12.29%	30.64%	100%			
Suspended Solids (SS)				11.97%	46.74%	11.57%	29.72%	100%			
				Weightings							
Operating Expenditures				Flow	BOD	SS					
Operations				26.5%	33.5%	40.0%	\$ 1,125,355	\$ 4,247,351	\$ 1,141,584	\$ 2,672,767	\$ 9,187,056
Maintenance				26.5%	33.5%	40.0%	779,011	2,940,169	790,245	1,850,186	6,359,611
Laboratory				26.5%	33.5%	40.0%	216,185	815,934	219,303	513,450	1,764,871
Environmental Services				26.5%	33.5%	40.0%	143,750	542,546	145,823	341,413	1,173,532
Engineering				26.5%	33.5%	40.0%	93,467	352,765	94,814	221,987	763,033
Safety				100.0%	0.0%	0.0%	49,945	190,821	55,812	105,235	401,813
Information Services				26.5%	33.5%	40.0%	206,749	780,317	209,730	491,037	1,687,833
Administrative Services				100.0%	0.0%	0.0%	452,709	1,729,619	505,884	953,858	3,642,071
Subtotal							\$ 3,067,171	\$ 11,599,522	\$ 3,163,195	\$ 7,149,933	\$ 24,979,821
Subtract Miscellaneous Income				26.5%	33.5%	40.0%	\$ 93,854	\$ 354,228	\$ 95,208	\$ 222,908	\$ 766,198
2018-19 Net Operating Revenue Required							\$ 2,973,317	\$ 11,245,294	\$ 3,067,987	\$ 6,927,025	\$ 24,213,623
2017-18 Net Operating Revenue Required							2,980,440	10,829,851	2,976,315	6,504,719	23,291,325
\$ Increase / (Decrease)							(7,123)	415,443	91,672	422,306	922,298
% Increase / (Decrease)							(0.24%)	3.84%	3.08%	6.49%	3.96%

## Miscellaneous Revenue:

Miscellaneous Revenue is derived from grease and septic receipts, property leases, and services performed by the Laboratory and Environmental Services Divisions. In 2017-18 SVCW will continue to receive Pacific Gas & Electric grant revenue associated with electricity production from the cogeneration engines.

2018-19 Budget Miscellaneous Revenue							
Description	2016-17 Actual	2017-18 Adopted Budget	2017-18 Forecast	2018-19 Adopted Budget	\$ Incr/(Decr) v. Forecast	% Incr/(Decr) v. Forecast	
Grease & Septic	\$ 197,126	\$ 164,621	\$ 264,621	\$ 275,000	\$ 10,379	3.9%	
Cell Tower Lease	25,276	25,276	25,276	26,034	758	3.0%	
Property Lease Revenue	23,875	15,163	15,163	15,163	-	0.0%	
Equipment Sales	-	30,000	30,000	30,000	-	0.0%	
Source Control	69,723	56,486	56,486	65,000	8,514	15.1%	
Lab Revenue	24,571	24,430	24,430	30,000	5,570	22.8%	
Interest Revenue	18,895	20,567	20,567	25,000	4,433	21.6%	
Cogen Grant Revenue	271,125	260,000	260,000	275,000	15,000	5.8%	
Other	24,254	25,065	25,065	25,000	(65)	(0.3%)	
<b>TOTAL</b>	<b>\$ 654,845</b>	<b>\$ 621,608</b>	<b>\$ 721,608</b>	<b>\$ 766,198</b>	<b>\$ 44,590</b>	<b>6.2%</b>	

### Capital and Reserve Contributions:

As described in Section 4 of this budget, Revenue-financed Capital projects are estimated at \$1.485 million in 2018-19. Those costs are allocated to Members according to JPA-defined percentages, which are based on each Member Agency's dry weather capacity owned and its allocated share of future dry weather capacity.

2018-19 Capital and Reserve Allocation Calculations					
Description	City of Belmont	Redwood City	City of San Carlos	West Bay San District	TOTAL
Capital and Reserve Allocation Factor	9.45%	48.57%	15.14%	26.84%	100.00%
<b>CAPITAL IMPROVEMENT</b>					
Plant (cash-funded capital)	\$ 87,885	\$ 451,701	\$ 140,802	\$ 249,612	\$ 930,000
Pump Stations	-	-	-	-	-
Force Main	-	-	-	-	-
Equipment	52,495	269,806	84,103	149,096	555,500
Subtotal	\$ 140,380	\$ 721,507	\$ 224,905	\$ 398,708	\$ 1,485,500
<b>RESERVE CONTRIBUTIONS</b>					
Operating Reserve	\$ (1,509)	\$ (7,755)	\$ (2,417)	\$ (4,285)	\$ (15,966)
CIP Reserve	94,500	485,700	151,400	268,400	1,000,000
Subtotal	\$ 92,991	\$ 477,945	\$ 148,983	\$ 264,115	\$ 984,034
<b>Member Contributions</b>	<b>\$ 233,371</b>	<b>\$ 1,199,453</b>	<b>\$ 373,887</b>	<b>\$ 662,823</b>	<b>\$ 2,469,534</b>

Section 5 of this Budget briefly reviews the CIP and its associated debt service payments, which vary as certain Members opt to self-finance a portion of the CIP rather than participate in SVCW debt. Cash reserves, discussed in Section 6, reflect SVCW policy.

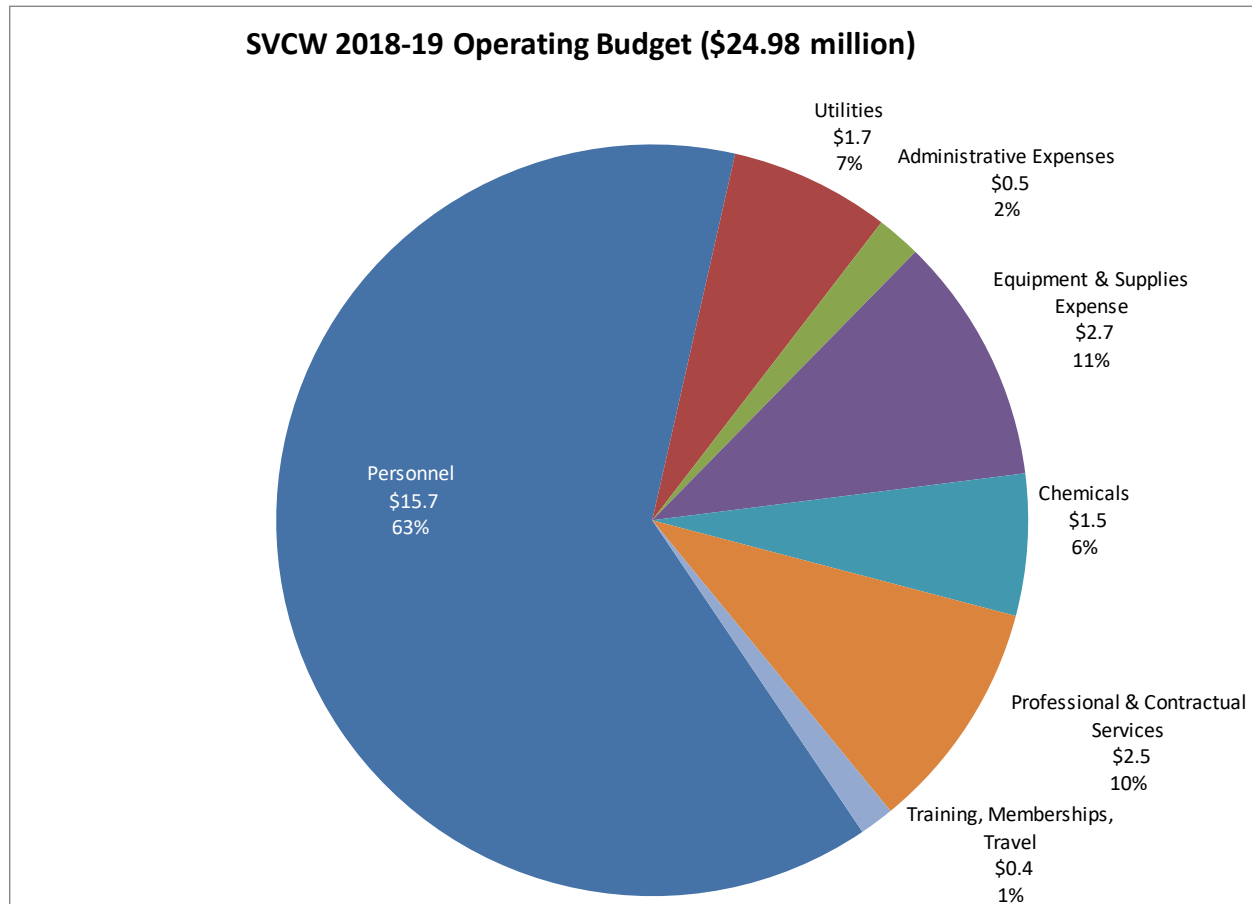
### Total Member Entity Contributions:

Total 2018-19 contributions (including debt service) will be \$47 million, as allocated in the table below:

2018-19 Adopted Budget - Total Contributions by Member Agency					
Description	City of Belmont	Redwood City	City of San Carlos	West Bay San District	TOTAL
Net Operating Expenditures	\$ 2,973,317	\$ 11,245,294	\$ 3,067,987	\$ 6,927,025	\$ 24,213,623
Revenue-Funded Capital Expenditures	140,380	721,507	224,905	398,708	1,485,500
Reserve Contributions	92,991	477,945	148,983	264,115	984,034
Debt Service Payments	178,425	11,137,107	3,508,897	5,565,516	20,389,946
Subtotal - Contributions to SVCW	\$ 3,385,113	\$ 23,581,854	\$ 6,950,772	\$ 13,155,364	\$ 47,073,103

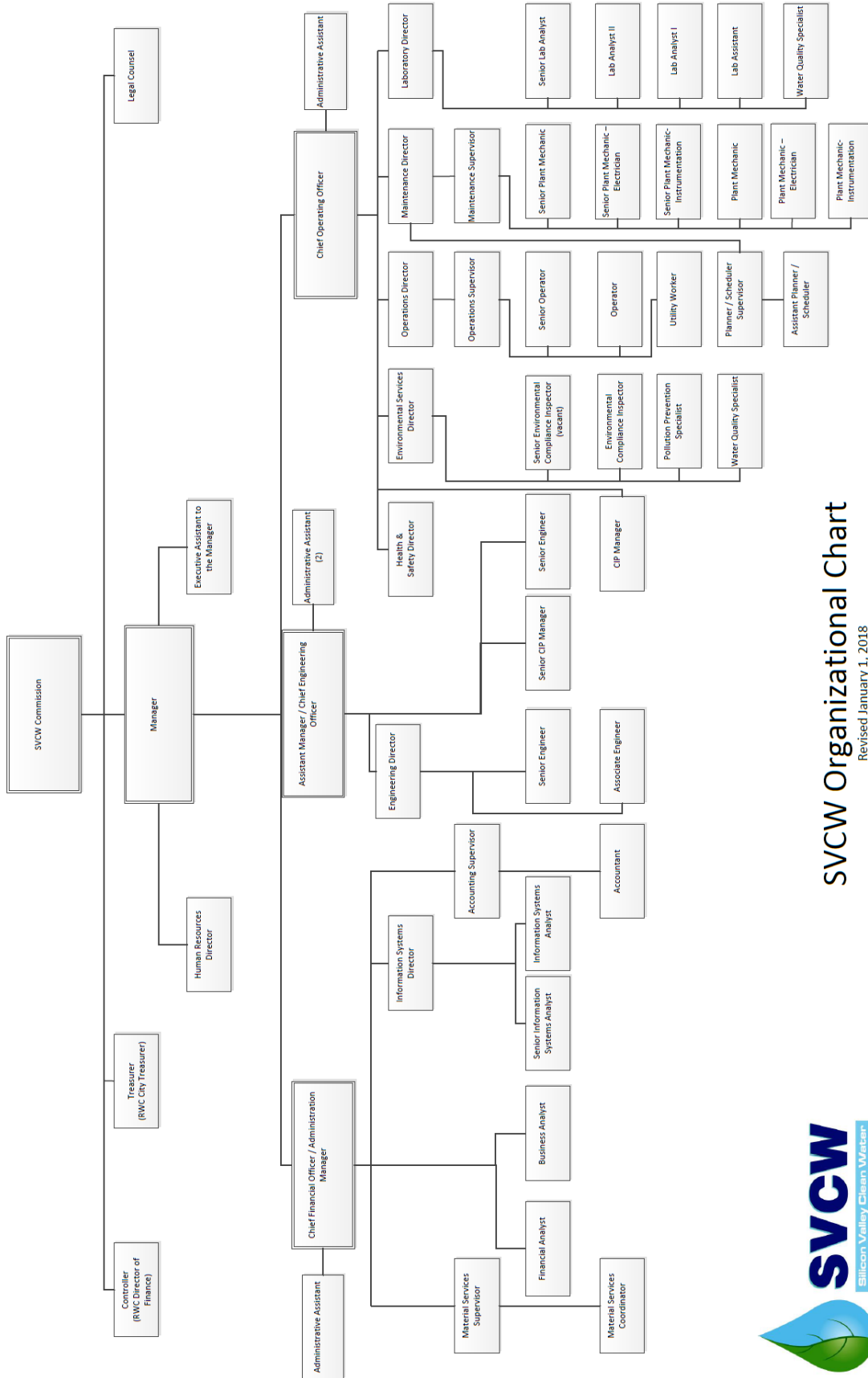
### SECTION 3 – GROSS OPERATING EXPENDITURES

The FY 2018-19 Gross Operating Budget will be \$24.98 million. The below chart illustrates the significant expenditure categories, showing 63% of expenditures are for personnel-related costs associated with approximately 78 full-time equivalent employees in the Operating Budget.



#### Personnel:

Operating Budget staffing levels have ranged from 72 to 78 full time equivalents across eight divisions since 2010, when SVCW increased staffing to address critical maintenance matters. Those positions, as well employees dedicated to the Capital Improvement Program, are illustrated in the following Adopted organization chart.

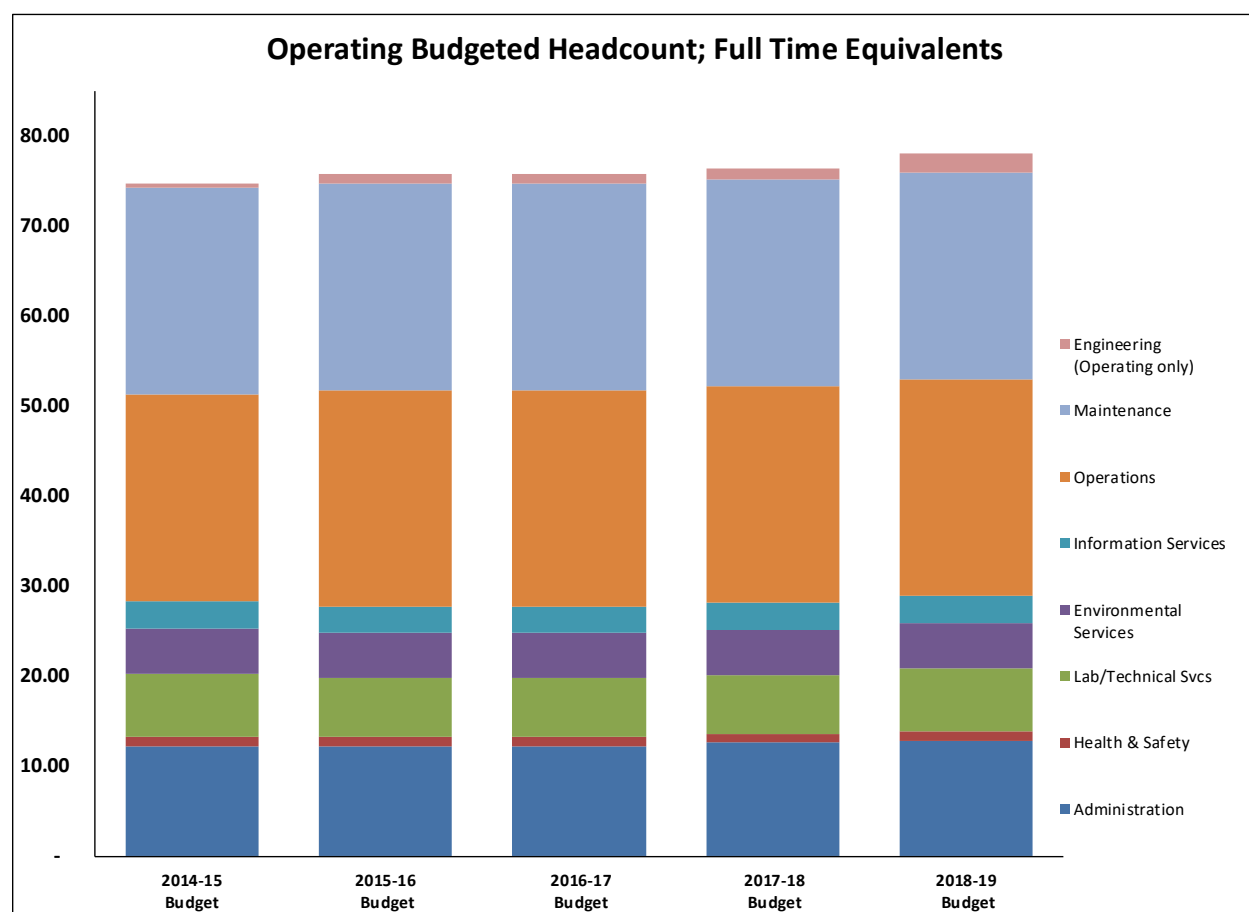


**SVCW Organizational Chart**  
Revised January 1, 2018



As noted in the table below, the number of positions in the Operating Budget will increase by nearly two positions. The Operations and Maintenance Divisions remain steady at a combined 47 full-time equivalent positions, or 62% of the total number of Operating Budget employees. The Engineering Division will shift approximately one position to operating matters. The Laboratory Division expands a part-time employee to full-time as it faces more regulatory requirements. Administration experienced a retirement in 2018 but increases a net 0.25 as it prepares to implement a new accounting system and commits resources to operating activities.

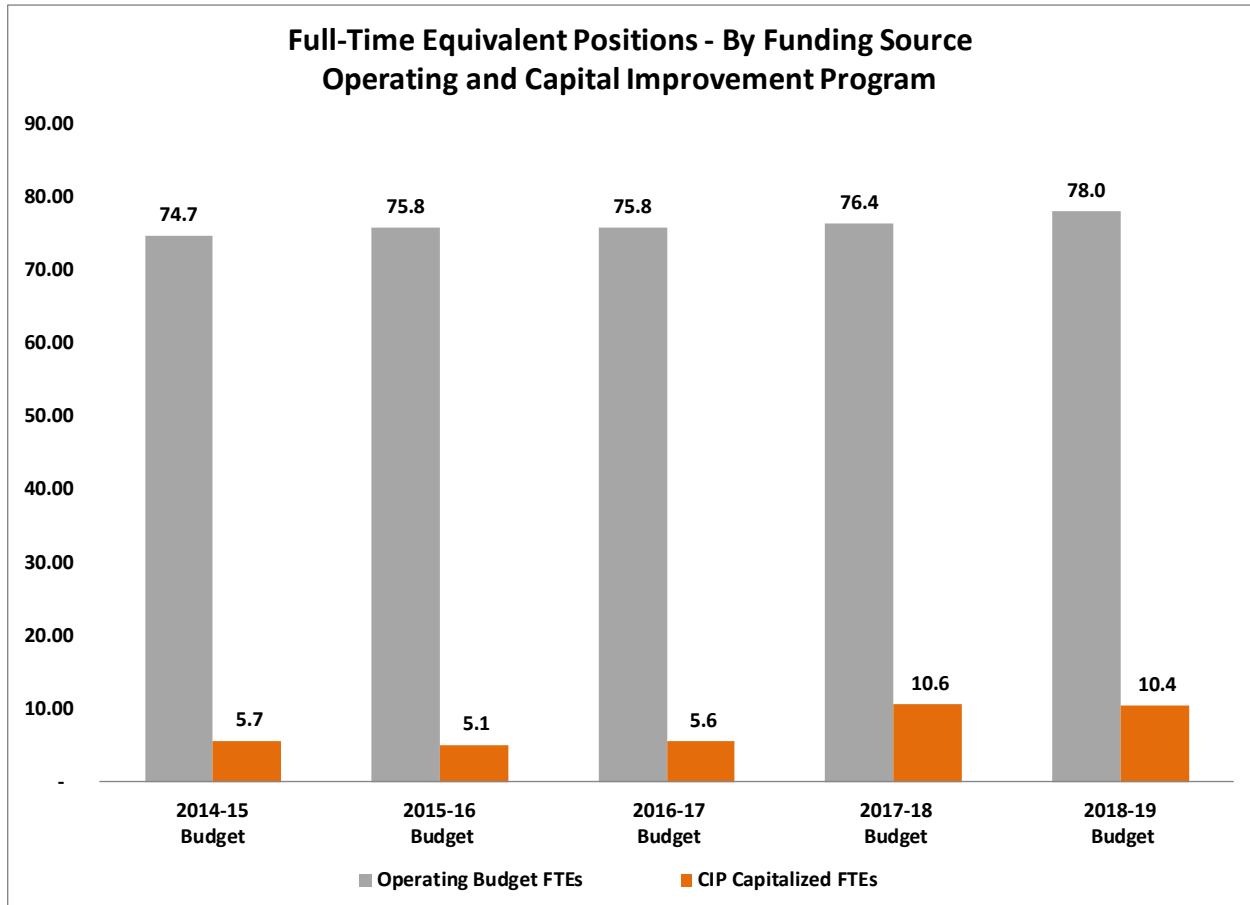
Full-time Equivalent Headcount - Operating Budget						
Department	2014-15 Budget	2015-16 Budget	2016-17 Budget	2017-18 Budget	2018-19 Budget	Increase/ (Decrease)
Operations	23.00	24.00	24.00	24.00	24.00	-
Maintenance	23.00	23.00	23.00	23.00	23.00	-
Lab/Technical Svcs	7.00	6.50	6.50	6.50	7.00	0.50
Environmental Services	5.00	5.00	5.00	5.00	5.00	-
Engineering (Operating only)	0.40	1.00	1.00	1.25	2.15	0.90
Health & Safety	1.00	1.00	1.00	1.00	1.00	-
Information Services	3.00	3.00	3.00	3.00	3.00	-
Administration	12.25	12.25	12.25	12.63	12.88	0.25
<b>TOTAL Full Time Equivalents</b>	<b>74.65</b>	<b>75.75</b>	<b>75.75</b>	<b>76.38</b>	<b>78.03</b>	<b>1.66</b>





In addition to the Operating Budget headcount figures, certain Engineering Division positions are dedicated to capital improvement projects. It should be noted that the Operating Budget excludes those costs. As SVCW enters a critical phase of its Capital Improvement Program, projects are now much larger and complex and require additional departmental administration.

The chart below defines the number of positions that have been traditionally charged to capital projects versus operating costs, and further illustrates how the 2018-19 Budget continues to dedicate approximately ten staff to manage increasingly large and complex projects.



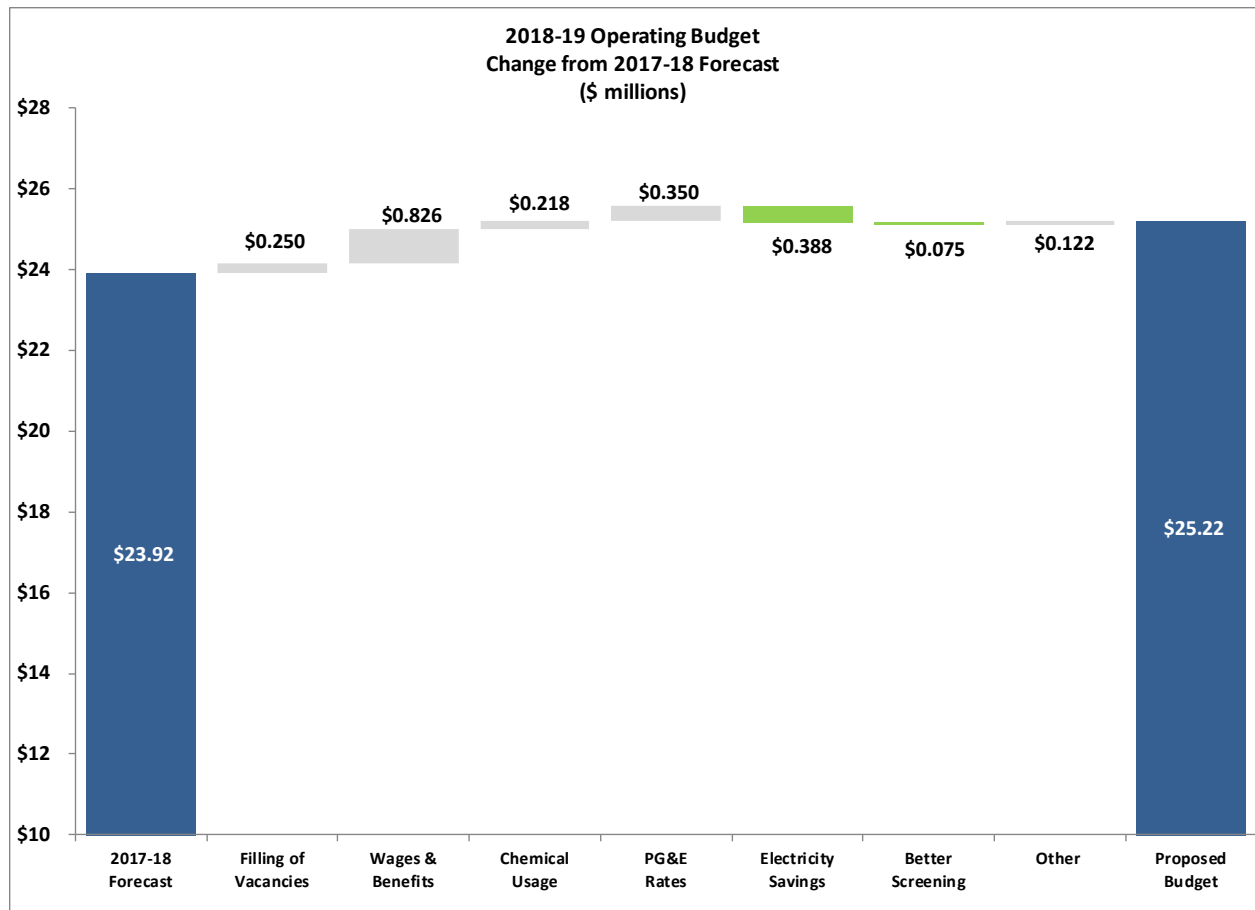
## Operating Costs Summary by Objective:

Gross Operating Expenses (compared to 2017-18 Forecast) increases by \$1.06 million, or 4.4%.

Silicon Valley Clean Water Expenditure Summary - By Objective						
Description	2016-17 Actual	Adopted 2017-18 Budget	2017-18 Forecast	Adopted 2018-19 Budget	\$ Incr/(Decr) v. Forecast	% Incr/(Decr) v. Forecast
Personnel	\$13,067,143	\$ 14,801,899	\$14,907,134	\$15,733,910	\$ 826,776	5.5%
Utilities	1,777,805	1,777,011	1,815,948	1,722,015	(93,933)	(5.2%)
Administrative Expenses	352,869	448,151	435,890	475,993	40,103	9.2%
Equipment & Supplies Expense	2,827,377	2,617,471	2,570,636	2,663,872	93,236	3.6%
Chemicals	1,181,551	1,377,005	1,184,566	1,521,768	337,202	28.5%
Professional & Contractual Services	2,704,120	2,524,456	2,676,759	2,492,590	(184,169)	(6.9%)
Training, Memberships, Travel	265,189	366,940	329,919	369,673	39,754	12.0%
<b>TOTAL</b>	<b>\$22,176,054</b>	<b>\$ 23,912,933</b>	<b>\$23,920,843</b>	<b>\$24,979,821</b>	<b>\$1,058,978</b>	<b>4.4%</b>

Comparing the 2018-19 Budget to the 2017-18 Forecast:

- Personnel costs will increase by \$827 thousand, or 5.5% compared to the 2017-18 Forecast. Approximately \$250 thousand of this increase is due to sustained vacancies occurring in the first half of 2016-17. The remaining increase is largely due to cost-of-living and step adjustments.
- Utilities costs are decreasing by \$94 thousand (5%), despite an anticipated 10% increase in PG&E rates. Cogeneration engines continue to provide over 60% of the treatment plant's electricity demand, and SVCW recently replaced inefficient equipment at the aeration and thickening processes to further reduce that demand.
- Administrative Expense will increase by \$40 thousand (20%) to fund a regional study of water quality and nutrients in the San Francisco Bay.
- Chemicals will increase by \$337 thousand, or 28.5%. A new sludge thickening technology will increase polymer use and, while it increases costs, it also better captures suspended solids in the wastewater and leads to produce similarly-sized electricity savings.
- Professional & Contractual Services will decrease by \$184 thousand, or 6.9%. SVCW continues to benefit from rag screening equipment that has reduced cleaning costs, technology licenses costs have declined, and SVCW will not incur NPDES permit renewal costs as it did in 2017-18.
- Training, Memberships, and Travel will increase by \$39 thousand (12%) as SVCW ensures its employees are well-versed in new technologies and reporting tools.



Silicon Valley Clean Water Operating Expenditures						
Description	2016-17 Actual	Adopted 2017-18 Budget	2017-18 Forecast	Adopted 2018-19 Budget	\$ Incr/(Decr) v. Forecast	% Incr/(Decr) v. Forecast
Personnel:						
Salaries	\$ 9,869,474	\$ 10,655,330	\$ 10,790,060	\$ 11,223,994	\$ 433,934	4.0%
Overtime	305,838	232,921	236,179	250,149	13,970	5.9%
Other Employee Benefits	4,800	2,409	20,162	-	(20,162)	(100.0%)
Retirement Benefit Contributions	402,930	1,236,766	1,229,375	1,367,491	138,117	11.2%
Health Insurance	1,439,246	1,555,288	1,531,680	1,693,869	162,189	10.6%
Payroll Tax	2,471	711	1,573	-	(1,573)	(100.0%)
Workers' Compensation	198,519	239,774	217,777	238,464	20,687	9.5%
Health Insurance - Retiree	696,412	718,854	721,229	791,213	69,983	9.7%
Medicare	147,453	159,846	159,099	168,730	9,631	6.1%
Subtotal: Personnel Costs	13,067,143	14,801,899	14,907,134	15,733,910	826,776	5.5%
Utilities	1,777,805	1,777,011	1,815,948	1,722,015	(93,933)	(5.2%)
Administrative Expenses	352,869	448,151	435,890	475,993	40,103	9.2%
Equipment & Supplies Expense:						
Office Supplies	12,857	13,930	12,741	16,800	4,059	31.9%
Rentals & Leases	85,312	73,224	63,360	64,224	864	1.4%
Supplies & Expenses	599,316	590,080	546,220	527,031	(19,189)	(3.5%)
Equipment Maint - Materials	846,404	735,588	839,225	821,834	(17,391)	(2.1%)
Equipment Maint - Services	1,057,225	1,067,812	989,935	1,086,775	96,840	9.8%
Non-Capital Equipment	226,263	136,837	119,155	147,208	28,053	23.5%
Subtotal: Equipment & Supplies	2,827,377	2,617,471	2,570,636	2,663,872	93,236	3.6%
Chemicals	1,181,551	1,377,005	1,184,566	1,521,768	337,202	28.5%
Professional Services	1,105,678	859,117	881,668	848,506	(33,162)	(3.8%)
Contractual Services	1,598,442	1,665,339	1,795,092	1,644,084	(151,008)	(8.4%)
Memberships & Meetings	60,441	75,707	70,720	87,544	16,824	23.8%
Conferences & Travel	74,985	118,495	102,305	119,533	17,228	16.8%
Training	129,764	172,738	156,894	162,596	5,702	3.6%
<b>TOTAL EXPENDITURES</b>	<b>\$ 22,176,054</b>	<b>\$ 23,912,933</b>	<b>\$ 23,920,843</b>	<b>\$ 24,979,821</b>	<b>\$ 1,058,978</b>	<b>4.4%</b>

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## Total Operating Expenditures by Division

Compared to the 2017-18 Forecast, Divisional changes in budget ranged according to individual strategies. Analysis of each Division is described on the following several pages.

Silicon Valley Clean Water Expenditure Summary - By Division						
Description	2016-17 Actual	Adopted 2017-18 Budget	2017-18 Forecast	Adopted 2018-19 Budget	\$ Incr/(Decr) v. Forecast	% Incr/(Decr) v. Forecast
Operations	\$ 8,114,729	\$ 8,781,014	\$ 8,798,423	\$ 9,187,056	\$ 388,633	4.4%
Maintenance	5,845,387	6,091,043	6,072,934	6,359,611	286,677	4.7%
Laboratory Services	1,490,022	1,721,762	1,616,865	1,764,871	148,006	9.2%
Environmental Services	960,711	1,095,896	1,077,279	1,173,532	96,253	8.9%
Engineering	359,802	554,380	509,346	763,033	253,687	49.8%
Safety	331,501	381,463	365,804	401,813	36,009	9.8%
Information Services	1,682,948	1,697,101	1,685,483	1,687,833	2,350	0.1%
Administration	3,390,955	3,589,562	3,794,719	3,642,071	(152,648)	(4.0%)
<b>TOTAL</b>	<b>\$22,176,054</b>	<b>\$ 23,912,222</b>	<b>\$23,920,843</b>	<b>\$24,979,821</b>	<b>\$1,058,978</b>	<b>4.4%</b>

## Operations

The Operations Division treats the wastewater of the Member Agencies economically and efficiently while meeting or exceeding all requirements of the National Pollutant Discharge Elimination System (NPDES) permit. A stable, well-trained work force monitors and controls process stability while striving to develop new and better operating methods.

The Division has a total of 24 full-time equivalent positions including an Operations Director and three Operations Supervisors. Staff also includes eight Senior Operators, seven Operators, three Utility Workers, and an Administrative Assistant. The Division also includes costs associated with the Wastewater Superintendent position. There are no changes in headcount planned for next year.

Operations Department Expenditures						
Description	Adopted		Adopted	\$	%	
	2016-17	2017-18				
	2016-17	2017-18	2017-18	2018-19	Incr/(Decr)	Incr/(Decr)
	Actual	Budget	Forecast	Budget	v. Forecast	v. Forecast
Personnel:						
Salaries	\$ 2,885,673	\$ 3,110,518	\$ 3,120,080	\$ 3,298,328	\$ 178,248	5.7%
Overtime	161,317	136,907	136,763	148,103	11,340	8.3%
Retirement Benefit Contributions	160,849	359,123	353,018	394,653	41,635	11.8%
Health Insurance	489,357	512,463	500,020	497,786	(2,234)	(0.4%)
Workers' Compensation	67,882	81,215	73,317	82,519	9,202	12.6%
Health Insurance - Retiree	217,659	222,613	223,302	242,208	18,906	8.5%
Medicare	43,930	47,425	46,602	50,471	3,869	8.3%
Subtotal: Personnel Costs	4,026,668	4,470,263	4,453,101	4,714,068	260,967	5.9%
Utilities	1,628,314	1,597,671	1,656,923	1,551,375	(105,548)	(6.4%)
Administrative Expenses	58	-	-	-	-	
Equipment & Supplies Expense:						
Rentals & Leases	41,316	13,500	6,750	-	(6,750)	(100.0%)
Supplies & Expenses	15,419	702	5,713	702	(5,011)	(87.7%)
Equipment Maint - Materials	5,072	-	238	-	(238)	(100.0%)
Equipment Maint - Services	563	-	89	-	(89)	(100.0%)
Non-Capital Equipment	21,602	2,705	4,754	15,096	10,342	217.5%
Subtotal: Equipment & Supplies	83,973	16,907	17,544	15,798	(1,746)	(10.0%)
Chemicals	1,181,551	1,377,005	1,184,566	1,521,768	337,202	28.5%
Contractual Services	1,157,720	1,263,140	1,433,890	1,316,019	(117,871)	(8.2%)
Memberships & Meetings	1,619	7,920	4,527	7,884	3,357	74.2%
Conferences & Travel	6,160	7,440	9,489	22,104	12,615	133.0%
Training	28,666	40,668	38,383	38,040	(343)	(0.9%)
<b>TOTAL EXPENDITURES</b>	<b>\$ 8,114,729</b>	<b>\$ 8,781,014</b>	<b>\$ 8,798,423</b>	<b>\$ 9,187,056</b>	<b>\$ 388,633</b>	<b>4.4%</b>

As compared to the 2017-18 Forecast, significant increases / decreases in the operating budget for Operations include:

- Personnel costs will increase \$261 thousand, or 5.9%. The Operations Division had a Senior Operator position vacant early in this fiscal year. This vacancy contributes \$110 thousand of the increase. The remaining increase is for annual adjustments in compensation. Overtime increases by \$11 thousand based upon a three-year trailing average.
- Budgeted Utilities Expense will decrease for the second consecutive year. This time by \$106 thousand, or 6.4%. This decrease will occur despite a projected PG&E rate increase of 10%, worth \$350 thousand. Not only will cogeneration engine performance improve next to reduce energy demand and save \$279 thousand, SVCW will replace aeration mixing equipment and introduce new technologies to improve the removal of suspended solids which combined save \$238 thousand in electricity.
- Chemicals will increase by \$337 thousand (28%) next year. Much of this increase is attributable to equipment changes in the sludge thickening process. Existing gravity thickeners are now being replaced with Rotary Drum Thickeners (RDTs). While RDT processes improves the removed percentage of suspended solids, it requires approximately \$130 thousand more in polymer. This cost, however produces a clearer effluent that subsequently reduces the amount of energy used in secondary treatment processes.

Additionally, chemical costs will increase as a preventative measure to reduce the speed of corrosion in the force main. Approximately \$121 thousand more in nitrate use.

- Contractual Services will decrease by \$118 thousand (8.2%) in 2018-19. Improvements in equipment and process have improved the extent to which biosolids are dried, which reduces the weight and cost of hauling and disposal.



## Maintenance

The Maintenance Division is a service and support function whose objective is to assure that all equipment and facilities operate in a reliable and safe manner through well-planned and administered programs of preventative maintenance, corrective maintenance, replacement, and modification. Maintenance programs are implemented by a well-trained staff utilizing modern administrative and technical tools and skills.

There are 23 full-time equivalent positions in the Maintenance Division. It works under the direction of the Maintenance Director, three Maintenance Supervisors, and a Planner/Scheduler Supervisor. Staff includes nine Senior Plant Mechanics, two Plant Mechanics, three Senior Instrumentation Mechanics, and three Senior Electrical Mechanics. There are no changes in headcount planned for next year.

Maintenance Services Department Expenditures						
Description	2016-17 Actual	Adopted 2017-18 Budget	2017-18 Forecast	Adopted 2018-19 Budget	\$ Incr/(Decr) v. Forecast	% Incr/(Decr) v. Forecast
Personnel:						
Salaries	\$ 2,783,235	\$ 3,051,993	\$ 3,083,347	\$ 3,211,494	\$ 128,147	4.2%
Overtime	79,857	46,117	47,556	61,810	14,254	30.0%
Retirement Benefit Contributions	156,589	356,861	352,650	394,649	41,999	11.9%
Health Insurance	449,909	506,242	493,002	542,043	49,041	9.9%
Workers' Compensation	66,290	81,722	74,457	81,740	7,283	9.8%
Health Insurance - Retiree	202,551	213,337	215,445	232,116	16,671	7.7%
Medicare	41,352	45,182	45,267	48,098	2,831	6.3%
Subtotal: Personnel Costs	3,779,784	4,301,455	4,311,724	4,571,951	260,226	6.0%
Utilities	-	-	162	-	(162)	
Administrative Expenses	93	-	15	-	(15)	
Equipment & Supplies Expense:						
Office Supplies	-	-	116	-	(116)	(100.0%)
Rentals & Leases	7,873	23,496	16,630	26,496	9,866	59.3%
Supplies & Expenses	138,286	145,876	149,109	122,392	(26,717)	(17.9%)
Equipment Maint - Materials	826,355	727,092	819,759	810,084	(9,675)	(1.2%)
Equipment Maint - Services	856,748	736,512	648,803	742,272	93,469	14.4%
Non-Capital Equipment	50,550	32,160	11,688	24,000	12,312	105.3%
Subtotal: Equipment & Supplies	1,879,812	1,665,136	1,646,104	1,725,244	79,140	4.8%
Professional Services	11,498	-	-	-	-	0.0%
Contractual Services	113,828	61,896	59,592	6,396	(53,196)	(89.3%)
Memberships & Meetings	4,465	4,536	4,171	5,880	1,709	41.0%
Conferences & Travel	4,071	7,680	3,840	10,475	6,635	172.8%
Training	51,836	50,340	47,325	39,665	(7,660)	(16.2%)
<b>TOTAL EXPENDITURES</b>	<b>\$ 5,845,387</b>	<b>\$ 6,091,043</b>	<b>\$ 6,072,934</b>	<b>\$ 6,359,611</b>	<b>\$ 286,677</b>	<b>4.7%</b>

As compared to the 2017-18 Forecast, significant increases / decreases in the operating budget for Maintenance include:

- Personnel costs will increase \$260 thousand, or 6.0%. largely due to contractual increases in wages (step increases and cost-of-living adjustments) and associated benefits.
- Supplies Expenses will decrease by \$27 thousand (17.9%) and Equipment Materials Expense by \$9.7 thousand, as the Maintenance Division transfers fleet management to the Purchasing group in the Administration Division.
- Contractual Services will decrease by \$53 thousand (89%), as the Maintenance Division transfers facilities management costs to the Purchasing group in the Administration Division.

## Laboratory Services

The Laboratory Services Division performs all laboratory support for process control and regulatory compliance. Staff is scientifically trained and technically experienced to perform the collection and analysis of wastewater samples.

The Laboratory Director oversees a staff of two Water Quality Specialists, a Lab Analyst I, a Lab Analyst II, a Senior Lab Analyst, and a Lab Assistant. Due to regulatory changes that will increase the volume of samples and lab testing, the 2018-19 Budget increases the Lab Assistant from part-time to full-time next year.

Laboratory Services Department Expenditures							
Description	2016-17 Actual	Adopted 2017-18 Budget	2017-18 Forecast	Adopted 2018-19 Budget	\$ Incr/(Decr) v. Forecast	% Incr/(Decr) v. Forecast	
Personnel:							
Salaries	\$ 739,706	\$ 804,919	\$ 768,929	\$ 849,969	\$ 81,040	10.5%	
Overtime	15,915	16,371	14,897	17,756	2,859	19.2%	
Retirement Benefit Contributions	33,322	93,308	87,767	98,386	10,619	12.1%	
Health Insurance	107,580	112,270	104,901	138,623	33,721	32.1%	
Workers' Compensation	18,894	23,157	19,916	22,456	2,540	12.8%	
Health Insurance - Retiree	62,552	64,929	59,865	70,644	10,779	18.0%	
Medicare	11,686	12,819	12,005	13,217	1,213	10.1%	
Subtotal: Personnel Costs	989,655	1,127,772	1,068,279	1,211,050	142,771	13.4%	
Administrative Expenses	200,528	268,101	251,770	281,593	29,823	11.8%	
Equipment & Supplies Expense:							
Rentals & Leases	836	996	922	996	74	8.0%	
Supplies & Expenses	101,599	117,996	116,001	105,000	(11,001)	(9.5%)	
Equipment Maint - Materials	5,597	4,752	6,512	8,004	1,492	22.9%	
Equipment Maint - Services	40,486	45,320	40,915	46,779	5,864	14.3%	
Non-Capital Equipment	30,555	29,568	17,475	23,112	5,637	32.3%	
Subtotal: Equipment & Supplies	179,073	198,632	181,825	183,891	2,066	1.1%	
Professional Services	22,556	31,000	39,481	6,000	(33,481)	(84.8%)	
Contractual Services	66,639	63,943	51,246	55,221	3,975	7.8%	
Memberships & Meetings	10,136	8,360	8,170	7,982	(188)	(2.3%)	
Conferences & Travel	8,480	11,700	9,371	8,500	(871)	(9.3%)	
Training	12,954	12,254	6,722	10,634	3,912	58.2%	
<b>TOTAL EXPENDITURES</b>	<b>\$ 1,490,022</b>	<b>\$ 1,721,762</b>	<b>\$ 1,616,865</b>	<b>\$ 1,764,871</b>	<b>\$ 148,006</b>	<b>9.2%</b>	

As compared to the 2017-18 Forecast, significant increases / decreases in the operating budget for Laboratory Services include:

- Personnel costs will increase \$137 thousand, or 12.8%. In 2017-18, one Laboratory Assistant position has been vacant as the Division used temporary help services in lieu of a permanent hire. This Budget fills the Laboratory Assistant position with a full-time person to respond to recent changes in SVCW's NPDES permit that will require additional sampling and testing. Concurrently, personnel costs will increase due to contractual increases in wages (step increases and cost-of-living adjustments) and associated benefits.
- Administrative Expenses will increase by \$30 thousand, or 11.8%. SVCW participates in a regional study of San Francisco Bay water quality, which increased the amount of scientific funds needed to produce its report on nutrient loading.
- Professional Services will decline by \$33.4 thousand (84%). During 2017-18 SVCW retained a consultant to assist in renewal of its five-year NPDES permit. This activity will not be needed next year.

## Environmental Services

The Environmental Services Division supports process control and regulatory compliance. The experienced staff collects samples from on site and in the field, and also administers the Industrial Pretreatment and the Pollution Prevention Programs. The Division issues permits to entities that handle wastewater, groundwater discharge, septic and restaurant grease. It also conducts sanitary sewer complaint response, fats oils and grease inspections and performs public and educational outreach for the communities within our service area.

The Division includes an Environmental Services Director who oversees a Senior Environmental Compliance Inspector, two Environmental Compliance Inspectors, and a Pollution Prevention Specialist. There are no changes in headcount planned for next year.

Environmental Services Department Expenditures							
Description	2016-17 Actual	Adopted 2017-18 Budget	2017-18 Forecast	Adopted 2018-19 Budget	\$ Incr/(Decr) v. Forecast	% Incr/(Decr) v. Forecast	
Personnel:							
Salaries	\$ 652,625	\$ 684,644	\$ 687,833	\$ 717,491	\$ 29,658	4.3%	
Overtime	6,536	9,348	4,961	8,303	3,342	67.4%	
Retirement Benefit Contributions	35,785	79,819	80,078	90,202	10,124	12.6%	
Health Insurance	78,267	80,298	80,562	85,451	4,889	6.1%	
Workers' Compensation	15,237	18,211	16,467	18,165	1,698	10.3%	
Health Insurance - Retiree	45,844	46,378	46,705	50,460	3,755	8.0%	
Medicare	9,395	10,064	9,933	10,662	729	7.3%	
Subtotal: Personnel Costs	843,689	928,760	926,540	980,734	54,195	5.8%	
Administrative Expenses	31,957	37,045	17,612	40,757	23,145	131.4%	
Equipment & Supplies Expense:							
Rentals & Leases	-	-	-	1,320	1,320	0.0%	
Supplies & Expenses	9,926	14,004	14,044	10,500	(3,544)	(25.2%)	
Equipment Maint - Materials	-	996	498	996	498	100.0%	
Equipment Maint - Services	-	1,200	600	1,200	600	100.0%	
Non-Capital Equipment	234	12,600	12,699	6,600	(6,099)	(48.0%)	
Subtotal: Equipment & Supplies	10,160	28,800	27,840	20,616	(7,224)	(25.9%)	
Professional Services	31,750	24,500	33,500	50,000	16,500	49.3%	
Contractual Services	35,790	51,948	47,779	55,244	7,465	15.6%	
Memberships & Meetings	1,342	3,455	1,661	3,813	2,152	129.5%	
Conferences & Travel	4,249	13,000	16,500	12,900	(3,600)	(21.8%)	
Training	1,775	8,388	5,847	9,468	3,621	61.9%	
<b>TOTAL EXPENDITURES</b>	<b>\$ 960,711</b>	<b>\$ 1,095,896</b>	<b>\$ 1,077,279</b>	<b>\$ 1,173,532</b>	<b>\$ 96,253</b>	<b>8.9%</b>	

As compared to the 2017-18 Forecast, significant increases / decreases in the operating budget for Environmental Services include:

- Personnel costs will increase \$54 thousand, or 5.8%, the result of anticipated increases in pay and associated benefits.
- Administrative Expenses will increase by \$23 thousand, due to the timing of renewing certain air permits.
- Professional Services will increase by \$16.5 thousand as SVCW prepares to analyze its local limits requirements.

## Engineering

The Engineering Division is responsible for improvements and replacement of SVCW capital facilities. Engineering staff provides oversight, direction, and management of the capital improvement projects. It works to build safe, innovative, sustainable, efficient, and cost-effective infrastructure that ensures the longevity of SVCW facilities and protects the investments made by customers. Engineering achieves this through building successful partnerships with peers, consultants, and contractors from a project's inception through construction and into start-up with the highest levels of professionalism, integrity, and fairness.

The Division works under the direction of the Engineering Director. The staff includes a Senior CIP Manager, four Senior Engineers, one Administrative Assistant, and two Engineering Interns during the summer. Engineering labor is predominantly charged to capital projects; therefore the 2017-19 Operating Budget contains 75% of the Engineering Director, 40% of a Senior Engineer, and 100% of an operating engineer.

Engineering Department Expenditures						
Description	2016-17 Actual	Adopted 2017-18 Budget	2017-18 Forecast	Adopted 2018-19 Budget	\$ Incr/(Decr) v. Forecast	% Incr/(Decr) v. Forecast
Personnel:						
Salaries	\$ 149,768	\$ 222,336	\$ 169,700	\$ 389,184	\$ 219,485	129.3%
Retirement Benefit Contributions	(116,114)	26,680	18,772	44,546	25,773	137.3%
Health Insurance	16,248	21,486	17,507	51,979	34,472	196.9%
Payroll Tax	53	-	1,898	-	(1,898)	(100.0%)
Workers' Compensation	2,562	3,863	2,278	897	(1,382)	(60.6%)
Health Insurance - Retiree	7,745	11,594	8,838	21,698	12,860	145.5%
Medicare	2,033	3,224	2,463	5,643	3,180	129.1%
Subtotal: Personnel Costs	62,296	289,184	221,456	513,947	292,491	132.1%
Utilities	315	-	315	-	(315)	
Equipment & Supplies Expense:						
Office Supplies	-	-	851	-	(851)	(100.0%)
Supplies & Expenses	588	8,616	8,536	8,616	80	0.9%
Equipment Maint - Services	-	-	7,133	-	(7,133)	
Subtotal: Equipment & Supplies	588	8,616	16,520	8,616	(7,904)	(47.8%)
Professional Services	251,703	184,996	217,402	189,000	(28,402)	(13.1%)
Memberships & Meetings	10,874	20,679	8,188	20,870	12,682	154.9%
Conferences & Travel	32,370	39,000	32,949	24,000	(8,949)	(27.2%)
Training	1,655	11,905	12,516	6,600	(5,916)	(47.3%)
<b>TOTAL EXPENDITURES</b>	<b>\$ 359,802</b>	<b>\$ 554,380</b>	<b>\$ 509,346</b>	<b>\$ 763,033</b>	<b>\$ 253,687</b>	<b>49.8%</b>

As compared to the 2017-18 Forecast, significant increases / decreases in the operating budget for Engineering include:

- Personnel costs will increase \$292 thousand, approximately \$240 thousand of which is for reassignment of labor to the Operating Budget. As the CIP matures and completes projects, the Engineering Division is shifting resources to support wastewater operations. The remaining increase represents ordinary inflationary pressures.



## Safety

The Safety Division develops, implements, and oversees all safety programs for the agency. It is staffed with one Health and Safety Director. There are no changes in headcount planned for next year.

Safety Department Expenditures							
Description	2016-17 Actual	Adopted 2017-18 Budget	2017-18 Forecast	Adopted 2018-19 Budget	\$ Incr/(Decr) v. Forecast	% Incr/(Decr) v. Forecast	
Personnel:							
Salaries	\$ 153,734	\$ 159,445	\$ 175,232	\$ 183,951	\$ 8,719	5.0%	
Retirement Benefit Contributions	(13,691)	18,536	1,163	13,099	11,936	0.0%	
Health Insurance	26,291	26,812	28,031	28,735	704	2.5%	
Workers' Compensation	3,466	4,204	4,034	4,562	528	13.1%	
Health Insurance - Retiree	9,240	9,276	9,891	10,092	201	2.0%	
Medicare	2,141	2,313	2,460	2,667	207	8.4%	
Subtotal: Personnel Costs	181,182	220,584	235,164	243,106	7,942	3.4%	
Administrative Expenses	17,144	25,500	20,425	25,500	5,075	24.8%	
Equipment & Supplies Expense:							
Rentals & Leases	695	-	-	-	-	0.0%	
Supplies & Expenses	68,990	75,744	58,686	70,682	11,996	20.4%	
Equipment Maint - Materials	9,380	2,748	1,961	2,750	789	40.3%	
Equipment Maint - Services	2,076	6,000	3,126	6,000	2,874	91.9%	
Non-Capital Equipment	632	2,604	1,899	2,800	901	47.4%	
Subtotal: Equipment & Supplies	81,772	87,096	65,672	82,232	16,560	25.2%	
Contractual Services	35,816	20,154	24,876	26,400	1,524	6.1%	
Memberships & Meetings	5,563	2,760	860	2,760	1,900	220.9%	
Conferences & Travel	2,143	5,365	4,532	3,815	(717)	(15.8%)	
Training	7,387	20,004	14,275	18,000	3,725	26.1%	
<b>TOTAL EXPENDITURES</b>	<b>\$ 331,501</b>	<b>\$ 381,463</b>	<b>\$ 365,804</b>	<b>\$ 401,813</b>	<b>\$ 36,009</b>	<b>9.8%</b>	

As compared to the 2017-18 Forecast, significant increases / decreases in the operating budget for Safety include:

- Personnel costs will change \$8 thousand (3.4%), the result of anticipated increases in pay and associated benefits.
- Supplies & Expenses will increase by nearly \$12 thousand as the purchase of certain supplies was deferred in the current year.

## Information Services

The Information Services Division manages all computers and information systems of the agency. The Information Services Director oversees two Senior Information System Analysts.

Information Services Department Expenditures							
Description	2016-17 Actual	Adopted 2017-18 Budget	2017-18 Forecast	Adopted 2018-19 Budget	\$ Incr/(Decr) v. Forecast	% Incr/(Decr) v. Forecast	
Personnel:							
Salaries	\$ 451,515	\$ 460,536	\$ 474,516	\$ 512,648	\$ 38,131	8.0%	
Overtime	16,563	17,143	15,911	-	(15,911)	(100.0%)	
Retirement Benefit Contributions	39,220	53,115	61,760	88,115	26,355	42.7%	
Health Insurance	41,600	42,799	44,175	46,656	2,481	5.6%	
Workers' Compensation	11,127	12,905	11,836	13,186	1,349	11.4%	
Health Insurance - Retiree	27,720	27,827	28,523	30,276	1,753	6.1%	
Medicare	6,951	7,183	7,235	7,710	475	6.6%	
Subtotal: Personnel Costs	594,697	621,507	643,957	698,590	54,634	8.5%	
Utilities	148,681	179,340	158,548	170,640	12,092	7.6%	
Equipment & Supplies Expense:							
Rentals & Leases	33,824	34,200	37,745	34,200	(3,545)	(9.4%)	
Supplies & Expenses	186,523	150,600	122,477	132,900	10,423	8.5%	
Equipment Maint - Services	157,353	278,780	288,484	257,380	(31,104)	(10.8%)	
Non-Capital Equipment	121,524	56,000	66,823	75,600	8,777	13.1%	
Subtotal: Equipment & Supplies	499,224	519,580	515,529	500,080	(15,449)	(3.0%)	
Professional Services	297,036	219,996	252,658	231,000	(21,658)	(8.6%)	
Contractual Services	130,836	135,000	92,792	64,000	(28,792)	(31.0%)	
Memberships & Meetings	1,668	1,682	739	1,523	784	106.1%	
Conferences & Travel	1,310	7,000	3,972	7,000	3,028	76.2%	
Training	9,496	12,996	17,288	15,000	(2,288)	(13.2%)	
<b>TOTAL EXPENDITURES</b>	<b>\$ 1,682,948</b>	<b>\$ 1,697,101</b>	<b>\$ 1,685,483</b>	<b>\$ 1,687,833</b>	<b>\$ 2,350</b>	<b>0.1%</b>	

As compared to the 2017-18 Forecast, total expenditures in the Information Services Division will remain flat. Significant variances include:

- Personnel costs will increase \$55 thousand, or 8.5%, for anticipated increases in pay and associated benefits. This figure also recognizes the elimination of overtime, as technical staff are reclassified to exempt status beginning FY 2018-19.
- Utilities will increase by \$12 thousand (7.9%) as telecommunication rates increase for remote connectivity to pump stations.
- The Division will experience decreases in Equipment Maintenance Services next year, as certain support activities in the current fiscal year will not reoccur next year.
- As Information Systems Division staff deploy new improvements and sunset older technology, the amount spent on Professional and Contractual Services will decline.

## Administrative Services

The Administrative Services Division provides legal, financial, personnel, and administrative support to the Commission, General Manager, and other Divisions. It is committed to presenting a positive and professional image of SVCW to the general public and Member Agencies. The Division is responsible for accounting, human resources, purchasing, risk management, and asset management. Costs for the Agency Commission, Controller, Attorney, Manager, Assistant Manager, and CFO are included in the Administrative Services Division. Additionally, certain accounting and data processing services are provided by Redwood City.

The Division works under the direction of the Manager and Chief Financial Officer. The Administrative Services Director retired in December 2017. Administrative staff includes 1.63 Assistants, one Human Resources Director, and one Materials Services Supervisor (with a staff of two Purchasing Coordinators). The Chief Financial Officer manages one Financial Analyst, two Accountants, one Financial Analyst, and a Business Analyst. To prepare for the implementation of a new accounting system, an Accounting Supervisor Position was added during 2017-18.

Administrative Services Department Expenditures						
Description	2016-17 Actual	Adopted 2017-18 Budget	2017-18 Forecast	Adopted 2018-19 Budget	\$ Incr/(Decr) v. Forecast	% Incr/(Decr) v. Forecast
Personnel:						
Salaries	\$ 2,053,216	\$ 2,160,939	\$ 2,310,422	\$ 2,060,928	\$ (249,494)	(10.8%)
Overtime	25,649	7,036	16,092	14,178	(1,914)	(11.9%)
Other Employee Benefits	4,800	2,409	20,162	-	(20,162)	(100.0%)
Retirement Benefit Contributions	106,970	249,324	258,281	243,842	(14,439)	(5.6%)
Health Insurance	229,993	252,919	263,116	302,595	39,478	15.0%
Payroll Tax	2,418	-	1,219	-	(1,219)	0.0%
Workers' Compensation	13,059	14,498	15,472	14,940	(532)	(3.4%)
Health Insurance - Retiree	123,101	122,901	128,660	133,719	5,059	3.9%
Medicare	29,965	31,637	33,134	30,262	(2,872)	(8.7%)
Subtotal: Personnel Costs	2,589,172	2,841,662	3,046,558	2,800,463	(246,095)	(8.1%)
Administrative Expenses	103,089	117,505	146,103	128,143	(17,960)	(12.3%)
Equipment & Supplies Expense:						
Office Supplies	12,857	13,930	11,776	16,800	5,024	42.7%
Rentals & Leases	767	1,032	1,278	1,212	(66)	(5.1%)
Supplies & Expenses	77,984	76,542	74,965	76,239	1,274	1.7%
Non-Capital Equipment	1,166	1,200	3,310	-	(3,310)	(100.0%)
Subtotal: Equipment & Supplies	92,775	92,704	99,921	127,395	27,474	27.5%
Professional Services	491,135	398,625	362,607	372,506	9,899	2.7%
Contractual Services	57,813	69,258	67,030	120,804	53,774	80.2%
Memberships & Meetings	24,774	26,315	36,606	36,832	226	0.6%
Conferences & Travel	16,202	27,310	21,501	30,739	9,238	43.0%
Training	15,995	16,183	14,393	25,189	10,796	75.0%
<b>TOTAL EXPENDITURES</b>	<b>\$ 3,390,955</b>	<b>\$ 3,589,562</b>	<b>\$ 3,794,719</b>	<b>\$ 3,642,071</b>	<b>\$ (152,648)</b>	<b>(4.0%)</b>

As compared to the 2017-18 Forecast, significant increases / decreases in the operating budget for Administrative Services include:

- Personnel costs will decrease \$246 thousand, or 8.1%. The Division experienced the retirement of the Administrative Director position, which is not being filled next year. Additionally, the Chief Engineer / Assistant Manager is increasingly focused on the RESCU program, causing associated labor costs to be allocated to the project. Other ordinary inflationary increases for step and cost-of-living adjustments are budgeted.
- Administrative expenses will decrease, as the current year experienced a placement fee associated with recruiting an Administrative Assistant position for Engineering.
- Contractual Services will increase as responsibility for fleet and facilities has transferred from the Maintenance Division to Administration.

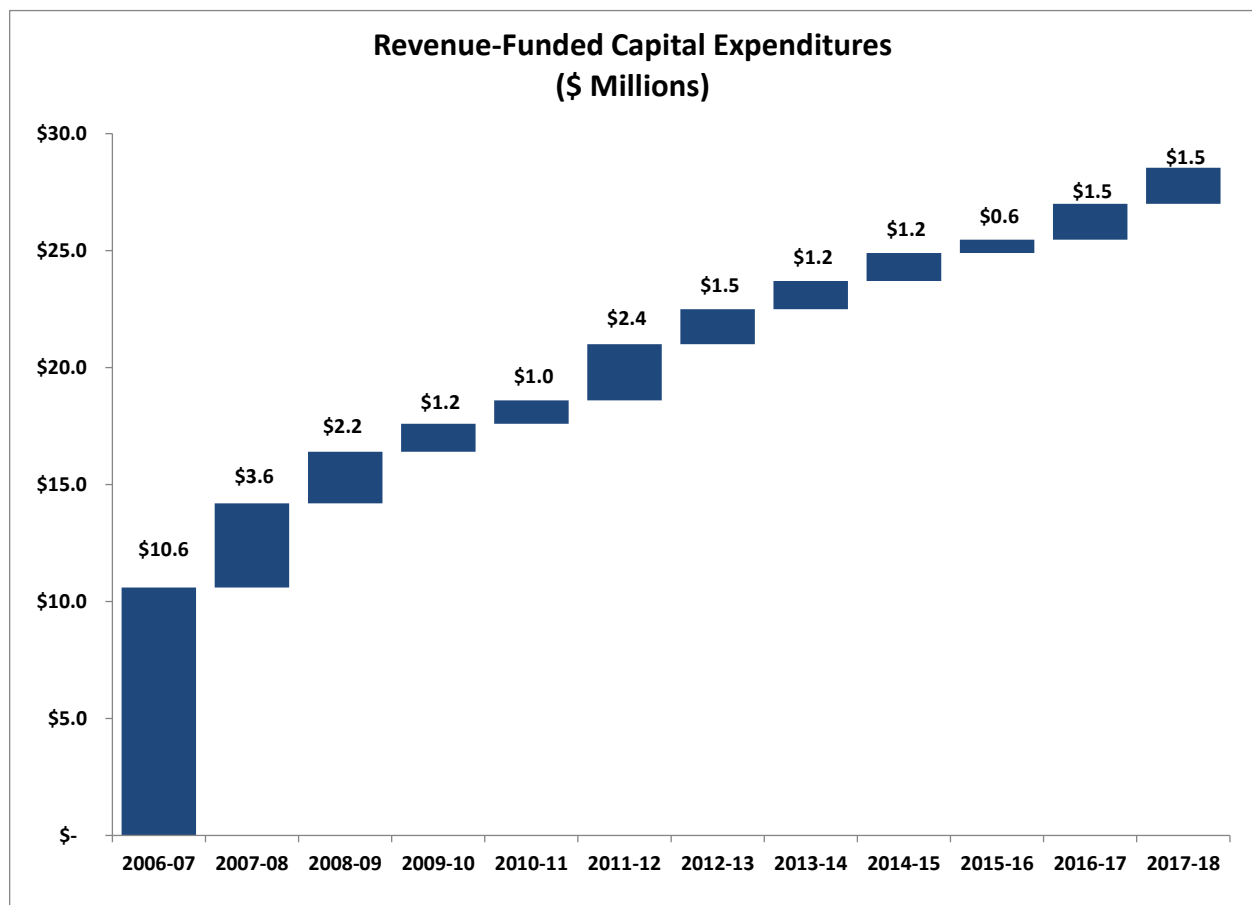
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## SECTION 4 – REVENUE-FUNDED CAPITAL EXPENDITURES

### Summary:

Revenue-Funded Capital Expenditures are for capital projects that less than \$1 million and completed within one year. These projects offer identifiable improvements in the short term. Revenue-funded capital expenditures may include minor construction projects, major maintenance and rehabilitation projects, planning studies, and preliminary engineering analysis for major capital improvements. It is therefore appropriate to fund such projects using available cash funds rather than financing them over 30 years.

Since 2006-07, SVCW has spent approximately \$27 million on Revenue-Funded capital expenditures. Prior to formally adopting the Capital Improvement Program in fiscal year 2008-09, Member Agencies made large cash contributions of \$10.6 million that were needed to address immediate project needs. Since 2008-09, however, SVCW has averaged \$1.4 million annually in Revenue-Funded capital expenditures.





The 2018-19 Budget of \$1.49 million for Revenue-Funded capital expenditures includes:

2018-19 Budget, Revenue-Funded Capital	
Description	One-time Cost
<b>Plant Process</b>	
3-water system expansion	\$ 400,000
Spent Backwash pump replacements	260,000
Recycled Water Line	150,000
Cogen and emergency generators exhaust extensions	45,000
Control Building HVAC control system upgrade	25,000
Dechlorination system upgrade	25,000
Stormwater Pump Replacement	25,000
Subtotal	<u>\$ 930,000</u>
<b>Technology</b>	
Cisco HyperFlex	\$ 225,000
Wonderware SCADA Upgrade	120,000
e-File Structure & Retention	60,000
Subtotal	<u>\$ 405,000</u>
<b>Equipment</b>	
Spyder Crane, URW094	\$ 60,000
Articulating-boom lift	55,000
Forklift	35,500
Subtotal	<u>\$ 150,500</u>
<b>GRAND TOTAL, REVENUE-FUNDED CAPITAL</b>	<u><b>\$ 1,485,500</b></u>

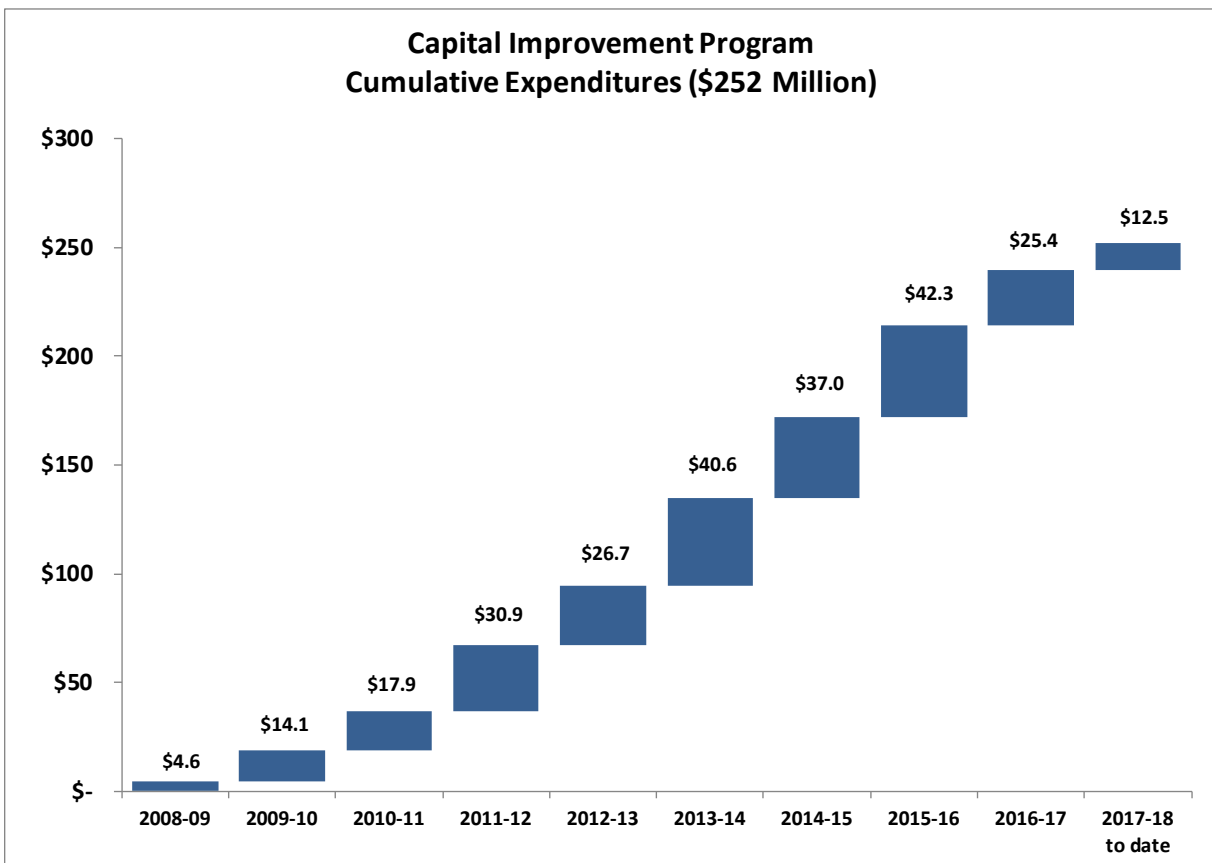
The above projects will maintain critical operations, increase productivity, and reduce operating costs. Key activities include:

- Plant Processes – The 3-water system provides pressurized, chlorinated water for cleaning, wash-down, and industrial use throughout the plant and must be expanded to accommodate additional uses. Other improvements include replacement of certain pumps, repairs of recycled water lines, and adjustments to exhaust systems and HVAC controls.
- Technology – Server hardware has reached the end of its useful life and must be replaced. Additionally, the Supervisory Control and Data Acquisition (SCADA) system will be upgraded to current licenses. Finally, as SVCW complies with state-mandated record retention guidelines, it will acquire e-File software.
- Equipment – A Spyder Crane will help lift heavy objects and reduce the risk of injuries. A boom lift will support in-house maintenance of elevated equipment. There is also a need to replace a forklift that has reached the end of its useful life.

## SECTION 5 – CAPITAL IMPROVEMENT PROGRAM & DEBT SERVICE

### Background:

SVCW's wastewater treatment plant was constructed in 1980 and connected to an influent conveyance system built in 1969. In 2006, engineering studies determined the majority of SVCW fixed assets were beyond their useful lives and needed replacement. SVCW therefore initiated its CIP to replace and rehabilitate wastewater conveyance and treatment systems in a structured and prioritized manner. Now in its tenth year, the CIP has completed over 100 projects and spent \$252 million.

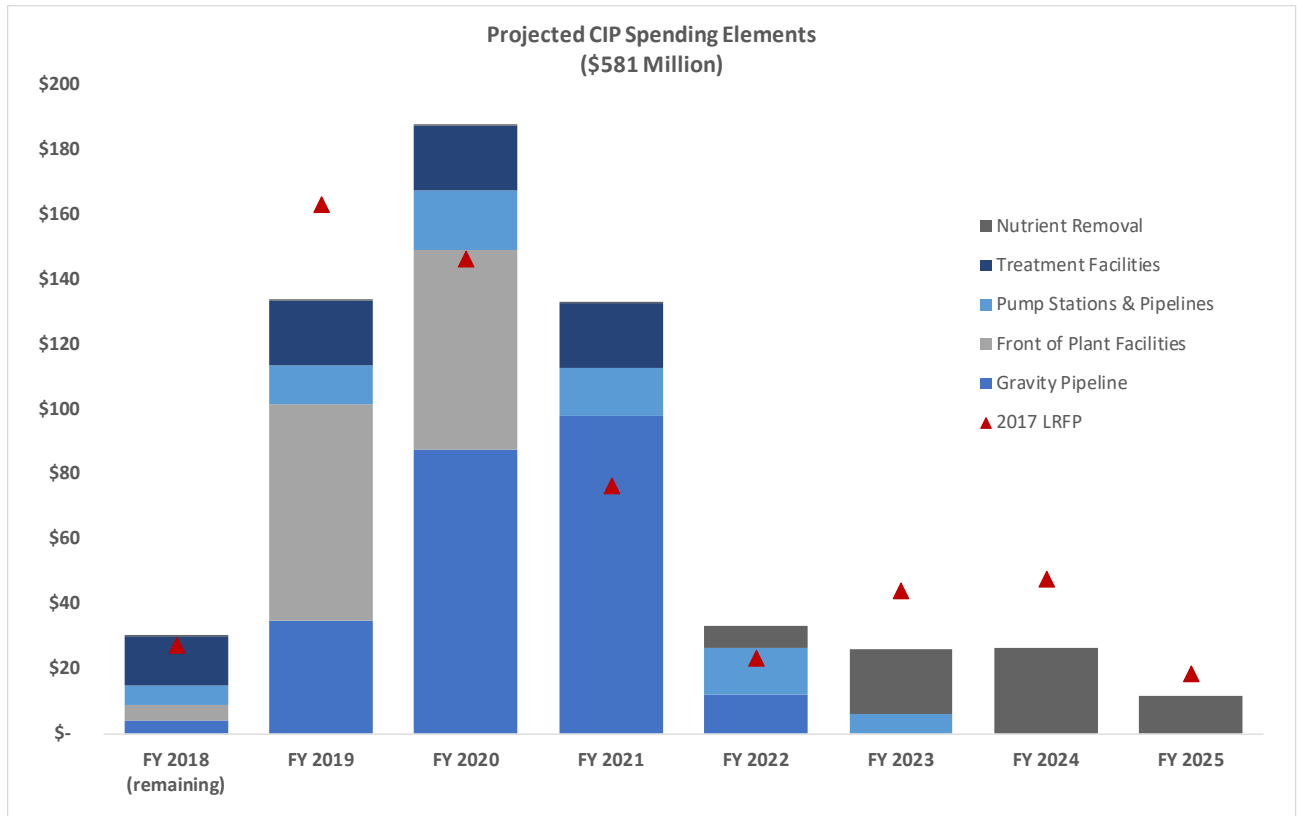


CIP Expenditures since Inception (\$ Millions)	
Program	Value
Conveyance System	\$ 89.5
Energy and Automation	77.3
General Plant Facilities	35.2
Solids Handling	17.8
Plant Process	17.2
Corrosion and Odor Control	13.6
Nutrient Removal	0.6
CIP Support	0.8
<b>TOTAL</b>	<b>\$ 252.1</b>

#### **CIP Projected Expenditures:**

Each year, SVCW produces a LRFP to describe the total cash flows required by SVCW over the next decade. This includes funding for all SVCW operations, revenue-funded capital projects, Capital Improvement Program projects and their associated debt service payments, and necessary cash reserve contributions. Meant to encourage discussion and support decision making, the LRFP provides up-to-date financial information so that Member Entities have the information needed to understand the financial implications of those decisions and to communicate with internal and external stakeholders.

The CIP is a guiding document of the LRFP, and is currently estimated at \$834 million from inception (as measured in October 2017 dollars). Recognizing the \$252 million in to-date spending, approximately \$581 million in expenditures remains scheduled through 2024-25:



The largest projects, including the gravity pipeline and front-of-plant components, will together produce capital expenditures above \$100 million for three consecutive years. As construction is completed, fixed assets of each Member Entity will increase by allocable percentages (below):

SVCW Remaining Capital Expenditures - By Fiscal Year End and Member Allocation									
		2017-18							
Member Entity, CIP Alloc.	Remaining	2018-19	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25	Total
Belmont	9.45%	\$2.84	\$12.64	\$17.72	\$12.55	\$3.12	\$2.45	\$2.50	\$54.92
Redwood City	48.57%	14.62	64.94	91.09	64.51	16.01	12.57	12.85	282.30
San Carlos	15.14%	4.56	20.24	28.39	20.11	4.99	3.92	4.01	88.00
West Bay SD	26.84%	8.08	35.89	50.34	35.65	8.85	6.95	7.10	156.00
<b>TOTAL</b>	<b>100.00%</b>	<b>\$30.10</b>	<b>\$133.71</b>	<b>\$187.54</b>	<b>\$132.81</b>	<b>\$32.96</b>	<b>\$25.89</b>	<b>\$26.46</b>	<b>\$581.22</b>

### **Debt Service:**

The 2018 LRFP recommends a debt implementation strategy to fully fund the remaining capital improvements. Due to the compressed timing and extensive cost of the CIP, as well as the absence of significant cash reserves, the most practical funding method is to use long-term debt. In general, the majority of the CIP is now anticipated to be funded through revenue bonds.

The LRFP is updated each year to measure SVCW financial position relative to anticipated cash flows needed from SVCW's Member Entities. After incorporating CIP construction and expenditure schedules, the LRFP-recommended strategy ensures SVCW obligations can be met while members strengthen their credit ratings.

Compared to the January 2017 LRFP, the 2018 Plan incorporated three significant changes:

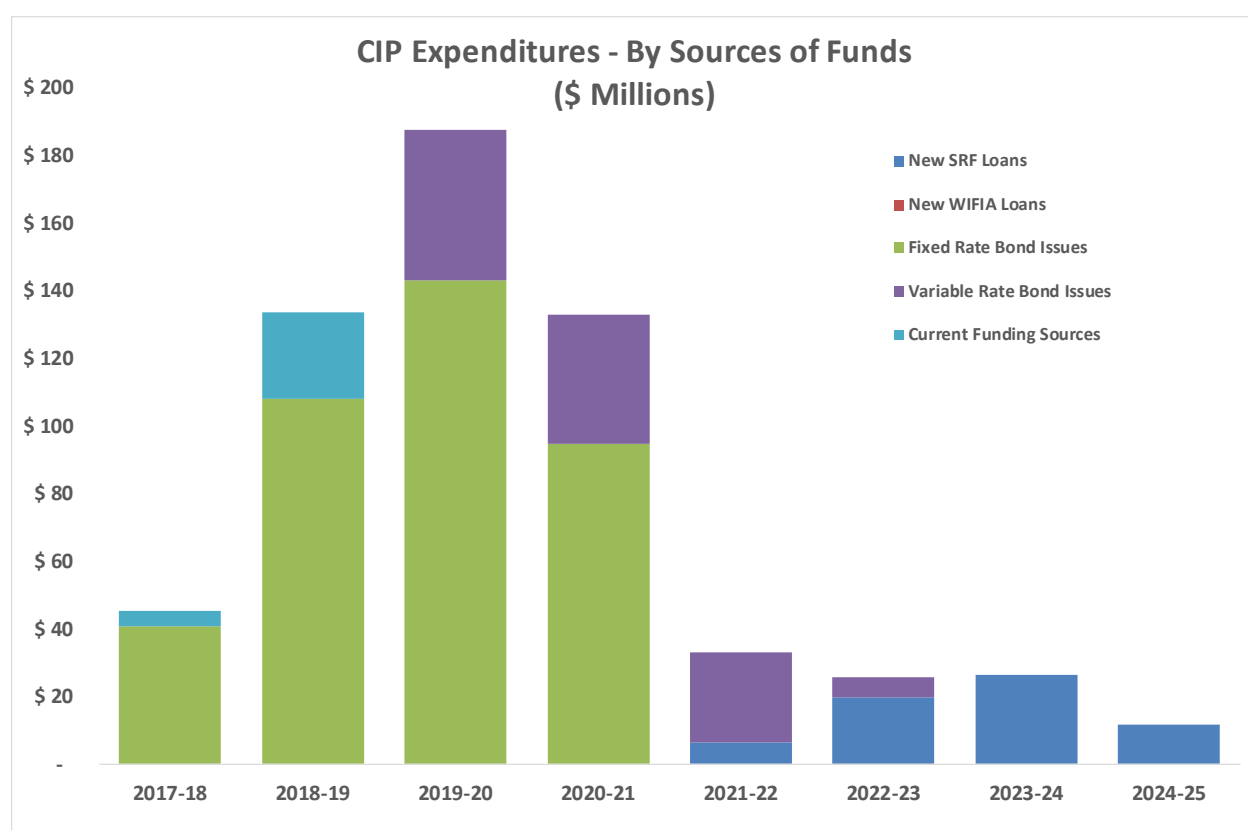
- **CIP Cost Update** – In October 2017, SVCW updated its CIP document to incorporate changes in project cost estimates, add or delete projects, and apply inflationary impacts. Combined, these factors added \$20.1 million and bring total anticipated CIP expenditures (from inception to completion in 2025) to \$834 million.
- **Construction Timing** – SVCW has made significant progress over the past year regarding large conveyance projects in the CIP. Specifically, the gravity pipeline project and the front-of-the-plant facilities are now collectively known as RESCU, or the Regional Environmental Sewer Conveyance Upgrade program. Using Progressive Design-Build (PDB) project delivery, the Authority has entered into two agreements for RESCU. While the total remaining cost of RESCU is approximately \$450 million, Engineering predicts the pace of construction will be accelerated as a result of the PDB delivery method.
- **Financing Sources** – Whereas in last year's LRFP SVCW assumed a blended debt scenario of 50/50 Bonds versus Government Loans, this updated LRFP advocates reducing the assumed debt derived from Government Loans. There has been increased competition for Governmental Loans in the wastewater industry. For example, the State Water Board, as administrator of the Clean Water State Revolving Fund (SRF) loan program, has published recent reports showing the program is oversubscribed by more than three times. The Water Board has cautioned SRF loan applicants that, unless the state takes additional funding action, it is unable to satisfy many wastewater capital programs. This LRFP therefore further reduces the amount of SRF loans assumed to be available and, instead, plans for a more conservative, bond-financing approach.

To fund CIP projects to date, SVCW has secured approximately \$427 million from a combination of Wastewater Revenue Bonds, Member Cash Contributions, SRF Loans, and Government Grants. Debt service payments associated with this budget are derived from these borrowings:

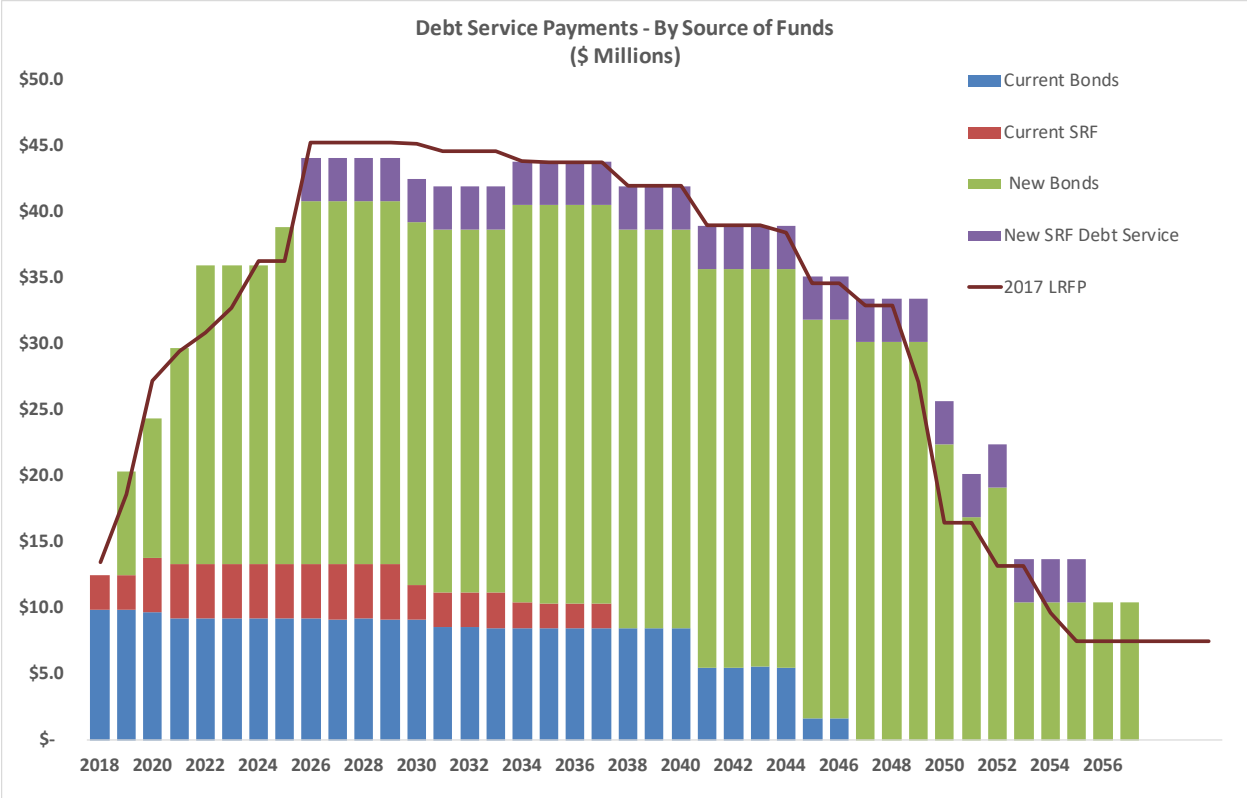
Source of CIP Funds to date (\$ millions)		
Description	All-in TIC / Interest	Proceeds
<b>Bonds</b>		
2008 Bonds	5.03%	\$ 10.01
2009 Bonds	5.12%	55.86
2014 Bonds	4.18%	65.54
2015 Bonds	3.75%	30.00
2018 Bonds	3.46%	148.98
Subtotal - Bonds		310.38
<b>Cash Contributions in lieu of Debt</b>		
Belmont (2008, 2009, 2014, 2015, 2018)		34.16
Redwood City (2015)		10.00
West Bay Sanitary District (2018)		13.02
Subtotal - Cash		57.17
<b>State Revolving Fund Loans</b>		
Control Building	2.60%	11.36
WWTP Improvements	1.80%	31.55
Conveyance Planning	1.60%	14.00
Subtotal - SRF		56.91
<b>Grant Funding</b>		
PG&E Cogeneration Grant		2.40
California Energy Commission		0.50
Subtotal - Grant Funding		2.90
<b>TOTAL</b>		<b>\$ 427.36</b>

Due to the historical lack of a sinking fund and cash reserves, the recommended debt strategy is in lieu of a pay-go cash strategy. Debt will allow SVCW to distribute costs over the expected useful lives of constructed assets and also provide fairness to Members' ratepayers by spreading costs across generations and facilitating moderate and consistent rate increases. The 2018 LRFP recognizes that, for future debt, SVCW will mostly draw from wastewater revenue bonds, with limited access to governmental loans towards the end of the CIP.

In general, CIP funding sources include 1) Capital markets by issuing publicly traded revenue bonds; 2) Government loans when available; and 3) cash that has been accrued by the Members Agencies.



Combined, the 2018 LRFP funds 84% of the remaining CIP through wastewater revenue bonds, 11% through Government Loans, and 5% through cash contributions from Member Entities. The following chart illustrates the anticipated size and allocation of future debt service.





Debt Service in 2018-19 will be \$20.39 million and is allocated to Member Entities according to JPA-defined percentage of ownership as well as their participation. As SVCW continues to fund CIP construction, debt service payments will peak in 2025-26 once significant projects are complete and all necessary debt is secured.

SVCW Aggregate Debt Service Cost							
Fiscal year end	Current Bonds	Current SRF	New Bonds	New SRF	Line of Credit	WIFIA	TOTAL
2019	\$ 9,875,615	\$ 2,630,599	\$ 7,817,668	\$ -	\$ 66,064	\$ -	<b>\$ 20,389,946</b>
2020	9,636,538	4,156,731	10,568,284	-	132,128	-	24,493,681
2021	9,195,000	4,156,731	16,356,359	-	-	-	29,708,090
2022	9,190,000	4,156,731	22,563,774	-	-	-	35,910,505
2023	9,186,875	4,156,731	22,561,649	-	-	-	35,905,255
2024	9,180,125	4,156,731	22,567,899	-	-	-	35,904,755
2025	9,189,125	4,156,731	25,458,251	-	-	-	38,804,107
2026	9,168,750	4,156,731	27,470,209	3,274,632	-	-	44,070,322
2027	9,159,000	4,156,731	27,474,959	3,274,632	-	-	44,065,322
2028	9,163,625	4,156,731	27,471,709	3,274,632	-	-	44,066,697
2029	9,157,125	4,156,731	27,470,209	3,274,632	-	-	44,058,697

Detailed debt service payment schedules by Member are provided as follows:

*Belmont:*

Belmont Debt Service Cost							
Fiscal year end	Current Bonds	Current SRF	New Bonds	New SRF	Line of Credit	WIFIA	TOTAL
2019	\$ -	\$ 178,425	\$ -	\$ -	\$ -	\$ -	\$ <b>178,425</b>
2020	-	322,645	195,383	-	-	-	518,027
2021	-	322,645	742,367	-	-	-	1,065,012
2022	-	322,645	1,329,063	-	-	-	1,651,707
2023	-	322,645	1,329,063	-	-	-	1,651,707
2024	-	322,645	1,329,063	-	-	-	1,651,707
2025	-	322,645	1,602,733	-	-	-	1,925,377
2026	-	322,645	1,793,111	-	309,453	-	2,425,208
2027	-	322,645	1,793,111	-	309,453	-	2,425,208
2028	-	322,645	1,793,111	-	309,453	-	2,425,208
2029	-	322,645	1,793,111	-	309,453	-	2,425,208

*Redwood City:*

Redwood City Debt Service Cost							
Fiscal year end	Current Bonds	Current SRF	New Bonds	New SRF	Line of Credit	WIFIA	TOTAL
2019	\$ 5,262,051	\$ 1,315,327	\$ 4,559,729	\$ -	\$ -	\$ -	\$ <b>11,137,107</b>
2020	5,122,077	2,056,569	5,566,098	-	-	-	12,744,744
2021	4,868,124	2,056,569	8,375,302	-	-	-	15,299,995
2022	4,861,338	2,056,569	11,390,229	-	-	-	18,308,136
2023	4,862,874	2,056,569	11,391,104	-	-	-	18,310,547
2024	4,854,792	2,056,569	11,393,104	-	-	-	18,304,465
2025	4,854,649	2,056,569	12,797,680	-	-	-	19,708,898
2026	4,852,061	2,056,569	13,775,038	-	1,590,489	-	22,274,156
2027	4,851,767	2,056,569	13,774,538	-	1,590,489	-	22,273,363
2028	4,850,704	2,056,569	13,774,413	-	1,590,489	-	22,272,174
2029	4,846,426	2,056,569	13,774,413	-	1,590,489	-	22,267,897

*San Carlos:*

San Carlos Debt Service Cost							
Fiscal Year end	Current Bonds	Current SRF	Future Bonds	New Line of Credit Interest Expense	New SRF Debt Service	New WIFIA Debt Service	TOTAL
2019	\$ 1,679,434	\$ 410,004	\$ 1,419,459	\$ -	\$ -	\$ -	\$3,508,897
2020	1,643,272	641,061	1,737,163	-	-	-	4,021,495
2021	1,570,896	641,061	2,612,497	-	-	-	4,824,453
2022	1,568,354	641,061	3,550,451	-	-	-	5,759,865
2023	1,570,271	641,061	3,552,326	-	-	-	5,763,657
2024	1,575,520	641,061	3,552,951	-	-	-	5,769,531
2025	1,574,936	641,061	3,990,777	-	-	-	6,206,773
2026	1,563,854	641,061	4,293,909	-	495,779	-	6,994,603
2027	1,562,230	641,061	4,295,659	-	495,779	-	6,994,729
2028	1,563,812	641,061	4,295,909	-	495,779	-	6,996,561
2029	1,564,312	641,061	4,294,659	-	495,779	-	6,995,811

*West Bay Sanitary District:*

West Bay Sanitary District Debt Service Cost							
Fiscal Year end	Current Bonds	Current SRF	Future Bonds	New Line of Credit Interest Expense	New SRF Debt Service	New WIFIA Debt Service	TOTAL
2019	\$ 2,934,129	\$ 726,843	\$ 1,838,480	\$ 66,064	\$ -	\$ -	\$ 5,565,516
2020	2,871,190	1,136,457	3,069,640	132,128	-	-	7,209,415
2021	2,755,980	1,136,457	4,626,193	-	-	-	8,518,629
2022	2,760,308	1,136,457	6,294,032	-	-	-	10,190,797
2023	2,753,730	1,136,457	6,289,157	-	-	-	10,179,343
2024	2,749,813	1,136,457	6,292,782	-	-	-	10,179,051
2025	2,759,539	1,136,457	7,067,062	-	-	-	10,963,058
2026	2,752,836	1,136,457	7,608,151	-	878,911	-	12,376,355
2027	2,745,003	1,136,457	7,611,651	-	878,911	-	12,372,022
2028	2,749,109	1,136,457	7,608,276	-	878,911	-	12,372,753
2029	2,746,387	1,136,457	7,608,026	-	878,911	-	12,369,781

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## SECTION 6 – CASH RESERVES DESIGNATION

SVCW has adopted a Cash Reserves Policy that describes the goals and amounts intended to be held in reserves. The reserves can help mitigate the negative impact of revenue shortfalls from economic fluctuations, fund unforeseen expense requirements, provide stable rates for member entities, and fund future long-term capital needs. Each year during the budget process, their balances are reviewed and adjusted as needed.

- The **Operating Reserve** must be maintained at a minimum balance of 10% of the approved Operating Budget, plus \$1 million. This fund allows for continued operation in times of local, regional state, or national crisis or for unbudgeted, unexpected operational, maintenance or capital expenses approved by the SVCW Commission. The projected balance in Operating Reserves is \$3.53 million at June 30, 2018, including investment earnings. This amount exceeds the policy's required balance of \$3.48 million by approximately \$22.6 thousand which, per policy, will be credited to reduce Member Agencies' 2018-19 contributions.
- The **Capital Improvement Program Reserve** (CIP Reserve) goal is to accrue funds equal to the annual calculated depreciation of SVCW facilities to meet the long term needs of replacing capital assets when their useful life has been met. This would allow major expenses in the future to be paid for on a "pay-go" basis and limit the need for borrowing. Each year, if funds held in these reserves fall below targeted levels, SVCW makes budget adjustments in order to return to the target level. The CIP Reserve is projected to be \$17.78 million balance by June 30, 2017, which meets SRF reserve requirements. Therefore, this budget calls for 2018-19 reserve contributions of \$1 million, per Policy.

Based upon the above, total 2018-19 Reserve Designations are Adopted as follows:

Reserve Designations - 2018-19 Budget				
Description	Estimated June 30, 2018 Balance	Target June 30, 2019 Balance	Adopted 2018-19 Contributions	
Operating Reserve	\$ 3,482,016	\$ 3,497,982	(15,966)	
CIP Reserve	17,976,553	18,976,553	1,000,000	
Emergency Capital, Replenishment	(1,130,895)	-	-	
<b>TOTAL</b>	<b>\$ 20,327,674</b>	<b>\$ 22,474,535</b>	<b>\$</b>	<b>984,034</b>

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## ADOPTION OF FISCAL YEAR 2018-19 ANNUAL OPERATING AND CAPITAL EXPENDITURES BUDGET

### ISSUE

Approval of the Fiscal Year 2018-19 Annual Operating and Capital Budget.

### BACKGROUND

Prior to May 1 of each calendar year, Silicon Valley Clean Water (SVCW) must adopt an Operating and Capital Expenditures Budget (Budget) for the upcoming Fiscal Year. The Budget outlines revenues needed for operations, maintenance, administration and compliance monitoring activities. Furthermore, it describes additional cash flow requirements to meet capital projects, debt service, and cash reserves needs. This Commission was presented with and reviewed the 2018-19 Budget at its March, 2018 meeting.

The long-term Capital Improvement Program (CIP) plan, originally developed in 2008 and most recently updated in October 2017, identified the funds needed for both capital replacement projects (depreciation) and system improvement projects. While this budget does not seek approval for the overall CIP, it does incorporate the long term impact of capital expenditures and proposes a funding strategy. This CIP funding strategy incorporates analysis from the 2018 Long Range Financial Plan update.

### DISCUSSION

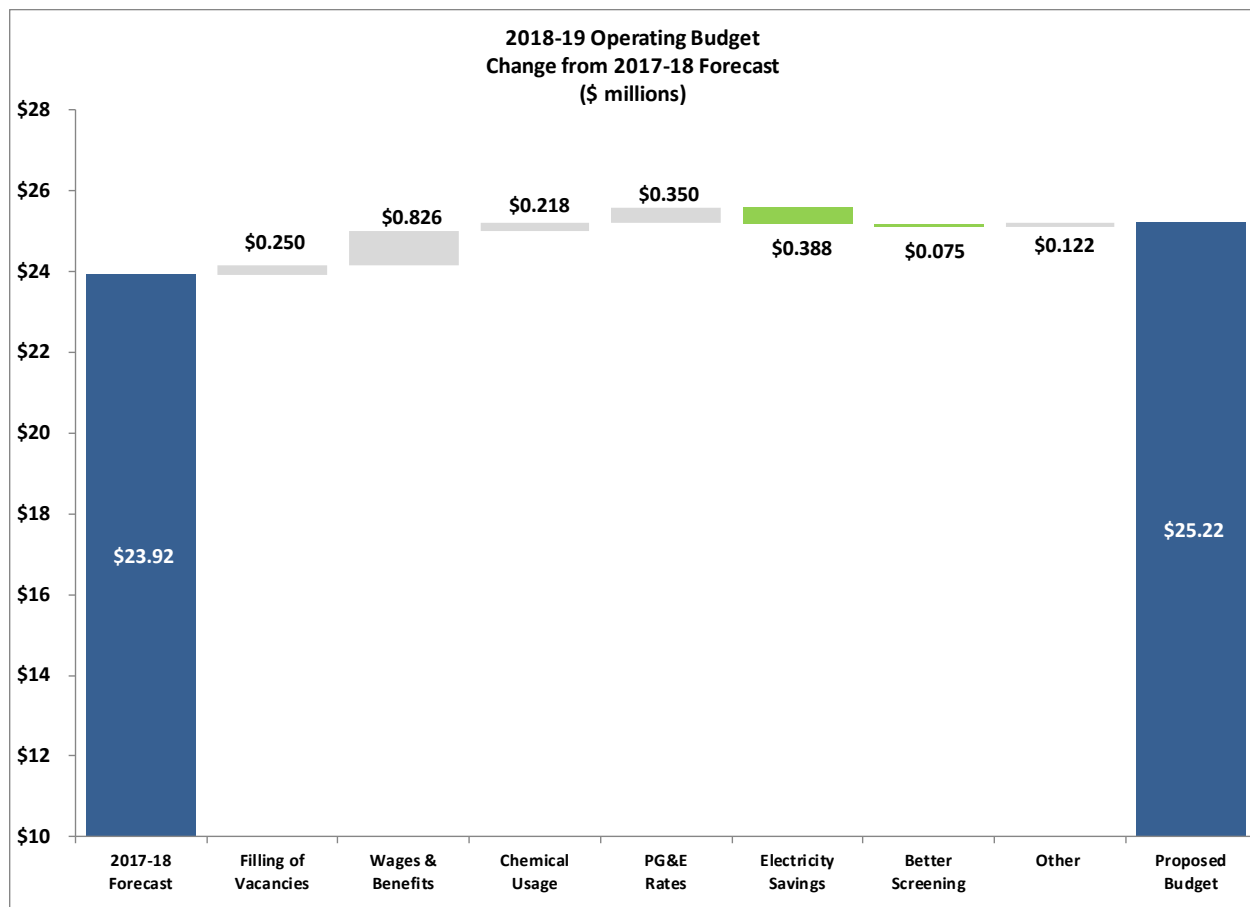
The 2018-19 Budget includes \$24.2 million for Net Operating Expenses, a 3.96% increase from the prior year Budget. It also provides for a \$1.48 million contribution to Revenue-Funded Capital to support immediate capital projects not in the CIP. Cash Reserves Designations of \$984 thousand incorporate Commission-adopted policy. Finally, as SVCW issues debt to fund the CIP, payments are estimated at \$20.4 million in 2018-19.

Year-over-year Budgeted Member Entity Contributions				
Description	2017-18 Adopted Budget	2018-19 Adopted Budget	\$ Increase/ (Decrease)	% Increase/ (Decrease)
Gross Operating Expenses	\$ 23,912,933	\$ 24,979,821	\$ 1,066,888	4.46%
Less Miscellaneous Revenue	(621,608)	(766,198)	144,590	23.26%
Net Operating Expenses	\$ 23,291,325	\$ 24,213,623	\$ 922,298	3.96%
Revenue-Funded Capital	1,546,000	1,485,500	(60,500)	(3.91%)
Reserve Designations	2,030,298	984,034	(1,046,263)	(51.53%)
Total Contributions before Debt Service	\$ 26,867,623	\$ 26,683,157	\$ (184,465)	(0.69%)
Debt Service, Participating members	\$ 12,347,586	\$ 20,389,946	\$ 8,042,359	65.13%
<b>Total Member Contributions</b>	<b>\$ 39,215,209</b>	<b>\$ 47,073,103</b>	<b>\$ 7,857,894</b>	<b>20.04%</b>

## Operating Budget:

Specific to the operating budget only, the following table and chart compares next year's Operating Budget to 2017-18's forecasted expenditures. Comments below explain certain inflationary pressures as well as savings planned for next year.

Silicon Valley Clean Water Expenditure Summary - By Objective						
Description	2016-17 Actual	Adopted 2017-18 Budget	2017-18 Forecast	Adopted 2018-19 Budget	\$ Incr/(Decr) v. Forecast	% Incr/(Decr) v. Forecast
Personnel	\$13,067,143	\$ 14,801,899	\$14,907,134	\$15,733,910	\$ 826,776	5.5%
Utilities	1,777,805	1,777,011	1,815,948	1,722,015	(93,933)	(5.2%)
Administrative Expenses	352,869	448,151	435,890	475,993	40,103	9.2%
Equipment & Supplies Expense	2,827,377	2,617,471	2,570,636	2,663,872	93,236	3.6%
Chemicals	1,181,551	1,377,005	1,184,566	1,521,768	337,202	28.5%
Professional & Contractual Services	2,704,120	2,524,456	2,676,759	2,492,590	(184,169)	(6.9%)
Training, Memberships, Travel	265,189	366,940	329,919	369,673	39,754	12.0%
<b>TOTAL</b>	<b>\$22,176,054</b>	<b>\$ 23,912,933</b>	<b>\$23,920,843</b>	<b>\$24,979,821</b>	<b>\$1,058,978</b>	<b>4.4%</b>





- Personnel costs will increase by \$827 thousand, or 5.5% compared to the 2017-18 Forecast. Approximately \$250 thousand of this increase is due to sustained vacancies occurring in the first half of 2016-17. The remaining increase is due to cost-of-living and step adjustments.
- Utilities costs are decreasing by \$93 thousand (5%), despite an anticipated 10% increase in PG&E rates. Cogeneration engines continue to provide over 60% of the treatment plant's electricity demand, and SVCW recently replaced inefficient equipment at the aeration and thickening processes to further reduce that demand.
- Administrative Expense will increase by \$40 thousand (20%) to fund a SVCW's share of a regional study of water quality and nutrients in the San Francisco Bay.
- Chemicals will increase by \$337 thousand, or 28.5%. A new sludge thickening technology will increase polymer use and, while it increases costs, it also better captures suspended solids in the wastewater and leads to similarly-sized electricity savings.
- Professional & Contractual Services will decrease by \$184 thousand, or 6.9%. SVCW continues to benefit from rag screening equipment that has reduced cleaning costs. Concurrently, technology support costs have declined as new systems are introduced. Additionally, SVCW will not incur renewal costs of its five-year NPDES permit as it did in 2017-18.
- Training, Memberships, and Travel will increase by \$39 thousand (12%) as SVCW ensures its employees are well-versed in new technologies and reporting tools.

### **Revenue-Funded Capital:**

The 2018-19 Budget includes capital expenditures outside of the CIP consisting of thirteen (13) projects at a total cost of \$1.48 million. Significant projects include \$400 thousand for the expansion of the 3-water system at the treatment plant, and \$260 thousand to replace Dual Media Filter backwash pumps. Another \$225 thousand will be needed to update critical information system servers that are approaching a decade old. Approximately \$150 thousand is to purchase equipment such as forklifts and maintenance equipment.

### **Reserves:**

The Operating Reserve meets the recommended balance of \$3.48 million and requires no contribution. This Budget recommends a \$1 million contribution to Capital Reserves to meet the projected requirement of nearly \$19 million by June 30, 2019 and maintain compliance with SVCW Reserve Policy.

**Debt Service:**

Including the recently-issued 2018 wastewater revenue bonds, SVCW has now raised approximately \$427 million for CIP projects. As of January 2018, remaining CIP project expenditures were approximately \$581 million.

The January 2018 Long Range Financial Plan considered remaining CIP expenditures, their timing, and available sources of funds to recommend a debt structure that assumes the majority of the CIP will now be funded through wastewater revenue bonds. Debt service payments will increase in FY2018-19 as payments associated with the recent 2018 bond issuance commence. Annual debt service payments in FY2018-19 are estimated at \$20.4 million.

**RECOMMENDATION**

Adopt by resolution the following:

- i. Move adoption of RESOLUTION ADOPTING FISCAL YEAR 2018-19 REVENUE PLAN IN THE AMOUNT OF \$24,213,623 IN NET OPERATING REVENUES REQUIRED AND \$1,485,500 FOR REVENUE-FUNDED CAPITAL PROJECTS
- ii. Move adoption of RESOLUTION ADOPTING FISCAL YEAR 2018-19 CASH RESERVE DESIGNATIONS IN THE AMOUNT OF \$984,034
- iii. Move adoption of RESOLUTION ADOPTING FISCAL YEAR 2018-19 DEBT SERVICE EXPENDITURES IN AN AMOUNT OF \$20,389,946
- iv. Move adoption of RESOLUTION AUTHORIZING SVCW MANAGER TO IMPLEMENT, MANAGE AND APPROVE EXPENDITURES AUTHORIZED WITHIN THE FISCAL YEAR 2018-2019 ANNUAL OPERATING AND CAPITAL EXPENDITURES BUDGET AS ADOPTED BY THE SILICON VALLEY CLEAN WATER COMMISSION