TOWN OF DISCOVERY BAY
A COMMUNITY SERVICES DISTRICT

President – Kevin Graves • Vice-President – Bill Mayer • Director – Robert Leete • Director – Bill Pease • Director – Chris Steele

TOWN OF DISCOVERY BAY
COMMUNITY SERVICES DISTRICT
AGENDA PACKET

Regular Board Meeting
Wednesday, July 18, 2018

7:00 P.M. Regular Board Meeting

Community Center
1601 Discovery Bay Boulevard

TOWN OF DISCOVERY BAY

A COMMUNITY SERVICES DISTRICT

President – Kevin Graves • Vice-President – Bill Mayer • Director – Robert Leete • Director – Bill Pease • Director – Chris Steele

NOTICE OF THE REGULAR MEETING
OF THE BOARD OF DIRECTORS
OF THE TOWN OF DISCOVERY BAY
Wednesday July 18, 2018
REGULAR MEETING 7:00 P.M.
Community Center
1601 Discovery Bay Boulevard, Discovery Bay, California
Website address: www.todb.ca.gov

REGULAR MEETING 7:00 P.M.

A. ROLL CALL AND PLEDGE OF ALLEGIANCE

1. Call business meeting to order 7:00 p.m.
2. Pledge of Allegiance
3. Roll Call

B. PUBLIC COMMENTS (Individual Public Comments will be limited to a 3-minute time limit)

During Public Comments, the public may address the Board on any issue within the District's jurisdiction which is not on the Agenda. The public may comment on any item on the Agenda at the time the item is before the Board for consideration. Any person wishing to speak must come up and speak from the podium and will have 3 minutes to make their comment. There will be no dialog between the Board and the commenter. Any clarifying questions from the Board must go through the President.

C. CONSENT CALENDAR

All matters listed under the CONSENT CALENDAR are considered by the District to be routine and will be enacted by one motion.

1. Approve East Contra Costa Fire Protection District and Discovery Bay Joint special meeting minutes for June 19, 2018.
2. Approve DRAFT minutes of regular meeting for June 20, 2018.
3. Approve Register of District Invoices.
4. Approve Agency Comment Request – Land Use Permit Application – Wine Bar and Restaurant LP18-2019.
5. Approve Board Member attendance and activity participation at the 2018 CSDA Conference in Indian Wells, September 24, 2018 through September 27, 2018.

D. AREA AGENCIES REPORTS / PRESENTATION

1. East Contra Costa Fire Protection District Report.

E. MONTHLY WATER AND WASTEWATER REPORT – VEOLIA

1. Veolia Report – Month of June 2018.

F. PRESENTATIONS

1. Lions Club Summer Jam Check Presentation.

G. BUSINESS AND ACTION ITEMS

1. Open the Public Hearing to consider Town of Discovery Bay CSD Ravenswood Landscape Zone #9, Park, Lighting and Open Space Improvements District Assessment Report for the Fiscal Year 2018-2019; continue collection of assessments on County Tax Roll and adoption of Resolution No. 2018-09, allowing for a 0% assessment increase.
2. Discussion and Possible action regarding the Discovery Bay Palm Tree Pruning – Annual Maintenance Program.
3. Discussion and Possible action regarding the Award of Bid for the Wastewater Master Plan 2018 Update to Lowest Responsive Bidder.

H. DIRECTORS' REPORTS

1. Standing Committee Reports.
2. Other Reportable Items.

I. MANAGER'S REPORT

J. GENERAL MANAGER'S REPORT

K. CORRESPONDENCE RECEIVED

1. Received – Contra Costa County Aviation Advisory Committee DRAFT meeting minutes for April 12, 2018.
2. Received – Contra Costa County Aviation Advisory Committee DRAFT meeting minutes for May 10, 2018.
3. Received – Discovery Bay P6 Citizen Advisory Committee DRAFT meeting minutes April 11, 2018.

L. FUTURE AGENDA ITEMS

M. OPEN SESSION DISCLOSURE OF CLOSED SESSION AGENDA
(Government Code Section 54957.7)

N. CLOSED SESSION:

1. Conference with Labor Negotiator Pursuant to Government Code Section 54957.6
Agency Designated Representative: Michael R. Davies
Unrepresented Employee: All TODB Employees

O. RETURN TO OPEN SESSION; REPORT ON CLOSED SESSION
(Government Code Section 54957.1)

P. ADJOURNMENT

1. Adjourn to the regular meeting on August 1, 2018 beginning at 7:00 p.m. at the Community Center located at 1601 Discovery Bay Boulevard.

"This agenda shall be made available upon request in alternative formats to persons with a disability, as required by the American with Disabilities Act of 1990 (42 U.S.C. § 12132) and the Ralph M. Brown Act (California Government Code § 54954.2). Persons requesting a disability related modification or accommodation in order to participate in the meeting should contact the Town of Discovery Bay, at (925) 634-1131, during regular business hours, at least forty-eight hours prior to the time of the meeting."

"Materials related to an item on the Agenda submitted to the Town of Discovery Bay after distribution of the agenda packet are available for public inspection in the District Office located at 1800 Willow Lake Road during normal business hours."

EAST CONTRA COSTA FIRE PROTECTION DISTRICT & TOWN OF DISCOVERY BAY

EAST CONTRA COSTA FIRE PROTECTION DISTRICT BOARD OF DIRECTORS

Stephen Smith	Brian Oftedal – President	Erick Stonebarger
Susanna Thompson	Joy Benson – Vice President	Adam Langro
Sandra Strobel	Joe Young	Susan Morgan

TOWN OF DISCOVERY BAY COMMUNITY SERVICES DISTRICT BOARD OF DIRECTORS

	Kevin Graves – President	Bill Mayer – Vice President
Robert Leete	Bill Pease	Chris Steele

Meeting Minutes

Joint Special Meeting of the East Contra Costa Fire Protection District Board of Directors and the Town of Discovery Bay Community Services District Board of Directors

Tuesday, June 19, 2018, 6:00 p.m.
Discovery Bay Elementary School Gym,
1700 Willow Lake Road, Discovery Bay, California

1. WELCOME REMARKS: (6:02 PM)

2. Roll Call: (6:03 PM)

   ECCFPD:

   Present: Smith, Strobel, Benson, Young, and Langro

   Absent: Thompson, Oftedal, Stonebarger, and Morgan

   Town of Discovery Bay District Board of Directors:

   Present: Graves, Mayer, Leete, Pease, and Steele

   Absent: None

3. Introductions & Fire Town Hall Presentation: (6:04 PM)
4. Question & Answer Session: (6:57 PM)
5. Adjourn: (8:03 PM)

This meeting was recorded and the video can be seen at www.eccfpd.org\meeting-information.

TOWN OF DISCOVERY BAY

A COMMUNITY SERVICES DISTRICT

President – Kevin Graves • Vice-President – Bill Mayer • Director – Robert Leete • Director – Bill Pease • Director – Chris Steele

MINUTES OF THE REGULAR MEETING
OF THE BOARD OF DIRECTORS
OF THE TOWN OF DISCOVERY BAY
Wednesday June 20, 2018
REGULAR MEETING 7:00 P.M.
Community Center
1601 Discovery Bay Boulevard, Discovery Bay, California
Website address: www.todb.ca.gov

REGULAR MEETING 7:00 P.M.

A. ROLL CALL AND PLEDGE OF ALLEGIANCE

1. Call business meeting to order 7:00 p.m. – By President Graves.
2. Pledge of Allegiance – Led by Vice-President Mayer.
3. Roll Call – All Present.

B. PUBLIC COMMENTS (Individual Public Comments will be limited to a 3-minute time limit)

None

C. CONSENT CALENDAR

All matters listed under the CONSENT CALENDAR are considered by the District to be routine and will be enacted by one motion.

1. Approve DRAFT minutes of regular meeting for June 6, 2018.
2. Approve Register of District Invoices.
3. Approve the Extension of the HERWIT Engineering Contract for Services into Fiscal Year 2018-2019.
4. Approve Annual Assessment for the Ravenswood Improvement District – DB Lighting and Landscape Zone 9 for the Fiscal Year 2018-2019, Accept Engineer's Report and Adopt Resolution No. 2018-07.

Motion by: Director Leete to approve the Consent Calendar.
Second by: Vice-President Mayer
Vote: Motion Carried – AYES: 5, NOES: 0

D. AREA AGENCIES REPORTS / PRESENTATION

1. East Contra Costa Fire Protection District Report – No report.

President Graves – Provided details from the East Contra Costa Fire Protection District and Discovery Bay Joint Meeting regarding the strategic planning.

E. MONTHLY WATER AND WASTEWATER REPORT – VEOLIA

1. Veolia Report – Month of May 2018.

Project Manager Sadler – Provided the details of the May 2018 Monthly Operations Report. There was discussion regarding water quality (Title 22), manholes and flushing/inspection.

F. PRESENTATIONS

1. Proclamation 17-04 – Proclaiming July 2018 Parks and Recreation Month – Parks Make Life Better.

Recreation Programs Supervisor Kaiser – Provided the details of Proclamation 17-04 – July 2018 Parks and Recreation Month – Parks Make Life Better.
Motion by: Director Leete to approve Proclamation 17-04 Proclaiming July 2018 Parks and Recreation Month – Parks Make Life Better.
Second by: President Graves
Vote: Motion Carried – AYES: 5, NOES: 0

G. BUSINESS AND ACTION ITEMS

1. Open the public hearing on Resolution No. 2018-08, approving the proposed Final Revenue, Operating and Capital Budget for Fiscal Year 2018-19, close the public hearing and consider adopting Resolution No. 2018-08.

President Graves – Opened the Public Hearing for Resolution No. 2018-08 approving the proposed Final Revenue, Operating and Capital Budget for Fiscal Year 2018-19.
Finance Manager Breitstein – Provided details regarding the Final Revenue, Operating and Capital Budget for FY 2018-19 related to the updates requested.
President Graves – Public Hearing is closed.
Motion by: Director Pease to adopt the FY 2018-19 Operating, Capital and Revenue Budgets and adopt Resolution 2018-08.
Second by: Director Leete
The Board unanimously thanked Staff for the hard work on the FY 2018-10 Operating, Capital and Revenue Budgets.
Vote: Motion Carried – AYES: 5, NOES: 0

H. DIRECTORS' REPORTS

1. Standing Committee Reports.

President Graves – Provided an update regarding the East Contra Costa Fire Protection District and Discovery Bay meeting related to the challenges of the Fire District.
Director Pease – Provided details related to East Contra Costa Fire Protection District and Discovery Bay meeting (public outreach)
Vice-President Mayer – Provided details related to the East Contra Costa Fire Protection District and Discovery Bay meeting (low attendance from the residents).
Director Leete – Provided details related to the East Contra Costa Fire Protection District and Discovery Bay meeting (long road ahead for the strategic plan/funding).
Director Steele – Provided details related to the East Contra Costa Fire Protection District and Discovery Bay meeting (encourage the residents to attend the meetings).
The Board unanimously stated that Chief Helmick is doing a great job.
Public Comment Regarding:

- The Strategic Planning on July 19th there will be a survey going out (requested assistance from the Town to reach out to the residents).

Director Pease – Provided the details from the Parks and Recreation meeting; update on the Pool progress, upgrades to the Ravenswood Park Play Structure, Front Entrance RFP, GreenPlay update, and an update on the Paws on Parade.
Director Leete – Provided an update regarding the Finance meeting; the Budget, Solar energy, and met with the Discovery Bay Garden Club.

2. Other Reportable Items – None.

I. MANAGER'S REPORT

Water and Wastewater Manager Koehne – Provided an update regarding a 35% reduction of water usage.

J. GENERAL MANAGER'S REPORT

1. Cancellation of the 4th of July Board Meeting.

General Manager Davies – Provided details regarding the cancellation of the 1st meeting in July (July 4th).

2. 20th Anniversary Celebration Pins and Shirts.

General Manager Davies – Handed out the 20th Anniversary celebration pins, shirts to the Board Members and provided the details of the upcoming celebration.

K. CORRESPONDENCE RECEIVED

1. Received – Contra Costa County Aviation Advisory Committee meeting minutes for April 12, 2018.
2. Received – Contra Costa County Aviation Advisory Committee meeting minutes for May 10, 2018.
3. Received – State Route 4 Bypass Authority meeting minutes for April 12, 2018.
4. Received – East Contra Costa Fire Protection District meeting minutes for April 19, 2018.
5. Received – East Contra Costa Fire Protection District meeting minutes for May 17, 2018.

L. FUTURE AGENDA ITEMS

None

M. ADJOURNMENT

1. The meeting adjourned at 7:25 p.m. to the next Regular Board meeting beginning at 7:00 p.m. at the Community Center located at 1601 Discovery Bay Boulevard.

//cmc – 06-25-18
http://www.todb.ca.gov/agendas-minutes

Town of Discovery Bay

"A Community Services District"

STAFF REPORT

Meeting Date

July 18, 2018

Prepared By: Dina Breitstein, Finance Manager & Lesley Marable, Accountant
Submitted By: Michael R. Davies, General Manager

MRD

Agenda Title

Approve Register of District Invoices.

Recommended Action

Staff recommends that the Board approve the listed invoices for payment.

Executive Summary

District invoices are paid on a regular basis, and must obtain Board authorization prior to payment. Staff recommends Board authorization in order that the District can continue to pay warrants in a timely manner.

Fiscal Impact:

Amount Requested $ 525,561.91
Sufficient Budgeted Funds Available?: Yes **(If no, see attached fiscal analysis)**
Prog/Fund # See listing of invoices. **Category:** Operating Expenses and Capital Improvements

Previous Relevant Board Actions for This Item

Attachments

Request For Authorization to Pay Invoices for the Town of Discovery Bay CSD 2017/2018, 2018/2019

AGENDA ITEM: C-3

For The Meeting On July 18, 2018
Town of Discovery Bay CSD
For Fiscal Year's 7/17 - 6/18

Pacific Gas & Electric	$111,225.69
Town Of Discovery Bay CSD	$38,339.80
Stantec Consulting Services Inc	$18,215.00
CaliforniaChoice Benefit Admin	$14,132.08
J.W. Backhoe & Construction, Inc.	$12,530.29
East Contra Costa Fire District	$7,800.00
Henson Plumbing, Inc.	$3,330.00
Herwit Engineering	$3,016.68
Tee Janitorial & Maintenance	$2,054.00
Kidz Love Soccer	$1,842.75
Koff & Associates	$1,680.00
SDRMA	$1,380.37
Shannon Gay Leyen	$1,106.25
TASC	$1,091.64
Office Depot	$1,070.83
Leslie's Pool Supplies, Inc.	$959.45
Aflac	$744.54
Alhambra	$720.00
Old School Concrete	$700.00
Matrix Trust Co TPA# 207	$696.87
Univar	$594.74
Bill Pease	$575.00
Watersavers Irrigation Inc.	$521.40
Cintas	$498.65
Paul E. Vaz Trucking, Inc.	$492.28
Brentwood Press & Publishing	$468.00
Chris Steele	$460.00
Kevin Graves	$460.00
Robert Leete	$460.00
William Mayer	$460.00
Ricoh USA, Inc	$410.04
Neopost	$400.00
Michael Davies	$376.93
ReliaStar Life Insurance Company	$275.00
Bill Brandt Ford	$256.65
Water Utility Customer	$182.54
Comcast	$162.84
Denalect Alarm Company	$124.48
Dina Breitstein	$120.77
Shred-It USA-Concord	$120.65
County Of Contra Costa, Dept of Info Tec	$51.50
Sue Heinl	$16.84
	$230,124.55

For The Meeting On July 18, 2018

Town of Discovery Bay CSD

For Fiscal Year's 7/18 - 6/19

SDRMA	$131,655.06
Town Of Discovery Bay CSD	$56,292.41
J.W. Backhoe & Construction, Inc.	$43,285.95
Bay Area Air Quality Management District	$13,334.00
Stantec Consulting Services Inc	$11,155.00
U.S. Bank Corporate Payment System	$9,245.72
Badger Meter	$5,438.79
Aquatic Science Center	$4,651.00
Office Team	$4,000.00
Mt. Diablo Resource Recovery	$3,154.79
Contra Costa County Auditor-Controller	$2,099.64
City Of Brentwood	$1,679.97
CVCWA	$1,625.00
Univar	$1,557.75
Leslie's Pool Supplies, Inc.	$1,081.37
Verizon Wireless	$776.47
Matrix Trust Co TPA# 207	$685.24
Lucia Peters	$540.00
Comcast	$438.61
Bob Parkins Consulting	$400.00
City of Antioch	$375.00
County of Contra Costa Public Works Dept	$335.79
ReliaStar Life Insurance Company	$275.00
Carol McCool	$261.03
Brentwood Ace Hardware	$201.21
Denalect Alarm Company	$201.00
Dublin San Ramon Services District	$170.00
Cintas	$144.03
CCSDA	$100.00
Community Center Refund Customer	$80.00
Discovery Pest Control	$70.00
Bay Area News Group	$59.40
County Clerk - CCC	$50.00
Zee Medical Service Company	$18.13
	$295,437.36

Town of Discovery Bay

"A Community Services District"

STAFF REPORT

Meeting Date

July 18, 2018

Prepared By: Michael R. Davies, General Manager
Submitted By: Michael R. Davies, General Manager MRD

Agenda Title

Agency Comment Request – Land Use Permit Application – Wine Bar and Restaurant.

Recommended Action

Authorize the General Manager to complete and sign the "Agency Comment Request" regarding the expansion/addition of operating hours, live/recorded music and alcohol sales for a new wine bar and restaurant at the Discovery Bay Shopping Center. Comment to read: "Music sound/noise levels shall be contained so as to not disturb surrounding residents."

Executive Summary

The Contra Costa County Department of Conservation and Development has requested input regarding an applicant's request to open a new wine bar and restaurant at the location previously known as the "Unwined Wine & Cheese Bar" in the Discovery Bay Shopping Center.

Staff has reviewed the applicant's request to expand/add hours of operation, live/recorded music and alcohol sales. Staff's only concern is that loud music during the evening hours may disturb the peace and tranquility of the surrounding neighborhood. Staff recommends the comment: "Music sound/noise levels shall be contained so as to not disturb surrounding residents."

Previous Relevant Board Actions for This Item

None.

Attachments

Agency Comment Request – Land Use Permit Application – LP18-2019.

AGENDA ITEM: C-4

CONTRA COSTA COUNTY
DEPARTMENT OF CONSERVATION AND DEVELOPMENT
COMMUNITY DEVELOPMENT DIVISION
30 Muir Road
Martinez, CA 94553-4601
Phone: 925-674-7205
Fax: 925-674-7258

6/26/17 (12)

Town of Discovery Bay CSD
Received
JUN 29 2018

AGENCY COMMENT REQUEST

Date June 26, 2018

We request your comments regarding the attached application currently under review.

DISTRIBUTION	*Please submit your comments to:*
Internal	Project Planner Allison Riemer
X Building Inspection ___Grading Inspection	Phone # 925-674-7814
___Advance Planning ___Housing Programs	E-mail Allison.Riemer@dcd.cccounty.us
___Trans. Planning ___Telecom Planner	County File # LP18-2019
___ALUC Staff ___HCP/NCCP Staff	
X APC Floodplain Tech ___County Geologist	Prior to July 18, 2018
Health Services Department	* * * * *
X Environmental Health ___Hazardous Materials	We have found the following special programs apply to this application:
Public Works Department	No Active Fault Zone (Alquist-Priolo)
___Engineering Services (Full-size) ___Traffic	B Flood Hazard Area, Panel #___
___Flood Control (Full-size) ___Special Districts	No 60-dBA Noise Control
Local	No CA EPA Hazardous Waste Site
X Fire District East County	* * * * *
___ Consolidated – (email) fire@cccfpd.org	
X Sanitary District Discovery Bay CSD	**AGENCIES:** Please indicate the applicable code section for any recommendation required by law or ordinance. Please send copies of your response to the Applicant and Owner.
X Water District " "	
___City of___	
___School District(s)___	Comments: ___None ___Below ___Attached
___LAFCO	
X Reclamation District # 800	
___East Bay Regional Park District	
X Diablo/Discovery Bay/Crockett CSD	
___MAC/TAC___	
___Improvement/Community Association	
X CC Mosquito & Vector Control Dist (email)	
Others/Non-local	
___CHRIS – Sonoma State	
___CA Fish and Wildlife, Region 3 – Bay Delta	
___Native American Tribes	
Additional Recipients	Print Name___
District 3	
ABC	Signature ___ DATE ___
fatima.matalsol@hsd.cccounty.us	Agency phone #___

REVISED 05/25/2017. TO PRINT MORE COPIES: G:\Current Planning\APC\APC Forms\CURRENT FORMS\PLANNING\Agency Comment Request.doc

CONTRA COSTA COUNTY
Department of Conservation & Development
Community Development Division

LAND USE PERMIT APPLICATION

TO BE COMPLETED BY OWNER OR APPLICANT

OWNER	APPLICANT
Name Etc. Century Management Co	Name Glenn Hoffman
Address PO Box 787	Address 1555 Bixerlake Rd. Ste F
City, State/Zip Concord CA 94522	City, State/Zip Discovery Bay Ca 94505
Phone email	Phone 925-852-5507 email glenn@discoverybay.com
By signing below, owner agrees to pay all costs, including any accrued interest, if the applicant does not pay costs. ☐Check here if billings are to be sent to applicant rather than owner. **Owner's Signature**	By signing below, applicant agrees to pay all costs for processing this application plus any accrued interest if the costs are not paid within 30 days of invoicing. **Applicant's Signature**
CONTACT PERSON (optional)	**PROJECT DATA**
Name	Total Parcel Size:
Address	Proposed Number of Units:
City, State/Zip	Proposed Square Footage:
Phone email	Estimated Project Value:

Project description (attach supplemental statement if necessary):

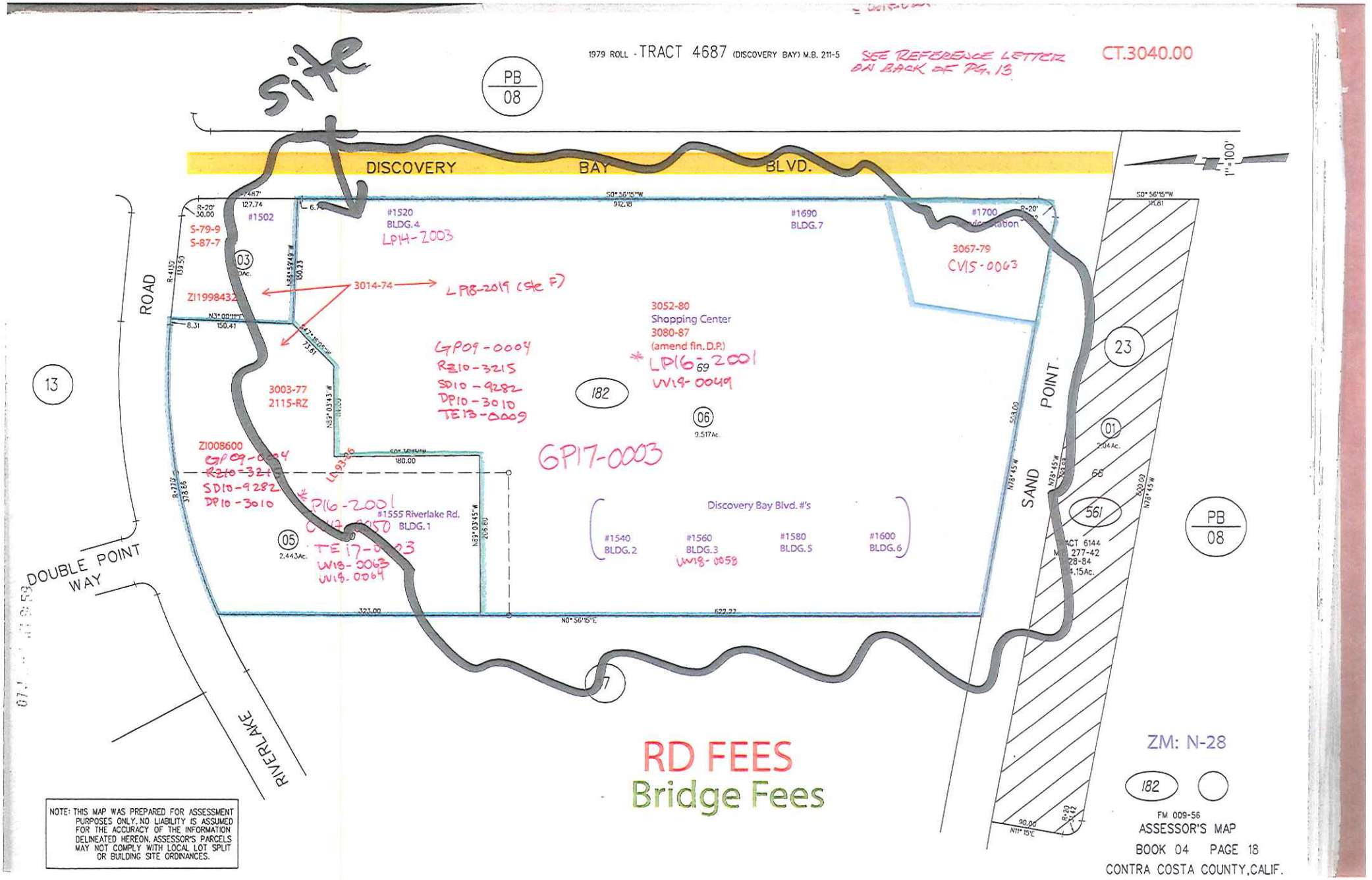
FOR OFFICE USE ONLY **FOR OFFICE USE ONLY** **FOR OFFICE USE ONLY**

Project description: Applicant requests approval of a Land Use Permit to modify the conditions of approval of LP14-2003 for a new wine bar and restaurant. No changes to building, only changes to hours of operation, alcohol sales, live music, and amplified pre-recorded music.

Property description: Tract 4687 Par Lots 69 & 70 ex mr

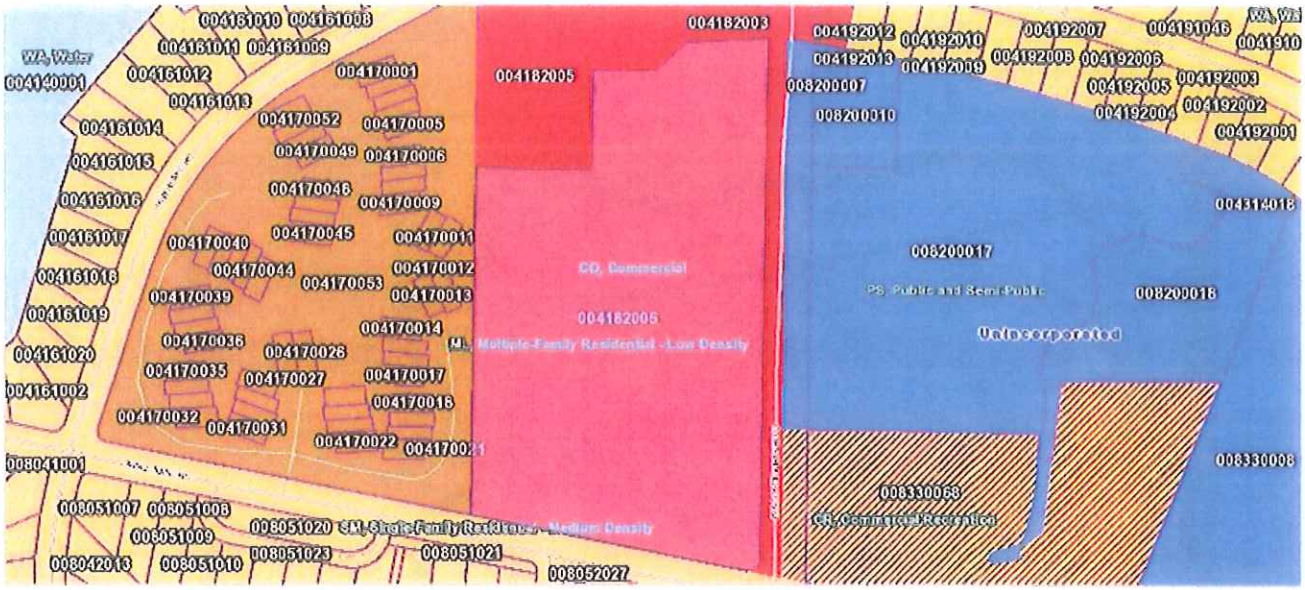
Ordinance Ref.:	TYPE OF FEE	FEE	CODE	Assessor's #: 004-182-006
Area: Discovery Bay	*Base Fee/Deposit	$2900	S-29	Site Address: 1520 Discovery Bay, Ste 30
Fire District: East County	Late Filing Penalty (+50% of above if applicable)		S-066	Zoning District: P-1
Sphere of Influence: —	½% est. value over $100,000		S-029	Census Tract: 3040.04
Flood Zone: X	#Units ____ x $195.00 / Sq. Ft. x $0.20		S-014	Atlas Page: N-28
Panel Number:	Notification Fee	15.00 / 30.00	S-052	General Plan: CO
x-ref Files: LP14-2003	Fish & Game Posting (If not CEQA exempt)	75.00	S-048	LP/DP Combination: YES ☐ NO ☒
	Environmental Health Dept.	57.00	5884	Supervisorial District: 3
	Other:			Received by: A. Ricmer
Concurrent Files:	**TOTAL**	$ 2787.00		Date Filed: 6/21/18
	Receipt	# 18000809		File #LP18-2019
	*Additional fees based on time and materials will be charged if staff costs exceed base fee.			

INSTRUCTIONS ON REVERSE

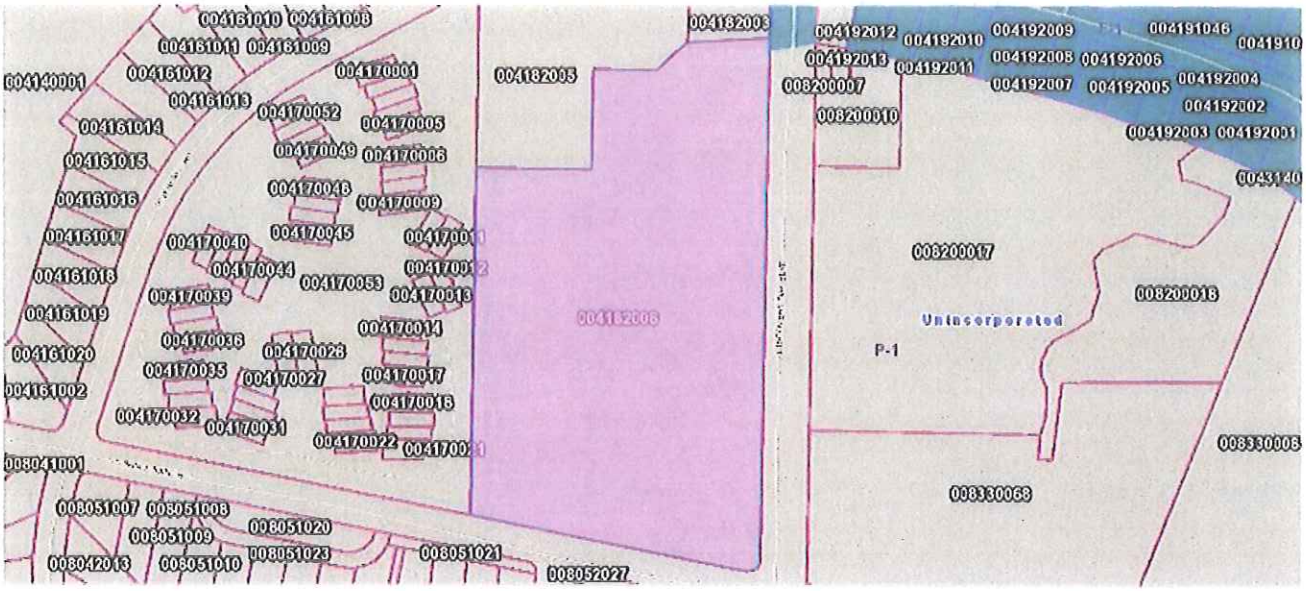


RD FEES
Bridge Fees

General Plan: Commercial



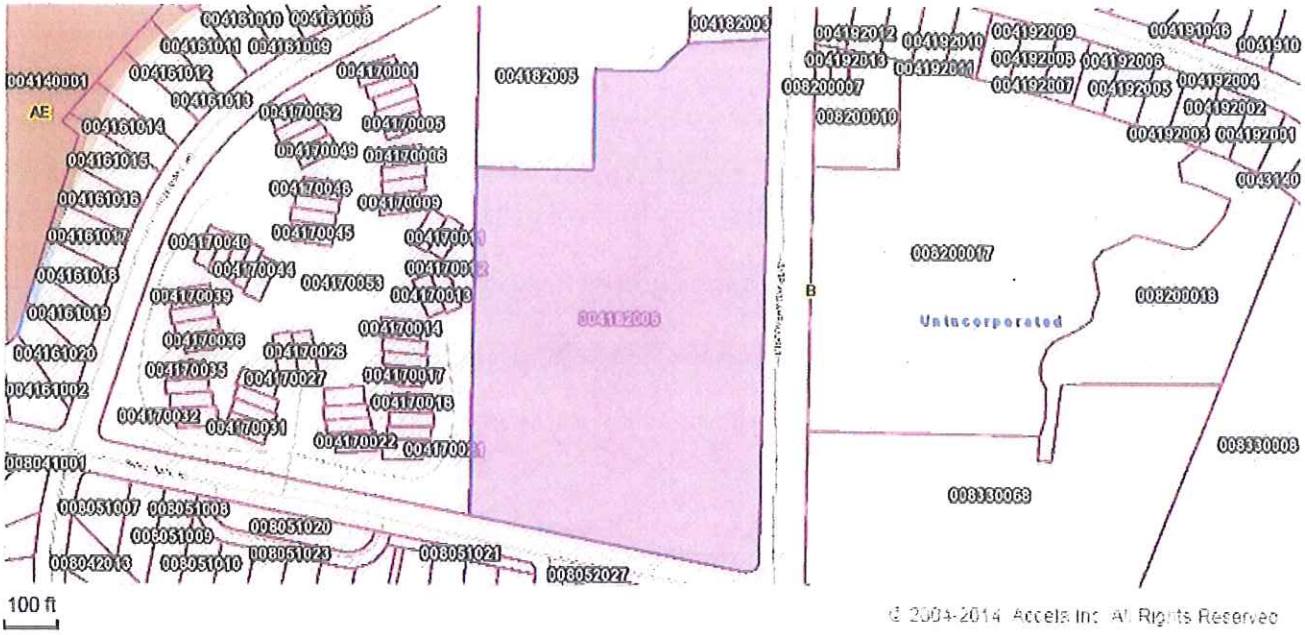
Zoning: P-1



Aerial Photo (2008)

100 ft

Flood Zone: B

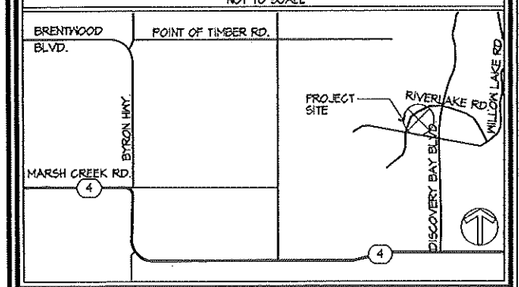


UNWINED
WINE & CHEESE BAR
BYRON, CA
(CONTRA COSTA COUNTY JURISDICTION)
INITIAL ISSUE: 01-15-14
⚠PLAN CHECK COMMENTS: 03-21-2014

ANTHONY & ALYSSA ROOST

667 CANYON CREEK WAY
GALT, CA 95632
(209) 712-0826

VICINITY MAP
NOT TO SCALE



CONTACT LIST

OWNER
ANTHONY ROOST — ANTHONY ROOST
667 CANYON CREEK WAY
GALT, CA 95632
PH: (209) 712-0826

ARCHITECT
SDG ARCHITECTS, INC. — LANCE CRANNELL, AIA
3361 WALNUT BLVD., SUITE 120
BRENTWOOD, CA 94513
PH: (925) 634-7000
FX: (925) 634-8020

TITLE 24 ENERGY CONSULTANT
ALEXANDER SCHEFLO AND ASSOCIATES, INC. — MITCH SCHEFLO
2426 PACIFIC AVENUE
STOCKTON, CA 95204
PH: (209) 948-9761
FX: (209) 948-1258

SCOPE OF WORK

PROVIDE INTERIOR IMPROVEMENTS TO AN EXISTING 709 SQ. FT. SPACE TO ACCOMMODATE A NEW WINE AND CHEESE BAR.

DEFERRED SUBMITTALS

1. FIRE SPRINKLER
2. FIRE ALARM / SPRINKLER MONITORING
3. FULL MANUAL & AUTOMATIC FIRE ALARM PER CBC 907.2.9.

SPECIAL INSPECTION

1. T-BAR CEILING

SUMMARY OF REVISIONS

⚠Plan Check - Phase 51 — 2/21/14

The following requested items have been incorporated into the construction documents identified on the plans under Delta 1, dated 03-21-2014.

PLANS

ITEM NO.:	SHEET NO.	DESCRIPTION:
1	A1-1	A prep sink with a drain board and a floor sink has been added behind the bar area. A cost each has been added in the storage room. A prep sink and water heater have been added at the restroom.
2	A1-1	A note has been added regarding the proper sizing of the 3-compartment sink.
3	A1-1	A note has been added to specify the requirements of shelving
4	A1-0, A1-1	The existing dumpster has been identified
5	A1-2	Interior elevations have been added
6	A1-2	A cove base detail has been added
7	A2-1	A room finish schedule has been added.
8	A2-1	Notes have been added to specify the location of smooth, easily cleanable and nonabsorbent wall and ceiling finishes.
9	A1-1	An air curtain has been added on the reflected ceiling plan.

SHEET INDEX

GENERAL NOTES

1. A) THE CONTRACTOR SHALL VERIFY ON SITE ALL GRADES, EXISTING IMPROVEMENTS, PROPERTY LINES, EASEMENTS, SETBACKS, UTILITIES AND SUBSTRUCTURES. WHERE DISCREPANCIES OCCUR, CONTACT ARCHITECT.

   B) IT SHALL BE THE RESPONSIBILITY OF THE CONTRACTOR TO FAMILIARIZE HIMSELF WITH THE SITE AND PLANS OF THIS WORK. CONTRACTOR SHALL CLARIFY WITH THE ARCHITECT AND OWNER ALL POINTS OF MISUNDERSTANDING PRIOR TO SUBMITTING A BID. CONTRACTOR SHALL BE RESPONSIBLE FOR ALL WORK AS DESCRIBED AND SHOWN.
2. ALL NEW CONSTRUCTION SHALL CONFORM TO THE LATEST EDITION OF CODES ADOPTED BY LOCAL GOVERNING AGENCIES. THESE SHALL INCLUDE (BUT NOT LIMITED TO) THE THE APPLICABLE CODES, LAWS, AND REGULATIONS LISTED UNDER 'CODE INFORMATION' ON THIS SHEET, AS WELL AS ALL HEALTH AND SAFETY CODES AND ORDINANCES ADOPTED BY THE LOCAL GOVERNING AGENCIES.
3. THESE PLANS ARE FOR GENERAL CONSTRUCTION PURPOSES ONLY. THEY ARE NOT EXHAUSTIVELY DETAILED OR FULLY SPECIFIED. IT IS THE RESPONSIBILITY OF THE CONTRACTOR TO SELECT, VERIFY, RESOLVE AND INSTALL ALL MATERIALS AND EQUIPMENT.
4. THE ARCHITECT SHALL NOT BE OBSERVING THE CONSTRUCTION OF THIS PROJECT. THE CONTRACTOR IS RESPONSIBLE FOR THE QUALITY CONTROL AND CONSTRUCTION STANDARDS FOR THIS PROJECT.
5. ALL SMOKE AND HEAT DETECTION AND FIRE ALARM SYSTEMS SHALL BE SUBJECT TO CONTRA COSTA COUNTY FIRE DISTRICT PLAN REVIEW, PERMIT AND INSPECTION APPROVAL.
6. PLUMBING FIXTURES AND FITTINGS SHALL MEET THE FOLLOWING CRITERIA CONCERNING WATER USAGE PER CALGREEN TABLE 5.303.2.2:
   A). WATER CLOSETS: MAXIMUM 1.6 GALLONS PER FLUSH
   B). SHOWER HEADS: MAXIMUM FLOW RATE - 2.5 GALLONS/MINUTE AT 80 P.S.I.
   C). FAUCETS: MAXIMUM FLOW RATE - 0.5 GALLONS/MINUTE AT 60. P.S.I.

PROJECT DATA

SITE ADDRESS	1520 DISCOVERY BAY BLVD., SUITE 300 BYRON, CA 94505
PROJECT DESCRIPTION	TENANT IMPROVEMENT
A.P.N.	004-182-006
ZONING	P-1
DESCRIPTION OF USE	WINE BAR
TYPE OF CONSTRUCTION	V-B
OCCUPANCY	A2
SPRINKLERS	YES
NO. OF STORIES	ONE
FLOOR AREA	706 SQ. FT.

APPLICABLE CODES, LAWS AND REGULATIONS

2013 CALIFORNIA BUILDING CODE (C.B.C.)
2013 CALIFORNIA MECHANICAL CODE (C.M.C.)
2013 CALIFORNIA PLUMBING CODE (C.P.C.)
2013 CALIFORNIA ELECTRICAL CODE (C.E.C.)
2013 CALIFORNIA ENERGY CODE
2013 CALIFORNIA GREEN BUILDING STANDARDS CODE (CALGREEN CODE)

AND ANY OTHER APPLICABLE LOCAL, STATE, AND FEDERAL LAWS AND REGULATIONS.

PLANS MUST COMPLY WITH CITY OF BYRON SECURITY ORDINANCE

PARKING

ALL PARKING SHALL BE PROVIDED BY (E) DEVELOPMENT.

COMMERCIAL CHECKLIST

PRIOR TO THE FINAL INSPECTION AND ANY SUBSEQUENT PUBLIC OCCUPANCY, THE BUILDING PERMIT HOLDER SHALL FURNISH A COMPLETED COMMERCIAL PROJECT COMPLETION CHECKLIST (ATTACHED) ALONG WITH SUPPORTING DOCUMENTETION TO THE BUILDING INSPECTOR AT TIME OF FINAL INSPECTION.

A) VERIFY WITH COUNTY REGARDING BUSINESS LICENSE PERMIT.

B) CONTRA COSTA FIRE DISTRICT FINAL INSPECTION AND WRITTEN APPROVAL TO OCCUPY.

C) WRITTEN CERTIFICATION FROM A LICENSED ELECTRICAL CONTRACTOR CERTIFYING ALL EXISTING PREMISE ELECTRICAL HAS BEEN CHECKED AND THAT THE SYSTEM APPEARS SAFE WITH NO APPARENT HAZARDS.

D) WRITTEN CERTIFICATION FROM A LICENSED MECHANICAL CONTRACTOR CERTIFYING ALL EXISTING PREMISE HVAC HAS BEEN CHECKED AND THAT THE SYSTEM APPEARS SAFE WITH NO APPARENT HAZARDS.

E) ALL ONSITE IMPROVEMENTS SHALL BE 100% COMPLETE PRIOR TO ANY OCCUPANCY.

F) A SATISFACTORY FINAL INSPECTION BY CONTRA COSTA COUNTY BUILDING DEPARTMENT.

G) UPON YOUR SUCCESSFUL COMPLETION OF ALL THE ABOVE AND YOU PRESENTING ALL THE PRESCRIBED DOCUMENTATION TO THIS BUILDING DEPARTMENT, YOU MAY BE ISSUED A CERTIFICATE OF OCCUPANCY FOR THIS PROJECT.

OCCUPANCY DATA
TOTAL MAX. OCCUPANCY: 26

AREA TYPE	DINING	KITCHEN	STORAGE	RESTROOM	
PROPOSED SQ. FT.	531	114	51	73	
LOAD FACTOR	15	200	N/A	N/A	
MAX. OCCUPANCY	25	1			
REQ. # OF EXITS	1	1	1	1	
# OF EXITS PROVIDED	2	1	1	1	

SDG Architects, Inc.
Architecture / Planning
3361 Walnut Blvd. Ste. 120
Brentwood, CA 94513
(925) 634-7000
FAX: (925) 634-8020

UNWINED WINE & CHEESE BAR
BYRON, CA

LP14-2003

TITLE SHEET

REVISIONS
⚠ 02-21-2014 PLAN CHECK COMMENTS

SET DATE	03/21/2014
ISSUE DATE	01/15/2014
SCALE	AS NOTED
DRAWN	TLM
JOB	100321
PM LC	QC LC / QL TM

PLAN - SHEET
TS

ABBREVIATIONS (U.O.N.)

℄	CENTER LINE
PL	PROPERTY LINE OR PLATE
#	POUND OR NUMBER
∠	ANGLE
&	AND
@	AT
⌀	DIAMETER
(E)	EXISTING
(N)	NEW
O/	OVER OR ON
∥	PARALLEL
⊥	PERPENDICULAR
W/	WITH
AB	ANCHOR BOLT
ABV	ABOVE
AC	ASPHALTIC CONCRETE
A/C	AIR CONDITIONING
ADDL	ADDITIONAL
ADJ	ADJACENT
A.F.F.	ABOVE FINISH FLOOR
ALT	ALTERNATE
ALUM.	ALUMINUM
APPROX.	APPROXIMATE
BA.	BATHROOM
BD.	BOARD
BLDG	BUILDING
BLK.	BLOCK
BM.	BEAM
B.O.	BOTTOM OF
BOT	BOTTOM
B.S.M.	BONDERIZED SHEET METAL
CAB(S).	CABINET(S)
CALCS	CALCULATIONS
CEM.	CEMENT
C.F.M.	CUBIC FEET PER MINUTE
CLG	CEILING
CLR.	CLEAR
C.M.U.	CONCRETE MASONRY UNIT
COL.	COLUMN
COMBO.	COMBINATION
CONC.	CONCRETE
CONST.	CONSTRUCTION
CONT.	CONTINUOUS
CP	CARPET
CSK.	COUNTERSINK OR COUNTERSUNK
CT	CERAMIC TILE OR COOKTOP
D	DRYER OR DEEP
D.B.	DRAWER BASE CABINET
DBL.	DOUBLE
DET.	DETAIL
D.F.	DOUGLAS FIR
DIA.	DIAMETER
DIM.	DIMENSION
DN.	DOWN
D.S.	DOWNSPOUT
DWG.	DRAWING
D.V.	DRYER VENT
DW	DISHWASHER
EA.	EACH
E.B.	EXPANSION BOLT
ELEV	ELEVATION
EMBED.	EMBEDMENT OR EMBEDDED
E.N.	EDGE NAIL
ENCL	ENCLOSURE
EQ.	EQUAL OR EQUIVALENT
E.W.	EACH WAY
EXC.	EXCEPTION
EXP.	EXPANSION
EXT.	EXTERIOR
F.A.U.	FORCED AIR UNIT
FND.	FOUNDATION
FIN.	FINISHED OR FINISH
FLR.	FLOOR
F.O.C.	FACE OF CONCRETE
F.O.M.	FACE OF MASONRY
F.O.S.	FACE OF STUD
F.R.	FIRE RESISTANCE
FRMG	FRAMING
FT.	FOOT OR FEET
FTG	FOOTING
FX	FIXED
GA.	GAUGE OR GAGE
GALV	GALVANIZED
GL.	GLASS
GLB	GLU-LAMINATED BEAM
G.S.M.	GALVANIZED SHEET METAL
GYP.	GYPSUM
HB	HOSE BIBB
HD.	HEAD OR HARD
HDR.	HEADER
HGR.	HANGER
HORIZ.	HORIZONTAL OR HORIZONTALLY
HR.	HOUR
HT.	HEIGHT
I.D.	INSIDE DIAMETER
INFO	INFORMATION
INT.	INTERIOR
INSUL.	INSULATION
JH.	JOIST HANGERS
JST	JOIST
JT.	JOINT
KD.	KILN DRIED
LNDRY.	LAUNDRY
LG	LONG
LOC	LOCATION
LT	LIGHT
M.	MICROWAVE OVEN
MA.	MASTER
MATL.	MATERIAL
MAX.	MAXIMUM
M.B.	MACHINE BOLT
MC	MEDICINE CABINET
MECH.	MECHANICAL
MET.	METAL
MFR.	MANUFACTURER
MIN.	MINIMUM
M.R.	MOISTURE RESISTANCE
MISC	MISCELLANEOUS
N.A.	NOT APPLICABLE
N.I.C.	NOT IN CONTRACT
NO.	NUMBER
N.T.S.	NOT TO SCALE
O.C.	ON CENTER
O.D.	OUTSIDE DIAMETER
O.H.	OPPOSITE HAND
OPNG	OPENING
OPP.	OPPOSITE
OPT.	OPTION OR OPTIONAL
P.D.F.	POWER DRIVEN FASTENER
PERF.	PERFORATED
PL.	PLATE
PLAS	PLASTER
PLYWD.	PLYWOOD
PNL.	PANEL
P.S.I.	POUNDS PER SQUARE INCH
P.R.	PRESSURE RELIEF
P.T.	PRESSURE TREATED
PWDR.	POWDER
R.	RADIUS
R.&S.	ROD & SHELF
REF.	REFRIGERATOR
REINF.	REINFORCING
REQD.	REQUIRED
REQMTS	REQUIREMENTS
RM	ROOM
R.O.	ROUGH OPENING
RWD.	REDWOOD
S	SHELF OR SHELVES
S.A.D.	SEE ARCHITECTURAL DRAWINGS
S.A.F.	SELF ADHERING FLASHING
S.B.	SINK BASE CABINET
SC	SOLID CORE
S.C.D.	SEE CIVIL DRAWINGS
SCHED	SCHEDULE
SEC.	SECTION
SECT.	SECTIONAL
S.E.D.	SEE ELECTRICAL DRAWINGS
S.G.D.	SLIDING GLASS DOOR
S.H.	SINGLE HUNG
SHWR.	SHOWER
SHT.	SHEET
SHTG.	SHEATHING
SIM.	SIMILAR
SL.	SLIDER
S.L.D.	SEE LANDSCAPE DRAWINGS
S.M.D.	SEE MECHANICAL DRAWINGS
S.P.D.	SEE PLUMBING DRAWINGS
SPECS	SPECIFICATIONS
SQ	SQUARE
S.S.D.	SEE STRUCTURAL DRAWINGS
STC	SOUND TRANSMISSION COEFFICIENT
STD	STANDARD
STL.	STEEL
STRL.	STRUCTURAL
SV	SHEET VINYL
SYM.	SYMMETRICAL
T.	TREAD
T.B.	TOWEL BAR
T&B	TOP & BOTTOM
T&G	TONGUE & GROOVE
TEMP	TEMPERED
T.O.	TOP OF
T.O.C.	TOP OF CURB
T.O.S.	TOP OF SLAB
T.O. SF.	TOP OF SUBFLOOR
TP	TOILET PAPER DISPENSER
TS	TUBE STEEL
TV	TELEVISION
TYP.	TYPICAL
U.B.C.	UNIFORM BUILDING CODE
U.O.N.	UNLESS OTHERWISE NOTED
V.B.	VAPOR BARRIER
VERT.	VERTICAL OR VERTICALLY
V.I.F.	VERIFY IN FIELD
VOL.	VOLUME
W	WASHER OR WIDE
W.C.	WATER CLOSET
WD.	WOOD
W.H.	WATER HEATER
W.I.	WROUGHT IRON
W.P.	WATERPROOF
W.P.M.	WATERPROOFING MEMBRANE
W.R.B.	WATER RESISTIVE BARRIER
WT.	WEIGHT
W.W.F.	WELDED WIRE FABRIC

HANDICAPPED ACCESSIBILITY NOTES

CLEAR FLOOR OR GROUND SPACE FOR WHEELCHAIRS

1. THE MINIMUM, CLEAR FLOOR OR GROUND SPACE REQUIRED TO ACCOMMODATE A SINGLE, STATIONARY WHEELCHAIR AND OCCUPANT IS 30 INCHES X 48 INCHES. THE MINIMUM CLEAR FLOOR OR GROUND SPACE FOR WHEELCHAIRS MAY BE POSITIONED FOR FORWARD OR PARALLEL APPROACH TO AN OBJECT. CLEAR FLOOR OR GROUND SPACE FOR WHEELCHAIRS MAY BE PART OF THE KNEE SPACE REQUIRED UNDER SOME OBJECTS.
2. PROVIDE AN ADDITIONAL 12 INCHES WIDTH ON ONE SIDE FOR ALCOVES GREATER THAN 15 INCHES DEEP AND DESIGNED FOR SIDE APPROACH.
3. PROVIDE AN ADDITIONAL 6 INCHES WIDTH ON ONE SIDE FOR ALCOVES GREATER THAN 24 INCHES DEEP AND DESIGNED FOR FRONTAL APPROACH.

HAZARDS AND PROTRUDING OBJECTS

1. OBJECTS PROJECTING FROM WALLS WITH THEIR LEADING EDGES BETWEEN 27 INCHES AND 80 INCHES ABOVE THE FINISHED FLOOR SHALL PROTRUDE NO MORE THAN 4 INCHES INTO WALKS, HALLS, CORRIDORS, PASSAGEWAYS, OR AISLES.
2. OBJECTS MOUNTED WITH THEIR LEADING EDGES AT OR BELOW 27 INCHES ABOVE THE FINISHED FLOOR MAY PROTRUDE ANY AMOUNT.
3. FREE-STANDING OBJECTS MOUNTED ON POSTS OR PYLONS MAY OVERHANG 12 INCHES MAXIMUM FROM 27 INCHES TO 80 INCHES ABOVE THE GROUND OR FINISHED FLOOR.
4. PROTRUDING OBJECTS SHALL NOT REDUCE THE REQUIRED CLEAR WIDTH OF AN ACCESSIBLE ROUTE OR MANEUVERING SPACE.
5. ANY OBSTRUCTION OVERHANGING A PEDESTRIAN WAY SHALL BE A MINIMUM OF 80 INCHES ABOVE THE WALKING SURFACE AS MEASURED TO THE BOTTOM OF THE OBSTRUCTION.

WALKS AND SIDEWALKS

1. WALKS AND SIDEWALKS SHALL HAVE A CONTINUOUS COMMON SURFACE NOT INTERRUPTED BY STEPS OR BY ABRUPT CHANGES IN LEVEL EXCEEDING 1/2 INCHES, AND SHALL BE A MINIMUM OF 48 INCHES IN WIDTH.
2. SURFACE CROSS SLOPES SHALL NOT EXCEED 1/4 INCH PER FOOT.
3. WALKS, SIDEWALKS, AND PEDESTRIAN WAYS SHALL BE FREE OF GRATING WHENEVER POSSIBLE. GRID OPENINGS WITHIN GRATINGS LOCATED IN THE SURFACE OF ANY OF THESE AREAS SHALL BE LIMITED TO 1/2 INCH IN THE DIRECTION OF THE TRAFFIC FLOW.
4. WHEN THE SLOPE IN THE DIRECTION OF TRAVEL OF ANY WALK EXCEEDS 1 VERTICAL TO 20 HORIZONTAL, IT SHALL COMPLY WITH THE PROVISIONS OF PEDESTRIANS RAMPS.

ENTRANCES/DOORS

1. ALL PRIMARY ENTRANCES AND EXTERIOR GROUND FLOOR EXIT DOORS TO BUILDINGS AND FACILITIES SHALL BE MADE ACCESSIBLE TO THE PHYSICALLY DISABLED.
2. ALL ACCESSIBLE ENTRANCES SHALL BE IDENTIFIED WITH AT LEAST ONE STANDARD SIGN AND WITH ADDITIONAL DIRECTIONAL SIGNS, AS REQUIRED, VISIBLE FROM APPROACHING PEDESTRIAN WAYS.
3. EVERY REQUIRED ENTRANCE OR PASSAGE DOORWAY SHALL BE OF A SIZE AS TO PERMIT THE INSTALLATION OF A DOOR NOT LESS THAN 36 INCHES IN WIDTH, AND NOT LESS THAN 80 INCHES IN HEIGHT. DOORS SHALL BE CAPABLE OF OPENING AT LEAST 90 DEGREES AND SHALL BE SO MOUNTED THAT THE CLEAR WIDTH OF THE DOORWAY IS NOT LESS THAN 32 INCHES.
4. LATCHING AND LOCKING DOORS THAT ARE HAND ACTIVATED AND WHICH ARE IN A PATH OF TRAVEL, SHALL BE OPERABLE WITH A SINGLE EFFORT BY LEVER TYPE HARDWARE, PANIC BARS, PUSH-PULL ACTIVATING BARS, OR OTHER HARDWARE DESIGNED TO PROVIDE PASSAGE WITHOUT REQUIRING THE ABILITY TO GRASP THE OPENING HARDWARE.
5. HAND ACTIVATED DOOR OPENING HARDWARE SHALL BE CENTERED BETWEEN 30 INCHES AND 44 INCHES ABOVE THE FLOOR.
6. THE FLOOR OR LANDING LENGTH ON EACH SIDE OF AN ENTRANCE OR A PASSAGE DOOR SHALL BE LEVEL AND CLEAR AT LEAST 60 INCHES IN THE DIRECTION OF THE DOOR SWING AND AT LEAST 48 INCHES OPPOSITE THE DIRECTION OF DOOR AS MEASURED AT RIGHT ANGLES TO THE FACE OF THE DOOR IN ITS CLOSED POSITION. THE WIDTH OF THE LEVEL AND CLEAR AREA ON THE SIDE WHICH THE DOOR SWINGS SHALL EXTEND 24 INCHES PAST THE STRIKE EDGE OF THE DOOR FOR EXTERIOR DOORS, AND 18 INCHES PAST THE STRIKE EDGE FOR INTERIOR DOORS.
7. THE FLOOR OR LANDING SHALL NOT BE MORE THAN 1/2 INCH LOWER THAN THE THRESHOLD OF THE DOORWAY. CHANGES IN LEVEL BETWEEN 1/4 INCH AND 1/2 INCH SHALL BE LEVELED WITH A SLOPE NO GREATER THAN 1:2.
8. THE BOTTOM 10 INCHES OF ALL DOORS (EXCEPT AUTOMATIC AND SLIDING) SHALL HAVE A SMOOTH UNINTERRUPTED SURFACE TO ALLOW THE DOOR TO BE OPENED BY A WHEELCHAIR FOOTREST WITHOUT CREATING A TRAP OR HAZARDOUS CONDITION. WHERE NARROW FRAME DOORS ARE USED, A 10 INCH HIGH SMOOTH PANEL SHALL BE INSTALLED ON THE PUSH SIDE OF THE DOOR, WHICH WILL ALLOW THE DOOR TO BE OPENED BY A WHEELCHAIR FOOTREST.
9. THE MAXIMUM EFFORT TO OPERATE DOORS SHALL NOT EXCEED 8-1/2 LBS. FOR EXTERIOR DOORS AND 5 LBS. FOR INTERIOR DOORS. SUCH PULL OR PUSH EFFORT BEING APPLIED AT RIGHT ANGLES TO HINGED DOORS AND AT THE CENTER PLANE OF SLIDING OR FOLDING DOORS. COMPENSATING DEVICES OR AUTOMATIC DOOR OPERATORS MAY BE UTILIZED TO MEET THE ABOVE STANDARDS. WHEN FIRE DOORS ARE REQUIRED, THE MAXIMUM EFFORT TO OPERATE THE DOOR MAY NOT EXCEED 15 LBS.

SANITARY FACILITIES (GENERAL)

1. ALL DOORWAYS LEADING TO SANITARY FACILITIES SHALL HAVE 32 INCH CLEAR, UNOBSTRUCTED OPENINGS.
2. ALL SINKS, FAUCET CONTROLS, AND OPERATING MECHANISMS SHALL BE OPERABLE WITH ONE HAND AND SHALL NOT REQUIRE TIGHT GRASPING, PINCHING, OR TWISTING OF THE WRIST. THE FORCE REQUIRED TO ACTIVATE CONTROLS SHALL BE NO GREATER THAN 5 LBS. LEVER-OPERATED, PUSH-TYPE, AND ELECTRONICALLY CONTROLLED MECHANISMS ARE EXAMPLES OF ACCEPTABLE DESIGNS. SELF-CLOSING VALVES ARE ALLOWED IF THE FAUCET REMAINS OPEN FOR AT LEAST 10 SECONDS.
3. LAVATORIES SHALL BE MOUNTED WITH A MINIMUM DISTANCE OF 18 INCHES FROM A WALL OR PARTITION TO THE CENTER LINE OF THE FIXTURE. ACCESSIBLE LAVATORIES SHALL BE MOUNTED WITH THE RIM OR COUNTER SURFACE NO HIGHER THAN 34 INCHES ABOVE THE FINISHED FLOOR.

TOILET ROOM FIXTURES AND ACCESSORIES

1. THE HEIGHT OF ACCESSIBLE WATER CLOSETS SHALL BE A MINIMUM OF 17 INCHES AND A MAXIMUM OF 19 INCHES MEASURED TO THE TOP OF THE TOILET SEAT.
2. PROVIDE 18 INCHES FROM THE CENTERLINE OF THE WATER CLOSET TO THE ADJACENT WALL.
3. TOILET AND URINAL FLUSH CONTROLS SHALL BE OPERABLE WITH ONE HAND AND SHALL NOT REQUIRE TIGHT GRASPING, PINCHING, OR TWISTING OF THE WRIST. CONTROLS FOR THE FLUSH VALVES SHALL BE MOUNTED ON THE SIDE OF THE TOILET NO MORE THAN 44 INCHES ABOVE THE FLOOR. THE FORCE REQUIRED TO ACTIVATE CONTROLS SHALL BE NO GREATER THAN 5 LBS.
4. WHERE URINALS ARE PROVIDED, AT LEAST ONE SHALL HAVE A CLEAR SPACE 30 INCHES WIDE X 48 INCHES LONG IN FRONT OF THE URINAL. AT LEAST ONE URINAL WITH A RIM PROJECTING A MINIMUM OF 14 INCHES FROM THE WALL AND A MAXIMUM OF 17 INCHES ABOVE THE FLOOR SHALL BE INSTALLED.
5. A CLEAR FLOOR SPACE 30 INCHES WIDE X 48 INCHES LONG SHALL BE PROVIDED IN FRONT OF A LAVATORY TO ALLOW A FORWARD APPROACH. SUCH CLEAR FLOOR SPACE SHALL ADJOIN OR OVERLAP AN ACCESSIBLE ROUTE AND SHALL EXTEND INTO KNEE AND TOE SPACE UNDERNEATH THE LAVATORY.
6. LAVATORIES SHALL BE MOUNTED WITH A CLEARANCE OF AT LEAST 29 INCHES FROM THE FLOOR TO THE BOTTOM OF THE APRON WITH KNEE CLEARANCE UNDER THE FRONT LIP EXTENDING A MINIMUM OF 30 INCHES IN WIDTH WITH 8 INCHES MINIMUM DEPTH AT THE TOP. TOE CLEARANCE SHALL BE THE SAME WIDTH AND SHALL BE A MINIMUM OF 9 INCHES HIGH FROM THE FLOOR AND A MINIMUM OF 17 INCHES DEEP FROM THE FRONT OF THE LAVATORY.
7. HOT WATER AND DRAIN PIPES UNDER LAVATORIES SHALL BE INSULATED OR OTHERWISE COVERED. THERE SHALL BE NO SHARP OR ABRASIVE SURFACES UNDER LAVATORIES.
8. MIRRORS SHALL BE MOUNTED WITH THE BOTTOM EDGE NOT MORE THAN 40 INCHES FROM THE FLOOR.
9. LOCATE PAPER TOWEL DISPENSERS, SANITARY NAPKIN DISPENSERS, AND WASTE RECEPTACLES WITH ALL OPERABLE PARTS NOT MORE THAN 40 INCHES FROM THE FLOOR.
10. LOCATE TOILET TISSUE DISPENSERS ON THE WALL WITHIN 12 INCHES OF THE FRONT EDGE OF THE TOILET SEAT.

MULTIPLE ACCOMMODATION TOILET FACILITIES

1. A CLEAR SPACE MEASURED FROM THE FLOOR TO A HEIGHT OF 27 INCHES ABOVE THE FLOOR, WITHIN THE SANITARY FACILITY ROOM, OF SUFFICIENT SIZE TO INSCRIBE A CIRCLE WITH A DIAMETER NOT LESS THAN 60 INCHES, OR A CLEAR SPACE NOT LESS THAN 56 INCHES X 63 INCHES IN SIZE SHALL BE PROVIDED. DOORS OTHER THAN THE DOOR TO THE DISABLED TOILET COMPARTMENT, IN ANY POSITION, MAY ENCROACH INTO THIS SPACE BY NOT MORE THAN 12 INCHES.
2. AN ACCESSIBLE INDIVIDUAL TOILET STALL SHALL PROVIDE AT LEAST 28 INCHES CLEAR SPACE FROM A FIXTURE OR 32 INCHES CLEAR SPACE FROM A WALL AT ONE SIDE OF THE WATER CLOSET. A 48 INCH LONG CLEAR SPACE IN FRONT OF THE WATER CLOSET SHALL BE PROVIDED IF THE COMPARTMENT HAS AN END OPENING DOOR (FACING THE WATER CLOSET). A 60 INCH LONG CLEAR SPACE SHALL BE PROVIDED IN A COMPARTMENT WHEN THE DOOR IS LOCATED AT THE SIDE. GRAB BARS SHALL NOT PROJECT MORE THAN 3 INCHES INTO THE CLEAR SPACES AS SPECIFIED ABOVE.
3. WATER CLOSET COMPARTMENTS SHALL BE EQUIPPED WITH A DOOR THAT HAS AN AUTOMATIC CLOSING DEVICE, AND SHALL HAVE A CLEAR UNOBSTRUCTED OPENING WIDTH OF 32 INCHES WHEN LOCATED AT THE END AND 34 INCHES WHEN LOCATED AT THE SIDE WITH THE DOOR POSITIONED AT AN ANGLE OF 90 DEGREES FROM ITS CLOSED POSITION.
4. EXCEPT FOR DOOR OPENING WIDTHS AND DOOR SWINGS, A CLEAR UNOBSTRUCTED ACCESS NOT LESS THAN 44 INCHES SHALL BE PROVIDED TO WATER CLOSET COMPARTMENTS DESIGNED FOR USE BY THE DISABLED. THE SPACE IMMEDIATELY IN FRONT OF A WATER CLOSET COMPARTMENT SHALL BE NOT LESS THAN 48 INCHES AS MEASURED AT RIGHT ANGLES TO THE COMPARTMENT DOOR IN ITS CLOSED POSITION.

GRAB BARS

1. GRAB BARS SHALL BE LOCATED ON ONE SIDE AND THE BACK OF THE PHYSICALLY DISABLED TOILET STALL OR COMPARTMENT AND SHALL BE SECURELY ATTACHED 33 INCHES ABOVE AND PARALLEL TO THE FLOOR.
2. GRAB BARS AT THE SIDE SHALL BE AT LEAST 42 INCHES LONG WITH THE FRONT END POSITIONED 24 INCHES IN FRONT OF THE WATER CLOSET STOOL. GRAB BARS AT THE BACK SHALL NOT BE LESS THAN 36 INCHES LONG.
3. THE DIAMETER OR WIDTH OF THE GRIPPING SURFACES OF A GRAB BAR SHALL BE 1-1/4 INCHES OR THE SHAPE SHALL PROVIDE AN EQUIVALENT GRIPPING SURFACE. IF THE GRAB BARS ARE MOUNTED ADJACENT TO A WALL, THE SPACE BETWEEN THE WALL AND THE GRAB BARS SHALL BE 1-1/2 INCHES.
4. A GRAB BAR AND ANY WALL OR OTHER SURFACE ADJACENT TO IT SHALL BE FREE OF ANY SHARP OR ABRASIVE ELEMENTS. GRAB BAR EDGES SHALL HAVE A MINIMUM RADIUS OF 1/8 INCH.
5. GRAB BARS SHALL NOT ROTATE WITHIN THEIR FITTINGS.
6. GRAB BARS SHALL BE DESIGNED TO SUPPORT A 250 POUND FORCE.

ADDITIONAL REQUIREMENTS

1. THE BOTTOM OF RECEPTACLE OUTLETS AND COMMUNICATION SYSTEM RECEPTACLES SHALL BE LOCATED NOT LESS THAN 15 INCHES NOR MORE THAN 48 INCHES ABOVE THE FLOOR OR WORKING PLATFORM.
2. THE CENTER OF THE GRIP OF THE OPERATING HANDLE OF SWITCHES INTENDED TO BE USED BY THE OCCUPANT OF THE ROOM OR AREA TO CONTROL LIGHTING AND RECEPTACLE OUTLETS, APPLIANCES, OR COOLING, HEATING AND VENTILATING EQUIPMENT, SHALL BE NOT LESS THAN 15 INCHES NOR MORE THAN 48 INCHES ABOVE THE FLOOR OR WORKING PLATFORM.
3. THE CENTER OF FIRE ALARM INITIATING DEVICES (BOXES) SHALL BE LOCATED 48 INCHES ABOVE THE LEVEL OF THE FLOOR, WORKING PLATFORM, GROUND SURFACE, OR SIDEWALK.
4. THE INTERNATIONAL SYMBOL OF ACCESSIBILITY SHALL BE THE STANDARD USED TO IDENTIFY FACILITIES THAT ARE ACCESSIBLE TO AND USABLE BY PHYSICALLY DISABLED PERSONS. THE SYMBOL SPECIFIED ABOVE SHALL CONSIST OF A WHITE FIGURE ON BLUE BACKGROUND. THE BLUE SHALL BE EQUAL TO COLOR NO. 15090 IN FEDERAL STANDARD 595A.

GENERAL NOTES

1. CONTRACTOR SHALL, PRIOR TO COMMENCEMENT OF WORK, FIELD VERIFY ALL EXISTING PROJECT CONDITIONS, INCLUDING DIMENSIONS AND UTILITY LOCATIONS & UTILITY SIZES, GRADES, ELEVATIONS, CRITICAL LOCATIONS, & STRUCTURAL SUPPORTS. THE CONTRACTOR SHALL REPORT ANY DISCREPANCIES TO THE ARCHITECT.

   A. FIELD CONFIRMATION OF DISCREPANCIES SHALL BE RECORDED ON A REPRODUCIBLE DOCUMENT AND IMMEDIATELY TRANSMITTED TO THE OWNER AND THE ARCHITECT FOR PROJECT RECORD, COORDINATION, AND NECESSARY RESOLUTION PRIOR TO CONTINUING WITH WORK.

   B. CONTRACTOR SHALL VERIFY, AND BE RESPONSIBLE FOR ALL WORK AND MATERIALS, INCLUDING THOSE FURNISHED BY SUBCONTRACTORS.

   C. WRITTEN DIMENSIONS TAKE PRECEDENCE OVER SCALED SIZES; <u>DO NOT SCALE DRAWINGS TO DETERMINE ANY LOCATIONS</u>. THE ARCHITECT SHALL BE NOTIFIED OF ANY DISCREPANCIES, PRIOR TO CONTINUING WITH WORK.

   D. SHOULD CONFLICTS OCCUR BETWEEN THE DRAWINGS AND SPECIFICATIONS, THE DRAWINGS SHALL GOVERN IN MATTERS OF DIMENSION OR QUANTITY; SPECIFICATIONS SHALL GOVERN IN MATTERS OF MATERIALS, FINISHES, & QUALITY.

   E. THE CONTRACTOR SHALL PERFORM ALL WORK IN ACCORDANCE WITH THE CONSTRUCTION DOCUMENTS AS APPROVED BY THE BUILDING DEPARTMENT. THE APPROVED CONSTRUCTION DOCUMENTS SHALL NOT BE CHANGED OR MODIFIED WITHOUT THE APPROVAL OF THE OWNER AND THE ARCHITECT, IN WRITING.

   F. THE GENERAL CONTRACTOR SHALL PROVIDE OR MAKE AVAILABLE A COMPLETE SET OF CONSTRUCTION DOCUMENTS (INCLUDING DRAWINGS AND SPECIFICATIONS) TO EVERY SUBCONTRACTOR BIDDING ANY PORTION OF THIS PROJECT. THE GENERAL CONTRACTOR SHALL REQUIRE BIDDING SUBCONTRACTOR TO REVIEW THE ENTIRE SET OF CONSTRUCTION DOCUMENTS TO OBTAIN CLARITY ON THE COMPLETE SCOPE OF WORK, AND REFER TO CROSS DISCIPLINE DRAWINGS FOR FULL COORDINATION OF WORK WITH OTHER TRADES, AND TO BE AWARE OF ALL WORK WHICH DOES NOT APPEAR WITHIN THE PARTICULAR DISCIPLINE DRAWINGS FOR THE SUBCONTRACTORS TRADE. FURTHERMORE, THE GENERAL CONTRACTOR SHALL ENSURE THAT EACH SUBCONTRACTOR WORKING ON THE PROJECT MAINTAINS A FULL SET OF CONSTRUCTION DOCUMENTS THROUGH OUT THE CONSTRUCTION OF THE PROJECT.

   G. ALL DIMENSIONS ON PLANS ARE TO CENTERLINE OF WALLS / COLUMNS, AND FACE OF STUD (F.O.S.), FACE OF SHEATHING (F.O. SHTG) OR FACE OF MASONRY (F.O.M.), UNLESS NOTED OTHERWISE.

   H. THE ARCHITECT SHALL HAVE LIMITED OBSERVATION OF THE CONSTRUCTION OF THIS PROJECT. THE CONTRACTOR IS RESPONSIBLE FOR THE QUALITY CONTROL, AND CONSTRUCTION STANDARDS FOR THIS PROJECT.

   I. CONTRACTOR TO THOROUGHLY REVIEW DRAWINGS & ALERT ARCHITECT OF ANY DISCREPANCIES OR CONFLICTS.

2. ALL WORK SHALL CONFORM TO THE LATEST ADOPTED EDITIONS OF ALL APPLICABLE BUILDING CODES AS WELL AS ALL OTHER LOCAL GOVERNING CODES AND ORDINANCES. SUCH CODES & ORDINANCES SHALL TAKE PRECEDENCE OVER DRAWINGS AND SPECIFICATIONS. REPORT DISCREPANCIES TO THE ARCHITECT IMMEDIATELY.

3. THE CONTRACTOR SHALL REPORT TO THE ARCHITECT ANY ERRORS, INCONSISTENCIES, OR OMISSIONS HE MAY DISCOVER. THE CONTRACTOR IS RESPONSIBLE FOR CORRECTING ANY ERROR AFTER THE START OF CONSTRUCTION WHICH HAS NOT BEEN BROUGHT TO THE ATTENTION OF THE OWNER. THE MEANS OF CORRECTING ANY ERROR SHALL FIRST BE APPROVED BY THE OWNER.

4. THE GENERAL BUILDING PERMITS SHALL BE PAID FOR BY THE OWNER. ALL OTHER PERMITS SHALL BE SECURED AND PAID FOR BY THE SUBCONTRACTOR DIRECTLY RESPONSIBLE.

   A. ALL REQUIRED CITY AND/OR COUNTY LICENSES SHALL BE ACQUIRED AND PAID FOR BY THE INDIVIDUAL TRADES.

   B. ALL CONTRACTORS SHALL HAVE VALID CERTIFICATES OF WORKMAN'S COMPENSATION ON FILE WITH THE APPROPRIATE AGENCIES.

5. IT SHALL BE THE RESPONSIBILITY OF THE CONTRACTOR TO LOCATE ALL EXISTING UTILITIES, WHETHER SHOWN HEREIN OR NOT, AND TO PROTECT THEM FROM DAMAGE. THE CONTRACTOR SHALL BEAR ALL EXPENSE FOR THE REPAIR OR REPLACEMENT OF UTILITIES AND/OR OTHER PROPERTY DAMAGED BY OPERATIONS IN CONJUNCTION WITH THE EXECUTION OF THE WORK.

6. CITY APPROVED PLANS SHALL BE KEPT IN A PLAN BOX AND SHALL NOT BE USED BY WORKMEN. ALL CONSTRUCTION SETS SHALL REFLECT THE SAME INFORMATION. THE CONTRACTOR SHALL ALSO MAINTAIN, IN GOOD CONDITION, ONE COMPLETE SET OF PLANS WITH ALL REVISIONS, ADDENDA, AND CHANGE ORDERS ON THE PREMISES AT ALL TIMES. THESE ARE TO BE UNDER THE CARE OF THE JOB SUPERINTENDENT.

7. THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE COMPLETE SECURITY OF THE SITE WHILE JOB IS IN PROGRESS AND UNTIL JOB IS COMPLETE.

8. CONTRACTOR SHALL MAINTAIN THE SITE IN A CLEAR AND ORDERLY MANNER. ALL DEBRIS SHALL BE REMOVED FROM PREMISES, AND ALL AREAS SHALL BE LEFT IN A BROOM-CLEAN CONDITION AT ALL TIMES.

   A. THE CONTRACTOR SHALL LOCATE AND MAINTAIN A TRASH BIN AT THE SITE. SUCH BIN SHALL BE OF ADEQUATE DIMENSION TO KEEP THE SITE CLEAN AT ALL TIMES. THE BIN SHALL BE REMOVED AND EMPTIED AS REQUIRED.

9. CONTRACTOR SHALL PROVIDE PEDESTRIAN PROTECTION IN ACCORDANCE WITH ALL APPLICABLE BUILDING CODES.

10. CONTRACTOR SHALL TAKE ALL NECESSARY PRECAUTIONS TO ENSURE THE SAFETY OF THE OCCUPANTS AND WORKERS AT ALL TIMES.

11. CONTRACTOR SHALL PROVIDE ALL REQUIRED PROTECTION, INCLUDING, BUT NOT LIMITED TO, SHORING, BRACING, AND ALL SUPPORTS NECESSARY TO MAINTAIN OVERALL STRUCTURAL INTEGRITY OF THE BUILDING.

12. NO STRUCTURAL MEMBERS SHALL BE CUT TO ACCEPT PIPES, VENTS, DUCTS, ETC., EXCEPT AS DETAILED OR SPECIFIED HEREIN.

13. GYPSUM WALLBOARD AND SUSPENDED CEILING SYSTEMS SHALL CONFORM TO ALL LOCAL GOVERNING BUILDING CODES AND ORDINANCES.

14. THE GENERAL CONTRACTOR SHALL BE RESPONSIBLE FOR, AND SHALL REPLACE OR REMEDY ANY FAULTY, IMPROPER OR INFERIOR MATERIALS OR WORKMANSHIP AND/OR ANY DAMAGE WHICH SHALL APPEAR WITHIN ONE (1) YEAR AFTER THE COMPLETION AND ACCEPTANCE OF THE WORK UNDER THIS CONTRACT.

   A. IN ADDITION TO EQUIPMENT WARRANTIES, FURNISH OWNER A WRITTEN GUARANTEE AGAINST LATENT AND PATENT DEFECTS IN MATERIALS AND WORKMANSHIP FOR ONE YEAR. GUARANTEE SHALL INCLUDE REPAIR, DAMAGE TO, OR REPLACEMENT OF, ANY PART OF EQUIPMENT PROVIDED.

15. PIPES OR DUCTS EXCEEDING ONE THIRD OF THE SLAB THICKNESS SHALL NOT BE PLACED IN STRUCTURAL CONCRETE UNLESS SPECIFICALLY DETAILED. SEE MECHANICAL, ELECTRICAL, AND STRUCTURAL DRAWINGS FOR LOCATION OF SLEEVES, ACCESSORIES, ETC.

16. ALL ELECTRICAL, MECHANICAL, AND PLUMBING WORK SHALL CONFORM TO THE REQUIREMENTS OF LEGALLY CONSTITUTED AUTHORITIES HAVING JURISDICTION.

17. CONTRACTOR SHALL REFER AND CONFORM TO ALL RECOMMENDATIONS AND FINDINGS SET FORTH IN THE SOILS REPORT. THE ARCHITECT ACCEPTS NO RESPONSIBILITY FOR THE ACCURACY OF THE FINDINGS NOR FOR THE FINAL RECOMMENDATIONS.

18. N/ATHE CONTRACTOR SHALL NOTIFY SOILS ENGINEER FOR INSTRUCTIONS PRIOR TO CONTINUING WORK SHOULD ANY UNUSUAL CONDITIONS BECOME APPARENT DURING GRADING OR FOUNDATION CONSTRUCTION.

19. ALL PAINT COLOR AND/OR MATERIAL TRANSITIONS ARE TO OCCUR AT INSIDE CORNERS (U.O.N.).

20. N/ASOILS ENGINEER SHALL BE RETAINED TO PROVIDE OBSERVATION AND TESTING SERVICES DURING THE GRADING AND FOUNDATION PHASE OF CONSTRUCTION, PER REPORT, (THAT SKIN FRICTION FOR UPLIFT WILL BE BASED ON ONE-HALF OF THE SKIN FRICTION FOR DOWNWARD FORCES).

21. COMPLETE SHOP DRAWINGS AND EQUIPMENT SUBMITTALS SHALL BE PROVIDED TO ARCHITECT FOR REVIEW AND APPROVAL PRIOR TO FABRICATION AND/OR ORDERING OF ANY EQUIPMENT, FIXTURES, MATERIALS, ASSEMBLIES, ETC.

   A. THE OWNER'S REPRESENTATIVE OR ARCHITECT WILL REVIEW AND APPROVE SHOP DRAWINGS AND SAMPLES FOR CONFORMANCE WITH DESIGN INTENT OF THE PROJECT ONLY. APPROVAL OF A SEPARATE ITEM SHALL NOT INDICATE APPROVAL OF AN ASSEMBLY IN WHICH THE ITEM FUNCTIONS.

   B. ALL SHOP DRAWINGS AND SUBMITTALS SHALL BE ROUTED THROUGH THE GENERAL CONTRACTOR. NO DOCUMENTS SHALL BE SUBMITTED DIRECTLY TO THE ARCHITECT, OR TO THE ARCHITECT'S CONSULTANTS.

   C. SUBMIT ALL SHOP DRAWINGS IN THE FORM OF ONE 24" x 36" TRANSPARENCY (SEPIA) OF EACH SHEET. BLUELINES OR BLACKLINES ARE NOT ACCEPTABLE.

   D. WHEN SHOP DRAWINGS INVOLVE MANUFACTURER'S DATA OR MATERIAL LIST, SUBMIT A MINIMUM OF FIVE COPIES FOR REVIEW AND APPROVAL.

22. EXTERIOR OPENINGS SHALL COMPLY WITH ALL SECURITY REQUIREMENTS AS OUTLINED IN ALL LOCAL BUILDING CODES AND/OR ORDINANCES.

23. ACCURATE AS-BUILT DRAWINGS SHALL BE GENERATED BY CONTRACTOR DURING CONSTRUCTION AND SUBMITTED TO THE OWNER UPON COMPLETION OF FINAL PUNCH LIST, BUT PRIOR TO REQUEST FOR FINAL PAYMENT.

24. FOUR SETS OF EQUIPMENT OPERATING AND MAINTENANCE MANUALS SHALL BE SUBMITTED TO ARCHITECT UPON COMPLETION OF PROJECT, BUT PRIOR TO REQUEST FOR FINAL PAYMENT.

25. CONTRACTOR SHALL ASSIST OWNER IN OBTAINING "CERTIFICATE OF OCCUPANCY" OR "OCCUPANCY PERMIT" AS NECESSARY.

26. ROOF OBSTRUCTIONS SUCH AS T.V. ANTENNA, GUY WIRES, SOLAR PANELS, AND RAZOR RIBBON SHALL NOT PREVENT FIRE DEPARTMENT ACCESS OR EGRESS IN THE EVENT OF A FIRE.

27. CONTRACTOR SHALL NOT EXCAVATE TRENCHES OR EXCAVATIONS, FIVE (5) FEET OR MORE IN DEPTH, INTO WHICH A PERSON IS REQUIRED TO DESCEND, WITHOUT PRIOR BUILDING DEPARTMENT APPROVAL.

28. VERIFY FIRE EXTINGUISHER REQUIREMENTS AND LOCATIONS WITH FIRE MARSHAL.

29. THE GENERAL CONTRACTOR SHALL INSTALL ALL MATERIALS AND PRODUCTS IN STRICT ACCORDANCE WITH MANUFACTURER'S RECOMMENDATIONS AND APPLICABLE ICBO REPORTS.

30. IN THE EVENT CERTAIN FEATURES OF THE CONSTRUCTION ARE NOT FULLY SHOWN ON THE DRAWINGS OR CALLED FOR IN THE NOTES OR SPECIFICATIONS, THEN THEIR CONSTRUCTION SHALL BE OF THE SAME CHARACTER AS FOR SIMILAR CONDITIONS THAT ARE SHOWN OR CALLED FOR IN THE CONSTRUCTION DOCUMENTS.

31. NEITHER THE ARCHITECT, NOR THE ENGINEERS, NOR THE OWNER SHALL BE RESPONSIBLE FOR: CONSTRUCTION MEANS, METHODS, TECHNIQUES, SEQUENCES OR PROCEDURES OF THE CONTRACTOR; SAFETY PRECAUTIONS AND PROGRAMS OF THE CONTRACTOR; THE ACTS OR OMISSIONS OF THE CONTRACTOR; OR THE FAILURE OF THE CONTRACTOR TO CARRY OUT THE WORK IN ACCORDANCE WITH THE CONSTRUCTION DOCUMENTS.

32. THE ELECTRICAL DESIGN INDICATED ON THE ARCHITECTURAL DRAWINGS ARE FOR GRAPHIC PURPOSES ONLY. THE ELECTRICAL PORTION OF THE PROJECT IS TO BE CONSIDERED DESIGN BUILD. THE CONTRACTOR IS TO PROVIDE ALL REQUIRED DESIGN DRAWINGS, CALCULATIONS, AND ANY ADDITIONAL INFORMATION DEEMED NECESSARY BY THE CITY, AND PAY ALL FEES REQUIRED TO ACQUIRE ALL PLAN CHECKS AND PERMITS.

33. THE MECH. & PLUMBING DESIGN INDICATED ON THE ARCHITECTURAL DRAWINGS ARE FOR GRAPHIC PURPOSES ONLY. THE FIRE MECH. & PLUMBING PORTION OF THE PROJECT IS TO BE CONSIDERED DESIGN BUILD. THE CONTRACTOR IS TO PROVIDE ALL REQUIRED DESIGN DRAWINGS, CALCULATIONS, AND ANY ADDITIONAL INFORMATION DEEMED NECESSARY BY THE CITY, AND PAY ALL FEES REQUIRED TO ACQUIRE ALL PLAN CHECKS AND PERMITS.

34. THESE PLANS ARE FOR GENERAL CONSTRUCTION PURPOSES ONLY. THEY ARE NOT EXHAUSTIVELY DETAILED OR FULLY SPECIFIED. IT IS THE RESPONSIBILITY OF THE CONTRACTOR TO SELECT, VERIFY, RESOLVE, AND INSTALL ALL MATERIALS AND EQUIPMENT.

35. DECORATIVE MATERIALS SHALL BE NONCOMBUSTIBLE OR FLAME-RETARDANT TREATED IN AN APPROVED MANNER, SHALL BE PROVIDED WITH A STATE FIRE MARSHAL'S CERTIFICATION STAMP, AND SHALL BE APPROVED BY THE FIRE DEPARTMENT PRIOR TO INSTALLATION.

36. STORAGE, DISPENSING, AND USE OF ANY FLAMMABLE AND COMBUSTIBLE LIQUIDS, FLAMMABLE AND COMPRESSED GASES, AND OTHER HAZARDOUS MATERIALS, SHALL COMPLY WITH WITH ALL APPLICABLE FIRE CODE REGULATIONS.

37. THE CONTRACTOR SHALL SUBMIT TO THE ARCH. COMPLETE FIRE SPRINKLER SYSTEM DWG'S WITH APPROVALS BY ALL AGENCIES HAVING JURISDICTION INDICATED ON ALL SETS PRIOR TO INSTALLATION.

38. FIELD MODIFICATIONS AND REVISIONS TO APPROVED PLANS SHALL BE SUBMITTED TO FIRE DISTRICT FOR REVIEW.

39. CONTACT FIRE DISTRICT (MINIMUM TWO WORKING DAYS NOTICE REQUIRED) FOR REQUIRED INSPECTIONS AND FINAL INSPECTION OF THE BUILDING PRIOR TO OCCUPANCY.

40. THE FIRE SPRINKLER DESIGN INDICATED ON THE ARCHITECTURAL DRAWINGS ARE FOR GRAPHIC PURPOSES ONLY. THE FIRE SPRINKLER PORTION OF THE PROJECT IS TO BE CONSIDERED DESIGN BUILD. THE CONTRACTOR IS TO PROVIDE ALL REQUIRED DESIGN DRAWINGS, CALCULATIONS, AND ANY ADDITIONAL INFORMATION DEEMED NECESSARY BY THE CITY, AND PAY ALL FEES REQUIRED TO ACQUIRE ALL PLAN CHECKS AND PERMITS.

   A. WATER SUPPLY VALVES CONTROLLING AUTOMATIC SPRINKLER SYSTEMS SHALL BE ELECTRONICALLY MONITORED WHERE ONE HUNDRED OR MORE SPRINKLER HEADS ARE REQUIRED. PROVIDE APPROVED CENTRAL STATION SUPERVISION FOR FLOW AND TAMPER. SUBMIT (2) COPIES OF CENTRAL STATION SUPERVISION PLANS AND SPECIFICATIONS FOR FIRE DISTRICT REVIEW AND APPROVAL PRIOR TO INSTALLATION.

   B. PROVIDE AN APPROVED LISTED AUTOMATIC AND MANUAL FIRE ALARM SYSTEM. THE OPERATION OF THE AUTOMATIC SPRINKLER SHALL AUTOMATICALLY ACTIVATE THE FIRE ALARM SYSTEM, INCLUDING ALARM SIGNALING DEVICE(S) INSTALLED ON EXTERIOR OF BUILDING.

   C. SUBMIT (2) COMPLETE SETS OF FIRE ALARM SYSTEM PLANS AND SPECIFICATIONS CONFORMING WITH 1993 NFPA 72 TO THE FIRE DISTRICT FOR REVIEW AND APPROVAL PRIOR TO INSTALLATION INDICATING THE FOLLOWING.

   PROVIDE STATE FIRE MARSHALL AND UL LISTINGS OF ALL COMPONENTS OF FIRE ALARM SYSTEM SYSTEM INCLUDING WIRING (MODEL NUMBERS FOR ALL EQUIPMENT, DEVICES, AND MATERIALS.)

   PROVIDE FLOOR PLANS SHOWING ALL ALARM DEVICES AND ALL ROOM C CLASSIFICATIONS.

   PROVIDE A POINT TO POINT WIRING AND ALARM SYSTEM RISER DIAGRAM.

   PROVIDE WRITTEN DESCRIPTION INDICATING SEQUENCE OF ALARM OPERATION OR PROVIDE MATRIX TABLE.

   PROVIDE VOLTAGE DROP AND BATTERY CALCULATIONS.

   PROVIDE SUPPLY CALCULATIONS SHOWING POWER CONSUMPTION OF ALL DEVICES.

   PROVIDE CALIFORNIA STATE LICENSE STAMP ON PLAN (WET STAMP).

   COMPLETE FIRE ALARM PLAN REVIEW WILL OCCUR AFTER FIRE ALARM PLANS, SPECIFICATIONS, AND CALCULATIONS HAVE BEEN SUBMITTED.

   FIRE SPRINKLERS SHALL BE AUTOMATIC TO PROVIDE 100% COVERAGE AND SHALL COMPLY WITH THE RECOMMENDATIONS OF THE NATIONAL FIRE PROTECTION ASSOCIATION (N.F.P.A.) STANDARDS PAMPHLET NO. 13 (LATEST EDITION) AND THE OWNERS INSURANCE UNDERWRITER(S).

41. ALL BUILDING PADS SHALL BE TREATED BEFORE CONCRETE IS PLACED WITH AN APPROVED TERMITE CONTROL AGENT APPLIED AT LABEL RATE BY A STATE LICENSED INDIVIDUAL / FIRM. A CERTIFICATE VERIFYING COMPLIANCE MUST BE SUBMITTED TO THE BUILDING DIVISION BEFORE FOUNDATION INSPECTION (BMC 15.04.130)

42. CITY BUSINESS LICENSES SHALL BE REQUIRED FOR ALL CONTRACTORS AND SUBCONTRACTORS PROVIDING WORK ON THE BUILDING OR SITE.

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UNWINED WINE & CHEESE BAR
BYRON, CA

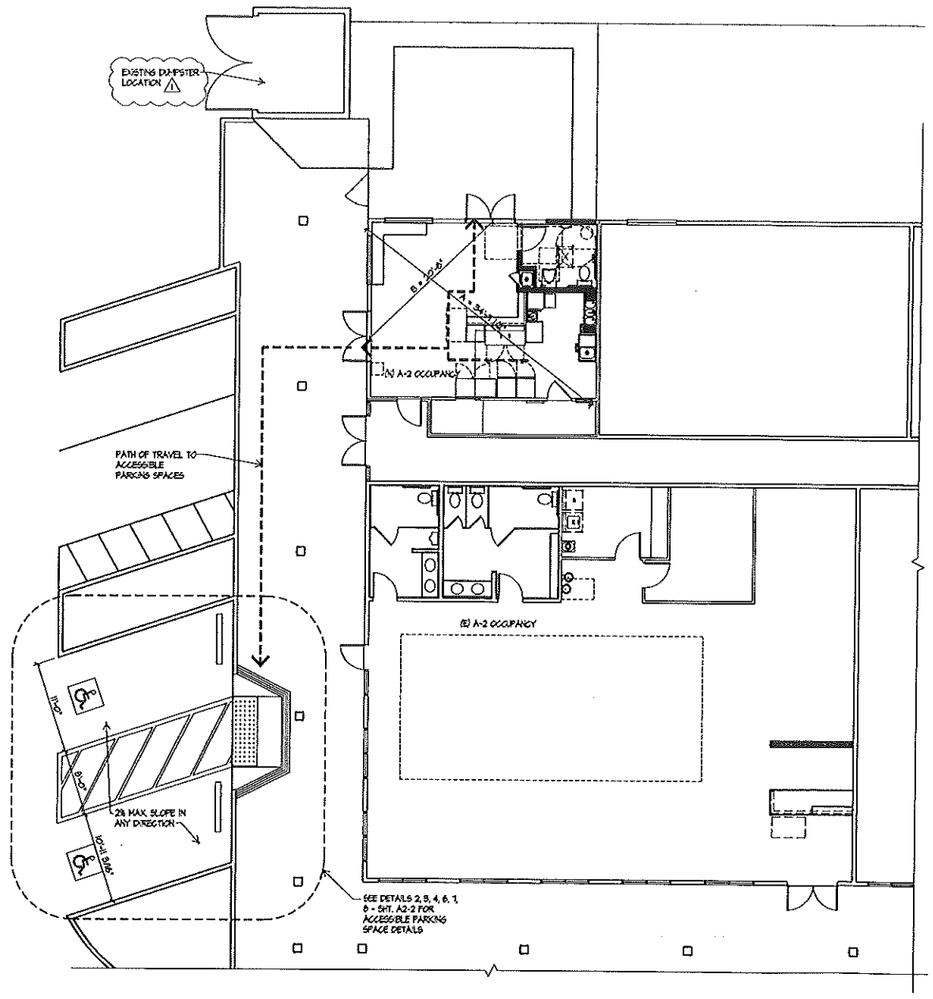
GENERAL NOTES

REVISIONS

SET DATE	03/21/2014				
ISSUE DATE	01/15/2014				
SCALE	AS NOTED				
DRAWN	TLH				
JOB	400321				
PM	LC	QC	LC	OL	TH

PLAN - SHEET
G1

DO NOT SCALE THESE DRAWINGS



SITE PLAN & PATH OF TRAVEL

1 SCALE: 1/8" = 1'-0"

FOR FLOOR PLAN LOCATION IN BUILDING SEE SHEET A1-2

NOTE: PATH OF TRAVEL SHALL COMPLY WITH ALL APPLICABLE ADA REQUIREMENTS.

EGRESS NOTES

1. REFER TO THIS SHEET FOR PATH OF TRAVEL.
2. PER THE CBC SEC. 1018.2.1, THE LENGTH OR THE MAX. OVERALL DIAGONAL DIMENSION OF THE AREA SERVED MUST SEPARATE THE REQUIRED EXITS. 2-EXITS REQUIRED AT ROOMS NOTED PER TABLE 1015.1.
3. IN ASSEMBLY ROOMS CONTRACTOR TO PROVIDE A SIGN STATING "MAXIMUM OCCUPANT LOAD 26" PERMANENTLY POSTED NEAR THE MAIN EXIT. THE SIGN SHALL BE LEGIBLE WITH LETTERS THAT ARE CONTRASTING TO THE BACKGROUND, FIRE DEPARTMENT TO VERIFY MAX. OCCUPANT LOAD.

EGRESS PLAN KEYNOTES

SYM.	NOTE
1	OCCUPANT LOAD SIGN LOCATION, REFER TO EGRESS NOTE #5 AND SEATING INFORMATION.
2	DOOR SHALL REMAIN UNLOCKED DURING BUSINESS HOURS.
3	EXIT SIGN LOCATION, EXIT SIGN TO BE EXTERNALLY OR INTERNALLY ILLUMINATED PER C.B.C. 1013

KNOX BOX

IF REQUIRED BY JURISDICTION, KEY BOX SHALL BE PROVIDED FOR THE OCCUPANCY, PLEASE CONTACT THE FIRE DEPARTMENT TO ORDER. EXISTING KEY BOX SHALL BE UPGRADED TO THE NEW KNOX BOX SYSTEM.

EXIT CALCULATION

B = 20'-6" > 84'-4 1/2" / 2 = 17'-4 3/4"

EGRESS PLAN LEGEND

PATH OF TRAVEL

BUILDING EXIT

EGRESS GENERAL NOTES

6. TACTILE EXIT SIGNAGE: PROVIDE TACTILE EXIT SIGNS AT EACH GRADE-LEVEL EXTERIOR EXIT DOOR, AT EXIT DOORS THAT LEAD DIRECTLY TO A GRADE LEVEL EXIT DOOR BY STAIRWAY OR RAMP, FROM INTERIOR ROOMS OR AREA TO A CORRIDOR OR HALLWAY THAT REQUIRES VISUAL EXIT SIGNS, OR OTHER REQUIRED LOCATIONS WITH MANDATED WORDING PER. CBC 1013.4.

   THE EXIT SIGN SHALL READ:

   "EXIT" AT GRADE LEVEL EXTERIOR EXIT DOOR
   "EXIT STAIR DOWN", "EXIT RAMP DOWN", "EXIT STAIR UP", "EXIT RAMP UP" AT EACH EXIT DOOR THAT LEADS DIRECTLY TO A GRADE LEVEL EXTERIOR EXIT DOOR BY A STAIRWAY OR RAMP AS APPROPRIATE
   "EXIT ROUTE" AT EXIT DOOR THAT LEADS TO A GRADE LEVEL EXTERIOR EXIT BY MEANS OF AN EXIT ENCLOSURE OR AN EXIT PASSAGEWAY. ALSO AT INTERIOR ROOM DOOR OR AREA TO A CORRIDOR OR HALLWAY.
   "TO EXIT" AT A EXIT DOOR THROUGH A HORIZONTAL EXIT.

7. TACTILE SIGNAGE CHARACTERS: CHARACTER NUMBERS ON SIGNS SHALL BE SIZED ACCORDING TO THE VIEWING DISTANCE FROM WHICH THEY ARE TO BE READ. THE MINIMUM HEIGHT IS MEASURED USING AN UPPER CASE X. LOWER CASE CHARACTERS ARE PERMITTED.
8. SIGNAGE LOCATION & HEIGHT: WHERE PERMANENT IDENTIFICATION IS PROVIDED FOR ROOMS AND SPACES, SIGNS SHALL BE INSTALLED ON THE WALL ADJACENT TO THE LATCH SIDE OF THE DOOR. WHERE THERE IS NO WALL SPACE TO THE LATCH SIDE OF THE DOOR, INCLUDING AT DOUBLE LEAF DOORS, SIGNS SHALL BE PLACED ON THE NEAREST ADJACENT WALL. MOUNTING HEIGHT SHALL BE 60" ABOVE THE FINISHED FLOOR TO THE CENTERLINE OF THE SIGN. MOUNTING LOCATION FOR SUCH SIGNAGE SHALL BE SO THAT A PERSON MAY APPROACH WITHIN 5" OF SIGNAGE WITHOUT ENCOUNTERING PROTRUDING OBJECTS STANDING WITHIN THE SWING OF A DOOR.
9. IN ASSEMBLY ROOMS CONTRACTOR TO PROVIDE A SIGN STATING "MAXIMUM OCCUPANT LOAD "X" PERMANENTLY POSTED NEAR THE MAIN EXIT. THE SIGN SHALL BE LEGIBLE WITH LETTERS THAT ARE CONTRASTING TO THE BACKGROUND, FIRE DEPARTMENT TO VERIFY MAX. OCCUPANT LOAD. PER CBC 1004.3.

FIRE ALARM/SPRINKLERS

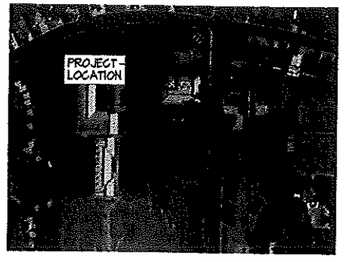
1. WHERE ONLY ONE EXIT ACCESS IS REQUIRED FROM AN INTERIOR ROOM AND THE PATH OF TRAVEL IS THROUGH AN ADJOINING OR INTERVENING ROOM, SMOKE DETECTORS SHALL BE INSTALLED THROUGHOUT THE COMMON ATMOSPHERE OF THE EXIT ACCESS THROUGH WHICH THE PATH OF EXIT TRAVEL PASSES. SUCH SMOKE DETECTORS SHALL ACTUATE ALARMS AUDIBLE IN THE INTERIOR ROOMS AND SHALL BE CONNECTED TO THE FIRE ALARM SYSTEM. EXCEPT IN ROOMS WHERE THE AGGREGATE OCCUPANT LOAD OF THE INTERIOR ROOM IS 10 OR LESS. CBC SECTION 1014.2, CFC SECTION 1014.2
2. CONTRACTOR SHALL MAKE SEPARATE SUBMITTAL OF PLANS CALC'S, ETC. TO THE CITY FIRE DEPT. FOR APPROVAL PRIOR TO INSTALLATION OF WORK. (NOT REQUIRED IN NON-SPRINKLERED BUILDINGS). ANY REQUIRED MODIFICATIONS OF THE EXISTING AUTOMATIC FIRE SPRINKLER SYSTEM TO BE IN ACCORDANCE WITH NFPA PAMPHLET 13, AND LOCAL AND STATE CODE REQUIREMENTS.
3. PROVIDE A VISUAL ALARM SYSTEM (I.E. STROBE LIGHTS) TO BE VISIBLE TO THE HEARING IMPAIRED IN ALL AREAS WHERE THE FIRE ALARM SYSTEM IS AUDIBLE AND IN ALL ACCESSORY AREAS AS TOILET, BREAK ROOMS, CORRIDORS, ETC. AS PER SECTION 907.9.2.3.1 OF THE CFC.
4. FIRE RESISTANCE OF EXTERIOR WALLS AND PROTECTION OF OPENINGS CONFORM TO TABLE 602 OF THE CBC.
5. PROVIDE APPROVED MANUAL FIRE ALARM SYSTEM THROUGHOUT THE WHOLE BUILDING. AUTOMATIC SPRINKLER SYSTEM AND SMOKE DETECTORS SHALL BE IN ACCORDANCE WITH CHAPTER 9 OF THE CFC, SUCH SYSTEMS SHALL BE CONNECTED TO THE BUILDING FIRE ALARM SYSTEM, AND THE BUILDING FIRE ALARM SYSTEM SHALL BE BOTH AUTOMATIC AND MANUAL, SECTION 907, CFC. FIRE SUPPRESSION AND FIRE ALARM DRAWINGS SHALL BE SUBMITTED INDEPENDENTLY AND UNDER A SEPARATE PERMIT APPLICATION TO THE FIRE DEPARTMENT.

DOORWAY (GENERAL)

1. THE WIDTH OF THE LEVEL AND CLEAR AREA ON THE SIDE TO WHICH THE DOOR SWINGS SHALL EXTEND 24" PAST THE STRIKE EDGE OF THE DOOR FOR EXTERIOR DOORS AND 18" PAST THE STRIKE EDGE FOR THE INTERIOR DOORS.
2. THE FLOOR LANDING SHALL BE NOT MORE THAN 1/2" LOWER THAN THE THRESHOLD OF THE DOORWAY. CHANGE IN THE LEVEL BETWEEN 1/4" AND 1/2" SHALL BE BEVELED WITH A SLOPE NO GREATER THAN 1:2.
3. EVERY REQUIRED EXIT DOORWAY SERVING AN OCCUPANT LOAD OF 10 OR MORE SHALL BE OF A SIZE AS TO PERMIT THE INSTALLATION OF A DOOR NOT LESS THAN 5' IN WIDTH. DOORS SHALL BE CAPABLE OF OPENING AT LEAST 90 DEGREES AND SHALL BE MOUNTED THAT THE CLEAR WIDTH OF THE DOORWAY IS NOT LESS THAN 32". EVERY DOORWAY IS NOT LESS THAN 6'-8" IN HEIGHT. PER CBC SECTION 1008.1.1.
4. HAND ACTIVATED DOOR OPENING HARDWARE SHALL BE CENTERED BETWEEN 30" AND 44" ABOVE THE FLOOR.
5. THE BOTTOM 10" OF ALL DOORS SHALL HAVE A SMOOTH UNINTERRUPTED SURFACE.
6. LATCHING AND LOCKING DOORS THAT ARE HAND ACTIVATED AND WHICH ARE IN A PATH OF TRAVEL SHALL BE OPERABLE WITH A SINGLE EFFORT BY LEVER TYPE HARDWARE, PANIC BARS, PULL-PUSH ACTIVATING BARS OR OTHER HARDWARE DESIGNED TO PROVIDE PASSAGE WITHOUT REQUIRING THE ABILITY TO GRASP THE OPENING HARDWARE.
7. THE FLOOR LANDING ON EACH SIDE OF AN ENTRANCE OR PASSAGE DOOR SHALL BE LEVEL AND CLEAR. THE LEVEL AND CLEAR AREA SHALL HAVE A LENGTH IN THE DIRECTION OF DOOR SWING OF AT LEAST 60" AND THE LENGTH OPPOSITE THE DIRECTION OF DOOR SWING OF 48" AS MEASURED AT RIGHT ANGLES TO THE PLANE OF THE DOOR IN ITS CLOSED POSITION.
8. EXIT DOORS SHALL BE OPERABLE FROM THE INSIDE WITHOUT THE USE OF A KEY OR ANY SPECIAL KNOWLEDGE OR EFFORT. MANUALLY OPERATED EDGE OR SURFACE-MOUNTED FLUSH BOLTS AND SURFACE BOLTS ARE PROHIBITED. PER CBC SEC. 1008.1.9.
9. THE SPACE BETWEEN TWO CONSECUTIVE DOOR OPENINGS IN A VESTIBULE SHALL PROVIDE A MINIMUM OF 48" CLEAR SPACE FROM ANY DOOR OPENING INTO SUCH VESTIBULE WHEN THE DOOR IS POSITIONED AT AN ANGLE OF 90 DEGREES FROM ITS CLOSED POSITION. (FULL COMPLIANCE UNITS ONLY.)
10. MAXIMUM EFFORT TO OPERATE DOORS SHALL NOT EXCEED 5 LBS. FOR EXTERIOR DOORS, 5 LBS. FOR INTERIOR DOORS AND 15 LBS AT FIRE DOORS.
11. PER CBC SEC. 1008.1.9.8 KEY LOCKING HARDWARE MAY BE USED ON THE MAIN EXIT IF THERE IS A READILY VISIBLE SIGN ON OR ADJACENT TO THE DOOR STATING,"THIS DOOR TO REMAIN UNLOCKED WHEN OCCUPIED." MIN. 1" LETTERS IN A CONTRASTING COLOR PROVIDED ADJACENT TO EXIT DOOR.
12. ALL DOORS W/CLOSERS SHALL ALLOW THE SWEEP PERIOD OF THE CLOSER TO BE ADJUSTED SO THAT FROM AN OPEN POSITION OF 70-DEGREES THE DOOR WILL TAKE AT LEAST 5 SECONDS TO MOVE TO A POINT 3" FROM THE LATCH, MEASURED TO THE LANDING EDGE OF THE DOOR.
13. EXIT DOOR WIDTHS MUST COMPLY W/ CBC SECTION 1005.1. LOCATIONS THAT CONSTITUTE THE NEED FOR EXIT DOOR'S WIDER THAN 36", PLEASE SEE OCCUPANCY LOAD CALCULATIONS TO VERIFY REQUIRED EXIT DOOR WIDTHS THAT NEED TO BE WIDER THAN 36".
14. PER CBC SEC. 1005.1 MIN. WIDTH OF DOORS MAY BE DIVIDED "APPROXIMATELY" EQUALLY AMONG THE MEANS OF EGRESS COMPONENTS SERVING AS EXIT-ACCESS DOORWAYS WHEN MORE THAN ONE EXIT SERVES A BUILDING OR PORTION THEREOF.
15. PER THE CBC SECTION 1008.1.2 DOORS SHALL SWING IN THE PATH OF TRAVEL WHEN SERVING AN OCCUPANT LOAD OF 50 OR MORE PERSONS.
16. PER THE CBC SECTION 1008.1.10 DOORS SERVING AN OCCUPANT LOAD OF 50 OR MORE OR GROUP H OCCUPANCIES SHALL BE PROVIDED WITH PANIC HARDWARE OR FIRE EXIT HARDWARE.

SIGNAGE

1. EXIT SIGNAGE: THE PATH OF TRAVEL TO AND WITHIN EXITS IN A BUILDING SHALL BE IDENTIFIED BY EXIT SIGNS CONFORMING TO THE REQUIREMENTS OF CBC SECTION 1011. EXIT SIGNS SHALL BE READILY VISIBLE FROM THE DIRECTION OF APPROACH. EXIT SIGNS SHALL BE LOCATED AS NECESSARY TO INDICATE THE DIRECTION OF EGRESS TRAVEL. NO POINT SHALL BE MORE THEN 100 FT. FROM THE NEAREST VISIBLE SIGN.
2. EXIT SIGNS ARE NORMALLY ILLUMINATED AT ALL TIMES AND PROVIDED WITH AN EMERGENCY ELECTRICAL SYSTEM FROM STORAGE BATTERIES OR UNIT EQUIPMENT SET TO INSURE CONTINUED ILLUMINATION FOR AT LEAST 15 HOURS IN CASE OF PRIMARY POWER LOSS. ILLUMINATION INTENSITY SHALL NOT BE LESS THAN 1 FT. CANDLE AT FLOOR LEVEL.
3. APPLY INTERNATIONAL SYMBOL OF ACCESSIBILITY ON OR ADJACENT TO BUILDING ENTRANCE. THE SYMBOL SHALL BE A WHITE FIGURE ON A BLUE BACKGROUND.
4. SMOKING SIGNS SHALL BE PROVIDED PER THE CFC SEC. 310.3.
5. PROVIDE TACTILE EXIT SIGNAGE THAT COMPLIES WITH CBC 11B-703 AT LOCATIONS INDICATED.



2 AERIAL MAP
SCALE: N.T.S.

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UNWINED WINE & CHEESE BAR

BYRON, CA

SITE PLAN & PATH OF TRAVEL

REVISIONS

1 02-21-2014 PLAN CHECK COMMENTS

SET DATE	09/21/2014
ISSUE DATE	01/13/2014
SCALE	AS NOTED
DRAWN	TLN
JOB	900321
PM LC	QC LC
QL TN	

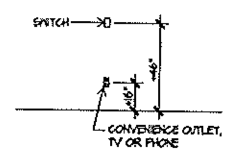
PLAN - SHEET
A1-0

ELECTRICAL SYMBOLS

- CABLE TV
- TELEPHONE OUTLET AT +8" ABOVE FLOOR/COUNTER
- 120V DUPLEX CONVENIENCE OUTLET
- 120V DUPLEX GFCI OUTLET
- OUTLET AS NOTED
- JUNCTION BOX
- SWITCH
- OCCUPANCY SENSOR SWITCH
- RECESSED FIXTURE (26W)- FLUOR. (VERIFY SWITCH REQUIREMENTS)
- 8" X 8" EXHAUST FAN
- TRACK LIGHTING
- WALL OR CEILING MOUNTED EMERGENCY LIGHTING UNIT WITH TWIN HEADS AND BATTERY PACK
- 2x4 FLUORESCENT SURFACE MOUNTED FIXTURE
- 2x4 FLUORESCENT SURFACE MOUNTED FIXTURE
- SUPPLY AIR REGISTER (16" X 16")
- RETURN AIR REGISTER (16" X 16")
- DROP T-BAR CEILING, PER FINISH SCHEDULE. SEE NOTE #7.
- GYPSUM BOARD CEILING, PER FINISH SCHEDULE.
- △ 60" AIR CURTAIN. INSTALL PER MANUF. SPEC'S

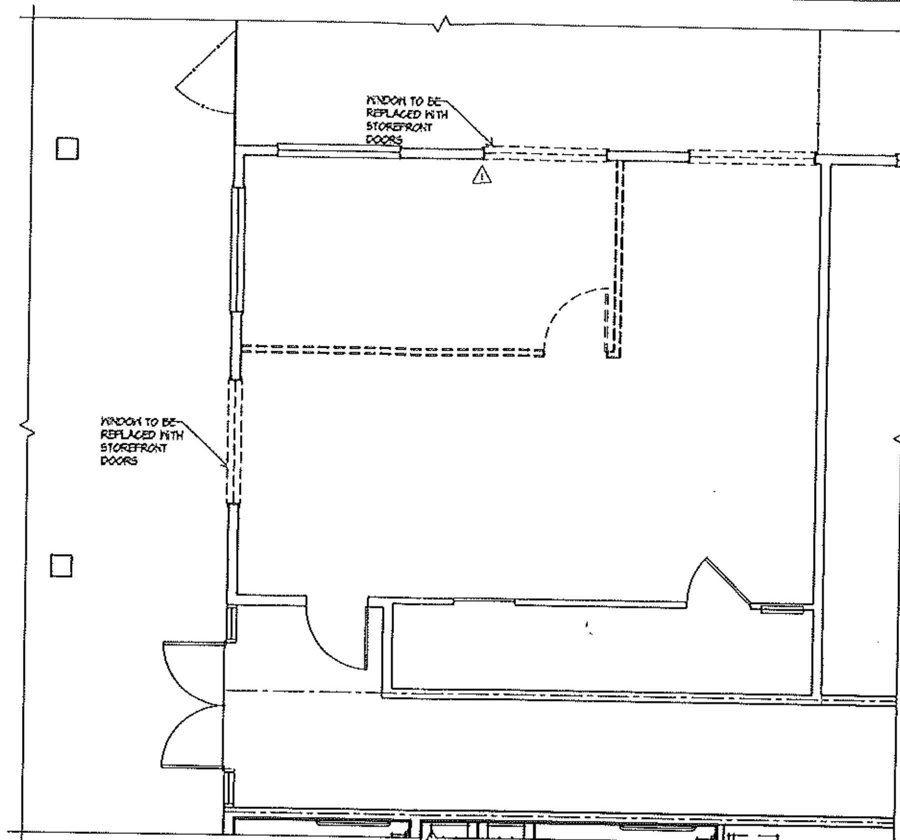
NOTE:

1. SEE SHEET E1 ELECTRICAL NOTES FOR ADDITIONAL INFORMATION.
2. LIGHTS TO BE PROVIDED WITH SHATTERPROOF PROTECTION OR CONTAINMENT WHEN LOCATED OVER AREAS USED FOR FOOD PREPARATION, UTENSIL WASHING, AND OPEN FOOD STORAGE.
3. LIGHTING REQUIREMENTS:
   a. LIGHT OF AT LEAST 50 FOOT-CANDLE (ft-c) INTENSITY MUST BE PROVIDED DURING HOURS OF OPERATION IN THE KITCHEN, OTHER FOOD HANDLING AREAS, AND IN AREAS WHERE EMPLOYEES USE KNIVES, GRINDERS, SLICERS, SAWS, OR SIMILAR TYPE EQUIPMENT, AND IN ALL AREAS DURING CLEANING OPERATIONS. THE KITCHEN INCLUDES UTENSIL WASHING AREAS.
   b. LIGHT OF AT LEAST 20 ft-c INTENSITY MUST BE PROVIDED IN CUSTOMER SELF-SERVE AREAS AND INSIDE UNDER COUNTER REFRIGERATION UNITS.
   c. LIGHT OF AT LEAST 10 ft-c MUST BE PROVIDED INSIDE WALK-IN REFRIGERATION UNITS AND DRY FOODS STORAGE AREAS.
   d. LIGHT INTENSITY OF AT LEAST 50 ft-c IS REQUIRED IN ALL AREAS OF THE FACILITY DURING CLEANING ACTIVITIES.
   e. OTHER AREAS MAY OPERATE WITH A LIGHT INTENSITY OF AT LEAST 10 ft-c, EXCEPT DURING CLEANING ACTIVITIES WHEN AT LEAST 50 ft-c INTENSITY MUST BE PROVIDED.
4. AT ENTRY / LOBBY LOCATION, PROVIDE EXIT SIGN LOCATIONS THAT ARE READILY VISIBLE AND SHOW THE DIRECTION TO THE STAIRS AFTER PASSING THROUGH THE LOBBY.
5. FIRE SPRINKLER DRAWINGS TO BE SUBMITTED BY CONTRACTOR.
6. FOR EXACT LOCATION OF FIRE SPRINKLER SYSTEM SEE SPRINKLER DRAWINGS BY OTHERS.
7. HEAVY DUTY T-BAR GRID SYSTEM SHALL BE INSTALLED PER ASCE 7-05 SECTION 13.5.6.



TYPICAL INSTALLATION HTS.

NOTE: ALL HEIGHTS TYPICAL UNLESS OTHERWISE NOTED



1 DEMOLITION PLAN
SCALE: 1/4" = 1'-0"

WALL LEGEND

- EXISTING WALLS TO BE REMOVED
- EXISTING DOORS, WINDOWS TO BE REMOVED
- EXISTING WALLS TO REMAIN

EQUIPMENT LIST

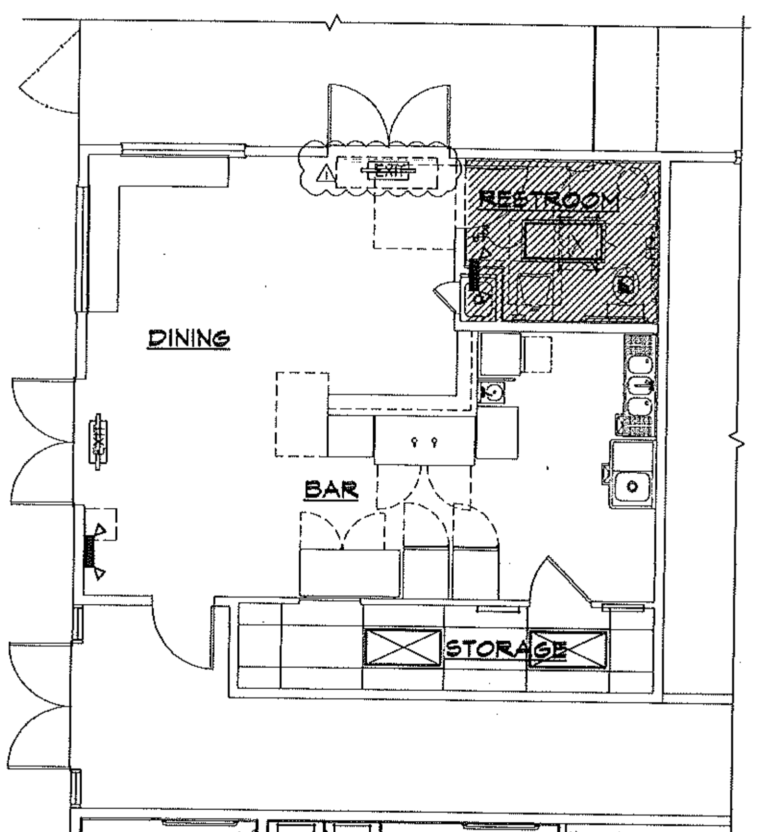
SYM.	NAME	QTY.	MAKE AND MODEL	REMARKS
1	DISHWASHER	1	LOW TEMP - PER OWNER	
2	STAINLESS STEEL WALL MOUNTED PARTITION PER CAL. FOOD CODE AND N.F.S.	1	NSF APPROVED	
3	HAND SINK	1	NSF APPROVED	
4	3-COMPARTMENT SINK	1	REGENCY 600S3101212	UTENSIL SINKS SHALL BE LARGE ENOUGH TO WASH THE LARGEST ITEM PER HEALTH △
5	FLOOR SINK	1	NSF APPROVED	
6	BEVERAGE COOLER	1	TRUE TBB-24-LD	
7	BEER COOLER	1	BEVERAGE-AIR BD050	
8	WINE REFRIGERATOR	2	TRUE GDM-23W	
9	PREP SINK △	1	NSF APPROVED	
10	COAT RACK △	1		
11	16"x20" MOP SINK △	1	NSF APPROVED	
12	50-GALLON WATER HEATER (ABOVE)	1		

WALL LEGEND

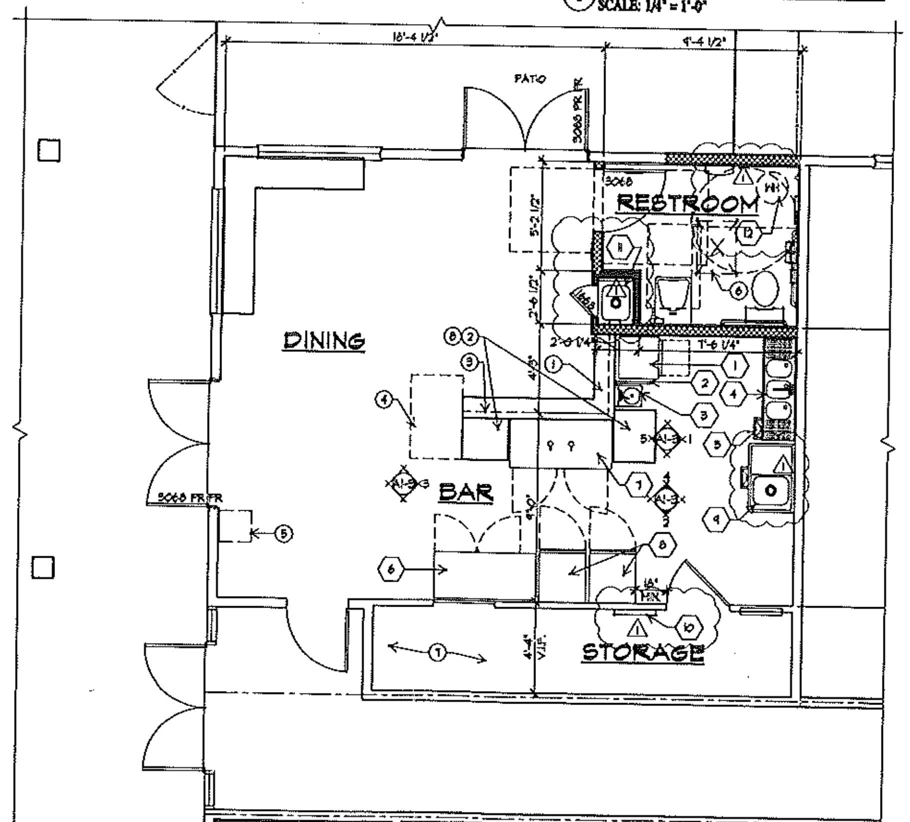
- EXISTING SHELL OR CORE WALL
- NEW 2x4 INTERIOR STUD WALL @ 16" O.C. W/ 5/8" GYP. BD. BOTH SIDES TO BOTTOM OF T-BAR CEILING.
- NEW 2x6 INTERIOR STUD WALL @ 16" O.C. W/ 5/8" GYP. BD. BOTH SIDES TO BOTTOM OF T-BAR CEILING.

FLOOR PLAN NOTES

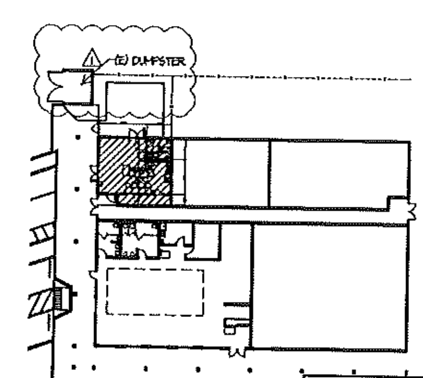
1. 44" COUNTER TOP (FINISH TO BE DETERMINED BY OWNER)
2. 52" COUNTER TOP (FINISH TO BE DETERMINED BY OWNER)
3. WALL BELOW
4. 30"x48" (MIN) CLEAR FLOOR SPACE
5. PROVIDE TACTILE EXIT SIGN W/ 18" SQ. APPROACH
6. 22"x30" ATTIC ACCESS -WATER HEATER IN ATTIC
7. △ SHELVING OR DUNNAGE RACKS LOCATED IN STORAGE ROOM SHALL BE 6" ABOVE FLOOR AND MEET NSF STANDARDS
8. △ ALL CABINETS MUST BE FULLY LAMINATED INSIDE AND OUT, INCLUDING UNDERSIDE OF COUNTER TOPS.



3 ELECTRICAL & REFLECTED CEILING PLAN
SCALE: 1/4" = 1'-0"



2 PROPOSED FLOOR PLAN
SCALE: 1/4" = 1'-0"



4 BUILDING KEY
SCALE: 1/32" = 1'-0"

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BYRON, CA

DEMOLITION PLAN PROPOSED FLOOR PLAN REFLECTED CEILING PLAN

REVISIONS

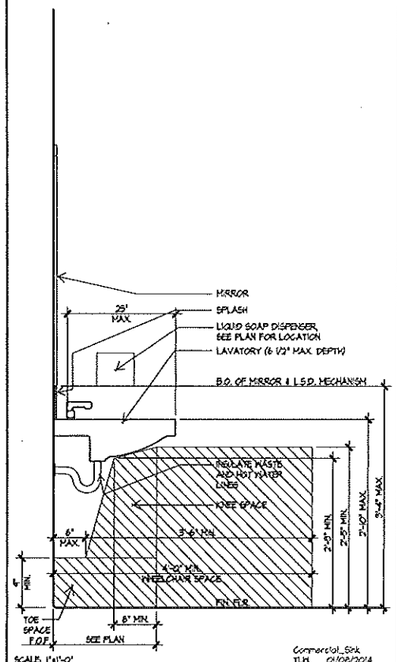
△ 02-21-2014 PLAN CHECK COMMENTS

SET DATE	03/21/2014
ISSUE DATE	01/13/2014
SCALE	AS NOTED
DRAWN	TLN
JOB	100321
PM LG	QC LG
QL TN	

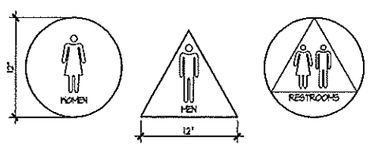
PLAN - SHEET

A1-1

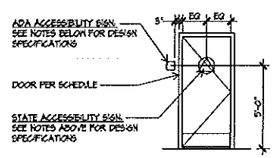
DO NOT SCALE THESE DRAWINGS



(18) ACCESSIBLE LAVATORY



STATE ACCESSIBILITY SIGN:
SYMBOL SHALL BE 1/4" THICK AND DISTINCTLY DIFFERENT FROM THE DOOR COLOR AND CONTRAST. SIGNS SHALL HAVE MALE AND FEMALE PICTOGRAMS ON THEM. CENTER THE SYMBOL ON THE DOOR AT 5'-0" ABOVE FINISH FLOOR.



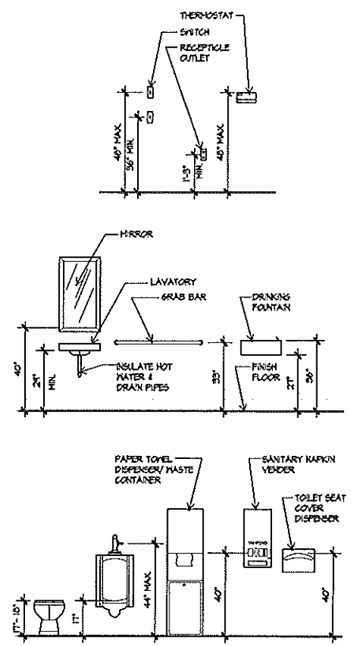
ADA ACCESSIBILITY SIGN:
SHALL BE A MINIMUM OF 6"x6". LETTERS SHALL BE RAISED 1/32" w/ CHARACTERS OF AT LEAST 5/8" BUT LESS THAN 2". LETTERS SHALL BE ACCOMPANIED w/ GRADE 2 BRAILLE. SIGN TO HAVE MALE (& MENS) AND FEMALE (& WOMENS), WHEELCHAIR ACCESS PICTOGRAMS w/ VERBAL DESCRIPTION BELOW. SIGN SHALL BE NON-GLARE FINISH. CHARACTERS & SYMBOLS SHALL CONTRAST WITH THEIR BACKGROUND.

SCALE: 1/4"=1'-0" HC-012 RTB

(20) ACCESSIBILITY SIGNAGE

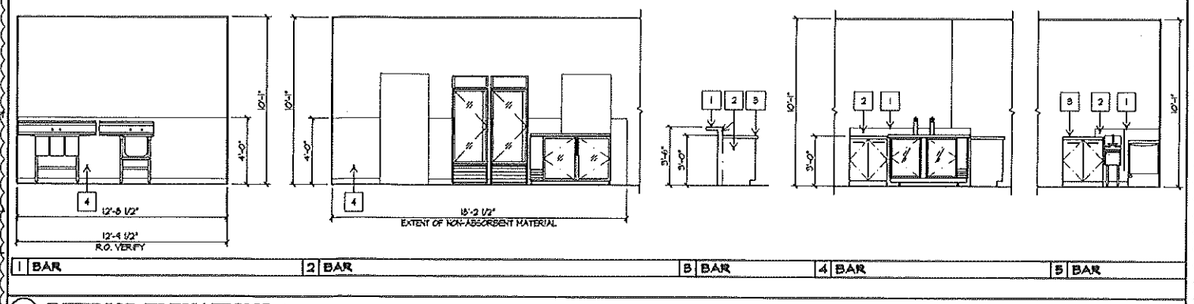
1. HANDICAPPED ACCESSIBLE WATER CLOSET, SEE DETAIL 19 THIS SHEET
2. HANDICAPPED ACCESSIBLE LAVATORY, SEE DETAILS 8 THIS SHEET
3. F.R.P. BOARD OR OWNER/C.B.C. APPROVED EQUAL TO 48" A.F.F. PER C.B.C. 801.1.2. PROVIDE MTL. EDGE TRIM AS REQUIRED, CONTINUE 48" MIN. AT TOILET SIDE WALL. SELECTION OF F.R.P. BY OWNER.
4. BOBRICK PAPER TOWEL DISPENSER / WASTE RECEPTACAL OR APPROVED EQUAL, SEE DETAIL 14 THIS SHEET
5. BOBRICK SANITARY NAPKIN DISPENSER OR APPROVED EQUAL, SEE DETAIL 16 THIS SHEET
6. BOBRICK TOILET TISSUE DISPENSER OR APPROVED EQUAL, SEE DETAIL 14 THIS SHEET
7. BOBRICK WALL MOUNTED LIQUID SOAP DISPENSER OR APPROVED EQUAL
8. BOBRICK TOILET SEAT COVER DISPENSER OR APPROVED EQUAL, SEE DETAIL 16 THIS SHEET
9. FINISH FLOORING TO BE SHEET VINYL OR OWNER/C.B.C. APPROVED EQUAL. COVE UP WALL 5" MIN. PER C.B.C. 807.1.1
10. BOBRICK GRAB BAR OR APPROVED EQUAL, SEE DETAIL 8 THIS SHEET. GRAB BAR SHALL BE INSTALLED TO SUSTAIN A DEAD LOAD WEIGHT OF 250 POUNDS PER LIN. FOOT FOR 5 MINUTES AND PER ALL APPLICABLE CODES. A GRAB BAR AND ANY WALL OR OTHER SURFACE ADJACENT TO IT SHALL BE FREE OF ANY SHARP OR ABRASIVE ELEMENTS. GRAB BAR EDGES SHALL HAVE A MINIMUM RADIUS OF 1/8". GRAB BARS SHALL NOT ROTATE WITHIN THEIR FITTINGS.
11. 30"x48" MIN. CLEAR SPACE PER ADA
12. MIRRORS SHALL BE MOUNTED WITH THE BOTTOM EDGE NOT MORE THAN 40 INCHES FROM THE FLOOR.
13. A CLEAR SPACE MEASURED FROM THE FLOOR TO A HEIGHT OF 21" ABOVE THE FLOOR, WITHIN THE SANITARY FACILITY ROOM, OF SUFFICIENT SIZE TO INSCRIBE A CIRCLE WITH A DIAMETER NOT LESS THAN 60", OR A CLEAR SPACE NOT LESS THAN 56"x83" INCHES IN SIZE SHALL BE PROVIDED. DOORS OTHER THAN THE DOOR TO THE DISABLED TOILET COMPARTMENT, IN ANY POSITION, MAY ENCROACH INTO THIS SPACE BY NOT MORE THAN 12".
14. STATE HANDICAPPED ACCESSIBILITY SIGN, SEE DETAIL 12 THIS SHEET
15. ADA HANDICAPPED ACCESSIBILITY SIGN, SEE DETAIL 12 THIS SHEET
16. 48"x48" MIN. CLEAR APPROACH PER ADA
17. PLUMBING WALL, 2X6 WOOD STUDS
18. 54"x60" MIN. CLEAR APPROACH PER ADA

(14) RESTROOM KEYNOTES



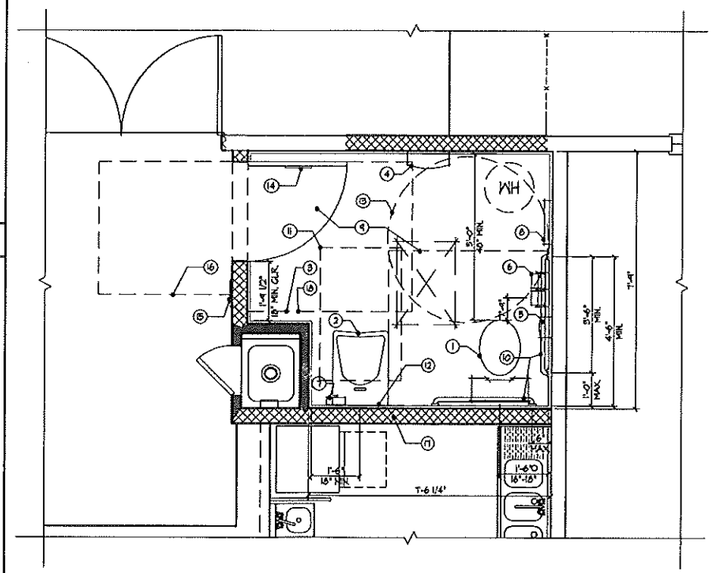
SCALE: 1/2"=1'-0" HC-006 RTB

(16) FIXTURE & ACCESSORY MOUNTING



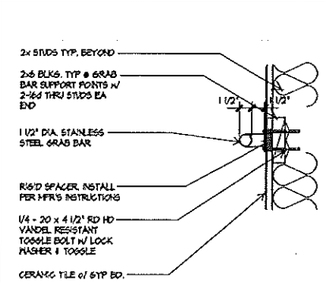
1 BAR | 2 BAR | 3 BAR | 4 BAR | 5 BAR

(9) INTERIOR ELEVATIONS ⚠

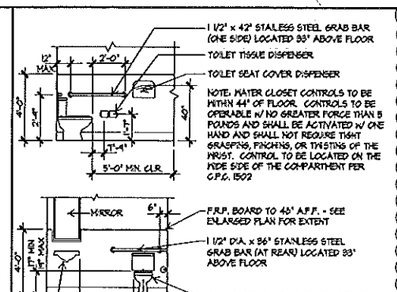


(11) ENLARGED RESTROOM PLANS

SCALE: 1 1/2"=1'-0" HC-013 RTB



(12) GRAB BAR SUPPORT



SCALE: 1/4"=1'-0" HC-014 RTB

(8) H.C. ACCESSABLE WATER CLOSET

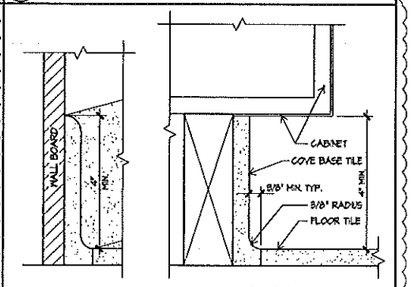
INTERIOR ELEVATION NOTES

1. REFER TO SHEET A1-1 FOR ALL KITCHEN EQUIPMENT.

SYM.	NOTE
1	GRANITE COUNTER TOP AT 42" FALL AT MAIN BAR OR APPROVED EQUAL BY OWNER.
2	BACKSIDE, END PANEL AND UNDERSIDE OF BAR STRUCTURE TO BE NON-ABSORBENT LAMINATE PER OWNER.
3	36" TALL SERVER STATION CABINET WITH GRANITE COUNTER TOP PER OWNER
4	BACK SPLASH UP TO 48" A.F.F., STYLE BY OWNER.

(2) INTERIOR ELEVATION KEYNOTES ⚠

(3)



SCALE: 6"=1'-0" NEW_900301_001 DS 06-11-08

(4) TYPICAL COVE BASE ⚠

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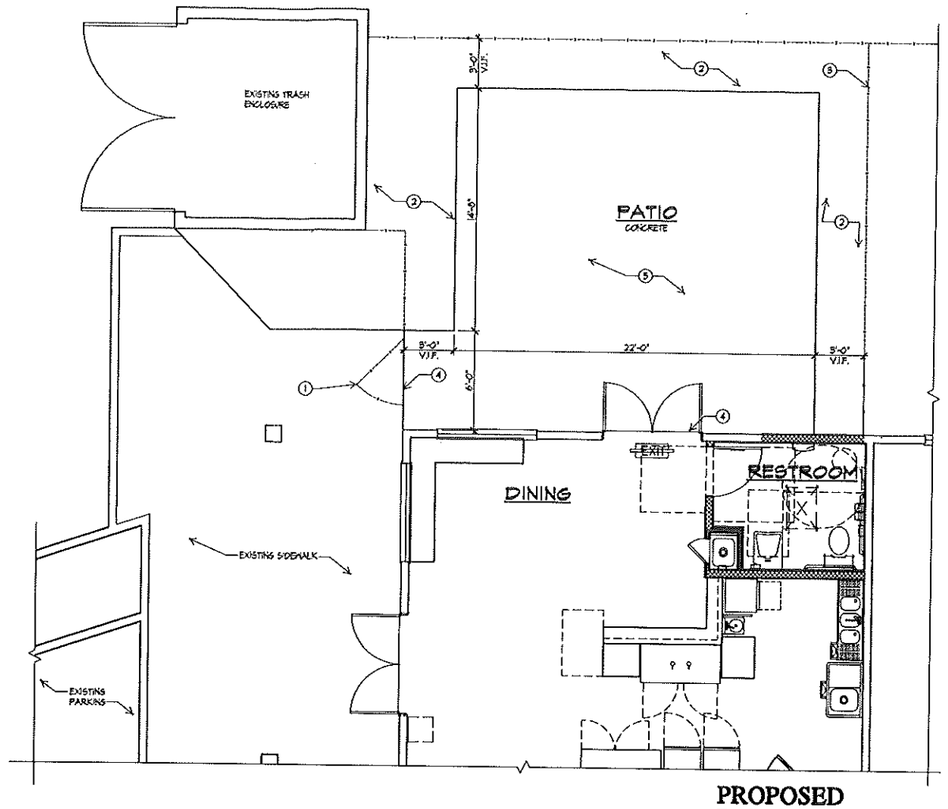
UNWINED WINE & CHEESE BAR
BYRON, CA

ENLARGED PLANS & ACCESSIBILITY DETAILS, INTERIOR ELEVATIONS

REVISIONS
⚠ 02-21-2014 PLAN CHECK COMMENTS

SET DATE	03/21/2014
ISSUE DATE	01/15/2014
SCALE	AS NOTED
DRAWN	TLN
JOB	900321
PM LC	GC LC	QL TM

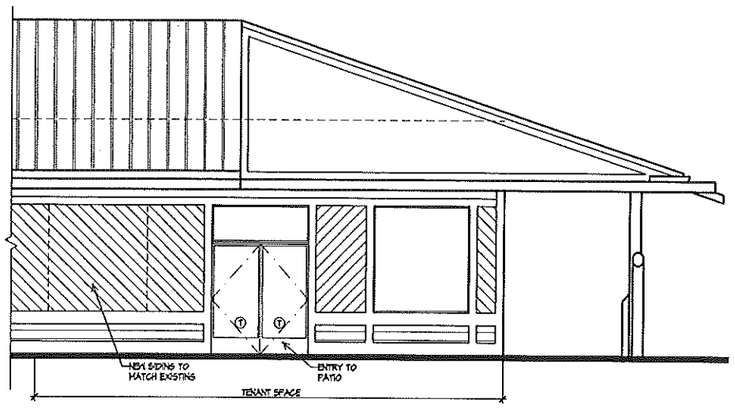
PLAN - SHEET
A1-2



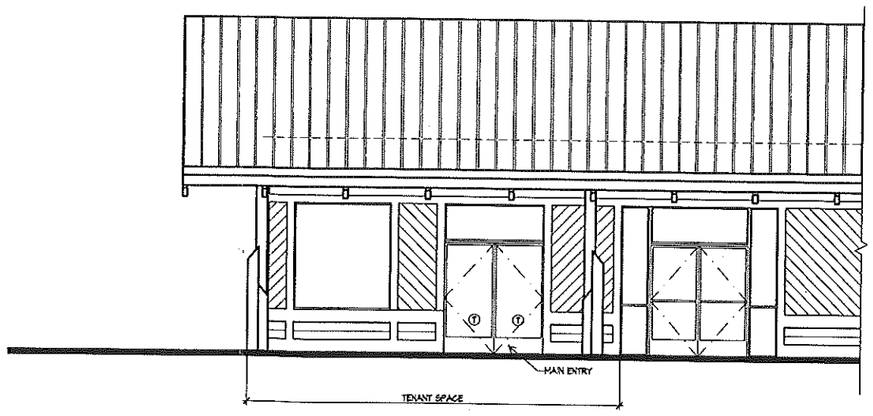
PROPOSED PATIO PLAN
1 SCALE: 1/4" = 1'-0"

FLOOR PLAN NOTES

1. 4' GATE TO BE LABELED 'FOR EMERGENCY EXIT ONLY'. TO BE INSTALLED WITH PANIC HARDWARE
2. PLANTER TO SURROUND CONCRETE PATIO
3. (N) FENCE PER OWNER
4. PROVIDE 1/4" MAX. THRESHOLD PER ADA
5. 2% MAX. SLOPE IN ANY DIRECTION (TYP.)
T. TEMPERED GLAZING



PROPOSED NORTH ELEVATION
2 SCALE: 1/4" = 1'-0"



PROPOSED WEST ELEVATION
2 SCALE: 1/4" = 1'-0"

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UNWINED WINE & CHEESE BAR
BYRON, CA

PROPOSED PATIO PLAN, EXTERIOR ELEVATIONS

REVISIONS

SET DATE	09/21/2014
ISSUE DATE	01/15/2014
SCALE	AS NOTED
DRAWN	TLH
JOB	400821
PM LC	QC LC / QL TH

PLAN - SHEET
A1-3

DOORS

1. DOORS:
   A. INTERIOR DOORS SHALL BE NEW BIRCH SINGLE SLAB DOORS WITH NATURE STAIN COLOR PRE-FINISH OR OWNER APPROVED EQUAL.
   B. EXTERIOR DOUBLE DOORS SHALL MATCH EXISTING EXTERIOR DOORS.
2. HINGES: SHALL BE CHROME FINISH 1-1/2 PAIR BUTTS PER DOOR (TYP).
3. HARDWARE: SHALL BE 'SCHLAGE' AL SERIES 'NEPTUNE' STYLE LEVERSET W/ SILVER FINISH (FUNCTION AS NOTED).
   A. PRIVACY LATCH
4. ALL ASSOCIATED HARDWARE SHALL BE POLISHED CHROME COLORED FINISH.
2. ALL INTERIOR DOORS AND FRAMES SHALL RECEIVE HIGH GLOSS ENAMEL PAINT TO MATCH ADJACENT WALL COLOR U.O.N.
3. ALL INTERIOR DOORS SHALL HAVE SILENCERS
4. THE MAXIMUM EFFORT TO OPERATE DOORS SHALL NOT EXCEED 5 LBS. SUCH PULL OR PUSH EFFORT BEING APPLIED AT RIGHT ANGLES TO HINGED DOORS AND AT THE CENTER PLANE OF SLIDING OR FOLDING DOORS. COMPENSATING DEVICES OR AUTOMATIC DOOR OPERATORS MAY BE UTILIZED TO MEET THE ABOVE STANDARDS. WHEN FIRE DOOR ARE REQUIRED, THE MAXIMUM EFFORT TO OPERATE THE DOOR MAY NOT EXCEED 15 LBS.
5. LATCHING AND LOCKING DOORS THAT ARE HAND ACTIVATED AND WHICH ARE IN A PATH OF TRAVEL, SHALL BE OPERABLE WITH A SINGLE EFFORT BY LEVER TYPE HARDWARE, PANIC BARS, PUSH-PULL ACTIVATING BARS, OR OTHER HARDWARE DESIGNED TO PROVIDE PASSAGE WITHOUT REQUIRING THE ABILITY TO GRASP THE OPENING HARDWARE.
6. 34"H x 10" H STAINLESS STEEL KICK PLATES SHALL BE MOUNTED FLUSH WITH BOTTOM ON KICK SIDE OF DOORS.
7. ALL DOOR HARDWARE SUPPLIED & INSTALLED BY DOOR SUPPLIER.
8. THE BOTTOM 10 INCHES OF ALL DOORS (EXCEPT AUTOMATIC AND SLIDING) SHALL HAVE A SMOOTH UNINTERRUPTED SURFACE TO ALLOW THE DOOR TO BE OPENED BY A WHEELCHAIR FOOTREST WITHOUT CREATING A TRAP OR HAZARDOUS CONDITION. WHERE NARROW FRAME DOORS ARE USED, A 1 INCH HIGH SMOOTH PANEL SHALL BE INSTALLED ON THE PUSH SIDE OF THE DOOR, WHICH WILL ALLOW THE DOOR TO BE OPENED BY A WHEELCHAIR FOOTREST.
9. DOOR TO BE EQUIPPED WITH AUTOMATIC CLOSER.
10. DOORS AND HARDWARE TO BE SUBMITTED TO ARCHITECT FOR FINAL APPROVAL.
11. ALL EXIT DOORS TO BE OPERABLE FROM THE INSIDE WITHOUT THE USE OF A KEY, SPECIAL KNOWLEDGE OR EFFORT. EDGE MORTISED FLUSH AND SURFACE BOLTS ARE PROHIBITED. (PANIC HARDWARE REQUIRED) DOOR OPENING HARDWARE SHALL BE CENTERED BETWEEN 30" AND 44" ABOVE FINISH FLOOR.
12. ENTRANCES SHALL BE IDENTIFIED WITH A 6" x 6" SIGN OR STICKER OF THE INTERNATIONAL SYMBOL OF HANDICAPPED ACCESSIBILITY VISIBLE FROM THE PEDESTRIAN APPROACH.
13. SIGN AT HEAD OF DOOR TO READ 'THIS DOOR TO REMAIN UNLOCKED DURING BUSINESS HOURS' IN LETTERS NOT LESS THAN 1" HIGH ON A CONTRASTING BACKGROUND.
14. PANIC HARDWARE WITH ACTIVATING MEMBER MOUNTED BETWEEN 30" MIN AND 44" MAX ABOVE FINISH FLOOR. UNLATCHING FORCE SHALL NOT EXCEED 5 POUNDS WHEN APPLIED IN DIRECTION OF TRAVEL.
15. GLAZING SHALL BE TEMPERED OR LAMINATED SAFETY GLASS IN LOCATIONS WHERE THE NEAREST EDGE OF THE GLAZING IS WITHIN A 24" ARC OF EITHER VERTICAL EDGE OF THE DOOR IN A CLOSED POSITION OR THE BOTTOM EDGE IS WITHIN 18" ABOVE THE FLOOR LINE. (SAFETY GLAZING INDICATED WITH A 'T')

WINDOWS

A. ALL WINDOW FRAMES TO MATCH EXTERIOR VISTAWALL FINISH.

B. GLAZING SHALL BE TEMPERED OR LAMINATED SAFETY GLASS IN LOCATIONS WHERE THE NEAREST EDGE OF THE GLAZING IS WITHIN A 24" ARC OF EITHER VERTICAL EDGE OF THE DOOR IN A CLOSED POSITION OR THE BOTTOM EDGE IS WITHIN 18" ABOVE THE FLOOR LINE. (SAFETY GLAZING INDICATED WITH A 'T')

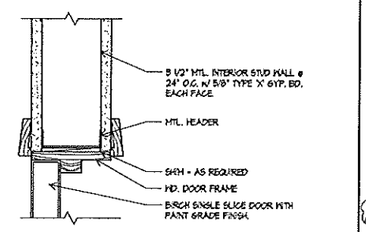
C. FROSTED TRANSLUSCENT GLAZING.

17 DOOR & WINDOW NOTES

18 ROOM FINISH SCHEDULE ⚠

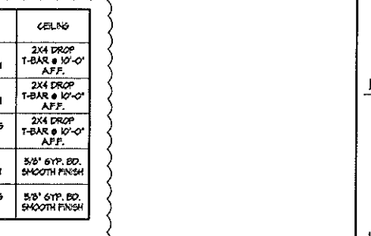
ROOM	FLOORING	FLOOR BASE OR COVE BASE	WALLS	CEILING
DINING			5/8" GYP. BD. SMOOTH FINISH	2X4 DROP T-BAR @ 10'-0" A.F.F.
BAR	HEALTH DEPARTMENT APPROVED QUARRY TILE OR EPOXY FLOORING	6" TILE FLOOR BASE W/ MIN 3/8" RADIUS COVE	5/8" GYP. BD. SMOOTH FINISH	2X4 DROP T-BAR @ 10'-0" A.F.F.
STORAGE	HEALTH DEPARTMENT APPROVED QUARRY TILE OR EPOXY FLOORING	6" TILE FLOOR BASE W/ MIN 3/8" RADIUS COVE	FRP TO CEILING ABOVE.	2X4 DROP T-BAR @ 10'-0" A.F.F.
RESTROOM	HEALTH DEPARTMENT APPROVED QUARRY TILE OR EPOXY FLOORING	6" TILE FLOOR BASE W/ MIN 3/8" RADIUS COVE	5/8" GYP. BD. SMOOTH FINISH	5/8" GYP. BD. SMOOTH FINISH
MOP SINK	HEALTH DEPARTMENT APPROVED EPOXY FLOORING	6" TILE FLOOR BASE W/ MIN 3/8" RADIUS COVE	FRP TO CEILING ABOVE.	5/8" GYP. BD. SMOOTH FINISH

11 INTERIOR DOOR HEAD / JAMB



SCALE: 3" = 1'-0" DR CED 04-30-03

12 INTERIOR WINDOW HEAD / JAMB



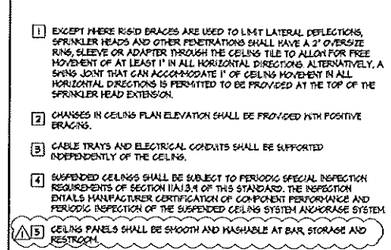
SCALE: 3"=1'-0" CED 02-14-02

13 ROOM FINISH NOTES

1. CENTER FLOORING TRANSITIONS ON DOORS WHERE POSSIBLE.
2. ALL FLOORING TRANSITIONS SHALL BE EVEN AND LEVEL.
3. FIELD VERIFY ALL OPENING DIMENSIONS PRIOR TO ORDERING ANY DOOR, WINDOW OR STOREFRONT SYSTEM. SUBMIT ALL ROUGH OPENING DIMENSION REQUIREMENTS TO GENERAL FOR FRAMING IF DOORS ARE TO BE ORDERED PRIOR TO FRAMING OF WALLS.
4. ALL GLAZING WITHIN 24" OF EITHER SIDE OF ANY DOOR, WITHIN DOORS THEMSELVES, OR WITHIN 18" OF ANY WALKING SURFACE/FINISH FLOOR SHALL BE SAFETY GLAZED (TEMPERED).
5. NOTE: FLOORING LEVELS SHALL NOT CHANGE BY MORE THAN 1/2" AT ANY TRANSITION INSIDE THE SUBJECT PREMISES. TRANSITION FROM TILE/EPOXY TO WOOD MUST BE SMOOTH WITHOUT ANY ELEVATION CHANGES.
6. IF EPOXY FLOORING AND BASE OPTION IS UTILIZED A SAMPLE OF THE PRODUCT SHALL BE SUBMITTED TO HEALTH FOR APPROVAL PRIOR TO INSTALLATION.
7. ALL THRESHOLD TRANSITIONS SHALL NOT BE MORE THAN 1/4" CHANGE IN HEIGHT.
8. PROVIDE CAL CODE APPROVED FLOORING.
9. SMOOTH, DURABLE, EASILY CLEANABLE AND NONABSORBENT WALL AND CEILING FINISHES ARE REQUIRED AT THE BAR, RESTROOM, AND STORAGE. FLOORS IN THESE AREAS MUST EXTEND INTEGRALLY UP THE WALLS AND TOE KICKS AT LEAST 4 INCHES WITH A MINIMUM 3/8" RADIUS AT THE WALL/FLOOR AND TOE KICK/FLOOR JUNCTURES. ⚠5

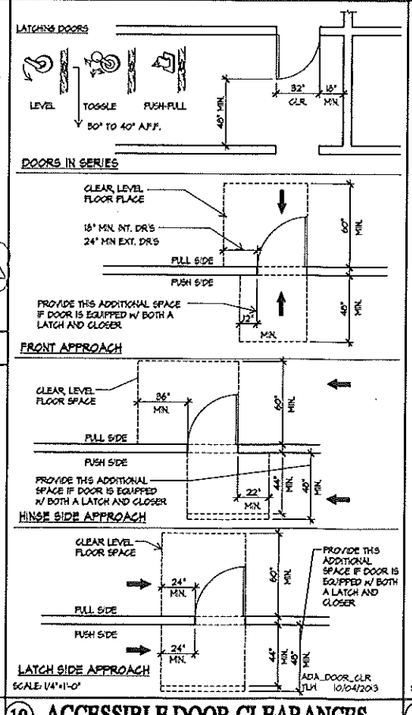
7 REFLECTED CEILING NOTES

1. EXCEPT WHERE RIGID BRACES ARE USED TO LIMIT LATERAL DEFLECTIONS, SPRINKLER HEADS AND OTHER PENETRATIONS SHALL HAVE A 2" OVERSIZE RING, SLEEVE OR ADAPTER THROUGH THE CEILING TILE TO ALLOW FOR FREE MOVEMENT OF AT LEAST 1" IN ALL HORIZONTAL DIRECTIONS. ALTERNATIVELY, A SWING JOINT THAT CAN ACCOMMODATE 1" OF CEILING MOVEMENT IN ALL HORIZONTAL DIRECTIONS IS PERMITTED TO BE PROVIDED AT THE TOP OF THE SPRINKLER HEAD EXTENSION.
2. CHANGES IN CEILING PLAN ELEVATION SHALL BE PROVIDED WITH POSITIVE BRACING.
3. CABLE TRAYS AND ELECTRICAL CONDUITS SHALL BE SUPPORTED INDEPENDENTLY OF THE CEILING.
4. SUSPENDED CEILINGS SHALL BE SUBJECT TO PERIODIC SPECIAL INSPECTION REQUIREMENTS OF SECTION 11A1.3.9 OF THIS STANDARD. THE INSPECTION ENTAILS MANUFACTURER CERTIFICATION OF COMPONENT PERFORMANCE AND PERIODIC INSPECTION OF THE SUSPENDED CEILING SYSTEM ANCHORAGE SYSTEM.
5. CEILING PANELS SHALL BE SMOOTH AND WASHABLE AT BAR, STORAGE AND RESTROOM. ⚠5



SCALE: 3/4" = 1'-0" SGR 07-26-05

8 GYP. BD. CEILING



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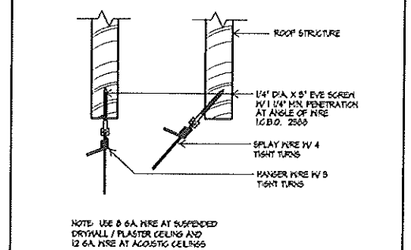
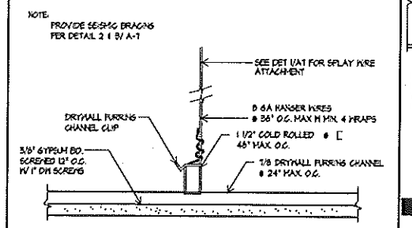
10 ACCESSIBLE DOOR CLEARANCES



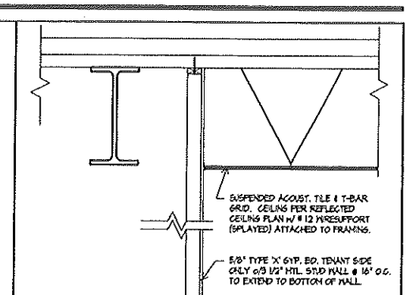
SCALE: N.T.S. 03-025 CN 12/22/13

4 SPLAY WIRE ATTACHMENT



SCALE: N.T.S. 03-026 CN 12/22/13

1 THRU CEILING PARTITION WALL



SCALE: 3/4" = 1'-0" 600/024 CN 9-22-13

5 SUSPENDED GYP. BD. CEILING

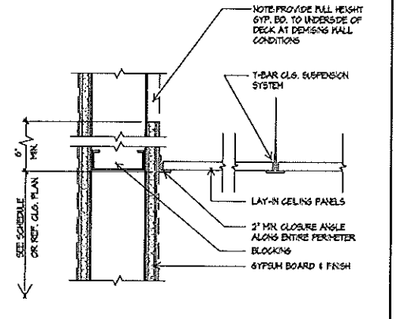
COMPRESSION STRUT — ELECTRICAL METALLIC TUBING

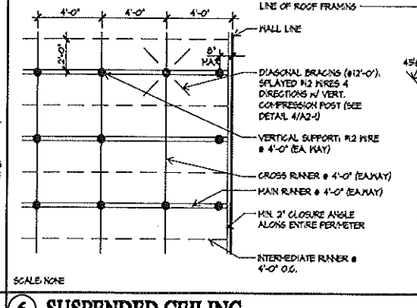
SIZE (DIA.)	L (MAX HT.)
1/2"	4'-0"
3/4"	5'-3"
1"	6'-8"
1 1/4"	8'-6"
1 1/2"	9'-10"
2"	12'-7"
2 1/2"	15'-4"
3"	20'-2"
4"	26'-0"

ALTERNATE COMP. STRUT — METAL STUDS

SIZE	L (MAX HT.)
25 GA. (1/8" FLANGES)	4'-0"
23 GA. (1-5/8" FLANGES)	8'-0"

NOTE:
1. SUPPORT EACH LIGHT FIXTURE INDEPENDENTLY OF CEILING GRID WITH (1) #12 WIRE AT 2 OPPOSITE CORNERS. PROVIDE EARTHQUAKE CLIPS AT ALL FLUORESCENT FIXTURES.
2. WIRES SHALL BE ATTACHED TO GRID AND STRUCTURE SO THAT THEY CAN SUPPORT 200 LB. (MIN.) OR ACTUAL LOAD (WHICHEVER IS GREATER) WITH A SAFETY FACTOR OF 2.
3. SUSPENDED CEILING MUST COMPLY WITH ASCE 7-05 SECTION 13.5.6.2.2 AND SEISMIC DESIGN CATEGORY "D".
4. GRID MUST BE ATTACHED TO TWO ADJACENT WALLS.
5. ENDS OF MAIN BEAMS AND CROSS TEES MUST BE TIED TOGETHER TO PREVENT THEIR SPREADING.
6. T-BAR GRID SYSTEM WILL BE A HEAVY DUTY T-BAR GRID SYSTEM AND THAT PENETRATIONS OF THE CEILING WILL HAVE A 2" RING, SLEEVE OR ADAPTER TO ALLOW FOR FREE MOVEMENT OF AT LEAST 1" IN ALL HORIZONTAL DIMENSIONS PER ASCE 7-05.





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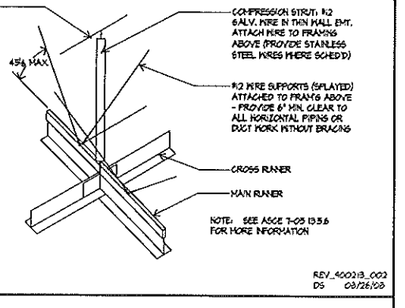
6 SUSPENDED CEILING



2 INTERIOR WALL

SDG Architects, Inc.
Architecture / Planning
3361 Walnut Blvd. Ste. 120
Brentwood, CA 94513
(925) 634-7000
FAX: (925) 634-8020

UNWINED WINE & CHEESE BAR
BYRON, CA

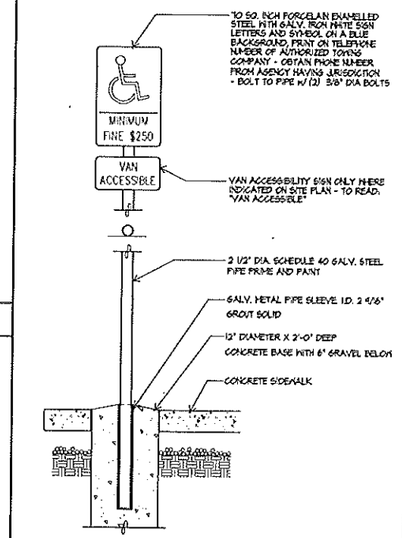
WALL & CEILING DETAILS

REVISIONS
⚠1 02-21-2014 PLAN CHECK COMMENTS

SET DATE	03/21/2014
ISSUE DATE	01/13/2014
SCALE	AS NOTED
DRAWN	TLH
JOB	400521
PM LG	QC LG / OL TH

PLAN - SHEET
A2-1

DO NOT SCALE THESE DRAWINGS



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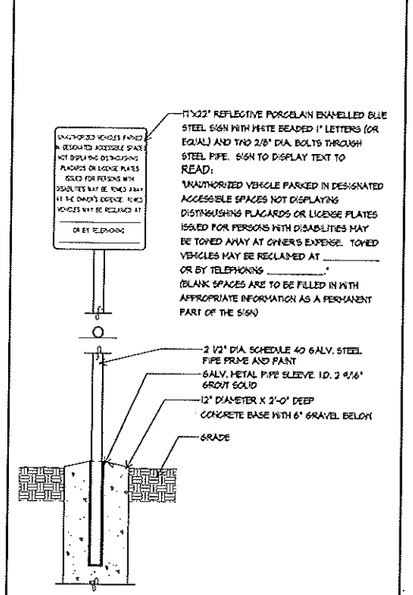
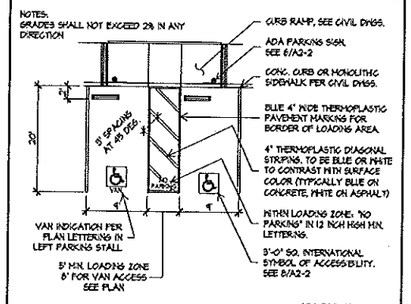
6 SIGNAGE DETAIL



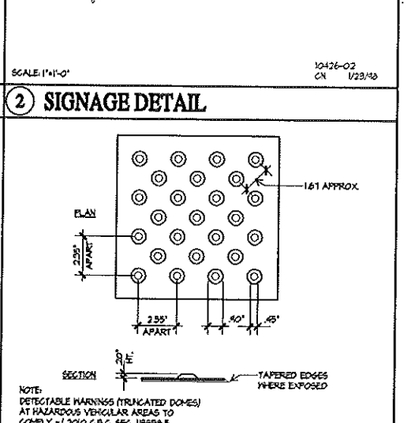
SCALE: 1"=1'-0" 10426-02 CN 1/23/13

2 SIGNAGE DETAIL



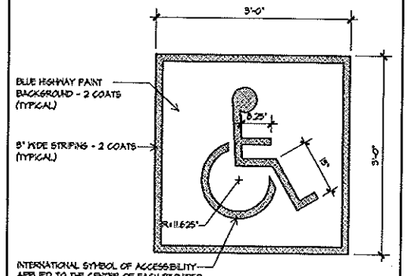
SCALE: NTS ADA PARKING DV 01/23/2012

7 ADA PARKING STALLS



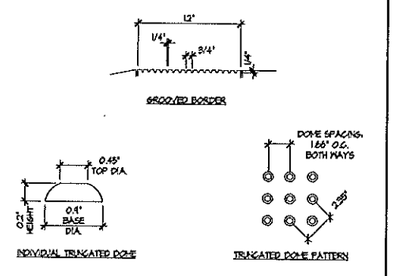
SCALE: N.T.S. NEW_400231.dgn AS 08/03/2012

3 DETECTABLE WARNINGS (TRUNCATED DOMES)



SCALE: N.T.S. CN 1/22/13 2580-002

8 HC PARKING SYMBOL



SCALE: NTS ADA DETECTABLE WARNINGS DV 01/23/2012

4 DETECTABLE WARNING SURFACES

SDG Architects, Inc.
Architecture / Planning
3361 Walnut Blvd. Ste. 120
Brentwood, CA 94513
(925) 634-7000
FAX: (925) 634-8020

UNWINED WINE & CHEESE BAR
BYRON, CA

SITE DETAILS

REVISIONS

SET DATE	03/21/2014
ISSUE DATE	01/15/2014
SCALE	AS NOTED
DRAWN	TLH
JOB	400521
PM LG	QC LG / DL TH

PLAN - SHEET
A2-2

Town of Discovery Bay

"A Community Services District"

STAFF REPORT

Meeting Date

July 18, 2018

Prepared By: Michael R. Davies, General Manager
Submitted By: Michael R. Davies, General Manager

Agenda Title

Board Member attendance and activity participation at the 2018 CSDA Conference in Indian Wells, September 24, 2018 through September 27, 2018.

Recommended Action

Authorize Members of the Board of Directors attendance and activity participation at the Annual California Special District Association (CSDA) Conference located in Indian Wells, September 24th through September 27th, 2018.

Executive Summary

This year's Annual CSDA Conference is taking place in Indian Wells, September 24, 2018 through September 27, 2018. The Annual CSDA Conference brings exhibitors, Board Members and General Managers from across California together in a collaborative and educational environment intended to become better informed on issues and trends facing Special Districts.

Pursuant to Government Code §61047(e) (5), the Board must previously authorize a Board member's presence at a training program. The Board Member must also deliver a written report at the next available meeting concerning the training session(s) attended. Pursuant to this section, Board Members are permitted a stipend for attending this conference.

Costs for registration, activities, hotel and mileage are listed below:

- Registration – Early Bird (on/before August 24, 2018) - $600.00
- Registration – Regular (after August 24, 2018) - $650.00
- SDLF Scramble for Scholarships Golf Tournament September 24, 2018 - $115.00 (includes lunch)
- Pre-Conference Tour: Salton Sea Authority Tour – September 24, 2018 - $48.00 (includes transport/lunch) (limited to 45 attendees)

Hotel: Per night plus taxes, fees, and parking - $169.00 (CSDA Conference Rate)

R/T Air Fare/Rental Car/Airport Parking: Approximately $550.00

Per Diem: Arriving Sunday, September 23 and departing September 27 is $194.00

This action authorizes members of the Board of Directors attendance at the CSDA Annual Conference.

Previous Relevant Board Actions for This Item

July 19, 2017 – Board Approval to Attend 2017 CSDA Conference.

Attachments

CSDA-Conference-Brochure 2018.

AGENDA ITEM: C-5

California Special
Districts Association
Districts Stronger Together

Sept. 24 - 27, 2018

2018 CSDA Annual Conference & Exhibitor Showcase

Renaissance Indian Wells
Resort & Spa

Explore

The one conference for you!

The CSDA Annual Conference & Exhibitor Showcase is the one conference special district leaders can't afford to miss! Cultivate new connections this September in Indian Wells.

Join 800-plus special district professionals and industry experts for a three day, must-attend education and networking event. Develop new partnerships. Participate in inspiring and motivating keynote sessions. Walk away with strategies, new connections, and innovative ideas to move your district forward.

- Explore new ideas and best practices
- Learn about the latest in special district technology, management practices, and legal trends
- Discover new products and services to make your district more efficient

What to Do?

With more than 300 days of sunshine each year, it's no wonder attendees love meeting in Greater Palm Springs. With nine cities in one beautiful oasis, Greater Palm Springs is rich in visitor experiences, from outdoor adventure, shopping and art to world-class events like Coachella Valley Music & Arts Festival and Modernism Week. Whether you spend a sun-soaked afternoon by the pool, play a round of golf or soak in healing mineral water, this Southern California destination knows how to chill.

Renaissance Indian Wells Resort & Spa

44400 Indian Wells Lane
Indian Wells, CA 92210

Room reservations for the CSDA Annual Conference and Exhibitor Showcase begin at $169 plus tax and are based on availability. There is a $5 resort fee (normally $30) added to the CSDA rate. This fee includes self-parking and guestroom high speed internet access. In order to book a hotel room, you must first register for the conference to obtain a CSDA room reservation link.

SDRMA
Credit Incentive Points

Attendance at the CSDA Annual Conference Qualifies for CIPs
Special District Risk Management Authority (SDRMA) is committed to establishing a strategic partnership with our members to provide maximum protection, help control losses, and positively impact the overall cost of property/liability and workers' compensation coverage through the Credit Incentive Program. Credit incentive points (CIPs) can be earned based on an agency's attendance at the CSDA Annual Conference & Exhibitor Showcase, reducing SDRMA members' annual contribution amounts.

Program Events

Conference Schedule

Monday, September 24, 2018

8:00 a.m. Shotgun Start
SDLF Scramble for Scholarships Golf Tournament:
Indian Wells Golf Resort*

9:00 a.m. - 3:30 p.m.
Pre-Conference Workshop: Special District Leadership Academy: Governance Foundations*

9:00 a.m. - 3:30 p.m.
Pre-Conference Workshop: Policy and Procedure Writing*

9:00 a.m. - 3:30 p.m.
Pre-Conference Workshop: So, You Want to Be a General Manager?*

10:15 a.m. - 3:00 p.m.
Pre-Conference Tour: Salton Sea Authority Tour*

12:30 - 3:30 p.m.
Pre-Conference Workshop: The Strategies of a Special District Strategic Plan*

1:30 - 3:30 p.m.
Special District Leadership Foundation:
Special District Administrator (SDA) Exam

3:45 - 5:15 p.m.
Chapter Roundtable Discussion

5:30 - 7:30 p.m.
Conference Begins! President's Reception with the Exhibitors

Tuesday, September 25, 2018

7:30 - 8:45 a.m.
Continental Breakfast with the Exhibitors

9:00 -10:45 a.m.
Opening General Session: Connie Podesta "Standout Leadership...Lead Like You Mean It!"

11:00 a.m. - 12:15 p.m.
Breakout Sessions

12:15 - 1:45 p.m.
Lunch with the Exhibitors

Tuesday, September 25, 2018 (continued)

2:00 - 3:15 p.m.
Breakout Sessions

3:30 - 4:30 p.m.
Breakout Sessions

4:30 - 6:00 p.m.
Mix & Mingle in the Exhibit Hall

Wednesday, September 26, 2018

8:15 - 9:00 a.m.
SDRMA Full Plated Breakfast

9:00 - 10:45 a.m.
SDRMA General Session/Safety Awards/Keynote:
Derreck Kayongo "Harnessing Your Power to Create Change"

11:00 a.m. - 12:15 p.m.
Breakout Sessions

12:30 - 1:45 p.m.
Awards Luncheon

2:00 - 3:30 p.m.
Breakout Sessions

3:45 - 5:00 p.m.
Breakout Sessions

5:30 - 7:30 p.m.
SDLF Taste of the City: Casino Night

Thursday, September 27, 2018

8:30 - 10:30 a.m.
CSDA Closing Breakfast: 2018 Legislative Impacts on Special Districts

* = optional, advanced registration, additional fee

Monday, September 24, 2018

Pre-conference Workshops

(pre-registration/payment required)

9:00 a.m. – 3:30 p.m.

So, You Want to Be a General Manager?

A practical career development workshop for senior executives and emerging leaders in special districts. This action-oriented workshop includes group and panel discussions on the journey, roles and skill sets of a general manager; identifying general manager opportunities including positioning yourself for executive recruitment; developing positive relations with the board, staff and peer agency executives; and leadership practices.

$100 includes continental breakfast and lunch. Limited class size, register early!

SDLF SPECIAL DISTRICT LEADERSHIP FOUNDATION

9:00 a.m. – 3:30 p.m.

Special District Leadership Academy Module 1: Governance Foundations

As the core curriculum of CSDA's Special District Leadership Academy, this workshop serves as the "foundation" for the series on effective governance of special districts. It is specifically designed for special district board members and meets the requirement for six hours of governance training for Special District Leadership Foundation programs.

$225 Member, $340 Non-member

EARN SDRMA CIPS

9:00 a.m. – 3:30 p.m.

Policy and Procedure Writing

This course for managers, supervisors, and analysts will prepare you to plan and organize highly effective work systems through policy, procedure, and task development. Participants will learn and practice policy and procedure writing skills, and how to apply them in their workplace. Attendees are asked to bring a policy/procedure they are working on, with, or that is currently under their review, for classroom discussion and analysis. Course materials include templates for development of policy, procedure, and task descriptions in the future, and a textbook as a continuing framework for their development.

$225 Member, $340 Non-member

12:30 – 3:30 p.m.

The Strategies of a Special District Strategic Plan

All public agencies should have a strategy that moves them in a certain direction into the future. While there are many ways to develop a strategic plan, there is also a strategy in the actual planning process as well. This important pre-conference workshop will examine the how and why for a properly conducted strategy planning effort. Each part of the process should be strategic in its own; come discover this and how to do it right.

$150 Member, $225 Non-member

1:30 – 3:30 p.m.

Special District Administrator (SDA) Certification Exam, Special District Leadership Foundation

(Optional – must be scheduled prior to conference).

Golf Tournament

(pre-registration/payment required)

SDLF Scramble for Scholarships Golf Tournament

8:00 a.m. Shotgun Start

Indian Wells Golf Resort

(pre-registration / payment required)

Join special district elected officials, staff, and business affiliates at this optional fun event. Great golf skills are not necessary! Proceeds benefit the Special District Leadership Foundation scholarship fund.

$115 includes golf with cart, lunch, and prizes!

Pre-conference tour & more!

(pre-registration/payment required)

10:15 a.m. – 3:00 p.m.

Salton Sea Authority Tour

Tour of the northern part of the Salton Sea: North Shore Yacht Club, State Recreation Area

On this tour you will learn how special districts, counties, and a Native American tribe are working together in partnership with the state and federal agencies to reverse the tragic decline of the Salton Sea, transforming the watershed to establish a healthy and prosperous future.

$48 per person includes transportation to/from the hotel, lunch, and tour

Early registration is encouraged. Limited to 48 attendees!

3:45 p.m. – 5:15 p.m.

Chapter Roundtable Discussion

Join CSDA board members and local chapter leaders from across the state to share best practices and discuss issues and opportunities. All attendees welcome.

> **"The informational and educational level of the materials and presentations are very appropriate for seasoned veterans, as well as new and emerging leaders."**
>
> KARA RALSTON
>
> CAMARILLO HEALTH CARE DISTRICT

Conference Begins!

5:30 – 7:30 p.m.

President's Reception with the Exhibitors

Join us in the exhibit hall as we network with business professionals who provide all types of goods and services to special districts. Appetizers, refreshments, and entertainment provided.

(all registered attendees welcome)

Tuesday, September 25, 2018

7:30 a.m. – 6:00 p.m.
Exhibitor Showcase Open

7:30 – 8:45 a.m.
Continental Breakfast with the Exhibitors (Raffle)

"The staff from CSDA did an outstanding job, during the conference they were highly visible, friendly, knowledgeable and professional. I attend conferences sponsored by other groups and CSDA continues to "set the bar" by consistently delivering a high-quality conference!"

TIM SHACKELFORD

FIRE CHIEF, CHINO VALLEY INDEPENDENT FIRE DISTRICT

Keynote Speaker

11:00 a.m. – 12:15 p.m.

OPENING KEYNOTE PRESENTATION

Connie Podesta

Stand Out Leadership...Lead Like You Mean it!

In a perfect world all employees would be: high achieving, self-motivated, engaging, team players who see the big picture and always strive to do their best to get the job done on time without complaining. Does that sound like the Twilight Zone? Bottom Line: In the real world many employees: simply "meet expectations," lack initiative, bring their personal life to work, stress over every change and whine about having to WORK....on the job! "Enough!" says Human Behavior and Leadership Development expert Connie Podesta, who has empowered thousands of leaders worldwide with the attitudes, mindsets and strategies necessary to create a team that's willing, able and excited to get the job done THE RIGHT WAY! With her signature blend of comedy and "tell-it-like-it-is" delivery, Connie takes you inside the minds of even your most difficult employees so you can turn negative attitudes into positive, entitlement into accountability, complacency into productivity, complaining into solutions and "that's not my job" into ownership.

11:00 a.m. – 12:15 p.m.
CSDA Finance Corporation Board and Annual Meeting

BREAKOUT SESSIONS **9:00 – 10:45 A.M.**

5 Things You Can Do to Build an Awesome Personal Brand

CPS HR Consulting

Branding on a business-level is common, but today branding is becoming just as important on a personal level. Not many of us have consciously cultivated these brands, but they exist nonetheless. Developing your personal brand is the proactive way of controlling your career development and how you are perceived in the marketplace. The question is no longer IF you have a personal brand, but if you choose to guide and cultivate the brand or to let it be defined on your behalf. This session will focus on five things you can do to start building an awesome personal brand.

Devices, Data, and Privacy: Legal Concerns, Risks, and Best Practices

Nossaman, LLP

Now is the time for agencies to learn their rights under California and federal law when it comes to electronic devices, monitoring, and privacy concerning work-related data.

You're Out of Order! Meeting Protocols that Best Serve the Public

BHI Management Consulting

As we serve the public, little is more important and focused than the meetings we hold with our public. As such, it is important that we keep the public in mind as we construct and conduct our meetings and that we establish the how and why of each meeting element. This session will discuss meeting protocols and policy, the construct of our meeting agendas as well as our conduct in meetings with the public.

Public Agency Advocacy: The Rules Regarding Lobbying and Ballot Measures

Richards Watson & Gershon

Increasingly, public agencies need to influence legislative policy decisions to effectively carry out their missions. Lobbying and educating voters about critical issues are important tasks, but the laws and regulations that govern public agency activity in those areas are complex. This session will provide an overview of the most important areas of the law and help public agency employees know when to ask for legal advice.

Up in the Air: Drones for Special Districts

Aleshire & Wynder LLP

A presentation and follow up Q&A on drone technology, the current state of drone regulations, and steps special districts should consider before allocating funding.

Welcome to the Fishbowl: Government Ethics Overview

Hanson Bridgett, LLP

Come take a turn in the hot seat, try to stump your friends or just watch the show as we take a trip through Ethicsland and the unpredictability of local government. Join us as we practice applying rules concerning conflicts of interest, government transparency and more! This is not your grandma's ethics training. Does not meet the requirement for AB1234.

Who Ya Gonna Call? Preparedness During an Emergency and in the Aftermath

Panel Discussion: Sonoma County Water Agency, Casitas Water District, Montecito Fire Protection District

Moderated by: Rincon Consultants

A panel discussion with three special district representatives who have the responsibility of reaching out to constituents during an emergency, organize clean up in the aftermath, and who have to prepare to avoid future disasters.

Lunch

12:15 – 1:45 p.m.

Lunch with the Exhibitors

All conference attendees are welcome to attend lunch in the exhibit hall. Enjoy your lunch while taking time to learn more about our exhibitors and the valuable services they provide. From risk management, accounting, HR, legal, banking services, and more – our exhibitors have some of the best of what you're looking for!

Lunch is included in conference registration.

Tuesday, September 25, 2018

BREAKOUT SESSIONS **2:00 – 3:15 P.M.**

Converting from At-Large to By-District Elections Under the California Voting Rights Act: Understanding the "Safe Harbor" Process from Start to Finish

Cota Cole & Huber, LLP

This session is intended to help attendees understand their district's options and be prepared in the event that their district receives a demand letter relating to their district's voting system. It describes the key features and standards of the CVRA as well as the (very tight) timelines that apply for considering whether to convert to a by-district election system and the process for doing so. This session offers practical guidance regarding the safe-harbor process from start to finish.

"Dear Ratepayer:" Messaging for Rate Increase and Other Bummer News

Communication Advantage

This interactive session is designed to refresh and elevate your talent for crafting great messages for tough issues -- especially focused on financial bad news for customers, such as: rate increases, new fees or assessments, and/or reduced services. The presenter has helped dozens of special districts, counties, cities and other local agencies develop messaging and communications strategies to cope with these and many related issues. Following a brief presentation, attendees will participate in developing messages for a sampling of their real such issues ahead, such as rate hikes, budget deficits, service reductions, and some of the organizational changes that might require such unpopular actions.

More Bytes for Your Buck – Getting the Most Value from Your District's Technology Investment

Panel Discussion

Information Technology (IT) is traditionally seen as a necessary evil in municipal government. IT often gets a bad rap with seemingly insatiable user expectations, ever-increasing budget and staff requests, exorbitant maintenance agreements, project backlogs, and questionable results. Learn about technology strategy, citizen engagement, the power of mobile, smart communities, Internet of Things, Geographic Information Systems, records and email retention and more. Experienced General Managers and CIOs share advice and experiences on how to make the most of technology investments.

Required Ethics AB1234 Compliance Training (Part 1)

Meyers Nave

AB1234 mandates that local agency officials receive two hours of ethics training every two years. This two part training covers all the required topics, including laws relating to: (1) personal financial gain by public servants (conflict-of-interest, bribery), (2) claiming perquisites of office (gift, travel and mass mailing restrictions, use of public resources for personal or political purposes, free or discounted transportation), (3) government transparency (financial interest disclosure requirements, open meeting laws), and (4) fair process (incompatible offices, competitive bidding, nepotism).

The Brown Act in Action: Navigating Pitfalls

Renne Public Law Group, LLP

Brown Act issues frequently arise without warning during public meetings. Join this lively discussion of important Brown Act updates, and sharpen your skills in spotting and navigating Brown Act pitfalls as they arise during special district board meetings.

Up in Smoke – Proposition 64 in the Workplace

Lozano Smith

This presentation will cover the important aspects of Proposition 64 and the current state of legalization of marijuana in California. It will cover the impact of this legislation on the workplace as well as policy and safety considerations for public agencies.

Setting the Stage for Success: How to Prepare for Capital Improvement Financing

CSDA Finance Corporation

You may be ready to expand that facility, purchase that property, install those solar panels, or replace those pipes. But are you ready to access financing? If your district is planning to use debt to fund all or part of a mission-critical capital project, it is important to know what investors and lenders are looking for and what your options are. Join the expert consultants from the CSDA Finance Corporation in a discussion of funding structures, sources of repayment, credit analysis, and more.

> **"Good presentations of current problem areas by a special district."**
>
> **ROBERT SILANO**
> **DIRECTOR, MENLO PARK FIRE PROTECTION DISTRICT**

BREAKOUT SESSIONS **3:30 – 4:30 p.m.**

Beyond Post and Pray – How to Recruit the Right Pool of Candidates

CPS HR Consulting

Recruiting the best talent is getting more and more challenging. Postings are producing pools of candidates that don't have the right skills or those that do have the right skills comprise a group that can hardly be called a pool, meaning we don't have enough good choices. This session will explore ways to tap into passive candidates and do more active outreach to broaden the pool of qualified and attractive candidates.

Beyond the Basics: Advanced Harassment Prevention Training

Burke, Williams & Sorensen, LLP

California law requires basic workplace harassment prevention training for managers and supervisors. This is not that training. In this session, we will take a deep dive into the more complicated and advanced questions employers face when dealing with workplace harassment issues, including: promoting a culture that focuses on the prevention of harassment; conducting or overseeing an investigation; proper interim measures and implementing effective remedial action; and privacy and confidentiality concerns.

Gifts and Gifts for Travel: Navigating Through the Jungle of FPPC Rules and Regulations

Churchwell White, LLP

The FPPC gift rules are designed to let 3rd parties help pay for your services and travel. But FPPC fines in this area are increasing. Join presenter Steven G. Churchwell, Former FPPC General Counsel to find out how to be a "gift guru" at your agency.

Is Your District Engaged Effectively with Social Media? It is a Must These Days for Every District!

Rauch Communication Consultants, Inc. and Hess Connect

Every District needs to be engaged where its public is – and in 2018 that is often on social media. Are you uncertain about how to use Facebook, Twitter or Instagram? This seminar will help. It will also provide tips and insights to districts on everything from: how to get started in social media to advanced techniques for gaining information and feedback from constituents; transforming public perception; driving citizen engagement with limited resources and budget. It will also discuss the importance of establishing a social media policy to guide implementation and keep your district out of trouble. We will share real-life examples and case studies, and there will be time for questions and answers.

It CAN Be Easy Being Green – Sustainability Best Practices

Institute for Local Government

Achieving financial stability and delivering excellent services starts with being a sustainable district. In this session we will discuss local roles, innovative collaborations and new funding opportunities specifically for special districts. Learn how your district can save money, resources, and green your operations.

Prevailing Wage Updates: New Penalties Imposed on Public Agencies

Contractor Compliance and Monitoring, Inc.

Prevailing wage continues to change each year. However, this year, the DIR has imposed fines on Public Agencies who are untimely in filing their PWC-100 forms or who hire unregistered contractors. Learn about this and other new laws impacting your agency.

Required Ethics AB1234 Compliance Training (Part 2)

Meyers Nave

See previous session description.

Networking Reception

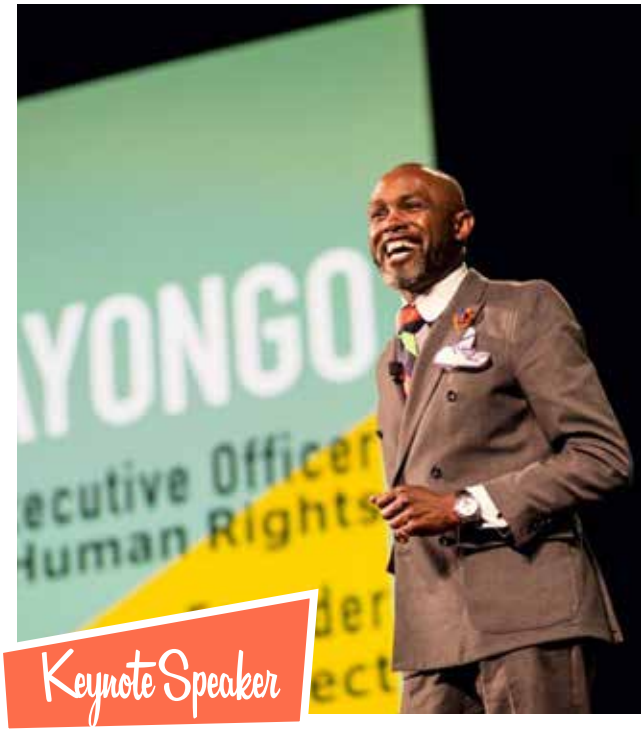
4:30 – 6:00 p.m.

Mix & Mingle in the Exhibit Hall: Grand Prize Drawings

Connect with exhibitors in the exhibit hall for a cocktail and appetizer before you go out on the town for dinner. Be sure to enter for one last chance to win one of our fabulous prizes!

Exhibit hall closes on Tuesday, September 25 at 6:00 p.m.

Wednesday, September 26, 2018



8:15 – 9:00 a.m.

SDRMA Sponsored Full Plated Breakfast

All registered attendees and exhibitors welcome.

9:00 – 10:45 a.m.

SDRMA GENERAL SESSION, SAFETY AWARDS, KEYNOTE

Derreck Kayongo

Harnessing Your Power to Create Change

As Founder of the Global Soap Project, Kayongo has built a multi-million-dollar venture which takes recycled soap and distributes it through global health programs to people who lack access to it around the world. He breaks down the key factors that have led to his personal success: (S.E.L.F.) Service, Education, Leadership and Faith and shares his account of life as a Ugandan refugee and the turning point which lead him to a brilliant transformation as a social entrepreneur. He calls upon audiences to stop complaining and to start taking responsibility, to consistently seek opportunities to improve, and most importantly, to maintain faith in yourself and your team to create an environment where everyone is empowered to thrive. He brings you on an emotional journey –there will be tears of joy; most of the time, laughter. But every time, the story is real.

"It was a great conference overall. Great information and great energy, good people dedicated to making a difference. I feel much more prepared to function well as a board member and have a greater understanding of districts functioning throughout California. I really enjoyed it and look forward to more. Thank you!"

SARAH COOLIDGE

DIRECTOR, NORTH TAHOE PUBLIC UTILITY DISTRICT

BREAKOUT SESSIONS **11:00 a.m. – 12:15 p.m.**

Back to Basics: Public Contracting

Kronick, Moskovitz, Tiedemann & Girard

Review the legal requirements for the four standard procurement areas including goods, non-professional services, professional services and public projects. Learn how to avoid common purchasing pitfalls, and learn tips to protect your district from liability.

Best Practices for Recruiting, Hiring, Negotiating, and Evaluating the Board's General Manager

Richard Pio Roda, Meyers Nave

The General Manager's performance is critical to the success of every special district. The selection, development and retention of the right GM charged with leading the organization toward its strategic goals is of primary importance to the Board. Every governing body has among its primary responsibilities a thorough and professional evaluation of its GM through the use of effective tools that enable honest feedback and incorporate performance objectives and measures. The performance review process can be most effective when it goes beyond measuring performance and incorporates goal setting, sets expectations, provides for open dialogue, and has in place defined accountability standards. This session will give participants the tools to recruit, hire, negotiate with, and evaluate their General Manager that will help ensure that both the Board and the GM are aligned on the direction and goals of their organization.

BREAKOUT SESSIONS **11:00 a.m. – 12:15 p.m.**

Cannabis Use and Local Governments

Schlossberg & Umholtz and SDRMA

Can a public entity employer allow employees to use or be under the influence of marijuana in the workplace? Isn't the possession and use of marijuana legal in California? Should your agency review/ revise its Cannabis policy?

Effective Strategies to Reduce and Address OPEB and Pension Costs

PARS

This session will discuss the latest funding strategies and trends to reduce OPEB liabilities and address rising pension costs.

How to Write for the Web (or for the Newspaper, or for an Email Blast, or Even a Billboard!)

Streamline

If you care about speaking to your "audience" in a form they will pay attention to, attend this talk! We'll go over various mediums and why different styles work for each, and talk about some of the best practices for writing in a way your readers will be willing to … well … read! Website content, email announcements, bill stuffers, press releases for the newspaper, advertising and billboards all have different "rules" that you can follow to help ensure your readers pay attention to what you have to say.

Nightmare on Board Night

Atkinson, Andelson, Loya, Ruud & Romo

You are at the board meeting and things are not going right. A quorum of board members is present, but one of the board members wants to conference call into the meeting. Also, the general manager is asking to add a new item to the agenda. To top all of this off, there is a member of the public who has exceeded his allotted time during public comment and won't yield the podium. When public meetings become challenging, you need to know how to respond. Come to this presentation and learn how the Brown Act, Robert's Rules of Order, and meeting decorum standards apply to these issues and others.

Town Hall – Legal Eagles

Liebert Cassidy Whitmore

Do you have questions? Well, we've got answers. Come get your questions answered while learning how to deal with legal issues important to your district in the ever-changing areas of labor, employment and governance. Special districts deal with a number of issues on a daily basis and it's best to be prepared. Share your questions with others who probably have the same problems, concerns and issues. This is a great opportunity to get some great legal answers - without those pesky billable hours!

Awards Luncheon

12:30 – 1:45 p.m.

CSDA Annual Awards Luncheon

Recognize and celebrate your peers! Join us as we celebrate the best of special districts with awards including: Board Member of the Year, General Manager of the Year, Staff Member of the Year, Special District Leadership Foundation (SDLF) awards, and more!

CSDA Recognizes the Best Among Special Districts

Do you have a board member, staff member, local chapter, or district program that you feel deserves recognition?

Each year, CSDA presents various awards during the CSDA Annual Conference and Exhibitor Showcase. There are several different categories. Please consider outstanding individuals within your districts for individual awards. Chapter awards and district awards are also open for nominations.

Visit the awards section of our conference website at conference.csda.net for more information.

CSDA Awards Luncheon (Guest Only, without a conference registration): $45

If you have any questions regarding the awards or the awards process, please contact Vanessa Gonzales at 877.924.2732 or by email at vanessag@csda.net.

Deadline for submissions is Friday, July 20, 2018. All applicants will be notified prior to the Annual Conference as to the winner.

Wednesday, September 26, 2018

BREAKOUT SESSIONS **2:00 – 3:30 p.m.**

Be a Cyber-Sleuth: Current Fraud Trends and Preventing Cybercrime in Special Districts

CliftonLarsonAllen, LLP

Cybercrime is a threat to every organization and fraud remains a prevalent issue as well. This presentation discusses current trends in online crime and how to protect your special district.

Can't We All Just Get Along? Improving Board/Manager and Staff Roles and Relationships

Rauch Communication Consultants, Inc.

No area is more fraught with downsides or full of potential for mutual success than board and manager roles and relationships. This session provides a structured opportunity for expert presentation and review of case studies, questions and answers, and sharing of experiences on this important topic. You will take home ideas for change and improvement, including: how to evaluate whether to have committee meetings and if so, how to structure them; tips on how to ensure your board is focusing on the right information and issues, and how to provide clear policy direction to the manager; and a pain free and productive method for evaluating the manager's performance. This is an interactive session full of examples and real-world ideas.

CEQA for Board Members and Staff: Basics and Hot Topics

Best Best & Krieger, LLP and Albert A. Webb Associates

Special District actions must comply with fast-changing CEQA law. This panel will provide an overview of the CEQA process, provide an update related to the new CEQA Guidelines updates as well as break down the implications of recent legislation and court opinions for your agency.

Required Harassment Prevention Training (Part 1)

Burke, Williams & Sorensen, LLP

Presented by two dynamic employment attorneys, this fun, informational, and interactive workplace harassment prevention training will teach Special District officials and supervisors how to identify, prevent, and properly respond to workplace harassment, discrimination, retaliation and abusive conduct in order to avoid personal and agency liability in compliance with AB 1825/2053/1661.

How to Survive in a Unionized World

Atkinson, Andelson, Loya, Ruud & Romo

The grievances are piling up, the unfair labor practice charges keep coming in, and the union shop steward is back on the phone. With a unionized workforce, public agencies are faced with a litany of obligations, including: meet and confer requirements, union access rights, requests for information, and employee representation issues. Join us for a lively discussion on the labor relations issues your agency needs to understand to survive in a unionized world.

Trial and Error: FEHA Litigation Pitfalls

SDRMA and Devaney, Pate, Morris & Cameron

What are the protected classes under the Fair Employment & Housing Act (FEHA)? What is the critical exposure, general damages or attorney fees? We will discuss several cases in which the award of attorney fees exceeded the damages awarded to the plaintiff.

Virtual Leadership Academy: Providing a Training Alternative for Leadership Development

Placer County Water Agency

This presentation will showcase Placer County Water Agency's recently launched Virtual Leadership Academy, a self-paced, self-managed training curriculum for leaders and aspiring leaders.

SPECIAL DISTRICT LEADERSHIP FOUNDATION (SDLF)

5:30 – 7:30 p.m.

Casino Night

Sample local food and beverages while enjoying casino games, music from our DJ, and a silent auction.

This party has a purpose. Attendees at this reception will have the opportunity to participate in the Special District Leadership Foundation (SDLF) silent auction to raise funds for scholarships. A special wine raffle will also be held at 6:30 p.m. Be sure to purchase tickets throughout the conference for the chance to win a deluxe 35-bottle wine cellar fully stocked. You must be present to win!

SDLF is an independent, non-profit organization formed to promote good governance and best practices among California's special districts through certification, accreditation, and other recognition programs. The SDLF and its activities are supported through the California Special Districts Association and Special District Risk Management Authority.

BREAKOUT SESSIONS **3:45 – 5:00 p.m.**

Best Practices for a Successful Proposition 218 Rate Hearing

Best Best & Krieger, LLP, Fallbrook Public Utility District, and Raftelis Financial Consultants

Proposition 218 gives the minimum legal requirements for adopting new or increased property related fees and charges. This session will provide tips and best practices for a successful rate hearing.

Dangerous Condition of Public Property

SDRMA

How to protect your agency from the most common claim being filed against public entities today.

Don't Break the ICE (Internal Control Environment)

Maze and Associates

Beware of thin ICE (Internal Control Environment)! This session will discuss the structure of a well-designed internal control structure. This includes not only operations, but also reporting and compliance. We will touch on COSO's five integrated components. The session will conclude with some real examples and some common areas of "thin ICE" and how you can navigate around it.

From Managing Risk to Managing Reputation

Hermocillo-Azevedo Strategic Communications

Effective communication during times of crisis is vital for special districts to protect public safety, build trust and protect reputation. How can special districts – especially districts without full-time spokespersons – best prepare themselves to manage communications in a crisis? In this session, consultants will discuss how a risk management approach to crisis communications planning can create the right team, process and tool for effectively managing threats to the operations and reputations of special districts.

7:30 – 9:00 p.m.

VIP After Party

New this year, conference attendees can earn their way into our VIP After Party – immediately following the "Taste of the City." Don't let the party stop – enjoy dessert and more entertainment while mingling with your fellow VIPs. Check your pre-conference information for more details!

Governments Engaging Youth

Institute for Local Government

Engaging today's youth in local government offers a variety of benefits for both the youth and local government staff involved. Youth-civic engagement programs offer youth real life civic learning opportunities, teach 21st century skills and expose them to public sector careers. This workshop will highlight successful youth-civic engagement programs and offer insight on how local governments can partner with their local school districts to replicate similar programs that actively engage youth.

Required Harassment Prevention Training (Part 2)

Burke, Williams & Sorensen, LLP

See previous session description.

The Top Missteps Special Districts Should Avoid to Comply with Wage & Hour Laws

Liebert Cassidy Whitmore

Understanding some of the most common issues agencies are facing with wage and hour law is critical to minimizing your risk. We will discuss common missteps that we see and the means by which you can identify and work to alleviate your liability. Special areas of focus include overtime calculations, work periods, off-the-clock work, and exemption analysis.

Program Events

Thursday, September 27, 2018

8:30 – 10:30 a.m.

Closing Breakfast: 2018 Legislative Impacts on Special Districts

CSDA's lobbying team will present attendees with the most up-to-date information on the outcome of the biggest state budget and legislative issues impacting special districts in 2018, as well as a sneak peak of what to expect in 2019. Get all the latest legislative results and learn what they mean for special districts going forward.

10:30 a.m.

Conference ends

♠♦♣♥

TASTE

CASINO - NIGHT -

OF THE CITY

WEDNESDAY, SEPTEMBER 26, 2018
5:30 – 7:30 p.m.

Sample local food and beverages while enjoying casino games, music from our DJ, and a silent auction.

one form per attendee, please print

2018 CSDA ANNUAL CONFERENCE & EXHIBITOR SHOWCASE • INDIAN WELLS, CA

Attendee Registration Form

Three Ways to Register:

1. ONLINE by visiting the CSDA Annual Conference website at conference.csda.net.
2. FAX your registration form to 916-520-2465. All faxed forms must include payment.
3. MAIL to CSDA, 1112 I Street, Suite 200, Sacramento, CA 95814, please include registration form along with payment. Check should be made payable to: California Special Districts Association.

Not sure if you are a member?

Contact the CSDA office at 877-924-2732 to find out if your agency or company is already a member. To learn more about the benefits of membership, contact Member Services Director Cathrine Lemaire at cathrinel@csda.net or call toll-free 877-924-2732.

Full conference registration fee includes:

- President's Reception with the Exhibitors Monday Evening
- Keynote Sessions and Breakout Sessions
- Continental Breakfast with the Exhibitors on Tuesday
- Lunch with the Exhibitors on Tuesday
- Mix and Mingle in the Exhibit Hall on Tuesday
- SDRMA Full Plated Breakfast on Wednesday
- Awards Luncheon on Wednesday
- SDLF "Taste of the City" Reception on Wednesday
- Closing Breakfast on Thursday

Name:	Title:	
District:		
Address:		
City:	State:	Zip:
Phone:	Fax:	
Email:	Website:	
Member status: ☐ Member ☐ Non-member		
Special Needs (include dietary):		
Emergency Contact:		

Conference Registration Fees	Early Bird (on /before Aug. 24, 2018)	Regular (after Aug. 24, 2018)	SUBTOTAL
☐ CSDA Member - Full Conference	$600.00	$650.00	
☐ Non-member - Full Conference	$900.00	$975.00	
☐ Guest - Full Conference (Cannot be from a district/company) ☐ Vegetarian	$300.00	$325.00	
☐ CSDA Member - One-day registration ☐ Tuesday ☐ Wednesday ☐ Thursday	$325.00 each day	$350.00 each day	
☐ Non-member - One-day registration ☐ Tuesday ☐ Wednesday ☐ Thursday	$485.00 each day	$525.00 each day	

Separate Registration Fees	Member	Non-member	SUBTOTAL
☐ Pre-Conference Workshop: SDLA Module 1: Governance Foundations - Sept. 24	$225.00	$340.00	
☐ Pre-Conference Workshop: Policy and Procedure - Sept. 24	$225.00	$340.00	
☐ Pre-Conference Workshop: So, You Want to Be a General Manager - Sept. 24	$100.00	$100.00	
☐ Pre-Conference Workshop: The Strategies of a Special District Strategic Plan - Sept. 24	$150.00	$225.00	
☐ Pre-Conference Tour: Salton Sea Authority Tour - Sept. 24	$ 48.00 (includes transportation and lunch) (limited to 45 attendees)		
☐ SDLF Scramble for Scholarships Golf Tournament - Sept. 24	$ 115.00 (includes lunch)		
☐ CSDA Awards Luncheon (Guests only) - Sept. 26	$ 45.00		
☐ SDLF "Taste of the City" Reception (Guests only) - Sept. 26	$ 65.00 CSDA Member Guest	$ 98.00 Non-member Guest	
		TOTAL	

Payment type: ☐ Check ☐ Visa ☐ MasterCard ☐ AMEX ☐ Discover	
Account name:	Account Number:
Expiration date:	Authorized Signature:

Cancellations/Substitution Policy: Cancellations must be in writing and received by CSDA no later than Friday, August 31, 2018. All cancellations received by this date will be refunded less a $75 processing fee. There will be no refunds for cancellations made after August 31, 2018. Substitutions are acceptable and must be done in writing no later than September 14, 2018 at 5:00 p.m. Please submit any cancellation notice or substitution request to emilyc@csda.net or fax to 916-520-2465.

Consent to Use Photographic Images: Registration and attendance at, or participation in, CSDA meeting and other activities constitutes an agreement by the registrant to CSDA's use and distribution (both now and in the future) of the registrant or attendee's image or voice in photographs, videotapes, electronic reproductions, and audiotapes of such events and activities.

Anti-Discrimination and Harassment Policy: CSDA is dedicated to a harassment-free event experience for everyone. Our Anti-Discrimination and Harassment Policy can be found under "CSDA Transparency" at www.csda.net/about-csda/who-we-are.

CSDA

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In order to reduce waste and control costs - you may be the only person at your organization receiving this printed brochure. To request additional copies call 877-924-2732 or visit conference.csda.net to download a PDF of the brochure."

VEOLIA

Town of Discovery Bay, CA
Water & Wastewater

MONTHLY OPERATIONS REPORT

June 2018

3229 **Days of Safe Operations**

155,953 **worked hours since last recordable incident**

TRAINING:

- **Safety**
  - **West Monthly Regional Safety Webinar**
  - **Confined Spaces**
  - **Mental Safety Assessment**
  - **Fall Protection**

- **Operation**
  - **None this month**

REPORTS SUBMITTED TO REGULATORY AGENCIES:

- **Monthly Discharge Monitoring Report (DMR)**
- **Monthly electronic State Monitoring Report (eSMR)**
- **Monthly Coliform Report, State Water Board (DDW)**

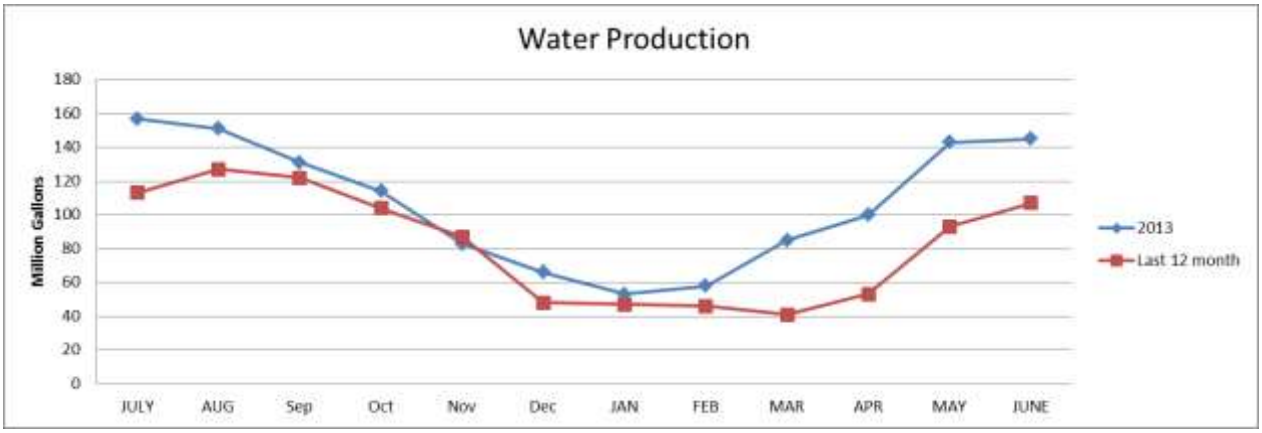
WATER SERVICES

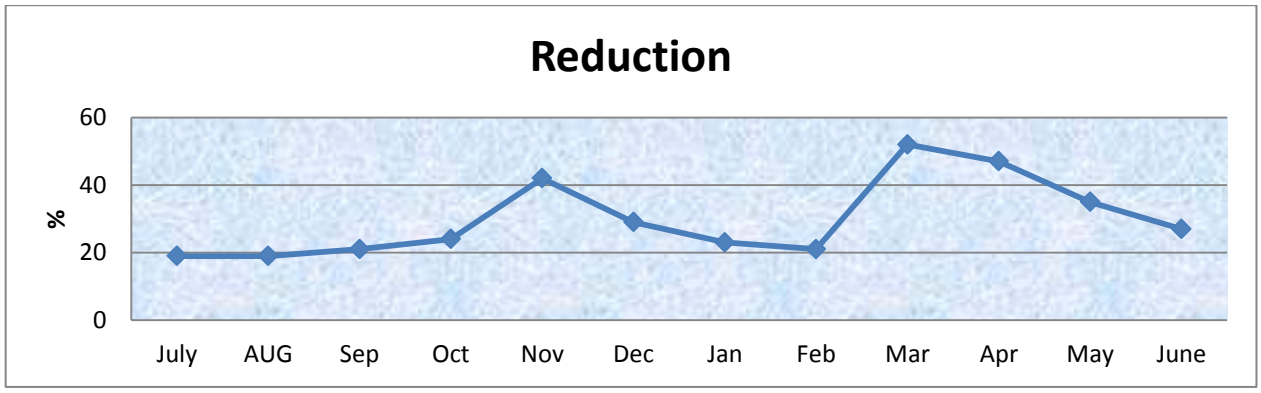
Groundwater Well:

- **1B - Active**
- **2 – Active**
- **4 – Active**
- **5B - Active (Standby only)**
- **6 – Active**
- **7 - Active**

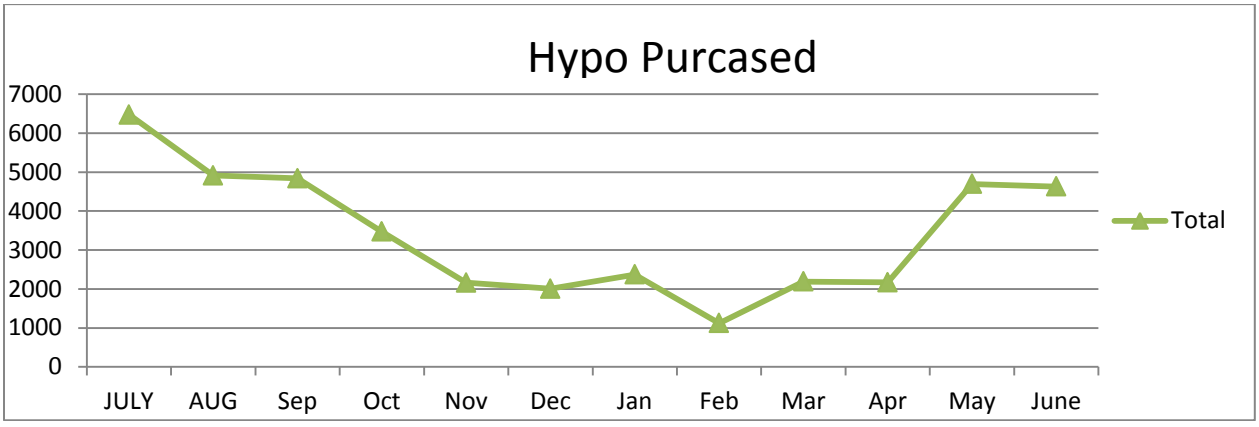
2018 Monthly Water Production Table (MG):

January	February	March	April	May	June
41	46	41	53	93	107
July	August	September	October	November	December





Chemical Usage:



Bacteriological Test Results:

Routine Bacteria Samples Collected	No. Total Coliform Positives	No. Fecal/E. coli Positives	Brown Water Calls	Fire Hydrant Flushing
• 16	• 0	• 0	• 0	• 0

WASTEWATER SERVICE

VEOLIA

Wastewater Laboratory Analysis

WW Effluent Parameter	*Permit Limits*	*May Lab Data*	*June Lab Data*
Flow, MG Effluent, **monthly total**	[redacted]	42	34
Flow, MG Daily Influent Flow, **avg**.	N/A	1.4	1.4
Flow, MG Daily Discharge Flow, **avg**.	2.35	1.1	1.1
Effluent BOD_5, lbs/d, **monthly avg**.	350	12	14
Effluent TSS, lbs/d, **monthly avg.**	200*	5	10
Effluent BOD_5, mg/L, **monthly avg**.	20	1	2
Effluent TSS, mg/L, **monthly avg.**	10*	1	1
Total Coli form 7 day Median Max	23	ND	ND
Total Coli form Daily Maximum	240	ND	ND
% Removal BOD_5, monthly avg.	85% min.	99%	99%
% Removal, TSS, monthly avg.	85% min.	99%	99%
Electrical Conductivity, umhos/cm **annual avg.**	2100	2180	2177

*New TSS Limit went into effect

National Pollution Discharge Elimination System (NPDES):

NPDES Related Excursions	Permit Parameter	NPDES Parameter Limit	Actual Parameter Result
• 1	• Nitrite+Nitrate	• 31 Daily Max	• 32

COLLECTION

Lift Station Status:

# of Active Lift Stations	# of Inactive Lift Stations	SSO	Wastewater Received (MG)
• 15	• 0	• 0	• 41

Performed weekly lift station inspections

Sewer System:

- Collection sanitary sewer line assessment scheduled for Aug.
- flushed/CCTV will be performed after assessment
- manhole & covers will be inspected during assessment.

MAINTENANCE

Preventive and Corrective:

Call & Emergency Responses

Call Outs	Emergencies
4	0

Regular Hours	Overtime
1514	12

TERMS

WWTP	WASTEWATER TREATMENT PLANT
WTP	WATER TREAMENT PLANT

WL	WILLOW LAKE
NP	NEWPORT
VFD	VARIABLE FREQUENCY DRIVE
WO	WORK ORDER
PLC	PROGRAMMABLE LOGIC CONTROLLER
L/S	LIFT STATION
SSO	SANITARY SEWER OVERFLOW
BOD	BIOLOGICAL OXYGEN DEMAND
TSS	TOTAL SUSPENDED SOLIDS
MGD	MILLION GALLONS PER DAY
mg/l	MILLIGRAMS PER LITRE
CCTV	CLOSED CIRCUIT TELEVISION
PPM	PARTS PER MILLION
RAS	RETURN ACTIVATED SLUDGE
WAS	WATSE ACTIVATED SLUDGE
UV	ULTRAVIOLET LIGHT

Town of Discovery Bay

"A Community Services District"

STAFF REPORT

Meeting Date

July 18, 2018

Prepared By: Dina Breitstein, Finance Manager
Submitted By: Michael R. Davies, General Manager MRD

Agenda Title

Public Hearing to consider Town of Discovery Bay CSD Ravenswood Landscape Zone #9, Park, Lighting and Open Space Improvements District Assessment Report for the Fiscal Year 2018-2019; continue collection of assessments on County Tax Roll and adoption of Resolution No. 2018-09, allowing for a 0% assessment increase.

Recommended Action

Approve and adopt Resolution 2018-09 confirming the Engineer's Report and ordering the levy and collection of charges for the annual assessment for Ravenswood Improvement District Assessment within the Town of Discovery Bay Community Services District for the Fiscal Year 2018-2019; continue collection of assessments on County Tax Roll for Ravenswood Landscape, Park, Lighting and Open Space Improvements District.

Executive Summary

As part of the annual assessment process for the Ravenswood Improvement District; DB L&L Zone #9, the Board approved and adopted Resolution No. 2018-03 which directed HERWIT Engineering to prepare the 2018-19 assessment report. On June 20, 2018 the Board approved Resolution 2018-07 which accepted the Engineers Report submitted by HERWIT. In that report, it was determined that based on operating costs (as shown on the Adopted Operating and Capital Budget for Discovery Bay Lighting and Landscape Zone 9) the per parcel assessment should be set at $658.50 which is under the maximum allowable assessment for Zone 9. This is 0% increase over last fiscal year's assessment of $658.50.

In order to levy and collect the annual assessment, the Board must approve and adopt the attached resolution. Adoption of Resolution 2018-09 imposes the assessment on real property (a 0% increase) within DB L&L #9 and also approves the filing of the attached Notice of Exemption.

Fiscal Impact:

Amount Requested -
Sufficient Budgeted Funds Available?: Yes
Zone # 9, 2479 Category: Operating

Previous Relevant Board Actions for This Item

Approval and Adoption of Resolution 2018-03 Directing HERWIT Engineering to prepare annual assessment report for the Ravenswood Improvement District (DB L&L #9) – April 4, 2018
Approval and Adoption of the Final Operating and Capital Improvement Budget for Discovery Bay Landscape and Lighting Zone #9 – June 20, 2018
Approval and Adoption of Resolution 2018-07 accepting HERWIT Engineers Report – June 20, 2018

Attachments

Resolution 2018-09, confirming the report and ordering the levy and collection of charges.
Final Assessment Engineer's Report 2018-2019, DB L&L Zone #9.
Notice of Exemption.
Public Notice from East County Times.

AGENDA ITEM: G-1

TOWN OF DISCOVERY BAY
COMMUNITY SERVICES DISTRICT

RESOLUTION 2018-09

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE TOWN OF DISCOVERY BAY, A CALIFORNIA COMMUNITY SERVICES DISTRICT, CONFIRMING THE REPORT AND ORDERING THE LEVY AND COLLECTION OF CHARGES FOR THE ANNUAL ASSESSMENTS FOR RAVENSWOOD IMPROVEMENT DISTRICT ASSESSMENTS WITHIN THE TOWN OF DISCOVERY BAY COMMUNITY SERVICES DISTRICT FOR THE FISCAL YEAR 2018-2019

WHEREAS, all property owners in Ravenswood approved the formation of a landscaping, parks, lighting and open space assessment district pursuant to California Streets and Highways Code sections 22500 and following; and

WHEREAS, the formation of such district, and the levy of assessment on the real property therein was approved by the landowners in such district in accordance with California Constitution Article XIIID (Proposition 218);

WHEREAS, the proposed assessments for the 2018-2019 Fiscal Year are within the limits approved by the landowners in accordance with Proposition 218;

WHEREAS, the assessments against the real property in each assessment area are not levied with regard to property values and these assessments are for the purpose of paying for the operation and maintenance of landscaping, parks, lighting and open space installed in such district; and

NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE TOWN OF DISCOVERY BAY COMMUNITY SERVICES DISTRICT AS FOLLOWS:

1. The above recitals are true and correct.

2. The report, diagram and assessment set forth in that report ("Report") prepared by HERWIT Engineers for the Ravenswood Improvement for Fiscal Year 2018-2019 is adopted and confirmed.

3. The $658.50 assessment specified in the Report for the Ravenswood District, for Fiscal Year 2018-2019 is hereby imposed on the real property within such district for fiscal year 2018-2019.

4. The Board of Directors of the Town of Discovery Bay Community Services District orders the levy and collection of such assessments in accordance with California Streets and Highway Code sections 22645 and 22646.

5. The Secretary of the Board of Directors is authorized and directed to file the diagram and assessments, and any other necessary documents, with the Auditor-Controller of Contra Costa County in accordance with California Streets and Highway Code section 22641.

6. The President of the Board of Directors or the General Manager is authorized and directed to execute any documents necessary to carry out the intent of this Resolution.

7. The Secretary of the Board of Directors is authorized and directed to file a Notice of Exemption pursuant to Public Resources Code section 21080 (b)(8) and Title 14 California Code of Regulations section 15062.

PASSED, APPROVED AND ADOPTED THIS 18th DAY OF JULY, 2018.

_____
Kevin Graves
Board President

I hereby certify that the foregoing Resolution was duly adopted by the Board of Directors of the Town of Discovery Bay Community Services District at a regularly scheduled meeting, held on July 18, 2018, by the following vote of the Board:

AYES:
NOES:
ABSENT:
ABSTAIN:

_____
Michael R. Davies
Board Secretary

FINAL ASSESSMENT ENGINEER'S REPORT

Prepared for the

TOWN OF DISCOVERY BAY COMMUNITY SERVICES DISTRICT

Landscaping, Park, Lighting and Open-Space Improvements District DB L&L #9

For Fiscal Year 2018-2019

Prepared by
HERWIT Engineering

6200 Center Street, Suite 310
Clayton, California 94517
(925) 672-6599

JUNE 2018

Town of Discovery Bay Community Services District

Director and President
Kevin Graves

Director and Vice President
Bill Mayer

Director
Robert Leete

Director
Bill Pease

Director
Chris Steele

General Manager
Mike Davies

Finance Manager
Dina Breitstein

Parks & Landscape Manager
Brian Miller

District's Attorney
Neumiller & Beardslee

Assessment Engineer
HERWIT Engineering

Date: June 2018

Assessment Engineers Report
For
Landscape, Park, Lighting and Open-Space District DB L&L #9, Zone #1

Subdivision 8710 (Ravenswood)

Pursuant to Governmental Code 61710 and procedures of the Landscaping and Lighting District Act of 1972, the Town of Discovery Bay Community Services District (CSD) is responsible for the Landscape, Park, Lighting and Open-Space District DB L&L #9 submits this "Assessment Engineers Report" for the 2018-2019 year, which consists of five (5) parts as follows.

PART A. Plans and Specifications
This part describes the improvements in this District. The plans, drawings and specifications are on file in the Town of Discovery Bay CSD District Office. A listing of these documents and drawings are outlined in the original Assessment Engineers Report approved in 2006.

PART B. Estimate of Cost
This part contains an estimate of the cost of proposed improvements, including incidental costs and expenses in connection therewith, is as forth on the lists, which are on file in the Town of Discovery Bay CSD District office.

PART C. Method of Apportionment of Assessment
This part contains the method by which the undersigned engineering firm has determined the amount proposed to be assigned against each parcel, based upon parcel classification of land within this District, in proportion to the estimated benefits to be received. This listing is also on file in the Town of Discovery Bay CSD District office.

PART D. District Diagram of Assessment
This part by reference of a diagram shows the parcel lot numbers that are within this District.

PART E. Property Owner List & Assessment Roll
The listing of Assessed parcels and their owners are on file in the Town of Discovery Bay CSD District office.

Engineers Assessment Report for 2017-2018 year

During this time period the DB L&L #9, Zone #1 District financial report shows estimated end of year totals as follows:

$ 147,918 Annual assessments & investment revenue was received

$ 145,541 Annual expenses grounds maintenance, capital improvements, and administrative expenses.

A copy of the income and expenses is attached to this report.

$ 257,768 Fund total after 2017-2018 annual expenses.

Note: The expenses were higher for the 2017-2018 fiscal year than the previous fiscal year due to increases in O&M expenditures. The expenses for the 2017-2018 fiscal year were less than the assessment and revenue collected, resulting in an increase in the District's reserve account.

Current Assessment

The 2017-2018 fiscal year assessment per parcel based on the engineer's formula defined in the Assessment Engineers Report adopted in 2006 is $658.50 per parcel. This is greater than the initial year assessment as defined in the Assessment Engineers Report due to increases in maintenance and utility costs, and to rebuild the reserve account balance which had dropped significantly due to large capital improvement projects.

Inflation Adjustment to Maximum Assessment

The maximum assessment defined in the Assessment Engineers Report adopted in 2006 is $501 per parcel based upon build out of the facilities and maintenance of the storm water basins. As specified in the Assessment Engineers Report, the maximum assessment is escalated annually by the consumer price index for San Francisco-Oakland-San Jose. At the time of preparation and adoption of the Assessment Engineers Report, the CPI index as published by the Bureau of Labor Statistics (BLS) for the Consolidated Metropolitan Statistical Area (CMSA) covering San Francisco – Oakland – San Jose reported for April 2006 was 208.9. The base year for the index is an average of 1982, 1983, and 1984 (hence 1982-1984=100). On April 2018, the same CPI index is reported as 283.42. Based upon the change in the CPI, the new maximum assessment allowed for the 2018-2019 fiscal year is $ 679.70.

Calculation of Maximum Reserve Account Balance

As stated in the adopted Assessment Engineers Report, the total funds in the reserve account are limited to 200% of the total funds collected by the District's not to exceed annual assessment. The new maximum not to exceed annual assessment allowable for the 2018-2019 fiscal year is $ 679.70. This assessment is equally assessed to 203 parcels for an annual total of $ 137,979.10. Therefore, the maximum Reserve Account Balance is $ 275,958.20. After the reserve account has accrued to the maximum amount, any money received by the District in excess of annual maintenance and administrative costs will be returned to the property owner in the form of a reduced assessment in the following fiscal year.

New Assessment for 2018-2019 Fiscal Year

The District will incur normal expenses for the maintenance of the landscape District this year. The District will incur higher than normal charges for capital improvements to rehabilitate existing park facilities this fiscal year. The estimated budget for 2018-2019 is $ 229,350. This equates to $ 1,129.80 per parcel for all 203 parcels, which is greater than the maximum allowable assessment of $ 679.70 per parcel, or $ 137,979.10 maximum assessment.

Based on this report, the assessment for 2018-2019 tax year should be $ 658.50 to minimize the decrease in the reserve fund balance. The assessment for the 2018-2019 fiscal year is then $ 658.50 per parcel applied equally to all 203 parcels as defined in the adopted Assessment Engineers Report.

NOTICE OF EXEMPTION

To: County Clerk
County of Contra Costa
555 Escobar Street
P.O. Box 350
Martinez, CA 94553

From: Town of Discovery Bay Community Services District (CSD)
1800 Willow Lake Road
Discovery Bay, CA 94505

Project Title: Ravenswood Improvement District Annual Assessment

Project Location – Specific: Ravenswood Subdivision - Northwest quarter of Section 26, Township 1 North, Range 3 East, Mount Diablo Meridian as recorded in Book 458 of Maps, Pages 1-15, Contra Costa County Records.

Project Location – City: Town of Discovery Bay CSD **Project Location – County:** Contra Costa

Description of Nature, Purpose, and Beneficiaries of Project:

Levy of the annual assessment for fiscal year 2018-19 for the landscaping, park, lighting and open space district, known as Ravenswood Improvement District - DB L&L Zone #9, for the purpose of providing for the operation and maintenance of landscaping, parks, street lights and open space installed in the subdivision.

Name of Public Agency Approving Project: Town of Discovery Bay CSD

Name of Person or Agency Carrying Out Project: Town of Discovery Bay CSD

Exempt Status: *(check one)*

[ ] Ministerial (Sec. 21080(b)(1); 15268);
[ ] Declared Emergency (Sec. 21080(b)(3); 15269(a));
[ ] Emergency Project (Sec. 21080(b)(4); 15269(b)(c));
[ ] Categorical Exemption. State type and section number:
[X] Statutory Exemptions. State code number: Public Resource Code § 21080(b)(8); California Code of Regulations § 15273

Reasons why project is exempt: The formation of the assessment district and the levy of assessments is not designed to increase services or expand a system, but if for the purpose of meeting operating expenses, purchasing supplies, equipment and materials, meeting financial reserve needs, and obtaining funds necessary for repair and replacement to maintain such services and systems for the Improvement District already determined to be installed pursuant to the various documents approving the Ravenswood subdivision.

Lead Agency
Contact Person: Michael Davies **Area Code/Telephone/Extension:** (925) 634-1131

If filed by applicant:

1. Attach certified document of exemption finding.
2. Has a Notice of Exemption been filed by the public agency approving the project? [ ] Yes [ ] No

Signature:_____ Date: 7/18/2018 Title: General Manager

[X] Signed by Lead Agency
[ ] Signed by Applicant

Date received for filing at OPR:

447742-1

NOTICE OF PUBLIC HEARING

July 18, 2018

NOTICE OF PUBLIC HEARING
TOWN OF DISCOVERY BAY
COMMUNITY SERVICES DISTRICT
RAVENSWOOD ZONE 9 ASSESSMENT REPORT
FY 2018-19 - COUNTY TAX ROLL BY
RESOLUTION NO. 2018-09

On Wednesday, July 18, 2018, the Town of Discovery Bay (TODB) Community Services District Board of Directors will hold a Public Hearing for the continued collection of the assessment on the Contra Costa County Tax Rolls, for the Ravenswood Subdivision No. 8710, Landscaping, Park, Lighting and Open Space Improvement District also known as DB L&L Zone #9 in Discovery Bay for the Fiscal Year 2018-19.

The FY 2018-2019 assessment is based on operating costs (as shown on the Adopted Operating and Capital Budget for Discovery Bay Lighting and Landscape Zone 9) the per parcel assessment shall be set at $658.50 assessment for Zone 9. This is 0% increase over last Fiscal Year's assessment of $658.50.

The meeting will begin at 7:00 p.m. and will be held at the Town of Discovery Bay Community Center located at 1601 Discovery Bay Boulevard, Discovery Bay, CA.

If you have any questions you may contact the Finance Manager, Dina Breitstein at (925) 634-1131.

Michael R. Davies
General Manager/District Secretary
ECT# 6179569 July 2, 2018

Town of Discovery Bay

"A Community Services District"

STAFF REPORT

Meeting Date

July 18, 2018

Prepared By: Brian Miller, Parks and Landscape Manager
Submitted By: Michael R. Davies, General Manager MRD

Agenda Title

Discovery Bay Palm Tree Pruning - Annual Maintenance Program.

Recommended Action

Award Purchase Order to Commercial Tree Care in the Amount of $17,910.00.

Executive Summary

Town of Discovery Bay CSD- Various Locations:

207 Palm Trees in various locations are contracted out to Licensed Tree Services for their annual pruning to prevent the seed production from occurring.

Town of Discovery Bay has contacted 4 Tree Service Contractors; Cleary Bros. and Commercial Tree Care, both responded with estimates.

Commercial Tree Care submitted a bid, slightly lower than their bid in 2017. Time is of the essence to prevent the seedlings from forming and germinating throughout the Town.

Fiscal Impact:

Amount Requested $17,910.00
Sufficient Budgeted Funds Available: Zone 8 / General Maintenance
Prog/Fund # **Category:**

Previous Relevant Board Actions for This Item

Awarded in 2017 — Palm Tree Pruning Lump.

Attachments

Cleary Bros. and Commercial Tree Care.

AGENDA ITEM: G-2

CLEARY BROS.
CONSTRUCTION • TREES • MAINTENANCE

RFP

Company	Date	Prop.#	Ref.#
Town Of Discovery Bay	Wed, Apr 11, 2018	203135	verbal from
Contact	**Telephone**	**Fax**	
Brian MIller	925-634-1733	634.5428	

Street,City State, Zip
1800 Willow Lake Road Discovery Bay CA 94505

WE PROPOSE TO DO THE FOLLOWING AT: Town Of Discovery Bay - 1601 Discovery Bay Blvd,

Palm Pruning Project

Prune (196) Palm Trees in Various Locations throughout the Town. Total Project Cost - $18,545.00
5 - Date Palms at $120 Each
4 - Queen Palms at $45 Each
187 - Fan Palms at $95 Each

Locations
Discovery Bay Blvd. Entrance: 19 East, 6 Median, 24 West, 4 Queen Palms. 53 Total
1 West Side Near Pump Enclosure
2 on Seal Way
11 at Willowlake and DB Blvd.
6 in Grass Islands on DB Blvd.
6 on Cabrillo Pt.
5 on Lido Circle
14 on Discovery Pt
3 on Marina Circle
46 at Community Center
2 at Fire Station
1 on Marina Way
9 on Clipper Drive
32 on Newport Drive
5 Date Palms on Point of Timber

Cleary Bros. Landscape, Inc. Proposes
TO HEREBY FURNISH MATERIAL AND LABOR , IN ACCORDANCE WITH THE ABOVE SPECIFICATIONS FOR THE SUM OF:

Eighteen Thousand; Five Hundred Forty Five Dollars $18,545 TM145

Any past due balance shall be subject to a finance charge, which sall be computed by a PERIODIC RATE OF 1-1/2% per month which is an / PERCENTAGE RATE of 18% applied to the previous balance without deducting current payments and/or credits appearing on each current s

Payment to be made as follows:

Authorized Signature: _____ **FROM** Chris Sartain

Note: this proposal is void 30 days after the above printed date if not signed and returned to Cleary Bros. prior to that date.

Acceptance of Proposal: the above prices, specifications and conditions are satisfactory and are hereby accepted. Cleary Bros. is authorized to do the work as specified. Payment shall be made as stated above

Date of acceptance:_____ Signature(s):_____

CCL: 954288
QAL: 97853

Commercial Tree Care

A Rhino Enterprises Company
P.O. Box 549 | Santa Clara, CA 95052
Office 408.985.8733 | Fax 408.985.6536

PROPOSAL # 65923

Town of Discovery Bay
ATTN: Brian Miller
1800 Willow Lake Road
Discovery Bay, California, 94505

Contact: Brian Miller

Dated: 4/16/2018
Phone Number: (925) 308-9067
Fax Number:
Email: bmiller@todb.ca.gov

Town of Discovery Bay Various

Various Addresses, Discovery Bay, California

Dear Brian,

Commercial Tree Care thanks you for the opportunity to provide tree recommendations at Town of Discovery Bay Various. Below is a summary of our recommendations and prices.

Item	Qty	Scope of Work to be Performed	Rate	Total Amount	APRVD
01	1	Fan Palm-Prune at 10 and 2, dead fronds and seed pods | West side near pump enclosure	$90.00	$90.00	☐
02	2	Fan Palm-Prune at 10 and 2, dead fronds and seed pods | On Seal Way	$90.00	$180.00	☐
03	11	Fan Palm-Prune at 10 and 2, dead fronds and seed pods | At Willowlake and DB Blvd	$90.00	$990.00	☐
04	6	Fan Palm-Prune at 10 and 2, dead fronds and seed pods | In grass islands Discovery Bay Blvd.	$90.00	$540.00	☐
05	6	Fan Palm-Prune at 10 and 2, dead fronds and seed pods | On Cabrillo Point	$90.00	$540.00	☐
06A	5	Fan Palm-Prune at 10 and 2, dead fronds and seed pods | On Lido Circle	$90.00	$450.00	☐
07	14	Fan Palm-Prune at 10 and 2, dead fronds and seed pods | On Discovery Point	$90.00	$1,260.00	☐
08	3	Fan Palm-Prune at 10 and 2, dead fronds and seed pods | On Marina Circle	$90.00	$270.00	☐
09	46	Fan Palm-Prune at 10 and 2, dead fronds and seed pods | The Community Center - 10 (Front) - 18 (Tennis) - 3 (Dog) - 15 (Pool)	$90.00	$4,140.00	☐
10	2	Fan Palm-Prune at 10 and 2, dead fronds and seed pods | The Firestation	$90.00	$180.00	☐
11	1	Fan Palm-Prune at 10 and 2, dead fronds and seed pods | On Marina Way	$90.00	$90.00	☐
12	12	Fan Palm-Prune at 10 and 2, dead fronds and seed pods | On Clipper Drive	$90.00	$1,080.00	☐
13	32	Fan Palm-Prune at 10 and 2, dead fronds and seed pods | On Newport Drive	$90.00	$2,880.00	☐
14	5	Canary Island Date Palm-Prune at 10 and 2, dead fronds and seed pods | Bixler Rd. @ Point of Timber	$90.00	$450.00	☐
15	53	Mexican Fan Palm-Prune at 10 and 2, dead fronds and seed pods | Discovery Bay Bvld. Entrance 19 East, 6 Median, 24 West side, 4 Queen Palms	$90.00	$4,770.00	☐
				$17,910.0	

Arborists are tree specialists who use their education, knowledge, training and expertise to examine trees, recommend measures to enhance the beauty and health of trees, and attempt to reduce risk of living near trees. Clients may choose to accept or disregard the recommendations of the arborist, or to seek additional advice. Arborists cannot detect every condition that could possibly lead to the structural failure of a tree. Trees are living organisms that fail in ways we do not fully understand. Conditions are often hidden within trees and below the ground. Arborists cannot guarantee that a tree will be healthy or safe under all circumstances, or for a specific period of time. Likewise, remedial treatments, like medicine, cannot be guaranteed. Trees can be managed, but they cannot be controlled. To live near trees is to accept some degree of risk. The only way to eliminate all risk associated with trees is to eliminate all trees.

CCL: 954288
QAL: 97853

Commercial Tree Care
A Rhino Enterprises Company
P.O. Box 549 | Santa Clara, CA 95052
Office 408.985.8733 | Fax 408.985.6536

Thank You,

Mike Waller

I.S.A. Certified Arborist # WE-11436A

The prices specifications and conditions are satisfactory and are hereby accepted. Commercial Tree Care is authorized to perform the work as specified.

Authorized Signature: _____ Date _____ Amount _____

Arborists are tree specialists who use their education, knowledge, training and expertise to examine trees, recommend measures to enhance the beauty and health of trees, and attempt to reduce risk of living near trees. Clients may choose to accept or disregard the recommendations of the arborist, or to seek additional advice. Arborists cannot detect every condition that could possibly lead to the structural failure of a tree. Trees are living organisms that fail in ways we do not fully understand. Conditions are often hidden within trees and below the ground. Arborists cannot guarantee that a tree will be healthy or safe under all circumstances, or for a specific period of time. Likewise, remedial treatments, like medicine, cannot be guaranteed. Trees can be managed, but they cannot be controlled. To live near trees is to accept some degree of risk. The only way to eliminate all risk associated with trees is to eliminate all trees.

Town of Discovery Bay

"A Community Services District"

STAFF REPORT

Meeting Date

July 18, 2018

Prepared By: Gregory Harris, District Engineer, HERWIT Engineering
Submitted By: Michael R. Davies, General Manager

MRD

Agenda Title

Award of Bid for the Wastewater Master Plan 2018 Update to Lowest Responsive Bidder.

Recommended Action

That the Board authorize the award of bid for the Wastewater Master Plan 2018 Update, to the lowest Responsive Bidder in the amount listed on the bid with an allowance for 10% change orders; and authorize the General Manager to execute all contract documents.

Executive Summary

The most recent Wastewater Master Plan for the District was completed in October 2011. Subsequent amendments were prepared to address specific issues. These include the following.

- Amendment No. 1 - February 2013: Revisions After Final Draft
- Amendment No. 2 - September 2015: Nitrification and Denitrification Improvements
- Amendment No. 3 - March 2016: Plant 1 Rehabilitation or Replacement Alternatives

There has been significant changes in the wastewater flow and solids loading to the Wastewater Treatment Plants since the original Master Plan was prepared. Changes include reduced flows from the recent draught, the recent recession, and the recent Water Meter Installation Project. The Regional Water Quality Control Board (RWQCB) also has deadlines coming for the completion of the Denitrification Project with an estimated cost of $8 million.

Now is the time to prepare one final review of the best way to perform denitrification with the latest data before the Town hast to commit final resources to the project. There are also several ancillary items that need to be addressed as part of the master plan update.

The Town went out to competitive public bid and requested proposals from 10 Engineering Consulting Firms. Formal proposals with final costs were received on May 30, 2018. Stantec was the only Engineering Firm that responded.

The Town has this project on the current CIP budget for $200,000 and has sufficient budget for this project.

The Stantec bid was $196,000. Stantec also listed some optional items that cost a total of $13,000. Staff has reviewed those optional items and recommend they be included in the Master Plan update. Stantec has agreed to include these items for a total cost not to exceed $200,000.

Fiscal Impact:

Amount Requested $200,000
Sufficient Budgeted Funds Available?: Yes
Prog/Fund # Category:

Previous Relevant Board Actions for This Item

Approved the 2017/2018 CIP.

Attachments:

Stantec proposal.

AGENDA ITEM: G-3

Stantec

3875 Atherton Road
Rocklin, California 95765

May 30, 2018

Attention: Virgil Koehne
Wastewater Manager
Town of Discovery Bay
Community Services District
1800 Willow Lake Road
Discovery Bay, CA 94505

Dear Mr. Koehne,

Reference: 2018 Wastewater Master Plan Update RFP

Attached is our Fee Proposal and Billing Rate Schedule for the Town of Discovery Bay 2018 Wastewater Master Plan Update. In addition to the total budget estimate for the tasks identified in the Request for Proposal we have included two optional tasks for solids handling as described in the Approach section of our Proposal.

Please call me if you have any questions. Thank you.

Regards,

Stantec Consulting Inc

Steven L. Beck PE
Principal-in-Charge/Project Manager
Phone: (916) 773-8100
Fax: (916) 773-8448
Steven.beck@stantec.com

Budget Proposal
Town of Dicovery Bay Community Services District
2018 Wasewater Treatment Master Plan Update
Stantec Staff Time and Fees

TASK		STANTEC STAFF HOURS											TASK TOTAL HOURS	TASK STAFF COST	TASK DIRECT COST	TASK SUB COST	TOTAL TASK COST
		PIC/PM Steve Beck $230	Chief Process Engineer Jeff Hauser $225	QA/QC Engineer Akram Botrous $221	Civil Engineer Beth Cohen $195	Electrical Engineer Long Hoang $221	Reuse Engineer Vijay Sundarum $221	Civil Engineer Leila Sermek $195	SCADA Specialist Matt Boring $205	Permitting Specialist Eric Zeiglar $195	Graphic Designer Mike Maddux $160	Admin Asst. Alicia Maxwell $135					
TASK 1 - Project Management																	
1.01	Project Management and Administration	16											16	$ 3,680	$ -	$ -	$ 3,680
1.02	Kickoff Meeting	8	4		8	8	8		8		4	2	50	$ 10,386	$ 300	$ -	$ 10,686
1.03	Field Inspections and Operator Interviews	2	4		8	8	4	4					30	$ 6,352	$ 300	$ -	$ 6,652
1.04	Progress Meeting	8	4		8		8				4	2	34	$ 6,978	$ 300	$ -	$ 7,278
1.05	QA/QC	2		16									18	$ 3,996		$ -	$ 3,996
1.06	Final Presentation	8	4								4	2	18	$ 3,650	$ 200	$ -	$ 3,850
Task 1 - Subtotal		44	16	16	24	16	20	4	8	0	12	6	166	$ 35,042	$ 1,100	$ -	$ 36,142
TASK 2 - Engineering Analysis and Research																	
2.01	Update Flows and Loads	2	16										18	$ 4,060	$ -	$ -	$ 4,060
2.02	Secondary Process Capacity and Use of Plant No. 1	2	24										26	$ 5,860	$ -	$ -	$ 5,860
2.03	Confirm Method of Denitrification	2	32										34	$ 7,660	$ -	$ -	$ 7,660
2.04	Flow Equalization Ahead of Teriary Filters	2	16										18	$ 4,060	$ -	$ -	$ 4,060
2.05	DAF System for Lagoon Return Flows	2	8										10	$ 2,260	$ -	$ -	$ 2,260
2.06	UV Peformance at Higher Flows	2					36						38	$ 8,416	$ 400	$ -	$ 8,816
2.07	Replacement of Belt Filter Press No. 1	1						4					5	$ 1,010	$ -	$ -	$ 1,010
2.08	Stormwater Collection Basin for Plant No. 2	1			8								9	$ 1,790	$ -	$ -	$ 1,790
2.09	Plant Drain Pump Station	2			16								18	$ 3,580	$ -	$ -	$ 3,580
2.10	Drain Systems for All Basins	1			12								13	$ 2,570	$ -	$ -	$ 2,570
2.11	Drain System for Plant No. 1 Clarfier Lift Stations	1			8								9	$ 1,790	$ -	$ -	$ 1,790
2.12	Return Pump Station for Plant No.1 Emergency Storage Basin	1			8								9	$ 1,790	$ -	$ -	$ 1,790
2.13	Clarifier Launder Covers	1			4								5	$ 1,010	$ -	$ -	$ 1,010
2.14	Closed Grating to Reduce Algae Growth	1			4								5	$ 1,010	$ -	$ -	$ 1,010
2.15	Upgrading 110v and 220v Power Outlets	1				8							9	$ 1,998	$ -	$ -	$ 1,998
2.16	SCADA Networking Improvements	1							16				17	$ 3,510	$ -	$ -	$ 3,510
2.17	Evaluate Infiltration Discharge	1					4						5	$ 1,114	$ -	$ -	$ 1,114
2.18	Extention of Reclaimed Water Pipeline to Marina Road	1			8						4		13	$ 2,430	$ 200	$ -	$ 2,630
2.19	Water Filling Station for Reclaimed Water	1			6						4		11	$ 2,040	$ 200	$ -	$ 2,240
2.20	Indentify Needs and Costs for Next 10 years	16	32		4	2	2	2	2				60	$ 13,344	$ -	$ -	$ 13,344
Task 2 - Subtotal		42	128	0	78	10	42	6	18	0	8	0	332	$ 71,302	$ 800	$ -	$ 72,102
TASK 3 - Master Plan Report																	
3.01	Future Land Use	2	4		16						2	2	26	$ 5,070	$ 100	$ -	$ 5,170
3.02	Collection System	2			24						2	2	30	$ 5,730	$ 100	$ -	$ 5,830
3.03	Wastewater Flows and Loads	2	8									2	12	$ 2,530	$ 100	$ -	$ 2,630
3.04	Overview of Existing Wastewater Treatment Plant	1	8								2	2	13	$ 2,620	$ 100	$ -	$ 2,720
3.05	Plant Hydraulic Analysis	1	24								2	2	29	$ 6,220	$ 100	$ -	$ 6,320
3.06	Compliance with Waste Discharge Requirements	1	2							16		2	21	$ 4,070	$ 100	$ -	$ 4,170
3.07	Influent Pump Station	1	4		8						2	2	17	$ 3,280	$ 100	$ -	$ 3,380
3.08	Headworks	1			8						2	2	13	$ 2,380	$ 100	$ -	$ 2,480
3.09	Secondary Treatment Facilities	2	16								2	2	22	$ 4,650	$ 100	$ -	$ 4,750
3.10	Denitrification Alternatives and Recommendation	4	24								4	2	34	$ 7,230	$ 100	$ -	$ 7,330
3.11	Secondary Effluent Pump Station	1			8						2	2	13	$ 2,380	$ 100	$ -	$ 2,480
3.12	Tertiary Filtration	1					8				2	2	13	$ 2,588	$ 100	$ -	$ 2,688
3.13	UV Disinfection	4					16				2	2	24	$ 5,046	$ 100	$ -	$ 5,146
3.14	Effluent Pump Station, Piepline and Diffuser	1			8							2	11	$ 2,060	$ 100	$ -	$ 2,160
3.15	Effluent Disposal Alternatives	2			8							2	12	$ 2,290	$ 100	$ -	$ 2,390
3.16	Solids Handling	4						24			4	2	34	$ 6,510	$ 100	$ -	$ 6,610
3.17	Electrical and SCADA System	1				16			16			2	35	$ 7,316	$ 100	$ -	$ 7,416
3.18	Consolidation of Master Plan	2	8									2	12	$ 2,530	$ 100	$ -	$ 2,630
3.19	Summary of Improvements	4	16									2	22	$ 4,790	$ 100	$ -	$ 4,890
3.20	Executuive Summary	1	8								2	2	13	$ 2,620	$ 100	$ -	$ 2,720
3.21	Draft Master Plan	2	2									4	8	$ 1,450	$ 500	$ -	$ 1,950
3.22	Final Master Plan	2	2									4	8	$ 1,450	$ 500	$ -	$ 1,950
Task 3 - Subtotal		42	126	0	80	16	24	24	16	16	30	48	422	$ 84,810	$ 3,000	$ -	$ 87,810
TOTAL		**128**	**270**	**16**	**182**	**42**	**86**	**34**	**42**	**16**	**50**	**54**	**920**	**$ 191,154**	**$ 4,900**	**$ -**	**$ 196,054**
TASK 4 - Optional Tasks																	
4.01	Evaluate Eliminating Sludge Lagoons (Optional)	2	4	2				24			4	2	38	$ 7,392	$ 126		$ 7,518
4.02	Evaluate Biosolids Disposal Options (Optional)	2	2	2				16			4	2	28	$ 5,382	$ 100		$ 5,482
Task 4 - Total Optional Tasks		4	6	4	0	0	0	40	0	0	8	4	66	$ 12,774	$ 226	$ -	$ 13,000

SCHEDULE OF BILLING RATES – 2018

Billing Level	Hourly Rate	Description
4 5	$105 $115	**Junior Level position** ❑ Independently carries out assignments of limited scope using standard procedures, methods and techniques ❑ Assists senior staff in carrying out more advanced procedures ❑ Completed work is reviewed for feasibility and soundness of judgment ❑ Graduate from an appropriate post-secondary program or equivalent ❑ Generally, one to three years experience
6 7 8	$120 $130 $135	**Fully Qualified Professional Position** ❑ Carries out assignments requiring general familiarity within a broad field of the respective profession ❑ Makes decisions by using a combination of standard methods and techniques ❑ Actively participates in planning to ensure the achievement of objectives ❑ Works independently to interpret information and resolve difficulties ❑ Graduate from an appropriate post-secondary program, with credentials or equivalent ❑ Generally, three to six years experience
9 10 11	$145 $150 $160	**First Level Supervisor or first complete Level of Specialization** ❑ Provides applied professional knowledge and initiative in planning and coordinating work programs ❑ Adapts established guidelines as necessary to address unusual issues ❑ Decisions accepted as technically accurate, however may on occasion be reviewed for soundness of judgment ❑ Graduate from an appropriate post-secondary program, with credentials or equivalent ❑ Generally, five to nine years experience
12 13 14	$170 $180 $195	**Highly Specialized Technical Professional or Supervisor of groups of professionals** ❑ Provides multi-discipline knowledge to deliver innovative solutions in related field of expertise ❑ Participates in short and long range planning to ensure the achievement of objectives ❑ Makes responsible decisions on all matters, including policy recommendations, work methods, and financial controls associated with large expenditures ❑ Reviews and evaluates technical work ❑ Graduate from an appropriate post-secondary program, with credentials or equivalent ❑ Generally, ten to fifteen years experience with extensive, broad experience
15 16 17 18	$205 $221 $225 $230	**Senior Level Consultant or Management** ❑ Recognized as an authority in a specific field with qualifications of significant value ❑ Provides multidiscipline knowledge to deliver innovative solutions in related field of expertise ❑ Independently conceives programs and problems for investigation ❑ Participates in discussions to ensure the achievement of program and/or project objectives ❑ Makes responsible decisions on expenditures, including large sums or implementation of major programs and/or projects ❑ Graduate from an appropriate post-secondary program, with credentials or equivalent ❑ Generally, more than twelve years experience with extensive experience

Note: Rates subject to escalation at end of calendar year.

3m18

Stantec

2018 Wastewater Master Plan Update
Town of Discovery Bay Community Services District

California

2018

Agenda Item G-3

Stantec

Stantec Consulting Services Inc.
3875 Atherton Road
Rocklin, CA 95765

May 30, 2018 2017

Town of Discovery Bay Community Services District

Virgil Koehne
Wastewater Manager

1800 Willow Lake Road
Discovery Bay, California 94505

Reference: 2018 Wastewater Master Plan Update

Dear Mr. Koehne,

At Stantec, we recognize the importance of having a comprehensive planning document for wastewater facilities that identifies cost-effective solutions to comply with future waste discharge requirements and takes into consideration operational reliability. We have a solid understanding of the challenges of your project as the Town of Discovery Bay Community Services District to provide robust and reliable wastewater treatment and the importance of having the Master Plan completed on time and under budget. Throughout our proposal and specifically in the project approach, we outline the distinct advantages the Stantec team will provide to the District. Some of those highlights include:

1. We have relevant experience and knowledge of the Discovery Bay wastewater treatment facilities and sewer collection system having worked for the District on the original Master Plan and follow-up amendments to the Master Plan.
2. We feature experienced professionals for each project component, including process, electrical, mechanical, and SCADA.
3. Our team has worked together on similar projects for more than 15 years and can proceed efficiently and effectively with no learning curve required to successfully complete this project.
4. We have a good working relationship with the District and are currently providing engineering support on critical issues, such as permitting and updating the wastewater treatment plant operations and maintenance manual.
5. Our local team has significant experience having successfully prepared many wastewater master plans that include the same treatment processes and issues regarding flows and loadings that are challenging the District.

Led by **Steve Beck** as the Stantec Project Manager, and with the knowledge of the existing treatment facilities by **Jeff Hauser,** we are well positioned to deliver this master plan update efficiently, effectively, and on schedule. We would be privileged to support this important project for the District.

Please let us know if you have any questions about our proposal.

Sincerely,
Stantec Consulting Services Inc.

Steven L. Beck, PE
Principal-in-Charge | Project Manager
Phone: (916) 773-8100
steven.beck@stantec.com

Part A: Proposer Information

Stantec Consulting Services Inc.
3875 Atherton Road
Rocklin, California 95765
(916) 773-8100
steven.beck@stantec.com
www.stantec.com

Steven L. Beck
Office: (916) 773-8100
Mobile: (916) 826-3665

The Stantec community unites approximately 22,000 employees working in over 400 locations across six continents. Some of the core services offered by Stantec include:

- Architecture
- Buildings Engineering
- Community Development
- Environmental Services
- Geotechnical Engineering
- Hydropower Consulting
- Management Consulting
- Mining Engineering
- Oil & Gas Engineering
- Power Engineering
- Program Management
- Project Management
- Transportation Infrastructure Engineering
- Water and Wastewater Engineering

Part B: Qualifications of the Firm

Communities are fundamental. Whether around the corner or across the globe, they provide a foundation, a sense of place and of belonging. That's why at Stantec, we always design with community in mind.

We care about the communities we serve—because they're our communities too. This allows us to assess what's needed and connect our expertise, to appreciate nuances and envision what's never been considered, so we can collaborate toward a shared success.

We're designers, engineers, scientists, and project managers, innovating together at the intersection of community, creativity, and client relationships. Balancing these priorities results in projects that advance the quality of life in communities across the globe.

Stantec began operating in 1954, and we have continued to grow both through acquisition and organically based on our expertise and quality of work.

Our team of engineers and experts are intimately familiar with Discover Bay's wastewater infrastructure. For the last several years, we have helped with master planning and implementation of key projects to move your goals forward in an efficient and cost effective manner. Our goal is to continue using our expertise and knowledge of your systems to take things to the next level. We consider ourselves to be an extension of your team and are ready to continue the key work of partnering to get things done.

Discovery Bay Wastewater Master Plan

COMPANY: Town of Discovery Bay Community Service District
POINT PERSON: Virgil Koehne, Phone: (925) 634-1131, Email: vkoehne@todb.ca.gov
START DATE: May 2010
END DATE: March 2016 through Amendment
CONTRACT VALUE: $212,866

The Town of Discovery Bay Community Services District (TDBCSD) hired Stantec to complete a comprehensive Wastewater Treatment Plant Master Plan to guide the District in making improvements needed to serve the community through buildout. The Master Plan included limited assessment of improvements required to its various collection system pump stations. An initial draft of the Master Plan was completed in October 2011 but was amended to include increased growth projections in February 2013. Subsequently, Amendment 2 and Amendment 2 Update were completed in April 2015 and September 2015, respectively, to evaluate revised improvements needed after new stringent discharge requirements were issued for ammonia and nitrate nitrogen. Amendment 3 was completed in March 2016 to evaluate the rehabilitation or replacement of Plant 1.

The Master Plan included a process-by-process evaluation of existing facilities to identify deficiencies, assess capacity, analyze alternatives for improvement and/or expansion, and develop conceptual layouts and costs for all recommended improvements. A plant hydraulic model was also developed to evaluate the ability to handle future peak flows and recommend any needed improvements. The Master Plan included a final table that included all recommended improvements listed together with priorities, triggers, and estimated costs.

The District has completed construction of most of the recommended improvements, including influent pump station and headworks improvements, a new oxidation ditch and clarifiers, effluent filters, UV disinfection improvements, and expansion of sludge dewatering and drying facilities.

SKF Wastewater Facilities Master Plan

COMPANY: Selma-Kingsburg Fowler County Sanitation District
POINT PERSON: Veronica Cazares, District Engineer, Phone: (559) 897-6500, Email: vcazares@skfcsd.org
START DATE: October 2011
END DATE: March 2013
CONTRACT VALUE: $386,000

The Selma Kingsburg Fowler (SKF) County Sanitation District (CSD) owns and operates wastewater treatment and disposal facilities that were initially built in the mid-1970s and expanded in the 1980s into an extended aeration activated sludge system with percolation disposal facilities. The design capacity of the WWTP is 8.0 Mgal/d, including substantial industrial flows. However, over the years, it became apparent that the actual capacity of the treatment and disposal facilities may be less than was intended at the time of design. Specific concerns were raised regarding the hydraulic capacity of the plant (ability to convey water, without reference to level of treatment), the capacity of the activated sludge biological treatment system, and the capacity of the percolation disposal facilities. Additionally, the plant has struggled to keep pace with the amount of residual solids produced.

Stantec was hired to prepare a facilities plan to evaluate each major component of the wastewater treatment and disposal system to determine the existing capacity, existing deficiencies, and recommended improvements needed to restore a future average annual flow capacity of about 8.0 Mgal/d. The plant includes influent pumping, equalization, headworks, nitrifying and denitrifying activated sludge facilities, percolation basins, sludge thickening, aerobic sludge digestion, sludge dewatering, and sludge drying. A prioritized list of all recommended improvements with triggering events and costs was developed.

Midwestern Placer Regional Sewer Project, Wastewater Facilities Plan

COMPANY: City of Lincoln
POINT PERSON: Jennifer Hanson, Public Works Director,
Phone: (916) 434-3248, Email: Jennifer.Hanson@lincoln.gov
START DATE: March 2012
END DATE: May 2015
CONTRACT VALUE: $870,000

The Placer County Sewer Maintenance District No. 1 (SMD1) wastewater treatment plant was operating under a Cease and Desist Order that, in order to comply with the stringent regulations to protect sensitive salmon spawning habitat, required significant upgrades in the level of treatment and/or development of a new location for effluent disposal. Complying with new regulations was made difficult due to several conditions specific to the District, including potable water supply, location, effluent disposal options, and the current level of treatment. Stantec partnered with Placer County and the City of Lincoln to analyze multiple alternatives, including upgrading the existing SMD1 facilities, conveying wastewater from SMD1 to the City of Lincoln's Wastewater Treatment and Reclamation Facility (WWTRF), and regionalizing with both the City of Lincoln and Auburn for treatment and disposal at the Lincoln WWTRF.

Life cycle costs were developed for the three main alternatives using multiple flow scenarios to account for future development in each region–Lincoln, Auburn and SMD1. The analysis concluded that the capital costs for regionalization is marginally more expensive to construct compared to local upgrades, but long-term operation and maintenance (O&M) related costs were lower due to economies of scale associated with operating a single larger treatment facility. Further, advantages of a centralized wastewater treatment and disposal facility included minimizing risk of future regulatory compliance, complying with the local and State Board's policy preference for regionalization, and reducing operational and regulatory driven upgrade costs due to large economies of scale. When the advantages of the Regional Project were considered in conjunction with the long-term compliance and cost risks associated with localized upgrades required of SMD1, it was ultimately recommended to decommission the SMD1 WWTP and replace it with a pump station with equalization basins and 14 miles of HDPE gravity force main to convey wastewater to the City of Lincoln's WWTRF.

The Midwestern Placer Regional Sewer Project was conceived as a means of having a single entity take responsibility for the planning, design, construction, and operation of all regional facilities to be implemented effectively, streamlining the refinement of design criteria and operational logistics. With Stantec's help, the City of Lincoln offered to deliver the Midwestern Placer Regional Sewer Project (the Regional Project) as a Firm Price Offer to SMD1 and the City of Auburn. After the firm price proposal was approved, SMDI and Lincoln entered into a Joint Powers Agreement and hired Stantec to prepare the permitting, preliminary design, and final detailed design for the $77M Regional Project, as well as provide engineering services during construction.

Donner Summit Public Utility District Wastewater Facilities Upgrade and Expansion

COMPANY: Donner Summit Public Utility District
POINT PERSON: Tom Skjelstad, Phone: (530) 426-3456, Email: tskjelstad@dspud.com
START DATE: March 2009
END DATE: May 2015
CONTRACT VALUE: $650,000

The Donner Summit Public Utility District provides wastewater treatment services for a community consisting primarily of ski resorts that contribute large seasonal and daily variations in flows and loads. The plant is required to meet stringent discharge requirements, including total nitrogen removal, and Title 22 unrestricted reuse equivalent effluent prior to discharge to the pristine South Yuba River. With the plant in violation of these discharge requirements, Stantec was retained to investigate alternatives; develop, design, and implement improvements; and assist in the permit application.

We completed a facilities plan preforming lifecycle cost analysis of various treatment alternatives and recommended to construct a membrane bioreactor (MBR) process with in-pipe UV disinfection. Disinfection options, including chlorination, ozonation, and in-channel and in-pipe UV disinfection systems, were evaluated. This project was particularly challenging because of the sudden increase in flows and loads during the ski season, which coincides with very low temperatures.

We prepared the preliminary and detailed design, which included procurement pre-selection packages for the MBR and UV disinfection system. GE's LEAPmbr with ZeeWeed membranes and Wedeco LBX Series in-pipe UV disinfection systems were selected and constructed within an architecturally designed building to blend with the surrounding site. We also provided construction management and PLC/SCADA programming.

1,200 manholes, 73 miles of sewers, and two pump stations require creative solutions

Dixon Wastewater Facilities Plan

COMPANY: City of Dixon
POINT PERSON: Joe Leach, Public Works Director, Phone: (707) 678-7031, Email: jleach@ci.dixon.ca.us
START DATE: August 2011
END DATE: January 2014
CONTRACT VALUE: $269,500

With approximately 1,200 manholes, 73 miles of sewers ranging in size from six to 42 inches, and two pump stations, the City of Dixon collection system is a network of piping and mechanical equipment that requires constant attention. Stantec has partnered with the City for more than 20 years to provide wastewater engineering services. We helped prepare the sanitary sewer management plan (SSMP), develop a capital improvements project (CIP) list for citywide projects, and designed several sewer collection system improvement projects to reduce inflow and infiltration (I/I) into the system that resulted in unpermitted discharges at the WWTP.

One of our most recent projects involved teaming with the City to develop an innovative solution to its salinity challenges. Over the course of several years, the Regional Board issued Cease and Desist Orders (C&DO) that required the City to plan and construct improvements to comply with the performance-based effluent concentration limits for chloride and sodium C&DO (e.g. reverse osmosis treatment), control/prevent groundwater degradation, and expand the WWTF (if needed). Stantec prepared a Facilities Plan in 2013 that evaluated several alternatives for wastewater treatment and disposal, including constructing a new salinity control facility (reverse osmosis), installing off-site water blending facilities, and upgrading to a biological treatment process. Comparing the effluent salinity observed from the existing pond system, an activated sludge biological treatment was found to reduce effluent salinity because the pond system loses significant water to the atmosphere (evaporation), thereby significantly increasing the average effluent salinity concentration. The Facilities Plan recommended construction of an activated sludge process and limiting use of effluent percolation ponds to lessen the need for more costly salt removal processes.

Organization Chart

Town of Discovery Bay Community Services District

QA/QC
Akram Botrous, PE

Principal-in-Charge/Project Manager
Steven Beck, PE

Process Engineer
Jeff Hauser, PE

- Executive Summary
- Wastewater Flows & Loads
- Overview of Existing Wastewater Treatment Plant
- Plant Hydraulic Analysis
- Secondary Treatment Facility
- Denitrification Alternatives and Recommendation
- Summary of Improvements

Civil Engineer
Beth Cohen, PE

- Future Land Use
- Collection System
- Influent Pump Station
- Headworks
- Secondary Effluent Pump Station
- Effluent Pump Station, Pipeline, and Diffuser

Electrical Engineer
Long Hoang, PE

- Electrical Requirements
- Stand-by Power

Reuse Engineer
Vijay Sundaram, PE

- Tertiary Filtration
- UV Disinfection
- Effluent Disposal Alternatives

Senior SCADA Specialist
Matt Boring

- SCADA System

Solids Handling Engineer
Leila Sermek, PE

- Solids Handling

Permitting Specialist
Eric Zeigler

- Compliance with Waste Discharge Requirements

Project Manager

Steve L. Beck, PE

Years with Firm: 17

Steve is a recognized leader in wastewater treatment design with more than 33 years of experience. He has been responsible for managing all phases of wastewater treatment projects, including conceptual planning, feasibility studies, all phases of design, and construction management.

Steve is familiar with the needs of the District and the requirements to update the Town's wastewater master plan. He has led the effort on many wastewater projects that give him the opportunity to apply that experience to your needs. In fact, he served as project manager for the City of Lincoln WWTRF, City of Merced WWTF, City of Rio Vista Northwest WWTF, and the Donner Summit Public Utility District WWTP Upgrade and Expansion, to name a few.

We do not anticipate the need for subconsultants on this assignment.

Part C: Qualifications of Personnel

We have identified a group of dedicated professionals who have the right qualifications to complete this assignment for the Town of Discovery Bay. They are experts in their respective fields and have successfully completed similar work for other clients.

Jeff Hauser, PE

Title: Process Engineer, Technical Lead

Years with Firm: 25

Assignment on Project: Lead Engineer for hydraulics, secondary process evaluation and overall review of process analysis by other engineers on the team.

Jeff will lead the technical development of the master plan update. He will be responsible for the hydraulic and process analysis and will coordinate his efforts with the other engineers. He will provide the final edits to the master plan after receiving client comments and independent peer review input.

Akram Botrous, PhD, PE, BCEE

Title: Quality Assurance/Quality Control

Years with Firm: 13

Assignment on Project: Quality assurance and peer review of all work

Akram will not be involved in day to day tasks of the project, but instead will lead the quality assurance and quality control efforts. He will carefully check each section of the work product for accuracy and completeness.

Vijay Sundaram, PE

Title: Reuse Engineer

Years with Firm: 12

Assignment on Project: Tertiary treatment process including the filters, UV disinfection, and disposal.

Vijay will lead the efforts involving water reuse challenges. He will draft sections of the plan related to his expertise in filtration, UV disinfection, and disposal. He will review and evaluate the Title 22 validation work by others.

Long Hoang, PE

Title: Electrical Engineer

Years with Firm: 20

Assignment on Project: Electrical evaluation and design

Long will evaluate the existing electrical infrastructure for capacity to support the proposed process facilities. He will draft the electrical section to describe the existing system and any recommendations.

Matt Boring

Title: SCADA Specialist

Years with Firm: 12

Assignment on Project: Evaluation of the plant SCADA and instrumentation.

Matt will be responsible for evaluation of the plant SCADA system and working with Veolia to develop a comprehensive SCADA and instrumentation improvement program.

Beth Cohen, PE

Title: Civil Engineer

Years with Firm: 15

Assignment on Project: Review of future land use, collection system and pump stations, plant headworks, and plant pump stations.

Beth will evaluate the future land use impact on the wastewater facilities based on the updated sphere of influence report. She will analyze the capacity and functional limitations of the collection system pumping stations, influent pump station, and emergency pump station W operations. She will assess the headworks' screening, flow splitting, and odor control reliability. She will also evaluate the secondary effluent pump station

with automatic filter bypass splitting capability, final effluent (export) pump station with emergency bypass options to the sludge lagoons and bypass canal, as well as the outfall pipeline and Old River surface water discharge with in-stream diffusers. The detailed analysis will be summarized into the Wastewater Master Plan within separate chapters that document the existing facility and provide an improvement strategy that accommodates the projected buildout of the community.

Leila Sermek, PE

Title: Solids Handling Engineer

Years with Firm: 12

Assignment on Project: Solids handling, including evaluation of sludge lagoons, dewatering, drying and biosolids disposal or reuse.

Leila will evaluate the solids handling systems for the plant and alternatives for sludge storage, dewatering and disposal or reuse of the biosolids.

Eric Zeigler

Title: Permitting Specialist

Years with Firm: 11

Assignment on Project: NPDES permitting.

Eric will complete the analyses and reports necessary to obtain and maintain compliance with municipal wastewater and stormwater National Pollutant Discharge Elimination System permits.

Our full resumes are included in the appendix.

Part D: Approach

Having completed the existing Master Plan, Stantec is very familiar with the Discovery Bay Wastewater Treatment Plant (Plant 1 and Plant 2) and with the issues that face the District. We believe our experience will allow us to prepare the 2018 Master Plan Update in the most efficient and thorough manner to assure that the District can provide the most cost-effective wastewater service to its customers going forward. We understand that there have been various changes in key criteria and conditions that impact the wastewater treatment facilities since we completed our previous efforts and we are excited to offer a tailored approach for addressing each of the issues and objectives identified by the District in the Request for Proposals (RFP), all as set forth below.

Approach for Key Issues Identified in the RFP

The paragraphs below are arranged according to the six key issues identified in the RFP.

Issue 1: Update Flows and Loads

When the 2013 Master Plan was completed, the average dry weather flow was 1.75 Mgal/d. Plant influent constituent concentrations (2004 to 2007 and 2009 to

2010) had been quite variable and two special monitoring efforts had been completed–one in December 2007 and another in July 2011. Although influent flows at the times of the two special monitoring efforts were nearly the same, average BOD concentrations were quite different at 240 mg/L and 160 mg/L, respectively. Based on these data and per capita BOD projections, an average BOD concentration of 200 mg/L was adopted for the Master Plan. The TKN/BOD ratio was determined to be 0.2, which is typical for domestic wastewater.

Master Plan Amendment 2 was completed in April 2015 to investigate methods of denitrification. As part of this effort, an intensive monitoring campaign was completed during 10 days in January through March 2015. This effort confirmed the previously determined average BOD concentration of 200 mg/L and the TKN/BOD ratio of 0.2.

Since the Master Plan, we understand wastewater flows have declined substantially to an average of about 1.3 Mgal/d, possibly partly due to changed economic conditions, the implementation of water meters, and water conservation. We understand that influent constituent loads have also decreased, but population has not decreased, which implies possible demographic changes or just changes in what people dispose of through the sewer system (possible reduced food disposal through in-sink grinders).

It is important to quantify the "new normal" in Discovery Bay and work with the District to project conditions going forward. As part of this effort, Stantec will analyze daily flows and loads over a five-year period (2013 through early 2018), taking special note of any apparent changes with plant expansion work and modifications in sampling locations or methods. Stantec will identify key peak flow days in the historical record and will request data from the plant SCADA system to quantify peak hour flows on those days. Stantec will also analyze per capita load contributions based on recent population data. Stantec will compare the recent data to the historical data from the previous Master Plan. Additionally, Stantec will compare the trends in Discovery Bay to trends seen in other California communities. For example, Stantec has documented flow and load decreases in Lincoln and Jackson, although there is some evidence now of a partial rebound.

Although it is currently anticipated that historical plant data will be adequate to define wastewater characteristics for the Master Plan update, if our review indicates substantial uncertainties, supplemental monitoring could be suggested to verify key parameters.

Based on the analysis described above, Stantec will establish baseline flows and loads (averages and peaks) for existing conditions. Growth projections will then be used to determine increased flows and loads through District buildout.

Issue 2: Confirm the Method of Denitrification

Amendment 2 and Amendment 2 Update to the previous Master Plan included an investigation of three methods for meeting the District's new (but deferred) permit requirements for effluent ammonia- and nitrite+nitrate-nitrogen concentrations:

- Simultaneous Nitrification and Denitrification (SND). This option was not recommended because it would have required additional oxidation ditch volume, would risk not reliably meeting the new 0.7 mg/L ammonia-n limit, and could cause bulking sludge due to low dissolved oxygen concentrations.
- Denitrification Filters. This option was studied in detail, including pilot testing and a full life-cycle cost analysis. This option was not recommended because it would cost about the same or more than the anoxic basin option when ongoing methanol costs are considered and because it does not have a proven record of producing a 2 NTU turbidity needed for Title 22 compliance. Based on these results, granular media filters that are not suitable for denitrification use were constructed.
- Anoxic Basins. This option was recommended because it did not require carbon addition for denitrification, was similar or lower in cost than denitrification filters, and offered the best performance with regard to meeting all of the permit requirements (nitrogen species and turbidity).

Reconsideration of SND

Since Master Plan Amendment 2 Update was completed, changes in key conditions warrant further evaluation of SND. First, with the reduction in plant flows and loads, it may now be possible to implement SND without building additional oxidation ditch volume. Also, flow equalization ahead of the secondary treatment system is to be investigated (discussed later). If implemented, flow equalization would reduce solids flux on the clarifiers, allowing higher mixed liquor solids concentrations in the oxidation ditches for SND. Finally, Stantec has become aware that the future limit of 0.7 mg/L for ammonia-n could be increased.

The current Discovery Bay Wastewater Treatment Plant NPDES permit (Order R5-2014-0073), which is set to be renewed by February 1, 2019, requires compliance with the 0.7 mg/L limitation on ammonia by December 31, 2023. However, the Regional Water Board policy on ammonia has evolved since adoption of the current Order, which might result in a slight relaxation of the final effluent limitations on ammonia. Further, the Regional Water Board is working on site-specific water quality objectives for ammonia. These site-specific water quality objectives are not likely to be adopted prior to renewal of the current Order; however, indications are that the new

site-specific water quality objectives could be less stringent than the final effluent limitations on ammonia contained in the current Order. Stantec will coordinate with the Regional Board so that the most up-to-date information on ammonia policy can be used for future facility planning.

To safely comply with new ammonia and nitrate limits by December 31, 2023, it would be preferred that construction of new facilities be initiated in early 2022, requiring design in 2021. While it is likely that the new ammonia policy will be established before design of improvements is required, definitive information may not be available for the Master Plan Update. In this case, for the Master Plan, Stantec would evaluate optional improvements for various possible outcomes and would provide the District with a road map for adapting to policy changes as they occur.

Based on the above, Stantec proposes to re-evaluate SND treatment, which could eliminate the need to build anoxic basins ahead of the three oxidation ditches. Denitrification would occur within the oxidation ditches by cycling dissolved oxygen (DO) levels up and down in a controlled manner. It is known that cyclic aeration is much less likely to promote bulking sludge than consistently low DO concentrations. Stantec has direct experience with the benefits of cyclic DO control at Merced and Manteca. Even though cyclic DO is less likely to produce bulking sludge, it is not without risk. Both Merced and Manteca include anoxic selector zones (smaller than anoxic zones sized for full denitrification) ahead of the cyclic DO zones to help with this concern.

It might be appropriate for Discovery Bay to implement cyclic DO control on a test basis to assess ammonia and denitrification performance and impacts on sludge settling characteristics. Although not essential, cyclic DO control can be optimized by use of on-line ammonia and nitrate analyzers to determine the endpoints of the cycle phases and help assess the best high and low DO setpoints.

It is noted that, if desired, to provide higher reliability against sludge bulking, relatively small anoxic selector zones could be added ahead of the oxidation ditches. Perhaps, one central selector could be used at Plant 2.

If the considerations of ammonia policy and further investigations of SND indicate a continuing concern over reliable compliance with an ammonia limit, Stantec will evaluate options for ammonia polishing. One possible option is provision of a common, relatively small, aerobic reactor basin between the oxidation ditches and the clarifier splitter box at Plant 2. A similar feature could be provided at Plant 1, only if necessary. Another, and likely less expensive option, would be a moving bed biofilm reactor (MBBR) for attached growth nitrification of clarified secondary effluent ahead of the filters. This would be a relatively small aerated basin with attached growth media, mostly above grade.

Further Evaluation of the Anoxic Basin Option

In Master Plan Amendment 2, the anoxic basins for denitrification were envisioned to be in-ground basins ahead of each oxidation ditch, allowing for gravity flow of plant influent through the basins. While this still may be the best way to implement anoxic basins, Stantec will evaluate the option of above grade anoxic basins to reduce capital costs due to reduced excavation but increase operational costs due to additional pumping. It would be possible to combine controlled gravity flows of recycled mixed liquor from the oxidation ditches and screened raw sewage into one pumping station for lifting into the above grade anoxic basins. The anoxic basins would then overflow to the oxidation ditches. One centralized anoxic system would be possible at Plant 2. If denitrification at Plant 1 is determined to be needed, a separate system would be required there.

Issue 3: UV Performance at Higher Flows

Since the 2013 Master Plan was completed, the District has installed Trojan UV3000Plus™ UV disinfection system on both UV channels. UV performance issues can be caused by various factors, including subtle changes in water quality, operation/maintenance practices, design, equipment malfunction, and total coliform sampling location and technique. Based on Stantec's experience in validating, designing, and spot-checking numerous UV systems, we have observed the following as the dominant factors:

1. Hydraulics, when and how much water flows through each channel.
2. Sampling and maintenance protocol as related to day-to-day operations.
3. System performance as related to design and equipment performance.

Hydraulics

UV system hydraulics are a key factor in determining the pathogen inactivation across a UV system. As part of the master plan update, Stantec recommends a hydraulics evaluation of the UV system. The option of operating one duty channel versus two duty channels will be evaluated. Operating the system based on two UV channels with a redundant bank in each channel will satisfy the redundancy requirements included in the Ultraviolet Disinfection Guidelines for Drinking Water and Water Reuse, National Water Research Institute (NWRI) and American Water Works Association

Research Foundation (AWWARF) UV Guidelines. Influent flow distribution between two channels, and headloss and water level across each channel will be evaluated. As an example, if the influent flow streamlines are not uniform entering the UV channel, then the streamlines will not remain uniform in the channel, potentially resulting in inadequate disinfection of some of the effluent.

Sampling and Maintenance Protocol

Regrowth of pathogen indicators (e.g., Total Coliforms) and false positives of Total Coliform lab results are a common concern for UV system operators throughout California. Regular system maintenance and channel/lamp cleaning improves the overall system performance. Therefore, Stantec will review the District's sampling and maintenance protocol before initiating the system performance evaluation.

System Performance

Moreland Consulting LLC conducted Spot-Check Bioassay testing in 2017 and concluded that the UV system did not meet the UV Guidelines performance requirements and advised for the system to be de-rated. Stantec will observe and review the sample points and sample parameters utilized in the 2017 Spot-Check Bioassay report, which attributed the performance concerns to poor channel flow conditions in the UV system distribution box, i.e., non-uniform hydraulic streamlines. As part of the system hydraulics evaluation, we will evaluate the distribution box and other system components. After the completion of system hydraulics, and review of sampling and maintenance protocol, Stantec will conduct a Spot-Check Bioassay to retest and confirm the system performance based on a testing approach that matches the District operational goals and establishes the system performance at various conditions.

Issue 4: Evaluate Infiltration Discharge

Wastewater discharge by infiltration into groundwater is practiced by numerous wastewater agencies in California and in other states. This method of disposal requires relatively large land areas in locations with permeable soils and without high underlying natural groundwater, typically adjacent to the plant location. The main benefit of infiltration disposal versus surface discharge is that treatment requirements are generally much less onerous.

To assess whether Discovery Bay could practice infiltration disposal, Stantec will review local soil survey maps and reports to assess permeability and depth to groundwater in open areas within five miles of the wastewater treatment plant. If potentially suitable areas are located, Stantec will develop preliminary costs for implementation of this alternative. If this alternative appears to be favorable, Stantec would propose further

studies and field investigations that would be needed to evaluate this option in more detail, all as extra work beyond the scope of this proposal.

Issue 5: Consolidation of Master Plan

Stantec will prepare a single new Master Plan report to incorporate all relevant portions of the existing Master Plan and all new investigations covered by this Master Plan Update. The new Master Plan Report will include at least those 19 Sections set forth in RFP Section 5. We will prepare a draft report for review by the District, followed by a final report incorporating District comments.

Issue 6: SCADA Networking Improvements

After a thorough site evaluation of installed equipment and a review of the new Ignition SCADA application, Stantec will provide a comprehensive master plan that will build on the Town's existing infrastructure. From our brief tour, although contrary to the previous master plan recommendation, we believe that the new PLC platform and SCADA software selections are sound. When completed, the system should serve the towns SCADA needs for many years. The use of Allen Bradley programmable controllers and Inductive Automation Ignition SCADA software application has a history of robust systems and architecture that can be serviced by any number of local integrators. Stantec is well positioned to evaluate and make recommendations to improve/ complete the SCADA system migration from Factory Talk and Serial radios. Our SCADA group has Ignition Certified integrators and Allen Bradley programming experts on staff who not only design SCADA system but routinely develop and deploy them. Our system designs not only work on paper, but in the real-world applications. The Town's use of Ethernet Radios In lieu of Serial Radios is also a solid approach but requires additional expertise. When using Ethernet, the entire SCADA system becomes a part of the overall connected network. Security issues as well as network management practices need to be considered to avoid network overload and throughput issues that often overshadow the positive aspect of the use of Ethernet radios.

Approach for Goals and Objectives Identified in the RFP

In the paragraphs below, our approach for meeting the goals and objectives identified by the District is discussed.

Goal/Objective 1: Identify Needs and Costs for Next 10 Years

It is probably a reasonable assumption that all the growth projected in the Master Plan could occur within the next 10 years. Unless directed otherwise by the District, Stantec will develop a Master Plan Update covering the full projected buildout of Discovery Bay. All issues, goals and objectives will be thoroughly investigated, including consideration of alternative solutions where appropriate, to develop a list of recommended improvements. Like we did in the existing Master Plan, we will summarize all recommended improvements in a table, indicating the trigger for each improvement and the estimated cost.

Goal/Objective 2: Address the Issues Identified in the RFP.

This topic is covered in the previous section.

Goal/Objective 3a: Evaluate Flow Equalization Ahead of the Filters

We understand the present mode of operation involves diversion of peak secondary effluent flows in excess of filter capacity into the sludge lagoons, which creates problems when the algae-laden water from the lagoons must be returned for treatment. Stantec proposes to evaluate two primary options for flow equalization: 1) equalization of secondary effluent, and 2) equalization of raw sewage.

Diversions of excess peak secondary effluent flows to a dedicated equalization basin ahead of the filters would benefit the filters, the UV disinfection system, and the effluent pumping system, and would avoid return of algae-laden water from the sludge lagoons. Equalization of secondary effluent would be the least-cost option because there would be no need to provide mixing or aeration facilities. The equalization tank or basin would be located at Plant 2 and would receive excess peak flows diverted from the filter influent. Both above grade storage tanks (steel for lowest capital cost and concrete for lowest maintenance cost) and earthen basins will be considered, although the practicality of earthen basins would be impacted by high groundwater in the area. Concrete storage tanks could be wholly above grade or partially below grade. Depending on the elevation of the storage facilities, pumping into and/or out of storage would be investigated as needed.

Equalization of raw sewage flows, in addition to the benefits described above, would add stability to the secondary process and avoid sending peak flows through the secondary clarifiers. This would allow higher mixed

liquor solids concentrations in the oxidation ditches, without increasing solids flux on the secondary clarifiers. The higher mixed liquor solids would effectively increase the capacity of the secondary treatment system and/or allow SND for nitrogen removal. Higher capacity of the oxidation ditches at Plant 2 could also be a factor in allowing Plant 1 to remain off-line. The same general concepts for types of storage tanks as described for secondary effluent equalization could be considered for raw sewage equalization.

Two versions of raw sewage equalization could be considered: 1) peak wet weather flow trimming, or 2) full-time equalization. With peak wet weather flow trimming, only excess peak wet weather flows would be diverted to storage, and this would likely occur only during cold winter periods with extreme rainfall. Under this scenario, mixing but limited or no aeration could be provided in open top tanks, without significant concern of odors. With full-time equalization, diurnal peak flows could be diverted to storage, even during dry weather conditions, enhancing secondary process stability at all times. However, having raw sewage in an equalization tank during warm weather would create odor concerns, likely requiring aeration or covering the tank and treating exhaust air for odor control.

In scenarios where Plant 1 would remain in service, one option would be to provide equalization at Plant 1 to serve both plants. Excess peak flows could potentially be diverted from the existing influent pump station discharge, with gravity return flow from storage to the influent pump station. Alternatively, depending on the layout, additional pumps for filling or draining the storage facility could be required. A complication of a centralized equalization facility at Plant 1 is that it would be highly beneficial to screen the raw sewage before storage. This would require new screens. Another option is to pump screened raw sewage to equalization storage after the existing headworks facilities at both plants (if Plant 1 is used). A final option is to provide screened raw sewage equalization storage only at the Plant 2. In this case, it could still be possible to serve both plants by limiting how much influent raw sewage flow is routed to Plant 1. In essence, Plant 1 excess peak raw sewage flows would be sent to Plant 2 for equalization (possibly requiring more screen capacity).

Stantec will discuss all the relevant equalization options and prepare appropriate cost evaluations to select the overall most cost-effective means of equalization.

Goal/Objective 3b: DAF System for Lagoon Return Flows

If the sludge lagoons are to remain in service and are to continue to receive peak flow diversions and stormwater, it may be necessary to provide a DAF system to remove algae from the return flow to prevent adverse impacts of the algae on downstream treatment systems. Stantec will evaluate the cost of this option compared to options that would effectively minimize or eliminate the need for return of algae-laden water from the sludge lagoons (flow equalization, stormwater diversion, etc.).

Goal/Objective 3c: Stormwater Collection Basin

Currently stormwater from Plant 2 is routed to the sludge lagoons, which, along with other flows, creates problems with return of algae-laden return flows. Stantec will investigate separation of stormwater and provision of a stormwater retention basin. The stormwater retention basin would be sized to capture all of the stormwater flows at Plant 2 and prevent stormwater discharges off-site.

Goal/Objective 3d: Plant Drain Pump Station

Stantec will develop a conceptual layout and evaluate the cost and benefits of a plant drain pump station at Plant 2 to receive all of the various drainage flows for pumping to the plant headworks, instead of into the oxidation ditches, as is currently practiced.

Goal/Objective 3e: Drain Systems for All Basins

Stantec will evaluate the best means for providing drain systems at all process basins. It likely would not be cost-effective to provide one centralized drainage pumping system, as that would require extensive deep piping from the bottoms of all process basins. Instead, the most cost-effective method, is likely to provide for the use of portable drain pumping equipment at each basin independently, or in localized groups. A trailer-mounted self-priming pump system may be the best solution, although submersible pumps may also be considered in certain cases. The drain pumping systems would discharge to adjacent basins or to the plant headworks through existing or new piping systems. We will develop a conceptual layout and cost for the recommended plan, considering any alternatives as may be appropriate.

Goal/Objective 3f: Return Pump Station for Plant 1 Emergency Storage Basin

Stantec would consider options of a below-grade submersible pump system and a surface-mounted self-priming pump system for return of flows diverted to the emergency storage basin at Plant 1. In both cases, means for preventing ragging or intake of other large

and damaging solids into the pumps would have to be considered. Intake screening and/or use of chopper pumps could be considered. Stantec would develop a conceptual layout and cost for the best option.

Goal/Objective 3g: Drain System for Plant 1 Clarifier Lift Stations

Stantec will develop a conceptual plan and cost estimate for the apparent best method for providing drainage pumping at each of these facilities. Pros and cons will be assessed to evaluate overall cost-effectiveness.

Goal/Objective 3h: Clarifier Launder Covers

Stantec will work with launder cover manufactures to determine the cost of retrofitting these features. The benefits of the launder covers will be discussed and evaluated to allow an informed decision by the District on the cost-effectiveness of these potential improvements.

Goal/Objective 3i: Closed Grating to Reduce Algae Growth

Stantec will coordinate with operations staff to identify all the locations where this is a concern and to assess the benefits of providing closed covers. We will develop benefits and costs for each installation to allow an informed decision by the District on the cost-effectiveness of these potential improvements.

Goal/Objective 3j: Upgrading 110v Power Outlets

Stantec will coordinate with operations staff to identify outlet locations for replacement, removal and additions. As part of this effort, load analysis of existing panelboards will be documented.

Goal/Objective 3k: Upgrading 220v Power Outlets

Stantec will coordinate with operations staff to identify outlet locations for replacement, removal and additions. As part of this effort, load analysis of existing panelboards will be documented.

Goal/Objective 3l: Replacement of Belt Filter Press No. 1

Stantec will coordinate with operations staff and the manufacturer to assess the current condition, operational issues, remaining useful life (if any), and maintenance costs for Belt Filter Press No. 1. The benefits and costs of replacing this unit will be determined and discussed to allow an informed decision on possible replacement.

Goal/Objective 3m: Extension of Reclaimed Water Pipe to Marina Road

Stantec will develop the proposed route, features, and costs for this pipeline. The potential uses, benefits, and costs will be discussed to allow the District to decide on whether to construct this pipeline.

Goal/Objective 3n: Water Filling Station for Reclaimed Water

Stantec will coordinate with District staff to determine the best location and layout for a reclaimed water filling station. The potential uses, benefits and costs will be discussed to allow the District to decide on whether to construct the filling station.

Evaluation of Secondary Process Capacity and Use of Plant 1

Although not identified specifically as an issue, goal, or objective in the RFP, Stantec will include in the Master Plan an evaluation of the secondary process capacities of Plants 1 and 2 based on the updated flow and load projections. Consideration will be given to capacities for handling peak flows and loads in cold winter months as well as to capacities for handling average flows and loads in warm weather conditions. Evaluations of the District's ability to take oxidation ditches and clarifiers out of service for maintenance or repair will be included.

The objective of this analysis is to clarify what facilities must be operated under various scenarios to assure reliable plant performance in compliance with regulatory requirements. This investigation will provide the District with valuable information on the future role of Plant 1 and will guide the decision making process on possible improvements to be implemented at Plant 1.

Optional Additional Consideration of Eliminating Sludge Lagoons

Although not identified specifically as an issue, goal, or objective in the RFP, Stantec proposes as an optional value-added service to evaluate the possible elimination of the sludge lagoons.

In other tasks discussed above, issues associated with return flows from the lagoons and possible means for reducing flows to the lagoons have been identified. Under this optional task, the relevant analyses would be taken to the ultimate level of lagoon elimination.

We believe additional aerobic digestion volume, probably to be located in a portion of the sludge lagoons, could be provided to more fully stabilize the solids, reduce the mass of solids, and meet vector attraction reduction and, for much of the year, Class B pathogen reduction requirements for beneficial reuse of the biosolids. Additional pathogen reduction would be provided by subsequent drying. Although some storage volume could be incorporated into the expanded aerobic digestion facilities to allow periodic operation of the dewatering and drying facilities, the general plan would be to dewater and dry solids more continuously on a year-round basis, eliminating the need for storage in the sludge lagoons.

It may be determined that, during the winter months, not all of the solids could be processed through the active solar dryers. Dewatered solids that could not be processed through the active solar dryers in the winter could be stored in asphalt spreading areas. Solids in the spreading basins would be air dried and would meet vector attraction reduction requirements at least for Class B, and likely Class A, pathogen reduction requirements for agricultural use. If desired, stockpiled solids could also be processed through the active solar dryers in the summer to assure meeting Class A pathogen reduction.

Elimination of the sludge lagoons would eliminate all concerns of algae laden water being returned through the treatment plant, would eliminate aesthetic issues associated with the lagoons, and would make most of the lagoon lands available for other uses, not associated with solids handling.

Optional Additional Consideration of Biosolids Disposal Options

Although not identified specifically as an issue, goal, or objective in the RFP, Stantec proposes as an optional value-added service to evaluate biosolids disposal options.

Stantec understands that the historical practice of spreading dried biosolids on District lands was terminated in favor of landfill disposal when the Regional Board indicated the need for groundwater monitoring and for beneficial agricultural reuse of the biosolids. Under new State law, however, landfill disposal of biosolids is to be banned.

Since the District's biosolids are likely to meet Class A pathogen reduction requirements, there will be many possible alternatives for beneficial reuse. If it is found, under certain conditions, that it is cost effective to export Class B biosolids (for example, if not fully dried to meet Class A requirements), there are also options for handling these solids.

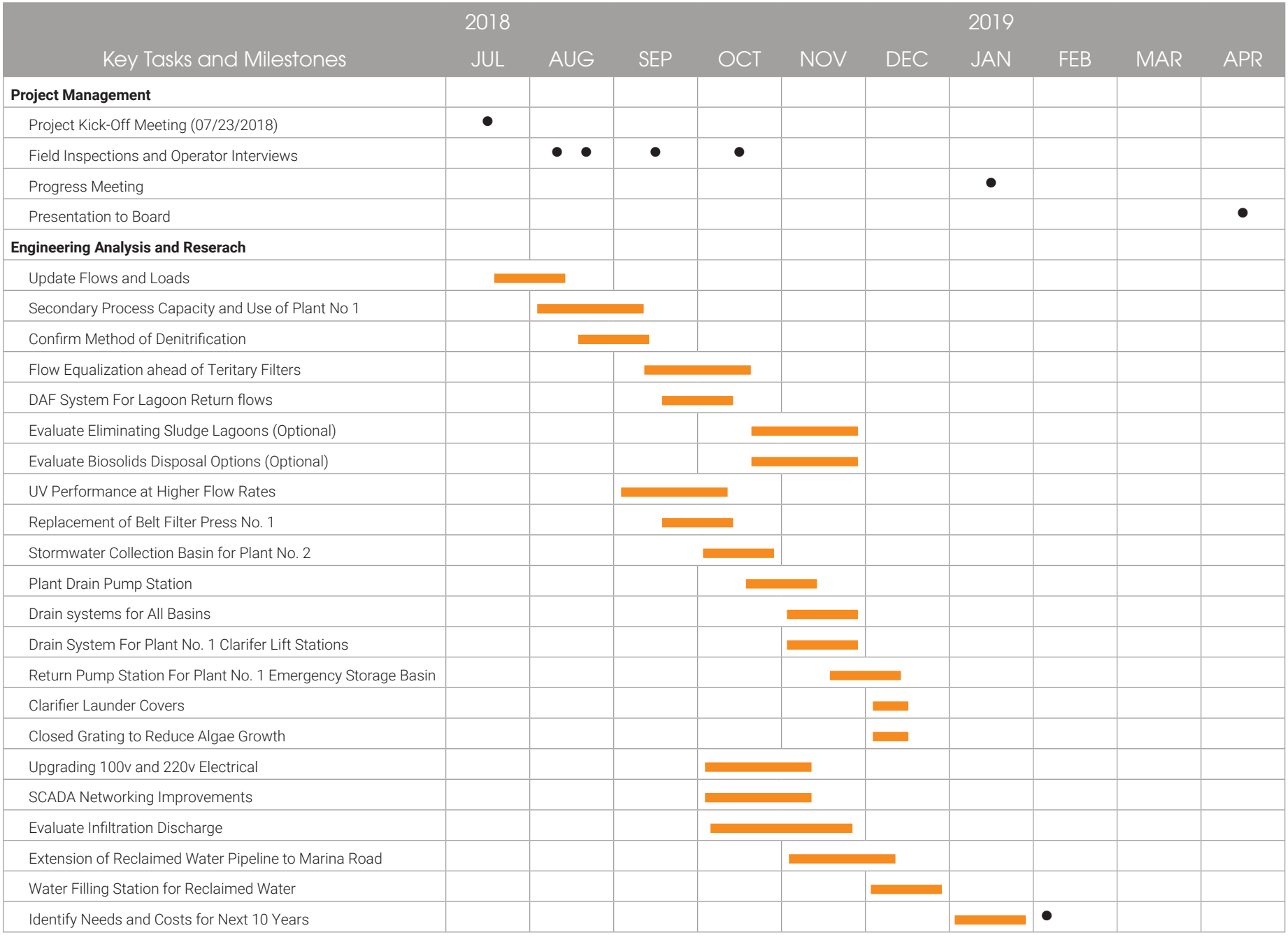
We will evaluate beneficial reuse of biosolids on District-owned lands, possibly including areas currently occupied by the sludge lagoons (if the lagoons are eliminated). The need and cost for groundwater monitoring will be included in the evaluation. Although the District could conduct its own farming operations (for example growing a fodder crop), it is likely that it would be more cost-effective to have a contract farm operator.

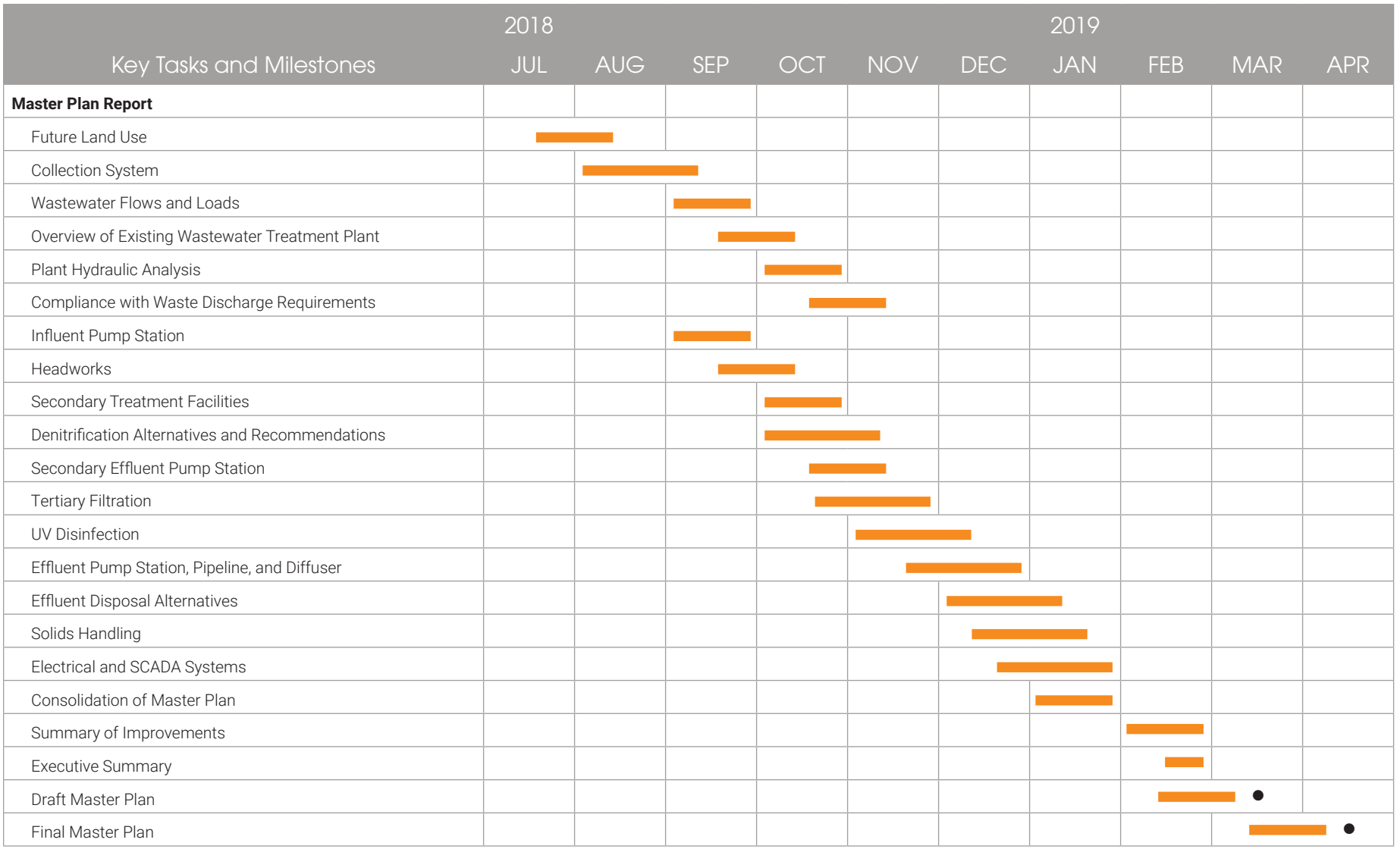
Stantec will also evaluate options for export of biosolids by contractors for beneficial reuse on lands not owned by the District. Both Class A and Class B options would be considered as appropriate. It is noted that some contract operators can accept Class B biosolids and process them further to produce Class A biosolids.

We will develop capital, operation and maintenance, and total present-worth costs for all options to assist the District in determining the most cost-effective means of beneficial reuse of the biosolids.

The following graphic outlines our proposed project schedule with identified major milestones from the Part 1 - Scope of work.

Schedule


2018
2019
Key Tasks and Milestones
JUL
AUG
SEP
OCT
NOV
DEC
JAN
FEB
MAR
APR
Project Management
Project Kick-Off Meeting (07/23/2018)
Field Inspections and Operator Interviews
Progress Meeting
Presentation to Board
Engineering Analysis and Reserach
Update Flows and Loads
Secondary Process Capacity and Use of Plant No 1
Confirm Method of Denitrification
Flow Equalization ahead of Teritary Filters
DAF System For Lagoon Return flows
Evaluate Eliminating Sludge Lagoons (Optional)
Evaluate Biosolids Disposal Options (Optional)
UV Performance at Higher Flow Rates
Replacement of Belt Filter Press No. 1
Stormwater Collection Basin for Plant No. 2
Plant Drain Pump Station
Drain systems for All Basins
Drain System For Plant No. 1 Clarifer Lift Stations
Return Pump Station For Plant No. 1 Emergency Storage Basin
Clarifier Launder Covers
Closed Grating to Reduce Algae Growth
Upgrading 100v and 220v Electrical
SCADA Networking Improvements
Evaluate Infiltration Discharge
Extension of Reclaimed Water Pipeline to Marina Road
Water Filling Station for Reclaimed Water
Identify Needs and Costs for Next 10 Years


2018
2019
Key Tasks and Milestones
JUL
AUG
SEP
OCT
NOV
DEC
JAN
FEB
MAR
APR
Master Plan Report
Future Land Use
Collection System
Wastewater Flows and Loads
Overview of Existing Wastewater Treatment Plant
Plant Hydraulic Analysis
Compliance with Waste Discharge Requirements
Influent Pump Station
Headworks
Secondary Treatment Facilities
Denitrification Alternatives and Recommendations
Secondary Effluent Pump Station
Tertiary Filtration
UV Disinfection
Effluent Pump Station, Pipeline, and Diffuser
Effluent Disposal Alternatives
Solids Handling
Electrical and SCADA Systems
Consolidation of Master Plan
Summary of Improvements
Executive Summary
Draft Master Plan
Final Master Plan

Part E: Ability to Meet Requirements

Stantec has been a partner with Discovery Bay many times over the years. We have reviewed your proposed RFP/ contract terms and believe that, should we be selected for this assignment, we will be able to conclude a mutually satisfactory contract with you.

Upon notice to proceed, our risk management team will file an insurance document naming Discovery Bay. We have the necessary coverage required by the Town.

Part F: Fee Proposal

As directed in the RFP, the fee proposal was submitted in a separate sealed envelope.

Appendix: Resumes

Steven L. Beck PE

Senior Principal

Steve is a recognized leader in wastewater treatment planning and design with over 33 years of experience. He has been responsible for managing all phases of wastewater treatment projects including conceptual planning, master planning, feasibility studies, preliminary design, final design, and construction management. Steve served as the project manager and/or principal-in-charge for the Discovery Bay Wastewater Master Plan, Selma Kingsburg Fowler (SKF) WWTP Facility Plan, City of Dixon WWTF Improvements Project, Mid-Western Placer Regional Sewer Project, Lincoln WWTRF Phases 1 and 2 Project, and the Donner Summit Public Utility District WWTP Upgrade and Expansion.

EDUCATION

MS, Civil Engineering, California State University, Fresno, California, 1990

BS, Civil Engineering, California State University, Sacramento, California, 1985

BS, Construction Management, California State University, Fresno, California, 1980

REGISTRATIONS

Professional Engineer #43799, State of California

Professional Engineer #14588, State of Nevada

MEMBERSHIPS

Member, California Water Environment Association

Member, Water Environment Federation

Member, American Society of Civil Engineers

PROJECT EXPERIENCE

Wastewater Treatment

Town of Discovery Bay Community Services District Wastewater Master Plan (Principal-in-Charge)

Project included evaluation of existing facilities, analysis of alternatives, and development of a recommended plan of improvements for the wastewater treatment plants, including influent pump station, headworks, secondary process with oxidation ditches, future denitrification facilities, future effluent filtration, UV disinfection, and export pump station.

Selma-Kingsburg-Fowler County Sanitation District Wastewater Treatment Plant Facilities Plan (Principal-in-Charge)

Project included Wastewater Treatment Plant Facilities Plan needed to guide the District through the planned improvement and expansion of the wastewater treatment plant from 4.5 to 8.0 mgd. The plant includes influent pumping, equalization, headworks, nitrifying and denitrifying activated sludge facilities, percolation basins, sludge thickening, aerobic sludge digestion, sludge dewatering, and sludge drying. The Facilities Plan included projections of flows and loads, assessment of regulatory requirements, analysis of every unit process to assess current capacity, needs for improvements, and alternatives for improvement and expansion. A prioritized list of all recommended improvements with triggering events and costs was developed.

** denotes projects completed with other firms*

Steven L. Beck PE

Senior Principal

City of Dixon Wastewater Treatment Facility Improvements Project, Dixon, California (Principal-in-Charge)
This $25 million project included conversion of a facultative pond plant into an extended aeration activated sludge plant with a new self-cleaning pump station, headworks with mechanical screening, dual train oxidation ditch, secondary clarifiers, RAS pump station, blower building, sludge stabilization ponds, vactor truck receiving station, operations and laboratory building, and 12,000 lineal feet of 12-inch diameter potable water pipeline from the City to the WWTF. Engineering services included a Master Plan, Preliminary Engineering Report, design, and construction management of the project.

Mid-Western Placer Regional Sewer Project, Placer County, California (Principal-in-Charge)
This $77 million regional project consolidated wastewater treatment for the City of Lincoln and northern Placer County. The project included a new sewage lift station with emergency storage basins, 15 miles of pipeline, and expansion of the City of Lincoln Wastewater Treatment and Reclamation Facility (WWTRF). The WWTRF expansion includes new influent pumps, new headworks screen, oxidation ditch, secondary clarifier, RAS/WAS pump station, tertiary filters, chemical feed facilities, odor control, and effluent pumps. Engineering services included a Master Plan, Preliminary Engineering Report, design, and support services during construction.

Donner Summit Public Utility District Wastewater Facilities Upgrade and Expansion, Soda Springs, California (Principal-in-Charge and Project Manager)
This $21 million project included equalization storage, headworks, a membrane bioreactor system with advanced biological nitrogen removal facilities, disinfection, and effluent storage and spray irrigation disposal facilities. The project implemented biomass augmentation through ammonia addition during low load periods to enhance nitrification, carbon addition to enhance denitrification and on demand reactor heating during extremely cold temperatures. Engineering services included a Facility Plan, Preliminary Engineering Report, design, and construction management.

City of Merced Wastewater Treatment Facility Phase IV Upgrade & Expansion Project, Merced, California (Principal-In-Charge and Project Manager)
This 12 mgd upgrade and expansion to the existing wastewater treatment facility included new headworks with influent pumps, screens and grit removal equipment, secondary treatment process improvements for simultaneous nitrification/denitrification, new blower for aeration basins, rehabilitation of primary and secondary clarifiers, primary effluent equalization basin, tertiary pump station, tertiary flocculation basins and filters, UV disinfection system, outfall with cascading aerator, chemical building and storage facility, standby generator, plant water pump station, and improvements to existing operations building. Engineering services included a Facilities Plan, Preliminary Engineering Report, design, and support services during construction.

Steven L. Beck PE

Senior Principal

City of Merced WWTF Phase V Solids Handling Upgrade, Merced, California (Principal-in-Charge and Project Manager)
This $33 million expansion and upgrade included significant modifications to the existing solids handling system at the wastewater treatment facility to comply with updated WDRs by abandoning existing earthen lined solids drying beds and installing mechanical dewatering systems; including the addition of centrifuges and active solar driers to produce Class A biosolids. This project also included a centrate pump station and equalization tank, rehabilitation of two anaerobic digesters, digester gas holder, two natural gas hot water boilers that can run on digester gas, bolted steel solids holding tank, a new primary clarifier with a coupled scum and sludge pump station and a new septage receiving station.

Miners Ranch Water Treatment Plant, Oroville, California (Principal-in-Charge)
This $24M progressive design-build project required WTP improvements to expand treatment capacity from 14 mgd to 21 mgd. The improvements include modifications to the raw water pump station with a new feed pump and in-line jet mixing system, addition of new adsorption clarifiers for pretreatment, addition of deep bed sand filters with new air scour system, new 2 million gallon clearwell, new solids handling facilities with centrifuge for dewatering, addition of a new backwash water and high service pump stations, and addition of new chlorine gas scrubber.

City of Woodlake Wastewater Treatment Facility Upgrade and Expansion, Woodlake, California (Principal-In-Charge and Project Manager)
This $14 million wastewater treatment facility project replaced an existing pond plant. The new facilities included headworks screening, influent pump station, two oxidation ditches with anoxic basins for nitrogen removal, two secondary clarifiers, return activated sludge and scum pump stations, solids stabilization lagoons, percolation ponds, standby generator and an operations building.

City of Dinuba Wastewater Reclamation Facility (WWRF) Phase 1 Improvements Project, Dinuba, California (Principal-in-Charge and Project Manager)
This $7 million improvement project involved design of upgraded facilities including headworks screens, influent pumps, primary clarifier and primary sludge pump station rehabilitation, aeration basin improvements, new aerobic digester, and solids dewatering facility with screw press.

Reno-Stead Solids Pumping Station, Reno, Nevada (Project Manager)
This $1.6 million project replaced the existing solids handling facilities with a new pump station equipped with three progressive cavity pumps for transferring waste activated sludge and raw wastewater to the Truckee Meadows Water Reclamation Facility regional wastewater treatment plant.

Steven L. Beck PE

Senior Principal

Reno-Stead Water Reclamation Facility 2.0 Mgal/d Expansion, Reno, Nevada (Principal-In-Charge)
This capacity expansion project included a headworks with screening and grit removal equipment, biofilter for odor control, extended activated sludge aeration and anoxic basins for nitrification/ denitrification, secondary clarifiers, sand filtration and pressure membrane filtration, disinfection with sodium hypochlorite and a parallel UV disinfection system. The project also included pilot testing of ozone coupled with biological activated carbon (BAC) for advanced treatment of the effluent for indirect potable water reuse.

City of Rio Vista Wastewater System Master Plan, WWTP Expansion, and Northwest WWTP Design Development, Rio Vista, California (Project Manager)
This $30 million new membrane bioreactor (MBR)plant includes an influent pump station, headworks, standby generator, emergency storage basin, MBR process, blower building, ultraviolet (UV) disinfection, effluent pump station, outfall pipeline, and diffuser into the Sacramento River. Solids handling included belt filter presses and active solar drying.

City of Lathrop Consolidated Treatment Facility Phase I, Lathrop, California (Principal-In-Charge)
This project upgraded an existing membrane bioreactor (MBR) plant designed for full Title 22 reclamation from 0.75 mgd to 1.0 mgd. Upgrades included new headworks with screening, grit removal and pumping, an emergency storage basin, new membranes for MBRs, a standby generator, and solids dewatering facilities.

City of Lincoln Wastewater Treatment and Reclamation Project, Lincoln, California (Project Manager)
This $56 million Title 22 tertiary treatment plant included an influent pump station and headworks, oxidation ditches with anoxic basins, secondary clarifiers, return active sludge pump station, maturation/ filter feed pump station, and maturation ponds. The tertiary treatment facilities included dissolved air flotation system, chemical coagulation, flocculation, filtration, ultraviolet (UV) disinfection, effluent re-aeration for surface water discharge, and effluent pump station. The project also included solids handling facilities with solids holding tank, solids pump station and dewatering facility with centrifuges.

South Truckee Meadows Water Reclamation Facility Expansion Project, Washoe County, Nevada (Project Manager)
This $17 million project provided new secondary and tertiary wastewater treatment facilities including oxidation ditches, secondary clarifiers, return activated sludge (RAS) pump station, tertiary filters, chlorine contact basins, and a chemical building.

Wastewater Treatment Plant Expansion, Lindsay, California (Project Manager)
This $4 million expansion project included a new oxidation ditch, secondary clarifier, headworks improvements, screening structure and standby generator.

Water Pollution Control Facility Sludge Drying Bed Project, Hayward, California (Project Manager)
This $2 million expansion project provided approximately 6 acres of asphalt solar beds with decanting pump station.

Steven L. Beck PE

Senior Principal

City of Visalia Water Conservation Plant Digester Project, Visalia, California (Project Engineer for design)
This project includes a digester, boiler building and modifications to an existing ferric chloride storage and feed facility.

City of Visalia Water Conservation Plant, Trickling Filters Upgrade Project, Visalia, California (Project Engineer)
This $4 million plant upgrade included design and construction of new plastic media and distributors for four trickling filters, and rehabilitation of the filter recirculation pump station.

City of Bakersfield Wastewater Treatment Plant No. 3 Expansion, Bakersfield, California (Project Engineer)
This $14 million plant included primary clarifiers, trickling filters, secondary clarifier, digesters, and odor control facility.

City of Tulare Water Pollution Control Facilities Expansion Project, Tulare, California (Project Engineer)
This $11 million plant expansion included primary sedimentation basins, activated biofilters, aeration basins, secondary sedimentation basins, and biosolids facilities with gravity belt thickener.

Wastewater Treatment Plant Improvement Project, Lindsay, California (Project Engineer)
Design and construction. This 1.24 mgd plant upgrade included rehabilitation of an oxidation ditch and return activated sludge pump station.

Fresno-Clovis Regional Wastewater Treatment Plant 68 mgd Expansion (Project Engineer)
Responsible for design of four 140 foot-diameter primary clarifiers, sludge pumping station, and flow splitting structure.

Sewer Collection Master Planning

Wastewater Collection System Master Plan, Woodlake, California (Principal in Charge)
Project included a Wastewater Collection System Master Plan for the City of Woodlake. Hydraulic modeling of the system to assess available capacity and identify deficiencies was completed for the plan. Steve's team used the PC-SWMM software platform for hydraulic modeling of the system. The City's system includes approximately 20 miles of pipelines ranging in size from 4-inch to 18-inch diameter constructed of a variety of materials. Steve and his team are also assisted the City with a condition assessment of its collection system infrastructure. The results of both the capacity and condition assessments will be used to prioritize projects in both capital improvement and repair and replacement programs.

Steven L. Beck PE

Senior Principal

Wastewater Collection, Treatment, and Disposal Facilities Assessment and Master Planning, Grass Valley, California (Principal in Charge)
Project included a Wastewater Collection, Treatment, and Disposal Facilities Master Plan for the City of Grass Valley. Challenges included severe system inflow and infiltration into a collection system with portions dating back to the late 1800's. The system includes approximately 65 miles of 4-inch to 30-inch diameter pipelines of various materials. Our work involves targeted wet weather flow monitoring, development of a sewer system model utilizing PC-SWMM software, itemization of system assets and addition to the system asset management, and condition and capacity assessment of the wastewater treatment plant and collection system. The results of the plan were used to identify and prioritize projects to address deficiencies and develop a Wastewater System Capital Improvement Program (CIP).

Collection System Capacity Evaluation, Discovery Bay, California (Principal in Charge)
The Town of Discovery Bay CSD collection system was modeled by Stantec using Innovyze InfoWorks software. Collection system pipelines with a diameter of 8 inches and larger were modeled, along with 11 of the District's 15 active lift stations. The model simulation of the existing system under 10-yr, 6-hr design storm conditions predicted a peak hour flow of 4.35 million gallons a day (Mgal/d) at the wastewater treatment plant (WWTP). (In comparison, dry weather peak hour flow at the WWTP was simulated at 1.93 Mgal/d.) Segments of the existing system deemed to be deficient based on the hydraulic analysis were identified and tabulated.

Sewer Master Plan Update, Merced, California (Principal in Charge)
In 2007 Stantec completed a Sewer Master Plan for the City of Merced. In 2013, the City requested Stantec prepare an update to the 2007 Master Plan to take into account changes in their land use plan arising from the Merced Vision 2030 General Plan, adopted by the City Council on January 3, 2012. Steve served as the Principal-in-Charge for the 2007 Master Plan and for the current update effort. The updated CIP generated from the current Master Planning recommendations include new infrastructure to service the North Merced area, as well as a repair and replacement program for the existing collection system based on an assessment of facility age and condition.

Placer County SMD 1, Trunk Capacity Analyses, Placer County, California (Principal in Charge)
From 2007 through 2010 collection system capacity analyses were performed by Stantec on the trunk collection system which conveys flows from residential, commercial and industrial users within the Placer County Sewer Maintenance District 1 (SMD 1) service area, just north of the City of Auburn. In 2013, Stantec was asked to update the model for the SMD 1 system to account for proposed development projects within the service area. The capacity analyses conducted by Stantec identified capital improvements necessary to serve up to approximately 18,000 EDUs. Three separate sewer studies were conducted, two on the Highway 49 Trunk portion of the system and one on the DeWitt Trunk. Mike Urban (MOUSE) software was the platform used to develop the system model and run model simulations. Steve served as the Principal-in-Charge for these evaluations.

Steven L. Beck PE

Senior Principal

Reno/Sparks/Washoe County Regional Wastewater Facilities Design Phases I and II Project, Multiple Sites, Nevada (Project Engineer)
This planning and preliminary design effort addressed a number of outstanding issues identified in the Regional Wastewater Facilities Master Plan. Responsibilities included assisting in the development of a regional wastewater program, regulatory requirements for both the Truckee Meadows Water Reclamation Facility (TMWRF) and the South Truckee Meadows Water Reclamation Facility (STMWRF), water reuse and seasonal discharge opportunities, facilities evaluations for improvement and expansion for both the TMWRF and the STMWRF.

Dinuba Water Reclamation Facility Master Plan (Project Engineer)
This Master Plan for the City of Dinuba, CA provided a phased program for new facilities to accommodate growth and meet future discharge requirements through the year 2015. The proposed improvements include modifying the existing trickling filter/ aerated pond facility to an activated sludge extended aeration treatment plant.

Construction Management

Woodland Wastewater Treatment Plant Improvements, Stage I, Phase 3 Project, Woodland, California (Resident Engineer)
This project included a new screening washer/compactor at the headworks, new mechanical equipment for two existing secondary clarifiers, chlorination/dechlorination system improvements, pond erosion protection, and other miscellaneous improvements throughout the plant.

Madera Wastewater Treatment Plant Expansion Project, Madera, California (Resident Engineer)
This $6 million expansion project included a new primary sedimentation basin and trickling filter pump station to treat 6.7 mgd.

Steven L. Beck PE

Senior Principal

Jeffrey Hauser PE

Senior Process Engineer

Jeff has more than 39 years of municipal wastewater treatment plant planning and design experience. Jeff was co-founder in 1993 and Chief Process Engineer of ECO:LOGIC Engineering, which was acquired by Stantec in 2010. From 1978 to 1993, Jeff was Project Engineer and Project Manager with Dewante and Stowell Engineers.

Jeff has planned and designed numerous wastewater treatment facilities of various complexities, including systems requiring advanced treatment (nutrient removal and membrane filtration) for reclamation and reuse or for discharge into environmentally sensitive surface waters. In addition to completing his own planning studies and designs, Jeff is frequently responsible for critical review and value engineering of studies and designs by others. He has developed a high level of expertise in wastewater process modeling and simulation, which he employs on virtually every wastewater treatment plant study and design. Jeff is known for his attention to technical details and is adept at all phases of project development, from facilities/master planning to detailed “nuts and bolts” design and services during construction.

EDUCATION

MS, Environmental Engineering, University of California, Davis, California, 1978

BS, Civil/Environmental Engineering (Summa cum laude), University of California, Irvine, California, 1977

REGISTRATIONS

Professional Engineer #31744, State of California

Professional Engineer #12321, State of Nevada

Professional Engineer #32348, State of South Carolina

PROJECT EXPERIENCE

Wastewater Treatment

Town of Discovery Bay Community Services District (Project Engineer)

Master Plan for wastewater treatment plant expansion. Project included evaluation of existing facilities, analysis of alternatives, and development of a recommended plan of improvements for this plant, including influent pump station, headworks, secondary process with oxidation ditches, future denitrification facilities, future effluent filtration, UV disinfection, and export pump station.

** denotes projects completed with other firms*

Jeffrey Hauser PE

Senior Process Engineer

Selma-Kingsburg-Fowler County Sanitation District, Kingsburg, California (Project Engineer)
Jeff had primary responsibility for preparation of a Wastewater Treatment Plant Facilities Plan needed to guide the District through the planned improvement and expansion of this wastewater treatment plant from 4.5 to 8.0 Mgal/d. The plant includes influent pumping, equalization, headworks, nitrifying and denitrifying activated sludge facilities, percolation basins, sludge thickening, aerobic sludge digestion, sludge dewatering, and sludge drying. The Facilities Plan included projections of flows and loads, assessment of regulatory requirements, analysis of every unit process to assess current capacity, needs for improvements, and alternatives for improvement and expansion. A prioritized list of all recommended improvements with triggering events and costs was developed.

Donner Summit Public Utility District Wastewater Treatment Plant (Process Engineer and Principal Investigator)
Studies and design of improvements and expansion of this plant, including flow equalization, a four-stage nitrogen removal membrane bioreactor system, UV disinfection, effluent storage, seasonal surface discharge, seasonal irrigation reuse, aerobic sludge digestion and dewatering. Nitrogen removal is a particular challenge because of highly variable flows and loads and cold temperatures in this resort community. The project includes biomass augmentation through ammonia addition during low load periods to enhance nitrification, carbon addition to enhance denitrification and reactor heating when needed because of extreme cold temperatures. Extensive steady state and long-term dynamic process simulations were completed to develop and confirm the biological process design. Jeff developed an advanced predictive feed-forward and feedback control scheme to optimize carbon feeding to both pre- and post-anoxic basins and to control mixed liquor recirculation. Jeff was also the Project Manager and Primary Designer of a previous expansion of this plant, including advanced treatment, sludge handling, and disposal facilities.

** denotes projects completed with other firms*

Jeffrey Hauser PE

Senior Process Engineer

City of Merced Wastewater Treatment Plant (Process Engineer and Principal Designer)
Secondary treatment improvements to provide nitrification and denitrification for 12 MGD (expandable to 16 and 20 MGD) and sidestream equalization and return flow timing facilities to mitigate the impacts of the sidestreams on the mainstream process. Project design involved extensive wastewater characterization as well as steady state and dynamic process simulation studies. Jeff also had primary oversight responsibility for all aspects of this $80 million project. The project includes a new headworks, modifications to existing clarifiers and reactor basins, primary effluent equalization basin, tertiary effluent pump station, tertiary filters and UV disinfection system. Plans for future addition of anaerobic digesters, centrifuge sludge dewatering, centrate equalization and active solar drying to produce Class A biosolids were completed also.

City of Lincoln Wastewater Treatment Plant (Principal Engineer)
Jeff was responsible for process and detailed design quality control on 4.2 MGD tertiary wastewater treatment plant and subsequent expansion to 5.9 MGD. Jeff was also responsible for studies of staged expansion from 5.9 to 8.0 MGD. The project includes an influent pump station, headworks, oxidation ditch system with provisions for nitrogen removal, maturation ponds, dissolved air floatation, coagulation, flocculation, filtration, UV disinfection, centrifuge sludge dewatering, and effluent storage and reclamation facilities.

City of Dinuba Wastewater Treatment Plant, Dinuba, California (Project Engineer)
Jeff was responsible for the preliminary design for two plant expansion projects. The first expansion to 3.0 Mgal/d included improvements to the headworks, primary clarifier, and aeration basin as well as a new aerobic digester, screw press dewatering system, and solar drying area. The second expansion to 3.64 Mgal/d included additional headworks improvements, a new nitrifying and denitrifying activated sludge system, revised and new aerobic digestion facilities, and expansion of sludge dewatering and solar drying facilities.

Wastewater Treatment Plant Energy Optimization Projects, Various Cities, California (Project Engineer)
Process analyses and simulations to verify capacity and determine aeration requirements for new energy-efficient aeration systems for the Cities of Barstow, Manteca, Oxnard, and San Buenaventura and for the Selma-Kingsburg-Fowler (SKF) County Sanitation District. Jeff was also responsible for design of new fine bubble aeration systems for Manteca and SKF.

** denotes projects completed with other firms*

Jeffrey Hauser PE

Senior Process Engineer

City of Reno, Reno Stead Water Reclamation Facility Expansion (Process Engineer)
Two plant expansion projects, increasing capacity from 1 to 2 and 2 to 4 MGD. Included in one or both projects were a new headworks, nitrification and denitrification reactors, secondary clarifiers, conventional sand filtration and pressure membrane filtration, disinfection with sodium hypochlorite and a parallel UV disinfection system. Ozone treatment coupled with biological activated carbon (BAC) and UV disinfection to produce effluent that is potentially suitable for aquifer storage and reuse was investigated, leading to pilot testing of these technologies under the supervision of Stantec.

City of Lathrop Wastewater Treatment Facilities (Process Engineer and Design Engineer)
Studies and detail design for three wastewater treatment facilities. Projects included two membrane bioreactor plants (one new and one expansion with a permitted capacity of 6.0 MGD) with nitrification, denitrification, and UV disinfection, as well as the upgrade of an industrial wastewater treatment facility to increase aeration capacity. All of the effluent is reused for crop and/or landscape irrigation.

City of Rio Vista Northwest Wastewater Treatment Facility (Principal Engineer)
Process and detail design on this new 1.0 MGD facility, expandable to 2.0 MGD. This project included an influent pump station, headworks, a membrane bioreactor process designed to provide nitrification and denitrification, UV disinfection, effluent pump station, and outfall and diffuser to and in the Sacramento River. Solids handling facilities included belt filter presses and active solar drying beds to produce Class A biosolids. The project also included an operations building with a water quality laboratory and a new City corporation yard and maintenance facility.

City of Brentwood Wastewater Treatment Plant Expansion (Manager and Principal Engineer)
Study of expansion of this plant from 5 to 7.5 MGD, with provisions for subsequent expansion to 10 MGD. Recommended plant improvements include anoxic basins and oxidation ditches to provide nitrification and denitrification, sand filtration, UV disinfection, sludge dewatering and active solar drying to produce Class A biosolids. Effluent is partially reused for landscape irrigation.

** denotes projects completed with other firms*

Jeffrey Hauser PE

Senior Process Engineer

Grass Valley Wastewater Treatment Plant (Manager and Primary Design Engineer)
A number of studies and designs all related to the systematic upgrade and expansion of the wastewater treatment plant. Jeff completed major design efforts in 1992 and 1999 for a total of approximately $17 million in improvements. Included in the projects were new headworks facilities with grit removal and screening, primary clarification expansion, a new activated sludge system with nitrification and denitrification, secondary clarifiers and return sludge pumping facilities, filters, chlorination and dechlorination systems, equalization and pumpback facilities, a cascade aerator, a gravity belt thickener, new operations building and laboratory, and related improvements.

Kirkwood Meadows Public Utilities District Wastewater Treatment Plant (Manager and Primary Design Engineer)
Expansion of the wastewater treatment plant. This project included a very challenging retrofit of a new membrane bioreactor system with nitrogen and phosphorous removal into existing basins and buildings. Additional plant features designed include an influent pump station, equalization facilities, aerobic digestion and centrifuge sludge dewatering.

City of Woodland Wastewater Treatment Plant (Manager and Primary Design Engineer)
Improvement and expansion of the wastewater treatment plant, including two projects. The first project included a 130-foot secondary clarifier with spiral scraper, return and waste sludge pumping facilities, major modifications to the chlorine and sulfur dioxide feed systems for expansion and fire code compliance, a chlorine contact basin expansion, and other improvements. The second project involved pre-design of a subsequent plant expansion, including influent pumping, grit removal, oxidation ditches, secondary clarifiers, return sludge pumping, chlorine contact basin, effluent pumping and piping, and related work. Effluent filtration and ultraviolet disinfection were evaluated as options.

Mountain House Community Services District Wastewater Treatment and Disposal Facilities (Manager and Primary Design Engineer)
Planning and design of new wastewater treatment and disposal facilities. Efforts included the planning and pre-design of an ultimate 6 mgd Title 22 tertiary treatment plant with influent pumping, screening, grit removal, sequencing batch reactors (SBRs), filters, chlorination and dechlorination facilities, belt filter press sludge dewatering and lime stabilization. Final design completed on an initial phase of plant construction with pond treatment followed by dissolved air floatation, coagulation, flocculation, filtration, storage reservoirs and irrigation facilities.

** denotes projects completed with other firms*

Jeffrey Hauser PE

Senior Process Engineer

Cache Creek Indian Bingo and Casino Wastewater Treatment and Disposal Facilities (Manager and Primary Design Engineer)
New wastewater treatment and disposal facilities. This was a fast-track $4 million dollar project with a duration of only 7 months from the beginning of design to startup. The project included a high-lift raw sewage pump station, a custom-designed (not a manufacturer package) sequencing batch reactor system including nitrogen removal, equalization facilities, disinfection, aerobic digestion, sludge dewatering, a 70-foot high earth fill dam for effluent storage, and spray irrigation disposal facilities. Jeff completed a subsequent design to double plant capacity two years later.

City of Ceres
Responsible for studies and preliminary design of various wastewater reclamation facilities for the City of Ceres, including effluent filters and review of oxidation ditch and secondary clarifier.

National Park Service Wastewater Treatment and Disposal and Sludge Handling Facilities (Engineer)
Design of wastewater treatment and disposal and sludge handling facilities at Yosemite National Park and Sequoia National Park. Both plants include extended aeration activated sludge, aerobic sludge digestion, and sludge dewatering beds. The Wawona plant in Yosemite provides tertiary treatment for complete wastewater reclamation and golf course irrigation. The project included the design by Jeff of the golf course irrigation system. At Sequoia, Jeff's design provides for winter-time leachfield disposal and summertime spray irrigation of forest area with wastewater effluent.

Roseville Wastewater Treatment Plant (Manager and senior design engineer)
Design of 12 mgd effluent filtration facilities.

Lake County Southeast and Northwest Wastewater Treatment Plant Expansions (Engineer)
Facilities Plan Studies for the expansion of the Lake County Southeast and Northwest Wastewater Treatment Plants. Both plants involve oxidation ditch treatment, winter storage and effluent disposal by spray irrigation of pasturelands. Extensively studied biosolids (sludge) treatment, disposal and/or reuse options for both of these plants. Engineer on the design of interim improvements at the Northwest Plant.

Calaveras County Water District Copper Cove Wastewater Treatment Plant (Project Engineer)
Predesign of an expansion and upgrade of the wastewater treatment plant for the Calaveras County Water District. The project included full wastewater reclamation for golf course irrigation as well as a septage receiving station and joint dewatering and lime treatment of septage and waste activated sludge. A full-scale pilot study of the septage and sludge dewatering and lime treatment system was completed.

Nevada City Wastewater Treatment Plant (Manager and Senior Design Engineer)
Study and design of improvements to the wastewater treatment plant, including two sequencing batch reactors to provide nitrogen and phosphorus removal, sludge dewatering facilities, and conversion of existing anaerobic digester to an aerobic digester.

** denotes projects completed with other firms*

Jeffrey Hauser PE

Senior Process Engineer

Wastewater Treatment Plant Operation and Maintenance Manuals (Manager and primary author)
Operation and maintenance manuals for many wastewater treatment plants, ranging from complex advanced treatment and reclamation systems to simple pond treatment and land disposal.

Wastewater Reclamation and Reuse
City of Dinuba Wastewater Reclamation Facility (WWRF) Phase 1 Improvements Project, Dinuba, California (Design Engineer)

Wastewater
Sierra Lakes County Water District (Project Manager)
Infiltration and inflow studies.

City of Auburn (Project Engineer)
Infiltration and inflow study.

City of Stockton and Northeast area of the Sacramento Regional County Sanitation District (Project Engineer)
Studies of equalization storage for peak wet weather flow management in collection systems. Analyses included computer modeling of transient flow conditions in the trunk sewer system.

City of Sacramento McKinley Park Combined Sewage Storage Facility , California (Project Engineer)
Jeff was responsible for developing layouts and analyzing various structural concepts and cleaning methods for a new eight-MG underground storage facility to be constructed beneath sports fields in McKinley Park for the purpose of mitigating combined sewer overflows during storm events.

Stormwater Management
Caltrans Lake Tahoe Storm Water Small-Scale Pilot Treatment Project (Project Manager)
Multi-year investigation of potential treatment technologies for meeting strict numerical discharge limits (including turbidity and nutrients) for storm water discharges from Caltrans roadways and other facilities in the Lake Tahoe Basin. A new pilot treatment building was constructed and various alternative treatment systems were developed and tested. Treatment systems ranged from simple non-mechanized sedimentation and/or slow-rate filtration systems to mechanized systems with high-rate coagulation, flocculation, sedimentation, filtration, and ion exchange. Various alternative filter media and alternative chemical coagulants were tested.

Construction Management
Wastewater Treatment Plant Construction (Construction Management and Inspection)
Project Manager for construction management and inspection of wastewater treatment plant construction for the Cities of Grass Valley and Nevada City, the Donner Summit Public Utility District, and the Cache Creek Indian Bingo and Casino.

** denotes projects completed with other firms*

Akram Botrous Ph.D., PE, BCEE

Senior Process Engineer

Akram has more than 25 years of wastewater treatment research and design experience. His areas of expertise include secondary treatment process design, biological nutrient removal, and membrane bioreactors (MBR). He has hands-on experience with BioWin process modeling, hydraulic profiles, water CAD modeling, process optimization, troubleshooting, capacity assessment, and pilot studies. He also has experience with detailed design of wastewater treatment plants, specification writing, and engineering services during construction.

Akram has published several papers and spoke in conferences on latest development in wastewater engineering. He is the primary author of the sixth edition of the primary treatment chapter of the Manual of Practice No. 8 (MOP8)

EDUCATION

Ph.D., Environmental Engineering, University of Nebraska, Lincoln, Nebraska, 2003

MS, Sanitary Engineering, IHE, Delft, Netherlands, 1999

BS, Civil Engineering, Cairo University, Cairo, Egypt, 1992

REGISTRATIONS

Professional Engineer #68781, State of California

MEMBERSHIPS

Member, American Academy of Environmental Engineers & Scientists

Member, Water Environment Federation

PROJECT EXPERIENCE

Wastewater Treatment

City of Merced Wastewater Simultaneous Nitrification Denitrification and Aeration System Upgrade, Merced, California (Project Engineer)
Akram provided engineering to upgrade the 12 MGD treatment plant to reliably meet a nitrate level of 10 mg/L without demolishing the existing diffusers or baffles. The aerobic reactors were modified to promote simultaneous nitrification and denitrification (SND) using the SymBio® process. A dissolved oxygen meter, air flow meter and air flow control valve were provided to each aeration zone to allow independent dissolved oxygen control.

** denotes projects completed with other firms*

Akram Botrous Ph.D., PE, BCEE

Senior Process Engineer

City of Lincoln Wastewater Treatment and Reclamation Facility (WWTRF) Expansion Plan, Lincoln, California (Lead Process Engineer)
Akram was the lead process engineer for planning, design, and support during construction of the expansion of this treatment facility for the City of Lincoln. This $90 million regional project will consolidate wastewater treatment for the City of Lincoln and Placer County SMD-1 service areas, as encouraged by Regional Board policy. The project includes a new local lift station, 15-miles of pipeline, and expansion of the Lincoln treatment plant with new headworks screening, oxidation ditches, secondary clarifiers, RAS/WAS pump station, deep bed sand filters, chemical facilities, odor control, effluent disposal pumps, and reclamation piping and pumps. Akram is responsible for preparation of contract drawings, specifications, and cost estimates for the secondary treatment including the oxidation ditch, the secondary clarifier, and the RAS pump station.

City of Dixon Wastewater Treatment Plant Expansion Projects, Dixon, California (Process and Design Engineer)
Akram provided planning, process, and detailed design; and services during construction for the secondary treatment process. This $25 million project included converting a pond plant into an extended aeration activated sludge plant with a new self-cleaning pump station, headworks, dual train oxidation ditch and clarifiers, percolation pond improvements, screw press mechanical solids dewatering facilities, operations and laboratory building, and miscellaneous site appurtenances.

City of Dinuba Wastewater Reclamation Facility (WWRF) Phase 1 Improvements Project, Dinuba, California (Design Engineer)
Akram provided design services for this $10 million improvements project that modified an existing facility. Improvements were made to the headworks, influent pump station, and primary and secondary treatment; and a new aerobic digester was added.

Donner Summit Public Utility District Wastewater Facilities Upgrade and Expansion, Soda Springs, California (Process and Design Engineer)
Akram provided process and design engineering for improvement and expansion of the membrane bioreactor system with a four-stage reactor configuration for advanced biological nitrogen removal. Nitrogen removal is a challenge for this resort community in particular because of highly variable flows and loads and cold temperatures. The project included biomass augmentation through ammonia addition during low load periods to enhance nitrification, carbon addition to enhance denitrification, and reactor heating when needed because of extreme cold temperatures.

Wastewater Characterization, Multiple Cities, California
Akram provided intensive monitoring for wastewater characterization for the City of Merced in 2005, City of Dinuba in 2008, and City of Lathrop in 2009.

Aeration Studies, Barstow and Richmond, California (Project Engineer)
Akram provided process modeling services for activated sludge systems to determine biological oxygen demands and airflows required and recommend blowers.

** denotes projects completed with other firms*

Akram Botrous Ph.D., PE, BCEE

Senior Process Engineer

Pilot Plant Study*, Lincoln, Nebraska (Research Assistant)
Akram conducted pilot testing of side-stream nitrification using fluidized-bed reactor.

City of Merced WWTF Phase V Solids Handling Upgrade, Merced, California (Design Engineer)
Akram designed the primary treatment upgrades and decant equalization for the $33 million expansion and upgrade project. Improvements included significant modifications to the existing solids handling system to comply with updated WDRs by abandoning existing earthen lined solids drying beds and installing centrifuges and active solar driers to produce Class A biosolids.

San Andreas Wastewater Treatment Plant Upgrade Project, San Andreas, California (Design Engineer)
Akram was responsible for process and detailed design for secondary treatment as part of the 0.35 MGD activated sludge system, designed to reliably achieve nitrification downstream of the existing trickling filter plant.

City of Los Banos Wastewater Treatment Plant Expansion and Upgrade - Phase II, Los Banos, California (Project Engineer)
Akram performed the hydraulic calculations and prepared contract drawings and specifications for the pump station. The project included new headworks and influent pump station design and miscellaneous improvements to the existing pond treatment system.

City of Woodlake Wastewater Treatment Facility Upgrade and Expansion, Woodlake, California (Design Engineer)
Akram was responsible for process design and detailed design of secondary treatment facilities (ditches, clarifiers, RAS pump station, and scum pump station) for a 1.3 MGD activated sludge process. This $15 million wastewater treatment facility replaced an existing pond plant with new facilities including headworks screening, influent pump station, two oxidation ditches with anoxic basins for nitrogen removal, two secondary clarifiers, return activated sludge and scum pump stations, solids stabilization lagoons, percolation ponds, standby generator, and operations building.

City of Williams Wastewater Treatment Plant Improvements (2009), Williams, California (Design Engineer)
Akram was responsible for process design and preparation of contract drawings, specifications, and cost estimates for the secondary treatment processes. The 0.5 MGD activated sludge process was part of the overall $9 million project that upgraded an existing pond treatment system to an extended aeration, activated sludge treatment plant with cloth media filtration, UV disinfection, reaeration, and other supporting facilities.

** denotes projects completed with other firms*

Akram Botrous Ph.D., PE, BCEE

Senior Process Engineer

City of Live Oak Wastewater Treatment Plant Improvements Project, Live Oak, California (Design Engineer)

Akram was responsible for process design, preparation of contract drawings, specifications, and cost estimates for the secondary treatment including a selector, two oxidation ditches, two secondary clarifiers, and a RAS/WAS pump station. The $17 million project upgraded an existing pond treatment system to a 1.4 MGD activated sludge treatment plant with cloth media filtration and UV disinfection.

City of Lathrop Consolidated Treatment Facility Phase I, Lathrop, California (Process and Design Engineer)

Akram conducted a capacity assessment for the City's existing MBR plant and concluded that the membranes are the bottleneck that restricts the capacity of the plant, and that the MBR plant can be expanded from 0.75 mgd to 1.0 MGD without building more reactor basins. The resulting project includes upgrades to the headworks screens and grit removal as well as biological process and membrane basins modifications, which complies with Title 22 unrestricted recycled water reuse requirements.

Facility Planning

Donner Summit Public Utility District (DSPUD) Treatment Alternatives and Facilities Plan, Soda Springs, California (Project Engineer)

Akram provided process engineering for the feasibility studies and facility plans to expand and upgrade the plant, including advanced biological nitrogen removal facilities. Nitrogen removal is a challenge for this resort community in particular because of highly variable flows and loads and cold temperatures. The studies evaluated biomass augmentation through ammonia addition during low load periods to enhance nitrification, and carbon addition to enhance denitrification. Treatment options analyzed included integrated fixed film activated sludge (IFAS), biological aerated filters (BAF), and membrane bioreactors (MBR).

City of Brentwood Wastewater Treatment Plant Expansion - Design Services, Brentwood, California (Project Engineer)

Akram prepared a study to determine the upgrades necessary to expand the plant's capacity from 5 to 7.5 MGD, and 7.5 to 10 MGD. He evaluated the headworks, influent pump station, effluent filtration, and ultraviolet disinfection.

Wastewater Plant Capacity Study, Sea Ranch, California (Project Engineer)

Akram evaluated the feasibility of abandonment of the Sea Ranch North WWTP and pumping its raw sewage to the aerated ponds at Gualala Community Services District (GCSD) WWTP for treatment and subsequent reuse on the golf links.

** denotes projects completed with other firms*

Akram Botrous Ph.D., PE, BCEE

Senior Process Engineer

Valley Springs Wastewater Treatment Alternatives Analysis, Valley Springs, California
Akram evaluated wastewater treatment and disposal options. The existing wastewater facilities included near-capacity aerated ponds and the site has a flooding risk.

Tuolumne Utilities District WWTP Evaluation, Sonora, California (Project Engineer)
Akram provided an overall conditions assessment for all unit processes at this trickling filter WWTP.

Newman Wastewater Treatment Alternatives Analysis, Newman, California (Project Engineer)
Akram evaluated short- and long-term expansion alternatives to Newman's aerated pond WWTP.

** denotes projects completed with other firms*

Akram Botrous Ph.D., PE, BCEE

Senior Process Engineer

PUBLICATIONS

Chapter 10 – Primary Treatment, Manual of Practice No. 8. Design of Municipal Wastewater Treatment Plants, 6th edition. Water Environment Federation (WEF), 2017.

Botrous, A. An Accurate Method to Estimate Energy Savings with More Efficient Blowers: Case Studies. California Water Environment Association (CWEA), 2014.

Botrous, A. Donner Summit PUD Wastewater Treatment Process Selection. Nevada Water Environment Association (NWEA), 2013.

Botrous, A., Hauser J., Beck S., Slagter C., Osmer B. Think you have a PlugPlow reactor? Think again!. Water Environment and Technology (WEF), 2010.

Botrous A., Hauser J., Knapp T., Beck S., and Molina H. Wastewater Characterization Study for Nitrogen Removal in Merced, California. Annual Conference of the Water Environment Federation, WEFTEC, 2009.

Botrous A., Dahab M., and Surampalli R. Feasibility analysis of side-stream nitrification of anaerobic sludge decant using fluidized-bed fixed-film reactors. 1st IWA-ASPIRE Conference, Singapore, 2005.

Botrous A., Dahab M., Mihältz P. Nitrification of high-strength ammonium wastewater by a fluidized-bed reactor. Wat. Sci. Tech. 49 (5 6), 65 – 71, 2004.

Botrous A., Dahab M., Mihältz P., and Surampalli R. Pilot-scale fluidized-bed reactor for nitrification of biosolids decant. Annual Conference of the Water Environment Federation, 2003.

Botrous A., Dahab M., Mihältz P. Sidestream treatment of sludge dewatering decant: pilot-scale testing and feasibility analysis. IWA Conference on Design Operation and Costs of Large Wastewater Treatment Plants, Prague, Czech Republic, 2003.

Botrous A., El-Hattab I., and Dahab, M. Design of wastewater collection networks using dynamic programming optimization technique. ASCE National Conference on Environmental and Pipeline Engineering, 2000.

Vijay Sundaram PE

Senior Process Engineer, Advanced Treatment and Water Reuse

Vijay has over 15 years of experience in the process development, design, commissioning, and optimization of advanced water and wastewater treatment processes. Vijay specializes in process design, predictive process modeling, cost-benefit analysis, performance evaluation, and process optimization. His experience includes membrane and granular media filtration, UV disinfection, ozonation, advanced oxidation process (AOP), biofiltration, GAC adsorption, ion exchange (IX), and reverse osmosis (RO). Vijay was process engineer in charge of the developing and implementing ozone-BAC treatment technology for the removal of emerging contaminants including pharmaceuticals, flame retardants and NDMA for various effluent management alternatives in the State of Nevada.

Vijay is a recognized leader in water reuse with extensive experience advancing water reuse, including potable reuse, by developing and demonstrating treatment technologies (such as Ozonation-Biological Filtration); working with communities to achieve cost-effective water sustainability; and assisting policy makers with development of water regulations. Based on this experience, he served as the Chair for the Water Environment Federation's Water Reuse Roadmap publication in 2017.

EDUCATION

Master of Science, Environmental Engineering (Water Quality), University of Cincinnati, Cincinnati, Ohio, 2004

B.Tech., Chemical Engineering, University of Madras, Chennai, India, 2001

REGISTRATIONS

Professional Engineer #75468, State of California

Registered Civil Engineer #020562, State of Nevada

MEMBERSHIPS

Past Chair, Engineering and Research Committee, California Water Environment Association

Reviewer, Water Environment Research Foundation

Member, Water Reuse Committee, Water Environment Federation

Member, California Water Environment Association

PROJECT EXPERIENCE

Town of Discovery Bay Community Services District Wastewater Master Plan, Discovery Bay, California (Process Engineer)
Vijay led the evaluation of various tertiary filtration alternatives including sand filtration, and disk filtration. He also evaluated the feasibility of side-stream reverse osmosis (RO) treatment for salinity control.

AquaAzul UV System Validation Testing, Lincoln, CA (Project Manager/Technical Lead)
Vijay is leading the UV System validation testing of AquaAzul open channel UV System at Lincoln WWTRF in California. The testing is being performed per NWRI UV Guidelines. Vijay is working closely with California Division of Drinking Water (DDW) on this validation.

City of Merced WWTF UV Disinfection System Check Point Bioassay (Process Engineer)
Vijay conducted check bioassay on the City of Merced WWTF TrojanUV disinfection System. He conducted the field testing and supported the check point bioassay report preparation.

** denotes projects completed with other firms*

Vijay Sundaram PE

Senior Process Engineer, Advanced Treatment and Water Reuse

SKF Wastewater Treatment Plant Facility Plan, Kingsburg, California (Project Engineer)
Vijay analyzed previous studies performed by the district with regards to effluent reuse and evaluated various potential reuse opportunities and associated benefits and treatment requirements.

City of Dixon WWTP 2011 Facility Plan, Dixon, California (Process Engineer)
Evaluated salt removal and concentrate management processes including reverse osmosis (RO), electrodialysis reversal (EDR), The primary goal of the project was to broadly assess methodologies to comply with effluent salinity limitations. nanofiltration (NF), and vibratory shear enhanced separation process (VSEP). Feed sources considered were WWTP effluent, groundwater, and drinking water supply. Developed life-cycle cost estimate of salt removal and concentrate management facilities.

Donner Summit Public Utility District (DSPUD) Treatment Alternatives and Facilities Plan, Donner Summit, California (Process Engineer)
Evaluated ozone as one of the disinfection alternatives. Investigated the bromate formation potential of DSPUD filtered effluent. Prepared preliminary ozonation system design criteria, site layout and cost estimate.

Disinfection/Oxidation Treatment Process Selection, Sacramento, California (Process Engineer)
Vijay evaluated this 181 MGD ozonation system with peak flows of approximately 400 MGD for disinfection and contaminant oxidation. He developed planning-level ozonation system layouts and life-cycle cost estimates based on various overall process alternatives; and analyzed merits and limitations of chlorine, UV, and ozone.

Reno-Stead Water Reclamation Facility (RSWRF) 4 MGD Expansion, Reno, Nevada (Project Manager)
The RSWRF 4 MGD Expansion Project includes adding mechanical components to the Headworks, two new aeration basins with a common wall, new blowers, two new secondary clarifiers, a new return activated sludge (RAS) pump station, a new scum pump station, tertiary filtration, and disinfection processes.

The Water Reuse Roadmap, Alexandria, Virginia (Chair)
Vijay served as the Task Force Chair and a contributing author for the publication, which is intended for water planners, regulators, practitioners, and nonprofit agencies involved in water/wastewater management. The publication provides an overview on all types and aspects of water reuse via frameworks, case studies, things to consider, and current trends. The Roadmap is a practical resource for holistically evaluating water reuse opportunities and implementing projects.

Fresno-Clovis Regional Water Reclamation Facility Headworks Odor Control System, Fresno, California (Project Manager)
Vijay provided permitting (including monitoring), technology selection, and preliminary and detailed design of the new system. The team designed a new odor control system for the headworks handling a peak flow of 160 MGD and average annual flow of 80 MGD. Biological and chemical adsorption odor control processes were selected to replace the existing aging and high maintenance chemical odor control scrubbers.

** denotes projects completed with other firms*

Vijay Sundaram PE

Senior Process Engineer, Advanced Treatment and Water Reuse

Greater Reno Area Effluent Disposal Analysis, Reno, Nevada (Project Engineer)
Vijay investigated effluent quality and other regulatory requirements implemented by various states for effluent reuse (e.g., indirect potable reuse, via aquifer storage and recovery). He performed extensive review of literature on advanced treatment processes, groundwater recharge projects, water reuse, and impacts of EDCs and PPCPs on public health and the environment. Vijay recommended effluent quality for various reuse applications, including control of effluent induced mobilization of natural soil and aquifer contaminants like arsenic, and developed an advanced treatment process train meeting those objectives.

City of Dixon Wastewater Treatment Facility Improvements Project - Envision Certification, Dixon, California (Water Sustainability Consultant)
Vijay served as the technical lead for the ENVISION certification for the City of Dixon Wastewater Treatment Facility Improvements Project. The project received ENVISION Silver award.

Santa Paula Chloride Reduction Evaluation, Santa Paula, California (Process Engineer)
Vijay performed an evaluation of side-stream treatment methodologies to comply with effluent chloride limitation. He evaluated chloride removal and concentrate management processes including reverse osmosis, electrodialysis reversal, and vibratory shear enhanced separation process; and developed life-cycle cost estimates of chloride removal and concentrate management facilities.

Pilot Study of Advanced Treatment Processes for Contaminants of Emerging Concern, Reno, Nevada (Project Manager/Process Engineer-In-Charge)
Vijay developed and implemented a 10.7 gpm filtration (membrane or granular media) ozone-biologically active carbon (O3-BAC) advanced treatment train for various reuse alternatives for the City of Reno and State of Nevada. The two-year demonstration was conducted to determine the effectiveness of ozone-BAC in removing endocrine disrupting chemicals (EDCs), pharmaceuticals, personal care products, and other contaminants of emerging concern (CECs). Process design variables studied included: 1) the optimum ozone dosage for CEC removal; 2) bromate mitigation using hydrogen peroxide and ammonia; 3) startup, monitoring, and control of BAC; 4) effect of membrane and sand filtration processes on ozone-BAC performance; and 5) wastewater disinfection using ozonation. He conducted a comprehensive energy consumption analysis on Ozone-BAC and reverse osmosis-based treatment processes.

Salinity and Boron Source Control and Minimization of Evaporative Loss, Dixon, California (Process Engineer)
Vijay evaluated the impact of the city-wide softener exchange program, industrial discharges, and revised sewer billing methods on WWTP influent salinity. He investigated various strategies to minimize salinity increase during effluent disposal via percolation/evaporation basins, as well as investigated the contribution from natural and various commercial sources of boron to the WWTP influent boron levels.

** denotes projects completed with other firms*

Vijay Sundaram PE

Senior Process Engineer, Advanced Treatment and Water Reuse

PUBLICATIONS

Need More Water? Think Ozone-BAC For 'One Water' Resolution, WATER ONLINE, 2017.

Developments in Water Reuse: Reaching for The Ozone, Water and Wastewater International, 2017.

Redefining Fresh Water – Introducing a cost-effective nonproprietary process for removing all water contaminants. Public Works Magazine, 2013.

Conference Presentation: Reliable Removal of NDMA under Field Conditions. Nevada Water Environment Association, 2014.

Conference Presentation: Cost Effective Strategies for Reducing Emerging Contaminant Release to Natural Environment. Pacific Northwest Clean Water Association Annual Conference, 2014.

Removal of NDMA to Less Than 0.28 ng/L under Field Conditions. Proceedings of 87th WEFTEC, 2014.

Advanced Treatment Process for Pharmaceuticals, Endocrine Disruptors, and Flame Retardants Removal. Water Environment Research, Vol. 86 (2), 2014.

Advanced Treatment Process for Microconstituents Removal. The NEWEA Journal, 2012.

Conference Presentation: Reducing the Cost of NDMA Compliance. CWEA 84th Annual Conference, 2012.

Conference Presentation: Title 22 Coliform Compliance for WWTPs with Granular Media Filtration Considering Ozonation. CWEA 84th Annual Conference, 2012.

Conference Presentation: Sustainable Water Reuse Practices. CWEA 83rd Annual Conference, 2011.

It's All Water: Demonstration Of An Innovative Treatment Technology For Water Banking In Nevada. Q3 July Silver State Water Environment News, 2010.

Arsenic Sorption on TiO2 Nanoparticles: Size and Crystallinity Effects. Water Research, 2010.

Energy Efficient Advanced Treatment Process for Microconstituents Removal. Proceedings of 83rd WEFTEC, 2010.

Field Evaluation of MF-Ozone-BAC Process Train for Removal of Microconstituents from Wastewater Effluent. Proceedings of 24th Annual WateReuse Symposium, 2009.

Cost Effectiveness and Environmental Benefits of Combined Ozonation-UV System for Water Reclamation and Surface Water Discharge. Proceedings of 81st WEFTEC, 2008.

Long V. Hoang PE

Electrical Engineer

Long Hoang has 23 years of diverse experience providing electrical engineering services for public and private projects. His work includes preparing plans, specifications, and opinion of probable costs for the design of normal, emergency, and uninterruptible power systems including load and fault current analysis, protective device coordination studies and arc-flash hazard analysis, lighting and instrumentation and controls.

EDUCATION

BS, Electrical and Electronic Engineering, California State University, Sacramento, Sacramento, California, 1995

REGISTRATIONS

Professional Engineer #E16474, State of California 9/30/2011

Professional Engineer #019006, State of Nevada 2008

PROJECT EXPERIENCE

Truckee Meadows Water Reclamation Facility Septage Receiving Facility, Reno, Nevada (Electrical Engineer)

Electrical engineer for a new septage receiving facility incorporating new electrical service, motor control center, power, control and lighting for screening unit and controls for card lock billing system for the receiving of septage at the Reno Water Reclamation Facility.

City of Reno Sewer Lift Station Replacement Project, Reno, Nevada (Electrical Engineer)

Electrical Engineer for the replacement of four sewer lift pump stations. Each submersible duplex pump station required new electrical service and control panels as well as standby generator connections. The project also included developing a master PLC and SCADA programs for the City's entire pump station system as well as evaluation of the City's existing radio telemetry system for alternatives to improve communication between the pump stations and operation center.

** denotes projects completed with other firms*

Long V. Hoang PE

Electrical Engineer

Donner Summit Public Utility District Wastewater Facilities Upgrade and Expansion, Soda Springs, California (Electrical Engineer)

Electrical Engineer for this $24M project including upgrading and expanding an existing wastewater treatment facility located in the high Sierra Mountain ski resort community of Soda Springs. Areas of responsibility include preparing electrical and instrumentation and controls contract drawings, specifications, calculations, cost estimates, and providing bidding and engineering services during construction for the 1.27 Mgal/day PDF treatment and disposal facility. The project included designing a new main switchboard, two paralleled emergency generator sets, and motor control centers at two new buildings as well as modifying existing building electrical services to support a new welded steel equalization tank, headworks with parallel 2mm perforated drum screen, reactor basin aeration system improvements, membrane bioreactors (MBRs), wastewater heating via boilers and heat exchangers, UV disinfection, external ammonia and alkalinity control, effluent land disposal expansion, and miscellaneous site upgrades.

City of Lincoln Wastewater Treatment and Reclamation Facility Phase 1 and Phase 2 Expansion Project, Lincoln, California (Electrical Engineer)

Electrical Engineer for the Phase 1 and Phase 2 expansion project at the City of Lincoln Wastewater Treatment and Reclamation Facility. The project involves electrical power and controls to support the new treatment facilities, including new 12kV-480V transformer, switchboard, MCC, and emergency standby generator. Stantec will also provide PLC programming and SCADA development to incorporate the new facilities into the existing plant's automation system.

City of Dixon Wastewater Treatment Facility Improvements Project, Dixon, California (Electrical Engineer)

Electrical Engineer for the City of Dixon Wastewater Treatment Facility Improvements Project. The project involves construction of new secondary treatment facilities to replace the existing pond treatment with a nitrifying/denitrifying activated sludge process. New facilities include influent pump station, headworks with mechanical screening and flow measurement, equalization basins, clarifiers, and upgraded pumping capacities throughout the plant. The electrical design include a new 3000A main service switchboard, motor control centers, paralleled emergency generators, and new underground power distribution system. Responsibilities include preparation of electrical and instrumentation and controls construction documents, plans and specifications, calculations, cost estimates, and construction support services.

** denotes projects completed with other firms*

Long V. Hoang PE

Electrical Engineer

Mid-Western Placer Regional Sewer Project, Placer County, California (Electrical Engineer)
Long prepared the electrical and instrumentation and controls contract drawings, specifications, calculations, cost estimates, and construction support services. The project included a new booster pump station with three 450hp pumps and 18-pulse variable frequency drives at the existing SMD1 treatment plant including a new electrical building with a 3000A main switchboard and 1500kW emergency generator designed to support the new pump station and existing plant loads. The project also expanded the existing City of Lincoln Wastewater Treatment and Reclamation Facility to include a new motor control center, PLC, and modifications to the existing electrical and controls systems for new influent pumps, headworks screen, oxidation ditch, secondary clarifier, RAS/WAS pump station, deep bed sand filters, chemical feed facilities, odor control, and effluent disposal pumps.

Truckee Meadows Water Reclamation Facility Headworks Improvements Project, Reno, Nevada (Electrical Engineer)
Electrical Engineer as part of design team for a major headworks improvement project at the TMWRF wastewater treatment plant in Reno. The project included two new 40 MGD inclined mechanical bar screens, biological odor control, and modification to the existing motor control centers, DCS based control system and power distribution system. The facility included new LED light fixtures to illuminate the below ground structure. The screens are over 47 feet long, and successfully carry solids from a deep influent wet well to the surface for disposal.

Lathrop Consolidated Treatment Facility 1.0MGD Expansion, Lathrop, California (Electrical Engineer)
Electrical Engineer for the preparation of electrical and instrumentation and controls construction documents, plans, and specifications for the expansion of the existing water recycling plant from 0.75 Mgal/d to 1.0 Mgal/d. The project includes modifying the existing service switchboards, adding two new outdoor rated motor control centers, and modification to the existing controls system to support a new grit removal system, influent pumps, membrane bioreactor facilities consisting of anoxic zones, aerated zones, and membrane filters, ultraviolet disinfection facilities, aeration blowers, emergency storage basin pump station, chemical feed facilities, and solids handling facilities consisting of belt filter presses.

Truckee Meadows Water Reclamation Facility Headworks Improvements Project, Reno, Nevada (Electrical Engineer)
Electrical Engineer as part of design team for a major headworks improvement project at the TMWRF wastewater treatment plant in Reno. The project included two new 40 MGD inclined mechanical bar screens, biological odor control, and modification to the existing motor control centers, DCS based control system and power distribution system. The facility included new LED light fixtures to illuminate the below ground structure. The screens are over 47 feet long, and successfully carry solids from a deep influent wet well to the surface for disposal.

** denotes projects completed with other firms*

Matt Boring

Senior SCADA Specialist

Matt has over 25 years of experience in electrical system design engineering including complex design of SCADA and electrical systems specific to the water and wastewater industry. Matt has been responsible for installation and maintenance of various SCADA systems and is experienced in working with contractors during startup and testing of new systems. Matt joined Stantec in 2006 following five years with A T.E.E.M. Electrical Engineering as a field manager. Prior to A T.E.E.M., Matt served as SCADA technician, electrician and system mechanic for El Dorado Irrigation District (EID).

EDUCATION

Cosumnes River Community College, Sacramento, California, 2001

PROJECT EXPERIENCE

Wastewater Treatment

City of Angels Spray Field Improvements

Matt designed the electrical, instrumentation and control system for City's new Ultraviolet Disinfection system. The project included integration with the existing plant's electrical and Allen Bradley control system. He provided engineering services as well as electrical inspection during construction, and was responsible for the management of startup and testing and integration of the Wonderware HMI.

City of Jackson WWTP - 2013 Improvements, Jackson, California

Matt designed and installed an entry level SCADA system complete with new PLC control panels and instrumentation. The system was designed with the intent of expansion over the next several years. Initial cost for the complete turnkey system was approximately $50,000. Since inception, Stantec has provided improvements that include flow paced filter coagulant feed and rapid mixing.

City of Angels WWTP Improvements, Angels Camp, California

Matt designed the electrical, instrumentation and control system for the City's new Ultraviolet Disinfection system. Project included integration with existing plant electrical and control system. Matt provided engineering services as well as electrical inspection during construction, and was responsible for the management of startup, as well as the testing and integration of the Wonderware HMI.

City of Reno 2015 SCADA Improvements

Acted as lead designer, construction manager and inspector for the electrical and instrumentation upgrade of thirty of the City's sewage lift stations. The new $1.2 million system replaced Motorola MOSCAD controllers and serial radio network. The new system is comprised of Allen Bradley controller connected by Cellular routers and was completed in house by Stantec SCADA staff. System is built on an enterprise Inductive Automation Mission Critical Ignition system spanning the City Hall and Corporation yard, system includes a completely redundant system with backup SMS alarm and Voice modems.

** denotes projects completed with other firms*

Matt Boring

Senior SCADA Specialist

Midwestern Placer Regional Sewer Project, Lincoln, California

Matt provided instrumentation and SCADA system design for this multi-faceted $19 million regionalization project, which included a 29.5 MGD pump station, conveyance pipeline with odor control facility and an expansion of the City of Lincoln Wastewater Treatment and Reclamation Facility. Matt He was responsible for engineering services during construction for all instrumentation and SCADA portions of the project. He was also responsible for managing PLC control programming for the Allen Bradley control system and all Wonderware SCADA integration. Project scope has since been modified to include a complete SCADA system upgrade to the Inductive Automations Ignition SCADA application which included approximately

City of Woodlake 2010 Phase 1 Wastewater Treatment Facility Improvements

Acted as the peer design reviewer and electrical and instrumentation inspector for the City's WWTF improvements project. Matt was also responsible for startup and testing activities as well as overseeing the SCADA system development and installation. The project utilized Inductive Automations Ignition SCADA application which included a complete Mission Critical redundant system.

City of Live Oak WWTP 2007 Upgrade

Currently serving as electrical inspector and SCADA installation manager for a $17.7 million tertiary wastewater treatment plant upgrade project at the City's existing aerated pond treatment plant. The plant improvements include influent flow mechanical screening, extended air activated sludge (nitrification) secondary treatment, flow equalization, cloth disk tertiary filters, UV light disinfection, effluent pumping, integrated Wonder Ware SCADA system upgrade and improvements that include several off site facilities.

City of Auburn Wastewater Treatment Facility 2009 Improvements

Acted as the lead designer and electrical and instrumentation inspector for the electrical design of the $4.5 Million improvements project consisting of a new UV disinfection system, RAS pump station, SCADA and electrical system modifications and oxidation ditch energy efficiency improvements as well as a new secondary clarifier. Matt also preformed Field and factory testing as well as startup services for the project.. Matt is responsible for managing the PLC programming and SCADA system. SCADA system was converted from Data Flow to Inductive Automations Ignition application program as a part of the WWTRF expansion. System included the integration of three Allen Bradly PLC's connected by a Ethernet fiber network. integration.This project is currently under construction and is in the start up stage of the new UV disinfection system.

** denotes projects completed with other firms*

Matt Boring

Senior SCADA Specialist

City of Colusa WWTP – 2007 Improvements
Served as Electrical Inspector and start up coordinator for the electrical facilities for a new $15.3 million tertiary wastewater treatment plant that replaced the City's existing pond treatment system. The new plant included influent pumping, mechanical screening, extended air activated sludge (nitrification) secondary treatment, flow equalization, cloth disk tertiary filters, UV light disinfection, effluent pumping, aerated lagoon sludge storage, Managed and commissioned the installation of the Wonder Ware SCADA system.

City of Woodland WWTP Expansion Project
Served as electrical designer collecting all field data for the electrical design. During construction Matt acted as electrical inspector on the $27 million 2005-2007 City of Woodland WWTP Expansion. The project involved construction of a new oxidation ditch, secondary clarifiers, new cloth media filtration, and UV light disinfection. Managed the upgrade of the Cities Intellutsion ifix SCADA System.

City of Lincoln Wastewater Treatment and Reclamation Facility
Served as associate electrical inspector on the $60 million City of Lincoln Wastewater Treatment and Reclamation Facility. Performed all witness and field testing for the electrical system including startup of the Cities Wonderware SCADA system.

** denotes projects completed with other firms*

Beth Cohen PE

Design Engineer

Beth has 15 years of design and planning experience in a wide-range of water and wastewater projects. Areas of specialty include wastewater treatment and conveyance system master planning, and detailed wastewater treatment process design.

EDUCATION

BS, Environmental Engineering, Oregon State University, Corvallis, Oregon, 2003

REGISTRATIONS

Professional Engineer #70184, State of California

PROJECT EXPERIENCE

Wastewater

Operation and Maintenance Manual for Discovery Bay WWTPs and Sewer Conveyance Pump Stations, Discovery Bay, California (Project Manager)

Beth provided updated operation and maintenance manual to act as a critical reference and training source for of information for operations staff, to maintain compliance with NPDES permit. The project also includes preparation of an interactive online manual to provide a living document that can be effortlessly customized and updated as often as desired and instantly shared with all staff, which reduces risks of outdated information and danger of not having immediate access to important information.

Fresno Clovis RWRF Headworks Odor Control Upgrade, Fresno, California (Design Manager)

This $10M project includes the design of a new odor control system for the Regional Water Reclamation Facility headworks, currently treating an average flow rate of 80 MGD. The best solution to an updated air permit and aging infrastructure that requires significant maintenance and upkeep was to replace the units with a new odor control system. Biological and chemical adsorption odor control processes were selected for implementation. The new facilities include an 8 train biotrickling filter system with three 125-hp blowers, designed to handle 66,000 cfm, and a single granular activated carbon filter with coupled blowers that can handle 33,000 cfm. Responsible for detailed design of the odor control system.

** denotes projects completed with other firms*

Beth Cohen PE

Design Engineer

Sonoma County Water Agency OCSD WWTF Reclaimed Water Project, Sonoma County, California

The Town of Occidental is operating under a permit that requires complete elimination of summertime discharge to the existing surface water disposal point. The reclaimed water project will be done in three phases: an alternative analysis, basis of design report, and detailed design. The project investigated alternative treatment processes that can achieve high levels of nitrogen removal for continued surface water discharge and upgrades necessary to comply with unrestricted reuse regulated by Title 22. The evaluation resulted in the recommendation of a new membrane bioreactor (MBR) plant and a 16,000-feet long reclaimed water pipeline that sends final effluent to a storage reservoir for ultimate vineyard irrigation.

City of Lincoln Phase I Reclamation Project, Lincoln, California (Design Manager)

The City of Lincoln began treating wastewater from surrounding regional communities, through its Title 22 compliant WWTF. Increased flow rates associated with the Regional Project necessitated modification to the off-site reclamation facilities for final effluent disposal. This project improved the reclaimed water booster pump station, installed 7000-feet of new 18-inch diameter pressurized distribution piping, and converted several miles of existing sewer piping into reclaimed water force mains.

Donner Summit Public Utility District Wastewater Facilities Upgrade and Expansion, Soda Springs, California (Design Engineer)

Beth prepared contract drawings, specifications, cost estimates, and providing bidding and engineering services during construction for the 1.27 MGD PDF treatment and disposal facility. The $24 million project upgraded and expanded an existing wastewater treatment facility located in the high Sierra Mountain ski resort community of Soda Springs. Improvements included a new welded steel equalization tank, headworks with parallel 2mm perforated drum screen, reactor basin aeration system improvements, membrane bioreactors (MBRs), wastewater heating via boilers and heat exchangers, UV disinfection, external ammonia and alkalinity control, effluent land disposal expansion, and miscellaneous site upgrades.

** denotes projects completed with other firms*

Beth Cohen PE

Design Engineer

Wastewater Treatment

City of Madera WWTP Rehabilitation Project, Madera, California (Project Manager)

Due to lack of funding and inadequate access to standby equipment, much of the existing treatment facilities were not properly maintained. The deferred maintenance caused system wide outages that impacted reliability and performance of the WWTP. After building a trusted relationship with the chief plant operator, the City asked for our help to mitigate the critical infrastructure failures. Stantec designed the Phase I Rehabilitation project to restore operation to three primary clarifiers (repairing concrete and coating channels, installing new sludge and scum collectors, and replacing primary sludge and scum pumps), overhaul the anaerobic digesters (new sludge mixing systems, new sludge and gas valves, coating the tanks and roofs, and refurbishing a heat exchanger), repairing the corroded centrate drain line with a new cured in place pipe (CIPP) and installing a new plant water well with hydropneumatic tank. The project also included planning studies to document recommended WWTP staffing levels and critical operations policy.

City of Lincoln Phase 1 and 2 Wastewater Treatment and Reclamation Facility Expansion Project, Lincoln, California (Project Engineer)

It was determined that the existing WWTRF capacity is over-commended and additional facilities must be available quickly (ahead of recent development) to maintain permit compliance. Responsible for expanding the pumping and screening capacity by designing a new submersible centrifugal pump and perforated plate screen, as well as designing a new vortex grit removal system with coupled self-priming pump and classifier.

City of Dixon Wastewater Treatment Facility Improvements Project, Dixon, California (Design Manager)

Beth was responsible for the planning, design, and services during construction for the vactor receiving station, maintenance building, headworks, site piping and grading, and hydraulic profile, cost estimating, detailed drawings and specifications, and quality control coordination between project team members and stakeholders. This $25M project converted a pond plant into an extended aeration activated sludge plant with a new self-cleaning pump station, headworks, dual train oxidation ditch and clarifiers, percolation pond improvements, screw press mechanical solids dewatering facilities, operations and laboratory building, and miscellaneous site appurtenances.

Mid-Western Placer Regional Sewer Project, Placer County, California (Project Engineer)

Beth was responsible for preparing contract drawings, specifications, and cost estimates for yard piping, cathodic protection, civil sitework, effluent pump station, and reclamation pump station. She also provided quality control and engineering advisory for the headworks, influent pump station, biofilter, and chemical feed facilities. This $90 million regional project consolidated wastewater treatment for the City of Lincoln and Placer County SMD-1 service areas, as encouraged by Regional Board policy. The project includes a new local lift station, 15 mile pipeline, and expansion of the Lincoln treatment plant with new headworks screening, oxidation ditches, secondary clarifiers, RAS/WAS pump station, deep bed sand filters, chemical facilities, odor control, effluent disposal pumps, and reclamation piping and pumps.

** denotes projects completed with other firms*

Beth Cohen PE

Design Engineer

City of Auburn Wastewater Treatment Plant Improvements Project (Project Engineer)

Beth was responsible for overall design of the $4.5 Million improvements project. Areas of responsibility include preparing contract drawings, specifications, cost estimates, and providing bidding and engineering services during construction for the 6 Mgal/day capacity plant. The project consists of an oxidation ditch energy efficiency improvement, a new secondary clarifier, high capacity energy efficient screw pump RAS pumping station, deep bed sand filter modifications, a new UV disinfection system, submersible pump plan drain pumping station, chemical feed and storage modifications, a new maintenance building, lime feed and storage addition, SCADA and electrical system modifications.

City of Merced Wastewater Treatment Facility Phase V Solids Handling Project (Design Engineer)

This $33 million expansion and upgrade included significant modifications to the existing solids handling system at the wastewater treatment facility to comply with updated WDRs by abandoning existing earthen lined solids drying beds and installing mechanical dewatering systems; including the addition of centrifuges and active solar driers to produce Class A biosolids. The project included a centrate pump station and equalization tank, two anaerobic primary digesters, digester gas holder, two natural gas hot water boilers that can run on digester gas, bolted steel solids holding tank, a new primary clarifier with a coupled scum and sludge pump station. Beth was responsible for designing the septage receiving and stormwater acceptance plants, stormwater detention basin, 100-year levee improvements, wildlife management pumping station design, biosolids land application fodder crop pump station, influent junction structure remediation, and solids handling building mechanical detail design coordination, solids drying facility active solar driers, and civil sitework and yard piping. She was responsible for the Federal Emergency Management Agency (FEMA) levee certification, including interior drainage plan modeling, updating the levee operation and maintenance manual, and packaging all associated provisions for the conditional letter of map revision (CLOMR). Additionally, Beth prepared the associated construction cost estimates, technical specifications, and was responsible for bidding and engineering services during construction.

** denotes projects completed with other firms*

Leila Sermek P.E.

Biosolids Process Engineer

Leila has sixteen years of experience in planning, designing, and evaluating processes for water and wastewater treatment, biosolids and residuals handling, as well as in the planning and design of water distribution and wastewater collection systems. She specializes in treatment process development, process modeling and design, performance evaluation, operation, trouble-shooting, and cost-benefit analysis. Her expertise includes hydraulic modeling, pumping station design, biosolids handling facilities design including treatment, dewatering and drying, and design of biological wastewater treatment facilities, pond treatment systems, and storage and equalization facilities. Leila was lead process design engineer for the Miners Ranch WTP and Merced WWTF Phase V Solids Handling Upgrade Project. On both projects she was responsible for the solids handling process design and development of mechanical drawings for the solids handling building, solids holding tank, sludge pumping system, and chemical feed facilities.

EDUCATION

B.S., Civil Engineering, University at Zagreb, Zagreb, Croatia, 2002

M.S. Civil Engineering, University at Buffalo, Buffalo, New York, 2007

REGISTRATIONS

Professional Engineer #74320, State of California

MEMBERSHIPS

Member, Biosolids Committee, California Water Environment Association

PROJECT EXPERIENCE

Water Treatment

Miners Ranch Water Treatment Plant (WTP) Improvement Project, South Feather Water and Power Agency, Oroville, California (Process Engineer)

Project includes alternative evaluation and design of Miners Ranch Water Treatment Plant. The project components include raw water pumping, pre-treatment using Trident settlers, dual media gravity filtration system, water disinfection, clearwell, residuals handling, and supporting facilities. This $20 million improvements project was split into two phases. The first phase included process alternatives evaluation and the second phase included design-build phase of the project. Responsibilities included hydraulic modeling of the entire water treatment plant, alternative evaluation and design of the residuals handling facilities, design of high service pump station, modifications to the existing backwash pump station, modifications to the existing chemical feed facilities including alum and polymer feed systems, site paving and grading. Additional responsibilities included assisting in clearwell design, design of yard piping, and miscellaneous yard structures.

** denotes projects completed with other firms*

Leila Sermek P.E.

Biosolids Process Engineer

Biosolids Assessment, Management, and Facilities

City of Merced WWTF Phase V Solids Handling Upgrade, Merced, California (Main Process Engineer)

Designed solids handling system for City of Merced WWTF including retrofitting the existing anaerobic digesters, designing the solids holding tank, solids feed pump station, dewatering facility, polymer storage and feed system, and sludge cake conveyance. Performed hydraulic calculations for sludge conveyance system and developed process performance analysis for active solar drying system. Prepared construction documents, including specifications and drawings for the solids holding tank, gas holding system, solids feed pump station, solids dewatering and conveying facility, and polymer system, and prepared procurement documents for the dewatering centrifuges.

City of Lathrop Consolidated Treatment Facility 1.0 MGD Expansion Project, Lathrop, California (Process Engineer)

Designed solids handling facilities for City of Lathrop Consolidated Treatment Facility including adding new dewatering belt filter press, modifications to the sludge pumping facilities, and retrofitting the existing pressate pump station. Performed hydraulic calculations for sludge conveyance system and developed solids mass balance calculations that include sludge production from the Consolidated Treatment Facility and Crossroads Treatment Facility. Prepared construction documents, including specifications and drawings for the solids feed pumps, dewatering belt filter press including polymer system, and pressate pump station.

City of Dinuba Wastewater Reclamation Facility (WWTF) Phase I Improvement Project, Dinuba, California (Process Engineer)

The solids handling facilities included design of new aerobic digester, supernatant pump station, solids feed pump station and sludge dewatering facilities. The responsibilities included design of the aerobic digester, digester decant system, and supernatant pump station. Assisted in selection of equipment for sludge dewatering and preparation of procurement documents for dewatering screw press. Prepared construction documents and specifications for the facilities improvements.

City of Dixon Wastewater Treatment Facility Improvements, Dixon, California (Process Engineer)

Project included preliminary design and cost estimate for new 1.92 Mgal/day wastewater treatment facilities including new headwork, influent pump station, secondary treatment facilities for biological nutrient removal, solids handling facilities, equalization / emergency storage basin, laboratory / controls building and miscellaneous yard structures as well as modifications to the existing effluent percolation ponds. Responsibilities include analysis of different solids handling options. Options evaluated are sludge storage / stabilization lagoon and mechanical dewatering using either screw press or belt filter press. Mechanical dewatering option was also evaluated in combination with conventional drying beds. Additional tasks include developing the life cycle cost analysis of all the solids handling options and preliminary cost estimate for the option that includes dewatering screw press combined with the conventional drying bed.

** denotes projects completed with other firms*

Leila Sermek P.E.

Biosolids Process Engineer

Occidental County Sanitation District WWTF Reclaimed Water Project, Sonoma County Water Agency, Occidental, California (Process Engineer)
With design average annual flow of only 0.036 Mgal/d and extremely limited space the transition of non-compliant pond wastewater treatment facility to Membrane Bioreactor Activated Sludge plant created solids handling challenges. The solids handling alternatives evaluated included use of existing settling pond as sludge storage / stabilization lagoon and use of dewatering tubes and dewatering boxes. Prepared solids mass balance calculations, preliminary facilities sizing, and life cycle cost analysis.

City of Woodlake Wastewater Treatment Facility Upgrade and Expansion, Woodlake, California (Process Engineer)
Designed sludge storage/holding lagoons for long term sludge treatment and storage. Developed design procedures for dense graded asphalt lining system to provide impermeable and hard surface for basin bottom. Prepared design drawings and specifications.

San Andreas Sanitary District Digester Upgrade Alternative Analysis , San Andreas, California (Project Engineer)
Study included evaluation of the four digester upgrade alternatives. The alternatives evaluated are replacement of the existing anaerobic digester with new aerobic digester, replacement of the existing anaerobic digester with a new anaerobic digester with sufficient capacity to treat primary and waste activated sludge, upgrade of the existing anaerobic digester to threat the primary sludge with new aerobic digester for waste activated sludge, and upgrade of the existing anaerobic digester and addition of gravity thickener for waste activated sludge.

** denotes projects completed with other firms*

Eric Zeigler

Project Manager/Senior Environmental Scientist

Eric has more than 25 years of experience managing projects involving wastewater analysis and permitting, stormwater monitoring and management, industrial pretreatment, and related environmental studies. He has extensive experience completing the analyses and reports necessary to obtain and maintain compliance with municipal wastewater and stormwater National Pollutant Discharge Elimination System (NPDES) permits. Special analyses completed in the course of wastewater permitting include determination and use of water-effect ratios for metals, small stream acute and chronic dilution/mixing zone studies, metals translator studies, and novel approaches to analyzing data often overlooked by regulatory agencies. Eric works closely with a team of wastewater engineers, environmental scientists, and wastewater treatment plant operators to provide integrated project solutions. Eric's stormwater experience includes the development and implementations of programs to comply with statewide general stormwater NPDES permits as well as individual NPDES permits. He has developed stormwater pollution prevention plans (SWPPPs) for industrial and municipal facilities, and prepared technical data reports as required for compliance with NPDES permits. Eric's industrial pretreatment experience includes the development and implementation of pretreatment program elements in compliance with the National Pretreatment Program. Examples of program elements developed include technically based local discharge limitations, enforcement response plans, and industrial discharge permits.

EDUCATION

BS, Environmental and Resource Sciences, University of California, Davis, Davis, California, 1993

MEMBERSHIPS

Member, California Stormwater Quality Association

Member, California Water Environment Association

PROJECT EXPERIENCE

Assessment, Permitting and Compliance

Bear Valley Water District Engineering Services, Bear Valley, California (Senior Environmental Scientist)

Eric developed a pollution prevention plan for several constituents of concern. He identified potential sources and recommended reduction measures that should be implemented within the service area. This effort was conducted in response to Regional Water Quality Control Board Waste Discharge Requirements and California Water Code Section 13263.3(d)(3) requirements.

City of Jackson Pollution Prevention Plan, Jackson, California (Senior Environmental Scientist)

Eric developed a pollution prevention plan for several constituents of concern. He identified potential sources and recommended reduction measures that should be implemented within the service area. This effort was conducted in response to Regional Water Quality Control Board Waste Discharge Requirements and California Water Code Section 13263.3(d)(3) requirements.

Donner Summit Public Utility District Pollution Prevention Plan, Soda Springs, California (Senior Environmental Scientist)

Eric developed a pollution prevention plan for several constituents of concern. He identified potential sources and recommended reduction measures that should be implemented within the service area. This effort was conducted in response to Regional Water Quality Control Board Waste Discharge Requirements and California Water Code Section 13263.3(d)(3) requirements.

** denotes projects completed with other firms*

Eric Zeigler

Project Manager/Senior Environmental Scientist

City of Lincoln Initial Investigative Toxicity Reduction Evaluation (TRE) Work Plan, Lincoln, California (Senior Environmental Scientist)
Eric developed an NPDES permit-required TRE Work Plan in accordance with USEPA guidance that outlines procedures for identifying and reducing or eliminating sources of effluent toxicity.

Selma-Kingsburg-Fowler County Sanitation District Industrial Pretreatment Program Review and Update, Kingsburg, California (Senior Environmental Scientist)
Eric assisted the District in a comprehensive review and update of its Industrial Pretreatment Program. His tasks included a review of the District's business inventory, evaluation of existing local limits, evaluation of current billing structure, update of the District's Enforcement Response Plan, review of their Sewer Use Ordinance, development of a pretreatment manual, and staff training.

City of Newman Pretreatment Program Assistance, California (Project Manager)
Eric assisted the City in responding to the required actions identified in a Pretreatment Compliance Inspection Report from the Regional Water Quality Control Board. His tasks included providing guidance on the development of slug discharge control plans, update of the City's industrial user discharge permit template, determination of appropriate enforcement actions, development of a comprehensive Enforcement Response Plan, and evaluation and update of existing local discharge limits.

City of Merced Pretreatment Local Limits Evaluation, Merced, California (Project Manager/Senior Environmental Scientist)
Eric assisted the City in responding to Regional Water Quality Control Board (RWQCB) comments related to the City's 2007 proposed local limits report. His tasks included drafting a response letter for submittal to the RWQCB, development of an ongoing local limits monitoring program consistent with EPA guidance, and conducting a technical evaluation of existing and proposed pretreatment local limits.

City of Jackson Initial Investigative Toxicity Reduction Evaluation (TRE) Work Plan, Jackson, California (Senior Environmental Scientist)
Eric developed the NPDES permit-required TRE Work Plan in accordance with USEPA guidance that outlines procedures for identifying and reducing or eliminating sources of effluent toxicity.

Salinity Evaluation and Minimization Plan, Kirkwood Meadows Public Utility District (Senior Environmental Scientist)
Eric developed a Salinity Evaluation and Minimization Plan to address sources of salinity at the wastewater treatment facility, as required by the District's Waste Discharge Requirements. The Plan was prepared to meet the requirements outlined in California Water Code Section 13263.3(d)(3).

** denotes projects completed with other firms*

Eric Zeigler

Project Manager/Senior Environmental Scientist

Tuolumne Utilities District Pollution Prevention Plan, Sonora, California (Senior Environmental Scientist)
Eric developed a pollution prevention plan for ten constituents of concern. He identified potential sources and recommended reduction measures that should be implemented within the service area. This effort was conducted in response to RWQCB Waste Discharge Requirements and California Water Code Section 13263.3(d)(3) requirements.

San Andreas Sanitary District Report of Waste Discharge, San Andreas, California (Senior Environmental Scientist)
Eric produced Report of Waste Discharge for renewal of the District's NPDES permit. The report included the implementation of an effluent and receiving water quality monitoring program, compilation and analysis of water quality data, effluent and receiving water compliance evaluations, reasonable potential analysis and the development of water quality based effluent limits following State Implementation Plan (SIP) guidance.

City of Woodland Industrial Pretreatment Program, Woodland, California (Senior Environmental Scientist)
Eric developed an Industrial Pretreatment Program Administrative Procedures Handbook for the City and developed industrial discharge local limits. He issued industrial discharge permits, conducted industrial user inspections, produced annual reports for submittal to the Regional Water Board, and trained City staff.

City of Lincoln Industrial Pretreatment Program, Lincoln, California (Senior Environmental Scientist)
Eric is currently developing a new Industrial Pretreatment Program for the City in accordance with federal regulations (40 CFR 403). The program includes development of 1) industrial user identification, evaluation, and classification procedures, 2) industrial discharger permitting procedures, 3) compliance monitoring activities, 4) self-monitoring practices, 5) local limits in accordance with EPA Local Limits Guidance, 6) enforcement response plan, 7) data management and reporting practices, 8) staffing, organization, and budget, and 9) draft ordinances.

Monitoring and Evaluation

San Andreas Sanitary District Effluent and Receiving Water Characterization Study, San Andreas, California (Project Manager)
Eric developed and implemented an NPDES permit-required wastewater treatment plant effluent and river monitoring program for California Toxics Rule constituents and other constituents of concern to the Central Valley. He developed a detailed Sampling and Analysis Plan, conducted representative water quality monitoring using "clean" sampling techniques, and produced a technical report for submittal to the Regional Water Board.

** denotes projects completed with other firms*

Eric Zeigler

Project Manager/Senior Environmental Scientist

Regulatory Negotiation

City of Auburn Aluminum Toxicity Study, Auburn, California (Project Manager/Senior Environmental Scientist)

Eric developed and implemented an aluminum toxicity study for WWTP effluent discharges to Auburn Ravine. The study involved conducting site-specific studies in both the effluent and the receiving water following many of the principals described in the Interim Guidance on Determination and use of Water-Effect Ratios for metals, USEPA, 1994. The results of this study were used to develop site-specific water quality objectives for aluminum, and to demonstrate that there was no reasonable potential for the WWTP effluent to cause or contribute to the exceedance of the aluminum site-specific water quality objectives for the protection of aquatic life. As a result of this study and negotiations with the Regional Water Board, the City's NPDES permit was amended to remove effluent limitations on aluminum for the protection of aquatic life

San Andreas Sanitary District Sewer System Management Plan, San Andreas, California (Senior Environmental Scientist)

Eric developed the SSMP Development Plan and Schedule to address the required elements of the Statewide Waste Discharge Requirements for Wastewater Collection Agencies. Developed the Goal and Organization required elements of the SSMP.

City of Lincoln Copper Water-Effect Ratio Study, Lincoln, California (Project Manager)

Eric developed and implemented the Copper Water-Effect Ratio Study for wastewater treatment plant effluent discharges to the Auburn Ravine. The study was conducted in accordance with Streamlined Water-Effect Ration Procedures for Discharges of Copper, USEPA, 2001. The results of the study were used to develop a water-effect ratio and site-specific water quality objective for copper, and to determine reasonable potential to cause or contribute to the exceedance of the site-specific water quality objective.

Town of Discovery Bay Report of Waste Discharge, Discovery Bay, California (Project Manager)

Eric produced the Report of Waste Discharge for renewal of a Wastewater Treatment Facility NPDES permit. The report included the compilation and analysis of water quality data, effluent and receiving water compliance evaluations, reasonable potential analysis and the development of water quality based effluent limits following State Implementation Plan (SIP) guidance. Eric negotiated the final NPDES permit with the Regional Water Board.

City of Lincoln Report of Waste Discharge, Lincoln, California (Project Manager)

Eric produced the Report of Waste Discharge for renewal of a Wastewater Treatment Facility NPDES permit. The report included the compilation and analysis of water quality data, effluent and receiving water compliance evaluations, reasonable potential analysis and the development of water quality based effluent limits following State Implementation Plan (SIP) guidance. Eric negotiated the final NPDES permit with the Regional Water Board.

** denotes projects completed with other firms*

Eric Zeigler

Project Manager/Senior Environmental Scientist

City of Angels Camp, Feasibility Study for Achieving Compliance with Wastewater Permit Requirements, Angels Camp, California (Senior Environmental Scientist)
Eric developed the Angels Creek Mixing Zone Study Work Plan and implemented dilution and mixing zone field study. The study included creating a fluorescent dye injected simulated effluent discharge to Angels Creek and monitoring the mixing of the simulated effluent with the creek and determining the edges of the acute and chronic mixing zones using specialized metering equipment. The results of this study were used to reopen and amend the City's existing Order to include appropriate effluent limitations based on dilution credits. Following the construction of a multi-port, cross-stream diffuser, Eric conducted a confirmation field study was and produced a technical report for submittal to the Regional Water Board.

City of Rio Vista Beach WWTP Report of Waste Discharge, Rio Vista, California (Senior Environmental Scientist)
Eric produced the Report of Waste Discharge for renewal of a Wastewater Treatment Facility NPDES permit. The report included the compilation and analysis of water quality data, effluent and receiving water compliance evaluations, reasonable potential analysis and the development of water quality based effluent limits following State Implementation Plan (SIP) guidance. Eric negotiated final NPDES permit with the Regional Water Board.

City of Auburn Copper Water-Effect Ratio Study, Auburn, California (Senior Environmental Scientist)
Eric developed and implemented the Copper Water-Effect Ratio Study for wastewater treatment plant effluent discharges to Auburn Ravine. The study was conducted in accordance with Streamlined Water-Effect Ration Procedures for Discharges of Copper, USEPA, 2001. The results of the study were used to develop a water-effect ratio and site-specific water quality objective for copper, and to determine reasonable potential to cause or contribute to the exceedance of the site-specific water quality. As a result of this study, the City's NPDES no longer contains effluent limitations on copper.

San Andreas Sanitary District Copper Water-Effect Ratio Study, San Andreas, California (Senior Environmental Scientist)
Eric developed and implemented the Copper Water-Effect Ratio Study for wastewater treatment plant effluent discharges to the North Fork Calaveras River. The study was conducted in accordance with Streamlined Water-Effect Ration Procedures for Discharges of Copper, USEPA, 2001. The results of the study were used to develop a water-effect ratio and site-specific water quality objective for copper, and to determine reasonable potential to cause or contribute to the exceedance of the site-specific water quality.

** denotes projects completed with other firms*

Eric Zeigler

Project Manager/Senior Environmental Scientist

San Andreas Sanitary District Report of Waste Discharge, San Andreas, California (Project Manager)
Eric produced the Report of Waste Discharge for renewal of Wastewater Treatment Facility NPDES permit. The report included the compilation and analysis of water quality data, effluent and receiving water compliance evaluations, reasonable potential analysis and the development of water quality based effluent limits following State Implementation Plan (SIP) guidance. Eric negotiated final NPDES permit with the Regional Water Board.

Donner Summit Public Utility District Wastewater Facilities Upgrade and Expansion, Soda Springs, California (Senior Environmental Scientist)
Eric produced the Report of Waste Discharge for renewal of a Wastewater Treatment Facility NPDES permit. The report included the compilation and analysis of water quality data, effluent and receiving water compliance evaluations, reasonable potential analysis and the development of water quality based effluent limits following State Implementation Plan (SIP) guidance. Eric negotiated the final NPDES permit with the Regional Water Board. The adopted NPDES permit includes provisions for effluent recycling via snowmaking at a nearby ski area.

Bear Valley Water District Mixing Zone/Dilution Study, Bear Valley, California (Senior Environmental Scientist)
Eric developed the Bloods Creek Mixing Zone/Dilution Study Work Plan and implemented the dilution and mixing zone field study. The study included creating a fluorescent dye injected simulated effluent discharge to Bloods Creek and monitoring the mixing of the simulated effluent with the creek and determining the edges of the acute and chronic mixing zones using specialized metering equipment. A final report was submitted to the Regional Water Board along with a request to reopen and amend the District's existing Order to include appropriate achievable effluent limitations based on dilution credits identified by the study.

Stormwater Management

City of Auburn Industrial Stormwater Assistance, Auburn, California (Senior Environmental Scientist)
Eric developed Stormwater Pollution Prevention Plans for City Wastewater Treatment Plant, Corporation Yard, and Municipal Airport. He implemented stormwater monitoring and reporting requirements for City industrial facilities consistent with NPDES statewide general permit for discharges of stormwater associated with industrial activities. Eric also assisted with the preparation of annual data reports for submittal to the State Water Board's Storm Water Multiple Application and Reporting Tracking System (SMARTS) website.

** denotes projects completed with other firms*

Stantec

Design with community in mind

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CONTRA COSTA COUNTY
AVIATION ADVISORY COMMITTEE
MINUTES OF MEETING
April 12, 2018

MEETING CALLED: Chair, Ronald Reagan called the meeting to order at 10:00 AM.

PRESENT:
Emily Barnett, Member At-Large
Roger Bass, District II
Mike Bruno, Vice Chair, Airport Business Association
Maurice Gunderson, Member At-Large
Eric Meinbress, Member At-Large
Ronald Reagan, Chair, District III
Dale Roberts, District I
Russell Roe, District V
Tom Weber, District IV

ABSENT:
Derek Mims, City of Pleasant Hill
Keith McMahon, City of Concord

STAFF:
Keith Freitas, Director of Airports
Beth Lee, Assistant Director of Airports
Alina Zimmerman, Airport Administrative Assistant

OPENING COMMENTS BY CHAIR: Ronald Reagan welcomed the attendees.

PUBLIC COMMENT PERIOD: There was no public comment.

APPROVAL OF April 12, 2018 MINUTES: **Moved by Ronald Reagan; seconded by Emily Barnett. Approved Yes: Roger Bass, Mike Bruno, Maurice Gunderson, Eric Meinbress, Dale Roberts, Russell Roe and Tom Weber. No: None. Abstained: None. Absent: Derek Mims and Keith McMahon.**

APPROVAL OF CONSENT ITEMS: **Moved by Maurice Gunderson; seconded by Dale Roberts. Approved Yes: Emily Barnett, Roger Bass, Mike Bruno, Eric Meinbress, Ronald Reagan, Russell Roe, and Tom Weber. No: None. Abstained: None. Absent: Derek Mims, and Keith McMahon.**

DISCUSSION/ACTION ITEMS:

a. Discussion of Items Pulled from Consent

The March 8, 2018 minutes were pulled. It was mentioned there was lack of information regarding agenda item 6.d – the Byron General Plan Amendment (GPA). The March 8, 2018 minutes will be amended per the request of the AAC member and up for approval at the next AAC meeting tentatively scheduled for May 10, 2018.

b. Recap of the 10TH Annual Tenant Appreciation Barbeque (BBQ) on Thursday, May 3, 2018 from 11:30AM - 2PM

Keith Freitas stated that the 10th Annual Tenant Appreciation BBQ was a success and had positive feedback from tenants. Brisket was served for the 10th anniversary and had an attendance count of approximately 325-350 people. Keith thanked Anne O (District IV Office of Supervisor Mitchoff) for her assistance during the BBQ.

c. Review and Discuss Holding the Aircraft Owners and Pilots Association (AOPA)

Two items were discussed at the March 14, 2018 Airport Committee meeting: 1) rates and charges; and 2) AAC bylaws. The Board of Supervisors (Board) were supportive of the proposed rates and charges changes. The next step will be to take the proposed rates and charges to the Board for approval with the implementation to be effective on January 1, 2019. Along with the rates and charges, Airport Staff is also working with County Counsel on revising the current hangar rental agreements to be consistent with the proposed rates and charges, which Keith Freitas explains will be the lengthy part of the process.

The Airport Committee also discussed the changes to the AAC's current bylaws: 1) increase in number of AAC members from eleven to thirteen; 2) two neighbor seats, one which will represent the Town of Pacheco and one which will represent the general communities surrounding Byron Airport (Brentwood, Byron, Knightsen, Discovery Bay, knightsen, or Discovery Bay); 3) refer AAC At-Large and Neighbor seat recruitments to the Airport Committee; and 4) reflect the County's requirements to complete the Ralph M. Brown Act, the County's Better Government Ordinance, and Ethics Orientation trainings within 90 days of appointment/reappointment. The next step will be to take the proposed changes to the Board for approval within the next 30 days.

d. Conduct the AAC Elections for the Chairman, Vice-Chairman, and Secretary

Ronald Reagan nominated Maurice Gunderson for Chairperson, Tom Weber as Vice-Chairperson, and Emily Barnett as Secretary on the AAC. No further nominations were made.

A motion was made to elect Maurice Gunderson as Chairman.

Moved by Ronald Reagan; seconded by Roger Bass. Approved Yes: Emily Barnett, Mike Bruno, Maurice Gunderson, Eric Meinbress, Russell Roe, Dale Roberts, and Tom Weber. No: None. Abstained: None. Absent: Derek Mims and Keith McMahon.

A motion was made to elect Tom weber as Vice-Chairperson

Moved by Ronald Reagan; seconded by Maurice Gunderson. Approved Yes: Emily Barnett, Roger Bass, Mike Bruno, Eric Meinbress, Russell Roe, Dale Roberts, and Tom Weber Roe. No: None. Abstained: None. Absent: Derek Mims and Keith McMahon.

A motion was made to elect Emily Barnett as Secretary.

Moved by Ronald Reagan; seconded by Mike Bruno. Approved Yes: Emily Barnett, Roger Bass, Maurice Gunderson, Eric Meinbress, Russell Roe, Dale Roberts, and Tom Weber. No: None. Abstained: None. Absent: Derek Mims and Keith McMahon.

e. Discuss the Update Regarding the Byron Airport Public Viewing Plaza Location

Tom Weber met with Rich Spatz and Randy Howell to look at potential locations for a public viewing plaza at the Byron Airport. The AAC discussed three possible locations: Patriots Jet Team, Bay Area Skydiving, or the Administration Terminal building. These three areas were chosen because they have the highest activity. It was mentioned that while the three areas referenced above have the highest activity, they lack proper parking and access required for the proposed Byron observation plaza project.

The AAC expressed concerns on the following issues: 1) location; 2) funding; and 3) communities of the area. It was suggested that a working group be formed to discuss the proposed project further until the next meeting in May. A formalized vote will be made once the AAC follows-up with the working group. Airport Staff will continue to provide updates as the proposed project progresses.

f. Discuss the Update Regarding the 3 Acre Buchanan Field Business Park Development

On Tuesday, April 10, 2018, the Board approved to lease with Montecito to develop a business park on the northeast corner of Marsh and Sally Ride Drive. Montecito will next start the building process. Montecito is looking to break ground within seven to eight months.

g. Discuss the Update Regarding the 4.6 Acre Parcel Solicitation and Select an AAC Member for the Selection Committee

The prior selected master developer was unable to perform. Airport staff proactively solicited for new development interest in the parcel. The solicitation closes on Friday, April 13, 2018 at 4 PM. Airport staff currently has six interested parties and are hoping to receive at least one more letter of interest. After the deadline, stage two [Request for Proposals (RFP)] will begin and a selection committee will commence to evaluate those proposals. Staff requested a volunteer from the AAC to be on the selection committee – Russell Roe volunteered. The tentative RFP review date is June 13, 2018.

A motion was made to approve Russell Roe:

Moved by Ronald Reagan; seconded by Emily Barnett. Approved Yes: Roger Bass, Mike Bruno, Maurice Gunderson, Eric Meinbress, Russell Roe, Dale Roberts, and Tom Weber. No: None. Abstained: None. Absent: Derek Mims and Keith McMahon.

h. Discuss the Update Regarding Byron Maintenance Hangar Solicitation and Select an AAC Member for the Selection Committee

This hangar is located next to the Administration Terminal building at Byron Airport. There are currently two interested parties that are in the process of finalizing their response to the RFP. The submission deadline is Thursday, April 26, 2018 at 4 PM. Assuming staff receives more than one proposal back, staff requested another volunteer from the AAC to be on the selection committee – Roger Bass volunteered to be on the committee.

A motion was made to approve Roger bass:

Moved by Ronald Reagan; seconded by Mike Bruno. Approved Yes: Emily Barnett, Roger Bass, Maurice Gunderson, Eric Meinbress, Russell Roe, Dale Roberts, and Tom Weber. No: None. Abstained: None. Absent: Derek Mims and Keith McMahon.

i. Discuss the Update Regarding the 36 Acres of Vacant Airport-Owned Lan Solicitation at Byron

The competitive solicitation for letters of interest (LOI) closed Monday, April 2, 2018. No additional letters of interest were received and staff will be forwarding a request to negotiate with the one party to the Board and move forward with the one interested party on April 24, 2018. Staff plans to start the lease, but the process cannot be completed until the environmental and related GPA processes are complete. Staff will continue to provide updates as the proposed project moves forward.

j. Discuss the Project to Reskin and Install New Doors to the East Ramp F-Row

The proposed estimated cost to reskin one row of hangars on the East ramp Staff is between $500,000 - $800,000 depending on whether gutter and/or a new roof are included. Staff is completing the construction bid package. Depending on completion timing, the project may proceed in later 2018 or spring 2019. Staff will continue to provide updates as the proposed project moves forward.

k. Review and Discuss the next steps for the Reconstruction & Overlay Project on Runway 14L/32R

There are no changed regarding the reconstruction and overlay project at this time. A Modification of Standards (MoS) was submitted to the FAA back August 2017 to allow for the Cold In-Place Recycling. The process is the most environmental and financially

beneficial method. Staff will keep the AAC informed of any changes.

FUTURE AGENDA ITEMS/COMMENTS

- Discuss the Recognition of 99's Construction and their History at the Buchanan Field Viewing Plaza
- Discuss a Proposed Handicap Restroom at the Buchanan Field Viewing Plaza

ADJOURNMENT: The meeting was adjourned by the Chair at 11:08 AM.

DRAFT

CONTRA COSTA COUNTY
AVIATION ADVISORY COMMITTEE
MINUTES OF MEETING
May 10, 2018

MEETING CALLED: Chair, Maurice Gunderson called the meeting to order at 10:00 AM.

PRESENT:
Emily Barnett, Secretary, Member At-Large
Roger Bass, District II
Mike Bruno, Airport Business Association
Dale Roberts, District I
Maurice Gunderson, Chair, Member At-Large
Keith McMahon, City of Concord
Russell Roe, District V
Eric Meinbress, Member At-Large
Tom Weber, Vice Chair, District IV

ABSENT:
Derek Mims, City of Pleasant Hill
Ronald Reagan, District III

STAFF:
Keith Freitas, Director of Airports
Beth Lee, Assistant Director of Airports
Alina Zimmerman, Airport Administrative Assistant

OPENING COMMENTS BY CHAIR: Maurice Gunderson introduced himself as the new Chair on the Aviation Advisory Committee (AAC) and welcomed the attendees.

PUBLIC COMMENT PERIOD:

Richard Spatz made a public comment regarding the portable restroom at the Buchanan Field Airport observation plaza. He requested it be converted to be handicap accessible for convenience purposes in regards to changing diapers and having a baby stroller. This item will be placed on the next AAC agenda for June.

Diane Cole made a public comment regarding recognition of The Ninety-Nines, Inc., International Organization of Women Pilots and their history for their contribution in painting the airport diagram and compass rose at the Buchanan Field observation plaza. This item will be placed on the next AAC agenda for June.

Beth Lee reported that the Board of Supervisors (Board) approved adding two Airport Neighbor position on the AAC. Staff will put out a solicitation starting May 11, 2018 with an application deadline of June 1, 2018 at 4:00 PM.

Keith Freitas asked that the AAC be adjourned in memory of longtime pilot: Paul Wirkkala and longtime pilot and business owner: Ken Hofmann.

APPROVAL OF REVISED 3/8/18 MINUTES:

Moved by Russell Roe; seconded by Emily Barnett. Approved Yes: Roger Bass, Mike Bruno, Maurice Gunderson, Keith McMahon, Russell Roe, Eric Meinbress, and Tom Weber. No: None. Abstained: None. Absent: Derek Mims and Ronald Reagan.

APPROVAL OF 4/12/18 MINUTES:

Moved by Roger Bass; seconded by Dale Roberts. Approved Yes: Emily Barnett, Mike Bruno, Maurice Gunderson, Keith McMahon, Russell Roe, Eric Meinbress, and Tom Weber. No: None. Abstained: None. Absent: Derek Mims and Ronald Reagan.

APPROVAL OF CONSENT ITEMS:

Moved by Tom Weber; seconded by Roger Bass. Approved Yes: Emily Barnett, Mike Bruno, Dale Roberts, Maurice Gunderson, Keith McMahon, Russell Roe, and Eric Meinbress. No: None. Abstained: None. Absent: Derek Mims and Ronald Reagan.

DISCUSSION/ACTION ITEMS:

a. **Discussion of Items Pulled from Consent**

Tom Weber pulled the airport noise report and statistics for March 2018. A Pleasant Hill resident contacted a member of the AAC regarding the noise and aircraft activity taking place above residence. Tom Weber and Derek Mims met with the resident to go over Contra Costa County's (the airport) noise program and explained the various operations of the airports. The outcome was successful. The AAC and Airport staff continue to work diligently with the community on noise related issues.

b. **Recap of the 10TH Annual Tenant Appreciation Barbeque (BBQ) on Thursday, May 3, 2018 from 11:30AM - 2PM**

Keith Freitas reported that the 10th Annual Tenant Appreciation BBQ was a success and had positive feedback from tenants. Brisket was served for the 10th anniversary and had an attendance count of approximately 325-350 people. Keith thanked Anne O (District IV Office of Supervisor Mitchoff) for her assistance during the BBQ. The AAC thanked Airport staff for all the work and planning that was put into the event.

c. **Review and Discuss Holding the Aircraft Owners and Pilots Association (AOPA) Regional Fly-In Event at Buchanan Field in 2021 or 2022**

The AOPA holds annual fly-in events at several airports around the county. Airport staff discussed hosting an AOPA event in the year 2021 or 2022. Staff has the support from the three Fixed-Based Operators (FBO) at Buchanan Field. Before staff requests approval from the Board, they asked the AAC for input regarding the proposed event. The AAC was supportive and stated that the event would bring in thousands of pilots to the area and would be a positive approach in marketing both airports.

d. **Discuss the Update Regarding the Byron Airport Public Viewing Plaza Location**

Maurice Gunderson gave a recommendation to form a working group and put together a proposal that would include the specifics and a planned budget in regards to an observation viewing plaza at Byron Airport. Maurice asked the committee for volunteers. The AAC volunteered Ronald Reagan and Keith McMahon volunteered himself. The AAC and Airport staff will continue to provide updates on the proposed project.

e. **Discuss the Update Regarding the 4.6 Acre Parcel Solicitation and Select an AAC Member for the Selection Committee**

This piece of property is located on the northwest corner of Marsh and Solano Drive. Airport staff received seven letters of interest (LOI). After the LOI deadline, staff send out a Request for Proposals (RFP) notice to the seven interested parties with a submission deadline of May 25, 2018 at 4:00 PM. A selection committee will commence to evaluate those proposals on June 13, 2018.

f. **Discuss the Update Regarding Byron Maintenance Hangar Solicitation**

This hangar is located next to the Administration Terminal building at Byron Airport and reverted back to the County when Bay Area Skydiving gained new ownership in February 2018. Staff received two LOI. Staff then sent out a RFP to the two interested parties with a submission deadline of April 26, 2018 at 4:00 PM. Staff received one proposal and will evaluate the proposal, then make a determination on how to proceed.

g. **Discussion and Action on the AAC's Proactive Outreach to Appointing Bodies**

Maurice Gunderson explained to Airport staff the AAC's interest in the future economic viability for Buchanan Field and Byron Airport, and asked the AAC for input and feedback on basic outreach ideas to help promote and educate the public on the importance of both airports. It was recommended by staff that the AAC form a working group and discuss the target audiences. It was also recommended to start with service groups of the general public and note the type of reaction received, then augment the presentations accordingly for other target audiences.

h. <u>Discuss the Airport Layout Plan (ALP) Update for CCR with Runway Extension Analysis</u>

The Airports division received a federal grant to update the ALP. Along with updating the various land uses, staff would also like to perform an updated analysis of a runway extension. Airport staff are currently looking at options to understand the cost, implications and benefits in order to make an informed decision as to the future of Buchanan Field. Staff will continue to provide updates for the proposed project.

Keith McMahon made a motion to support adding a runway extension analysis to the ALP project.

Moved by Keith McMahon; seconded by Mike Bruno. Approved Yes: Emily Barnett, Roger Bass, Maurice Gunderson, Eric Meinbress, Dale Roberts, Russell Roe and Tom Weber. No: None. Abstained: None. Absent: Derek Mims and Ronald Reagan.

FUTURE AGENDA ITEMS/COMMENTS

- Discuss the Recognition of 99's Construction and their History at the Buchanan Field Viewing Plaza
- Discuss a Proposed Handicap Restroom at the Buchanan Field Viewing Plaza

ADJOURNMENT: The meeting was adjourned by the Chair at 11:08 AM.

Discovery Bay P-6 Citizen Advisory Committee

Lesley Belcher, Chair

Office of Supervisor Diane Burgis
Contact: Lea Castleberry
3361 Walnut Blvd., Suite 140
Brentwood, CA 94513

Respectfully submitted by:
Deputy Chief of Staff, Lea Castleberry

The Discovery Bay P-6 Citizen Advisory Committee serves as an advisory body to the Contra Costa County Board of Supervisors and the Office of the Sheriff.

Draft Record of Actions

6:00 p.m.
April 11, 2018

MEMBERS PRESENT: Chair Belcher, Committee Member Mankin (*arrived late*) Committee Member Selby, Committee Member Zeigler

MEMBERS ABSENT: Vice Chair Kane

PRESENTATION OF COLORS: Led by Chair Belcher

APPROVAL OF AGENDA: Motion to approve agenda as presented made by Committee Member Zeigler. Second made by Committee Member Selby. Motion Carried 3-0. AYES: Belcher, Selby and Zeigler

PUBLIC COMMENTS: None.

CONSENT ITEMS:

a. **Approval of Record of Actions for March 12, 2018:** Motion to accept the Record of Actions as presented made by Committee Member Zeigler. Second made by Committee Member Selby. Motion carried 3-0. Belcher, Selby and Zeigler.

ITEMS FOR DISCUSSION AND/OR ACTION:

a. **AED (Automated External Defibrillator) and Pulsepoint Program Overview:** Brian Oftedal, Chair of the East Contra Costa Fire Protection District Board provided an overview of the AED program and the need for 13 AED's in Sheriff's Delta Station vehicles. The cost is roughly $800-$1500 per unit. Health Services had a grant to fund two of the patrol cars and looking at AMR and Federal Grants to fund the remaining. Oftedal reported that 80% of calls in far East County are medical related and therefore a need for more life savings measures in the community. Chair Belcher stated that P-6 funds are for direct police protection services and unable to make a recommendation for funding. Discovery Bay CSD Director Bob Mayer said he would be happy to work with Oftedal on potential grant funding for more AED's in the Discovery Bay community. Oftedal also provided an overview of the Pulsepoint App and encouraged the Committee Members to spread the word for residents to download the app.
b. **Follow-up discussion for School Resource Officer and School District Funding:** Community Member Jim Mattison who serves on the Byron Union School District's "Enhanced Safety Committee" is looking at options to have more Sheriff presence at their schools. Lt. Borbely responded that the options Mattison presented (resident deputy part-time at each school, retired officer, and/or Pantages Development funding) would not work for community/school safety, liability and financially. It was suggested that the School District could hire a private agency to monitor the schools but would carry the liability. Lt. Borbely stated the Sheriff's Office continues to be proactive when dealing with threats and issues at the local schools and will continue outreach to Superintendents on the Active Shooter Education Program.
c. **Follow-up discussion for P-6 Budget FY 16/17 Discrepancy:** *Deferred item to July 11th P-6 meeting*
d. **Follow-up discussion for Helicopter Fund Breakdown:** *Deferred item to July 11th P-6 meeting*
e. **Update on Discovery Bay License Plate Readers:** On January 10, 2018, the P-6 Committee requested to the Office of the Sheriff the expenditure of License Plate Readers/Cameras that would be placed at all entrances of Discovery Bay. On March 7, 2018, the Sheriff responded that Lt. Borbely will prepare a proposal which outlines the cost and implementation measures for the installation of Automated License Plate Reader (ALPR) cameras in the Discovery Bay Community. Lt. Borbely will be requesting 24 cameras, maybe less, as he determines locations that would best capture plates coming in and out of the community. This may require permission from Caltrans for the placements on their poles. Once the Lieutenant has made that determination, he will bring the proposal to the Sheriff for approval. This item will come back before the P-6 Committee with a status update at the July 11th meeting.

This meeting record is provided pursuant to Better Government Ordinance 95-6, Article 25-2.205(d) of the Contra Costa County Ordinance Code.

CORRESPONDENCE/ANNOUNCEMENTS:

a. 01/26/18 Letter from Supervisor Diane Burgis to Sheriff-Coroner David Livingston
b. 03/07/18 Letter from Sheriff-Coroner David Livingston to Supervisor Diane Burgis

FUTURE AGENDA ITEMS

a. Follow-up discussion for P-6 Budget FY 16/17 Discrepancy
b. Follow-up discussion for Helicopter Fund Breakdown

ADJOURMENT

There being no further business before the Discovery Bay P-6 Citizen Advisory Committee, Chair Belcher adjourned the meeting at 7:18pm. The next regularly scheduled Discovery Bay P-6 Citizen Advisory Committee meeting on July 11, 2018 at 6:00p.m. to be held at the Discovery Bay Community Center, 1800 Willow Lake Road, Discovery Bay, CA 94505.