

AGENDA

NOTICE OF REGULAR MEETING

TIME: 6 p.m.

DATE: Tuesday, September 15, 2020

PLACE: Teleconference

Pursuant to Governor Newsom’s Executive Orders N-25-20, N-29-20, and N-33-20, and local county health orders issued to address the COVID-19 pandemic, the Board meeting will be held via Teams Teleconference.

The District Boardroom will be closed to the public.

The public may observe and comment by electronic means as described on Page 3.

See Page 3 of the Agenda Packet for Teams Teleconference Access Information

Our mission is to protect public health and the environment by providing reliable and sustainable water, recycled water, and wastewater services in a safe, efficient, and fiscally responsible manner.

1. CALL TO ORDER

2. PLEDGE TO THE FLAG

3. ROLL CALL – Members: Duarte, Halket, Howard, Johnson, Vonheeder-Leopold

4. SPECIAL ANNOUNCEMENTS/ACTIVITIES

5. PUBLIC COMMENT (MEETING OPEN TO THE PUBLIC)

At this time those on the teleconference call are encouraged to address the Board on any item of interest that is within the subject matter jurisdiction of the Board and not already included on tonight’s agenda. Comments should not exceed five minutes. The President of the Board will recognize each speaker, at which time the speaker should introduce him/herself, and then proceed with his/her comment. Written comments of five minutes or less and received by 5 p.m. on the day of the meeting will be read into the meeting record.

6. REPORTS

6.A. Reports by Staff

- Event Calendar
- Correspondence to and from the Board

6.B. Joint Powers Authority and Committee Reports

6.C. Agenda Management (consider order of items)

7. CONSENT CALENDAR

Matters listed under this item are considered routine and will be enacted by one Motion, in the form listed below. There will be no separate discussion of these items unless requested by a Member of the Board or the public prior to the time the Board votes on the Motion to adopt.

- 7.A. Approve Adjourned Regular Meeting Minutes of September 1, 2020 (Adjourned from August 4, 2020 Regular Meeting)
Recommended Action: Approve by Motion
- 7.B. Approve Regular Meeting Minutes of September 1, 2020
Recommended Action: Approve by Motion
- 7.C. Accept Regular and Recurring Report: Warrant List
Recommended Action: Accept by Motion
- 7.D. Award Construction Agreement to Top Line Engineers, Inc. for the Holding Basin 1, 2, 3 & 4 Resealing (CIP 20-P009) and LAVWMA Pump Station Basin Sealing (LVBASN) Project
Recommended Action: Approve by Resolution
- 7.E. Adopt Revised Emergency Response Plan (ERP) Policy and Rescind Resolution No. 14-12
Recommended Action: Adopt Policy by Resolution
8. BOARD BUSINESS
 - 8.A. Approve Continuation of District's State of Emergency in Response to COVID-19 Pandemic by General Manager and Find that the Need for the District's State of Emergency Still Exists
Recommended Action: Approve by Motion
 - 8.B. Rescind 2005 Board Action and Provide Direction to Rename the District's Demonstration Garden
Recommended Action: Rescind by Motion and Provide Direction
9. BOARD MEMBER ITEMS
 - Submittal of Written Reports for Day of Service Events Attended by Directors
 - Request New Agenda Item(s) Be Placed on a Future Board or Committee Agenda
10. CLOSED SESSION

The Board will convene its closed session on a separate teleconference line and return to the open teleconference call for Item 11 when the closed session is completed.

 - 10.A. Public Employee Performance Evaluation Pursuant to Government Code Section 54957
Title: General Manager
11. REPORT FROM CLOSED SESSION
12. ADJOURNMENT

All materials made available or distributed in open session at Board or Board Committee meetings are public information and are available for inspection during business hours by calling the District Secretary at (925) 828-0515. A fee may be charged for copies. District facilities and meetings comply with the Americans with Disabilities Act. If special accommodations are needed, please contact the District Secretary as soon as possible, but at least two days prior to the meeting.

Teams Teleconference Access Information

Dublin San Ramon Services District Regular Board Meeting Tuesday, September 15, 2020

If the public wishes to provide comments during Agenda Item 5 – Public Comment, or on any of the agenda items, please join the meeting using the teleconference instructions below, or email written comments to the Board of Directors at board@dsrcsd.com by 5 p.m. Tuesday, September 15, 2020. Written comments, of five minutes or less, will be read into the meeting record during the public comment portion of the agenda or during discussion of the subject of the comment.

To Join by Computer or Device:

1. Click [Join Meeting](#).
2. Select how you want to join the Teams meeting.
3. Click **“Join now.”** You can personalize your video and audio preferences before or after joining.
4. Public participants would wait for the meeting host to admit you.
5. You must unmute yourself when you wish to speak by clicking the microphone icon, which is also used to mute yourself when you finish speaking.

To Join by Phone Only:

1. Dial **(831) 256-7773** USA Toll from any telephone.
2. Enter Conference ID **502 229 17#** when prompted. DO NOT PRESS *.
3. Wait for the meeting host to admit you. If you are unsuccessful in joining, hang up and dial in again.
4. You must unmute yourself when you wish to speak by pressing *6, which is also used to mute yourself when you finish speaking.

Video Teleconference Meeting Instructions and Information:

- Stay muted unless speaking.
- Listen for prompts to know when public comments are solicited.
- You must unmute yourself when you wish to speak during Public Comment or during discussion of a particular agenda item. The meeting host can mute but cannot unmute participants.
- Announce yourself and speak slowly and clearly when commenting.
- Call (925) 875-2224 if you experience any technical difficulties.

Boardmembers and staff will be attending the meeting via teleconference. The Board will convene any Closed Sessions on a separate teleconference line and return to the open teleconference meeting for the next agenda item when the Closed Session is completed. The open teleconference meeting will be muted during this time and will resume for the Closed Session report and meeting adjournment.

The Boardroom is closed to the public.

All votes during the meeting will be taken by roll call vote.

**DUBLIN SAN RAMON SERVICES DISTRICT
MINUTES OF AN ADJOURNED REGULAR MEETING OF THE BOARD OF DIRECTORS
ADJOURNED FROM AUGUST 4, 2020 REGULAR MEETING**

September 1, 2020

1. CALL TO ORDER

An adjourned regular meeting of the Board of Directors was called to order at 5:51 p.m. by President Duarte.

President Duarte announced that pursuant to Governor Newsom’s Executive Orders and local county health orders issued to address the COVID-19 pandemic, this Board meeting is being held via Teams teleconference. The District Boardroom is closed to the public; however, the public may observe and comment by calling in to the teleconference meeting per the instructions on page 2 of the agenda. As required by the Brown Act, all votes taken this evening will be done by a roll call vote due to the attending Directors participating via teleconference.

2. PLEDGE TO THE FLAG

3. ROLL CALL

Boardmembers present at start of meeting:

President Edward R. Duarte, Vice President Ann Marie Johnson, Director Richard M. Halket, and Director Georgean M. Vonheeder-Leopold.

Director Dwight L. (Pat) Howard joined the meeting at 6 p.m.

District staff present: Dan McIntyre, General Manager; Jan Lee, Assistant General Manager; Carol Atwood, Administrative Services Manager/Treasurer; Judy Zavadil, Engineering Services Manager/District Engineer; Jeff Carson, Operations Manager; Douglas E. Coty, General Counsel; and Vivian Chiu, Administrative Analyst I.

4. PUBLIC COMMENT (MEETING OPEN TO THE PUBLIC) – 5:53 p.m. No public comment was received.

5. BOARD BUSINESS

5.A. Public Hearing: Adopt Engineer’s Report and Direct Levy of Annual Assessments in the Dublin San Ramon Services District Dougherty Valley Standby Charge District 2001-1 for Fiscal Year Ending 2021

President Duarte announced the item and declared the Public Hearing open.

President Duarte asked for the staff presentation. Financial Analyst Bailey reviewed the item for the Board.

Vice President Johnson noted the Board had heard the item once before and there are no members of the public present. There was no public comment received.

Vice President Johnson MOVED to close the Public Hearing. Director Vonheeder-Leopold SECONDED the MOTION, which CARRIED with FOUR AYES and ONE ABSENT (Howard) per roll call vote.

President Duarte declared the Public Hearing closed.

Director Johnson MOVED to adopt Resolution No. 50-20, Adopting Engineer’s Report and Directing the Levy of Annual Assessments in the Dublin San Ramon Services District Dougherty Valley Standby Charge District 2001-1 for Fiscal Year Ending 2021. Director Halket SECONDED the MOTION, which CARRIED with FOUR AYES and ONE ABSENT (Howard) per roll call vote.

- 5.B. Public Hearing: Adopt Annual Dougherty Valley Incremental State Water Project Charge Report and Direct the Levy of the Dougherty Valley Incremental State Water Project Charge for Non-Governmental Parcels on the Contra Costa County Secured Property Tax Roll and for Government Potable Water Customers on Utility Bills

President Duarte announced the item and declared the Public Hearing open.

The Board did not request a further presentation for this item, and no public comment was received.

Director Vonheeder-Leopold MOVED to close the Public Hearing. Director Johnson SECONDED the MOTION, which CARRIED with FIVE AYES and ONE ABSENT (Howard) per roll call vote.

President Duarte declared the Public Hearing closed.

Director Halket MOVED to adopt Resolution No. 51-20, Adopting the Annual Dougherty Valley Incremental State Water Project Charge Report and Directing the Levy and Collection of the Dougherty Valley Incremental State Water Project Charge on the Contra Costa County Property Tax Roll for Fiscal Year Ending 2021. Director Vonheeder-Leopold SECONDED the MOTION, which CARRIED with FIVE AYES per roll call vote.

6. ADJOURNMENT

President Duarte adjourned the meeting at 6:01 p.m.

Submitted by,

Vivian Chiu, MMC
Administrative Analyst I

FOR: Nicole Genzale, CMC
Executive Services Supervisor/District Secretary

**DUBLIN SAN RAMON SERVICES DISTRICT
MINUTES OF A REGULAR MEETING OF THE BOARD OF DIRECTORS**

September 1, 2020

Pursuant to Governor Newsom’s Executive Orders N-25-20, N-29-20, and N-33-20, and local county health orders issued to address the COVID-19 pandemic, this Board meeting was held via Teams teleconference. The District Boardroom is closed to the public; however, the public may observe and comment by calling in to the teleconference meeting per the instructions provided on page 3 of the agenda. As required by the Brown Act, all votes were taken by roll call vote due to the attending Directors participating via teleconference.

1. CALL TO ORDER

A regular meeting of the Board of Directors was called to order at 6:01 p.m. by President Duarte.

Administrative Analyst I Vivian Chiu reported that an adjourned regular Board meeting was held earlier this evening, attended by President Duarte, Vice President Johnson, and Directors Halket, Vonheeder-Leopold, and Howard. In accordance with DSRSD’s Day of Service policy, no Director will receive any compensation or stipend for participating in more than one meeting on this date.

2. PLEDGE TO THE FLAG

3. ROLL CALL

Boardmembers present at start of meeting:

President Edward R. Duarte, Vice President Ann Marie Johnson, Director Richard M. Halket, Director Georgean M. Vonheeder-Leopold and Director Dwight L. (Pat) Howard.

District staff present: Dan McIntyre, General Manager; Jan Lee, Assistant General Manager; Carol Atwood, Administrative Services Manager/Treasurer; Judy Zavadil, Engineering Services Manager/District Engineer; Jeff Carson, Operations Manager; Douglas E. Coty, General Counsel; and Vivian Chiu, Administrative Analyst I.

4. SPECIAL ANNOUNCEMENTS/ACTIVITIES – None

5. PUBLIC COMMENT (MEETING OPEN TO THE PUBLIC) – 6:03 p.m.

Speaker: Mr. Daniel Repp (new Managing Director of Utilities and Environmental Services, City of Pleasanton) – Mr. Repp commented he looks forward to working with the Board and staff.

6. REPORTS

6.A. Reports by Staff

- Event Calendar – General Manager McIntyre had nothing to report.
- Correspondence to and from the Board on an Item not on the Agenda

Date	Format	From	To	Subject	Response
8/18/2020	Letter	Director Pat Howard	Dublin City Council	Tri-Valley Health Director	N/A
8/18/2020	Letter	Director Pat Howard	Livermore City Council	Tri-Valley Health Director	N/A
8/18/2020	Letter	Director Pat Howard	Pleasanton City Council	Tri-Valley Health Director	N/A

Director Howard reported he also sent similar letters to the Cities of Walnut Creek and San Ramon.

6.B. Joint Powers Authority and Committee Reports
LAVWMA – August 19, 2020

President Duarte reported on recent JPA activities and noted the next LAVWMA Board meeting is on November 18, 2020.

6.C. Agenda Management (consider order of items) – No changes were made.

7. CONSENT CALENDAR

Director Vonheeder-Leopold MOVED for approval of the items on the Consent Calendar. Director Howard SECONDED the MOTION, which CARRIED with FIVE AYES per roll call vote.

7.A. Approve Regular Meeting Minutes of August 4, 2020 – Approved

7.B. Approve Regular Meeting Minutes of August 18, 2020 – Approved

8. BOARD BUSINESS

8.A. Approve Continuation of District's State of Emergency in Response to COVID-19 Pandemic by General Manager and Find that the Need for the District's State of Emergency Still Exists

Assistant General Manager Lee reviewed the item for the Board. She reported the District continues to operate under COVID restrictions and comply with state and local requirements. Last week's poor air quality and high heat posed additional challenges on social distancing when more staff moved to work indoors. The District has started delivering proper equipment to workers who telework. To comply with the Alameda County shelter-in-place order to maximize teleworking for those job duties that can be performed at home, approximately 50 percent of the District workforce continues to work partially or fully from home. The remaining staff works staggered schedules or is spread out in the office to ensure proper social distancing.

The Board and staff discussed the District's safety practices and accommodations during last week's high heat and wildfire smoke emergencies amidst the COVID-19 pandemic and the impact of the emergencies on staff's ability to do work. Operations Manager Carson reported the District limited outdoor work to critical and emergency activities and to the morning hours to protect staff. Safety is a top priority at the District. He

noted the District has highly rated air filtration at its facilities and provides appropriate personal protective equipment to its workers. Despite the challenges due to the restrictions, staff continues to make progress on the capital programs and special projects. The Board requested General Manager McIntyre express appreciation to staff on behalf of the Board, especially to those who perform physical duties outdoors under these tough situations.

Director Howard MOVED to Approve Continuation of District's State of Emergency in Response to COVID-19 Pandemic by General Manager and Find that the Need for the District's State of Emergency Still Exists. Vice President Johnson SECONDED the MOTION, which CARRIED with FIVE AYES per roll call vote.

8.B. Discussion on Board Role in Declared Emergency and Affirm No Changes to Emergency Response Plan Policy

General Manager McIntyre reviewed the item for the Board. The Emergency Response Plan (ERP) policy designates the General Manager as the District's Emergency Manager and delegates authority to issue emergency proclamations for ratification by the Board and to conduct emergency operations. To comply with the National Incident Management System (NIMS) requirements, the federal 2018 America's Water Infrastructure Act, and various state regulations, the District's 300-page ERP created in 2004 needs to be updated. The 2004 ERP includes 10 Action Plans covering different types of incidents and 27 Response Action Checklists defining responsibilities and tasks for different groups during an emergency. One of the checklists is for the Board of Directors. Mr. McIntyre remarked the ERP update will cover additional types of emergencies and situations, incorporate communications using current technologies, and replace outdated employee names and positions.

General Counsel Coty suggested two minor revisions to the policy to recognize that the Board meetings are not held on 10- or 14-day cycles:

- Rather than 10 days, number 4 should be revised to read, "The Board of Directors shall at the next regular meeting after the Declaration of Emergency to proclaim by official Board resolution the Declaration of the District State of Emergency and to authorize continued emergency operations and recovery operations."
- Rather than every 14 days, number 5 should be revised to read, "The Declaration of the District State of Emergency shall be renewed by the Board of Directors at every regular meeting unless terminated by the Emergency Manager and the Board of Director."

The Board and staff discussed the possibility of future legislations to allow virtual meetings during emergencies due to potential difficulties of getting all members of the Board to a physical location. Vice President Johnson inquired about the timeline of ERP update. General Manager McIntyre commented the first step is to complete a risk and resilience assessment by end of this year. The assessment will then start a six-month clock to complete the ERP update, likely in June 2021.

Director Howard MOVED to Revise Number 4 and Number 5 of the Emergency Response Plan Policy as Suggested by the General Counsel. Director Vonheeder-Leopold SECONDED the MOTION, which CARRIED with FIVE AYES per roll call vote.

8.C. Approve Mid-Year Capital Outlay Budget Adjustments for Fiscal Year Ending 2021

President Duarte noted the correct title of the item as written above.

Administrative Services Manager Atwood reviewed the item for the Board. She provided an overview of the advancement of the purchase of two modular structures for the wastewater treatment plant to address safety, security, spill and contamination, and social distancing issues.

The Board and staff discussed the current receiving procedures and the location of the trailers. Operations Manager Carson explained the current building configurations and drop-off and receiving procedures, and the planned use of the trailers, and the portability of the trailers to accommodate future projects at the plant.

Vice President Johnson MOVED to adopt Resolution No. 52-20, Approving a Capital Outlay Budget Adjustment for Fiscal Year Ending 2021. Director Halket SECONDED the MOTION, which CARRIED with FIVE AYES per roll call vote.

8.D. Receive Presentation on Microsoft Teams

Information Services Supervisor Collins reviewed the item for the Board, describing how the District is using Microsoft Teams to communicate, connect, and collaborate. The District is currently analyzing the activities of each of the workgroups and assisting them with better utilizing the Microsoft 365 (M365) tools. The Board and staff discussed retention and governance in Teams, the use of Teams for cross-departmental workgroups, and their individual experience with Teams. The Board was pleased with the presentation.

9. BOARDMEMBER ITEMS

- Submittal of Written Reports for Day of Service Events Attended by Directors – None

Director Vonheeder-Leopold submitted a written report to Administrative Analyst I Chiu. She reported that she attended the California Association of Sanitation Agencies Board of Directors teleconference meeting on Thursday, August 20. She summarized the activities and discussions at the meeting.

- Request New Agenda Item(s) Be Placed on a Future Board or Committee Agenda – None

10. CLOSED SESSION

At 6:59 p.m. the Board went into Closed Session.

- 10.A. Public Employee Performance Evaluation Pursuant to Government Code Section 54957
Title: General Manager

11. REPORT FROM CLOSED SESSION

At 7:59 p.m. the Board came out of Closed Session. President Duarte announced that there was no reportable action.

12. ADJOURNMENT

President Duarte adjourned the meeting at 7:59 p.m.

Submitted by,

Vivian Chiu, MMC
Administrative Analyst I

FOR: Nicole Genzale, CMC
Executive Services Supervisor/District Secretary



TITLE: Accept Regular and Recurring Report: Warrant List

RECOMMENDATION:

Staff recommends the Board of Directors accept, by Motion, the regular and recurring report: Warrant List.

SUMMARY:

To maximize openness and transparency and to allow the Board to be informed about key aspects of District business, the Board directed that various regular and recurring reports be presented for Board acceptance at regular intervals. This item is routinely presented to the Board at the second meeting of each calendar month.

The report presented this month for acceptance is noted below and submitted as part of Attachment 1:

Ref A: Warrant List

For the period of 8/7/2020 to 9/3/2020, 306 accounts payable checks were issued totaling \$7,021,048.25. Notable warrants this period include \$539K PG&E reconciliation, \$1.1 million Zone 7 Connection Fee pass-through, \$476,000 CalPERS advance funding of the Unfunded Actuarial Liability (UAL), and \$1.5 million progress payments for the Primary Sedimentation Expansion/Improvements Project (CIP 17-P004).

Originating Department: Administrative Services	Contact: H. Chen	Legal Review: Not Required
Cost: \$0	Funding Source: N/A	
Attachments: <input type="checkbox"/> None <input type="checkbox"/> Staff Report <input type="checkbox"/> Resolution <input type="checkbox"/> Ordinance <input type="checkbox"/> Task Order <input type="checkbox"/> Proclamation <input checked="" type="checkbox"/> Other (see list on right)	Attachment 1 – Summary of Regular and Recurring Reports	
		11 of 55

SUMMARY OF REGULAR AND RECURRING REPORTS

Ref.	Description	Frequency	Authority	Last Acceptance	Acceptance at this Meeting?	Next Acceptance
A	Warrant List	Monthly	Board Direction	August 2020	Yes	October 2020
B	Treasurer's Report	Quarterly	CA Government Code 53646	July 2020		October 2020
C	Quarterly Financial Reports ¹	Quarterly	Government Code 61053 (f)	May 2020		November 2020
D	Outstanding Receivables Report	Annually – Fiscal Year	District Code 1.50.050	August 2020		August 2021
E	Employee and Director Reimbursements greater than \$100 ²	Annually – Fiscal Year	CA Government Code 53065.5	August 2020		August 2021
F	Utility Billing Adjustments ³	Annually – Fiscal Year	Utility Billing Adjustment Policy	Total FYE20 credits below \$25,000		August 2021
G	Annual Rate Stabilization Fund Transfer Calculation	Annually – After Audit	Financial Reserves Policy	December 2019		October 2020
H	"No Net Change" Operating Budget Adjustments	As they occur but not more frequently than monthly	Board Direction Budget Accountability Policy (See table below)	November 2017		Before end of month after occurrence
I	Capital Outlay Budget Adjustments			June 2020		
J	Capital Project Budget Adjustments			April 2019		
K	Unexpected Asset Replacements			June 2019		

For the fiscal year ending 2021, the totals for these reports are as follows:

Category	YTD	This Meeting	Total
Capital Outlay Budget Adjustments	\$503,500	\$0	\$503,500
Capital Project Budget Adjustments	\$0	\$0	\$0
Unexpected Asset Replacements	\$0	\$0	\$0

¹ Financial reporting changed from monthly to quarterly reporting.

² Reimbursements also reported monthly in the Warrant List (Item A).

³ Per Utility Billing Adjustments policy, a report will be presented to the Board if total credits in any fiscal year exceed \$25,000.

apCkHistDesc

Check History Description Listing

Page: 1

Printed on: 09/04/2020 4:43PM

Dublin San Ramon Services District

From: 8/7/2020

To: 9/3/2020

Bank code: apbank

Date	Check #	Vendor	Description	Amount Paid	Check Total
08/10/2020	999981	01111 CALPERS	AUGUST 2020 - ER CODE 0740 (PERS)	238,464.81	238,464.81
08/10/2020	999982	01111 CALPERS	AUGUST 2020 - ER CODE 7316 (NON-PERS)	2,244.44	2,244.44
08/11/2020	2124097824	00559 EDD - PAYROLL	FY2020 Q-4 UNEMPLOYMENT INSURANCE REIMB	11,065.00	11,065.00
08/13/2020	105060	01013 BARRETT BUSINESS SERVICES	C FANTIN W/E 7/19/20 K YAN W/E 7/19/20 C. NUNEZ - WEEK ENDING 7/19/20, 40 HRS L. OLIVIERI: WE 07/19/20 E VILLAMAYOR W/E 7/19/20 J BEGLEY W/E 7/19/20 A. GEHMLICH: WE 07/19/20 S. MONTAGUE: W/E 07/19/20	1,463.00 1,463.00 1,330.00 1,328.53 1,097.25 1,097.25 486.40 312.00	8,577.43
08/13/2020	105061	07954 BENEFIT COORDINATORS CORP	8/20 - EE LIFE & DISABILITY INSURANCE PR	12,016.50	12,016.50
08/13/2020	105062	04691 INC. EQUIFAX INFORMATION SV	REGULATORY RECOVERY FEE/SECURITY MONITOR	403.89	403.89
08/13/2020	105063	00937 GRAINGER, INC.	REPLAY FOR COGEN TOOLS: FEELER GAUGE SETS	66.07 51.31	117.38
08/13/2020	105064	04424 GRAYBAR ELECTRIC COMPANY	OCAL SEALTITE FITTING FOR EPS2 PUMP #5 LOCKING CABLE TIES FOR ELE STOCK DIN RAIL MOUNTED RECEPTACLES FOR CONTROL ELE WIRES FOR DIGESTER #3 MIXERS SS STRUT END CAPS FOR REXA VALVE CONDUIT	897.64 455.51 416.11 295.68 175.67	2,240.61
08/13/2020	105065	03853 ICMA	ICMA 457 DEFERRED COMPENSATION: PAYMENT	49,059.98	49,059.98
08/13/2020	105066	01242 INFOSEND, INC	BILL INSERT MAILING SERVICES: DUBLIN DRU	126.69	126.69
08/13/2020	105067	00473 KEMIRA WATER SOLUTIONS INC	48660.001LB FERROUS CHLORIDE WWTP OPERAT 46280.001 LB FERROUS CHLORIDE FOR WWTP O	7,031.87 6,759.16	13,791.03

Check History Description Listing

Dublin San Ramon Services District

From: 8/7/2020

To: 9/3/2020

Bank code: apbank

Date	Check #	Vendor	Description	Amount Paid	Check Total
08/13/2020	105068	02072 KAPIL MOHAN	K. MOHAN REIMB EXP @ P3S 2020 CONFERENCE	1,194.80	1,194.80
08/13/2020	105069	01403 PRAXAIR DISTRIBUTION INC 186	LABORATORY INSTRUMENT GAS AND CYLINDER R	88.36	88.36
08/13/2020	105070	05026 UNIVAR SOLUTIONS USA INC.	WWTP 4710.221 SOD HYPO B/L6500251467 WWTP: 4709.021 SOD HYPO B/L 6500247056	3,749.08 3,748.20	7,497.28
08/13/2020	105071	02120 ALAMEDA COUNTY CLERK	20-P009 ENVIRONMENTAL DECLARATION/NOTICE	50.00	50.00
08/13/2020	105072	01076 ALSCO INC	WEEKLY TOWEL & MAT SERVICE @ FOF - JULY WEEKLY TOWEL & MAT SERVICE - JULY 2020	638.19 489.49	1,127.68
08/13/2020	105073	09492 APPLEONE	A. ROBERTS: WE 07/19/20 J. ARSTINGSTALL: WE 07/19/20	1,550.00 1,178.00	2,728.00
08/13/2020	105074	00622 AT&T	MANAGED INTERNET SERVICES 07/01/2020-07 C3 - TELE SVCS 06/13/2020-07/12/2020 AT&T VIOP SERVICE DO 07/01/2020-07/31/20 AT&T VIOP SERVICE CC 07/01/2020-07/31/20	1,310.41 440.72 101.79 101.79	1,954.71
08/13/2020	105075	04890 CALIFORNIA BOILER WORKS INC	PS R200B SURGE TANK REPAIR	5,175.44	5,175.44
08/13/2020	105076	05404 CALIFORNIA FIRST AID & SAFETY	LAVWMA - FIRST AID KIT RESTOCK	122.20	122.20
08/13/2020	105077	01085 CALPERS LONG-TERM CARE PR	LONG-TERM CARE: PAYMENT	68.12	68.12
08/13/2020	105078	00105 DEPT 34261 CAL-STEAM	PARTS/TOOLS FOR SHOP & TRUCK 112	376.22	376.22
08/13/2020	105079	08447 CHEMTRADE CHEMICALS US LL	DERWA: 3967.177G ALUM SULFATE B/L8152583 DERWA: 3925.852G ALUM SULFATE B/L8152983 DERWA: 3891.715G ALUM SULFATE B/L 815276 DERWA: 3889.918G ALUM SULFATE B/L 815245	3,833.49 3,793.55 3,760.58 3,758.84	15,146.46
08/13/2020	105080	09432 CITY AUTO SUPPLY	CABIN AIR FILTER FOR UNIT #107	40.49	40.49
08/13/2020	105081	09739 D & D COMMERCIAL PAINTING, II	20-W018 WORK ORDER PREP AND PAINT TOP OF	12,700.00	12,700.00
08/13/2020	105082	09201 DST CONTROLS	GE HISTORIAN UPGRADE PROJECT	520.00	520.00

Bank code: apbank

Date	Check #	Vendor	Description	Amount Paid	Check Total
08/13/2020	105083	00307 FAIRWAY EQUIPMENT & SUPPLY	ADDITIONAL MATERIALS FOR GRIT PIPING MOD SS COUPLINGS FOR GRIT TANK AIR LINE REPA SS SHEET FOR PRIMARY EFFLUENT BOX COVER DERWA: SS BALL VALVES FOR SAND FILTER RE	3,574.32 881.43 673.75 375.17	5,504.67
08/13/2020	105084	02656 FASTENAL COMPANY	PPE: VENDING MACHINE RESTOCK FOF PPE: VENDING MACHINE RESTOCK BLDG S PPE: BLDG A VENDING MACHINE RESTOCK	731.31 406.30 390.40	1,528.01
08/13/2020	105085	09205 GE DIGITAL LLC	GE IFIX ACCELERATION PLAN SUPPORT SERVIC	58,415.36	58,415.36
08/13/2020	105086	00376 HARRINGTON INDUSTRIAL PLAS	RES1A TUBING & FITTINGS	1,267.66	1,267.66
08/13/2020	105087	08782 HAYES BACKFLOW TESTING/RE	BACKFLOW TESTING AND REPAIR FOR DISTRICT	2,123.47	2,123.47
08/13/2020	105088	00252 COUNTY OF ALAMEDA HENRY C	2020-21 UNSECURED PROP TAX PARCEL#941-28	140.36	140.36
08/13/2020	105089	00474 KEN GRADY CO. INC.	DERWA: CHLORINE SENSOR	943.32	943.32
08/13/2020	105090	08659 MACLEOD WATTS INC.	OPEB ACTUARIAL VALUATION SERVICES GASB 6	1,030.00	1,030.00
08/13/2020	105091	06641 MANAGEMENT PARTNERS, INC.	ERP SYSTEM CONVERSION 2019 - JULY 2020 PURCHASING PROCESS IMPROVEMENT CONSULTIN	852.50 285.00	1,137.50
08/13/2020	105092	04796 NAPA AUTO PARTS	LIGHTS FOR UNIT #89 & STOCK AIR FILTERS FOR UNIT #539E	86.32 36.62	122.94
08/13/2020	105093	08770 NATIONAL CONSTRUCTION REN	RECTIFIER DAMAGE INSURANCE CLAIM - 07/14	58.56	58.56
08/13/2020	105094	03535 ORO LOMA SANITARY DISTRICT	ANNUAL PERMIT 8/23/20-08/22/21	990.00	990.00
08/13/2020	105095	08356 PACE SUPPLY	PARTS FOR WALLIS RANCH CONVERSION	2,056.12	2,056.12
08/13/2020	105096	00620 PG&E	DISTRICT OFFICE GAS SERVICE - JUL 2020 DO UTILITY BLDG GAS SERVICE - JUL 2020	587.77 13.04	600.81
08/13/2020	105097	04211 PLATT ELECTRIC SUPPLY	REBILL FROM INV 0M47320 / CREDIT 0M90066	1,057.85	1,057.85
08/13/2020	105098	02617 POLYDYNE INC	DERWA: CLARIFLOC WE-363	12,764.77	

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			2300 LB CLARIFLOC C-6288 DELV 07-08-20	6,382.39	
			2300 LB CLARIFLOC C-6288 DELV	6,382.39	25,529.55
08/13/2020	105099	00679 QUADRANT SYSTEMS INC.	ANNUAL SOFTWARE SUPPORT 7/01/20-6/30/21	1,720.00	1,720.00
08/13/2020	105100	00058 READYREFRESH	LAWWMA BOTTLED WATER SERVICE - JUL 2020	8.77	8.77
08/13/2020	105101	08886 SPRINGER CONTROLS COMPAN	REPLT RTD MONITORS FOR INFLUENT MOTOR, E	4,009.99	4,009.99
08/13/2020	105102	02444 DEPT LA 1368 STAPLES ADVANT	HAND SANITIZER, 1.7OZ BOTTLES (QTY. 192)	467.48	
			HAND SANITIZING WIPES 50 WIPES/PACK (QTY	195.99	
			LAMINATING POUCHES MENU SIZE	98.75	
			CLOROX DSNFCT WIPE 75CT (QTY. 3)	15.54	777.76
08/13/2020	105103	00872 TRANSCAT	TOOLS: PROCESS METER & IR3000 FOR KCURTI	900.21	900.21
08/13/2020	105104	08626 U.S. SAWS, INC.	SOLID EXTENSION / VALVE EXERCISER	562.73	562.73
08/13/2020	105105	00903 UNITED RENTALS, INC.	LONG REACH FORKLIFT RENTAL FOR FSL DREDG	2,434.82	
			LONG REACH FORKLIFT RENTAL FOR FSL DREDG	939.34	3,374.16
08/13/2020	105106	00903 UNITED RENTALS, INC.	EQUIPMENT (LIFT) FOR DO MURAL	744.01	744.01
08/13/2020	105107	01222 IRS UNITED STATES TREASURY	GARNISHMENT - IRS: PAYMENT	420.50	420.50
08/13/2020	105108	00556 UNITED WAY OF THE BAY AREA	UNITED WAY: PAYMENT	115.38	115.38
08/13/2020	105109	00896 USA NORTH 811	USA NORTH 811 2020 MEMBERSHIP FEE & 2019	5,576.30	
			LAWWMA: 2020 USA ANNUAL MEMBERSHIP & 201	2,108.86	7,685.16
08/13/2020	105110	00912 OCC SERVICES VALLEY CARE H	PRE-EMPLOYMENT PHYSICAL - K. CURTIS	276.00	
			PRE-EMPLOYMENT PHYSICAL - J. PARRA	276.00	
			FIRST AID VISIT - C. HERRERA	230.00	
			PRE-EMPLOYMENT PHYSICAL - K. YAN	168.00	
			PRE-EMPLOYMENT PHYSICAL - A. WATSON	168.00	
			PRE-EMPLOYMENT PHYSICAL - O. WARNER	168.00	
			TELEPHONE CALL - S. ROBERSON	50.00	1,336.00

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08/13/2020	105111	00920 VASCO ROAD LANDFILL	7/10 THRU 7/15 SW-GRIT-SEWER/BAG SCRIN	262.99	262.99
08/13/2020	105112	08561 VERIZON CONNECT	FY21 BPO DIV53: FLEET GPS TRACKING SYSTE	1,081.78	1,081.78
08/13/2020	105113	00933 VWR INTERNATIONAL, INC.	LABORATORY SUPPLIES AND CHEMICALS	422.11	
			LABORATORY SUPPLIES AND CHEMICALS	349.67	
			LABORATORY SUPPLIES AND CHEMICALS	193.93	
			LABORATORY SUPPLIES AND CHEMICALS	119.93	
			LABORATORY SUPPLIES AND CHEMICALS	64.04	
			LABORATORY SUPPLIES AND CHEMICALS	44.27	
			LABORATORY SUPPLIES AND CHEMICALS	33.91	
			LABORATORY SUPPLIES AND CHEMICALS	8.02	1,235.88
08/13/2020	105114	08778 WATTCO EQUIPMENT INC.	LIGHTS FOR UNIT #129	881.97	881.97
08/13/2020	105115	04061 WAXIE SANITARY SUPPLY	JANITORIAL SUPPLIES: URINAL SCREEN	28.93	28.93
08/14/2020	1001626383	01108 FISCAL SERVICES DIVISION CAL	SSA 218 ANNUAL FEE FY 2021	1,000.00	1,000.00
08/17/2020	2177	05511 DISBURSEMENT UNIT CALIFORN	CHILD SUPPORT GARNISHMENT: PAYMENT	612.92	612.92
08/17/2020	790001058	01676 BANK OF AMERICA	BANK ACCOUNT ANALYSIS - JULY 2020	2,049.79	2,049.79
08/17/2020	1001629144	00494 PERS	RETIREMENT: PAYMENT	112,182.24	112,182.24
08/18/2020	191230278	00558 IRS - PAYROLL TAXES	FEDERAL WITHHOLDING TAXES: PAYMENT	157,279.20	157,279.20
08/18/2020	886542112	00559 EDD - PAYROLL	CALIFORNIA STATE TAXES: PAYMENT	32,295.09	32,295.09
08/20/2020	105116	00019 A-1 ENTERPRISES	LAVWMA WEEKLY STREET SWEEPING - JUL 2020	492.50	492.50
08/20/2020	105117	07554 AIRGAS USA, LLC	CYLINDER RENTAL	738.34	
			LABORATORY INSTRUMENT GAS AND CYLINDER R	261.36	
			CYLINDER RENTAL	217.62	1,217.32
08/20/2020	105118	03597 ALAMEDA CTY ENVIRONMENTAL	HMBP/CUPA FEE PUMP STATION 200A	834.00	834.00
08/20/2020	105119	01954 ANDERSON'S UNIFORMS	UNIFORM ITEMS FOR A. GARCIA	240.94	240.94

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08/20/2020	105120	09492 APPLEONE	A. ROBERTS: WE 07/26/20 V. GONZALES: WE 07/26/20 J. ARSTINGSTALL: WE 07/26/20	1,550.00 1,240.00 1,178.00	3,968.00
08/20/2020	105121	01697 B & C TRUCK PARTS, INC	AUTO PARTS FOR STOCK	205.50	205.50
08/20/2020	105122	02217 BSK ASSOCIATES INC.	SUB LAB - CHEMICAL ANALYSES	225.50	225.50
08/20/2020	105123	05404 CALIFORNIA FIRST AID & SAFET	FIRST AID KITS RESTOCK - WWTP FIRST AID KITS RESTOCK - DO FIRST AID KITS RESTOCK - LAVWMA FIRST AID KITS RESTOCK - DERWA (BLDG R) FIRST AID KIT RESTOCK - FOF	162.07 116.41 55.44 53.53 51.73	439.18
08/20/2020	105124	00118 CALTEST ANALYTICAL LAB	SUB LAB - CHEMICAL ANALYSES SUB LAB - CHEMICAL ANALYSES	184.30 152.00	336.30
08/20/2020	105125	08447 CHEMTRADE CHEMICALS US LL	DERWA: 3916.869G ALUM SULFATE B/L 815277	3,784.88	3,784.88
08/20/2020	105126	09158 CLAREMONT EAP	EE ASSISTANCE: SEPTEMBER 2020 CHARGES	393.25	393.25
08/20/2020	105127	09165 CLIFFORD & CRUZ INC	MTR 78228018 RTND	1,121.95	1,121.95
08/20/2020	105128	04820 COASTAL IGNITION & CONTROL	18 SPARK PLUG WIRES FOR COGEN ENGINES	1,912.59	1,912.59
08/20/2020	105129	00208 % ALLIANT INSURANCE SVCS, C	DEDUCTIBLE RECOVERY	12,911.97	12,911.97
08/20/2020	105130	09076 D. W. NICHOLSON	PROJECT #11 BATHROOM/LOCKER ROOM REMODEL	14,668.90	14,668.90
08/20/2020	105131	01877 D.W. NICHOLSON CORP	ELECTRICAL T&M PROJECT NUMBERS 12, 13 &	4,395.96	4,395.96
08/20/2020	105132	09201 DST CONTROLS	GE HISTORIAN UPGRADE PROJECT - 07/12/202	520.00	520.00
08/20/2020	105133	00280 ECOWATER SYSTEMS	FY21 RO TANKS QUARTERLY EXCHANGE - JUL 2	21.00	21.00
08/20/2020	105134	05495 EWING IRRIGATION & LANDSCAI	3" FIBERGLASS HANDLE TRENCHING SHOVEL (Q RETURN: DROUGHT GARDEN PARTS REF INV #11	173.43 -9.76	163.67
08/20/2020	105135	03900 GARTON TRACTOR INC	DELIVERY RENTAL 7/24/20 TO 8/20/20	6,364.63	6,364.63

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08/20/2020	105136	00368 HACH COMPANY	CHEMKEY NITRITE, MONO-CHLOROMINE, AMMONI	7,983.68	7,983.68
08/20/2020	105137	03149 HDS WHITE CAP CONST SUPPLY	TOOLS FOR TRUCK 38	647.49	
			MISC TOOLS & SUPPLIES FOR FLUSHING	557.07	
			MATLS FOR BLDG A LOCKER ROOM	437.68	
			IPAD POCKET VEST, TAPE MEASURE	130.31	1,772.55
08/20/2020	105138	06732 HIRERIGHT, INC.	EMPLOYMENT BACKGROUND SCREENINGS	169.48	169.48
08/20/2020	105139	07652 HUNT & SONS, INC.	OIL FOR FLEET	2,232.18	2,232.18
08/20/2020	105140	00417 IDEXX DISTRIBUTION, INC	LABORATORY SUPPLIES AND CHEMICALS	271.44	271.44
08/20/2020	105141	09720 INNOVATIVE CONST. SOLUTIONS	MTR 85635303 RTND	1,095.90	
			MTR 85635306 RETURNED	211.05	1,306.95
08/20/2020	105142	00468 CORP KAMAN INDUSTRIAL TECH	PARTS FOR NORTH DAFT PIT GEARBOX	540.50	540.50
08/20/2020	105143	03127 LUHDORFF & SCALMANINI INC.	SP'20 SEMI-ANNUAL MONITORING REPORT - JU	2,911.25	2,911.25
08/20/2020	105144	00536 MC MASTER-CARR SUPPLY CO.	SUPPLIES FOR SHOP	119.46	
			DERWA: BUSHINGS FOR SAND FILTER	56.61	
			SIGHT GLASSES FOR INFLUENT PUMP	46.89	222.96
08/20/2020	105145	04231 MSC INDUSTRIAL SUPPLY CO	TOOLS: CUT-OFF WHEELS FOR SHOP	297.16	
			MATERIALS FOR DAFT GATE REPAIR	78.99	
			SUPPLIES FOR SHOP	71.39	
			SUPPLIES FOR DAFT GATE INSTALL	26.15	473.69
08/20/2020	105146	04796 NAPA AUTO PARTS	PRE-MIX FUEL FOR FACILITIES	134.42	134.42
08/20/2020	105147	08356 PACE SUPPLY	PARTS FOR WALLIS RANCH REPAIR	759.19	
			HYDRANT SUPPLIES	605.28	1,364.47
08/20/2020	105148	09098 PATRIOT PEST MANAGEMENT	PEST CONTROL: MONTHLY SERVICE @ WWTP - J	491.00	
			PEST CONTROL: MONTHLY SERVICE @ FOF - JU	145.00	636.00
08/20/2020	105149	00649 PERKIN ELMER HEALTH SCIENC	INSTRUMENT SERVICES, SUPLIES AND CHEMICA	5,524.20	5,524.20

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08/20/2020	105150	00620 PG&E	WWTP ELECTRICITY - JUL 2020 (TRUE-UP)	539,244.36	
			PUMP STATION R200B ELECTRIC - AUG 2020	8,378.19	
			DISTRICT OFFICE ELECTRIC - JUL 2020	5,601.24	
			FSL AERATORS; LAB HVAC; FLEET - JUL 2020	1,273.09	
			DO UTILITY BLDG ELECTRIC - JUL 2020	121.54	
			RESERVOIR R100 DERWA TANK 1 - AUG 2020	40.93	554,659.35
08/20/2020	105151	04211 PLATT ELECTRIC SUPPLY	HAND TOOLS FOR ELE SHOP TOOL CHEST	252.32	
			VFD SETTING SOFTWARE FOR PS R200B	199.57	451.89
08/20/2020	105152	05475 PRESIDIO SYSTEMS, INC.	CCTV FOR HORIZON AT BOULEVARD ON 7/1/20	1,053.00	
			CCTV FOR BOULEVARD, 5TH ST AND HORIZON P	960.00	2,013.00
08/20/2020	105153	04105 R & B COMPANY	RW GATE VALVE (QTY. 4)	3,015.30	
			CONCRETE UTILITY BOX & LID (QTY 28), CON	2,427.54	
			BALL CORP STOP (QTY 5)	1,600.51	
			FC REP CLAMP (QTY. 2)	775.68	
			PIECE BOLTED BRASS SADDLE (QTY. 2)	502.11	
			PURPLE C900 PVC PIPE (QTY 40)	293.66	
			RETURNED ITEMS RW GATE VALVE (QTY. 4) OR	-3,037.15	5,577.65
08/20/2020	105154	00058 READYREFRESH	FOF BOTTLED WATER SERVICE - JUL 2020	188.82	188.82
08/20/2020	105155	00058 READYREFRESH	WWTP BOTTLED WATER SERVICE - JUN 2020	10.91	10.91
08/20/2020	105156	00058 READYREFRESH	LAWWMA BOTTLED WATER SERVICE - AUG 2020	8.73	8.73
08/20/2020	105157	02316 RECORDS CONTROL SERVICES	LAWWMA: RECORDS IMPROVEMENT PROJECT - JU	4,651.20	4,651.20
08/20/2020	105158	00774 SIEMENS INDUSTRY, INC	FY2021 ENVIRONMENTAL CONTROLS SYSTEM SUP	20,364.00	20,364.00
08/20/2020	105159	08010 SLOAN SAKAI YEUNG & WONG L	LABOR RELATED LEGAL FEES (07/20)	326.03	326.03
08/20/2020	105160	00810 STUDIO BLUE REPROGRAPHICS	CIP 10 YR PLAN FOR NEW ENGINEERS	826.98	826.98
08/20/2020	105161	06650 TOKAY SOFTWARE	TOKAY WEB TEST ENTRIES JULY 2020	424.00	

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			TOKAY WEB TEST REPORT ENTRIES MARCH 2020	406.00	830.00
08/20/2020	105162	00872 TRANSCAT	TOOLS FOR KCURTIS: TESTER, 789 PROCESS M	297.15	297.15
08/20/2020	105163	01806 U.S. BANK EQUIPMENT FINANCE	COPIER LEASE LAB/CUST SVC/EXEC - 08/01/2	1,680.26	1,680.26
08/20/2020	105164	00912 OCC SERVICES VALLEY CARE H	DOT PHYSICAL - KENNETH BAXTER	100.00	
			DOT PHYSICAL: RUSS BAKER	100.00	200.00
08/20/2020	105165	00924 VERIZON WIRELESS	CELL PHN SVC AND EQUPTMNT CHARGES 07/04/	5,278.59	5,278.59
08/20/2020	105166	00928 VINCENT ELEC MOTOR CO., INC	RECONDITION SERVICE FOR WWTP 750 KW STAN	27,857.94	
			REBUILD EBARA MOTOR FOR CHLORAVAC PUMP -	2,833.66	
			REBUILD EBARA MOTOR FOR CHLORAVAC PUMP -	2,833.66	33,525.26
08/20/2020	105167	00933 VWR INTERNATIONAL, INC.	LABORATORY SUPPLIES AND CHEMICALS	1,109.54	
			LABORATORY SUPPLIES AND CHEMICALS	237.10	
			LABORATORY SUPPLIES AND CHEMICALS	127.03	
			LABORATORY SUPPLIES AND CHEMICALS	120.91	
			OPERATIONS - GLOVES	90.68	1,685.26
08/20/2020	105168	02884 WEST VALLEY CONSTRUCTION	19-W004 WORK PACKAGE 17 - VARIOUS LOCATI	233,729.87	233,729.87
08/20/2020	105169	00987 ATTN: ACCOUNTING ZONE 7 WA	JULY 2020 CONNECTION FEES	1,088,767.80	1,088,767.80
08/20/2020	105170	09040 ANDERSON PACIFIC ENGINEERI	17-P004 - PP#16 FOR 07/01/20-07/31/20	678,040.92	678,040.92
08/20/2020	105171	01013 BARRETT BUSINESS SERVICES	O WARNER W/E 7/26/20	1,828.75	
			J BEGLEY W/E 7/26/20	1,828.75	
			K YAN W/E 7/26/20	1,463.00	
			L. OLIVIERI: WE 07/26/20	1,299.86	
			A. WATSON - WEEK ENDING 7/26/20, 39 HRS	1,296.75	
			C FANTIN W/E 7/26/20	1,097.25	
			B YENOKIDA W/E 7/26/20 MAINTENANCE TEMP	978.88	
			C. NUNEZ - WEEK ENDING 7/26/20, 24 HRS	798.00	
			E VILLAMOR W/E 7/26/20	731.50	

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			A. GEHMLICH: WE 07/26/20	486.40	
			S. MONTAGUE: W/E 07/26/20	312.00	12,121.14
08/20/2020	105172	00099 BUCKLES-SMITH ELECTRIC CO	PROCESS CONTROL SYSTEM SUPPORT CONTRACT	35,659.56	35,659.56
08/20/2020	105173	00937 GRAINGER, INC.	ARC FLASH BOUNDARY (QTY 1)	747.92	
			ELBOW, 90 DEG, 3 IN	122.57	
			TOOLS: FEELER GAUGE FOR CART #339	42.67	913.16
08/20/2020	105174	00937 GRAINGER, INC.	TOOLS FOR CART #339: PUNCH HOLDER, CENTE	34.67	34.67
08/20/2020	105175	09138 GRANICUS	VISIONLIVE SUBSCRIPTION 06/06/2020-06/05	7,657.69	7,657.69
08/20/2020	105176	04424 GRAYBAR ELECTRIC COMPANY	ELE SHOP STOCK MATERIAL	42.24	42.24
08/20/2020	105177	06791 HYLAND SOFTWARE, INC.	PROFESSIONAL SERVICES - HYLAND SOFTWARE	1,031.25	1,031.25
08/20/2020	105178	00501 LAVWMA	LAVWMA DEPOSIT RETURN	333,724.24	333,724.24
08/20/2020	105179	02076 NORTHERN TOOL & EQUIPMENT	TSTODDARD: SAFETY BOOTS	141.97	141.97
08/20/2020	105180	05026 UNIVAR SOLUTIONS USA INC.	WWTP: 4950.522 SOD HYPO B/L 6500256291	3,925.56	
			WWTP: 4798.921 SOD HYPO B/L6600113593	3,814.22	
			DERWA: 4499.720 GAL SODIUM HYPOCHLORITE	3,594.50	
			200 GAL SODIUM HYPOCHLORITE 12.5% FOR FI	471.88	11,806.16
08/20/2020	4244486	00591 QUADIENT, INC.	POSTAGE ADVANCE 8/20/2020	500.00	500.00
08/20/2020	8202020	03718 HR SIMPLIFIED	IRS 125 07/15/20 - 08/17/20 POS/DCA/FSA	5,101.02	5,101.02
08/27/2020	105181	09040 ANDERSON PACIFIC ENGINEERI	17-P004 - PP#15 FOR 06/01/20-06/30/20	861,042.90	861,042.90
08/27/2020	105182	01013 BARRETT BUSINESS SERVICES	O WARNER W/E 8/2/20	1,828.75	
			J BEGLEY W/E 8/2/20	1,463.00	
			C FANTIN W/E 8/2/20	1,463.00	
			A. WATSON: WEEK ENDING 8/2/20, 40 HRS	1,330.00	
			C. NUNEZ: WEEK ENDING 8/2/20, 40 HRS	1,330.00	
			L. OLIVIERI: WE 08/02/20	1,308.14	

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			E VILLAMOR W/E 8/2/20	1,097.25	
			K YAN W/E 8/2/20	1,097.25	
			B YENOKIDA W/E 8/2/20	978.88	
			S. MONTAGUE: W/E 08/02/20	507.00	
			A. GEHMLICH: WE 08/02/20	486.40	12,889.67
08/27/2020	105183	03614 CAROLLO ENGINEERS INC.	16-R014 T.O. OC-19 7/1/20 TO 7/31/20	3,847.50	3,847.50
08/27/2020	105184	00937 GRAINGER, INC.	DERWA: PUMP FOR MF UVT	346.51	
			TOOLS FOR FACILITIES: CORDLESS IMPACT DR	333.66	
			TOOLS: CORDLESS IMPACT DRIVER KITS FOR F	315.25	995.42
08/27/2020	105185	00937 GRAINGER, INC.	ENCLOSURE FOR STOCK	247.95	247.95
08/27/2020	105186	04424 GRAYBAR ELECTRIC COMPANY	BACK BOX FOR KEYPAD FOR WWTP BLDG A DOOR	24.48	24.48
08/27/2020	105187	03853 ICMA	ICMA 457 DEFERRED COMPENSATION: PAYMENT	48,943.84	48,943.84
08/27/2020	105188	00439 IUOE LOCAL 39	LOCAL 39 UNION DUES: PAYMENT	4,755.88	4,755.88
08/27/2020	105189	00473 KEMIRA WATER SOLUTIONS INC	43719.999 LB FERROUS CLORIDE FOR WWTP OP	6,759.16	6,759.16
08/27/2020	105190	00485 KOFF & ASSOCIATES INC.	CLASSIFICATION STUDY	2,795.00	2,795.00
08/27/2020	105191	05026 UNIVAR SOLUTIONS USA INC.	WWTP 4701.421G SOD HYPO 12.5% B/L 650025	3,742.63	3,742.63
08/27/2020	105192	05127 VISION SERVICE PLAN - CA (VSF	SEPTEMBER 2020 - VISION	3,099.35	3,099.35
08/27/2020	105193	06643 WEIR TECHNICAL SERVICES	MANAGEMENT SERVICES - JULY 2020	13,662.04	13,662.04
08/27/2020	105194	00019 A-1 ENTERPRISES	20-A025 PORTABLE TOILET RENTAL - JUL 202	490.00	490.00
08/27/2020	105195	09765 VISHNU PRIYA AKULA	REFUND FOR 5633 APEX DR	70.93	70.93
08/27/2020	105196	03597 ALAMEDA CTY ENVIRONMENTAL	HMBP/CUPA FEE TURNOUT 4	834.00	
			HMBP/CUPA FEE TURNOUT 2	834.00	
			HMBP/CUPA FEE PUMP STATION 20B	834.00	
			HMBP/CUPA FEE TURNOUT 1	834.00	3,336.00

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08/27/2020	105197	02158 AMADOR VALLEY INDUSTRIES	DO GARBAGE SVC - FOR JULY 2020	915.59	915.59
08/27/2020	105198	06552 SOLUTIONS INC. AMERICAN COI	AQUAHAWK STANDARD FOR 7/01-8/01/2020	2,421.00	
			AQUAHAWK STANDARD FOR 8/1-9/1/2020	2,421.00	
			AQUAHAWK LICENSE WEEKLY REPORTS, MANAGED	553.00	
			AQUAHAWK LICENSED WEEKLY REPORTS, MANAGE	514.50	5,909.50
08/27/2020	105199	01954 ANDERSON'S UNIFORMS	FY21 UNIFORM ITEMS FOR D. PEARSON	282.55	282.55
08/27/2020	105200	09492 APPLEONE	A. ROBERTS: WE 08/02/20	1,550.00	
			V. GONZALES: WE 08/02/20	1,240.00	
			J. ARSTINGSTALL: WE 08/02/20	1,178.00	3,968.00
08/27/2020	105201	00622 AT&T	LAVWMA PHONE & DSL - AUG 2020	774.53	774.53
08/27/2020	105202	00622 AT&T	C3 - TELE SVCS 07/13/2020-08/12/2020	448.96	448.96
08/27/2020	105203	00091 & JUDSON BOLD, POLISNER, MA	MONTHLY LEGAL SERVICES - JULY 2020	10,780.00	10,780.00
08/27/2020	105204	01085 CALPERS LONG-TERM CARE PR	LONG-TERM CARE: PAYMENT	68.12	68.12
08/27/2020	105205	00105 DEPT 34261 CAL-STEAM	FIXTURES FOR BATHROOM IN BLDG. S	1,429.62	
			FLUSH VALVES FOR BLDG S	1,179.90	2,609.52
08/27/2020	105206	09791 KATHRYN CANARIO	REFUND FOR 6631 ABERDALE CIR	63.08	63.08
08/27/2020	105207	09753 CENTRAL SQUARE TECHNOLOG	FY21 ANNUAL MAINTENANCE FEE - 09/02/2020	24,879.28	24,879.28
08/27/2020	105208	09772 TRACY CHANDLER	REFUND FOR 4551 MANGROVE DR	32.56	32.56
08/27/2020	105209	08447 CHEMTRADE CHEMICALS US LL	DERWA: 3805.472G ALUM SULFATE B/L 815321	3,677.24	3,677.24
08/27/2020	105210	09782 SUDHIR CHIVUKULA	REFUND FOR 4502 BUTTERFLY CREEK RD	6.26	6.26
08/27/2020	105211	09771 ROSA CIPRIAN	REFUND FOR 2625 DUCALE CT	148.77	148.77
08/27/2020	105212	09432 CITY AUTO SUPPLY	FUEL & PUMP FILTER FOR UNIT 80	706.62	
			BRAKE PARTS FOR UNIT 38	400.78	1,107.40
08/27/2020	105213	09793 MICHAEL CLINE	REFUND FOR 7997 SHANNON CT	111.15	111.15

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08/27/2020	105214	05082 CODE PUBLISHING INC.	STANDARD WEB HOSTING - FEES JULY 2020 -	675.00	675.00
08/27/2020	105215	08904 COMMERCIAL PUMP & MECHAN	16-P030 REPLACEMENT PUMP COUPLING FOR EP	3,204.30	3,204.30
08/27/2020	105216	09297 COMPUTER COURAGE INC.	LAWWMA WEBSITE UPGRADE - JULY 2020	112.05	112.05
08/27/2020	105217	09762 GORDAN CORSIE	REFUND FOR 6736 POPLAR WAY	190.56	190.56
08/27/2020	105218	01973 CROMER EQUIPMENT	BELT FOR UNIT 500E	52.65	52.65
08/27/2020	105219	09776 LAURENT DEMEUR	REFUND FOR 4069 KINSALE ST	63.83	63.83
08/27/2020	105220	08562 DTN ENGINEERS, INC.	LAWWMA: PUMP STATION MCC PROJECT UPGRADE	9,430.00	9,430.00
08/27/2020	105221	06215 EAST BAY LEADERSHIP COUNCI	EBLC - 2020-21 MEMBERSHIP RENEWAL (DUE	2,500.00	2,500.00
08/27/2020	105222	00280 ECOWATER SYSTEMS	FY21 BLDG A WATER SOFTENER SERVICE - JUL	217.20	
			FY21 BLDG A WATER SOFTENER SERVICE - AUG	217.20	
			FY21 RO TANKS QUARTERLY EXCHANGE - AUG 2	21.00	455.40
08/27/2020	105223	05495 EWING IRRIGATION & LANDSCAI	PVC 90 DEGREE ELBOW (QTY. 50), PIPE CUTT	84.32	
			DROUGHT GARDEN MATERIALS/PARTS	27.83	112.15
08/27/2020	105224	02656 FASTENAL COMPANY	FOF WAREHOUSE RESTOCK	120.95	120.95
08/27/2020	105225	09574 FERGUSON WATERWORKS	17-P004 LINK SEALS FOR GRIT PIPING	943.99	943.99
08/27/2020	105226	09783 RACHEL GIGI	REFUND FOR 4725 MALAYAN ST	105.49	105.49
08/27/2020	105227	00352 GOLDEN STATE FLOW MEASURI	80 SENSUS IPERL	11,274.60	11,274.60
08/27/2020	105228	09761 AMY HARMAN	REFUND FOR 8239 ALDEA ST	25.00	25.00
08/27/2020	105229	03149 HDS WHITE CAP CONST SUPPLY	MISC TOOLS	251.56	
			3/8"X3" HWH TITEN HD SCREW ANCHOR SIMPSO	81.38	332.94
08/27/2020	105230	07207 HILL BROTHERS CHEMICAL COM	80 GAL AQUEOUS AMMONIA FOR PAX DISINFECT	241.22	241.22
08/27/2020	105231	09778 FENGYAN HUANG	REFUND FOR 3489 IRONWOOD DR	143.21	143.21
08/27/2020	105232	07652 HUNT & SONS, INC.	(738GAL) REG UNLEADED GAS 87 OCTANE	1,901.79	1,901.79

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08/27/2020	105233	07017 HYDROSCIENCE ENGINEERS, IN	20-W024 T.O. 2 SERVICES THROUGH 7/31/20 CW PROGRAMS ADMIN ASSISTANCE THROUGH 07/ LAWWMA: CAPACITY AND PIPELINE EVALUATION	51,862.50 5,153.05 3,783.00	60,798.55
08/27/2020	105234	09779 ALENA IASKEVICH	REFUND FOR 2013 POINSETTIA ST	64.59	64.59
08/27/2020	105235	06074 INSIGHT PUBLIC SECTOR	10 ADDITIONAL M365 LICENSES TEAMS AUDIO BRIDGE ADD ON LICENSES	532.90 32.50	565.40
08/27/2020	105236	09790 TOM IVARSON	REFUND FOR 2163 LONGLEAF CIR	213.69	213.69
08/27/2020	105237	07354 JACK HENRY AND ASSOCIATES	REMIT AND REMOTE DEPOSIT ANNUAL MAINTENA	2,110.00	2,110.00
08/27/2020	105238	09512 JACOBS ENGINEERING GROUP	15-P018 T.O. 1 6/27/20 THROUGH 7/31/20	4,202.35	4,202.35
08/27/2020	105239	09641 JANENE'S EMBROIDERY	200 CLOTH MASKS	1,092.50	1,092.50
08/27/2020	105240	09763 JEFFREY KENNISON	REFUND FOR 6638 EBENSBURG LN	127.86	127.86
08/27/2020	105241	09792 KAMYN KONG	REFUND FOR 6886 ABERDALE CIR	116.31	116.31
08/27/2020	105242	09788 TING LIU	REFUND FOR 5168 CHILTERN LN	26.34	26.34
08/27/2020	105243	09780 GEMMA LUCES	REFUND FOR 2049 ELDERBERRY DR	213.69	213.69
08/27/2020	105244	05407 MALLORY SAFETY & SUPPLY LL	3M P100 PARTICULATE FILTERS 2/PK (QTY. 5	393.80	393.80
08/27/2020	105245	03978 MICROTECH SCIENTIFIC	SAMPLING CONTAINERS	979.06	979.06
08/27/2020	105246	09774 TIMOTHY MORGAN	REFUND FOR 3804 BRANDING IRON PL	8.66	8.66
08/27/2020	105247	04231 MSC INDUSTRIAL SUPPLY CO	MATERIALS/PARTS FOR DAFT PIPING REPAIR	861.93	861.93
08/27/2020	105248	09766 SOUNDARAPADIAN MURUGARA	REFUND FOR 5879 CADENCE AVE	51.66	51.66
08/27/2020	105249	09787 PADMAJA NANDULA	REFUND FOR 1831 CEDARWOOD LOOP	51.09	51.09
08/27/2020	105250	04796 NAPA AUTO PARTS	AUTO BATTERIES FOR FLEET	249.07	249.07
08/27/2020	105251	00595 NEWARK ELECTRONICS	ROTATION INDICATOR FOR BLDG Q GEN TAP BO	644.58	644.58
08/27/2020	105252	09785 JENNIFER NGUYEN	REFUND FOR 2390 JASPER HILL DR	148.77	148.77

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08/27/2020	105253	09777 VERONICA ORTIZ	REFUND FOR 3166 ALEXA CRUZ TER	67.71	67.71
08/27/2020	105254	08356 PACE SUPPLY	CLOW CHAIN W/LOOP (QTY. 29)	616.54	616.54
08/27/2020	105255	09725 PAYMENTUS GROUP, INC.	TRANSACTION FEES FOR JUNE 2020	5,564.77	5,564.77
08/27/2020	105256	00620 PG&E	MISC PUMP STATIONS, COMMERCE CIRCLE ELEC	39,789.48	
			LAVWMA PS FEEDER B - AUG 2020	34,042.95	
			LAVWMA PS FEEDER A - AUG 2020	24,743.20	
			DEPARTING LOAD NON-BYPASSABLE CHARGES -	647.99	
			LAVWMA PIPELINE & LIVERMORE LINE ELECTRI	475.98	
			DUBLIN LIFT STN (NEW LS1) ELECTRICITY -	257.23	
			RESERVOIR 3A ELETRIC - JUL 2020	65.38	
			RESERVOIR 200B ELECTRIC - AUG 2020	30.39	100,052.60
08/27/2020	105257	00663 PLEASANTON GARBAGE SVC IN	WEEKLY GARBAGE SERVICE @ FOF - JUL 2020	598.15	598.15
08/27/2020	105258	02617 POLYDYNE INC	2300LB CLARIFLOC C-6288 DELV 08-05-20	3,191.19	3,191.19
08/27/2020	105259	09023 QUENCH USA, INC.	WATER FILTRATION SERVICE (FOF, BLDG T, B	196.65	
			FILTERED WATER SERVICE (DISTRICT OFFICE)	163.88	
			WATER FILTRATION SERVICE (BLDG A & BLDG	131.10	491.63
08/27/2020	105260	00058 READYREFRESH	FOF BOTTLED WATER SERVICE - AUG 2020	10.91	10.91
08/27/2020	105261	09683 RIMKUS CONSULTING GROUP, II	SAFETY CONSULTING 07/01/20-08/03/20 - 92	25,300.00	25,300.00
08/27/2020	105262	09768 ROBSON HOMES	REFUND FOR 2351 CARBONDALE WAY	198.33	198.33
08/27/2020	105263	09770 SAMI REALTY LLC	REFUND FOR 4815 VOLTERRA DR	113.72	113.72
08/27/2020	105264	08339 SAN FRANCISCO ELEVATOR INC	FY21 ELEVATOR ROUTINE MAINTENANCE - AUG	503.45	503.45
08/27/2020	105265	09784 VANDANA SINGH	REFUND FOR 7692 STONELEAF RD	110.18	110.18
08/27/2020	105266	09764 DELIA SMITH	REFUND FOR 8055 VIA ZAPATA	187.21	187.21
08/27/2020	105267	09789 RICHARD STANARO	REFUND FOR 2548 ROCKHAMPTON RD	94.67	94.67

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08/27/2020	105268	02444 DEPT LA 1368 STAPLES ADVANT	OFFICE SUPPLIES FOR WWTP, BLDG S & FOF PURELL HAND SANITIZER PURELL HAND SANITIZER 8OZ BOTTLES FREIGHT FOR HAND SANITIZER - 1.7OZ BOTTL	572.63 222.65 160.55 45.38	1,001.21
08/27/2020	105269	00810 STUDIO BLUE REPROGRAPHICS	20-P009 AND LVBASN BID DOCUMENT	21.85	21.85
08/27/2020	105270	09760 KATIE SVUTU	REFUND FOR 410 JOREE LN	844.96	844.96
08/27/2020	105271	05824 TJC AND ASSOCIATES, INC.	18-W004 T.O. 5 SERVICES THROUGH 7/31/20	2,230.00	2,230.00
08/27/2020	105272	09702 DIPTI TREHAN	REFUND FOR 4359 FITZWILLIAM ST	112.41	112.41
08/27/2020	105273	01470 TRI-VALLEY HOSE	AUTO PARTS FOR UNIT 55	246.68	246.68
08/27/2020	105274	01222 IRS UNITED STATES TREASURY	GARNISHMENT - IRS: PAYMENT	420.50	420.50
08/27/2020	105275	00556 UNITED WAY OF THE BAY AREA	UNITED WAY: PAYMENT	115.38	115.38
08/27/2020	105276	06004 VANGUARD CLEANING SYSTEMS	AUG 2020: WWTP - MONTHLY JANITORIAL SERV AUG 2020: FOF - MONTHLY JANITORIAL SERVI JUL 2020: DO - MONTHLY JANITORIAL SERVIC JULY 2020: 2X EXTRA DEEPT CLEANING & DIS AUG 2020: LAVWMA - MONTHLY JANITORIAL SE DEEP CLEANING OF BLDG S MEN'S LOCKER #12	3,295.00 2,845.00 1,395.00 1,300.00 495.00 195.00	9,525.00
08/27/2020	105277	00920 VASCO ROAD LANDFILL	7/16 THRU 7/31 UNLOADING OF WWTP SOLIDS/	227.71	227.71
08/27/2020	105278	09786 CHRISTINA VON PINGEL	REFUND FOR 3318 RUTHERGLEN DR	5.00	5.00
08/27/2020	105279	09773 MATHER WALTRIP	RETURN FOR 4711 MYRTLE DR	59.12	59.12
08/27/2020	105280	09767 LIJUN WANG	REFUND FOR 11742 BETLEN DR	148.52	148.52
08/27/2020	105281	04061 WAXIE SANITARY SUPPLY	JANITORIAL SUPPLIES FOR WWTP	1,389.65	1,389.65
08/27/2020	105282	02884 WEST VALLEY CONSTRUCTION	19-W004 STREET SWEEPING @ SHARON COURT	910.80	910.80
08/27/2020	105283	09769 WENYONG YANG	REFUND FOR 2873 ALLISTON LOOP	186.62	186.62

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08/27/2020	105284	09781 GRACE YU	REFUND FOR 431 SILVERCROWN WAY	201.92	201.92
08/27/2020	105285	00987 ATTN: ACCOUNTING ZONE 7 WA	12-W016 4/19/20 TO 6/30/20 CONTRACT O&M DOUGHERTY RESERVOIR O&M COST SHARE 04/19 CREDIT FOR GROUNDWATER PUMPING QUOTA JAN	533,474.15 2,774.66 -3,225.00	533,023.81
08/27/2020	105286	09775 JOSE ZUNIGA	REFUND FOR 4838 SWINFORD CT	191.55	191.55
08/27/2020	8272020	08679 MEGAN BUCCI PETTY CASH	FOD PETTY CASH W/E 03/19/20 PETTY CASH DIV#56 - W/E 11/11/19	103.43 12.44	115.87
08/28/2020	1001630195	01108 FISCAL SERVICES DIVISION CAL	FY20/21 PAYDOWN UAL - CLASSIC	476,077.00	476,077.00
08/31/2020	2181	05511 DISBURSEMENT UNIT CALIFORN	CHILD SUPPORT GARNISHMENT: PAYMENT	612.92	612.92
08/31/2020	1001637875	00494 PERS	RETIREMENT: PAYMENT	113,183.36	113,183.36
09/01/2020	60576672	00558 IRS - PAYROLL TAXES	FEDERAL WITHHOLDING TAXES: PAYMENT	156,823.94	156,823.94
09/01/2020	311461152	00559 EDD - PAYROLL	CALIFORNIA STATE TAXES: PAYMENT	32,675.80	32,675.80
09/02/2020	13545554	00558 IRS - PAYROLL TAXES	FEDERAL WITHHOLDING TAXES: PAYMENT	203.46	203.46
09/02/2020	916743456	00559 EDD - PAYROLL	CALIFORNIA STATE TAXES: PAYMENT	10.00	10.00
09/03/2020	105287	01013 BARRETT BUSINESS SERVICES	K. YAN W/E 08/09/20 L. OIVIERI: WE 08/09/20 A. WATSON WEEK ENDING 8/9/20, 40 HRS C. NUNEZ WEEK ENDING 8/9/20, 36.5 HRS J. BEGLEY W/E 8/9/20 O. WARNER W/E 8/9/20 C. FANTIN W/E 8/9/20 P. MULLEN: WE 08/09/20 B. YENOKIDA: W/E 08/09/20 E. VILLAMOR W/E 8/9/20 S. MONTAGUE: W/E 08/09/20	1,463.00 1,378.23 1,330.00 1,213.62 1,097.25 1,097.25 1,097.25 1,053.59 978.88 731.50 721.50	

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			A. GEHMLICH: WE 08/09/20	486.40	12,648.47
09/03/2020	105288	00228 STEVE DELIGHT	DELIGHT REIMB EXP PE LICENSE RENEWAL THR	116.00	116.00
09/03/2020	105289	00937 GRAINGER, INC.	POWER HINGE FOR BLDG A NEW LOCKER ROOM D	686.09	686.09
09/03/2020	105290	00937 GRAINGER, INC.	PAINT FOR DAFT PIPING	196.65	196.65
09/03/2020	105291	04424 GRAYBAR ELECTRIC COMPANY	ELE SUPPLIES FOR BLDG S & T LED LIGHTING	875.18	875.18
09/03/2020	105292	03853 ICMA	ICMA 457 DEFERRED COMPENSATION: PAYMENT	40.00	40.00
09/03/2020	105293	01242 INFOSEND, INC	BILL INSERT MALING: ANNUAL WATER QUALITY	171.72	171.72
09/03/2020	105294	00843 THE COVELLO GROUP INC	17-P004 T.O. 1 7/1/20 TO 7/23/20	37,911.34	
			16-R018 T.O. 5 7/1/20 TO 7/23/20	4,062.50	
			18-P010 T.O. OC-10 7/1/20 TO 7/23/20	585.00	42,558.84
09/03/2020	105295	05026 UNIVAR SOLUTIONS USA INC.	DERWA: SODIUM HYPOCHLORITE 4924.222 GAL	3,906.24	
			WWTP: 4501.820 GAL SODIUM HYPOCHLORITE	3,596.04	
			WWTP: 4501.120 SODIUM HYDROCHLORITE 12.5	3,595.52	11,097.80
09/03/2020	105296	00957 WEST YOST & ASSOCIATES	16-P028 T.O. 8 7/1/20 TO 8/7/20	668.00	668.00
09/03/2020	105297	05814 YORKE ENGINEERING, LLC	16-A005 AIR QUALITY SUPPORT APR - JULY 2	1,165.25	1,165.25
09/03/2020	105298	01719 A & M PRINTING, INC.	PRINTING SERVICES - COVID-19 MAGNETS	414.58	
			T. LEONARDO - BUSINESS CARDS	49.16	463.74
09/03/2020	105299	07554 AIRGAS USA, LLC	LABORATORY INSTRUMENT GAS AND CYLINDER R	562.28	562.28
09/03/2020	105300	06552 SOLUTIONS INC. AMERICAN COI	AQUAHAWK STANDARD 9/1-10/1/2020	2,421.00	
			AQUAHAWK LICENSE WEEKLY REPORTS, MANAGED	553.00	2,974.00
09/03/2020	105301	01954 ANDERSON'S UNIFORMS	FY21 UNIFORM ITEMS FOR SINZEE TRAN	289.04	289.04
09/03/2020	105302	09492 APPLEONE	A. ROBERTS: WE 08/09/20	1,550.00	
			V. GONZALES: WE 08/09/20	1,209.00	
			J. ARSTINGSTALL: WE 08/09/20	1,178.00	3,937.00

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09/03/2020	105303	08807 BEECHER ENGINEERING, INC.	17-P004 T.O. 2 6/25/20 THRU 7/24/20	1,000.00	1,000.00
09/03/2020	105304	08447 CHEMTRADE CHEMICALS US LL	DERWA; 3873.747GL ALUM SULFATE B/L 815	3,743.21	3,743.21
09/03/2020	105305	03997 CORRPRO COMPANIES, INC.	LAWWMA PIPELINE RECTIFIERS P-6/P-7 REPAI	31,107.00	31,107.00
09/03/2020	105306	00202 CREATIVE SUPPORTS INC.	ERGONOMIC CHAIR FOR KAMARRAY PRUITT	521.46	521.46
09/03/2020	105307	01973 CROMER EQUIPMENT	V-BELT FOR FORKLIFT (503E)	48.44	48.44
09/03/2020	105308	00241 DGS OFS SVC REVOLVING FUNE	NATURAL GAS SERVICE @WWTP - JUL 2020	38,396.29	38,396.29
09/03/2020	105309	00280 ECOWATER SYSTEMS	FY21 BLDG A WATER SOFTENER SERVICE - SEP	217.20	
			FY21 RO TANKS QUARTERLY EXCHANGE - SEPT	21.00	238.20
09/03/2020	105310	02656 FASTENAL COMPANY	PPE VENDING RESTOCK FOF	40.42	
			PPE VENDING RESTOCK BLDG A	4.88	
			PPE VENDING RESTOCK BLDG S	2.45	47.75
09/03/2020	105311	00314 FEDEX	EXPRESS SHIPPING - 3 SHIPMENTS	85.65	
			SHIPPING GAS MONITORS TO PK SAFETY FOR R	19.22	104.87
09/03/2020	105312	05630 FOOTHILL LOCKSMITHS INC.	DOFLOOD KEYS FOR D.O.	21.74	21.74
09/03/2020	105313	00328 FRANK A. OLSEN CO.	STEM NUTS FOR AUMA ACTUATORS	1,184.17	1,184.17
09/03/2020	105314	00348 GFOA	M. BAILEY_GFOA MEMBERSHIP 10/1/20-09/30/	160.00	160.00
09/03/2020	105315	03428 HOPKINS TECHNICAL PRODUCT	REPLT PUMP FOR HYPO PUMP #2	4,325.04	4,325.04
09/03/2020	105316	07848 JARVIS, FAY & GIBSON, LLP	GENERAL COUNSEL SVCS - JULY 2020	4,214.00	4,214.00
09/03/2020	105317	04470 KOBOLD INSTRUMENTS INC	DERWA: (4) REPLT FLOW METERS FOR ACTIFLO	1,700.85	1,700.85
09/03/2020	105318	04231 MSC INDUSTRIAL SUPPLY CO	SS NIPPLE FOR DAFT PIPING REPAIR	6.61	6.61
09/03/2020	105319	04796 NAPA AUTO PARTS	AIR FILTERS FOR PRE-AERATION BLOWERS	44.38	44.38
09/03/2020	105320	08356 PACE SUPPLY	NIPPLE BRASS (QTY. 8)	504.91	
			MECHANICAL JOINT, BITUMINOUS TAR MASTIC,	163.70	668.61

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09/03/2020	105321	09098 PATRIOT PEST MANAGEMENT	PEST CONTROL: MONTHLY SERVICE @ WWTP - A PEST CONTROL: MONTHLY SERVICE @ FOF - AU	491.00 145.00	636.00
09/03/2020	105322	00620 PG&E	MISC PUMP STNS, RESERVOIRS, TO'S ELEC - PLEASANTON RECYCLED WATER TURNOUT - AUG	89,839.96 39.75	89,879.71
09/03/2020	105323	04211 PLATT ELECTRIC SUPPLY	REPLT STARTERS FOR WASHER/COMPACTORS	1,551.87	1,551.87
09/03/2020	105324	00663 PLEASANTON GARBAGE SVC IN	WEEKLY GARBAGE & GRIT BOXES @ WWTP - JUL TRASH DUMP FOR DSRSD OWNED 20YD BIN	3,302.27 658.26	3,960.53
09/03/2020	105325	05543 PREFERRED BENEFIT INSURAN	SEPTEMBER 2020 - DENTAL	24,592.20	24,592.20
09/03/2020	105326	09023 QUENCH USA, INC.	WATER FILTRATION SERVICE (FOF, BLDG T, B WATER FILTRATION SERVICE (BLDG A & BLDG	196.65 131.10	327.75
09/03/2020	105327	00680 QUENVOLD'S SAFETY SHOEMOI	TODD MILLISON SAFETY SHOES	166.06	166.06
09/03/2020	105328	04301 RESOURCE TRENDS, INC.	ANNUAL MEMBERSHIP DUES (9/1/20 - 8/31/21	5,000.00	5,000.00
09/03/2020	105329	07707 RICE LAKE WEIGHING SYSTEMS	CALIBRATION	306.42	306.42
09/03/2020	105330	08649 ROUNDTREE PLUMBING AND HEA	20-P011 WORK ORDER BLDG S BATHROOM REMOD	44,378.00	44,378.00
09/03/2020	105331	00737 SAM CLAR OFFICE FURNITURE I	19-A005 10% BALANCE FOR SIGNAGE	2,652.89	2,652.89
09/03/2020	105332	02015 SHERWIN-WILLIAMS CO	PAINTS FOR WWTP	795.12	795.12
09/03/2020	105333	02444 DEPT LA 1368 STAPLES ADVANT	PEETS COFFEE, 12 BOXES FOR WWTP/FOF AND HAND SANITIZING WIPES 30 PACKS CREAMER AND 2 CALENDARS	506.23 98.00 58.90	663.13
09/03/2020	105334	06240 SWINERTON BUILDERS	19-A005 T.O. 1 7/1/20 - 7/31/20	3,043.00	3,043.00
09/03/2020	105335	08786 TECHNIQUE DATA SYSTEMS	RENEWAL 1 YEAR MAINTENANCE AGREEMENT - C	425.00	425.00
09/03/2020	105336	05824 TJC AND ASSOCIATES, INC.	16-W012 T.O. 4 PRO SVCS THROUGH 7/31/20	27,069.50	27,069.50
09/03/2020	105337	09403 TRACY FORD	20-A025: 2020 FORD ESCAPE SE SPORT HYBRI	30,505.60	30,505.60

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Bank code: apbank

Date	Check #	Vendor	Description	Amount Paid	Check Total
09/03/2020	105338	00896 USA NORTH 811	DSRSD PORTION OF CA STATE FEE FOR REGULA LAVWMA: CA STATE FEE FOR REGULATORY COST	3,460.59 1,408.15	4,868.74
09/03/2020	105339	09758 UTILITY TOOL COMPANY, INC.	PIPEHORN LOCATORS, MAGHORN LOCATOR & SIG	4,645.00	4,645.00
09/03/2020	105340	06004 VANGUARD CLEANING SYSTEM	ELECTROSTATIC SPRAYING OF BLDG A LAB ARE	250.00	250.00
09/03/2020	105341	00920 VASCO ROAD LANDFILL	08/06/20 THRU 08/15/20 WWTP SW-GRIT-SEW	200.80	200.80
09/03/2020	105342	00933 VWR INTERNATIONAL, INC.	LABORATORY SUPPLIES AND CHEMICALS OPERATIONS - GLOVES LABORATORY SUPPLIES AND CHEMICALS	191.96 106.91 37.04	335.91
09/03/2020	105343	08810 WATER RESEARCH FOUNDATIO	WRF UTILITY MEMBERSHIPS INV 0003917-2020	7,243.00	7,243.00
09/03/2020	105344	04061 WAXIE SANITARY SUPPLY	JANITORIAL SUPPLIES JANITORIAL SUPPLIES JANITORIAL SUPPLIES: DOWNY FABRIC SOFTEN FACILITIES SUPPLIES JANITORIAL SUPPLIES: SOAP, SOAP DISPENSE JANITORIAL SUPPLIES: EXTENSION HANDLE FO	2,266.35 652.97 247.06 180.83 152.93 3.24	3,503.38
09/03/2020	105345	03508 XYLEM WATER SOLUTIONS USA	DERWA: REPLT CABLE HARNESSSES FOR UV MODU	30,531.83	30,531.83
09/03/2020	105346	00987 ATTN: ACCOUNTING ZONE 7 WA	RENT OF WORKING STORAGE 04/01/20 TO 03/3	31,000.00	31,000.00

306 checks in this report

Total Checks: 7,021,048.25



TITLE: Award Construction Agreement to Top Line Engineers, Inc. for the Holding Basin 1, 2, 3 & 4 Resealing (CIP 20-P009) and LAVWMA Pump Station Basin Sealing (LVBASN) Project

RECOMMENDATION:

Staff recommends the Board of Directors approve, by Resolution, award of a construction agreement for the Holding Basin 1, 2, 3 & 4 Resealing (CIP 20-P009) and LAVWMA Pump Station Basin Sealing (LVBASN) Project to Top Line Engineers, Inc., the lowest responsive, responsible bidder, in the amount of \$288,172.50.

SUMMARY:

The Holding Basin 1, 2, 3, & 4 Resealing Project will reseal 21,000 linear feet of existing joints and cracks in the wastewater treatment plant holding basins. The LAVWMA Pump Station Basin Sealing Project will reseal approximately 28,900 linear feet of existing joints and cracks in Livermore-Amador Valley Water Management Agency (LAVWMA) storage basins.

The storage basins at the District’s Regional Wastewater Treatment Facility serve a variety of functions including storage of raw wastewater or primary effluent during storms or storage of wastewater during maintenance activities. The LAVWMA storage basins hold treated wastewater before it is ultimately conveyed to the San Francisco Bay. As with DSRSD’s basins, LAVWMA’s basins also serve as storage during storms. The basins require periodic maintenance, including resealing joints and cracks to keep the basins water-tight and prevent potential ground water contamination. The basins were last resealed in 2009. The basins are still functional, but weeds have begun to grow up through the joints, and there are cracks within the concrete. To keep the basins from suffering further deterioration, resealing of the joints is required approximately every 10 years.

The bid period began on August 3, 2020. Pre-bid meetings were held on August 18, 2020 and August 27, 2020 at the Regional Wastewater Treatment Facility. Attending one of the pre-bid meetings was mandatory for the contractors to submit a bid. Three bids were received on September 3, 2020. The apparent low bid was received from Top Line Engineers, Inc. in the amount of \$288,172.50. The other bids ranged from \$326,875 to \$881,125. The final engineer’s construction cost estimate was \$300,000. There were no bid irregularities or protests.

The contract time for the project is ninety (90) calendar days and is estimated to be completed by January 2021. The project is funded by LAVWMA (58%) and the Regional Wastewater Replacement (Fund 310) (42%). The project budget is sufficient to complete the construction.

A categorical exemption for the project under Section 15301(d) of the California Environmental Quality Act was filed with Alameda County on September 1, 2020.

Originating Department: Engineering Services	Contact: R. Pendergraft	Legal Review: Not Required
Cost: \$288,172.50	Funding Source: Regional Wastewater Replacement (Fund 310) – 58% LAVWMA – 42%	
Attachments: <input type="checkbox"/> None <input type="checkbox"/> Staff Report <input checked="" type="checkbox"/> Resolution <input type="checkbox"/> Ordinance <input type="checkbox"/> Task Order <input type="checkbox"/> Proclamation <input checked="" type="checkbox"/> Other (see list on right)	Attachment 1 – Bid Results	
		34 of 55



**Results of Bid Opening for
Holding Basin 1, 2, 3, & 4 Resealing (CIP 20-P009) and LAVWMA Pump Station Basin Sealing (LVBASN)
Thursday, September 3, 2020 @3 p.m.**

Engineer's Estimate: \$ 300,000

No.	Name of Bidder	Bid Amount
1	Top Line Engineers, Inc. Hayward, CA	\$ 288,172.50
2	Ashron Construction and Restoration Inc., Galt, CA	\$ 326,875
3	Saboo Inc., Brentwood, CA	\$ 881,125
		\$ -
		\$ -

Contractor/Subcontractor	Contractor License No.	PWC Registration No.	Location	Trade	Amount of Work to be Performed
Top Line Engineers, Inc.					
No subcontractors listed					\$ -
					\$ -
					\$ -
Ahson Construction and Restoration, Inc					
No subcontractors listed					\$ -
					\$ -
					\$ -
Saboo Inc.					
Urban Waterproofing	718744	1000021606	San Rafael, CA	Sealing	\$ 673,600
					\$ -
					\$ -
					\$ -
					\$ -
					\$ -
					\$ -
					\$ -

RESOLUTION NO. _____

RESOLUTION OF THE BOARD OF DIRECTORS OF DUBLIN SAN RAMON SERVICES DISTRICT APPROVING AND AUTHORIZING EXECUTION OF AGREEMENT TO TOP LINE ENGINEERS, INC. FOR CONSTRUCTION OF THE HOLDING BASIN 1, 2, 3 & 4 RESEALING (CIP 20-P009) AND LAVWMA PUMP STATION BASIN SEALING (LVBASN) PROJECT

WHEREAS, the Board of Directors adopted the current Capital Improvement Program (CIP) Two-Year Budget for Fiscal Years Ending 2020 and 2021 (“CIP Budget”) on July 2, 2019, authorizing project and fund budgets to meet the District’s capital infrastructure needs; and

WHEREAS, the CIP Budget included the Holding Basin 1, 2, 3 & 4 Resealing (CIP 20-P009) Project to reseal the concrete joints and cracks for the holding basins; and

WHEREAS, the storage basins of the Livermore-Amador Valley Water Management Agency (LAVWMA) also located at the Regional Wastewater Treatment Facility require periodic resealing; and

WHEREAS, facility improvements are needed to serve current and future customers of the Dublin San Ramon Services District (DSRSD); and

WHEREAS, a Notice of Exemption for the project per California Environmental Quality Act (CEQA) Guidelines 15301(d) was filed on September 1, 2020; and

WHEREAS, on August 3, 2020, the District Secretary advertised a Notice Inviting Bids for the Holding Basin 1, 2, 3 & 4 Resealing (CIP 20-P009) and LAVWMA Pump Station Basin Sealing (LVBASN) Project; and

WHEREAS, pursuant to said advertisement, three bids were received for the performance of said work and filed with the District Secretary; and

WHEREAS, Top Line Engineers, Inc. is the lowest responsive, responsible bidder, and it is the intention and desire of this Board to accept said bid of \$288,172.50.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF DUBLIN SAN RAMON SERVICES DISTRICT, a public agency located in the Counties of Alameda and Contra Costa, California, as follows:

1. That certain agreement titled “Agreement for the Construction of Holding Basin 1, 2, 3 & 4 Resealing (CIP 20-P009) and LAVWMA Pump Station Basin Sealing (LVBASN)” (Exhibit “A”), by and between the Dublin San Ramon Services District, a California public agency; and Top Line Engineers, Inc., is hereby approved, and the General Manager and District Secretary are hereby authorized and directed to execute, and to attest thereto, respectively, said agreement for and on behalf of the Dublin San Ramon Services District.

Res. No. _____

2. The District Secretary is hereby authorized and directed to return to all unsuccessful bidders, and to the successful bidder upon execution by it of the Agreement, all securities guaranteeing execution of the Agreement upon award.

ADOPTED by the Board of Directors of Dublin San Ramon Services District, a public agency in the State of California, Counties of Alameda and Contra Costa, at its regular meeting held on the 15th day of September, 2020, and passed by the following vote:

AYES:

NOES:

ABSENT:

Edward R. Duarte, President

ATTEST: _____
Nicole Genzale, District Secretary

SECTION 00500

AGREEMENT FOR THE CONSTRUCTION OF

**Holding Basin 1, 2, 3 & 4 Resealing (CIP 20-P009)
and LAVWMA Pump Station Basin Sealing (LVBASN)**

THIS AGREEMENT, made and concluded, in duplicate, this _____ day of _____, 20____, between the Dublin San Ramon Services District ("District"), Dublin, California, and **Top Line Engineers, Inc., 23146 Clawiter Road, Hayward, CA 94545, (510) 296-3103** ("Contractor").

WITNESSETH:

1. That for and in consideration of the payments and agreements hereinafter mentioned, to be made and performed by the District, and under the conditions expressed in the two bonds, bearing even date with these presents, and hereunto annexed, the Contractor agrees with the District, at his/her own proper cost and expense, to do all the work and furnish all the materials necessary to construct and complete in good workmanlike and substantial manner the project entitled: **Holding Basin 1, 2, 3 & 4 Resealing (CIP 20-P009) and LAVWMA Pump Station Basin Sealing (LVBASN)** in strict conformity with the Contract Documents (collectively defined in Section 01090-2.0), prepared therefor, which said plans and specifications are hereby specially referred to and by said reference made a part hereof.

2. Now, therefore, in consideration of the mutual covenants and agreements of the parties herein contained and to be performed, the Contractor hereby agrees to complete the work in accordance with the terms and conditions stipulated in the Contract Documents for the sum of **Two Hundred Eighty-Eight Thousand, One Hundred Seventy-Two Dollars and Fifty Cents \$288,172.50** computed in accordance with Contractor's accepted proposal dated **September 3, 2020**, which accepted proposal is incorporated herein by reference thereto as if herein fully set forth. Compensation shall be based upon any lump sum bid items plus the unit prices stated in the Bid Schedule times the actual quantities or units of work and materials performed or furnished. The further terms, conditions, and covenants of this Agreement are set forth in the Contract Documents, each of which is by this reference made a part hereof. Payments are to be made to the Contractor in accordance with the provisions of the Contract Documents in legally executed and regularly issued warrants of the District, drawn on the appropriate fund or funds as required by law and order of the District thereof.

3. The District hereby promises and agrees with the Contractor to employ, and does hereby employ, the Contractor to provide the materials and to do the work according to the terms and conditions herein contained and referred to, for the prices aforesaid, and hereby contracts to pay the same at the time, in the manner and upon the conditions above set forth; and the said parties for themselves, their heirs, executors, administrators, successors and assigns, do hereby agree to the full performance of the covenants herein contained.

4. The Contractor and any subcontractor performing or contracting any work shall comply with all applicable provisions of the California Labor Code for all workers, laborers and mechanics of all crafts, classifications or types, including, but not limited to the following:

00500-1

(a) The Contractor shall comply with all applicable provisions of Section 1810 to 1815, inclusive, of the California Labor Code relating to working hours. The Contractor shall, as a penalty to the District, forfeit the sum of twenty-five dollars (\$25) for each worker employed in the execution of the Contract by the Contractor or by any subcontractor for each calendar day during which such worker is required or permitted to work more than eight (8) hours in any one calendar day and forty (40) hours in any one calendar week, unless such worker receives compensation for all hours worked in excess of eight (8) hours at not less than 1-1/2 times the basic rate of pay.

(b) Pursuant to the provision of California Labor Code, Sections 1770 et. seq., the Contractor and any subcontractor under him shall pay not less than the prevailing rate of per diem wages as determined by the Director of the California Department of Industrial Relations. Pursuant to the provisions of California Labor Code Section 1773.2, the Contractor is hereby advised that copies of the prevailing rate of per diem wages and a general prevailing rate for holidays, Saturdays and Sundays and overtime work in the locality in which the work is to be performed for each craft, classification, or type of worker required to execute the Contract, are on file in the office of the District, which copies shall be made available to any interested party on request. The Contractor shall post a copy of said prevailing rate of per diem wages at each job site.

(c) As required by Section 1773.1 of the California Labor Code, the Contractor shall pay travel and subsistence payments to each worker needed to execute the Work, as such travel and subsistence payments are defined in the applicable collective bargaining agreements filed in accordance with this Section.

(d) To establish such travel and subsistence payments, the representative of any craft, classification, or type of workman needed to execute the contracts shall file with the Department of Industrial Relations fully executed copies of collective bargaining agreements for the particular craft, classification or type of work involved. Such agreements shall be filed within ten (10) days after their execution and thereafter shall establish such travel and subsistence payments whenever filed thirty (30) days prior to the call for bids.

(e) The Contractor shall comply with the provisions of Section 1775 of the California Labor Code and shall, as a penalty to the District, forfeit up to fifty dollars (\$50) for each calendar day, or portion thereof, for each worker paid less than the prevailing rate of per diem wages for each craft, classification, or type of worker needed to execute the Contract. The Contractor shall pay each worker an amount equal to the difference between the prevailing wage rates and the amount paid worker for each calendar day or portion thereof for which a worker was paid less than the prevailing wage rate.

(f) As required under the provisions of Section 1776 of the California Labor Code, Contractor and each subcontractor shall keep an accurate payroll record, showing the name, address, social security number, work classification, and straight time and overtime hours worked each day and week, and the actual per diem wages paid to each journeyman, apprentice, worker, or other employee employed by him or her in connection with the public work. Said payroll shall be certified and shall be available for inspection at all reasonable hours at the principal office of the Contractor on the following basis:

(1) A certified copy of an employee's payroll record shall be made available for inspection or furnished to the employee or his or her authorized representative on request.

(2) A certified copy of all payroll records enumerated in Paragraph 4(f), herein, shall be made available for inspection or furnished upon request to the District, the Division of Labor Standards Enforcement, and the Division of Apprenticeship Standards of the Department of Industrial Relations.

(3) A certified copy of all payroll records enumerated in Paragraph 4(f), herein, shall be made available upon request by the public for inspection or for copies thereof; provided, however, that a request by the public shall be made through either the District, the Division of Apprenticeship Standards, or the Division of Labor Standards Enforcement. If the requested payroll records have not been provided pursuant to subparagraph 4(f)(2) herein, the requesting party shall, prior to being provided the records, reimburse the costs of preparation by the Contractor, subcontractors, and the entity through which the request was made. The public shall not be given access to the records at the principal offices of the Contractor.

The certified payroll records shall be on forms provided by the Division of Labor Standards Enforcement or shall contain the same information as the forms provided by the division.

Each Contractor shall file a certified copy of the records, enumerated in Paragraph 4(f) with the entity that requested the records within ten (10) days after receipt of a written request. Any copy of records made available for inspection as copies and furnished upon request to the public or any public agency by the District, the Division of Apprenticeship Standards, or the Division of Labor Standards Enforcement shall be marked or obliterated in such a manner as to prevent disclosure of an individual's name, address, and social security number. The name and address of the Contractor awarded the Contract or performing the Contract shall not be marked or obliterated. The Contractor shall inform the District of the location of the records enumerated under Paragraph 4(f) including the street address, city and county, and shall, within five (5) working days, provide a notice of change of location and address. The Contractor shall have ten (10) days in which to comply subsequent to receipt of written notice specifying in what respects the Contractor must comply with this Paragraph 4(f). In the event that the Contractor fails to comply within the 10-day period, he or she shall, as a penalty to the state or the District, forfeit twenty-five dollars (\$25.00) for each calendar day, or portion thereof, for each worker, until strict compliance is effectuated. Upon the request of the Division of Apprenticeship Standards or the Division of Labor Standards Enforcement, these penalties shall be withheld from progress payments then due. Responsibility for compliance with Paragraph 4(f) lies with the Contractor.

(g) The Contractor and any subcontractors shall, when they employ any person in any apprenticeable craft or trade, apply to the joint apprenticeship committee administering the apprenticeship standards of the craft or trade in the area of the construction site for a certificate approving the Contractor or subcontractor under the apprenticeship standards for

the employment and training of apprentices in the area or industry affected; and shall comply with all other requirements of Section 1777.5 of the California Labor Code. The responsibility of compliance with California Labor Code Section 1777.5 during the performance of this Contract rests with the Contractor. Pursuant to California Labor Code Section 1777.7, in the event the Contractor willfully fails to comply with the provisions of California Labor Code Section 1777.5, the Contractor shall be denied the right to bid on any public works contract for up to three (3) years from the date noncompliance is determined and be assessed civil penalties.

(h) In accordance with the provisions of Article 5, Chapter 1, Part 7, Division 2 (commencing with Section 1860), and Chapter 4, Part 1, Division 4 (commencing with Section 3700) of the California Labor Code, the Contractor is required to secure the payment of compensation to its employees and for that purpose obtain and keep in effect adequate Workers' Compensation Insurance. If the Contractor, in the sole discretion of the District satisfies the District of the responsibility and capacity under the applicable Workers' Compensation Laws, if any, to act as self-insurer, the Contractor may so act, and in such case, the insurance required by this paragraph need not be provided.

The Contractor is advised of the provisions of Section 3700 of the California Labor Code, which requires every employer to be insured against liability for Workers' Compensation or to undertake self-insurance in accordance with the provisions of that Code and shall comply with such provisions and have Employer's Liability Limits of \$1,000,000 per accident before commencing the performance of the Work of this Contract.

The Notice to Proceed with the Work under this Contract will not be issued, and the Contractor shall not commence work, until the Contractor submits written evidence that it has obtained full Workers' Compensation Insurance coverage for all persons whom it employs or may employ in carrying out the Work under this Contract. This insurance shall be in accordance with the requirements of the most current and applicable state Workers' Compensation Insurance Laws. In accordance with the provisions of Section 1861 of the California Labor Code, the Contractor in signing this Agreement certifies to the District as true the following statement: "I am aware of the provisions of Section 3700 of the Labor Code which requires every employer to be insured against liability for Workers' Compensation or to undertake self-insurance in accordance with the provisions of that Code, and I will comply with such provisions before commencing the performance of the Work of this Contract."

A subcontractor is not allowed to commence work on the project until verification of Workers' Compensation Insurance coverage has been obtained and verified by the Contractor and submitted to the Construction Manager for the District's review and records.

(i) In accordance with the provisions of Section 1727 of the California Labor Code, the District, before making payment to the Contractor of money due under a contract for public works, shall withhold and retain therefrom all wages and penalties which have been forfeited pursuant to any stipulation in the Contract, and the terms of Chapter 1, Part 7, Division 2 of the California Labor Code (commencing with Section 1720). But no sum shall be withheld, retained or forfeited, except from the final payment, without a full investigation by either the Division of Labor Standards Enforcement or by the District.

(j) The District operates a Labor Compliance Program (“LCP”) pursuant to the Labor Code sections 1771.5 and 1771.7. Copies of the Labor Compliance Program are available upon request and are incorporated into this Agreement by reference. Strict adherence to all provisions of the LCP is mandatory. Attention is directed to the provisions of Sections 1776, 1777.5 and 1777.6 of the California Labor Code concerning employment of apprentices by the contractor or a subcontractor.

5. It is further expressly agreed by and between the parties hereto that should there be any conflict between the terms of this Agreement and the Bid Proposal of said Contractor, then this Agreement shall control, and nothing herein contained shall be considered as an acceptance of the said terms of said Proposal conflicting herewith.

6. The Contractor agrees to provide and maintain insurance coverage, and to indemnify and save harmless the parties named and in the manner set forth in Section 00800-2.0, **LIABILITY & INSURANCE**.

The duty of Contractor to indemnify and save harmless, as set forth herein, shall include a duty to defend as set forth in Section 2778 of the California Civil Code; provided, however, that nothing herein shall be construed to require Contractor to indemnify against any responsibility or liability in contravention of Section 2782 of the California Civil Code.

7. The Contractor shall diligently prosecute the Work so that it shall be substantially completed within the time specified in Section 00800-1.1, **Time Allowed for Completion**.

8. Except as otherwise may be provided in other provisions of the Contract Documents, Contractor hereby expressly guarantees for one (1) full year from the date of the Substantial Completion of the Work under this Agreement and acceptance thereof by the District, to repair or replace any part of the Work performed hereunder which constitutes a defect resulting from the use of inferior or defective materials, equipment or workmanship. If, within said period, any repairs or replacements in connection with the Work are, in the opinion of the District, rendered necessary as the result of the use of inferior or defective materials, equipment or workmanship, Contractor agrees, upon receipt of notice from District, and without expense to District, to promptly repair or replace such material or workmanship and/or correct any and all defects therein. If Contractor, after such notice, fails to proceed promptly to comply with the terms of this guarantee, District may perform the work necessary to effectuate such correction and recover the cost thereof from the Contractor and/or its sureties.

In special circumstances where a particular item of work or equipment is placed in continuous service before Substantial Completion of the Work, the correction period for that item may start to run from an earlier date. This date shall be agreed upon by the Contractor and District on or before the item is placed in continuous service.

Any and all other special guarantees which may be applicable to definite parts of the Work under this Agreement shall be considered as an additional guarantee and shall not reduce or limit the guarantee as provided by Contractor pursuant to this paragraph during the first year of the life of such guarantee.

9. The Contractor shall provide, on the execution of this Agreement, a good and sufficient corporate surety bond in the penal sum of one hundred percent (100%) of amount bid, which bond

shall be on the form provided by the District in Section 00610, **BOND OF FAITHFUL PERFORMANCE**, and be conditioned upon the faithful performance of all work required to be performed by the Contractor under this Agreement. Said bond shall be liable for any and all penalties and obligations which may be incurred by Contractor under this Agreement. The corporate surety bond shall be issued by a corporate surety approved by the District's counsel. The corporate surety shall be authorized to conduct business in California. At its discretion, the District may request that a certified copy of the certificate of authority of the insurer issued by the Insurance Commissioner of the State of California be submitted by the Surety to the District. At its discretion, the District may also require the insurer to provide copies of its most recent annual statement and quarterly statement filed with the Department of Insurance pursuant to Article 10 (commencing with Section 900) of Chapter 1 of Part 2 of Division 1 of the Insurance Code.

10. In addition to the bond required under Paragraph 9, hereof, Contractor shall furnish a good and sufficient corporate surety bond in the penal sum of one hundred percent (100%) of amount of Bid, which bond shall be on the form provided by the District in Section 00620, **PAYMENT BOND**, and conform strictly with the provisions of Chapter 7, Title 15, Part 4, Division 3, of the Civil Code of the State of California, and all amendments thereto. The corporate surety bond shall be issued by a corporate surety approved by the District's counsel. The corporate Surety shall be authorized to conduct business in California. At its discretion, the District may request that a certified copy of the certificate of authority of the insurer issued by the Insurance Commissioner of the State of California be submitted by the Surety to the District. At its discretion, the District may also require the insurer to provide copies of its most recent annual statement and quarterly statement filed with the Department of Insurance pursuant to Article 10 (commencing with Section 900) of Chapter 1 of Part 2 of Division 1 of the Insurance Code.

11. The Contractor may substitute securities for the amounts retained by the District to ensure performance of the work in accordance with the provisions of Section 22300 of the Public Contract Code.

12. Contractor covenants that Contractor is licensed in accordance with the provisions of the Contractors' License Law of California as provided in Section 00010, **NOTICE INVITING BIDS**.

13. The Contractor shall be provided the time period specified in Section 01340-2.0, **MATERIAL AND EQUIPMENT SUBSTITUTIONS**, for submission of data substantiating a request for a substitution of an "or equal" item.

14. As required by Section 6705 of the California Labor Code and in addition thereto, whenever work under the Contract involves the excavation of any trench or trenches five (5) feet or more in depth, the Contractor shall submit in advance of excavations, a detailed plan showing the design of shoring, bracing, sloping, or other provisions to be made for worker protection from the hazard of caving ground during the excavation of such trench or trenches. If such plan varies from the shoring system standards established by the Construction Safety Orders of the Division of Industrial Safety in Title 8, Subchapter 4, Article 6, California Code of Regulations, the plan shall be prepared by a registered civil or structural engineer employed by the Contractor, and all costs therefore shall be included in the price named in the Contract for completion of the Work as set forth in the Contract Documents. Nothing in this Section shall be deemed to allow the use of a shoring, sloping, or other protective system less effective than that required by the Construction Safety Orders. Nothing in this Section shall be construed to impose tort liability on the District, the Design Consultant, Construction

Manager nor any of their agents, consultants, or employees. The District's review of the Contractor's excavation plan is only for general conformance to the California Construction Safety Orders.

Prior to commencing any excavation, the Contractor shall designate in writing to the Construction Manager the "competent person(s)" with the authority and responsibilities designated in the Construction Safety Orders.

15. In accordance with Section 7104 of the Public Contract Code, whenever any work involves digging trenches or other excavations that extend deeper than four (4) feet below the surface, the provisions of Section 00700-7.2, **Differing Site Conditions**, shall apply.

16. In accordance with Section 7103.5 of the Public Contract Code, the Contractor and subcontractors shall conform to the following requirements. In entering into a public works contract or a subcontract to supply goods, services, or materials pursuant to a public works contract, the Contractor or subcontractor offers and agrees to assign to the District all rights, title, and interest in and to all causes of action it may have under Section 4 of the Clayton Act (15 U.S.C. Section 15) or under the Cartwright Act [Chapter 2 (commencing with Section 16700) of Part 2 of Division 7 of the Business and Professions Code], arising from purchases of goods, materials or services pursuant to this Contract or the subcontract. Such assignment shall be made and become effective at the time the District tenders final payment to the Contractor, without further acknowledgment by the parties.

17. In accordance with Section 4552 of the Government Code, the Contractor shall conform to the following requirements. In submitting a Bid to the District, the Contractor offers and agrees that if the Bid is accepted, it will assign to the District all rights, title, and interest in and to all causes of action it may have under Section 4 of the Clayton Act (15 U.S.C. Section 15) or under the Cartwright Act [Chapter 2 (commencing with Section 16700) of Part 2 of Division 7 of the Business and Professions Code], arising from purchase of goods, materials, or services by the Contractor for sale to the District pursuant to the Bid. Such assignment shall be made and become effective at the time the Authority tenders final payment to the Contractor.

18. Pursuant to Public Contract Code Section 7100, the acceptance by the Contractor of an undisputed payment made under the terms of the Contract shall operate as, and shall be, a release to the District, and their duly authorized agents, from all claim of and/or liability to the Contractor arising by virtue of the contract related to those amounts. Disputed contract claims in stated amounts may be specifically excluded by the Contractor from the operation of the release.

19. In accordance with California Business and Professions Code Section 7030, the Contractor is required by law to be licensed and regulated by the Contractors' State License Board which has jurisdiction to investigate complaints against contractors if a complaint regarding a patent act or omission is filed within four (4) years of the date of the alleged violation. A complaint regarding a latent act or omission pertaining to structural defects must be filed within ten (10) years of the date of the alleged violation. Any questions concerning the Contractor may be referred to the Registrar, Contractors' State License Board, P.O. Box 26000, Sacramento, California 95826.

IN WITNESS WHEREOF, the parties hereto have executed this agreement on the date first set forth above.

CONTRACTOR

By: _____

Title: _____

Dublin San Ramon Services District

By: _____

Daniel McIntyre, General Manager

ATTEST:

Nicole Genzale, District Secretary

***** END OF SECTION *****



TITLE: Adopt Revised Emergency Response Plan (ERP) Policy and Rescind Resolution No. 14-12

RECOMMENDATION:

Staff recommends the Board of Directors adopt, by Resolution, a revised Emergency Response Plan (ERP) policy and rescind Resolution No. 14-12.

SUMMARY:

At the September 1 meeting, the Board received a verbal update on the Board’s role in a declared emergency and reviewed the ERP policy. During the discussion, the General Counsel suggested two minor revisions to recognize that the Board meetings are not held on 10- or 14-day cycles. The Board approved a motion to revise the ERP policy as suggested.

The marked-up policy (Attachment 1) includes the following minor updates:

- Include the beginning statement regarding the designation of the General Manager as the District’s Emergency Manager in the numbered list and renumber the list.
- Renumber number 4 to 5 and revise it to read, “The Board of Directors shall at the next regular meeting after the Declaration of Emergency to proclaim by official Board resolution the Declaration of the District State of Emergency and to authorize continued emergency operations and recovery operations.”
- Renumber number 5 to 6 and revise it to read, “The Declaration of the District State of Emergency shall be renewed by the Board of Directors at every regular meeting unless terminated by the Emergency Manager and the Board of Director.”

In accordance with the District’s practice of reviewing each of its policies at least every four years, this policy is scheduled to be reviewed again in 2024 if the Board adopts a revised policy this year.

Originating Department: Office of the General Manager	Contact: D. McIntyre	Legal Review: Not Required
Cost: \$0	Funding Source: N/A	
Attachments: <input type="checkbox"/> None <input type="checkbox"/> Staff Report <input checked="" type="checkbox"/> Resolution <input type="checkbox"/> Ordinance <input type="checkbox"/> Task Order <input type="checkbox"/> Proclamation <input checked="" type="checkbox"/> Other (see list on right)	Attachment 1 – Marked-up Emergency Response Plan (ERP) policy	
		46 of 55



Policy

Policy No.: P300-16-2	Type of Policy: Operations
Policy Title: Emergency Response Plan (ERP)	
Policy Description: Designation of District Emergency Manager and authorization to manage emergency operations	
Approval Date: 5/1/2012 <u>9/15/2020</u>	Last Review Date: 2016 <u>2020</u>
Approval Resolution No.: 14-12	Next Review Date: 2020 <u>2024</u>
Rescinded Resolution No.: 2-06 <u>14-12</u>	Rescinded Resolution Date: 1/10/2006 <u>5/1/2012</u>

It is the policy of the Board of Directors of Dublin San Ramon Services District that:

1. The General Manager or successor is designated as the District's Emergency Manager who will direct District emergency response activities after natural or malevolent emergency events.

2. Under emergency conditions in which immediate action must be taken to protect lives and property, respond to emergencies, and to restore essential services for public health and safety, the Emergency Manager may proclaim a District State of Emergency and activate the Dublin San Ramon Services District Emergency Response Plan.

3. Upon activation of the District Emergency Response Plan, the Emergency Manager will direct and manage all emergency operations and make decisions to allocate resources and expend funds as necessary to meet the needs of the emergency.

4. During any state of emergency, the District's priorities will be to: (1) protect human life and health, (2) protect property, and, (3) protect the environment while at all times protecting the safety of our work force. After the state of emergency has been stabilized, DSRSD will take action to ensure its customers will have confidence in the water supply and in DSRSD.

5. The Board of Directors shall ~~meet within ten (10) days of at the next regular meeting after~~ the Declaration of Emergency to proclaim by official Board resolution the Declaration of the District State of Emergency and to authorize continued emergency operations and recovery operations.

Policy No.: P300-16-2	Policy Title: Emergency Response Plan (ERP)
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56. The Declaration of the District State of Emergency ~~shall remain in effect for fourteen (14) days from the date of Board resolution and~~ shall be renewed by the Board of Directors at every ~~fourteen (14) days, regular meeting~~ unless terminated by the Emergency Manager and the Board of Directors.

~~67.~~ The General Manager shall have the ongoing responsibility to ensure District compliance with evolving emergency response and preparedness legislation and regulation.

<p style="text-align: center;">Policy is current and no changes need to be adopted by the Board of Directors. Status Quo Chronology:</p>	
<p style="text-align: center;">Date Adopted:</p>	
<p style="text-align: center;">May 1, 2012</p>	
<p style="text-align: center;">Reviewed by Committee or Board:</p>	<p style="text-align: center;">Date:</p>
<p style="text-align: center;">Board</p>	<p style="text-align: center;">August 2, 2016</p>

RESOLUTION NO. _____

RESOLUTION OF THE BOARD OF DIRECTORS OF DUBLIN SAN RAMON SERVICES DISTRICT REVISING THE EMERGENCY RESPONSE PLAN (ERP) POLICY AND RESCINDING RESOLUTION NO. 14-12

WHEREAS, on June 20, 1995, by Resolution No. 47-95, the Board established a District Emergency Management policy; and

WHEREAS, on January 10, 2006, by Resolution No. 2-06, the Board revised the Emergency Management policy and renamed it the Emergency Response Plan (ERP) policy; and

WHEREAS, on May 1, 2012, by Resolution No. 14-12, the Board revised the ERP policy to make changes in compliance with the California Integrated Waste Management Disaster Management Plan to improve the District's possibility for financial aid following disasters; and

WHEREAS, on August 2, 2016, the Board affirmed no changes to the ERP policy; and

WHEREAS, the revised policy recognizes that the Board meetings are not held on 10- or 14-day cycles.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF DUBLIN SAN RAMON SERVICES DISTRICT, a public agency located in the Counties of Alameda and Contra Costa, California, that the revised Social Media policy, attached as Exhibit "A," is hereby adopted; and Resolution No. 14-12, attached as Exhibit "B," is hereby rescinded.

ADOPTED by the Board of Directors of Dublin San Ramon Services District, a public agency in the State of California, Counties of Alameda and Contra Costa, at its regular meeting held on the 15th day of September, 2020, and passed by the following vote:

AYES:

NOES:

ABSENT:

Edward R. Duarte, President

ATTEST: _____
Nicole Genzale, District Secretary



Policy

Policy No.:	Type of Policy: Operations
Policy Title: Emergency Response Plan (ERP)	
Policy Description: Designation of District Emergency Manager and authorization to manage emergency operations	
Approval Date: 9/15/2020	Last Review Date: 2020
Approval Resolution No.: Click here to enter text.	Next Review Date: 2024
Rescinded Resolution No.: 14-12	Rescinded Resolution Date: 5/1/2012

It is the policy of the Board of Directors of Dublin San Ramon Services District that:

1. The General Manager or successor is designated as the District's Emergency Manager who will direct District emergency response activities after natural or malevolent emergency events.
2. Under emergency conditions in which immediate action must be taken to protect lives and property, respond to emergencies, and to restore essential services for public health and safety, the Emergency Manager may proclaim a District State of Emergency and activate the Dublin San Ramon Services District Emergency Response Plan.
3. Upon activation of the District Emergency Response Plan, the Emergency Manager will direct and manage all emergency operations and make decisions to allocate resources and expend funds as necessary to meet the needs of the emergency.
4. During any state of emergency, the District's priorities will be to: (1) protect human life and health, (2) protect property, and, (3) protect the environment while at all times protecting the safety of our work force. After the state of emergency has been stabilized, DSRSD will take action to ensure its customers will have confidence in the water supply and in DSRSD.
5. The Board of Directors shall at the next regular meeting after the Declaration of Emergency to proclaim by official Board resolution the Declaration of the District State of Emergency and to authorize continued emergency operations and recovery operations.
6. The Declaration of the District State of Emergency shall be renewed by the Board of Directors at every regular meeting unless terminated by the Emergency Manager and the Board of Directors.
7. The General Manager shall have the ongoing responsibility to ensure District compliance with evolving emergency response and preparedness legislation and regulation.

RESOLUTION NO. 14-12

RESOLUTION OF THE BOARD OF DIRECTORS OF DUBLIN SAN RAMON SERVICES DISTRICT ADOPTING A REVISED EMERGENCY RESPONSE PLAN POLICY AND RESCINDING RESOLUTION NO. 2-06

WHEREAS, the Emergency Response Plan policy was adopted by the Board on January 10, 2006; and

WHEREAS, by Resolution No. 2-06, the Board approved the Emergency Response Plan policy and now desires to exercise its authority and revise the policy to make changes that are in compliance with the California Integrated Waste Management Disaster Management Plan; and

WHEREAS, the changes will improve the District's possibility for financial aid following disasters.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF DUBLIN SAN RAMON SERVICES DISTRICT, a public agency in the counties of Alameda and Contra Costa, California, as follows:

1. That the attached policy titled Emergency Response Plan (ERP) policy, set forth in Exhibit "A" attached hereto and incorporated herein by reference is approved and adopted, and Resolution No. 2-06 is hereby rescinded and attached as Exhibit "B", and the General Manager is hereby authorized and directed to administer and implement said policies as set forth.
2. That the policy approved and adopted by this resolution shall be periodically reviewed by the Board of Directors, on a schedule to be determined by the General Manager, to ensure consistency with the California Integrated Waste Management Plan and to ensure opportunities for state and federal assistance after a disaster or emergency.

Res. No. 14-12

ADOPTED by the Board of Directors of Dublin San Ramon Services District, a public agency in the State of California, counties of Alameda and Contra Costa, at its regular meeting held on the 1st day of May 2012, and passed by the following vote:

AYES: 4 - Directors D.L. (Pat) Howard, Dawn L. Benson, Georgean M. Vonheeder-Leopold, Richard M. Halket

NOES: 0

ABSENT: 0



Richard M. Halket, President

ATTEST: Nancy G. Hatfield
Nancy G. Hatfield, District Secretary



TITLE: Approve Continuation of District's State of Emergency in Response to COVID-19 Pandemic by General Manager and Find that the Need for the District's State of Emergency Still Exists

RECOMMENDATION:

Staff recommends the Board of Directors receive a verbal update on the COVID-19 emergency and approve, by Motion, a continuation of the State of Emergency response to the COVID-19 pandemic, as declared by the General Manager and confirmed and ratified by Resolution No. 26-20, and find that there exists a need for continuing the District's COVID-19 emergency which the Board last confirmed on September 1, 2020.

SUMMARY:

On March 4, 2020, Governor Gavin Newsom of California proclaimed a State of Emergency to exist in California as a result of the threat of COVID-19, a coronavirus. On March 13, 2020, President Donald Trump declared a National Emergency as a result of the threat of COVID-19.

On March 16, 2020, the public health officers of Alameda and Contra Costa Counties issued a legal order directing their respective residents to shelter in place (SIP) and limiting activity, travel, and business functions to the most essential needs. The SIP order provided an exception for the operations and maintenance of "Essential Infrastructure," which includes, but is not limited to, water, wastewater, and recycled water service. Since most District facilities are located within Alameda County, emergency response plans have been based on the Alameda County SIP order. The Alameda County public health officer has issued updated SIP orders on March 31, April 29, May 18, June 5, June 18, July 15, August 21, and September 2 in response to changing conditions. The Alameda County SIP orders require employers to implement physical distancing and other safety measures to limit the spread of COVID-19 in the workplace. The latest SIP order has no specified termination date and will continue to be updated periodically.

On March 16, 2020, the General Manager, as the District's Emergency Manager per the Emergency Response Plan policy (P300-16-2), declared a District State of Emergency to allow for essential operations to continue, and to ensure operational flexibility in meeting the challenges of COVID-19, while providing vital water and sewer services that are needed to protect public health and the environment.

On March 19, 2020, the State Public Health Officer issued an order requiring most Californians to stay at home, with certain exceptions for critical services and other essential needs. On May 4, Governor Newsom issued Executive Order N-60-20, allowing for the gradual relaxing of the stay-at-home order and reopening of industry sectors under a four-stage roadmap. On August 28, 2020 the State announced a new color-coded, four-tier "Blueprint for a Safer Economy" which loosens and tightens restrictions on activities based on risk level. Both Alameda and Contra Costa Counties are currently in the State's purple tier, which is the most restrictive tier and represents widespread community transmission.

On March 25, 2020, the Board of Directors approved Resolution No. 26-20, which confirmed the continuation of the District State of Emergency, and directed the General Manager to report on progress at least at every regularly scheduled meeting until the State of Emergency is terminated.

District emergency planning has been aggressively implemented. In compliance with state and local public health orders, half of the District's staff are working a vast majority of their time from home, but all critical operations needed to protect public health and the environment continue.

The COVID-19 emergency continues in our service area. To assure proper staffing and support of critical operational functions, staff is requesting the Board find that there still exists a need to continue the State of Emergency reflected by Resolution No. 26-20.

Originating Department: Office of the General Manager	Contact: J. Lee	Legal Review: Not Required
Cost: \$0	Funding Source: N/A	
Attachments: <input checked="" type="checkbox"/> None <input type="checkbox"/> Staff Report <input type="checkbox"/> Resolution <input type="checkbox"/> Ordinance <input type="checkbox"/> Task Order <input type="checkbox"/> Proclamation <input type="checkbox"/> Other (see list on right)	53 of 55	



TITLE: Rescind 2005 Board Action and Provide Direction to Rename the District’s Demonstration Garden

RECOMMENDATION:

Staff recommends the Board of Directors rescind, by Motion, the 2005 Board action and provide direction to rename the District’s Demonstration Garden.

SUMMARY:

The District owns a 0.4-acre parcel directly adjacent to the administration building on Dublin Boulevard, which is commonly referred to as the DSRSD Demonstration Garden, Conservation Garden or Drought Garden (the garden). On January 25, 2005, the Board, by unanimous vote, approved naming the garden after former Director G.T. (Tom) McCormick. No actions were ever taken to memorialize this motion. On April 16, 2013, the District supported the Dublin City Council’s naming of the rose garden at Emerald Glenn Park in honor of Tom and Claudia McCormick, and contributed financially to the entrance archway. The City Council approved the motion and the dedication was formalized on July 27, 2017 when the garden opened to the public.

The DSRSD garden is currently under renovation, and sign permits from the City of Dublin will need to be submitted. Since former Director McCormick has been honored by the City of Dublin and the District with the dedication of the rose garden at Emerald Glenn Park, staff requests Board direction on whether to proceed with the 2005 action or rename the garden. No official effort has been found that rescinds the 2005 action of the Board.

Staff is seeking direction from the Board as follows:

1. Stay or rescind the 2005 motion.
2. If rescinded, consider *The Gardens* at DSRSD an alternative name for the parcel, to reflect the fact that it represents both a drought tolerant and recycled water demonstration garden.

Originating Department: Administrative Services	Contact: C. Atwood	Legal Review: Not Required
Cost: \$0	Funding Source: N/A	
Attachments: <input type="checkbox"/> None <input type="checkbox"/> Staff Report <input type="checkbox"/> Resolution <input type="checkbox"/> Ordinance <input type="checkbox"/> Task Order <input type="checkbox"/> Proclamation <input checked="" type="checkbox"/> Other (see list on right)	Attachment 1 to S&R – 2005 Board Motion	
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DUBLIN SAN RAMON SERVICES DISTRICT
MINUTES OF A SPECIAL MEETING OF THE BOARD OF DIRECTORS
WORKSHOP

January 25, 2005

A special meeting of the Board of Directors was called to order at 6:11 p.m. by President Thomas W. Ford. Boardmembers present were: President Thomas W. Ford, Vice President Jeffrey G. Hansen, Director Dwight L. (Pat) Howard, Director Richard M. Halket, and Director Daniel J. Scannell. District staff present were: Bert Michalczyk, General Manager; Robert B. Maddow, General Counsel; and, Nancy G. Hatfield, District Secretary. Ms. Arlene Willits facilitated the meeting.

1. Call to Order
2. Pledge to the Flag
3. Roll Call - Members: Ford, Halket, Hansen, Howard, Scannell
4. Public Comment (Meeting Open to the Public) – 6:12 p.m.

There was no public comment received.

5. Consider Dedication of Demonstration Garden to Honor Contributions of Former Director G.T. (Tom) McCormick

Director Scannell suggested the conservation garden be named in honor of former DSRSD Director Tom McCormick. He commented on Tom's many contributions to the District and community and requested the Board's consideration.

Directors were supportive.

Director Howard MOVED to approve naming the conservation garden adjacent to the District Administration Building after former Director Tom McCormick. Director Scannell SECONDED the MOTION, which CARRIED with FIVE AYES.

6. Effectively Working Together as a Board

With the facilitation expertise of Ms. Arlene Willits, the Board held a workshop on the following topics: 1) Clarifying Mutual Expectations: Roles/Responsibilities; 2) Meeting Management and Protocols; 3) How the Board Makes Decisions; and, 4) Communication with Media, Public and Other Agencies

See attached Summary Notes from the Workshop.